

NOTICE OF ORDINARY MEETING

26 MAY 2026



The Mayor and Councillors attendance is respectfully requested:

Mayor: L Anderson (Chair).

Councillors: R Armstrong, G Arnott, C Doohan, N Errington, P Francis, P Le Mottee, B Niland, M Watson, J Wells.

SCHEDULE OF MEETINGS

TIME	ITEM	VENUE
5:30pm:	Public Access (if applied for)	Council Chambers
Followed by:	Ordinary Meeting	Council Chambers

Please Note:

In accordance with the NSW Privacy and Personal Information Protection Act 1998, you are advised that all discussion held during the Open Council meeting is public information. This will include any discussion involving the Mayor, a Councillor, staff member or a member of the public. All persons present should withhold from making public comments about another individual without seeking the consent of that individual in the first instance. Should you have any questions concerning the privacy of individuals at the meeting, please speak with the Governance Section Manager or the General Manager prior to the meeting.

Please be aware that Council webcasts its Open Council meetings via its website. All persons should refrain from making any defamatory remarks. Council accepts no liability for any defamatory remarks made during the course of the Council meeting.

Flags, signs, placards or protest symbols are not permitted in the Council Chamber.

Food and beverages are not permitted in the Council Chamber.

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BUSINESS

- 1) Opening meeting.
- 2) Acknowledgement of Country

We acknowledge the Worimi people as the original Custodians and inhabitants of Port Stephens. We acknowledge and pay respects to Worimi elders past and present. May we walk the road to tomorrow with mutual respect and admiration as we care for the beautiful land and waterways together.
- 3) Prayer
 - i. We recognise the rich cultural and religious diversity in Port Stephens and pay respect to the beliefs of all members of our community, regardless of creed or faith.
 - ii. Almighty God, we ask for your blessing as we meet together on behalf of our community. So that today and into the future, you would direct and favour our deliberations to advance the welfare, safety and prosperity of our region. Amen.
- 4) Apologies and applications for a leave of absence from Mayor and Councillors.
- 5) Attendance by audio visual link.
- 6) Disclosures of interests.
- 7) Confirmation of minutes.
- 8) Mayoral minute(s).*
- 9) Urgency motions (if any)
- 10) Motions to close meeting to the public.*
- 11) Committee of the Whole.
- 12) Reports to Council.
- 13) General Manager reports.*
- 14) Questions with Notice.
- 15) Questions on Notice.
- 16) Notices of motions.*
- 17) Rescission Motions.*
- 18) Confidential matters.*
- 19) Conclusion of the meeting.

PRINCIPLES FOR LOCAL GOVERNMENT

Port Stephens Council is a local authority constituted under the Local Government Act 1993. The Act includes the Principles for Local Government for all NSW Councils.

The object of the principles for councils is to provide guidance to enable councils to carry out their functions in a way that facilitates local communities that are strong, healthy and prosperous.

Guiding principles for Council

1) Exercise of functions generally

The following general principles apply to the exercise of functions by Council. Council should:

- a. provide strong and effective representation, leadership, planning and decision-making.
- b. carry out functions in a way that provides the best possible value for residents and ratepayers.
- c. plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community.
- d. apply the integrated planning and reporting framework in carrying out their functions so as to achieve desired outcomes and continuous improvements.
- e. work co-operatively with other councils and the State government to achieve desired outcomes for the local community.
- f. manage lands and other assets so that current and future local community needs can be met in an affordable way.
- g. work with others to secure appropriate services for local community needs.
- h. act fairly, ethically and without bias in the interests of the local community.
- i. be responsible employers and provide a consultative and supportive working environment for staff.

2) Decision-making

The following principles apply to decision-making by Council (subject to any other applicable law). Council should:

- a. recognise diverse local community needs and interests.
- b. consider social justice principles.
- c. consider the long term and cumulative effects of actions on future generations.
- d. consider the principles of ecologically sustainable development.
- e. Council decision-making should be transparent and decision-makers are to be accountable for decisions and omissions.

3) Community participation

Council should actively engage with their local communities, through the use of the integrated planning and reporting framework and other measures.

Principles of sound financial management

The following principles of sound financial management apply to Council. Council should:

- a. spend responsible and sustainable, aligning general revenue and expenses.
- b. invest in responsible and sustainable infrastructure for the benefit of the local community.
- c. have effective financial and asset management, including sound policies and processes for the following:
- d. performance management and reporting,
- e. asset maintenance and enhancement,
- f. funding decisions,
- g. risk management practices.
- h. have regard to achieving intergenerational equity, including ensuring the following:
 - (i) policy decisions are made after considering their financial effects on future generations,
 - (ii) the current generation funds the cost of its services.

Integrated planning and reporting principles that apply to Council

The following principles for strategic planning apply to the development of the integrated planning and reporting framework by Council. Council should:

- a. identify and prioritise key local community needs and aspirations and consider regional priorities.
- b. identify strategic goals to meet those needs and aspirations.
- c. develop activities, and prioritise actions, to work towards the strategic goals.
- d. ensure that the strategic goals and activities to work towards them may be achieved within council resources.
- e. regularly review and evaluate progress towards achieving strategic goals.
- f. maintain an integrated approach to planning, delivering, monitoring and reporting on strategic goals.
- g. collaborate with others to maximise achievement of strategic goals.
- h. manage risks to the local community or area or to the council effectively and proactively.
- i. make appropriate evidence-based adaptations to meet changing needs and circumstances.

PORT STEPHENS COMMUNITY STRATEGIC PLAN

The Local Government Act requires Council to adopt a Community Strategic Plan (10+ years). The Plan includes a Delivery Program (4 years), Annual Operational Plan and a Resource Strategy, it also includes the Council's budget.

The Community Strategic Plan is organised into 4 focus areas:

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 Stephens' environment is protected, enhanced, sustainable and resilient.

OUR COUNCIL – Port Stephens Council leads, manages and delivers valued community services in a responsible way.

BUSINESS EXCELLENCE

Port Stephens Council is a quality and a customer service focused organisation. We use the Business Excellence Framework as a basis for driving organisational excellence. The Framework is an integrated leadership and management system that describes elements essential to organisational excellence. It is based on 9 principles.

These outcomes align with the following Business Excellence principles:

- 1) Clear direction and mutually agreed plans enable organisational alignment and focus on achievement of goals.
- 2) Understanding what customers and other stakeholders value, now and in the future, enables organisational direction, strategy and action.
- 3) All people work in a system. Outcomes are improved when people work on the system and its associated processes.
- 4) Engaging people's enthusiasm, resourcefulness and participation improves organisational performance.
- 5) Innovation and learning influence the agility and responsiveness of the organisation.
- 6) Effective use of facts, data and knowledge leads to improved decisions.
- 7) Variation impacts predictability, profitability and performance.
- 8) Sustainable performance is determined by an organisation's ability to deliver value for all stakeholders in an ethically, socially and environmentally responsible manner.
- 9) Leaders determine the culture and value system of the organisation through their decisions and behaviour.

MEETING PROCEDURES SUMMARY

Starting time – All meetings must commence within 30 minutes of the advertised time.

Quorum – A quorum at Port Stephens Council is 6.

Declarations of Interest

Pecuniary – Councillors who have a pecuniary interest must declare the interest, not participate in the debate and leave the meeting.

Non-Pecuniary – Councillors are required to indicate if they have a non-pecuniary interest, should a Councillor declare a significant non-pecuniary they must not participate in the debate and leave the meeting. If a Councillor declares a less than significant non-pecuniary they must state why no further action should be taken. Councillors may remain in the meeting for a less than significant non-pecuniary.

Confirm the Minutes – Councillors are able to raise any matter concerning the Minutes prior to confirmation of the Minutes.

Public Access – Each speaker has 5 minutes to address Council with no more than 2 for and 2 against the subject.

Motions and Amendments

Moving Recommendations – If a Committee recommendation is being moved, ie been to a Committee first, then the motion must be moved and seconded at Council prior to debate proceeding. A Councillor may move an alternate motion to the recommendation.

Amendments – A Councillor may move an amendment to any motion however only one amendment or motion can be before Council at any one time, if carried it becomes the motion.

Seconding Amendments – When moving an amendment, it must be seconded or it lapses.

Incorporating Amendments – If a motion has been moved and the mover and seconder agree with something which is being moved as an amendment by others, they may elect to incorporate it into their motion or amendment as the case may be.

Voting Order – When voting on a matter the order is as follows:

- 1) Amendment (if any)
- 2) Motion

NB – Where an amendment is carried, there must be another vote on the amendment becoming the motion.

Voting – an item is passed where a majority vote for the subject. If the voting is tied the Chairperson has a second (casting) vote which is used to break the deadlock.

Closed Session – There must be a motion to close a meeting. Prior to voting on the motion the chairperson will invite the gallery to make representations if they believe the meeting shouldn't be closed. Then Councillors vote on the matter. If adopted the gallery should then be cleared and the matter considered in closed session. Any decision taken in session closed is a resolution. There must be a motion to reopen the Council meeting to the public. If decision occurred in 'closed session', the meeting is advised of the resolution in 'open session'.

Procedural Motion – Is a motion necessary for the conduct of the meeting, it is voted on without debate, eg defer an item to the end of the meeting (however, to defer an item to another meeting is not a procedural motion), extend the time for a Councillor to speak etc.

Urgency Motion – Is a motion that can be moved at a meeting to have a matter considered at a meeting. An urgency motion (procedural motion) can be moved and seconded to have a matter considered and, if passed (where all Councillors are present), then the substantive motion can be moved, seconded and debated as a motion. If all Councillors are not present, then the Mayor must also rule on the urgency motion. If the procedural motion is lost or the Mayor does not rule the matter is of great urgency, the motion fails to proceed any further and Council resumes to normal business listed on the agenda.

Points of Order – when any of the following are occurring or have occurred a Councillor can rise on a 'Point of Order', the breach is explained to the Chairperson who rules on the matter.

A Point of Order can be raised where:

- 1) There has been any non-compliance with procedure, eg motion not seconded etc.
- 2) A Councillor commits an act of disorder if the Councillor, at a meeting of the Council or a committee of the Council:
 - (a) contravenes the Act, the Regulation or this code, or
 - (b) assaults or threatens to assault another Councillor or person present at the meeting, or
 - (c) moves or attempts to move a motion or an amendment that has an unlawful purpose or that deals with a matter that is outside the jurisdiction of the Council or the committee, or addresses or attempts to address the Council or the committee on such a motion, amendment or matter, or
 - (d) uses offensive or disorderly words, or

- (e) makes gestures or otherwise behaves in a way that is sexist, racist, homophobic or otherwise discriminatory, or, if the behaviour occurred in the Legislative Assembly, would be considered disorderly, or
- (f) imputes improper motives to or unfavourably personally reflects upon any other Council official, or a person present at the meeting, except by a motion, or
- (g) says or does anything that would promote disorder at the meeting or is otherwise inconsistent with maintaining order at the meeting.

Declarations of Conflict of Interest – Definitions

Pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated as provided in Clause 7 of the Code of Conduct.

Non Pecuniary interests are private or personal interests the council official has that do not amount to a pecuniary interest as defined in the Code of Conduct. These commonly arise out of family or personal relationships or involvement in sporting, social or other cultural groups and associations and may include an interest of financial nature.

The matter of a report to council from the conduct review committee/reviewer relates to the public duty of a Councillor or the general manager. Therefore, there is no requirement for Councillors or the General Manager to disclose a conflict of interest in such a matter.

The political views of a Councillor do not constitute a private interest.



Form of Special Disclosure of Pecuniary Interest

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

Important information

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

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

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

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

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

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

ORDINARY COUNCIL - 26 MAY 2026

Special disclosure of pecuniary interests by [full name of councillor]

in the matter of [insert name of environmental planning instrument]

which is to be considered at a meeting of the PORT STEPHENS COUNCIL

to be held on the _____ day of _____ 20__

Pecuniary interest	
Address of the affected principal place of residence of the councillor or an associated person, company or body (the identified land)	
Relationship of identified land to the councillor [Tick or cross one box.]	<input type="checkbox"/> The councillor has an interest in the land (eg is the owner or has another interest arising out of a mortgage, lease, trust, option or contract, or otherwise). <input type="checkbox"/> An associated person of the councillor has an interest in the land. <input type="checkbox"/> An associated company or body of the councillor has an interest in the land.
Matter giving rise to pecuniary interest ¹	
Nature of the land that is subject to a change in zone/planning control by the proposed LEP (the subject land) ² [Tick or cross one box]	<input type="checkbox"/> The identified land. <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control [Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]	

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

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

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Proposed change of zone/planning control [Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]	
Effect of proposed change of zone/planning control on councillor or associated person [Insert one of the following: "Appreciable financial gain" or "Appreciable financial loss"]	

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

Mayor/Councillor's signature _____

Date _____

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



Declaration of Interest form

Agenda item No. _____

Report title _____

Mayor/Councillor _____ declared a

Tick the relevant response:

<input type="checkbox"/>	pecuniary conflict of interest
<input type="checkbox"/>	significant non pecuniary conflict of interest
<input type="checkbox"/>	less than significant non- pecuniary conflict of interest

in this item. The nature of the interest is _____

If a Councillor declares a less than significant conflict of interest and intends to remain in the meeting, the councillor needs to provide an explanation as to why the conflict requires no further action to manage the conflict. (Attach a separate sheet if required.)

OFFICE USE ONLY: (Committee of the Whole may not be applicable at all meetings.)

Mayor/Councillor left the Council meeting in Committee of the Whole at _____pm.

Mayor/Councillor returned to the Council meeting in Committee of the Whole at _____ pm.

Mayor/Councillor left the Council meeting at _____ pm.

Mayor/Councillor returned to the Council meeting at _____ pm.

COUNCIL REPORTS

ITEM NO. 1

**FILE NO: 26/105053
EDRMS NO: 8-2026-460163-1**

**COMMISSIONER FIRE AND RESCUE - REPORT - 44 MAGNUS STREET,
NELSON BAY**

REPORT OF: RYAN FALKENMIRE - DEVELOPMENT SERVICES SECTION
MANAGER
DIRECTORATE: COMMUNITY FUTURES

RECOMMENDATION IS THAT COUNCIL:

- 1) Receives and notes the report of the Commissioner of Fire and Rescue NSW.
- 2) Requests the General Manager to write to the Commissioner of Fire and Rescue NSW giving notice of its determination to issue a Fire Safety Development Control Order.

BACKGROUND

The purpose of this report is to inform Council in accordance with Schedule 5, Part 8 Section 17 of the Environmental Planning and Assessment Act 1979 (the Act), of its receipt of an inspection report from Fire and Rescue NSW in relation to The Port Stephens Motel at 44 Magnus Street, Nelson Bay (the subject site).

As per the Act, Council must table any inspection report it receives under Schedule 5 of the Act at a Council meeting and determine whether it will exercise its powers to issue a Fire Safety Development Control Order. The Act also requires Council to provide its determination to the Commissioner of Fire and Rescue NSW.

The inspection report from Fire and Rescue NSW was received by Council on 9 April 2026 (**ATTACHMENT 1**) raising a number of concerns relating to fire safety at the subject premises. Specifically, concerns were raised regarding smoke detection, egress, provision and maintenance of specific fire safety measures and display of the annual fire certification.

Following Council's receipt of Fire and Rescue's NSW letter, an inspection of the subject premises was undertaken on 14 April 2026 by Council's Senior Fire Safety Officer. Council's inspection confirmed that all matters raised by Fire and Rescue NSW were valid as well as some additional concerns.

A Fire Safety Development Control Order will be served on the owners of the premises to remedy the compliance shortfalls. The owner was present on-site during Council's inspection and were made aware of the process to address all of the non-compliance issues.

COMMUNITY STRATEGIC PLAN

Strategic Direction	Delivery Program 2025-2029
Community safety	Develop an annual program for Council to provide compliance services to enhance public safety and health

FINANCIAL/RESOURCE IMPLICATIONS

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes		
Reserve Funds	No		
Developer Contributions (\$7.11)	No		
External Grants	No		
Other	No		

LEGAL, POLICY AND RISK IMPLICATIONS

Risk	Risk Ranking	Proposed Treatments	Within Existing Resources?
Council fails to meet fire safety statutory responsibilities.	Low	Give notice of the determination to the Commissioner of Fire and Rescue NSW	Yes

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

Nil.

COMMUNICATION AND ENGAGEMENT

Council’s Communication and Engagement Strategy identifies the level of engagement undertaken. An explanation for each level is shown below.

INFORM	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.
CONSULT	To obtain public feedback on analysis, alternatives and/or decisions.

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INVOLVE	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.
COLLABORATE	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.
EMPOWER	To place final decision-making and/or developed budgets in the hands of the public.
	No external communications and engagement are required for this report.

The following communication and engagement applies to this report.

External communications and engagement

	No external communications and engagement are required for this report.
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Internal communications and engagement

No internal communication or engagement are required.

OPTIONS

- 1) Accept the recommendations.
- 2) Amend the recommendations.
- 3) Reject the recommendations.

ATTACHMENTS

- 1) Fire Safety Commissioner Letter.

COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

Nil.

OFFICIAL



File Ref. No: FRN25/1712 - BFS25/3664 – 8000042997
TRIM Ref. No: D26/53535
Contact: Ryan Maestri

8 April 2026

General Manager
Port Stephens Council
PO Box 42
RAYMOND TERRACE NSW 2324

Email: council@portstephens.nsw.gov.au

Attention: Manager Compliance / Fire Safety

Dear Sir / Madam

**Re: INSPECTION REPORT
PORT STEPHENS MOTEL
44 MAGNUS STREET, NELSON BAY (hereafter "the premises")**

Fire and Rescue NSW (FRNSW) received correspondence concerning the adequacy of the provision for fire safety in or in connection with the premises.

Pursuant to Section 9.32(1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW inspected the premises on 3 March 2026.

On behalf of the Commissioner of FRNSW, the comments in this report are provided under Section 9.32(4) and Schedule 5, Part 8, Section 17(1) of the EP&A Act.

COMMENTS

The following items were identified in relation to the provisions for fire safety:

Fire and Rescue NSW	ABN 12 593 473 110	www.fire.nsw.gov.au
Community Safety Directorate Fire Safety Compliance Unit	1 Amarina Ave Greenacre NSW 2190	T (02) 9742 7434 F (02) 9742 7483
www.fire.nsw.gov.au		Page 1 of 4

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Provisions for Fire Safety

Fire Resistance

1. A number of service penetrations through the first-floor concrete slab from the undercroft car parking area were not adequately protected against the spread of fire, contrary to the requirements of C4D15 of the National Construction Code Volume 1 2022 (NCC).

Egress

2. The door to the cupboard underneath the north-western egress stairs did not appear to be a fire-rated doorset, contrary to the requirements of Clause D3D9 of the NCC.
3. The barriers to the following areas were less than 1 metre in height, contrary to the requirements of Clause D3D18 of the NCC:
 - A. The first floor balcony areas serving as a path of travel to the egress stairs.
 - B. The barriers surrounding the stairwells on the first floor for both egress stairs.

Fire Hose Reels

4. Several fire hose reels within the building did not have their nozzles interlocked, contrary to the requirements of Section 5 of AS 2441-2005.

Emergency Lighting

5. Emergency lighting was not provided to the following areas of the building, contrary to the requirements of Clause E4D2 of the NCC:
 - A. Both egress stairs from the first floor.
 - B. The north-west undercroft car parking area.
 - C. The first-floor balcony areas serving as a path of travel to the egress stairs.

Exit Signs

6. Exit signs were not provided to indicate the location of exits, contrary to the requirements of Clauses E4D5, E4D6 and E4D8 of the NCC.

Smoke Alarms

7. A smoke alarm was not present in room number 12. In this regard, a mounting bracket was noted within the room, indicating that a previously installed smoke alarm may have been removed.

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After consulting the owner of the premises, a smoke alarm was reinstalled in this room and photographic evidence of such provided to FRNSW. It is considered that no further action is required in relation to this matter.

Regulatory RequirementsFire Safety Statements

8. A current Annual Fire Safety Statement was not displayed in a prominent location within the building or provided to FRNSW contrary to the requirements of Section 89 of the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 (EPAR).

Smoke Alarms

9. As indicated in item 7 above, a smoke alarm was not present in room 12, contrary to the requirements of Section 96 of the EPAR.

After consulting the owner of the premises, a smoke alarm was reinstalled in this room and photographic evidence of such provided to FRNSW. It is considered that no further action is required in relation to this matter.

10. The smoke alarms installed in the Sole-Occupancy Units (SOUs) inspected were noted as not being hard-wired to mains electricity.

FRNSW were unable to determine whether the smoke alarms installed in all SOUs were of the 10-year non-removable battery type as required by Section 99 of the EPAR.

FRNSW believes that there are inadequate provisions for fire safety within the building.

RECOMMENDATIONS

FRNSW recommends that Council:

- a. Review item no. 1 through to item no. 10 of this report and conduct an inspection.
- b. Ensure the fire safety measures serving the premises are being regularly maintained and that an Annual Fire Safety Statement is being provided to the Council.
- c. Address any other deficiencies identified on the premises.

Please be advised that Schedule 5, Part 8, Section 17(2) requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting. FRNSW refers this matter to the Council as the appropriate regulatory authority and awaits the Council's advice regarding its determination under Schedule 5, Part 8, Section 17 (4) of the EP&A Act.

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LIMITATIONS

The items listed in the comments of this report are based on the following limitations:

- FRNSW's inspection of the premises may have been conducted without having the development consent and / or approved plans as a reference.
- FRNSW's inspection of the premises was a non-invasive visual inspection.
- FRNSW authorised fire officers may not have been able to access all areas of the premises at the time of inspection.
- The following parts of the premises were not able to be inspected:
 - The office area and common room.
 - Storage cupboards.
 - Laundry area.
 - SOUs aside from rooms 5, 6, 7, 10, 11, 12 and 14.

Please do not hesitate to contact Ryan Maestri of FRNSW's Fire Safety Compliance Unit at FireSafety@fire.nsw.gov.au or call (02) 9742 7434 if you have any questions or concerns regarding the above matters. Please ensure that you refer to file reference FRN25/1712 - BFS25/3664 – 8000042997 for any future correspondence concerning this matter.

Yours faithfully



Ryan Maestri
Senior Building Surveyor
Fire Safety Compliance Unit

ITEM NO. 2

**FILE NO: 26/55794
EDRMS NO: PSC2025-02656**

MEDOWIE TOWN CENTRE MASTERPLAN

REPORT OF: BROCK LAMONT - STRATEGY & ENVIRONMENT SECTION
MANAGER
DIRECTORATE: COMMUNITY FUTURES

RECOMMENDATION IS THAT COUNCIL:

- 1) Note the Medowie Town Centre Masterplan Engagement Report **(ATTACHMENT 1)**.
- 2) Note the submissions received during the exhibition of the draft Medowie Town Centre Masterplan and the response to the submissions **(ATTACHMENT 2)**.
- 3) Adopt the Medowie Town Centre Masterplan, as revised **(ATTACHMENT 3)**.

BACKGROUND

The purpose of this report is to seek Council’s endorsement of the revised Medowie Town Centre Masterplan following recent public exhibition.

The intent of the Medowie Town Centre Masterplan is to establish a strategic vision for the Council owned site at 38 Ferodale Road, Medowie that will shape a cohesive, vibrant and accessible town centre that meets the needs of the growing Medowie community. The endorsed Masterplan will assist with grant funding opportunities for the delivery of community and civil infrastructure.

The Masterplan proposed to extend the commercial town centre, provide for a central recreation and meeting place for the community, deliver housing close to services, improve walkability and enhance Medowie’s local character.

The draft Masterplan was placed on public exhibition for an extended 80-day period from 12 December 2025 to 1 March 2026. During this period Council ran an active communications and engagement program featuring pop-up consultation at community events; online and in-person workshops and surveys; dedicated information sessions; and targeted stakeholder meetings. The engagement report **(ATTACHMENT 1)** captures outcomes of the program. 12 written submissions were received and responses to the submissions are outlined in the submissions table **(ATTACHMENT 2)**.

The exhibition process demonstrated broad community support for the draft Masterplan. Most feedback focused on refinements and detailed design elements rather than fundamental changes. Comments received showed support for increasing shops and services; a permanent library service; and high-quality, inclusive

recreation facilities. Key concerns related to increased traffic and infrastructure impacts; noise and anti-social behaviour from the proposed skate park; and discomfort with proposed increased housing density.

The draft Medowie Town Centre Masterplan has been revised as shown in **(ATTACHMENT 3)** to respond to the public exhibition feedback. Amendments include:

- Adjustments to the site’s loop road and pathway network to address traffic and safety concerns and to improve connectivity
- Minor relocation and redesign of the skate park to improve passive surveillance and safety. Further community consultation for the skate park will be required at the project’s detailed design stage to ensure the design addresses community concerns
- Relocation of the playground and public amenities to maximise function and community experience
- Additional mixed-use development buildings in recognition of community demand for more shops and services
- Adjustment to the southern development area to better align with the boundary of the privately owned residential lots.

COMMUNITY STRATEGIC PLAN

Strategic Direction	Delivery Program 2025-2029
Housing, tourism & economy	Develop and implement Council's key planning documents

FINANCIAL/RESOURCE IMPLICATIONS

The cost associated with staff resources and consultant fees in developing the revised masterplan has been accommodated within existing budgets.

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes		
Reserve Funds	No		
Developer Contributions (\$7.11)	No		
External Grants	No		
Other	No		

LEGAL, POLICY AND RISK IMPLICATIONS

Medowie Place Plan

The Medowie Town Centre Masterplan is a key outcome from the Medowie Place Plan that advances the development of the previous concept plan. It gives effect to a number of identified actions aimed at improving the town’s liveability and community wellbeing. If adopted, the Masterplan would operate alongside the Place Plan as a guiding vision and policy framework to guide future development of the Council owned site.

Local Infrastructure Contributions Plan (LIC Plan)

If adopted, the Masterplan would guide future updates in the LIC Plan by identifying the infrastructure and upgrade works required to support the site’s planned growth and development. The LIC Plan’s work schedule would outline the projects to be funded wholly or partly through development contributions.

Port Stephens Local Environmental Plan 2013 (LEP)

If adopted, the Masterplan would require amendments to the LEP to align zoning, land use controls and development standards with the intended land use vision. Future Planning Proposals would also be assessed against the guiding principles of the Masterplan, Medowie Place Plan, Medowie Planning Strategy and any other relevant Council and State plans and policies.

Risk	<u>Risk Ranking</u>	Proposed Treatments	Within Existing Resources?
There is a risk the scope of the Masterplan is beyond Council’s ability to fund implementation, leading to the community’s expectations not being met.	Medium	<p>Adopt the revised Medowie Town Centre Masterplan. The Masterplan will support applications for external funding to assist Council in the delivery of the works identified within the Masterplan.</p> <p>A staged implementation strategy enables Council to deliver works in accordance with available resources.</p>	Yes

Risk	Risk Ranking	Proposed Treatments	Within Existing Resources?
There is a risk that should the revised masterplan not be adopted, further revisions will be subject to additional unfunded costs. Additional funding would be required to accommodate further revisions.	Low	Adopt the revised Medowie Town Centre Masterplan as per the public exhibition feedback received.	Yes

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

Social

The Medowie Town Centre Masterplan would strengthen community connections by creating a vibrant central hub that integrates retail, housing and public spaces designed to encourage social interaction and inclusivity. The Masterplan aims to improve access to amenities, promote walkability and wellbeing, and foster a strong local identity. By thoughtfully guiding growth and incorporating actions from the Medowie Place Plan, the Masterplan seeks to enhance community pride, improve connectivity and activate public space while preserving Medowie’s valued semi-rural character.

Economic

To support population growth and create opportunities for business investment and economic growth, the Masterplan proposes a balanced mix of commercial, recreational and residential development on the site. Phase 2 community engagement results demonstrated support for more commercial offerings. A vibrant and well-connected local centre is expected to stimulate the local economy by attracting new businesses, generating local employment and encouraging ongoing investment. Upgraded infrastructure and inviting public spaces will increase foot traffic and strengthen local retail activity, while improved accessibility and amenities will enhance Medowie’s appeal as an attractive destination for both residents and visitors.

Environmental

Medowie residents place a high value on the natural environment as a defining feature of the town’s unique character and sense of place. The Masterplan aims to protect, enhance and celebrate this natural setting by incorporating green spaces, strengthening biodiversity corridors and applying water sensitive design principles to improve water quality. It also promotes sustainable urban design and active transport

options, ensuring that future growth supports a greener, healthier and more resilient town centre.

COMMUNICATION AND ENGAGEMENT

Council's Communication and Engagement Strategy identifies the level of engagement undertaken. An explanation for each level is shown below.

INFORM	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.
CONSULT	To obtain public feedback on analysis, alternatives and/or decisions.
INVOLVE	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.
COLLABORATE	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.
EMPOWER	To place final decision-making and/or developed budgets in the hands of the public.
	No external communications and engagement are required for this report.

The following communication and engagement applies to this report.

External communications and engagement

The Medowie Town Centre Masterplan has a three-phase engagement approach:

- Phase 1 – Early engagement: targeted to help inform the draft Masterplan
- Phase 2 – Public Exhibition of the draft Masterplan
- Phase 3 – Revised Masterplan reported to Council with changes and adopted

The Strategic Projects and Community Engagement teams have undertaken Phases 1 and 2 with the Medowie community to draft and revise the Masterplan. This report delivers Phase 3 of the engagement.

The Medowie Town Centre Masterplan Engagement Report (**ATTACHMENT 1**) provides detailed information about the outcomes of both Phase 1 and Phase 2 of the engagement process.

The submissions table (**ATTACHMENT 2**) details the issues raised during the exhibition period and the response from Council officers, including whether an amendment was made to the Masterplan.

The revised Masterplan delivers on Phase 2 engagement results to better achieve community aspirations for the site and address concerns raised.

CONSULT	<p>The draft Medowie Town Centre Masterplan was placed on formal public exhibition for an 80-day period from 12 December 2025 to 1 March 2026. This public exhibition period (Phase 2) was supported by an active community and engagement program.</p> <p>The program included communications through Council's website, social media, promotional posters and leaflets, direct emails to key stakeholders, media releases, newsletters and print advertising.</p> <p>Online engagement was supported by face to face engagement with the Disability, Inclusion and Access Advisory Group (DIAAG), Communication and Engagement Advisory Group (CEAG), Medowie RSL sub-branch, Tallwood estate residents, doorstep discussions with local businesses, targeted engagement with local schools and 2 community workshops.</p> <p>12 written submissions were received during the exhibition period.</p>
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Council will develop a new Communication and Engagement Plan for the implementation phase of the project upon adoption of Masterplan.

Internal communications and engagement

Consultation has been undertaken by the Strategy and Environment Section with:

- Governance Section.
- Financial Services Section.
- Community Services Section.
- Assets Section.
- Capital Works Section.
- Public Domain and Services Section.
- Communications and Customer Experience Section.
- Development Services Section.

OPTIONS

- 1) Accept the recommendations.
- 2) Amend the recommendations.
- 3) Reject the recommendations.

ATTACHMENTS

- 1) Medowie Town Centre Masterplan Engagement Report.
- 2) Submissions Table.
- 3) Medowie Town Centre Masterplan.

COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

Nil.

**Communications and Engagement Report
Medowie Town Centre Masterplan
March 2026**



ITEM 2 - ATTACHMENT 1 MEDOWIE TOWN CENTRE MASTERPLAN ENGAGEMENT REPORT.

Medowie Town Centre Masterplan

Engagement Snapshot

The masterplan planning process aims to provide a long-term vision and framework to guide future development and investment in the area. Early engagement aims to capture the character of the Medowie 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 masterplan are created by impacted.

What we've been up to

Community Drop Ins 26 Visited	Online comments 67 responses	Webpages visitors 1,272 visitors	Direct emails 245 sent	Social media reach 18,825 reached

Medowie and surrounds Liveability Index care factors

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

65% Elements of natural environment (LGA 75%)	65% General condition of public open space (LGA 66%)	59% Local businesses that provide for daily needs (LGA 53%)	59% Locally owned and operated businesses (LGA 53%)	54% Sense of personal safety (LGA 51%)

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Top things we've been hearing

- Medowie is still a small country town and want to stay that way. I would love to keep the green space.
- We need more cafes and restaurants.
- There isn't a great place where people can congregate, it would be good to bring that community feel into this area.

Top attributes
Medowie and surround
There are people like me
Welcoming to all people
Neighbourhood spirit/ resilience
Physical comfort
General condition of housing and other private buildings

Top priorities
Medowie and surrounds
General condition of public open space
Evidence of recent public investment
Quality of public space
Access and safety of walking, cycling and/or public transport

- #### Emerging themes
- Character
 - Community
 - Economy
 - Environment
 - Housing
 - Movement
 - Open Space

- #### Most mentioned ideas
- A modern library with flexible spaces
 - Strong support for a large central park area
 - A space for markets and community events
 - Wide accessible paths linking key sites
 - More shops and local job opportunities

Project timeline



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02 4968 0255

council@portstephens.nsw.gov.au

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Summary

The Medowie Town Centre Masterplan is a key outcome of the Medowie Place Plan (2023), which establishes a long-term vision and strategic framework for the growth, functionality, and identity of the Medowie Town Centre. Its purpose is to guide future development, improve liveability, and ensure the town centre meets the community's growing needs now and into the future.

The engagement process aims to understand the community's aspirations for the Medowie Town Centre and to give a voice to its residents. By involving the community in developing the roadmap, we strengthen their connection to and ensure that the priorities and actions within the masterplan reflect those most affected by it.

The development of the Medowie Town Centre Masterplan with ongoing community involvement is working through a three-phased engagement approach:

- Phase 1 – Early engagement: targeted to help inform the draft masterplan
- Phase 2 – Public Exhibition of the draft masterplan
- Phase 3 – Revised masterplan reported to Council with changes and adopted

Earlier engagement from the Medowie Place Plan and Liveability surveys in 2024 and 2020 were also considered.

The key objectives of the communication and engagement plan for phase two engagement were to:

- Ensure community input into the finalisation of the draft masterplan for Medowie Town Centre.
- Demonstrate how previous community feedback has been incorporated into the draft masterplan
- Educate the community on the planning process, next steps in the finalisation and adoption of the masterplan and intended early works.

Phase 2 of the engagement has been completed, and this report has been updated to include engagement findings for both phases.

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Phase 1 Early Engagement

Phase 1 provided three levels of engagement – inform, consult and involve – using a range of methods to encourage meaningful community participation and engagement.

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

*Please note that each successive level incorporates the engagement requirements of all preceding levels.

The Phase 1 engagement was guided by themes drawn from previous place plans and the 2020 and 2024 Liveability Survey results from the Medowie and the surrounding area. These themes included Character, Community, Economy, Environment, Housing, Movement, and Open Space.

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Communication methods – Phase 1

COMMUNICATION METHODS		
ACTIVITY	DESCRIPTION	REACH
Website	Medowie Town Centre Masterplan https://haveyoursay.portstephens.nsw.gov.au/medowie-town-centre-masterplan Used to host information and supporting documents	1,272
Social media	Port Stephens Council Facebook 1 paid post – 21 August 2025	18,825 reach (217 -clicks)
Poster with QR code	Promotional posters and leaflets at Medowie Shopping Precinct 19 August 2025 Promotional leaflets provided to Medowie Community Centre for additional circulation	Unknown
Direct emails	Direct email to identified known stakeholders, interest groups for Medowie via haveyoursay@portstephens.nsw.gov.au dated 11 August 2025	245 emails
Direct emails	To three Medowie schools requesting to share information and social tile in their school newsletters	3 Medowie Schools
Media release	Media release 'Have your say on the future of Medowie Town Centre Masterplan' distributed to Council's media distribution list dated 21 August 2025	109
News item	News item are included on the Council's home page here 21 August 2025	115 views
Print advert	News of the Area, "Port Stephens Council seeks community input on Medowie town centre masterplan", 27 August 2025 Port Stephens Examiner, "Have your say: community encouraged to help shape the future of Medowie", 25 August 2025	10,000 22,231

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Engagement methods – Phase 1

ENGAGEMENT METHODS		
ACTIVITY	DESCRIPTION	REACH
Liveability Survey	Medowie and Surrounds	
	Liveability Survey 2024	246 responses
	Liveability Survey 2020	345 responses
CEAG	Communication and Engagement Advisory Group (CEAG) agenda item 2 July 2025. Advice was provided regarding the proposed approach to stakeholders.	1 group 12 committee members
DIAAG	Disability, Inclusion and Access Advisory Group 4 September 2025 To provide advice based on lived experience, address barriers to access and ensure Councils project align with principles of inclusion and universal design	1 group 8 committee members
Online Engagement	Online engagement tools open from 11 August 2025 to 5 September 2025	
	Have your say mapping tool	30 comments
	Join the conversation tool	37 responses
	Written submissions (emails and letters)	4 submissions
Community Drop In #1	Medowie Mobile Library Drop In Tuesday 19 August 2025, 3:00pm to 5:45pm	7 visited
Workshop #1	Medowie Community Centre 25 August 2025, 12:00pm to 2:00pm	13 participants
Workshop #2	Online workshop 28 August 2025 – 5:30pm to 7:30pm	6 participants
Doorstep discussions and mail box drop	Initial letterbox drop	100 flyers
	Doorstep discussion with local businesses	42 in person
Key Stakeholder Meetings	Meeting with representatives from key local businesses	6 meetings
Youth Summit	Port Stephens Council	40 participants
	24 September 2025	12 suggestions
	Representatives from 5 local schools	

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Key engagement findings – Phase 1

Council undertook early engagement to understand the community's priorities and wants for the Medowie Town Centre. Feedback was compiled through a wide range of sources including a dedicated online have your say website page which featured two online engagement tools, 'Join the conversation; and 'Have your Say Mapping tool'. Other engagement opportunities included a community drop in, workshops, submissions, Disability Inclusion and Access Advisory Groups, stakeholder meetings, and a Youth Summit.

Key themes emerging:

Character

- A desire to preserve Medowie's "Place of Tall Trees" identity and semi-rural charm.
- Concerns about overdevelopment and preference for development that fits the town's scale and landscape.
- Interest in design elements that reflect local heritage and identity, including public art, memorials (e.g. war memorial, Geoff Dingle recognition).

Community

- A library was heavily supported. Suggestions include:
 - Study and digital learning area
 - Children's area
 - Bookable rooms for craft groups and workshops
 - Community services
- General support to move the war memorial
- Desire for community multipurpose area for gatherings such as markets, Carols by Candlelight, kids parties
- Agreement that Medowie lacks a Town Centre that brings people together

Economy

- Strong support for more diverse retail including:
 - Bespoke cafes
 - Boutique clothing and book shops
 - Desire for local jobs to reduce commutes and provide work for young people
- Ideas for options of outdoor cinema, eco-tourism or motel for visitors
- Mixed opinions about if retail or housing should be prioritised.

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Environment

- Strong focus on protecting native flora, koala habitats, and wildlife corridors.
- Preference for sustainable landscaping and planting of local native species.
- Support for community-led green initiatives such as Landcare, gardening clubs, and educational signage about native plants.

Housing

- Division on housing with some stating they do not want housing in this area due to town size, traffic and environmental concerns. With others supporting medium density housing particularly for young people, single parents and people wishing to downsize.
- Preference for building heights with general feedback 3 storeys to avoid overshadowing trees while maintaining town character.
- Preference for eco-friendly housing to include sustainable design and green roofs.

Movement

- A major concern is traffic and congestion.
- Would like safer pedestrian crossings.
- Desire for shared walking and cycling paths, disability and pram friendly access.
- Connected pathways to schools, shops and community facilities.

Open Space

- Strong support for green, accessible, and inclusive public spaces including disability friendly playground and accessible picnic tables.
- Support for a fenced playground, BBQ and shaded areas.
- Mixed views on the a skatepark with some preferring it to be central while others preferring to upgrade skatepark at Boyd oval.
- Interest in educational elements such as signage on native plants and local animals.

These tools were used to collate not only online feedback but also the feedback received from conversations undertaken at the Medowie Workshops, stakeholder meetings, and the Disability Inclusion and Access Advisory group.

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Have Your Say Webpage – see Appendix B for full details

Have Your Say Mapping Tool – 37 responses

Join the Conversation - 30 responses

Categories	Social Map	Join the conversation	Other	Total
Character	1	2	0	3
Community	8	13	16	37
Economy	6	7	14	27
Environment	1	5	1	7
Housing	1	3	3	7
Movement	8	11	17	36
Open Space	9	14	14	37

PLEASE NOTE

These key findings were drawn from the engagements using data collected from the Medowie Town Centre workshops, community drop, emails, along with direct contributions from the webpage through Join the Conversation comments and the Have Your Say mapping tool.

Workshops – see Appendix C for full details

As part of early engagement for the Medowie Town Centre Masterplan, Council hosted two community workshops to explore the town centre’s values, challenges, and opportunities.

The objectives for both workshops were to:

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

Workshop 1 – In-Person Monday 25 August 2025

Held at the Medowie Community Centre, this structured session was attended by 13 participants, including local residents, business operators, and town centre users.

Format:

1. Introduction to the Masterplan; purpose, scope, and timeline
2. Immersion in local context; review of the Medowie Place Plan and Liveability data

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3. World Café discussions: group conversations on key themes, refining ideas and testing support for different directions (library, skatepark, war memorial, housing)

Workshop 2 – Online Thursday 28 August 2025

To provide an after-hours engagement opportunity, Council delivered a second workshop online. Six participants attended.

While the objectives mirrored workshop 1, the smaller group size allowed for more conversational format. Participants responded to prompts based on key themes rather than moving through structured activities.

Summary of Main Points from Workshops

Community

- Strong support for a library with:
 - Study areas, bookable rooms, and an indoor space for children and families
 - Preference for a large dedicated site, not in the community centre
 - Accessible with ramps and disability inclusion
- There was a desire to keep the community hall active and consider multipurpose uses. Some suggestions included; dance, basketball, art spaces, craft groups
- Support for a disability inclusive playground which is sensory friendly and fenced for safety.
- Support for markets, community events and an outdoor cinema to build vibrancy and a sense of place.
- Mixed views on the skatepark. Some want it integrated in a central location along with the playground, while others did not see the need when there is one that exists in a nearby location.
- Overall support on the war memorial to be relocated to a more central area. Although some did oppose citing costs and disruption.
- Suggestion to have recognition of First Nations Culture through educational signage.
- Concern from one member about moving the Geoff Dingle Park memorial and feels it is wasting community effort and dishonouring previous work.

Environment

- Strong desire to retain Medowie's 'country town' feel.
- Strong emphasis on green space, native plantings, and koala corridors.
- Requests for street trees and landscaping that reflect local character, 'Place of tall trees'.
- Request for more bins to reduce littering

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- Support for eco-friendly and sustainable approaches to buildings and better Landcare involvement

Economy

- Desire for more bespoke cafes and restaurants to improve vibrancy
- Desire for more diverse shopping options including boutique shops and bookstore, however concern may not survive without increased visitation.
- Suggestion for eco-accommodation to support local visitors.
- Concerns Medowie has no banks.
- General support for new commercial land expansion

Housing

- There were mixed views on housing
 - Some residents were concerned Medowie is too small for more housing in this area and there was a concern for overdevelopment
 - Others called for more affordable housing options with higher density and height limits
 - There was suggestion for accessible housing for people with disabilities, singles parents, students and young workers
 - General preference for medium density housing (2-3 storeys)

Movement

- Traffic was seen as the biggest concern for Medowie. Congestion, safety and intersection designs all big issues. There was strong support for a traffic study.
- Mixed views on speed humps with some supporting and others opposing.
- Accessibility concerns with current pathways disjointed and not disability-friendly.
- Would like better pedestrian and cycling links including shared pathways and safe crossings.
- Concerns about on-street parking and poor parking layouts.
- Suggestion to expand roads, example Medowie road into a four lane.

Open Space

- General support for new open spaces with BBQ areas and undercover areas
- Requests for walking tracks and educational features (signage/QR codes)
- Wish to have the local Park Run in this area if it allows
- Trees that don't drop sticks.

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Written Submissions - Emails and Letters – see Appendix D for full details

We received 4 separate emails and letters.

These are included in full in Appendix D.

Submission 1: Email received 12 August 2025

- Suggestion of arts hub, gardens and focused on community

Submission 2: Email received 29 August 2025

- Focussed on library, fenced playground and shelters with examples

Submission 3: Letter received 25 August 2025

- Focussed Geoff Dingle Reserve and inclusive playground

Submission 4: Letter from RSL

- Focussed War memorial

Disability Inclusion and Access Advisory Group (DIAAG) see Appendix E for full details

Feedback was collected from members of the DIAAG at their 4 September 2025 meeting. Discussions centred on ways to enhance safety, accessibility, and inclusion across the town centre. Participants emphasised the need for sheltered and conveniently located bus stops, wider and well-connected pathways, flush thresholds at crossings, and reduced road crossings to support safe movement for all users. Accessible parking close to key facilities, including provision for rear-loading vehicles, was strongly supported. The group also identified priorities for the community centre and recreational spaces, such as accessible ramps, inclusive furniture, adequate seating, and amenities with change facilities and hoists. Accessible design for events and markets, with hard surfaces and wide circulation spaces, was also highlighted as essential for inclusion.

Stakeholder Meeting Summary see Appendix F for full details

The project manager met with 6 local business stakeholders who provided detailed feedback on the draft masterplan. There was a focus on commercial balance, connectivity, and safety. Key themes included concern about excessive retail space and support for affordable housing and mixed-use development that fits market demand. Participants emphasised the importance of traffic and pedestrian safety, particularly improvements to the Peppertree and Ferodale Road intersection,

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additional parking, and better walkability across the town centre. They also called for stronger connections between the existing shops and the new development to avoid creating a "new versus old" divide. They encouraged Council to actively communicate about planning processes, promote good news stories like the traffic study, and continue engaging local businesses in future planning stages.

Youth Summit

Port Stephens Council hosted a Youth Summit on Wednesday 24 September, attended by over 40 students from 5 local high schools. The Youth Summit provided young people with the opportunity to share their ideas and concerns, generating valuable insights that informed the Council's planning and decision-making.

During the summit, the students provided input on the Medowie Masterplan, offering 12 suggestions for the future of Medowie Town Centre (**see Appendix E**).

- Nature Trails
- Arcade games
- Hobby Shop
- Shaded outdoor seating and BBQs
- Cultural/ Indigenous murals
- Clothing shops
- Keep the small time feel/ heritage
- Kmart
- Services like chemist
- Library and skatepark
- Public Pool
- Legal dirt bike track
- A basketball court instead of a skatepark

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Medowie Town Centre Masterplan
Phase 2: Engagement Snapshot

The masterplan planning process has provided a long-term vision and framework to guide future development and investment in the area. Following early engagement to capture the character of Medowie and give voice to its residents, the draft masterplan was placed on public exhibition to seek broader community feedback. This exhibition phase enabled the community to review, refine and validate the proposed priorities and actions, ensuring they reflect local aspirations and respond to key issues raised. By actively participating in this process, the community has strengthened its ownership of the roadmap for Medowie's future, reinforcing connection to place and ensuring the final masterplan is shaped by those most impacted by its outcome.

Engagement Snapshot

<p>Pop-up Stalls</p> <ul style="list-style-type: none"> • Carols (125) • Park Run (79) • Markets (112) 	<p>Workshops</p> <ul style="list-style-type: none"> • In Person (17) • Online (6) 	<p>Online</p> <ul style="list-style-type: none"> • Survey (230) • Submissions (10) 	<p>Stakeholders</p> <ul style="list-style-type: none"> • Tallwood (120) • Businesses (20) • RSL & Schools 	<p>Webpage</p> <ul style="list-style-type: none"> • Visits (5,296) • Downloads (1,675)
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Masterplan response

483+
Face to face discussions

57% Positive overall impression

Reflects Medowie values **75%**

75% Support moving forward

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What we've been hearing

“ I really like the living heart precinct – a place for people to gather. More restaurants and shops. I love the idea of a library. ”

“ The infrastructure of the area needs upgrades to cope with more people moving into the area ”

“ Meadowie needs to keep the small town feel whilst offering better shopping and business opportunities and more job opportunities for our younger community members ”

Highest community priorities	Votes
1	Parking and traffic improvements 124
2	More shops and services 115
3	Improved public space & recreation amenities 111
4	Better pedestrian and cycling connections 85
5	Green space and landscaping 66
6	Safety and accessibility 53
7	Other 52
8	Event space 38
9	Community and cultural facilities 33
10	Housing options 15
total 692	

Skatepark

Support - 80
Neutral - 46
Against - 99

Library

Support - 128
Neutral - 61
Against - 33

Geoff Dingle Park

Support - 101
Neutral - 73
Against - 44

Development feedback

Preferred height

Should we raise building heights?

Support - 101
Neutral - 49
Against - 76

Legend: 1 to 2 (dark blue), 3 to 4 (medium blue), 5+ (light blue)

Preferred extent

Is the development balance right?

Support - 116
Neutral - 62
Against - 42

Legend: More development (dark blue), More green space (medium blue), Balance is right (light blue)

haveyoursay.portstephens.nsw.gov.au

Phase 2 Public exhibition of draft masterplan

Phase 2 provided two levels of engagement – inform and consult – using a range of methods to encourage meaningful community participation and engagement.

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

*Please note that each successive level incorporates the engagement requirements of all preceding levels.

The Phase 2 engagement was guided by themes drawn from previous place plans and the 2020 and 2024 Liveability Survey results from the Medowie and the surrounding area. These themes included Character, Community, Economy, Environment, Housing, Movement, and Open Space.

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Communication methods – Phase 2

COMMUNICATION METHODS		
ACTIVITY	DESCRIPTION	REACH
Website	Medowie Town Centre Masterplan https://haveyoursay.portstephens.nsw.gov.au/medowie-town-centre-masterplan Used to host information and supporting documents	7,541
Social media	Port Stephens Council Facebook	41,650 reach (5759 clicks, 258 engagements)
Poster with QR code	Promotional posters and leaflets at Medowie Shopping Precinct Promotional leaflets provided to Medowie Community Centre for additional circulation	Unknown
Direct emails	Direct (bulk) emails to previous participants - 286 emails - 6 February 2026 (includes local community groups) from haveyoursay@portstephens.nsw.gov.au Personalised emails to key stakeholders – 2 (Police, CDC Buses)	286 emails 2 emails
Direct emails	To four Medowie schools providing information about the public exhibition and requesting participating in a targeted activity	4 Medowie Schools
Media release	Media release 'Vision for Medowie Town Centre open for community feedback' distributed to Council's media distribution list dated 10 December 2025 Paragraph included in weekly Council's media distribution on 23 February 2026, 16 February 2026, 2 February 2026	24 72
News item	News item are included on the Council's home page here 10 December 2025	180 views
Your Port	Lead story in Your Port e-newsletter	4,858

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Engagement methods – Phase 2

ENGAGEMENT METHODS		
ACTIVITY	DESCRIPTION	REACH
DIAAG	Disability, Inclusion and Access Advisory Group 19 February 2026 To provide advice based on lived experience, address barriers to access and ensure Councils project align with principles of inclusion and universal design	1 group 8 committee members
Online Engagement	Online engagement tools open from 12 December 2025 to Sunday 2 March 2026	230 participants
Submissions	Emails and letters from individuals and groups	12 submissions
Workshop #1	Medowie Community Centre 12:30pm to 2:30pm, Monday 9 February 2026	13 participants
Workshop #2	Online workshop 5pm to 7pm, Wednesday 18 February 2026	6 participants
Pop-up #1	Pop-up at Medowie Christmas Carols from 2pm to 8pm on Saturday 13 December 2025	129 participants
Pop-up #2	Pop-up at Medowie Park Run from 7.30am to 9.30am on Saturday 31 January 2026	45-50 participants
Pop-up #3	Pop-up at Medowie Markets, from 8am to 12pm on Saturday 14 February 2026	100-120 participants
Doorstep discussions	Doorstep discussion with local businesses	20 businesses
Stakeholder Meetings	Meeting with Tallowood residents	110 participants
Schools engagement	Complete targeted engagement activity	200 participants from one school

Key engagement findings – Phase 2

Following a Council resolution on 9 December 2025, the draft Medowie Town Centre Masterplan was placed on public exhibition from 12 December 2025 until 1 March 2026. Early feedback was sought from 12 December 2025 with a hard launch of phase 2 engagement activities from 27 January 2026.

Feedback was sought through a variety of in-person and online activities including

- Pop-up at Medowie Christmas Carols from 2pm to 8pm on Saturday 13 December 2025
- Pop-up at Medowie Park Run from 7.30am to 9.30am on Saturday 31 January 2026
- Workshop at Medowie Community Centre from 12:30pm to 2:30pm on Monday 9 February 2026
- Pop-up at Medowie Markets, from 8am to 12pm on Saturday 14 February 2026
- Online workshop from 5pm to 7pm on Wednesday 18 February 2026
- A guided survey via the project Have your Say webpage
- Submissions invited via email and post.

Meetings were also held with key stakeholders including the Disability Inclusion and Access Advisory Group, Tallowood residents and RSL representatives.

For ease, information was presented primarily using the five zones from the final Masterplan and feedback was gathered in this fashion. These are

1. Community/culture zone
2. Mixed use precinct
3. Kids active zone
4. Residential
5. Parkland

Feedback for the draft Masterplan was generally positive with many participants in the engagement activities indicating support for the overall plan.

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Guided survey – see Appendix I for full details

A guided survey was undertaken during the public exhibition period (13 December 2025 to 1 March 2026) to capture participant feedback on the draft Medowie Town Centre Masterplan. A total of 230 participants completed the survey, providing insight into key priorities, levels of support and areas of concern.

The survey included a mix of closed and open-ended questions. Quantitative results have been summarised using percentages, while qualitative responses were analysed thematically to identify recurring issues and ideas. As participation was self-selected, findings reflect the views of respondents who engaged and are not statistically representative but provide a strong indication of key themes raised during exhibition.

Importantly, the findings of the survey are consistent with feedback received across other masterplan engagement activities, reinforcing the reliability of the key themes and priorities identified.

Key findings

Overall sentiment

- Supportive 57%, Neutral 21%, Not supportive 22%
- 75% support the Masterplan moving forward (29% yes, 46% yes with changes)
- Satisfaction is moderate: Satisfied 52%, Neutral 27%, Dissatisfied 21%

Identity and Character

- Yes 39%, Partly 36%, No 20%, Unsure 4% that the plan reflects Medowie's identity
- Strong emphasis on maintaining the 'tall tree' character and rural feel

Levels of support for key proposals

- Permanent library: Support 58%, Against 15% (highest support)
- Balance of development/open space: Support 53%, Against 19%
- 7-Day Makeover Park upgrade: Support 46%, Neutral 33%, Against 20%
- Increased building heights: Support 45%, Against 34% (divided views)
- New skatepark: Support 36%, Against 44% (most contested)

Development preferences

- Preferred building heights:
 - 1–2 storeys 62%
 - 3–4 storeys 32%

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- 5+ storeys 6%
- Balance of development:
 - Good balance 51%
 - Prefer more greenspace 38%
 - Prefer more buildings 11%

Top priorities

1. Parking and traffic improvements (55%)
2. More shops and services (51%)
3. Improved public spaces and recreation (49%)

Key themes from comments

The most frequently raised topics were:

1. Traffic and roads congestion, road condition, future capacity
2. Skatepark highly discussed, particularly location and safety
3. Community facilities need for improved local infrastructure
4. Housing density concerns about scale and impacts of growth
5. Retail desire for greater variety and local services

Additional themes included open space, youth facilities, environmental protection, and maintaining local character.

Key insights

- Strong support exists for community-focused infrastructure, particularly a library and improved public spaces
- Respondents are open to the Masterplan progressing, but expect changes addressing traffic, infrastructure and design detail
- There is a clear preference for low-rise development and maintaining local character
- Traffic and infrastructure capacity are critical concerns across multiple themes
- The skatepark is not opposed in principle, but concerns about location and safety drive opposition

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As part of phase 2 engagement, Council hosted two community workshops to explore the draft Town Centre Master Plan.

The objectives for both workshops were to:

- Explain the planning process
- Present the draft Masterplan
- Allow for discussion about each of the five zones
- Capture feedback to inform the final design

Workshop 1 – In-Person Monday 9 February 2026

A face-to-face community workshop was held at Medowie Community Centre on Monday 9 February, with 17 attendees participating in structured discussions across the five precinct zones. Feedback was broadly supportive of the masterplan, particularly the proposed mixed-use town centre, expanded recreational spaces and improved community facilities. Participants highlighted the need for a larger, upgraded community centre, increased retail and dining options, and high-quality, inclusive open spaces that support events, markets and everyday use.

Key considerations raised included traffic and access challenges, particularly along Ferodale and Medowie Roads, safety and surveillance within the active recreation areas, and the importance of staging infrastructure (e.g. delivering a new skatepark before removing the existing facility). There was general support for diverse housing types and moderate building heights, alongside some concern regarding the inclusion of social housing. Flooding constraints within the parkland area were acknowledged, with suggestions to balance recreation with environmental conditions.

Workshop 2 – Online Wednesday 18 February

An online workshop was held on 18 February 2026 with six community members to discuss the draft Medowie Town Centre Master Plan. While the small number of participants means the feedback is not representative, the session provided useful qualitative insights into local priorities.

Participants were broadly supportive of town centre improvements, with a strong emphasis on maintaining Medowie's village character and landscape identity. Key concerns focused on existing drainage and flooding issues, with clear expectations that infrastructure upgrades must occur alongside future development. Feedback also highlighted sensitivity around housing density, with a preference for low to medium scale development that reflects the existing character of the town.

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There was strong support for accessible public spaces, family-friendly recreation and improved pedestrian connections. Views on the proposed skatepark were mixed, with some participants suggesting alternative recreation options such as pump tracks or cycling facilities. Overall, the discussion reinforced the need to balance growth with infrastructure capacity, accessibility and the preservation of Medowie's identity.

Pop-ups and business walk-around – see Appendix K for full details**Medowie Christmas Carols – Saturday 13 December 2025**

Council attended Medowie Community Carols engaging with approximately 129 community members. Feedback indicated strong overall support for the draft masterplan, particularly initiatives that enhance recreation, accessibility and family-friendly facilities. There was clear support for a new skatepark, with participants also suggesting the inclusion of a pump track to cater to a broader range of users. There was strong interest in additional recreation opportunities, including an indoor multi-use sports facility and a splash pad, alongside positive feedback on the proposed inclusive and accessible playground.

Transport, access and infrastructure were key themes, with support for a centralised bus stop and a strong focus on improving pedestrian safety, connectivity and parking capacity. Requests were also made for a pedestrian bridge to improve access across Campvale Drain. Road conditions were consistently raised as a priority, with an expectation that infrastructure upgrades occur alongside future development. Participants also expressed support for a library service and the relocation of the war memorial to a central location.

Medowie Park Run – Saturday 31 January 2026

Council attended the Grahamstown Aquatic Centre Park Run in Medowie, engaging with approximately 45–50 participants through informal conversations before and after the event. Attendees were predominantly local residents and demonstrated strong interest in the Medowie Town Centre Masterplan.

Feedback was generally supportive of the masterplan, with community members providing a range of suggestions focused on recreation, youth spaces, community facilities, and improved connectivity. While participation in the skatepark feedback activity was limited (six responses), results indicated overall support for its inclusion.

Key themes included the need for diverse recreational opportunities, improved pedestrian connections, enhanced community facilities including library services, and broader town centre improvements. Discussions also highlighted ongoing community interest in traffic management and the future of Medowie Social.

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Business walk-around – Monday 9 February 2026

The project team visited more than 20 businesses in the precinct opposite masterplan site on Monday 9 February 2026. Feedback was generally supportive of key elements of the masterplan, particularly the inclusion of additional housing and the potential for well-designed recreational infrastructure to attract visitors and increase activity, with some noting the importance of engaging young people in the design of any future skatepark. Some concerns were raised regarding the location of a skatepark within the town centre, with a preference for alternative locations such as Boyd Oval due to potential impacts including anti-social behaviour and property damage.

Broader issues included traffic congestion along Ferodale Road and surrounding streets, the need for safe and accessible parking, drainage and flood access, and concern that additional commercial development could lead to oversupply, increased vacancies and duplication of services, reinforcing the need to balance growth with the viability of the existing centre.

Pop-up Medowie Markets – Saturday 14 February 2026

The project team engaged with more than 100 community members at the Medowie Markets on Saturday 14 February. Feedback was largely positive, with strong support for the masterplan overall, particularly the inclusion of a new library, playground, and improved retail offering. The Village Green was identified as a preferred future location for the markets, and there was clear interest in additional amenities such as a pool, more shops, and improved community facilities.

Key concerns focused on traffic and infrastructure, particularly the need to upgrade Ferodale Road and provide sufficient parking to support future growth. Housing generated mixed feedback, with some support for shop-top and seniors housing whereas there were mixed views about social or additional housing within the town centre. There were also differing views on the inclusion and design of a skatepark, along with a strong emphasis on maintaining Medowie's small-town character through appropriate building heights and design.

Written Submissions - Emails and Letters – see Appendix L for full details

We received 12 separate emails and letters.

Submission 1: Email received 31 December 2025

- Suggestion for a town pool in Medowie

Submission 2: Email received 16 January 2026

- Proposal for padel courts as new recreational infrastructure

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- Highlighted community, health and economic benefits of emerging sport

Submission 3: Email received 4 February 2026

- Opposition to skatepark, preference for war memorial and improved public realm
- Concerns regarding traffic, parking and residential impacts

Submission 4: Email received 10 February 2026

- Concerns about viability of southern precinct without strong retail anchor
- Emphasis on access, visibility and need for concentrated commercial hub

Submission 5: Email received 11 February 2026

- Need for integrated town centre planning across all commercial areas
- Focus on traffic management, density and whole-of-centre approach

Submission 6: Email received 18 February 2026

- Focus on ongoing drainage issues and willingness to collaborate on solutions

Submission 7: Email received 24 February 2026

- General support for the project and progress
- Preference for use of local businesses and consideration of key intersections

Submission 8: Email received 25 February 2026

- Suggestion for central park or piazza with cafes and event space

Submission 9: Email received 25 February 2026

- Preference for more retail and specialty shops rather than housing
- Focus on servicing existing population needs

Submission 10: Email received 25 February 2026

- Concerns regarding safety, access and design of paths and crossings
- Suggestions for water play, larger playground, shade, and improved traffic solutions

Submission 11: Email received 26 February 2026

- Detailed feedback on safety, recreation mix and public space usability
- Strong focus on family-friendly design, shade, and connectivity

Submission 12: Letter received 1 March 2026

- Concerns about traffic congestion and lack of supporting infrastructure

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- Questions regarding planning alignment, population growth and long-term outcomes

Disability Inclusion and Access Advisory Group (DIAAG) - see Appendix M for full details

A meeting with the Disability Inclusion and Access Advisory Group (DIAG) was held on 19 February 2026 to discuss accessibility considerations for the draft Medowie Town Centre Master Plan. Participants emphasised the importance of accessible pathways, particularly along flatter sections of the site, and durable materials suitable for wheelchairs and mobility aids. Feedback also highlighted the need for accessible public amenities, including accessible toilets and consideration of adult change facilities.

Participants discussed the design of accessible shelters, seating and connections to community facilities, and supported a low-speed traffic environment to improve pedestrian safety. Maintaining bushland areas, incorporating rain gardens for stormwater management, and allowing dogs on leash were also discussed.

Feedback from near neighbours – Tallowood residents meeting see Appendix N for full details

The project team presented to Tallowood residents on 24 February 2026 with around 110 people attending. The session included a presentation of the draft Masterplan with questions fielded throughout. Traffic and transport infrastructure were a major focus, with concerns about congestion near Medowie High School and questions about the timing of upgrades to Medowie Road. Residents also highlighted the need for improved pedestrian connections between Tallowood and the town centre, including a safe pathway and potential crossing points. Relocation or an additional bus stop closer to Tallowood was also discussed.

Participants expressed a preference for two-storey buildings, with more limited support for single-storey or three-storey outcomes. Maintaining a tree buffer between development and surrounding residential areas was also considered important. Residents were generally not supportive of the inclusion of a skatepark in the town centre, this was demonstrated by a simple show of hands.

Questions were raised about infrastructure funding, drainage impacts on Campvale Drain and the long-term delivery timeframe, which was discussed as likely occurring over 10 years or more.

Schools engagement

Four local schools were invited to participate in an engagement activity focussed on the location of the skatepark. Two schools responded as interested and were sent

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the engagement activity with one school subsequently returning the completed activity.

The activity was a simple poster designed to measure the level of support for including a new skatepark in the Medowie Town Centre Masterplan. Students were provided a statement 'A new modern skatepark should be included in the town centre' and were asked to leave a tick next to the face that best represented their opinion. (See Appendix O for a copy of the activity).



The green smiley face was the most selected option indicating strong support for the statement.



The red smiley face was the next most selected option indicating less support for the statement.



The yellow smiley face was the least selected option indicating participants were not sure or not interested.

Overall insights from engagement activities

Feedback was gathered through a range of engagement activities, including the Medowie Park Run stall, letters and emails, virtual workshop, business walk-arounds, in-person workshop, pop-up markets, Tallwood meeting and social media (n = 345).

Across these activities, feedback was generally consistent and highlighted several recurring priorities, concerns and opportunities for the draft Medowie Town Centre Masterplan. The most prominent themes related to traffic and roads, community facilities, retail and services, open space and recreation, housing and development intensity, and the importance of maintaining Medowie's character.

A strong and consistent message across engagement was the need to address traffic and infrastructure before further development occurs, particularly along Medowie Road and Ferodale Road, as well as key intersections and pedestrian connections.

Participants also highlighted the need to enhance local services and community facilities, including more shops, cafés and restaurants, alongside a library, upgraded community centre, pool and flexible community spaces to support everyday use and social connection.

Open space and recreation were key priorities, with support for active, family-friendly and inclusive spaces. A clear gap was identified for older children and teenagers, with demand for multi-use and youth-focused facilities.

The skatepark remains a divisive issue. While youth recreation is supported, many participants prefer upgrading the existing facility rather than relocating it, with concerns focused on location, safety and integration.

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Feedback also reflected concerns about housing density, with a preference for low-rise development and ensuring infrastructure can support growth.

Maintaining Medowie's 'tall tree' character and rural feel was a strong theme, alongside interest in a cohesive and attractive town centre with well-connected spaces.

Some participants also raised concerns about delivery and implementation, particularly around funding and timing.

Overall, feedback indicates support for improving the town centre, with a strong expectation that outcomes are infrastructure-led, community-focused and aligned with Medowie's character.

Theme	Category	%
Movement	Traffic / roads	15%
	Pedestrian access	6%
	Parking	3%
	Cycling / shared paths	1%
	Accessibility (disability / mobility access)	1%
	Improve public transport	1%
Community	Community facilities	12%
	Community safety - police station fire station	4%
	Activities and facilities for young people	3%
	Population growth/growth in area	1%
	General infrastructure	1%
Open Space	Skatepark	10%
	Outdoor facilities	7%
	Playgrounds	7%
	Outdoor events	2%
Economy	Retail	7%
	Food & hospitality	3%
	Tourism	2%
	Jobs and business	1%
Environment	Drainage / flooding	2%
	Trees / greenspace	1%
Housing	Housing density / development	5%
	Affordable housing	1%
Character	Streetscape	2%
Governance / Sentiment	Lack of trust in council	1%
Other	Other	5%

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Example of comments received

Traffic and roads

"Need to improve traffic on Medowie Road"

"Medowie needs traffic that flows"

"There are concerns about traffic signals and traffic management around Medowie High School."

Community facilities

"Blue mountains library is a great example of what could be achieved here"

"Air conditioning and upgrade floors to community centre"

"Sporting facilities are not well maintained."

"Accessible pathways, good connection to public transport and adequate accessible toilets / change facilities"

Skatepark

"If the current skatepark is moved to the masterplan space, the site could be repurposed for Basketball/tennis/pickle ball"

"Skatepark can be aimed at younger kids with scooter or bikes, as well as older kids"

"Skatepark better at Boyd Oval - don't want kids lingering at the skatepark at night and coming across to businesses to cause damage"

APPENDIX A – Liveability Survey 2024



About you



246
responses from
Medowie in 2024
345 in 2020

Gender



Age

Under 25	6%
25-44	33%
45-64	41%
65+	20%

Our top 5 values for Medowie & surrounds 2024

Percentage of people who ranked the attributes as important

	2024	2020
Elements of natural environment <small>(natural features, views, vegetation, topography, water, wildlife)</small>	65%	68%
General condition of public open space <small>(street trees, footpaths, parks)</small>	65%	57%
Local businesses that provide for daily needs <small>(grocery stores, pharmacy, banks etc.)</small>	59%	56%
Locally owned and operated businesses	59%	60%
Sense of personal safety <small>(for all ages, genders, day or night)</small>	54%	50%

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Liveability score

In 2024 Medowie and surrounds liveability score decreased to 59 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.

- Local businesses that provide for daily needs (grocery shops, pharmacy banks etc)
- Sense of belonging in the community

Manage

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

- Elements of natural environment (natural features, views, vegetation, topography, water, wildlife etc.)
- Locally owned and operated businesses
- Sense of neighbourhood safety (from crime, traffic, pollution etc.)
- Access to neighbourhood amenities (cafes, shops, health and wellness services etc.)
- Walking/jogging/bike paths that connect housing to communal amenity (shops, parks etc.)
- Sense of personal safety (for all ages, genders, day or night)
- Ease of driving and parking

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.)
- 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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Liveability Survey - 2020



345
responses from
Medowie and surrounds



Liveability is simply what a place is like to live in — a liveable place is a healthy place.

Liveability is influenced by safety, the natural environment, infrastructure, accessibility, things to do, attractiveness and inclusivity



OUR TOP 5 MEDOWIE VALUES

These are the things most important to Medowie residents in their ideal neighbourhood:

- Elements of natural environment (natural features, views, vegetation, topography, water, wildlife) — 66%
- Locally owned and operated business — 60%
- Sense of neighbourhood safety (from crime, traffic, pollution) — 59%
- General condition of public open space (street trees, footpaths, parks) — 57%
- Local businesses that provide for daily needs (grocery stores, pharmacy, banks) — 56%

In Medowie and surrounding suburbs your ideal neighbourhood has:

- well maintained and managed public domain; footpaths, parks, roads and other public assets
- locally owned and operated businesses that provide the community with their daily needs
- easy to access shared community amenities, like the local shops, on foot or bike.

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OUR STRENGTHS

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


-  Local businesses that provide for daily needs (grocery stores, pharmacy, banks)
-  Sense of personal safety (for all ages, genders, day or night)
-  Locally owned and operated businesses

OUR LIVEABILITY PRIORITIES

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

-  Evidence of recent public investment (roads, parks, schools)
-  Quality of public space (footpaths, verges, parks)
-  Walking/jogging/bike paths that connect housing to communal amenity (shops, parks)
-  General condition of public open space (street trees, footpaths, parks)
-  Sense of neighbourhood safety (from crime, traffic, pollution)
-  Protection of the natural environment
-  Elements of natural environment (natural features, views, vegetation, topography, water, wildlife)
-  Things to do in the evening (bars, dining, cinema, live music)
-  Evidence of Council/government management (signage, street cleaners)
-  Access and safety of walking, cycling and/or public transport (signage, paths, lighting)
-  Spaces suitable for play (from toddlers to teens)
-  Local education opportunities (from elementary to adult education)
-  Spaces suitable for specific activities or special interests (entertainment, exercise, dog park, BBQs)
-  Sustainable urban design (water sensitive design, transport-oriented design, building design, density)
-  Amount of public space (footpaths, verges, parks)
-  Landmarks, special features or meeting places



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


APPENDIX B – Phase 1 Online Engagement

Engagement Activity – Community Mapping

Share your thoughts on the Medowie Town Centre Masterplan

Social Map Markers – 11 August to 5 September 2025



Social Map Contributions – 30

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

#	Social Map Marker Comment	Category
1	Retention ponds, street gardens, purple rooves to reduce runoff	Character; Open Space
2	Library / community space. Access for allied health and community services. Study space for high school students. Library to include modern offerings incl. digital services, community education, workshops and events	Community
3	Library, tech centre and area for families	Community

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#	Social Map Marker Comment	Category
4	Community pool	Community
5	Move the War memorial from out the front of Medowie Social to a large space to allow for more visitors and giving a pride of place in the Medowie Town Centre	Community
6	A place for the community markets, events such as Carol's by Candlelight, and other outdoor community gatherings could make good use of this area.	Community
7	This area is poorly utilised. Bike shed could be a good use of this dead space	Community
8	Extra large active transport paths that connect the site. They need to be wide enough to accommodate for the space taken when families stop with prams and scooters etc. to ensure the path is still open for other users	Community; Movement
9	Wheelchair accessible picnic tables. Plenty of them and large enough hardstands to encourage circulation space.	Community; Open Space
10	Accessible bathroom incl. adult change facilities incl. hoist	Community; Open Space
11	Short term accommodation - ECO Friendly	Economy
12	Council should retain revenue from this land so that ongoing costs can be better covered	Economy
13	Kmart	Economy
14	There does not seem to be a plan to create more local jobs in Medowie and currently the majority of working people that live in Medowie have to travel elsewhere for income so they can live in Medowie. There needs to be a commitment by PSC to designate (if not this land then land nearby) to the current shopping precinct that will create both full time jobs and more jobs for young people. Note PSC stating 15,000 residents by 2040 and it has no bank, no clothing store, no 2 dollar shop, no mall, etc that would attract people to stay in Medowie to shop. Medowie needs local jobs as the highest priority. There is already green space in Medowie that could be improved at Boyd Oval. There is already a designated skatepark location that should be replaced to make it a space kids want to use which currently it is not. The current skatepark is too close to the takeaway shops and petrol station that is generating the littering, which evolves into bad behaviour (I have witnessed it many times at the skatepark) so I do not understand why PSC would consider a skatepark that should be realised it will always attract littering. Keep skateparks away from shops. My vote is for retail, retail, retail. We have already missed the boat by allowing housing in prime retail/commercial land in Medowie. We don't need more houses- we need more jobs and shops. As for library - it will end up like Medowie Social. Whoever makes that call better put their name on the front of the building so we know who to blame when it flops like Medowie Social.	Economy

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#	Social Map Marker Comment	Category
15	Aldi - competition among the local retail sector.	Economy
16	Young people, singles, downsizers, and the disadvantaged need more housing options that are not just 3-5 bedroom houses.	Housing
17	Transport interchange	Movement
18	No sure if this map shows a widened road (as mentioned traffic lights proposed as part of the council plan), but Ferodale Road needs widening in the village precinct, for safety, pedestrian separation and any bike paths.	Movement
19	Improved connection to Boyd oval utilising facilities already there	Movement
20	On-demand Bus connections direct to Newcastle, and the Bay	Movement
21	Safer links to sports complex, medowie social, and local schools is required. Separated cycling paths from roads, and walking	Movement
22	Left-turning slip lane	Movement
23	Pathways linking the community centre up to Ferodale Sports Complex to try and tie some of these isolated sites together	Movement
24	Flying Fox through the trees	Open Space
25	Basketball court	Open Space; Community
26	Leave the park. Don't destroy our park	Open Space
27	A large park/public area with picnic huts and open areas similar to Speers Point Park - they have set the standard. Could put an area so food trucks could lease a spot to help contribute back to council finances to maintain the park. Done properly it would be a major draw card to bring families to visit the area.	Open Space
28	Unique park for kids, Medowie has great smaller parks dotted around the area a large park with sense of uniqueness would be fantastic. examples include: 1. Miniature Road/ Town Centre Like at Maitland Park 2. Netball/Basketball courts 3. Gated Large Park to bring people in from out of area like at Spears Point Park	Open Space
29	A massive playground would benefit both the community and be a draw card for tourists, with visitors hopefully grabbing a bite to eat from the nearby shops as well. It could be on the perimeter of an open community space such as this and could replace the playground near the community centre.	Open Space; Community
30	Council Doesn't own this land so I'm not sure why you have included it – (Comment responded to)	

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Join the Conversation Responses – 37

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

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1 The wooden seating situated towards the curbs are not used, no one really wants to sit and breath in exhaust fumes or watch cars and buses. The lay down feature is also impracticable, OK for the beach or a resort. Moving them to a green space/community space may make them more fit for purpose.	Open Space
2 (reply to comment No.1) not true. I see many residents using them while out walking including teenagers and older people. I've used them myself.	Open Space
3 (reply to comment No.1) I believe that this space would be beneficial to everyone if there was a inclusive playground that caters for all kids including those with disabilities this may include ramps wheelchair swing covered seating area a fence that can be locked and some musical play equipment	Open Space, Community
4 Why on earth would you put a skatepark in the middle of the town centre? It will end up as an eyesore and a rubbish tip. Build a new one at one of the existing parks such as down on the sports field side of the Social You need to be practical and use the land for shops and businesses. Keep the centre of town for shops otherwise as the town grows you will end up with shops scattered everywhere. By all means put in some gardens and park areas but stay away from silly projects like the ones recently done in the main street of Raymond Terrace. I agree with Paul - get rid of the bench seats on the grass areas around the town centre. Also get rid of the ugly sandstone blocks littering the town with the leaf things that look more like penguins. They are a bit of an eyesore.	Open Space, Community
5 (reply to comment No.4) I agree. Skateparks cater to a tiny sliver of our demographic. This land is our last chance to build a community hub.	Open Space, Community
6 (reply to comment No.4) I agree, we don't need another skatepark. There is an established skatepark at Boyd oval. Maybe invest in refreshing that area.	Open Space, Community

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<p>7 Before worrying about these small details, you need to seriously consider your road situation as a priority. Medowie Road is now clogged and woefully inadequate (Ferodale Road not much better) thanks to the massive influx over the last few years, and should be dual carriage if you are to insist on the population targets mentioned. Stop neglecting these details at the expense of your residents.</p>	<p>Movement</p>
<p>8 (Council comment to No. 7) We agree and this is a priority for Council and we currently have a ePetition to advocate to NSW Parliament to secure funding for Medowie Road and Lemon Tree Passage Road. You can support the ePetition at pscouncil.info/roads/petition</p>	<p>Movement</p>
<p>9 (reply to comment No.8) What data is PSC going to provide to prove that Medowie Rd and Lemon Tree Passage Rd are worthy of Stage Gov funding so ratepayers can see there is sufficient evidence to support what PSC are saying - rather than PSC using platforms like this to say "please sign my petition so you MIGHT get a better road that you drive on out of it". Saying you don't have enough \$ to fund it might be factual but it is not a reason to pass the problem to someone else. Given PSC have 600 staff costing ratepayers \$60M per year and then there is still another \$90M per year that seems to be insufficient to manage 732km of local gov roads (which is in fact one of the lowest coastal regional council km of roads in NSW) seems like PSC have enough \$ (plus don't forget the 3 years of 9% rate increases that were recently approved). So what is PSC doing to reign in the expenses - job cuts - i doubt it, ridiculous projects - i doubt it. So nothing - other than making it someone elses problem. Providing fact based information such as traffic counts, future growth areas, future plans that are based on real potential scenarios should be advertised with the petition. Not like the ridiculous plan to join Brockelsby Rd to Lisadell Rd in the "Medowie Place Plan" that will never happen because PSC missed the boat to put a building envelop caveat on the future corridor and then allowed a house to get built smack bang in the middle of the future road. Well done PSC - so there goes that logical plan that PSC should be more focusing on given the reoccurring crashes at Richardson Rd / Grahamstown Rd that are pushing state road traffic all the way through Medowie when a car crash occurs at the intersection - like a few days ago. Show ratepayers the information you have justifying that Medowie Rd and LTPR are worthy of state road funding so that ratepayers you want to sign the petition</p>	<p>Movement</p>

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<p>can make an informed choice. But the advice I received from PSC engineer a few years back was that the traffic counts were nowhere near the minimum required for Medowie Road to be a state road - and if Medowie isn't enough hen LTPR certainly is not either. GOOD LUCK PSC.</p>	
<p>10 there needs to be significant land zoned for medium density housing (2-4 storeys) for town houses/unit complexes and ensure developers set aside a percentage of available residences for low income housing</p>	Housing
<p>11 Great to engage with the team at the drop-in session and discuss the future plans. My thought on the layout of the project, to promote connectivity, public safety and a "Connected", 'whole' town centre feel would be: 1. Pedestrianise the Peppertree Road and Ferodale Road intersection. Roughly a 'T' shape (looking from Peppertree Road towards the Ferodale Road development site). 1.1 Close Peppertree Road from approximately the rear access point of Domino's Pizza to Ferodale Road. 1.2 Close Ferodale Road up to the resident's access / community centre access point on Ferodale Road. 1.3 Close Ferodale Road down to the access point to the Australia Post / MOD Thai shopping precinct. This would provide a large safe pedestrian zone and significant access to and from the new development to the existing commercial /shopping precinct. There would be sufficient space to cater for seating, pop up coffee vans etc. or even the relocation of the War Memorial? 2: Close / Restrict access to Ferodale Road from Medowie Road and only allow access for the residents of 47A (41 Ferodale Road) and visitors to the Community centre (as per above). 2.1: Current traffic users that would normally access the existing commercial /shopping precinct (Woollies / Coles / AusPost etc.) from Medowie Road, would still have full vehicular access to these facilities via the Muir Street intersection. 2.2: Current traffic users that would normally access the existing commercial /shopping precinct (Woollies / Coles / AusPost etc.) from the Ferodale Road direction, would still have access to the ample carparking within the existing shopping areas in and around the 'Bull and Bush', 'Noahs Ark' and 'Australia Post' access points (x3). 3. To ensure vehicles from the 'Ferodale Road' direction still had access to Medowie Road, as per your planning proposal, construct the new road between the intersection of Lisadell Road and Abundance Road to the Southwest of Medowie and connect it to Medowie Road at the intersection of Medowie Road and Brocklesby Road to the Southeast of Medowie. This new road would ensure vehicles were still able to access both sides of Medowie and still provide safe and quick options for connecting to the Pacific Highway /</p>	Movement

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Raymond Terrace / Port Stephens. The options above would significantly reduce the number of instances of Pedestrian v Vehicle interactions at the currently proposed crossing points, reduce tail backs onto the arterial Medowie Road, keeping that route flowing and would provide a solution to the 'connectedness' of Medowie town centre.	
12 (reply to comment No.11) oh yes, more walkable infrastructure would be lovely and beneficial to our community as a whole!	Movement
13 We agree and this is a priority for Council and we currently have a ePetition to advocate to NSW Parliament to secure funding for Medowie Road and Lemon Tree Passage Road. You can support the ePetition at pscouncil.info/roadsepetition	Movement
14 We don't need more housing, stop destroying our local ecosystems. The more you displace our wildlife the closer they will come to society and the more they will die. Its just awful to see the beautiful lands we have here be stripped bare and degraded to Suburbia	Housing, Environment
15 (reply to comment No.14) Medowie is meant to be 'place of tall trees' there won't be any left. Look at the 'Gardens' and the estate going in behind Coles, not a single tree in the whole estate. Houses are so close you could reach over and clean your neighbour's gutter	Environment
16 (reply to comment No.14) Tallowood is a type of Eucalypt that is a preferred koala food, it is a joke that these developments are named after local fauna which then destroys them. Medowie is the Place of Tall Trees and our landscape needs to be preserved as much as possible	Environment
17 since early history people need a meeting place to trade, converse and celebrate. Medowie is no different. It needs a plaza, town square. An expansion of the strip just makes it a place to pass through. Medowie has a huge opportunity to set the place up for years to come and needs to be developed with care and sensitivity.	Community
18 I appreciate Council's initiative in preparing a masterplan for Medowie Town Centre. However, I am concerned that the current draft does not fully address the critical role of a true village centre in fostering social interaction, identity, and community cohesion. I've been in Medowie for 18 months now. I find it soulless and isolating and feel the masterplan offered will not change that. Successful communities are not	Community, Open Space, Movement

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<p>defined solely by supermarkets or fast food outlets. Places thrive when the heart of the town becomes a genuine hub of activity - with cafes, restaurants, diverse retail, and welcoming public spaces that encourage people to gather, interact, and participate in community life. I do not feel this plan offers this. I strongly recommend Council engage an experienced urban planner to critically review and refine the draft. Case studies of other thriving communities across NSW and beyond clearly demonstrate that well-designed village centres provide not only for commercial needs but also a sense of place - the cultural and social anchor for the community. The Medowie Town Centre masterplan should aspire to this higher benchmark. By focusing on creating a vibrant, walkable, and people-centred village core, Council will ensure that Medowie grows as a resilient, connected, and attractive community</p>	
<p>19 (reply to comment No.18) Well said RK. You nailed it. This kind of approach and "higher benchmark" is vitally important for physical and mental well being - for the whole community. The choices we make here actually add to or subtract value from people's lives. I love the way you expressed this. This is our home. Make Medowie a "blue zone".</p>	Community, Open Space, Movement
<p>20 (reply to comment No.18) The original plan was good I believe it was done around 2015-16But it was changed as the big wigs entered the area and developers schemed changes Wilga street should have always been connected to Peppertree Rd and this master plan been adhered to I remember going into council offices and talking face to face with the planning department representative of the time and he assured me this was the plan and it was going ahead</p>	Movement
<p>21 (reply to comment No.18) Well said, I couldn't agree more</p>	Community, Open Space, Movement
<p>22 Medowie road needs to be weight limited from the highway end to stop the ever increasing number of semi trailers using Medowie as a short cut to Newcastle. Medowie road will never regain condition while they speed through the centre of town. Only locally required semitrailers should be allowed.</p>	Movement
<p>23 retail spaces or a library would be great. housing isn't thinking ahead, by placing housing here you're cutting off the ability to expand the town centre and thus limiting future commercial expansion. invest in some sort of quality strip or plaza that prioritises local businesses. we don't need more</p>	Economy

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	large chains we need an opportunity for small businesses to thrive and to forge ourselves an identity as a town, other than that of big corporate chain	
24	While not strictly part of this area, what about the empty block of land on the corner of Medowie & Ferodale roads, opposite the community centre. Since the town is growing and your looking at future planning, could council build an 'emergency services hub' on that land. Move our fireies across the road into a more modern facility t give them room to grown with the town and a police station, maybe SES combine them into one building (separate wings or areas with a shared central facilities like bathrooms, training/meeting rooms, recreation room, etc.	Community
25	(Council replied to comment No. 24) Hi there, we can confirm that this parcel of land is not owned by Council.	
26	Dual lane road's needed	Movement
27	Where in all this is there going to be a position for the Veterans War Memorial, which I believe has to be moved due to the Social being sold. Where in Medowie is there now a place for the community to hold services such as ANZAC Day, given the large amount numbers that attend these services?If its community land why is council looking at retail and housing?	Community
28	(Council's reply to comment No. 26) Hi there, the option of relocating the war memorial to this site is something we would appreciate your thoughts on, and whether you are supportive of such a move. Also, we can confirm the classification of this site is operational land - we've added a FAQ about the difference between community and operational land below.	
29	We need a pool, better transportation links (and safe cycling) across Ferodale, and better connections through on-demand transportation! I would love to see the Council have the vision of retaining ownership of some of the development to generate revenue.	Movement
30	silverwattle drive needs a pathway to connect one of the busiest streets to get to cbd still is the only spot without a path(people literally walk on the road)Antisocial behaviour and the club open till 3am is a disgrace also having car park speakers in the same venue should be not allowed South side of Ferodale Rd needs to be carefully designed to offer retail and community spaces with adequate parking and traffic measures taken into serious consideration	Movement

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<p>Unfortunately a plan like this was needed before development not after but let's see what council comes up with my expectations are not high</p>	
<p>31 I do not agree that an additional skatepark is needed as there is an existing skatepark at Boyd Oval. It would be better to upgrade those existing facilities and this space utilised for something the town is currently lacking. There was also a lot of work done by the Medowie Place Planning group to create a town center of which the existing Lions Park is an integral part of and many community members are proud of their contributions, only for this to potentially be demolished for a car</p>	<p>Community, Open Space</p>
<p>32 Firstly, I thank and congratulate the Port Stephens Council for having the foresight of purchasing the land and giving careful consideration to the future of Medowie.As for the use of the land, I respectfully request NOT a skatepark and I strongly support the suggestion of a retail area.Ideally with outlets that don't currently exist in Medowie. At the moment residents have to travel elsewhere to shop for shoes, clothes and so on.</p>	<p>Community, Open Space, Economy</p>
<p>33 No Skatepark Use the money you have for a skatepark on the existing skatepark at the Boyd Sports Complex.This land should be an inclusive place and skateparks don't fit.Playground yes, skatepark no.Geoff Dingle/Lions ParkPlease do not destroy the Geoff Dingle/Lions Park that generations of Medowians have developed. It's our park please don't turn it into a carpark. Our town has a great history with many interesting stories and is known as the Place of Tall Trees, this park holds alot of those stories.We are not just a suburb with no heart.AmenitiesWe also need the existing amenities in the Lions Park to stay. Council allowed all the shopping areas to be developed without amenities. If you have a little one that needs to go to the bathroom you don't have time to run to the bottom part of the park.A wooden path through the conservation area that connects to the schools as a shared pathway for bikes and pedestrians. It would be great to do the fun run through the tall trees.Height RestrictionsNo building in this sector should be more that 2 levels. I hear you want to go to 4 - 5 levels. We want to see our trees and not concrete.WildlifeWe need to ensure whatever is done doesn't affect the wildlife in the area. There are koala corridors and native corridors that need to be respected. We came to Medowie for the rural lifestyle. We all enjoy seeing the kangaroos and koalas.Jobs/ActivitiesPerhaps we can have eco accommodation as there are lots of Mountain Bikers that come from far and wide that bike in our forest, they stay in</p>	<p>Community Open Space, Movement, Environment, Economy</p>

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<p>Nelson Bay as they have nowhere local to stay except the pub. Flying Fox Business through the conservation Area More retail and professional services offices such as a 24 hour Medical Centre with the ability to assist with sporting injuries. Librarian/Indoor Family Space The building marked near the purple plaza would be great for a Library/IT Set Up/ Family Area/cafes. This would be great for school holiday activities near the park.</p>	
<p>34 I think a library with area for kid & Adults to sit and use laptop for their studies. skatepark with a playground would be a place where kids could be while parents are shopping or library A youth hub (Jupiter) would be a place where they can get support A Green space for activities e.g. yoga</p>	<p>Community, Movement, Open Space, Economy</p>
<p>35 I have been in Medowie for 23 years, and I do not know of any other town so poorly planned. I am glad that the council has decided to collaborate with the community this time around, but this discussion is only limited to one small section of land compared to the frustrating issues already plaguing Medowie. If council were to address some of the following issues, it would give me much more confidence that the future-looking Medowie is in good hands. Please see attached a google maps shot of Medowie for the number references:</p> <ol style="list-style-type: none"> 1. There is a great footpath installed a few years ago that stretches from the Dunes to the Bower, but there is NO LIGHTING!! Between Silver Wattle and Kindlebark, and between Ferodale and the Gardens, there are places where you end up off the path because it is pitch black if the moon isn't out. It's terrifying! 2. An improvement to the community park was carried out to make it look and feel welcoming, which I think was successful, it looks significantly better than it did and can be nice in the summer under a tree. How do you get there? They put in kerb ramps leading from Woolworths to the park, but no pedestrian crossing or even a pedestrian island, and worse still, over a turning lane. I have seen so many close calls of parents trying to drag their kids across that part of the road. (note, without trying to sound too facetious, the only thing saving them is that the cars need to slow down due to the potholes). There is not one pedestrian crossing in the town centre...it gives me the impression this is a town centre for cars! 3 and 4. A new commercial centre was developed that included a GP, a chemist, daycare, dentist and some foodaries, but how does it link in with the other commercial centres? If I was at Woolies or Coles, how do I get there? I 	

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<p>have to drive. If I walk, I can't go directly to the stairs, because there is a 500mm step to get up on to the landing at the bottom of the stairs. If I can't climb stairs, I have to walk all the way around to KFC to get access to the footpath. BUT, once I get there, I still have to manoeuvre myself through a couple of metres of mud because someone didn't connect the two footpaths!! Ridiculous!</p> <p>5 and 5a. While we're on walking around, if I am down at the old shops, or the bullo, to get to the newsagency or to Coles, I have two options: 1. the longest ramp I've seen that ends up at the car park so then I need to dodge cars to get to somewhere safe; 2. use the road to walk around towards the Jasmin Thai, then I can go through a tunnel that again leads me to a car park where again I have to dodge cars before I find safety. If I am at the vet and need to get Peppertree GP, I have to take the car all of 100m or risk being run over or suffer an injury.</p> <p>6. The new commercial centre has some sought after facilities. At the same time the new 7-11 was installed, which was good for Medowie, because at least it gave us some after hours access to fuel. However, why were they not linked. A new pedestrian island was installed directly outside the servo, but instead of making pedestrian access through the back of the servo to the rest of the commercial centre, a big wooden fence was built to isolate it. So, people have to walk around. It's not that far, but it could've been much more convenient, it feels like each of these developments were planned in isolation.</p> <p>7. People who like to walk to the town centre, typically live to the east. But, there are limited footpaths to get there. On Silver Wattle, there is a footpath that just ends at Bottlebrush. Why? On Grey Gum, the footpath doesn't even get to Bottle Brush, it stops about 50m short. Why? And there are plenty more examples of this as we get further way from town; for example, there is a footpath on Kindiebark that starts on Medowie road, and goes all the way to Flametree Link, then stops for what seems to no reason. Walkers are then forced to walk on the road trying to dodge cars who are trying to dodge pot holes.</p> <p>I really like Medowie and it has so much potential, but everytime something gets developed, it seems there is little planning for the bigger picture. As I said above, I get the impression that each building has been developed and planned in isolation. As you can tell from above, I'm all about getting people to the town centre, not the cars. At the moment it is impossible. If I live on Silver Wattle today, only</p>	

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<p>a few hundred metres away and what should be an easy stroll, it is much safer (and easier) for me to drive to the chemist, then drive to coles, then drive to the newsagency, then drive to the bullo for lunch. This Medowie Town Centre project is the last opportunity we have to create something that attracts the people. Some thoughts:</p> <ol style="list-style-type: none"> 1. If you go to any regional town centre, the roads are widened, the cars are parked front to kerb angle parking, the speed is slowed down to 40 in a shared zone. Why can't we do the same with Ferodale? We can make Richardson road or Kirrang the town bypass. You can then leave your car there and do your shopping or anything else on either side of the road. 2. A park is a good idea if there are other things to do. We have heaps of parks around Medowie, that are underutilised because people only go there if they want to go a park, not for any other reason. If the park is in the town centre and accessible, it's a great place to have lunch, meet up, let the kids play after you go shopping etc. 3. Make this area accessible from the other side of the road, or even from Medowie road as well so people from the gardens or tallwood can access this area easily. <p>Planners should be asking themselves, how are people going to meet in Medowie? How are they going to move around by foot from one side of the town centre to the other? How can we limit the need to drive?</p>	
<p>36 I think that this masterplan is a really good opportunity to address aspects to the public space that are lacking currently. From my perspective as a parent of two small children, these are my chief is a lack of accessible public space in all weather conditions. This could be addressed by:LibraryPresently there is a lack of free public space in Medowie that is available during adverse weather conditions, such as the middle of summer or rainy days. As well as the benefits to literacy and community events, a library would provide a safe space for kids and adolescents to visit during school holiday and weekends. Given that there are 4 primary schools and soon to be 2 highschoools, I think that it would be excellent to incorporate a library into the development.It would also benefit the local shops, as presently I often go to Salamander Bay or Raymond Terrace for grocery shopping if I have the toddler with me, because I can take her to the library to break the day up for her.Fenced PlaygroundIt's excellent to see that a new</p>	<p>Community, Open Space, Economy</p>

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<p>playground is earmarked to be part of the development. I think that some playgrounds that hit to gold standard are Speers Point Playground, Maitland Park Playground, Richley Reserve and Stockton Active Hub. I can attest that if the playground is decent enough that people will travel from other suburbs to use it on the weekend too (since I travel to the playgrounds listed), which will bring extra business to existing businesses/cafes and those proposed in the development. An example of how many people are willing to travel out here for a daytrip is amount of people that the Little Tin Shed receives when they host a sunflower picking event. It would be excellent to see a Medowie playground listed on websites such as Hunter Hunter or Newy with Kids. A key aspect of the playground though is that it needs to be fenced. Currently we only have one fenced playground in Port Stephens (in Shoal Bay). When children are very young and a solo carer is looking after them, it is a risk to take multiple children to playgrounds that don't have fences. This will also reduce little kids running into the skatepark. Shelters it would be great if we could incorporate shelters into the design. This links back in with providing public space during rainy days or the hottest part of the year. For example, the Railway Carriage Sheds in the Newcastle Foreshore Park or the undercover areas for hire at Blackbutt Reserve in Newcastle definitely hit the mark.</p>	

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Join the Conversation – Attachments

Comment 29 attachment.

To Port Stephens Council,

Thank you for the opportunity to provide feedback on the future development of Medowie's town centre. I am very supportive of Council's vision for growth, but I believe there are some key areas that need to be addressed for the project to truly serve our community well.

As a new resident of Medowie, I am very eager to see the town centre development succeed. I bring experience working in Sydney Water and State Government, and my wife is employed at a local school. I now serve in a local church that connects weekly with hundreds of people across our services and programs, and I also hold office as a Justice of the Peace in NSW. Having grown up in Ryde, Strathfield and Wentworthville—areas that experienced rapid growth and renewal—I have seen first-hand both the opportunities and challenges of town centre development.

We see the real need for this project, we are eager to support it, and I personally would love to be able to rent facilities in the proposed development for community use. I also hear regularly from families, young people, and older residents in Medowie who want the town centre to be a place they can be proud of and rely on. With that in mind, I would like to highlight some key areas that I believe will strengthen the town centre and set it up for long-term success.

1. Housing diversity

Medowie's housing is quite limited, with very little available for singles, young adults or downsizers. A stronger mix of "missing middle" housing such as apartments and townhouses would allow young couples, smaller families and older residents to stay in Medowie rather than moving elsewhere. Integrating these homes around the town centre would also make the area more lively and walkable.

I personally know 5 individuals struggling with cost of living because there are not suitable accommodation options in town...

Developments such as *Ermington Royal Shores* and *West Ryde Central Square (15 Chatham Rd)* show how a blend of densities can look attractive and function well. A similar model in Medowie would provide long-term diversity.

2. Transport links

Direct transport connections to Newcastle and Nelson Bay would be a game changer for commuters, families and youth. I also suggest Council work with Transport for NSW to trial an "on demand" bus service for Medowie. This would reduce car-dependence and open up opportunities for many residents who currently feel isolated. And make the town centre more accessible.

3. Roads and cycleways

The Ferodale Road roundabout could be improved with slip lanes for left turns to ease congestion. More importantly, safe bicycle access is urgently needed across Ferodale Road from the roundabout to Medowie Public School and the High School. At present this is

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unsafe for children and families. A separated or elevated cycleway would make a huge difference.

4. Town centre design

Chatswood Place should be seen as the **gold standard** of a destination-style development. A mix of retail, medical, preschool, and food outlets with high-quality public space makes it a true community hub. Medowie deserves something of that calibre.

An **ALDI in the town centre** would also be incredible for families, providing competition and relief on cost of living pressures.

Sustainability features should also be built in from the start:

- Capturing rainwater for irrigation and reuse.
- Green or purple roofs to reduce heat.
- Street gardens and plantings to reduce stormwater runoff and improve amenity.

5. Community and recreation

Rather than duplicating playgrounds, Council could better utilise and enhance Boyd Oval with upgraded play facilities and amenities. What Medowie truly lacks is a **public pool**. Placing a pool within the town centre would create a destination for children, families and seniors and provide year-round community benefit.

6. Pedestrian focus

The design of the town centre should prioritise safe and accessible pedestrian movement. This means wider shaded footpaths, traffic calming, and much safer crossing points around Ferodale Road and into the town centre itself. Creating a place where people feel safe to walk is just as important as road upgrades.

7. Long-term financial planning

I suggest Council consider retaining ownership of some units or commercial spaces in the development. This would provide an ongoing revenue stream to help fund transport upgrades and other infrastructure while reducing the long-term reliance on rates alone.

Conclusion

Medowie has a once-in-a-generation chance to build a town centre that is vibrant, sustainable, and useful. If Council can address housing diversity, transport, sustainability, and community spaces with the ambition shown in successful places like Chatswood Place, it will create a town centre that residents can be proud of for decades to come.

Thank you for considering these points.

Sincerely,

██████████
██████████

Comment 35.



Comment 36.

Links attached playgrounds:

[Speers Point Playground](#)

[Maitland Park Playground](#)

[Richley Reserve](#)

[Stockton Active Hub](#)

Links attached websites:

[Hunter Hunter](#)

[Newy with Kids](#)

APPENDIX C – Phase 1 Workshop Feedback

Workshop Feedback 25 August 2025

Feedback	Categories
Vibe - character - street trees	Character, Movement, Open Space
Signage	Character
Library – extend the existing building	Community
Library supportive. Uses street library	Community
Library - include study areas	Community
Library - include playground (childrens area)	Community
Yes to library, mobile library not accessible	Community
Library - bookable rooms for craft groups etc	Community
Library - Utilise Lion's Park for Library build	Community
community area needed	Community
Keep community hall site active	Community
Art spaces - local gallery	Community
Young community - need parks	Community
Disability inclusive playground, sensory friendly (e.g. Boomerang Park)	Community
Medowie does not have events have to go to Raymond Terrace or Nelson Bay	Community
War memorial - incorporate into	Community
Move war memorial to main park area	Community
Concern about Medowie Social what is happening and moving the war memorial (council wasting money)	Community, Economy
Hall - heating and cooling	Community
Pool / gym facility	Community

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Feedback	Categories
Skatepark incorporate with playgroun e.g. stockton	Community
Skatepark - I think that we don't need a skatepark we have one down the road that is being upgraded I believe.	Community
Plaque or memorial for Geoff Dingle	Community
Dogs - a fenced off lead area in Medowie	Community
First Nations area local Wormi educational signage etc	Community
We should have a disability inclusive playground	Community
Incorporate ramps to be all inclusive	Community
Cinema would be great or outdoor cinema nights	Community
Playground should be fenced	Community; Open Space
Medowie has no banks	Economy
Need more bespoke café options	Economy
Commercial land needed	Economy
Plenty of take away options already	Economy
Proximity to airport - potential for airport stop off /meet up etc	Economy, Open Space, Movement
Removal of flora that is not native	Environment
Landcare group for Medowie	Environment
Koala space	Environment
Drainage issues	Environment
more green spaces less building footprint	Environment
Right landscaping - gum trees bring them back	Environment, Open Space
Town is too small for more housing	Housing
More affordable housing options	Housing

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Feedback	Categories
Need to have higher limits for housing	Housing
We don't need more housing	Housing
Existing area (maccas + KFC) is very tight	Movement
Biggest problem is traffic	Movement
Intersection improvement, no roundabout	Movement
Parking on road not good but parking at the rear of plan not good either	Movement
Parking area on road to be drive in and out like Birubu/Robinson reserve	Movement
Medowie Road - four lanes	Movement
Traffic issues are huge	Movement
Left turn only in off Medowie Road	Movement
Use fall of land to overcome land/ build more carparks	Movement
Paths that flow	Movement
We need footpaths	Movement
Road off Medowie Road linking through past 10 on map (along Tallowood boundary)	Movement
Walking track / pathways	Movement
Very disjointed, poor disbaility and children access	Movement
Walking track / pathways	Movement
Very disjointed, poor disballity and children access	Movement, Community
New open space areas	Open Space
BBQ facilities	Open Space
Street tree plantings are supported	Open Space, Movement

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Workshop Feedback 28 August 2025

Feedback	Categories
Making the area attractive so people want to hang out. Eco accommodation like a motel, maybe accommodation near the trees. Nowhere for family to stay when visiting.	Character, Economy
Medowie is still a country town and want to stay that way. I would love to keep the green space.	Character, Environment
Would like it to be an Eco-friendly vibe and feel, don't want a suburban feel.	Character, Environment
Continue lush feel and choice of plants are going to matter. Not necessary gum trees as at GD park a lot of sticks fall down.	Character, Environment
Pro library - I have two kids and there is a lack of indoor space to be in with the kids so if you have bad weather there is currently nowhere to go and where kids are allowed. Also where you don't have to spend money. I think would be a benefit for the community.	Community
Need a good big place for the library where kids can be indoors.	Community
Also on hot days don't have spaces to take kids	Community
War memorial - if the social club has been sold yes to moving it.	Community
I think bringin the war memorial down is a great idea, more room.	Community
If the library was to go into the number 3 area, I think the skatepark be no 8 and the kids playground be no 7.	Community
I wouldn't want the library in the community Centre in the green space (on the corner). I think the community centre would be fantastic for dance classes and basketball. The space near No 3 would be the best place for the library, with a big outdoor area and overlooking the park and green space.	Community, Environment
There isn't a great place where people can congregate, it would be good to bring that community feel into this area	Community

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Markets will need to be moved and good place to put them	Community, Open Space
I think it would be a good idea to make the skatepark central	Community, Open Space
Markets will need to be moved and good place to put them	Community, Open Space
I think it would be a good idea to make the skatepark central	Community, Open Space
I think we can't go wrong either way if the skatepark gets upgraded in the current location or if we get a new one in this area.	Community, Open Space
Get rid of the skatepark and put a basketball court	Community, Open Space
I do agree that we already have a skatepark and don't need to have another one but if we do get one, I think that it needs to be put in no 8.	Community, Open Space
Can the playground be fenced for safety of young children	Community, Open Space
Geocaching is a popular activity that can draw tourist in, inline with scavenger hunt suggestion	Community, Open Space
I would really like an Aldi	Economy
More cafes and restaurants	Economy
Small eatery's and cafes	Economy
Not really a reason to come to Medowie at the moment except to do grocery shopping so more little bookshops etc to draw people in. EG Blue Mountains bookshop which you can stop and have a coffee and shop	Economy
Boutique shops are good but unless people are coming in they will go out of business. People are staying in Nelson Bay and they are getting all the business	Economy
We need more cafes/restaurants.	Economy
Homeware stores is a great idea	Economy
Maturin Pear tree	Environment

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Medowie gardening club list of all native plants to Medowie, should refer back to them	Environment
The area 11 should be planted out with local native species and education boards to inform them what the local plants are	Environment
Don't want to cut out trees with development	Environment, Housing, Economy
I think we need 2-3 stories above to accommodate this and consider high density housing	Housing
I think 3 levels but trying not to block out the trees.	Housing
Housing - talking about disability side of things this area would work well for them to build houses or villas all accessible. Single mothers, students, young workers need an area so small to medium housing	Housing
Medium density is a great use of space	Housing
Why is there no parking near along Petertree Rd extension (Map No.2)	Movement
Timber boardwalk path through conservation area and loop around in some way.	Movement
I would not put parking at location 4, I feel it would be a conflict spot as too close to road.	Movement
Confused about the road at the bottom, is it a road to nowhere? Could it be used for parking area	Movement
Slowing down Ferodale road would be good	Movement
Speed humps along the road to slow people down	Movement
No speed humps, they are the worst thing ever.	Movement
If I was a kid I would ride along a timber conservation park in area 11 to get to the shops, park etc	Movement
Anyway to link pathways and get kids off the road is great	Movement
Excellent if there was a shared pathway	Movement
Boardwalk through the area would be great for environmental , pathway and tourist attraction	Movement

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I think the addition of the lisadell rd. bypass further south should reduce the level of congestion and stop the use of the "shortcut"	Movement
Great idea with potential 4 lane rd. to the north	Movement
QR code to include the walk paths and include the natives. We are trying to create a track so people can walk around	Movement, Character
I would like to see the local park run moved to this space if we have enough paths to get into the city centre.	Open Space
Good example in Maitland Park near the pool which has a lot of midlevel trees kids can climb on that don't drop sticks.	Open Space
Lots of bins. Ever since Maccas has gone in there is a lot more litter around	Open Space
I don't think this area should have a dog park in this area.	Open Space
People like to take their dogs to cafes	Open Space
Dogs must be on leads	Open Space
Outdoor spaces that are undercover, like in Newcastle. People can use for exercise boot camps for example.	Open Space
Vibrant places - Geoff Dingle Park school maps approved by Council not happy that it will be getting moved. Feels wasted a year and a half of work with schools and artists. Spoke to Clint and it took 6 months to get location and it is about honouring Geoff. I am devastated by this.	Open Space
Suggestion that certain items from Geoff Dingle park remain in new area	Open Space
I don't like the skatepark idea for this site.	Open Space
Don't understand why a skatepark will be going near a conservation area, it is a corridor for Koalas.	Open Space, Community
Outdoor cinema	Open Space, Community
Council could have a small business where you can rent furniture like beanbags to support activity in the park	Open Space, Community

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Relocating items with Port Stephens does not go well; you just rebuild.	Open Space, Community
How about a basketball court in this space? and upgrade the boyd park location	Open Space, Community
We need to keep in mind that we are not going to make everyone happy	

APPENDIX D – Phase 1 Letters and Emails

Email 12 August 2025

Good morning,

I will unfortunately be away for the upcoming workshops, but thought it would be worth emailing to have my say. It would be great if you could please consider my ideas and, as a Medowie local, let me know if I can get involved or assist. I may have used Chat GPT to help me with my original email 😊, but I think it sounds like a pretty good proposal:

A Creative Vision for 38 Ferodale Road: Medowie Community Arts Hub

Proposal: Transform 38 Ferodale Road into a vibrant, multi-use community arts space that celebrates creativity, fosters connection, and enhances the cultural identity of Medowie.

Why an Arts Hub?

Medowie is home to a growing population of families and retirees, yet there are limited opportunities for community engagement and creative expression. An arts hub would:

- Provide **inclusive workshops** for all ages—painting, sewing, patchwork, sculpture, weaving, floral art, and more
- Offer **school holiday programs** for children, led by local artists and educators
- Host **art shows, exhibitions, and opening nights** to showcase local talent
- Include a **shopfront** selling handmade art, crafts, and unique gifts
- Serve as a **community meeting space** for clubs, groups, and events

A Space That Serves Everyone

The site's generous size allows for a thoughtful layout:

- **Shopfronts facing Ferodale Road** could house local businesses or the art retail space
- **Rear section** could include gallery rooms, workshop studios, a small library, and flexible meeting rooms
- **Outdoor areas** could be landscaped with flowering gardens, echoing the charm of Raymond Terrace and Nelson Bay

Safety & Accessibility

While some have suggested a skatepark, this location is not ideal due to traffic concerns. The current skatepark, though in need of an upgrade, is better situated with

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safer access. The arts hub would be a safer, quieter, and more inclusive alternative that appeals to a broader demographic.

✿ Community Impact

- Encourages **volunteerism** and local pride
- Attracts **visitors** to the town centre, boosting local business
- Creates a **cultural landmark** that reflects Medowie's identity
- Offers **ongoing enrichment** for residents of all ages

Thank you,

Email 29 August 2025

Hi Lillian, Louise and Elizabeth,

Thank you for hosting the community engagement session. Being able to provide feedback was excellent.

I just wanted to summarise some of the points that I brought up in respect to the masterplan.

I think that this masterplan is a really good opportunity to address aspects to the public space that are lacking currently. From my perspective as a parent of two small children, these are my chief is a lack of accessible public space in all weather conditions. This could be addressed by:

• Library

Presently there is a lack of free public space in Medowie that is available during adverse weather conditions, such as the middle of summer or rainy days. As well as the benefits to literacy and community events, a library would provide a safe space for kids and adolescents to visit during school holiday and weekends. Given that there are 4 primary schools and soon to be 2 highschoools, I think that it would be excellent to incorporate a library into the development.

It would also benefit the local shops, as presently I often go to Salamander Bay or Raymond Terrace for grocery shopping if I have the toddler with me, because I can take her to the library to break the day up for her.

• Fenced Playground

It's excellent to see that a new playground is earmarked to be part of the development. I think that some playgrounds that hit to gold standard are Speers

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Point Playground, Maitland Park Playground, Richley Reserve and Stockton Active Hub.

I can attest that if the playground is decent enough that people will travel from other suburbs to use it on the weekend too (since I travel to the playgrounds listed), which will bring extra business to existing businesses/cafes and those proposed in the development. An example of how many people are willing to travel out here for a daytrip is amount of people that the Little Tin Shed receives when they host a sunflower picking event. It would be excellent to see a Medowie playground listed on websites such as Hunter Hunter or Newy with Kids.

A key aspect of the playground though is that it ***needs to be fenced***. Currently we only have one fenced playground in Port Stephens (in Shoal Bay). When children are very young and a solo carer is looking after them, it is a risk to take multiple children to playgrounds that don't have fences.

- **Shelters**

It would be great if we could incorporate shelters into the design. This links back in with providing public space during rainy days or the hottest part of the year. An example of this that I mentioned are the Railway Carriage Sheds in the Newcastle Foreshore Park, but I do think that Reece's suggestion of the undercover areas for hire at Blackbutt Reserve in Newcastle definitely hit the mark closer.

Please feel free to share this with the other meeting attendees (Julie, Reece or Lisa), if you see fit.

Please let me know if you have any other questions.

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Submission 25 August 2025

Dear Leah Anderson & Fellow Councillors

I would like to draw your attention to some conversation that I have been hearing in our community around the Geoff Dingle Reserve. But before I start I would like to share some information about Geoff Dingle Reserve and Cr Dingle himself, Mr Dingle was both a friend and mentor to the people of Medowie, who dedicated a huge amount of his time to our local community. Along with representing the residents of Central Ward for fourteen years, Mr Dingle was an active member of Scouts, a board member with the Hunter Regional Botanic Gardens, member of the Hunter New England Health Advisory Panel, Chair of the Koala Plan of Management Committee and member of Medowie Sports Council.

The Geoff Dingle Reserve, which is located at 38 Ferodale Road Medowie, was purchased by Council for mixed residential and recreational use. The purchase of this land by Council is a key driver of the Medowie Place Plan and will be a place for new development and growth in Medowie, by connecting our residents to new recreation facilities and expand our town center to cater for the growth of our community.

Geoff Dingle Reserve, nestled in the heart of Medowie, serves as a vital green space for the local community, providing both recreational opportunities and a sanctuary for local wildlife. Enhancing this space with a well-designed playground will not only promote physical activity among children but also foster social interaction and family engagement. This paper outlines the importance of developing a playground in Geoff Dingle Reserve.

I am reaching out to discuss an exciting initiative that I believe could greatly benefit our community. The development of a Neurodiversity/Disability Inclusive Playground. As you know, inclusive play spaces are crucial for ensuring that all children, regardless of their abilities or sensory needs, have the opportunity to engage in meaningful and enjoyable play. The goal I'm hoping to reach is to create a playground that caters to a diverse range of sensory and physical needs. This inclusive playground will not only be accessible to children with disabilities but will also be thoughtfully designed to accommodate neurodiverse individuals, including those with autism, ADHD, and other cognitive differences.

I believe it's central for each child to belong in their own community whether they have or don't have a disability. This Neurodiversity/Disability playground will give the kids who suffer from disabilities a sense of inclusion in where they feel welcome, supported and heard in their community and to have the same experience as all the other children in the community.

Kind Regards

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Proposal for a Neurodiversity/Disability Inclusive Playground at Geoff Dingle Reserve

Dear Mayor Leah Anderson

I hope this message finds you well.

I am writing to propose the development of a Neurodiversity/Disability Inclusive Playground at the Geoff Dingle Reserve in Medowie. This reserve, located at 38 Ferodale Road, was purchased by Port Stephens Council for mixed residential and recreational use and is a key component of the Medowie Place Plan.

The reserve is named in honor of the late Geoff Dingle, a long-term Medowie resident who served on Port Stephens Council for 14 years. Mr. Dingle was deeply committed to the community, contributing to various organizations such as the Scouts, the Hunter Regional Botanic Gardens, and the Medowie Sports Council. His legacy continues through the reserve, which serves as a vital green space for the local community, providing both recreational opportunities and a sanctuary for local wildlife.

In line with the goals of the Medowie Place Plan and in recognition of Mr. Dingle's dedication to community service, I propose the development of a Neurodiversity/Disability Inclusive Playground within the reserve. This inclusive play space would ensure that all children, regardless of their abilities or sensory needs, have the opportunity to engage in meaningful and enjoyable play.

To support this initiative, I suggest the following steps:

1. **Community Engagement:** Organize meetings or surveys to gather input from local families, schools, and organizations supporting children with disabilities.
2. **Collaboration with Experts:** Partner with organizations specializing in inclusive playground design to ensure the space meets the diverse needs of children.
3. **Advocacy:** Present the proposal to the Port Stephens Council, highlighting the benefits of an inclusive playground and its alignment with the Medowie Place Plan.
4. **Fundraising and Grants:** Explore funding opportunities through government grants, community fundraising, and partnerships with local businesses.

I believe this inclusive playground would not only honor Geoff Dingle's legacy but also create a welcoming and supportive environment for all children in Medowie. I look forward to discussing this proposal further and exploring ways to bring this vision to fruition.

Kind regards,

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Flame Tree Park

- 1) Has one undercover setting area
- 2) No parking area
- 3) No bathrooms
- 4) No disability inclusive equipment

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The Bower Reserve
1) No disability inclusive equipment
2) Full bins



The Garden
1) No seating area at all
2) No bathrooms
3) No parking areas
4) No disability inclusive equipment

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The Dunes

- 1) No bathroom
- 2) One undercover seating area
- 3) No disability inclusion equipment



The Park Off Creighton Drive

- 1) No bathrooms
- 2) No covered seating areas
- 3) No bins
- 4) No disability inclusion equipment

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Kindlebark Oval

- 1) No undercover seating area
- 2) No bathrooms
- 3) No disability inclusion equipment



Community Hall

- 1) No undercover seating areas
- 2) Low seating area
- 3) No disability inclusive equipment

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Boyd Oval

- 1) No seating areas
- 2) No bathrooms
- 3) No playground
- 4) No bins
- 5) No disability inclusive equipment

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DRAFT MEDOWIE TOWN CENTRE MASTER PLAN

A submission was presented to Port Stephens Council (Town Planners) for consideration in developing the Medowie Town centre Master Plan in 2015. This submission identified the pro's and con's for future planning of relocating the memorial to the sport and community club (Medowie Social).

Now with the sale of the Medowie Social to Private Ownership, I have been informed by the new owner that the memorial site can remain short term, not long term and the facility will not be accessible to the public, (private business operations).

Medowie RSL sub-Branch will need to source a new location that could accommodate a gathering of approximately 1500 – 2000 people for a commemorative service (ANZAC Day).

For considering the relocation Medowie RSL sub-Branch would require the following to conduct a SAFE service.

- Memorial, Flag poles, Eternal Flame, War Animal Memorial.
- Space for approximately 1500 to 2000 people in accordance with our risk assessment.
- Power Supply.
- Lighting.
- Hard Surface.
- Toilet Facilities.
- Parking.
- Security for the Memorial.
- Disability Parking.
- Walkways (hard Surface).

All the above will be required to satisfy a safe operational service risk assessment.

Kind Regards

Bernie Edmonds President Medowie RSL sub-Branch



Medowie RSL sub-Branch 36A Forde Road Medowie 2318
Phone 0433 317 167 Email medrslsub@portsteps.nsw.gov.au

President: Bernie Edmonds 0455 729 298
Secretary: Lyn Edmonds 0498 107 873

APPENDIX E – Phase 1 Disability Inclusion and Access Advisory Group Meeting

Comment	Category
Community centre to provide multi-purpose spaces	Community
Hireable meeting spaces	Community
The existing contours near the entry are quite steep - improve with an accessible ramp	Community
Maintain the accessible parking spaces near the entry	Community
Library service – great service to be able to order a book and pick up at local library, access to programs, collocate library with Services NSW. Libraries provide access to professionals, IT help - important service for older demographic	Community
Markets – park markets tricky, hard surface good, best located near plaza for hard surface. Or smaller markets in plaza area.	Community
Markets/events on carparks are okay but then it takes up the parking spaces and impacts accessibility	Community
Don't place mats as this create obstacles	Community
Sheltered bus stops, centrally located. Like the existing location near the community facility	Movement
Bus routes – link all the city centres in PS via an express route. On call bus service	Movement
Reduce the amount of road crossings for pedestrian's to navigate	Movement
Support for upgrade to signalised intersection at Peppertree & Ferodale	Movement
Wider pathways / ramps etc that allow a person to walk beside a wheelchair	Movement
Flush thresholds at pedestrian crossings / kerbs in plaza area	Movement

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Lots of pathways connecting all the different areas/zones	Movement
Plenty of accessible parking spots, located near key activities/areas	Movement
Accessible parking that allows for rear loaded of vehicles	Movement
Ensure parking is safe along Ferodale Road	Movement
Need wide circulation space	Open Space
Change facilities, hoist, shower, (Little Beach example)	Open Space
Lots of toilets	Open Space
Make sure chairs have a back rest	Open Space
Picnic tables to accommodate wheelchairs spaces	Open Space
Large circulation area around picnic table and shelters. Shelters connected with pathway, not a floating island surrounded by grass with slab edge	Open Space
Water features in plaza or playground	Open Space
Lots of seating	Open Space
Seating in the playground area for parents to sit and watch from	Open Space

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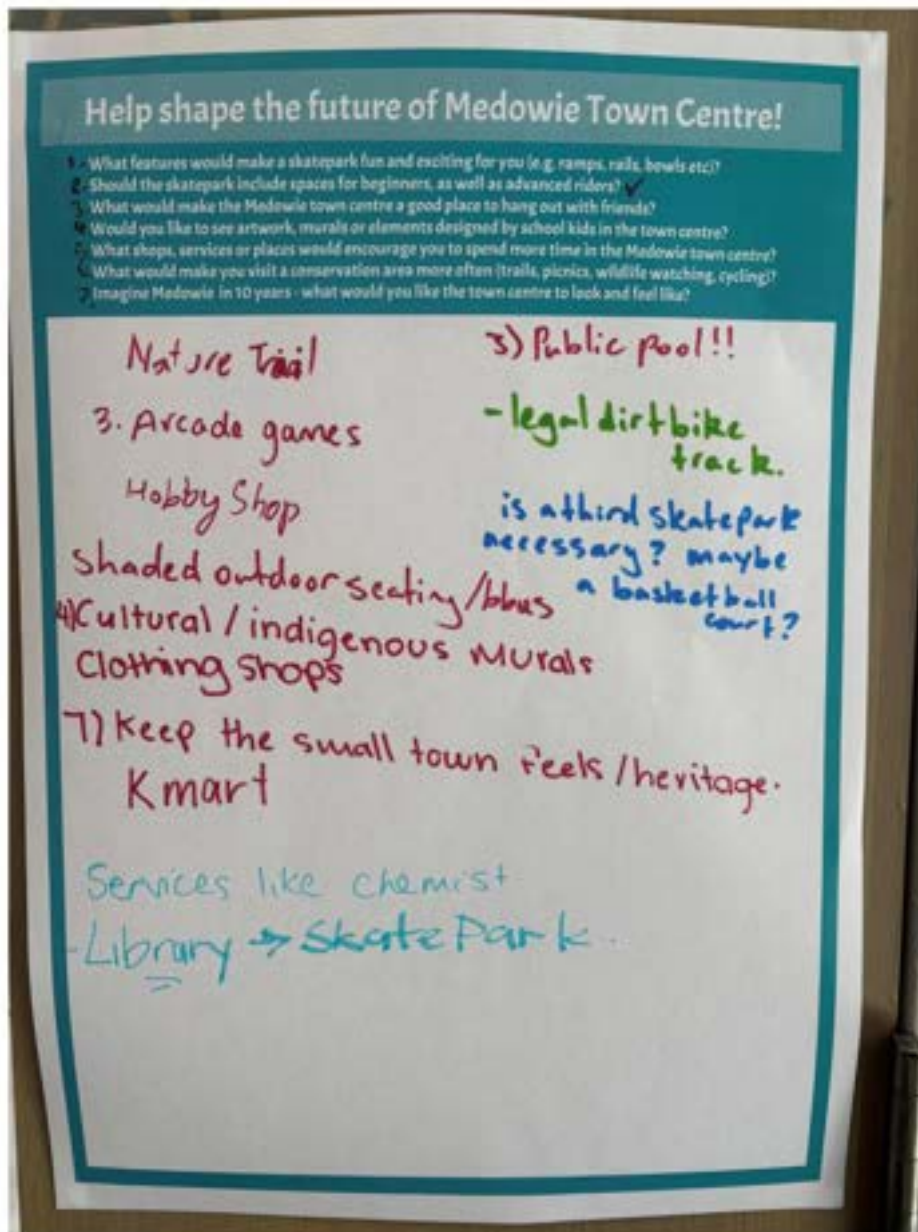
APPENDIX F – Phase 1 Feedback from local businesses

#	Comment	Category
1	Concerned about the amount of commercial/retail space. Happy with the one lot on corner of Peppertree & Ferodale Rd intersection but thinks the rest should be housing or library relocated to the west side of Peppertree	Economy, Housing
2	Strongly believes the boundary of the masterplan should extend north to include the entire CBD area	Economy
3	Encourages PSC to reach out to business owners who may be interested in joint ventures, sale of land etc	Economy
4	Wants additional parking located north of the Bull & Bush for shop users, as well as people using Yulong Oval, with a new access road along Campvale Drain	Movement
5	Believes the residential houses with good frontage to Medowie Rd, north of the Ferodale Rd roundabout should be rezoned to commercial	Economy
6	Thinks a food truck trial along the Peppertree Rd extension is a good way to activate the site before the development occurs and test the market for additional permanent food retailers	Economy
7	Prefers the playground located closer to the development lots	Community
8	Provide more parking	Movement
9	Thinks PSC should promote the Traffic Study underway as a good news story via targeting social media/ rates notice/community pages etc	Movement
10	PSC should provide information sessions to community about how the planning / development process actually works so we get more informed and realistic feedback	Community
11	Thinks the road extension needs to continue through to link with Medowie Rd	Movement
12	Number one concern is safety	Community
13	Want to improve the walkability and connection across Ferodale Rd	Movement
14	Supportive of traffic lights at Peppertree intersection	Movement
15	No concerned about a skatepark going in town centre as long as it has good surveillance	Community
16	Concerned about the amount of retail/commercial space. Doesn't think the demand is there	Economy
17	Supportive of traffic lights at Peppertree intersection	Movement

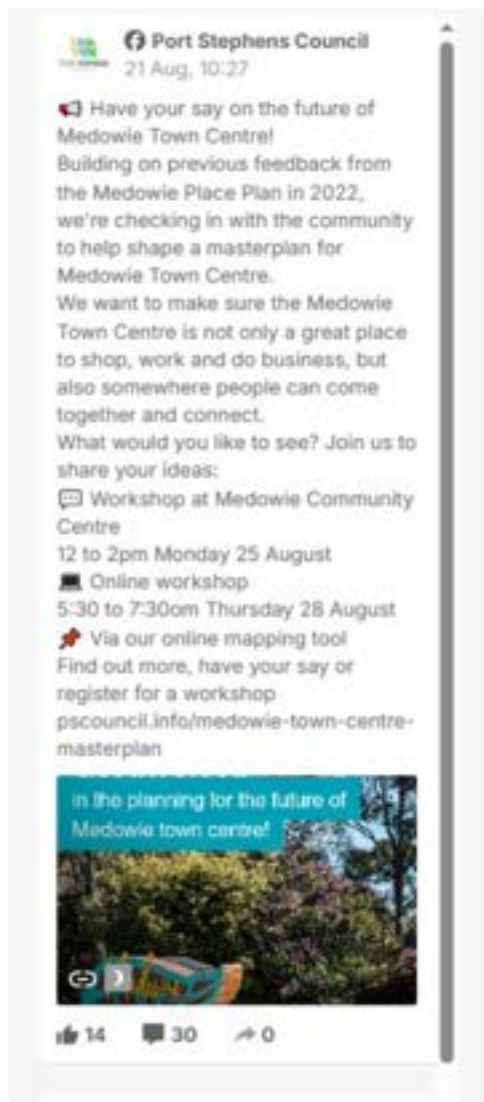
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#	Comment	Category
18	Affordable housing options are supported	Housing
19	Concerned that the masterplan site will not connect with the existing shops which will create a new verse old divide	Economy
20	Suggested the businesses in the existing shop area remove boundary fences to the CBD is more connected and allows for pedestrian connectivity	Economy
21	Armidale and Tamworth town centre malls are good examples of regional centres with active town centres	Economy
22	Generally supportive of the concept plan	
23	Concerned the additional development lots will saturate the retail market and Medowie will have vacant shops as a result	Economy
24	Very supportive of providing more affordable housing options on the site – townhouses/units etc – with good walkability to shops and services	Housing
25	Thinks we need more services and shops (clothing, homewares etc) and not more food/hospitality retailers	Economy
26	Concerned the existing shop owners might consider relocating to the new master planned site, however cost to relocate is high (approx. \$300k relocation costs for a typical subway branch)	Economy
27	Peppertree Rd intersection is currently dangerous – difficult to cross as a pedestrian, traffic travels through at high speeds etc	Movement
28	Believes Medowie has enough retail space	Economy
29	Wants to see more public toilets and parking for the town centre	Open Space
30	Lessons to learn from Tanilba Bay shops – inactive, eyesore and many vacant shops	Economy

APPENDIX G – Youth Summit



APPENDIX H – Phase 1 Collateral



APPENDIX I – Phase 2 Guided survey

Executive summary

A guided survey was undertaken during the public exhibition period (27 January to 1 March 2026) to capture participant feedback on the draft Medowie Town Centre Masterplan. A total of 230 participants completed the survey, providing insight into key priorities, levels of support and areas of concern.

The survey included a mix of closed and open-ended questions. Quantitative results have been summarised using percentages, while qualitative responses were analysed thematically to identify recurring issues and ideas. As participation was self-selected, findings reflect the views of respondents who engaged and are not statistically representative. Results provide a strong indication of key themes raised during exhibition.

Importantly, the findings of the survey are consistent with feedback received across other masterplan engagement activities, reinforcing the reliability of the key themes and priorities identified.

Key findings

Overall sentiment

- Supportive 57%, Neutral 21%, Not supportive 22%
- 75% support the Masterplan moving forward (29% yes, 46% yes with changes)
- Satisfaction is moderate: Satisfied 52%, Neutral 27%, Dissatisfied 21%

Identity and character

- Yes 39%, Partly 36%, No 20%, Unsure 4% that the plan reflects Medowie's identity
- Strong emphasis on maintaining the 'tall tree' character and rural feel

Levels of support for key proposals

- Permanent library: Support 58%, Against 15% (highest support)
- Balance of development/open space: Support 53%, Against 19%
- 7-Day Makeover Park upgrade: Support 46%, Neutral 33%, Against 20%
- Increased building heights: Support 45%, Against 34% (divided views)
- New skatepark: Support 36%, Against 44% (most contested)

Development preferences

- Preferred building heights:
 - 1–2 storeys 62%
 - 3–4 storeys 32%
 - 5+ storeys 6%
- Balance of development:

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- Good balance 51%
- Prefer more greenspace 38%
- Prefer more buildings 11%

Top priorities

1. Parking and traffic improvements (55%)
2. More shops and services (51%)
3. Improved public spaces and recreation (49%)

Key themes from comments

The most frequently raised topics were:

1. Traffic and roads congestion, road condition, future capacity
2. Skatepark highly discussed, particularly location and safety
3. Community facilities need for improved local infrastructure
4. Housing density concerns about scale and impacts of growth
5. Retail desire for greater variety and local services

Additional themes included open space, youth facilities, environmental protection, and maintaining local character.

Key insights

- Strong support exists for community-focused infrastructure, particularly a library and improved public spaces
- Respondents are open to the Masterplan progressing, but expect changes addressing traffic, infrastructure and design detail
- There is a clear preference for low-rise development and maintaining local character
- Traffic and infrastructure capacity are critical concerns across multiple themes
- The skatepark is not opposed in principle, but concerns about location and safety drive opposition

**ITEM 2 - ATTACHMENT 1 MEDOWIE TOWN CENTRE MASTERPLAN
ENGAGEMENT REPORT.****Survey results**

The guided survey was open from 27 January to 1 March 2026 and formed part of the public exhibition phase for the draft Medowie Town Centre Masterplan. The survey aimed to capture participant feedback on key elements of the Masterplan, including overall impressions, design principles, and specific proposals.

A total of 230 participants completed the survey. Responses provide valuable insight into participant views, preferences and areas of concern in relation to the Masterplan.

Methodology

The survey was developed to support the public exhibition of the draft Medowie Town Centre Masterplan and to capture participant feedback on key aspects of the plan.

The survey was available online from 27 January to 1 March 2026 and was promoted through Council's communication channels, including the project webpage, social media, newspaper, posters, direct email database and community engagement activities. Participation was open to all interested individuals.

The survey included a combination of:

- Closed questions, designed to measure levels of support, preference and overall sentiment
- Open-ended questions, allowing participants to provide detailed feedback, suggestions and concerns in their own words

Quantitative data has been summarised using percentages, while qualitative responses have been reviewed and analysed using a thematic coding.

It is important to note that the survey was self-selecting, meaning participants chose to take part. As such, the findings reflect the views of those who engaged with the process and should not be considered statistically representative of the broader Medowie population. However, the results provide a strong indication of key themes, priorities and issues raised by participants during the exhibition period.

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Level of support

The most strongly supported initiative is the inclusion of a permanent library service within the existing community centre, with 58% of respondents in support and only 15% opposed.

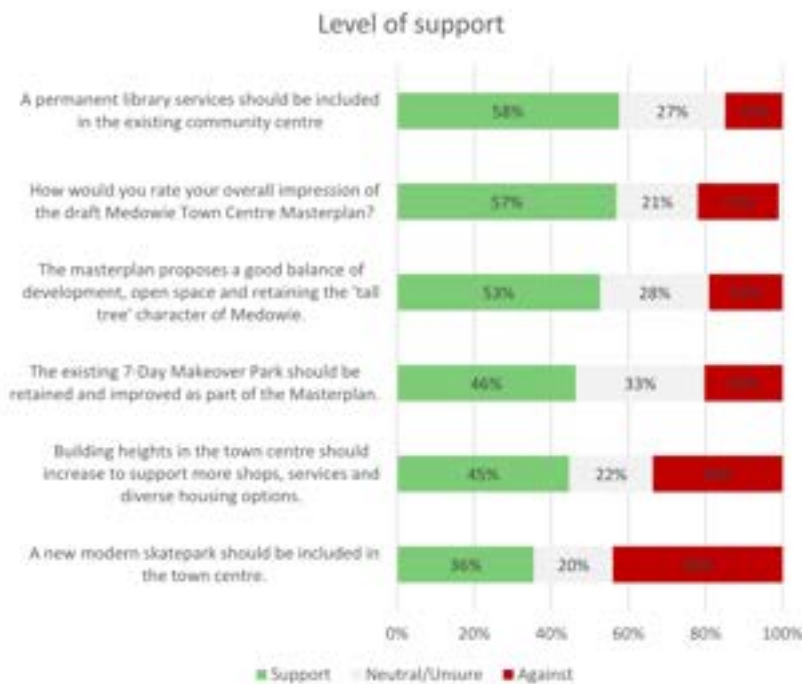
Similarly, overall impressions of the draft Masterplan are broadly positive, with 57% in support and 21% against.

Just over half of respondents (53%) support the proposed balance between development, open space and retention of Medowie's 'tall tree' character.

The proposal to retain and improve the existing 7-Day Makeover Park is also supported by nearly half of respondents (46%), although a relatively high proportion (33%) remain neutral or unsure.

Increasing building heights in the town centre is more divisive, with 45% in support and 34% opposed.

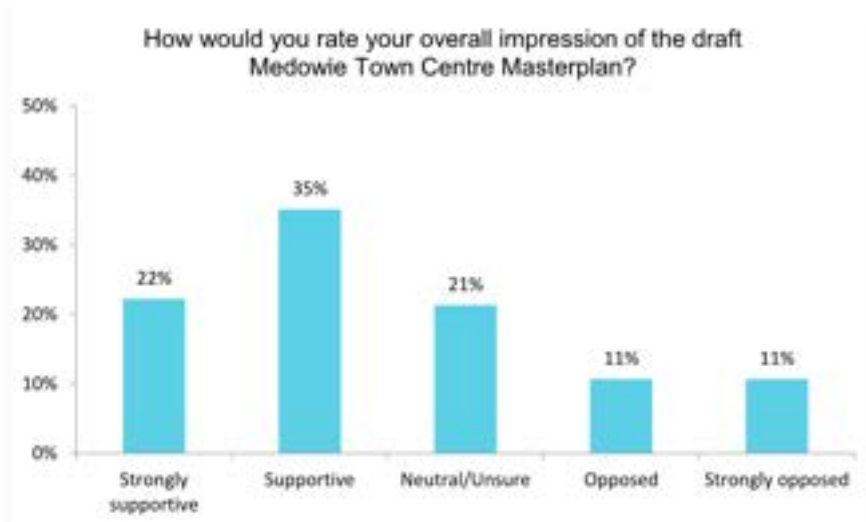
The inclusion of a new skatepark is the most contested initiative, with 36% in support, 20% neutral or unsure, and 44% opposed.



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How would you rate your overall impression of the draft Medowie Town Centre Masterplan?

Overall, 57% of respondents were supportive of the draft plan (22% strongly supportive and 35% supportive), 21% were neutral or unsure, and 22% expressed opposition (11% opposed and 11% strongly opposed).



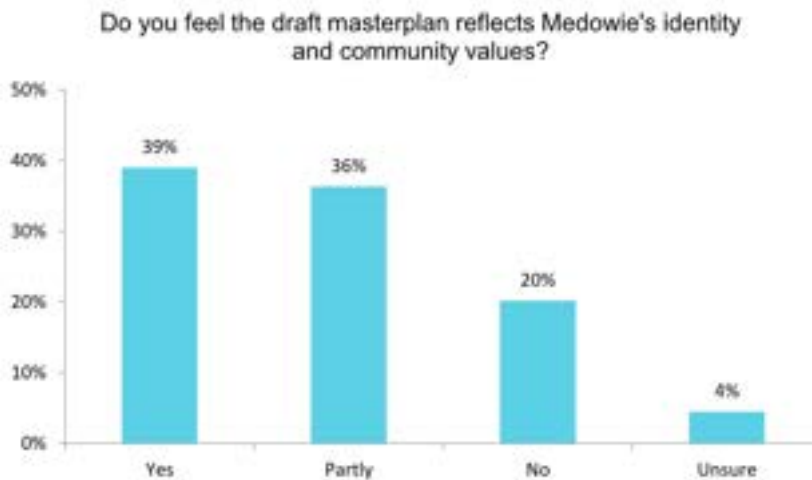
N=225

- Supportive 57%, Neutral 21%, not supportive 21%

Do you feel the draft masterplan reflects Medowie's identity and community values?

A total of 39% of respondents believe the Masterplan reflects Medowie's identity and community values, with a further 36% indicating it does so only partly. In contrast, 20% do not feel it reflects the town's identity, while 4% remain unsure.

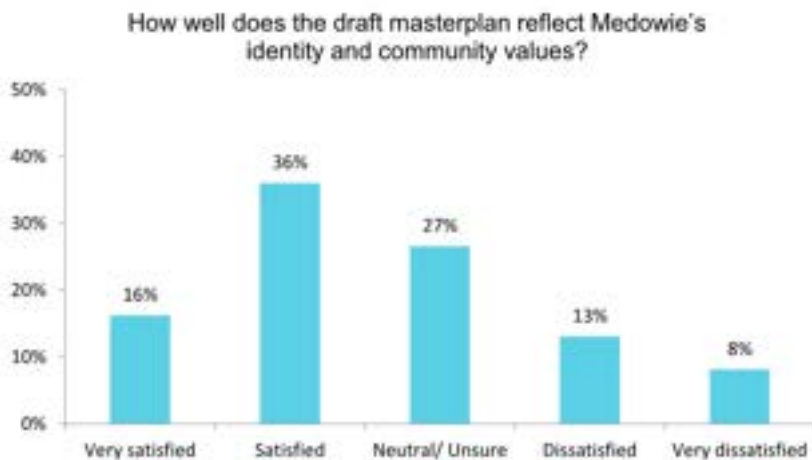
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N=223

- Yes 39%, Partly 36%, No 20%, Unsure 4%.

Just over half (52%) of respondents are satisfied, including 16% very satisfied and 36% satisfied. A further 27% are neutral or unsure, 21% of respondents are dissatisfied, including 13% dissatisfied and 8% very dissatisfied.



N= 222

- Satisfied 52%, Neutral 27%, Dissatisfied 21%

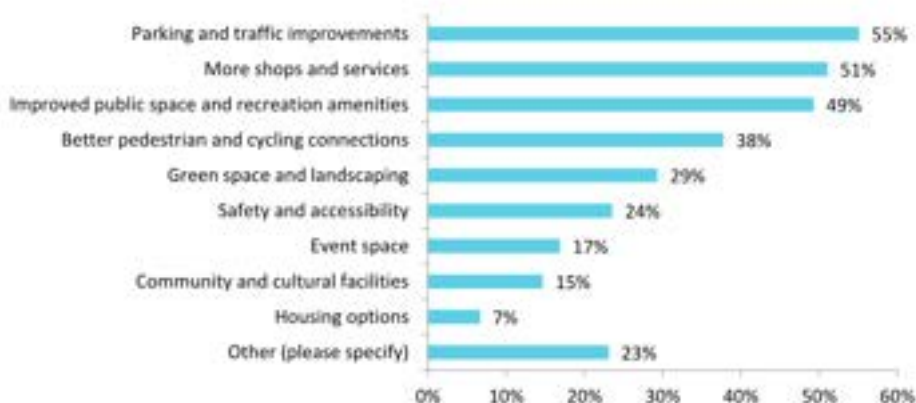
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Which aspects should be the highest priority? (Select up to 3)
 Those that selected 'other' and provided comments are shown below.

Top 3 priorities:

- Parking and traffic improvements 55%
- More shops and services 51%
- Improved public spaces and recreation amenities 49%

Which aspects should be the highest priority? (Select up to 3)



N=225

'Other' 23%

Comments captured under 'Other' primarily related to traffic and road issues (37%) and community facilities (21%), along with several smaller themes.

Traffic and roads (37%)

Concerns were raised about road conditions and congestion, with several locations identified as problem areas, including Medowie Road, Abundance Road, school zones, and the Peppertree–Ferodale Road intersection. Some respondents also suggested that existing speed limits should be reviewed.

Community facilities (21%)

Feedback relating to community facilities included suggestions for additional or improved local amenities such as a sports centre, RFS station, swimming pool, cultural facilities, and basketball courts.

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Other comments related to protecting Medowie’s character, addressing drainage and flooding, and youth activities, including discussion about whether a skatepark should be included as part of the Masterplan.

Comments received:

- *"Better road infrastructure"*
- *"Pool!!"*
- *"Keeping Medowie rural"*

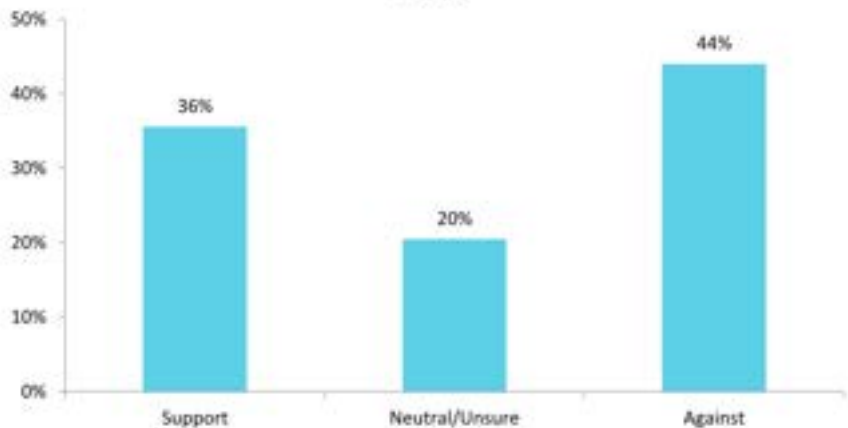
A new modern skatepark should be included in the town centre

Community responses indicate that the inclusion of a new modern skatepark in the town centre is a divisive issue, with opposition outweighing support.

A total of 36% of respondents support the inclusion of a new skatepark, while 20% are neutral or unsure, suggesting some openness to the idea depending on further detail or design.

However, the largest proportion of respondents (44%) are against the proposal, indicating significant concern within the community.

A new modern skatepark should be included in the town centre.



N=225

- Support 36%, Neutral/Unsure 20%, Against 44%

Commentary surrounding the skatepark

Survey feedback indicates that many respondents prefer the skatepark to remain in its current location, with a preference for upgrading or improving the existing facility rather than developing a new one.

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The proposed location for a new skatepark does not have strong support, with concerns raised around safety and the potential to encourage antisocial behaviour. While there is clear recognition of the need for activities and facilities for young people in Medowie, the skatepark itself is not the primary issue. Rather, opposition is largely driven by its proposed location and perceived safety risks.

Support exists for youth recreation; however, respondents do not support this specific proposal. Overall, feedback suggests that the skatepark is seen as valuable, but its location and integration within the town centre are key concerns.

Suggestions

- Solar lighting
- Open visibility to reduce graffiti
- Integration with other activities
- Avoid isolated or unsafe layouts

Location concerns

- Perceived as the wrong location, particularly near shops
- Considered too central and within a busy area
- Proximity to pub
- Suggested alternative locations include:
 - sporting precincts
 - existing recreation areas

Safety concerns

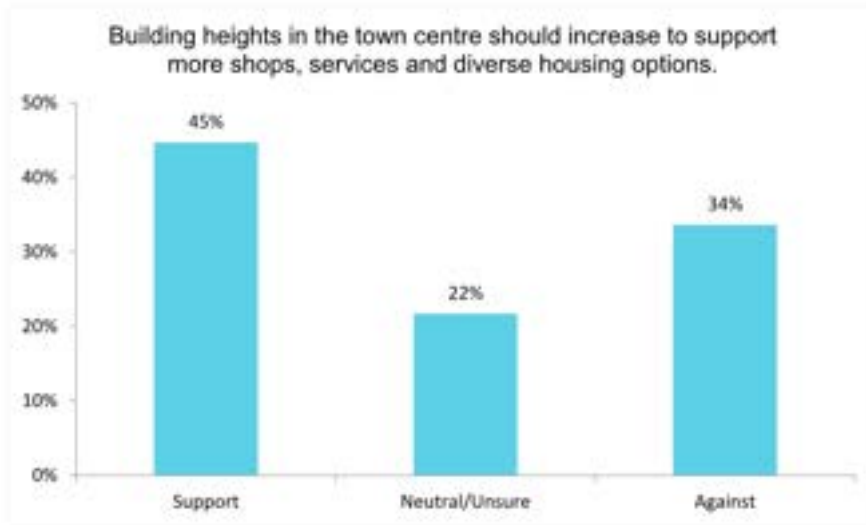
- Proximity to roads, shops and glass frontages
- Traffic and the need for children to cross roads
- Potential risks to pedestrians and bystanders in busy areas
- Antisocial behaviours

Building heights in the town centre should increase to support more shops, services and diverse housing options.

A total of 45% of respondents support increasing building heights to enable more shops, services and diverse housing options. A further 22% are neutral or unsure, indicating some uncertainty or openness depending on how this is delivered.

However, 34% of respondents are against increasing building heights, reflecting a notable level of concern around potential impacts.

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N=226

- Support 45%, Neutral/Unsure 22%, Against 34%

Select your preferred building height limit

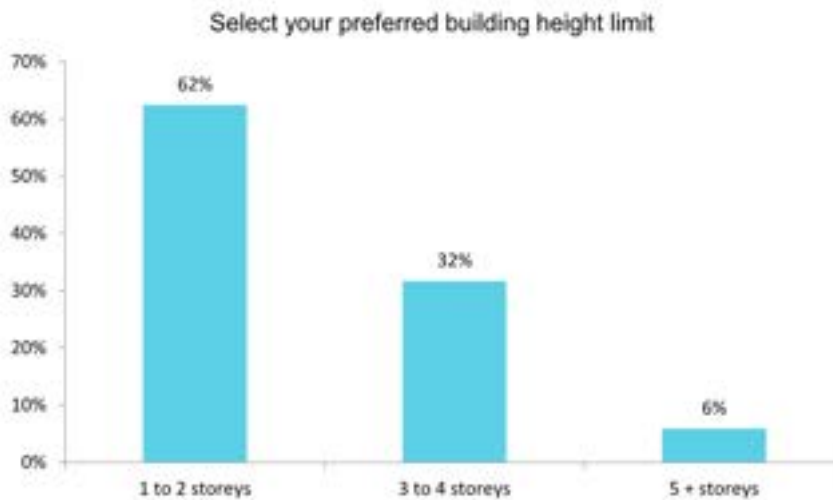
Respondent preferences strongly favour low-rise development within the Medowie town centre.

The majority of respondents (62%) prefer building heights of 1 to 2 storeys, indicating a clear preference for maintaining a lower scale consistent with the existing character of the area.

A further 32% support moderate building heights of 3 to 4 storeys, suggesting some openness to increased height where appropriately designed and integrated.

Only a small proportion (6%) support buildings of 5 storeys or more, highlighting limited community appetite for higher-density or taller development.

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N=221

- 1–2 storeys 62%, 3–4 storeys 32%, 5+ storeys 6%

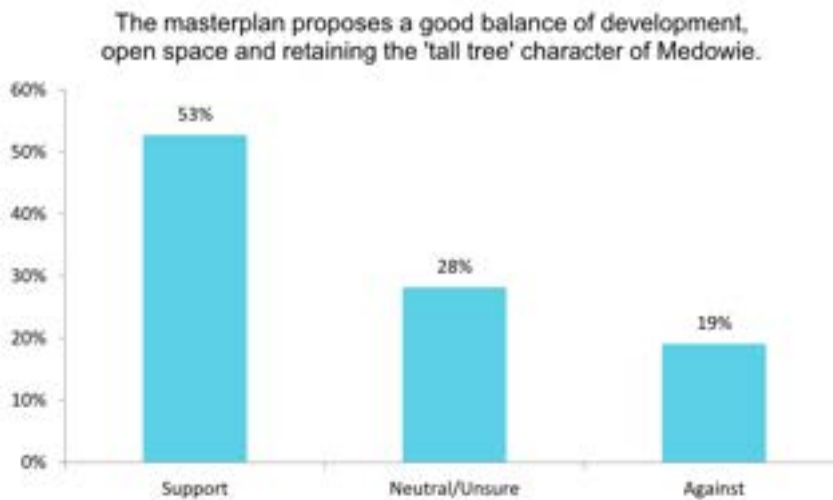
The masterplan proposes a good balance of development, open space and retaining the 'tall tree' character of Medowie.

Responses indicate moderate support for the proposed balance between development, open space and retention of Medowie's 'tall tree' character.

A total of 53% of respondents support the proposed balance, suggesting that over half feel the Masterplan is broadly aligned with this objective. A further 28% are neutral or unsure, indicating a significant proportion may require additional detail or reassurance around how this balance will be achieved in practice.

A smaller proportion (19%) are against the proposal, highlighting that some respondents remain concerned about how development may impact open space and the existing character of Medowie.

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N=220

- Support 53%, Neutral/Unsure 28%, Against 19%

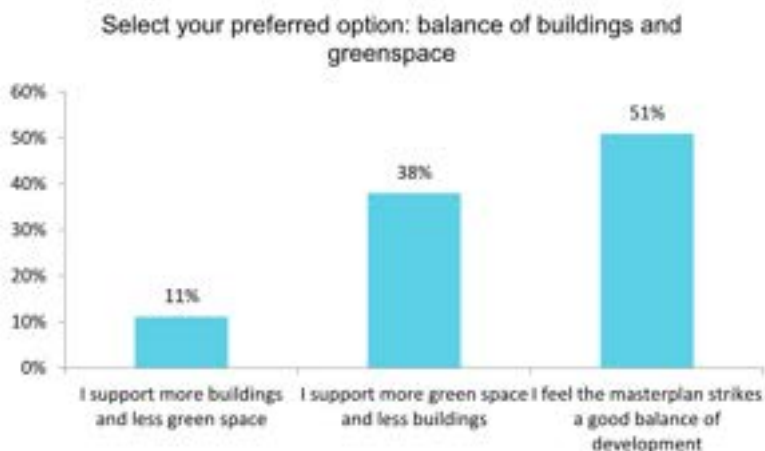
Select your preferred option about the balance of the masterplan

Just over half (51%) feel the Masterplan strikes a good balance of development, suggesting general alignment with respondent expectations.

A further 38% prefer more greenspace and fewer buildings, indicating a strong desire among many respondents to prioritise open space and limit development intensity.

Only a small proportion (11%) support more buildings and less greenspace, highlighting limited interest for an increase in built form.

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N=216

- Good balance 51%, More greenspace 38%, More buildings 11%

Any further comments on balance of development

Analysis of qualitative responses indicates that comments relating to the balance of development focus on achieving an appropriate balance between housing growth, supporting traffic and infrastructure, and the provision of retail, community facilities, open space and local character.

The most frequently referenced issue is housing density and development (36%), reflecting strong sentiment around the scale and extent of residential growth. This is followed by traffic and roads (23%) and retail (21%), highlighting concerns about infrastructure capacity and the role of commercial development in the town centre.

A moderate level of feedback relates to community facilities (14%), outdoor facilities (14%) and the skatepark (14%), indicating interest in how recreation and community infrastructure are incorporated into the Masterplan.

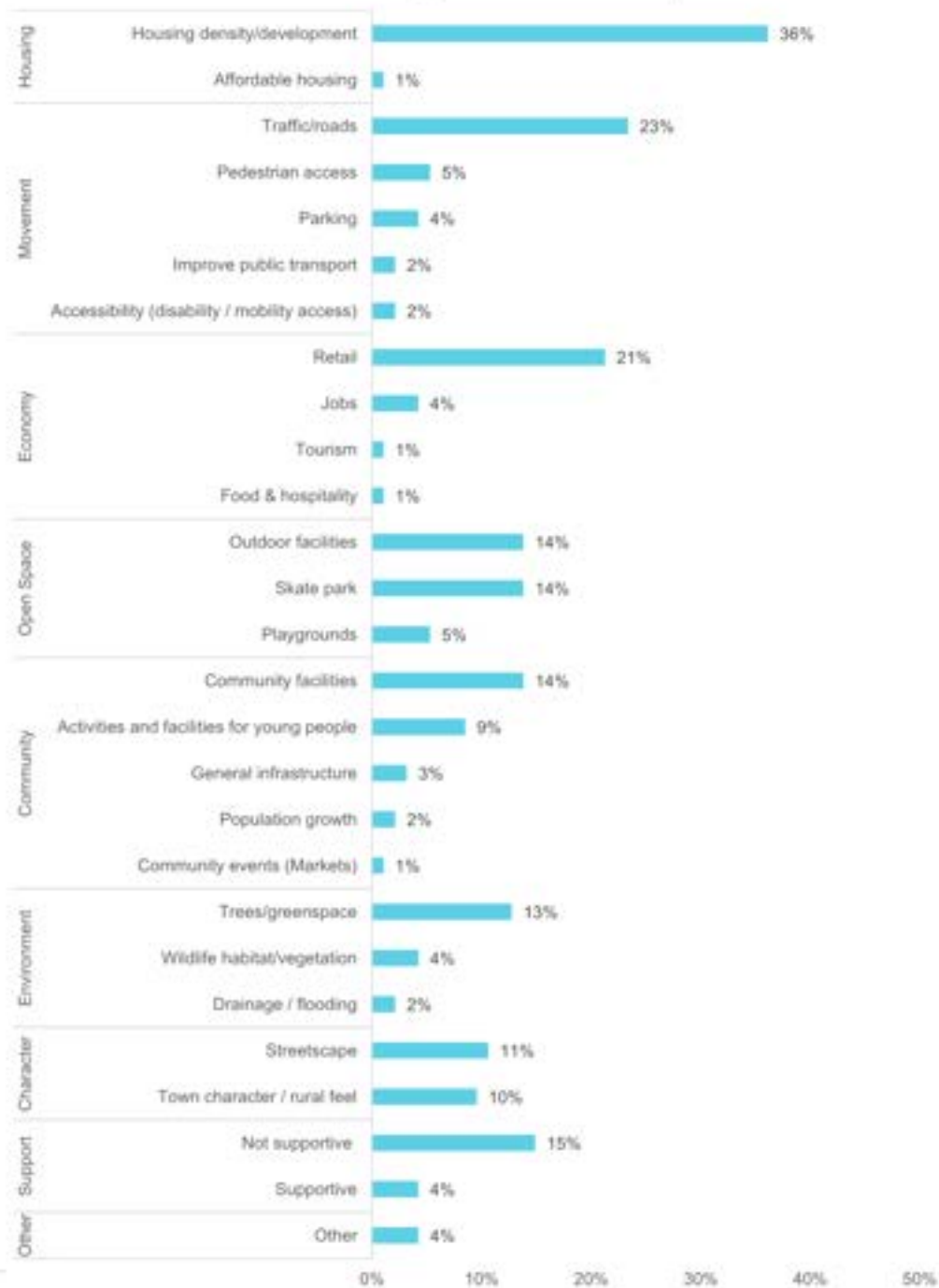
Environmental and character-related themes are also evident, including trees and greenspace (13%), streetscape (11%) and town character/rural feel (10%), reinforcing the importance of maintaining Medowie’s identity alongside development.

Lower frequency but still relevant themes include activities and facilities for young people (9%), pedestrian access (5%), playgrounds (5%), and jobs and business (4%). A smaller proportion of comments also referenced parking, wildlife habitat, accessibility, population growth and drainage/flooding.

While not everyone stated level of support where it was stated it was captured.

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Comments relating to balance of development



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Example of comments received:

"Medowie would benefit from a more cohesive and well-planned mix of shops and services, creating opportunities for local businesses to establish, grow, and better serve the community."

"Definitely do not want to see multi story buildings. More flow through shopping district please."

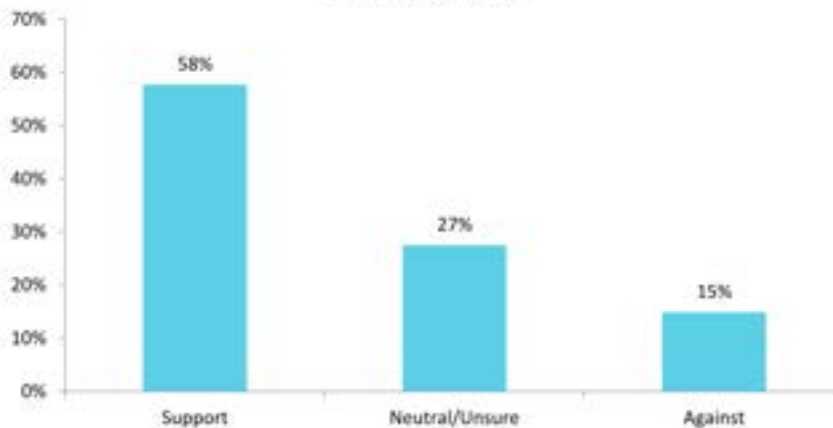
"Medowie really needs a large park space for the community to enjoy, I use Cook Park in Orange as an example, leafy and green with duck ponds, paths, gardens and bridges."

A permanent library services should be included in the existing community centre

Responses indicate strong support for the inclusion of a permanent library service within the existing community centre.

A total of 58% of respondents support this initiative, with a further 27% neutral or unsure. Only 15% of respondents are against the proposal, indicating relatively low levels of opposition.

A permanent library services should be included in the existing community centre



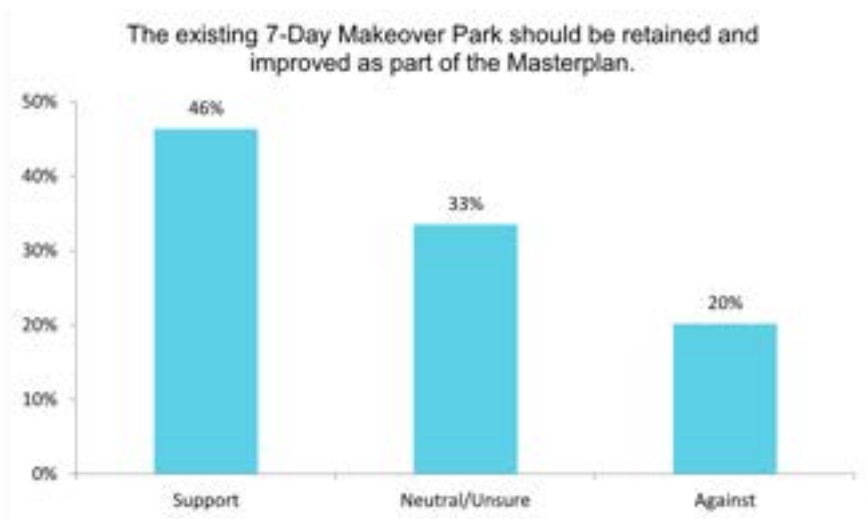
N=222

- Support 58%, Neutral/Unsure 27%, Against 15%

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The existing 7-Day Makeover Park should be retained and improved as part of the Masterplan.

A total of 46% of respondents support this proposal, while a relatively high proportion (33%) are neutral or unsure, suggesting that many respondents may require further detail on how the park will be upgraded or integrated into the broader plan. A smaller proportion (20%) are against the proposal



N=218

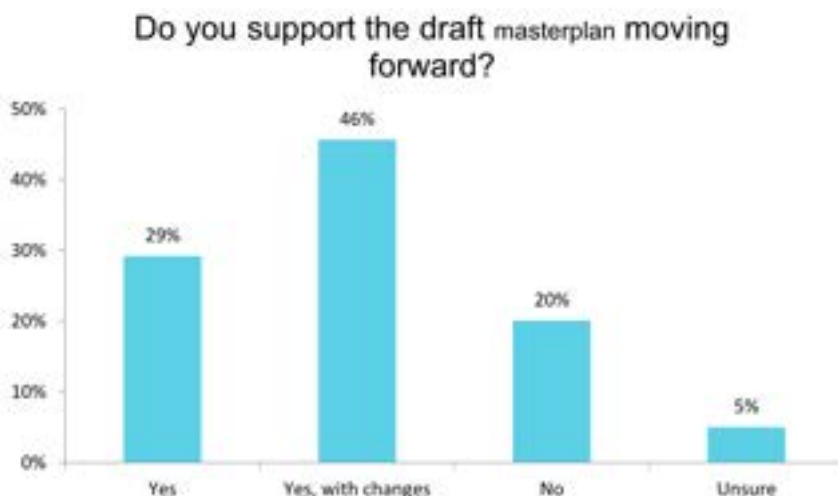
• Support 46%, Neutral/Unsure 33%, Against 20%

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Do you support the draft masterplan moving forward?

While there is overall support for the Masterplan to progress, the high proportion of respondents supporting it with changes highlights the importance of addressing community feedback and refining the proposal.

29% of respondents support the Masterplan moving forward as proposed, while 46% support it with changes, indicating that most respondents are open to progression provided key issues are addressed. 20% do not support the Masterplan moving forward, and 5% remain unsure.



N=219

• Yes 29%, Yes with changes 46%, No 20%, Unsure 5%

Do you have any further comments about the Draft Medowie Town Centre Masterplan?

The top themes show that respondents are primarily focused on infrastructure (traffic), key design elements (skatepark), and the balance of development (housing and retail), alongside the provision of community facilities. See priorities section for further information.

Top 5 Themes from Additional Comments

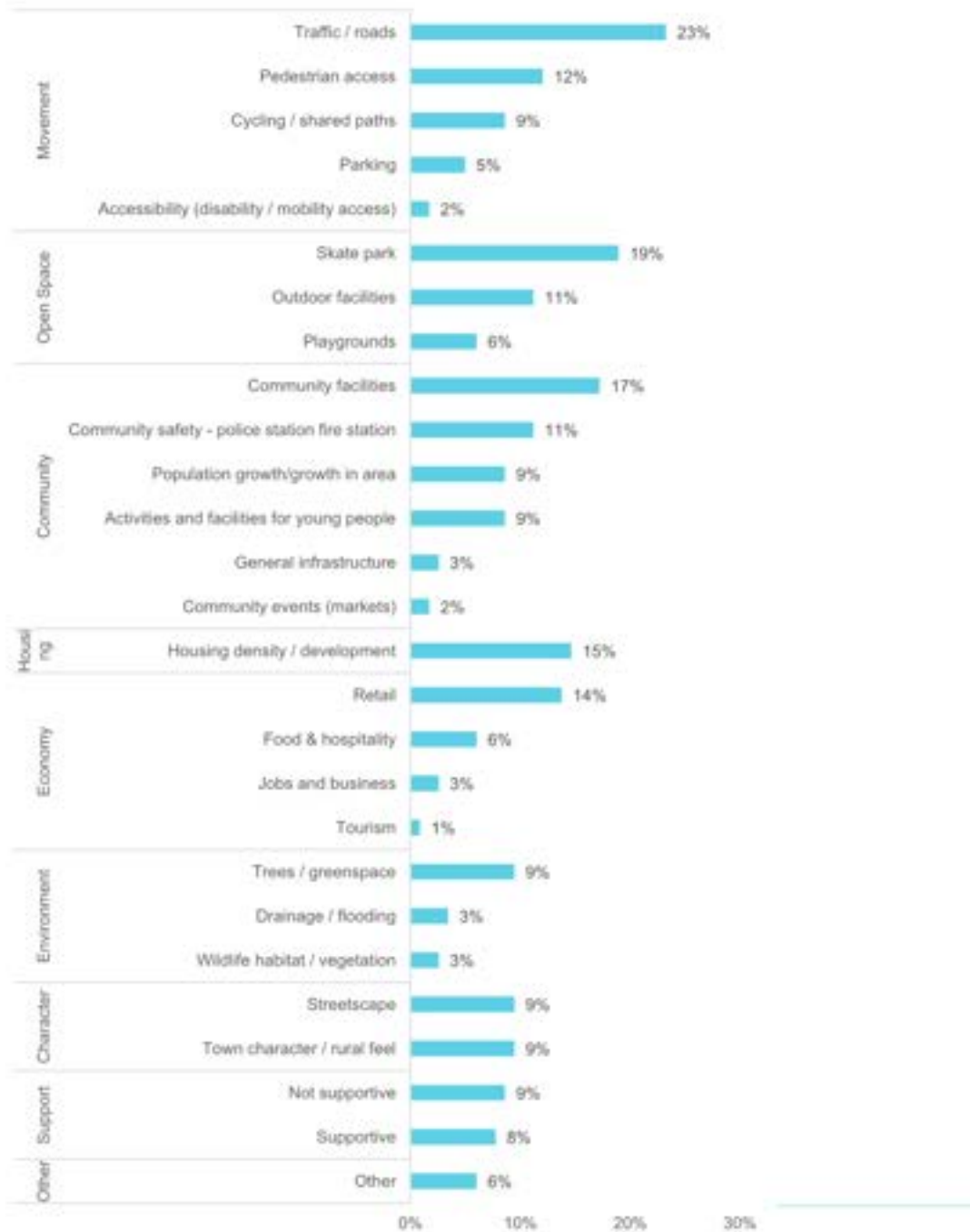
1. Traffic/roads (23%)
The most frequently raised issue, highlighting strong concern around congestion, road conditions and the capacity of the existing network.
2. Skatepark (19%)
A highly discussed and contested topic, reflecting strong interest and divided views on its inclusion and location.
3. Community facilities (17%)
Indicates a clear focus on the need for improved or expanded community infrastructure and services.

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4. Housing density / development (15%)
Reflects ongoing concern around the scale and impact of residential growth within the Masterplan.
5. Retail (14%)
Highlights interest in the mix, quality and role of shops and commercial activity within the town centre.

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Additional comments about the Draft Medowie Town Centre Masterplan



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Theme	Category	%
Movement	Traffic / roads	23%
	Pedestrian access	12%
	Cycling / shared paths	9%
	Parking	5%
	Accessibility (disability / mobility access)	2%
Open Space	Skatepark	19%
	Outdoor facilities	11%
	Playgrounds	6%
Community	Community facilities	17%
	Community safety - police station fire station	11%
	Activities and facilities for young people	9%
	Population growth/growth in area	9%
	General infrastructure	3%
	Community events (markets)	2%
Housing	Housing density / development	15%
Economy	Retail	14%
	Food & hospitality	6%
	Jobs and business	3%
	Tourism	1%
Environment	Trees / greenspace	9%
	Drainage / flooding	3%
	Wildlife habitat / vegetation	3%
Character	Town character / rural feel	9%
	Streetscape	9%
Governance	Lack of trust in council	8%
	Council positive	2%
Support	Not supportive	9%
	Supportive	8%
Other	Other	6%

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Priorities highlighted in commentary

Movement

- Upgrade and widen key roads (especially Ferodale Rd, Medowie Rd)
- Improve traffic flow and reduce congestion at peak times
- Separate local vs through traffic where possible
- Improve road maintenance and condition
- Plan for future traffic increases from:
 - new schools
 - population growth
- town centre development
- Improve parking supply in busy commercial areas
- Provide safe pedestrian connections (avoid walking through car parks)
- Expand pathways across all areas (with lighting)
- Add kerb and guttering for safe walking/riding
- Improve cycling/shared path networks
- Ensure accessibility for people with disability (avoid stairs/steep inclines)
- Create better connectivity between existing and new areas

Community

- Provide more community facilities (e.g. public toilets, community centre improvements)
- Include facilities for older children and teenagers (currently lacking)
- Deliver inclusive, family-friendly spaces
- Provide recreation options (e.g. pool, gym)
- Ensure planning considers the whole community, not just specific user groups
- Improve infrastructure before adding new developments
- Plan for population growth (e.g. new high school impacts)
- Include a Library or public study space with wifi
- Continue consultation with:
 - Families
 - Young people
 - people with disability
- Concerns about community safety:
 - e-bikes / scooters
- behaviour around skatepark
 - No police station or RFS

Open Space

- Upgrade or build a high-quality, well-designed skatepark
- multi use spaces – eg include pump track
 - cater to beginners through to advanced users

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- seating
- include antisocial behaviour deterrents
- More for children and families
 - develop inclusive playgrounds
- sensory-friendly play spaces (seeking + avoiding) eg Speers Point Park
 - water play elements or splash park
- Include supporting elements:
 - seating for supervision
 - shade
 - fencing
 - lighting
- Add more active recreation spaces:intranet
- - basketball courts
 - multi-use play zones
- Improve dog parks with facilities including seating and shelter
- Balance open space:
 - some support active spaces over "empty" green areas

Economy

- Increase variety of dining options (beyond pub/takeaway)
 - open for breakfast/brunch and beyond 2pm
 - outdoor seating areas
- Support local businesses through:
 - affordable rents
 - staged rent models for startups
- Provide flexible retail spaces:
 - short-term shop leases
 - market-style selling spaces
- Avoid over-supplying shops (concerns about vacancies)
- Strengthen local economy to reduce need to travel elsewhere
- Support local entrepreneurs and small businesses
- Use town identity to support tourism

Environment

- Protect existing trees and bushland
- Plant more trees across town (including streets/nature strips)
- Introduce seasonal/feature trees (e.g. autumn colour)
- Maintain and enhance greenspace
- Prevent over-clearing for development
- Recognise trees as part of Medowie's identity ("land of tall trees")
- Keep buffer of trees near Tallowood

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Housing

- Ensure infrastructure supports any future housing before growth
- Prefer:
 - low-rise development
 - better planning of existing areas
- commercial/community uses over housing in town centre
- Concern about:
 - overdevelopment
 - loss of character
 - pressure on infrastructure

Character

- Maintain Medowie’s rural/country town feel
- Avoid becoming overly suburban or like neighbouring centres
- Create a well-functioning town square
 - clear purpose
 - not overcrowded with mixed uses
- Improve streetscape and cohesion with stronger connections between spaces

Example of comments received:

"I really like the build living heart precinct. A place for people to gather. More restaurants and shops. I love the idea of a library. Is there any chance a public pool could one day be included. I don't think we need housing in the town centre."

"Remove Housing. Insert Motel. The existing Ferodale Road will not cope with the proposed changes, especially with the opening of the new public high school. Centre of town should be shops only with garden / park areas. No housing and definitely no skate park."

"We need to invest in road infrastructure before more growth. ROADS are on breaking point"

Results overview:

	Support	Neutral/Unsure	Against	
A new modern skatepark should be included in the town centre.	36%	20%	44%	
Building heights in the town centre should increase to support more shops, services and diverse housing options.	45%	22%	34%	
The existing 7-Day Makeover Park should be retained and	46%	33%	20%	

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Improved as part of the Masterplan.				
The masterplan proposes a good balance of development, open space and retaining the 'tall tree' character of Medowie.	53%	28%	19%	
How would you rate your overall impression of the draft Medowie Town Centre Masterplan?	57%	21%	21%	
A permanent library services should be included in the existing community centre	58%	27%	15%	
	Satisfied	Neutral	Dissatisfied	
How well does the draft masterplan reflect Medowie's identity and community values?	52%	27%	21%	
	Yes	Yes, with changes	No	Unsure
Do you support the draft masterplan moving forward?	29%	46%	20%	5%
	Yes	Partly	No	Unsure
Do you feel the draft masterplan reflects Medowie's identity and community values?	39%	36%	20%	4%
	1	2	3	
Top 3 Priorities	Parking and traffic improvements	More shops and services	Improved public space and recreation amenities	
	1 to 2 storeys	3 to 4 storeys	5 + storeys	
Select your preferred building height limit	62%	32%	6%	
	I support more buildings and less green space	I support more green space and less buildings	I feel the masterplan strikes a good balance of development	
Select your preferred option: of buildings and greenspace balance	11%	38%	51%	

APPENDIX J – Phase 2 Pop-ups and workshops

Pop-up at Medowie Christmas Carols - Saturday 13 December 2025

A community engagement pop-up was held at the Medowie Community Carols on 13 December 2025, with approximately 129 community members participating. The event provided an opportunity to capture a broad cross-section of community views in an informal setting. Overall, feedback indicated strong interest in the draft masterplan and general support for initiatives that enhance Medowie's liveability, particularly for families and young people.

Informal questioning about the inclusion of a new modern skatepark demonstrated clear support, with approximately 60 respondents in favour, compared to 14 against and 11 unsure. Feedback highlighted the skatepark as a potential drawcard for young people and families, particularly if co-located with other recreational facilities. Participants also suggested expanding the concept to include a pump track to cater to a wider range of users, including BMX riders, scooter users and younger children.

Recreation and community facilities were a key focus of feedback. There was strong interest in an indoor multi-use sports facility to support activities such as basketball and indoor soccer, alongside enthusiasm for a splash pad or water play area for younger children. The proposed playground was well supported, with an emphasis on inclusive design, accessibility, shade and safety features such as fencing. Overall, there was a consistent view that the town centre should strengthen its appeal to young families.

Transport, access and movement were also prominent themes. Participants expressed support for a centralised bus stop with sheltered seating, alongside a strong emphasis on improving pedestrian safety through wider pathways, safer crossings and better walkability. There were also requests for a pedestrian bridge to improve connectivity across Campvale Drain, particularly in the context of the future Medowie High School. Parking capacity and distribution were raised as ongoing concerns, with participants noting existing constraints in the town centre.

Roads and supporting infrastructure were identified as a critical issue, with consistent calls to improve road conditions and ensure infrastructure upgrades keep pace with future growth. This reflects an expectation that new development should be supported by practical, coordinated infrastructure improvements.

Community services and civic elements were also strongly supported. There was broad interest in the inclusion of a library service, particularly for its potential to

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provide study spaces, indoor play areas, meeting rooms and access to digital resources. Some participants suggested co-locating a café or kiosk to enhance usability. The proposed relocation of the war memorial to the town centre was viewed positively, with participants noting the opportunity to create a central, accessible space for commemorative events.

Youth and active recreation emerged as an important priority, with repeated calls for more activities and spaces that cater to teenagers as well as younger children. In addition to the skatepark, participants emphasised the need for diverse, engaging facilities that encourage young people to spend time locally.

Overall, sentiment toward the masterplan was positive. Participants expressed support for a more vibrant, accessible and family-friendly town centre, while reinforcing the importance of safety, connectivity and infrastructure. Feedback indicates that while the community is supportive of growth, there is a clear expectation that development is well-planned and responds to everyday needs.



Pop-up at Medowie Park Run - Saturday 31 January 2026

Council attended the Grahamstown Aquatic Centre parkrun in Medowie on Saturday 31 January, engaging with approximately 45–50 participants through informal

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conversations before and after the event, with participants primarily local residents. The pop-up provided an opportunity to connect with a cross-section of the community in a relaxed and accessible setting.

Overall, feedback indicated a high level of interest in and support for the draft Masterplan. Community members were willing to engage in detailed discussions and provided a broad range of suggestions to enhance the proposed design and functionality of the town centre.

Recreation and open space were key areas of focus. Participants expressed interest in a mix of active and passive recreational opportunities, including multi-use courts, outdoor exercise equipment, water play spaces, and inclusive playgrounds catering to all age groups. There was also strong support for youth-focused infrastructure, with suggestions for dedicated teenage spaces and activities to address a perceived gap in local offerings.

Feedback regarding the proposed skatepark was mixed but generally supportive. While only six participants engaged with the feedback frame (see image below) due to its location, the majority indicated support for its inclusion. Broader discussions highlighted the importance of location, visibility, and design, including considerations around independence for young people and opportunities to cater for a range of age groups and abilities.

Participants highlighted the need for enhanced library services, flexible community spaces, and improvements to the existing community centre, including accessibility, air conditioning and internal upgrades. There was also interest in complementary uses such as cafés, bookable shelters, and spaces for community groups.

Improving pedestrian links to surrounding retail was supported as well as consideration of a pedestrian bridge and potential alternative 5km loop for future parkrun events. Traffic management, particularly along Medowie Road and within the town centre, was raised as an ongoing concern.

Additional feedback reflected broader aspirations for the town centre, including increased retail diversity, consideration of higher-density development to preserve green space, inclusion of sensory play elements, and opportunities to support community initiatives such as community gardens.

Two consistent discussion points outside the immediate scope of the masterplan were the future of Medowie Social and ongoing traffic challenges within Medowie, indicating these issues remain important to the community and may influence overall perceptions of the project.

The feedback frame was used to ask *"A new skatepark should be included in new town centre."* Five tokens were placed in the support/strongly support slot, one in the neutral slot with no tokens added to the not support/strongly not support slot.

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Pop-up at Medowie Markets - Saturday 14 February 2026

The Medowie Markets, held on Saturday 14 February from 7:00am to 12:30pm at the Bull and Bush Hotel, provided an opportunity for the project team to engage with more than 100 community members in a high-traffic, informal setting. Overall sentiment toward the masterplan was positive, with many participants describing the plan as exciting and a strong step forward for Medowie. There was clear support for key inclusions such as a permanent library with flexible community spaces, a playground catering to all ages and abilities, and an expanded retail offering including supermarkets, cafes and larger format stores. Community members also identified the Village Green as a preferred future location for the markets, particularly in light of potential redevelopment of the current site.

Participants highlighted a range of infrastructure and amenity priorities to support future growth. Traffic and access were consistently raised, with strong calls to upgrade Ferodale Road to accommodate increased demand associated with the future high school and population growth. Adequate and accessible parking, improved pedestrian connections were also identified.

Broader community infrastructure requests included a swimming pool, improvements to existing open spaces such as the Kindlebark Oval dog park, and opportunities for community-led initiatives like gardens and Landcare groups.

Housing and land use generated mixed and, at times, conflicting views. While there was support for housing that meets the needs of older residents and some acceptance of shop-top housing, many participants expressed concern about the inclusion of additional or social housing within the town centre, preferring a focus on retail and services. Building height was generally supported at two to three storeys to maintain Medowie's village character.

The proposed skatepark also attracted varied feedback, with support for a family-oriented facility co-located with the playground, alongside concerns about potential anti-social behaviour if designed for older users. Across all feedback, there was a consistent emphasis on ensuring future development supports a safe, accessible and well-connected town centre while maintaining the existing community character.

The feedback frame was used to ask "A new skatepark should be included in new town centre." Nine tokens were placed in the support/strongly support slot, one in the neutral slot and three in the not support/strongly not support slot.

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Workshop at Medowie Community Centre Monday 9 February 2026

An in-person community workshop was held at Medowie Community Centre on Monday 9 February from 12:30–2:30pm, with 17 attendees engaging directly with the project team. Attendees were provided background information about the project, the planning process and the principles guiding the development of the draft Masterplan before receiving in depth information about each of the five zones included in the Plan.

Overall, feedback demonstrated strong support for the masterplan vision, with participants expressing enthusiasm for a more vibrant, connected and functional town centre. There was clear support for expanding retail, dining and service offerings within the mixed-use precinct, with a focus on attracting new and diverse businesses while avoiding duplication of existing services. The integration of food and beverage opportunities alongside recreational spaces was also well received.

Participants identified the Community/Cultural Zone as a key priority, with consistent feedback that the existing community centre is highly valued but requires significant upgrades, including improved ventilation, accessibility and functionality. There was support for a library service, subject to demonstrated demand, and interest in ensuring community groups have dedicated and flexible spaces.

Across the Kids Active Zone and Village Green, feedback was strongly supportive of inclusive, multi-functional spaces that cater to all ages, including playgrounds, event spaces and recreational infrastructure. The proposed skatepark generated mixed feedback, with support for youth-focused facilities balanced by concerns regarding safety, surveillance and location. Suggestions included improved lighting, passive surveillance, and exploring alternative or complementary uses such as a splash pad.

Traffic and access emerged as a consistent concern across multiple zones, particularly relating to congestion along Ferodale and Medowie Roads and the need to improve car park access and circulation.

In the residential precinct, participants were generally supportive of mixed housing typologies and building heights of 2–3 storeys, while raising concerns about parking provision and the potential social impacts of introducing social housing within the town centre. Feedback on the parkland precinct recognised both its value and its constraints, with participants acknowledging flood impacts while suggesting opportunities for low-impact recreation, environmental education and informal trail networks.

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Online Workshop Wednesday 25 February 2026

An online workshop was held on 18 February 2026 with six community members to discuss the draft Medowie Town Centre Master Plan. While participation numbers were low and the feedback cannot be considered representative of the broader community, the discussion provided valuable qualitative insights into key themes and local priorities.

Participants were generally supportive of proposed improvements to the town centre, particularly where these enhance liveability, accessibility and community use. However, there was a consistent emphasis on protecting Medowie's village character, including maintaining its strong tree canopy, natural landscape and lower-scale built form. Residents expressed a clear preference for development that complements the existing identity of the town rather than introducing more urban or higher-density outcomes.

Flooding and drainage emerged as a significant issue. Participants highlighted ongoing concerns with existing infrastructure, particularly the performance of Campvale Drain during rainfall events, and noted that increased development is contributing to additional runoff. There was a strong expectation that stormwater and drainage infrastructure must be upgraded in parallel with any future growth.

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Housing density was another key theme, with participants expressing concern about the introduction of large-scale or high-density housing. Feedback indicated a preference for low to medium density housing that aligns with the character of Medowie, alongside consideration of affordable housing options that meet local needs without impacting amenity.

Participants also supported improved pedestrian safety and connectivity, including safer crossings, better integration of public transport and accessible parking. Traffic impacts associated with future growth, including the new high school, were also noted as an important consideration.

There was strong support for high-quality recreation and community spaces, including inclusive playgrounds, walking and cycling paths, and spaces for community gatherings. While the inclusion of a skatepark generated mixed views, alternative suggestions such as pump tracks or cycling facilities were identified as potential options to better cater to a broader range of users.

APPENDIX K – Letters and Emails

Email 31 December 2025

31 December 2025

"A town pool would be wonderful for Medowie."

Email 16 January 2026

"Hi Port Stephens Council,

I hope you are well. My name is [REDACTED], and I am a resident of Medowie. I am writing to respectfully request that the port Stephens council to investigate the possibility of establishing padel courts within the Port Stephens region ideally two to three courts that could support the growing demand for this global and local emerging sport.

<https://www.youtube.com/watch?v=u22gCDndh9s>

I have reached out to Meryl Swanson Office late last year and had some discussions about opening Padel Courts in Medowie, you will see by the attached request .PDF that the game is fast becoming the largest growing sport in the world.

At present, there are no padel courts available north of the central coast, particularly across Medowie, Raymond Terrace, or Nelson Bay. The closest facilities have only recently been established on the Central Coast, which places our region at a disadvantage despite the sport's rapid rise in popularity both globally and nationally.

Padel is currently one of the fastest-growing sports in the world, with more than 30 million players across 130+ countries and is even being discussed as a potential Olympic sport for 2032. After recently meeting Dominic Bechard, the number one ranked padel player in Australia. I was inspired to help advocate for the sport locally.

From a community perspective, padel offers significant benefits:

- It is highly accessible for all ages and genders, including older residents for whom it provides a low impact alternative to tennis.*
- It encourages social participation, physical activity, and mental wellbeing, something I personally value as a 47-year-old resident who has experienced its positive impact firsthand.*
- It has strong potential to attract new visitors and provide economic uplift, like trends seen in Europe and South America.*

One location I believe would be particularly suitable is the unused lawn bowls area at The Social in Medowie, Address: 36A Ferodale Rd, Medowie NSW 2318 This space is currently under-utilised and could be repurposed into padel courts with relatively

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minimal disruption while adding meaningful sporting infrastructure for our growing population.

Unlike traditional tennis courts, these facilities measure 20 m x 10 m, with an estimated construction cost of approximately AUD \$55,000 per court. In alignment with the Medowie Skatepark Relocation Plan and following initial discussions with Medowie Tennis (Karen Fogg), repurposing the existing skatepark site to accommodate a minimum of three padel courts presents a strong opportunity to deliver significant community benefit.

This development would introduce the first padel courts in the Greater Hunter region, providing a unique recreational offering for the Medowie community and the wider Port Stephens area. Medowie Tennis has indicated its support for the initiative, which would further strengthen the club's long-term sustainability. The integration of three padel courts alongside existing tennis facilities and proposed pickleball courts would establish the Medowie Racquet Arena as a highly desirable, multi-sport hub, attracting strong local and regional participation and revitalising the precinct.

Some Concept Idea below:



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Email 10 February 2026

"Further to comments below:

If you are determined to have residential in the plan then car parking access needs to be at the back of those houses otherwise they will just use the public parking spaces at the front of their houses. With the development of the Newcastle Airport perhaps your designated residential area would be better suited for a motel. This would certainly benefit the cafe scene and also provide constant people movement within the area at all times of day and night.

> With regards the Medowie Plan:

> - Scrap the skatepark - current one hardly gets used and is a magnet for rubbish. Put some money into the existing one to improve it. Would be better to create a larger war memorial area in that space with a decent rose garden or something similar.

> - Need access for Military veterans to be able to march off Ferodale Road and assemble in front of war memorial.

> - Scrap housing and have just shops / Police Station etc.

> - Plant Jacaranda trees the length of Ferodale road so that they become a feature in future years.

> - Can see serious traffic issues along Ferodale road especially at school times - possibly look at an alternative traffic by-pass around the centre. There will be increased traffic from the new High School. Additionally the road distance from the Ferodale / Medowie round-about (Fire Station) to the proposed Peppertree traffic lights is not sufficiently long enough to hold the traffic coming off or entering Medowie Road at peak times. This will result in traffic backing up on Medowie Road and Ferodale Road.

> - If proceeding with a water area insert an active fountain system to ensure the water doesn't become a stagnant mosquito pit or worse, a new home for the Raymond Terrace bats."

Email 18 February 2026

"A few comments for your consideration.

1. Reference to "Town Centre" is flawed. The plan should incorporate all the commercial areas north of Ferodale Rd as well to ensure that integration occurs. Those commercial areas should replicate some uses proposed in the current plan, like mixed commercial/ residential. It would also provide an opportunity for upgrading Ferodale Rd, in terms of pedestrianisation, parking, landscaping, signage, and traffic

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management. It should be one complete, all encompassing plan, not just a pre-DA plan for Council's land.

2. Treatment of the Ferodale Rd/ Medowie Rd needs to be addressed. Traffic signals at Peppertree / Ferodale will only work if the existing roundabout intersection is changed to traffic signals as well. Frequent queueing from Medowie Rd westwards, will make the proposed traffic signals inoperable. The signals would also facilitate pedestrian connection to the commercial area and the "town centre" for the huge residential area east of Medowie Rd.

3. If there is to be provision for residential areas within the town centre, it should be in the form of medium and high rise (max 5 storeys), and mixed commercial / residential only – NO LOW DENSITY.

4. The abutting residential properties fronting Medowie Rd, should be integrated into the plan, rather than being a tack on at a later date. The plan should NOT be allocating land in the form of a lane for rear access to those properties, who should be providing the land and construction of that access.

5. The big spiel about climate change is BS. Just stick to facts relevant to sound planning of land uses and form of development- like habitat conservation, tree preservation, solar access, public transport, stormwater management, consistency of materials, reduced building footprint etc.

6. The plethora of vehicle accesses along Ferodale Rd , particularly on the northern side need to be addressed, for safety reasons. A landscaped central median in Ferodale Rd with select right turning bays, would make a great landscape statement, and address traffic safety.

7. The existing community centre is stuck right in the middle of the area, and maybe should be considered for removal so a green fields development can occur.

Email 18 February 2026

"I would like to talk to someone about the updated Medowie Town Centre Masterplan and discuss ways we can help each other with the drainage concerns that seem to be an ongoing issue and a constant distraction."

Email 26 February 2026

"Dear Council,

I wish to submit some proposals for your consideration regarding the new master plan for Medowie.

1. Access path to Tallowood.

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I feel this might be somewhat dangerous for Tallowood residents as it leads directly through bushland, we have had both brown & red belly black snakes here, I feel this may be a bit dangerous if poorly lit etc and people using it to access the shops in the evening etc.

The proposed path leads to a flood zone on Tallowood grounds, if there has been no prior agreement with Vivacity regarding the building of a raised walkway to allow safe access across to the property fence line & gate, this poses both a safety issue for all Tallowood residents & people with mobility issues will not be able to use it.

An alternative could be a crossing to the path opposite Tallowood on Medowie Rd. Very dangerous crossing near the roundabout & if on a mobility scooter you can't see on coming traffic.

2. Skatepark

Moving the skatepark to the town centre is in my opinion not the best use of this space. Skateparks are becoming more redundant as less people skate now that e-bikes & scooters are more popular. This will be directly opposite proposed residential development which could pose noise disturbances.

A better use would be a water park, the area is hot for nearly 9 months of the year. This would provide family friendly respite from the heat & would have an overall cooling effect on the surrounding area.

3. Playground

The proposed playground looks way too small to offer anything for older children between 7 - 14. So many councils (Singleton, Tamworth etc) now provide fantastic playgrounds with flying foxes, large spinning disc etc & high climbing equipment & slides. People travel to use these, with the proposed public open spaces etc, more families would bring picnics, frequent local cafes etc to make a day of it. The bigger ones in Sydney are amazing.

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If more restaurants & cafes were opened in a food precinct this would also increase the use of the common areas.

4. Traffic lights Peppertree & Ferodale Rd

Whilst traffic is increasing, lights will only make it worse. A round about would be a better option here.

Lights would be better at the corner of Abundance & Ferodale Roads after the new high school opens as it is hard to turn right onto Ferodale Rd when the primary school comes out each day.

5. Link to MEDOWIE Social

This does not seem to be included? There needs to be a direct link to The Social of it is to be better utilised. A safe path between new precincts needs to be considered.

6. Shaded seating

There appears to be a lot of open space with very little shaded seating available? Why are not trees shown on the large open area? We are a HOT INLAND suburb

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not coastal with sea breezes! Shade needs to be considered if that is going to be used as a place for community events etc.

Not enough picnic style seating or possible bbq options near the playground? Not all kids want just an arty nature play area? This will not attract families to use it as kids will be bored in 5 minutes! Also the natural design is great habitat for unwanted snakes & not so child friendly etc.

Thank you for your consideration.

Email 24 February 2026

"Good evening

Just my two bobs worth on the medowie town centre. Go for it, but spend wisely and locally.

" Gotta move forward and keep up with progress!!

If projects like this go ahead, it would be a great reflection on the leadership and somewhat the responsibility of PSC (and any funding governments) to engage local resources. If the local rate payers and tax payers are footing the bill, keep the local economy booming!

Are there any plans for the Medowie Rd / Pacific HWY intersection in the pipeline? With the booming population and tourism it definitely needs a look at."

Best regards"

Email 25 February 2026

"I would love to see a central park/piazza with open space for events. cafes or food vans could surround it. Visitors at the airport are often looking for somewhere to go for a few hours."



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Email 2 March 2026

To the General Manager of Port Stephens Council,

Personal comments regarding proposals for central Medowie

I would like to see more shops rather than housing as the trip to Newcastle has to be travelled too often as we do not have what we need here for people with special dietary needs ie good quality organic fruit and vegetables, food and groceries from an organic food shop. I often travel to Harris Farm and Scoop wholefoods for supplies I am not able to get from the large chain groceries we have here, a Kmart would be good. A marketplace with specialty shops is what is needed to service the large amount of people already in this area and its outskirts.

The centre of medowie is needed for personal and business needs to service the population that is already here.

If it is filled up with housing you are not able to put them i later.

Email 2 March 2026

Hi All,

I hope you're doing well.

I've been asked by members of the council to help gather feedback from the Medowie community regarding the proposed New Town Centre.

Unfortunately, I won't be able to attend tonight's meeting, and I've been advised that staff are unable to present the community responses directly.

To ensure the voices of our community are heard and considered in these discussions, I'm sharing the feedback I've received. These insights reflect what matters most to residents and can help guide decisions that truly represent the broader community's interests.

Please take a moment to review this input before the meeting—it's an important opportunity to make sure our community's perspective is part of the conversation.

Thank you for your support in championing these views. If you need any additional details or clarification, I'm happy to assist.

The responses are coming from a range of ages. The 3 major issues are

- 1 Skatepark/pump track*
- 2 Toilet locations*
- 3 Each area should be multi use.*

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PUBLIC TOILETS

- Not one person thought the location of the toilets is correct. They all advised that the toilets need to be near the road/street so that you can drive right up to them. They also advised that there needs to be 24 hour toilets at the community centre/park. This is the closest location to the shops and there are no toilets in the shops.

SECURITY AND SAFETY

- What kind of security will be in the park, cameras etc.
- What is the lighting going to be
- Speed bumps and 40k zone around the park and shopping precinct
- Skatepark/pump track too close to the road.

ANZAC MEMORIAL

- Can we have this down where the Amphitheatre is instead of the Skatepark/Pump Track as the Social Club has been sold and we have been told the memorial will be moved.

It would be good to march from the original memorial at the Community Centre to the End of the new park.

PARKING

- We need more parking behind the 3 buildings near the Tallowood path and in front of the high-density accommodation.

TREE AREA

- Can we have tree top business such as Flying Foxes, Climbing ropes etc.
- Can the path to Ferodale Rd be closer to the creek.

AMPHITHEATRE

- Can you make sure this area can be used for markets as well. So the levels can fit a market stall width

- Would a raised stage be better as there is the possibility of outdoor cinema? Multi use for the area

SKATEPARK PUMP TRACK

- I have honestly not met 1 person who wants the skatepark and pump track in this area. I have shown the draft plan to kids, young adults, parents, and older people.

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- They believe the Skatepark and pump track should be up at Boyd Oval with the Pump Track also going between the 2 ovals as previously discussed with council or at The Bower.
- The pump track and skatepark are not a multi-use area. The markets, carols by candlelight, outdoor cinema, fetes etc cannot use the area thus reducing the number of stalls etc.
- Many small local businesses rely on the Medowie Markets which we have at least 2 that run fortnightly to earn money. The Bull and Bush will no longer be an option when they expand and the Lions park area around the Community Centre is too disjointed and too small.
- Basketball courts can be used as multi use – Basketball, netball, riding a bike, setting up stands and seats etc

OLDER RESIDENTS

- Fear of the teens etc that are at the skatepark, and this would keep them out of the park, this is due to past experiences.
- Are worried that the skaters/bmxs would try to use the Tallowwood path as a short cut and thus affecting their safety and security at home.
- Have had issues with the youth knocking them off their walkers etc in the shopping area
- Why are they forgotten in the plan

FAMILIES

- Where are the picnic areas/tables where they can have family get togethers such as birthday parties. Covered picnic tables with solar panels where we can charge phones etc
- They would prefer picnic areas instead of the pump track and skatepark
- They have offered in the past to help renovate the other skatepark and still believe it is a better location for the skatepark as their kids prefer it in the current location at Boyd Oval
- Maybe make a Pump track near the other play area by the cafes as parents can't be in 2 areas at once.

YOUTH

- We want our own space not in the park with everyone else, why aren't we trusted.
- We want the existing skatepark fixed and connected to the ovals etc. We live up those streets, and it would be good to use a pump track to get to the skatepark

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- Put the pump track in the carpark at the existing skatepark and between the ovals.
- We already have a skatepark can't we have a Basketball court as we don't have one of these.
- If we are going to have a second skatepark, why isn't it in the Bower. We have to go all the way into town to use a pump track and skatepark when we live way out. Our parents don't let us go unless they can come with us.

High Density Accommodation

- Can these be short term accommodations as there are no nice places to stay in Medowie for guests. We have family that come up from Sydney, and they must stay in Nelson Bay

Please let me know if you need any further details."

Email 1 March 2026

"Attention: Tim Crosdale, General Manager Port Stephens Council cc Central Ward Councillors

Attached is my submission in regards to the PSC's latest Draft Medowie Town Centre Masterplan, PSC reference

PSC2025-02656-0009.

Tim Crosdale
General Manager, Port Stephens Council

RE: Draft Medowie Town Centre Masterplan / PSC reference PSC2025-02656-0009

Tim

Thank you for the opportunity to comment on PSC's **Draft Medowie (so-called) Town Centre Masterplan**.

I say "so called" because the PSC2025-02656-0009 proposal would better described as "a new Town Square and Park plan" [TSqPP] as the March 2023 Place Plan (p27) depicts the Medowie Town Centre to include the **existing** commercial centre as well our central sporting parks and connecting roads. Further, the "2023 boundary" is consistent with the 2016 Medowie Planning Strategy depiction of Medowie's Town Centre (p8 / Fig 4, Town Centre Master Plan) which included a "new street" connecting Medowie Rd to the south of Ferodale Rd, thus creating a traffic bypass around our Town Centre.

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In this submission I refer to this latest planning proposal for Medowie as the TSqPP to avoid confusion with the prior definitions and boundaries depicted below; points (a) and (b).

*This latest TSqPP proposal is a **major disappointment** in that it does nothing to alleviate our **existing traffic congestion** at the western edge of our Town Centre, a problem that will only be **made worse** when our public High School commences in 2027, as ~1000 students, parents and staff descend on the Abundance-Ferodale Rd T-intersection; as they walk, bike, car and bus to and from school each school day. This will cause further chaos congestion due to the TSqPP proposal to "Slow down vehicle movement" (p33) across our Town Centre.*

*That is why the TSqPP is a **wasted opportunity** to establish new road infrastructure, given that **Council owned land** can be used connect Abundance Rd (via Industrial Drive) to Medowie and Ferodale Roads, providing alternate traffic routes to **alleviate** current and future congestion.*

To this end, I submit that PSC restore the objective of the 2016 Medowie Strategy (p24) "Two new roundabouts are proposed to service the commercial area"; and (p25) "growth will generate additional transport movements that will necessitate improvements, including new and/or augmented infrastructure to maintain appropriate levels of service, safety and efficiency".

*I note that the above 2016 objective is **at odds** with the 2023 Place Plan which states (p11) "Creating streets that give pedestrians and cyclists priority over cars will increase the liveability and appeal of the town centre. We can both increase the use of the town centre and length of time people stay, shop, and interact in this area by slowing down cars"; while forever increasing **congestion and frustration**.*

*Here's my main question: why can't PSC come up with a structural traffic plan to achieve objectives of **both** the Medowie Strategy (pp24-25) AND the Place Plan (p11)? Given that PSC owns sufficient land to satisfy both objectives, and can negotiate with private land owners to maximise "service level, safety, and efficiency", why not deliver a **Traffic and Pedestrian Plan** that works **well** for all residents, rate payers, businesses, emergency services, schools and visitors who traverse Medowie?*

*If the TSqSP goes ahead as currently proposed, it will **preclude** any future fix to the traffic congestion that already exists (and is about to be **much worse**) the cost of which will be paid by everyone who NEEDS to cross our town centre at peak-times; now and in the 50% growth future to 2041.*

Following are further points, in no particular order, that relate to the proposed TSqPP.

Thank you for your consideration.

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(a) March 2023 Medowie Place Plan (p27) "Town Centre":

(b) December 2016 Medowie Planning Strategy (p8 / Fig4) "Town Centre Master Plan":

(c) The March 2023 Place Plan states that Medowie's population is 10,879 with a projected growth to 2040 being approx. 15,000, or ~50% growth..

The TSqPP 0 states the projected population growth to 2041 to be 20,741, which ~100% growth; ie. 100% more people travelling into and across Medowie.

Business owners in Industrial Rd state that, at school pick up time, it can take 20 minutes to travel ~1km to pick up their kids from Medowie Christian School just two corners away.

How long will this trip take with 100% population growth on top of the 1000 student, staff and parent movements twice per day, to and from our Public High School?

(d) What will be the detrimental impact of High School traffic (vehicle and pedestrian) on the existing Industrial area? Ambulance Station? Medical Centre? Residents?

What will be the detrimental impact on the proposed Industrial Area expansion, with the additional traffic wanting to enter and exit at the Abundance-Industrial Rd intersection?

*(e) The additional peak-time **traffic congestion** due to our new public High School will back up into our Town Centre, a problem that will be made worse by the proposed TSqPP which aims to "Establish a slow movement priority network" (p23, p33, p34), with the focus to be "prioritising pedestrians" (p4, p11, p13, p15, p19, p20, p22, p23, p28, p30, p32, p35, p39, p44, p47, p54).*

NB: *this is in contrast to the prior intentional decision by PSC to **prioritise traffic flow** by using traffic islands.*

In making such a change, why hasn't PSC presented a better traffic flow solution around our Town Centre?

*(f) The TSqPP does nothing to maintain "appropriate levels of service", on the contrary the TSqPP will makes things worse due to the **increase in pedestrian traffic** to and from school, as the NSW Government "Transport and Access Impact Assessment" [doc A26 / New Medowie Public High School public exhibition documents] "no upgrade will be needed at the intersection of Abundance Road and Ferodale Road based on the trip generation of the proposed high school" (p31) with the recommendation to "Implement education and BEHAVIOUR CHANGE programs to encourage students to walk and cycle to school" even though it is acknowledged that "Less than 4 per cent of the forecast enrolments are within the 15-minute walking catchment" (p4).*

Given that the aim is for 96% of students to walk and cycle to their new High School, with many crossing Medowie Rd (as the majority of the Medowie population lives on the eastern side of Medowie Rd, the main spine that divides Medowie); and then

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crossing Ferodale Rd, proposed to be a "slow speed road", the existing congestion will be massively magnified, backing up to block traffic on Medowie Rd.

NB: when power for the new Woolworths development was upgraded, involving Stop/Go at the Peppertree-Ferodale Rd intersection, it didn't take long for traffic to be backed up to the Medowie-Ferodale Rd roundabout.

Why is PSC planning on making this "backed up" condition a permanent feature of travel in Medowie?

Surely, if this intersection is going to be a "slow speed" zone then PSC are obligated to provide an alternate means of travelling across or around (as in a ring road suggested in prior submissions) to meet an adequate level of service as stated in the 2016 Medowie Strategy.

(g) Is the TSqPP proposal (downloaded from the 2026 **draft Medowie Town Centre Masterplan** webpage) the Stage 3 Final Masterplan or the Stage4 Revised Masterplan?

Stage 3: Final Masterplan
 Medowie Town Centre Masterplan

For the Client
 On behalf of Muir Suluu

Issue:
 04

Submitted:
 12.11.2025

Revision	Date	Author	Checked	Comment
01	26.08.25	CD	VH/YZ	Stage 1: Preliminary Masterplan for Review
02	26.09.25	CD	VH/EB/YZ	Stage 2: Developed Masterplan
03	29.10.25	CD/EB	VH	Stage 3: Final Masterplan
04	12.11.25	CD/ED	VH/I	Stage 4: Revised Masterplan

Given that the community is commenting on Stage 3: Final Masterplan, what differences are there when compared to the Stage 4: Revised Masterplan?

(h) Medowie Strategies: a **main street** history ...

2009 :

(p30) "Ferodale Road will be the primary access route. Peppertree Road will fulfil the main street function"

(p40) "There is considerable traffic during school drop-off and pick-up times on Ferodale Road and Waropara Road. The local street system must relieve this pressure"

2013 : "Peppertree Road will fulfil the main street ... drawing traffic movements away from Ferodale Road"

2016 : "Ferodale Road: a main street with the town which intersects with Medowie"

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Road at the town centre and is secondary to the main spine formed by Medowie Rd. It connects three major trip generators – the town centre and associated retail and commercial services and two primary schools”

2026 (draft):

(p4) “Transform Peppertree Road’s main street, prioritising pedestrian safety, enhancing tree canopy cover, and activating the street”

(p28) “Main Street Experience: Activating Ferodale Road with diverse businesses and open, street-based public spaces”

(p32) “Main Street Experience: Concentrated along the Peppertree Road spine, strengthening retail, dining, and service functions”

Confused? Join the club.

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Historical water storage levels
AS AT 5 MAY 2024

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Consider the population of a "village" (hundreds) versus a "medium town" (10,000+).
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(a) March 2023 Medowie Place Plan (p27) "Town Centre":



(b) December 2016 Medowie Planning Strategy (p8 / Fig4) "Town Centre Master Plan":



- (c) The March 2023 Place Plan states that Medowie's population is 10,879 with a projected growth to 2040 being approx. 15,000, or ~50% growth.
The TSqPP (c) states the projected population growth to 2041 to be 20,741, which ~100% growth; ie. 100% more people travelling into and across Medowie.
Business owners in Industrial Rd state that, at school pick up time, it can take 20 minutes to travel ~1km to pick up their kids from Medowie Christian School just two corners away.
How long will this trip take with **100% population growth on top of** the 1000 student, staff and parent movements twice per day, to and from our Public High School?
- (d) What will be the detrimental impact of High School traffic (vehicle and pedestrian) on the existing Industrial area? Ambulance Station? Medical Centre? Residents?

What will be the detrimental impact on the proposed Industrial Area expansion, with the additional traffic wanting to enter and exit at the Abundance-Industrial Rd intersection?
- (e) The additional peak-time **traffic congestion** due to our new public High School will back up into our Town Centre, a problem that will be made worse by the proposed TSqPP which aims to "Establish a **slow-movement priority network**" (p23, p33, p34), with the new focus to be to "**prioritising pedestrians**" (p4, p11, p13, p15, p19, p20, p22, p23, p28, p30, p32, p35, p39, p44, p47, p54).

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NB: this is in contrast to the prior intentional decision by PSC to **prioritise traffic** flow by using traffic islands.
 In making such a change, why hasn't PSC presented a better traffic flow solution around our Town Centre?

- (f) The TSqPP does nothing to maintain **"appropriate levels of service"**, on the contrary the TSqPP will make things worse due to the **increase in pedestrian traffic** to and from school, as the NSW Government "Transport and Access Impact Assessment" [doc A26 / New Medowie Public High School public exhibition documents] "*no upgrades will be needed at the intersection of Abundance Road and Ferodale Road based on the trip generation of the proposed high school*" (p11) with the recommendation to "Implement education and BEHAVIOUR CHANGE programs to encourage students to walk and cycle to school" even though it is acknowledged that "*Less than 4 per cent of the forecast enrolments are within the 13-minute walking catchment*" (p4).
 Given that the aim is for 90% of students to walk and cycle to their new High School, with many crossing Medowie Rd (as the majority of the Medowie population lives on the eastern side of Medowie Rd, the main major spine that divides Medowie); and then crossing Ferodale Rd, proposed to be a "slow" speed road, the existing **congestion** will be massively magnified, backing up to block traffic on Medowie Rd.
NB: when power for the new Woolworths development was upgraded, involving Stop/Go at the Peppertree-Ferodale Rd intersection, it didn't take long for traffic to be backed up to the Medowie-Ferodale Rd roundabout.
 Why is PSC planning on making this "backed up" condition a permanent feature of travel in Medowie? Surely, if the this intersection is going to be a "slow speed" zone then PSC are obligated to provide an alternate means of travelling across or around (as in a ring road suggested in prior submissions) to meet an adequate level of service as stated in the 2016 Medowie Strategy.

- (g) Is the TSqPP proposal (downloaded from the 2026 [draft Medowie Town Centre Masterplan](#) webpage) the Stage 3 Final Masterplan or the Stage 4 Revised Masterplan?



Given that the community is commenting on Stage 3: Final Masterplan, what differences are there when compared to the Stage 4: Revised Masterplan?

- (h) Medowie Strategies: a main street history ...
 2009:
 (p30) "**Ferodale Road** will be the primary access route. **Peppertree Road** will fulfil the main street function"
 (p40) "There is considerable traffic during school drop-off and pick-up times on Ferodale Road and Wieropere Road. The local street system must relieve this pressure"
 2011: "**Peppertree Road** will fulfil the main street ... drawing traffic movements away from Ferodale Road"
 2016: "**Ferodale Road**: a main street within the town which intersects with Medowie Road at the town centre and is secondary to the main spine formed by Medowie Road. It connects **three major trip generators** – the town centre and associated retail and commercial services and two primary schools"
 2026 (draft):
 (p4) "Transform **Peppertree Road's** main street, prioritising pedestrian safety, enhancing tree canopy cover, and activating the street"
 (p28) "Main Street Experience: Activating **Ferodale Road** with diverse businesses and open, street-based

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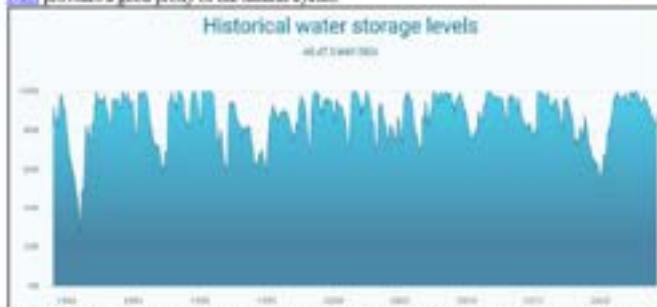
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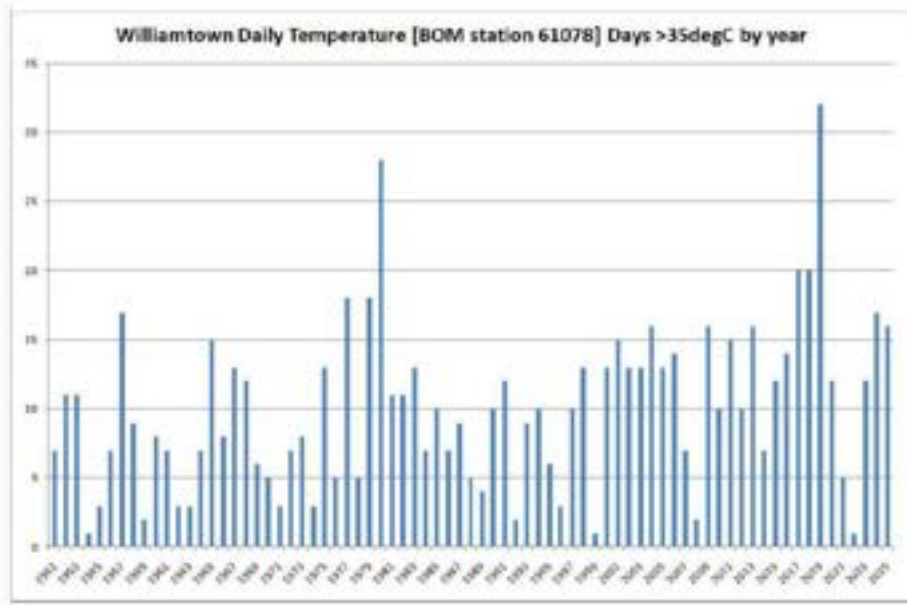


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APPENDIX L – Disability Inclusion and Access Advisory Group Meeting

A meeting with the Disability Inclusion and Access Advisory Group (DIAG) was held on 19 February to discuss accessibility considerations within the draft Medowie Town Centre Master Plan. Feedback focused on improving universal access, inclusive design and ensuring public spaces can be comfortably used by people with a range of mobility and support needs.

Accessible movement and pathways

Participants highlighted the importance of ensuring accessible routes throughout the town centre. Concerns were raised that the current pathway to the community centre is steep, and participants suggested providing accessible routes across flatter sections of the site where possible. Pathways should be constructed using durable, accessible materials that provide reliable access most of the time. Raised boardwalks were suggested as a potential option for the parkland area, although some participants noted that boardwalk surfaces can create bumps that may be difficult for wheelchair users.

Inclusive public amenities

Participants emphasised the importance of accessible public amenities within the town centre. The inclusion of accessible toilets and consideration of adult change facilities was raised, particularly if the town centre becomes a destination for families and visitors. The need for nearby change facilities to support water play areas was also identified.

Shade, shelter and seating

The design of shade shelters and seating areas should prioritise accessibility. Participants suggested shelters should provide wide, all-weather access, connect directly to surrounding pathways and picnic areas, and allow sufficient space for wheelchair manoeuvring. Shelters should be integrated and connected to the broader space rather than functioning as isolated structures.

Access to community facilities

Participants supported improving access between the town centre and the community centre, including accessible pathways and ensuring that community buildings provide accessible amenities.

Traffic and pedestrian safety

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Participants discussed the importance of safe traffic conditions within the town centre. A low-speed environment was supported to improve safety for pedestrians and people with mobility challenges. The ability to temporarily close streets for community events was also viewed positively.

Nature and open space

Participants expressed support for maintaining large bushland areas within the precinct and incorporating natural features such as rain gardens. It was noted that rain gardens would be designed primarily for stormwater management rather than play spaces.

Dog access

Participants asked whether the area would be dog friendly. The response noted that dogs would be permitted on leash, with the space not intended to function as a fenced dog park.

APPENDIX M – Feedback from local businesses

The project team did a walk and talk of local businesses on Monday 9 February 2026 between 10am and 12pm, engaging with more than 20 businesses across the Medowie town centre. Feedback was generally supportive of key elements of the masterplan, particularly the inclusion of additional housing and the potential for well-designed recreational infrastructure to attract visitors and increase activity in the area. Some businesses acknowledged the value of youth-focused facilities, noting the importance of engaging directly with younger people to inform design and ensure any future skatepark is a high-quality, fit-for-purpose outcome.

Alongside this, businesses raised a number of concerns regarding the location of a skatepark within the town centre, with several indicating a preference for alternative locations such as Boyd Oval due to potential impacts including anti-social behaviour, after-hours activity and property damage. Broader concerns focused on existing traffic congestion along Ferodale Road and surrounding streets, the need for safe and accessible parking, and ensuring drainage is addressed to maintain access during flood events. There was also concern that additional commercial development could lead to oversupply, increased vacancies and duplication of services, highlighting the importance of balancing growth with the ongoing viability of the existing town centre.

APPENDIX N – Feedback from near neighbours – Tallowood residents

A discussion was held with residents from the Tallowood area, with approximately 110 residents represented in the conversation. Feedback focused on transport infrastructure, connectivity to the proposed town centre, housing outcomes and long-term development impacts.

Traffic and transport infrastructure

Traffic management was a significant area of concern. Residents raised questions about traffic signals, road widening and traffic calming measures, particularly in relation to congestion associated with Medowie High School and future development. The timing of planned upgrades to Medowie Road was also queried. Some residents suggested considering weight restrictions on Medowie Road to limit heavy vehicle movements, potentially diverting trucks via Tomago.

Pedestrian safety and connectivity were also highlighted, including requests for improved bus stop locations, pedestrian crossings and lighting, particularly for people walking at night.

Connectivity between Tallowood and the town centre

Residents expressed interest in improved connections between Tallowood and the proposed town centre. A pedestrian pathway connection was discussed, with suggestions that it should include access control and be restricted to pedestrian use. A footbridge connection and safe crossing points across Medowie Road were also raised as potential priorities.

Built form and housing

Participants discussed potential building heights within the town centre. Feedback suggested a preference for two-storey buildings, with limited support for single-storey and three-storey outcomes. Medium-density housing was discussed as a potential housing form, although there was limited support expressed for social housing.

Local character and landscape

Maintaining a tree buffer and landscaping between developments was identified as important, particularly between the town centre and surrounding residential areas. Tree screening was suggested as a way to maintain visual separation.

Community facilities and retail

Residents indicated support for a community-focused town centre with services and retail uses. It was noted that the type of retail provided would likely be market driven.

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Infrastructure funding and delivery

Questions were raised about timeframes, budgets and funding sources for infrastructure delivery. It was noted that some projects are ongoing, with quantity surveying underway and grant funding being explored. Residents also asked about the allocation of funds associated with the Medowie Social project settlement, which was noted as pending.

Drainage and environmental considerations

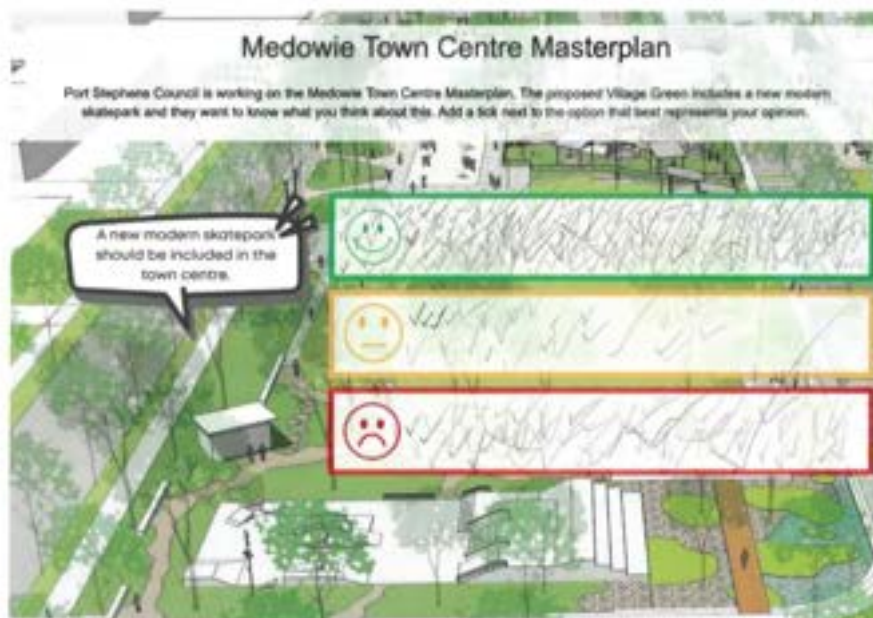
Participants asked about the potential impact of development on Campvale Drain, with detailed flood studies noted as currently underway. There were also questions about the extension of Peppertree Road across the drain, with investigations and potential contributions identified.

Long-term delivery

Residents sought clarification about overall project timing, with discussion indicating that full delivery of the town centre and associated infrastructure may occur over a long-term timeframe of 10 years or more.

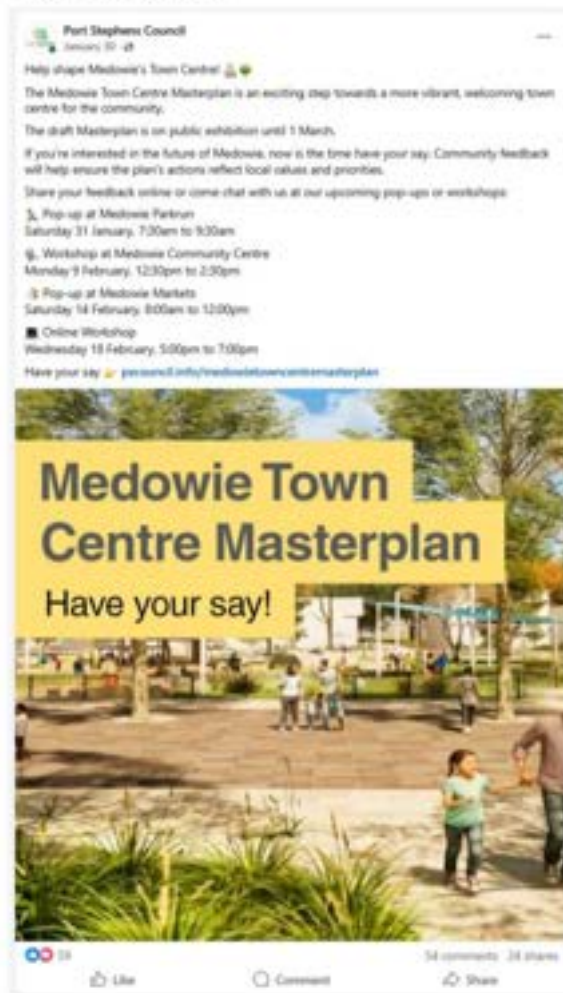


APPENDIX O – Schools engagement



APPENDIX P – Collateral

Facebook posts



<https://www.facebook.com/PortStephensCouncil/posts/pfbid033dCZzXAxdeQUKXKG4eUfAfE5QHpgG16Nxn2ypCYB3gsJm9WNWbDs5LeeRPLcr3QHoi>

Post shared by

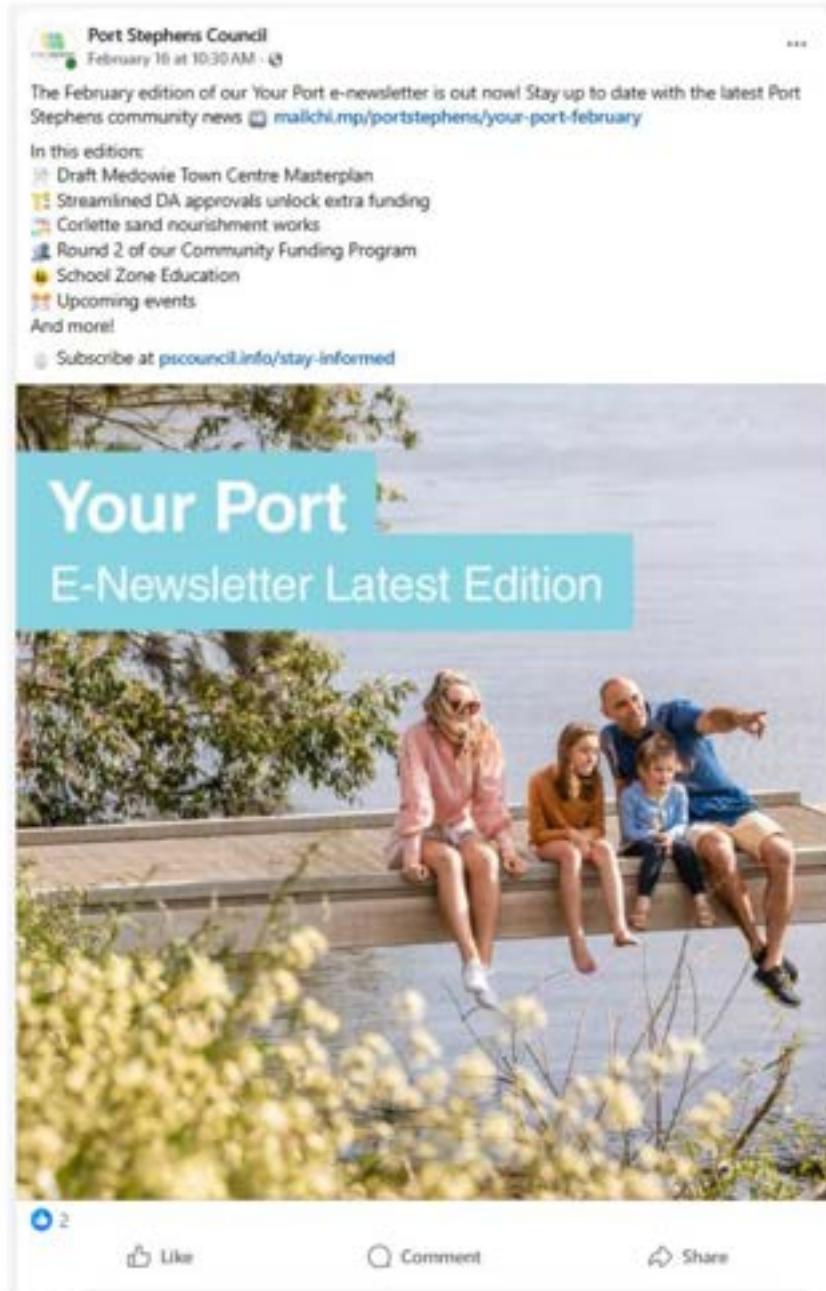
- [Medowie Skate & Scoot](#) (155 members)
- [Medowie and Local Surrounds Community Group](#) (6,700 members)
- [Medowie Community Group](#) (15,300 members)

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<https://www.facebook.com/PortStephensCouncil/posts/pfbid0EE4A7z8SDDctkp5cvqiMwwVgUeEw5utAYsapR6KpbB23mBC6YhMRL39htbkrBU7l>

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<https://www.facebook.com/PortStephensCouncil/posts/pfbid0GULqomXZkeTGfkNLuIbVfefgKxLK2bP97U3zZn3BwcS6AwJrXvbYcCqmiRZDGJeSl>

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<https://www.facebook.com/PortStephensCouncil/posts/pfbid0oEWRFWzYqxKkoYAQTHt7ncc2nm7sdCngC7VjGTCpNUw9hMsVAMVtjoVhrppvR3dJI>

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<https://www.facebook.com/LeahAndersonPSC/posts/pfbid03vMBU2715hRLitujGbR1VJPMaQBvxPd8gaY7fmRF6dqSc3GdLBeyESetrnBLhWfel>

Handout

The poster features a blue header with the text "Medowie Town Centre Masterplan" in white. Below this is a photograph of a green landscape with a road and a building. A large QR code is centered over the photograph. The bottom half of the poster has a solid blue background with white text. At the very bottom, there is a dark grey bar containing the website URL "pscouncil.info/public-exhibitions" and the Port Stephens Council logo.

**Medowie Town
Centre Masterplan**

**Have your say by
completing our
guided submission
via the QR code.**

The draft Medowie Town Centre
Masterplan is on exhibition until 5pm
Sunday 1 March 2026.

pscouncil.info/public-exhibitions

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COUNCIL

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Newsletter



February 2026

In this edition:

- [Help shape Medowie's Town Centre](#)
- [Streamlined DA approvals unlocks extra funding](#)
- [Coastal sand nourishment works](#)
- [Is your local project eligible for a \\$6,000 grant?](#)
- [Let's keep our kids safe](#)
- [Upcoming events](#)
- [Looking for your new furry friend?](#)



Help shape Medowie's Town Centre!

The draft Medowie Town Centre Masterplan is now on public exhibition until Sunday 1 March. This marks an exciting step toward creating a more vibrant and welcoming town centre for the community.

If you're interested in the future of Medowie, now is the time to have your say! Community feedback will help ensure the plan's actions reflect local values and priorities. There are opportunities to share your feedback at both online and in-person workshops.

[Have Your Say!](#)

Workshop and meeting presentation



Introduction

- Welcome
- What is today about?
- Everyone's ideas are valid
- Staff introductions
- How will today run?



Medowie Town Centre Masterplan



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Planning frameworks



Project background



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Next steps

- Once the masterplan is endorsed, we prepare for work on site
- The construction will occur in stages over both short and long term
- Flexible and adaptable to changing opportunities – agile process



Planning principles

People First	Tall Tree Town	Main Street Experience	Mixed use & Compact Form	Ecological and Water Sensitive Design	Cultural and Community Expression



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Draft Masterplan



Medowie Town Centre Masterplan

Five zones



Medowie Town Centre Masterplan

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01//Community and culture zone



- 1. Geoff Dingle Park
- 2. Community Centre/Library
- 3. Parking – Retain existing levels
- 4. Bus stop and shelter
- 5. Lions Park
- 6. New car park entry and additional parking

Medowie Town Centre Masterplan 

01//Community and culture zone



Medowie Town Centre Masterplan 

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02//Mixed use precinct



- 1. Community-focused mixed-use development
- 2. Mixed use development
- 3. Parking
- 4. Plaza

Medowie Town Centre Masterplan 

02//Mixed use precinct



Medowie Town Centre Masterplan 

03// Village Green



- 1. Skate park
- 2. Playground
- 3. Village green
- 4. Rain garden
- 5. War memorial
- 6. Public amenities
- 7. Parking

Medowie Town Centre Masterplan



03// Village Green



Medowie Town Centre Masterplan



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04// Residential



- 1. Low/Medium density housing (view to Village Green)
- 2. Medium density housing
- 3. Mixed-use housing above retail/commercial
- 4. Rain garden
- 5. Pathway connection to Tallwood Living

Medowie Town Centre Masterplan 

04// Residential



Medowie Town Centre Masterplan 

05// Parkland



- 1. Conservation parkland
- 2. Geoff Dingle Park
- 3. Riparian corridor
- 4. Ephemeral parkland

Medowie Town Centre Masterplan



05// Parkland

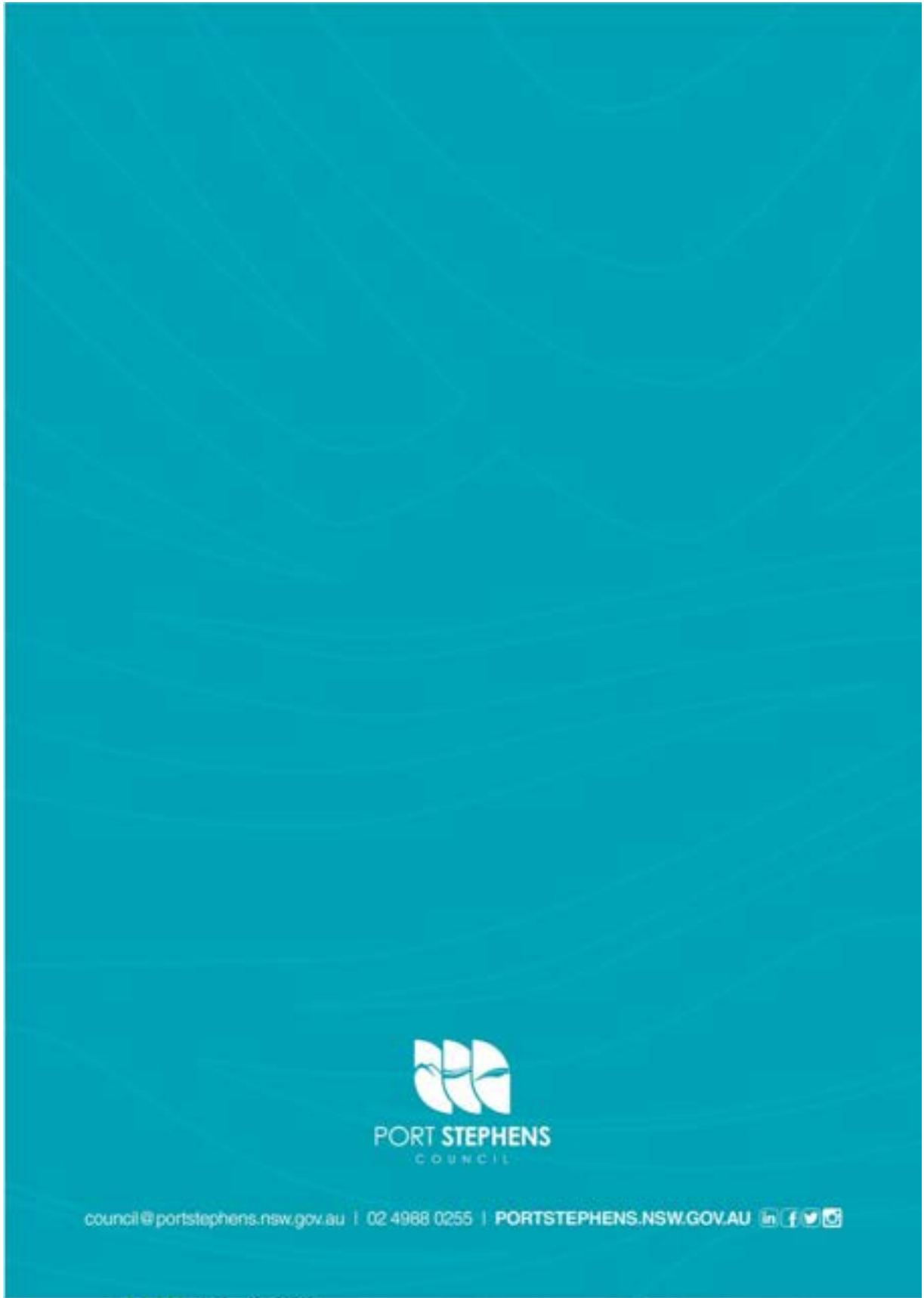


Medowie Town Centre Masterplan





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PORT STEPHENS
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council@portstephens.nsw.gov.au | 02 4988 0255 | PORTSTEPHENS.NSW.GOV.AU    

Medowie Town Centre Masterplan - Submissions Table

No.	Author	Comment Summary	Council Response
1.	Resident	<p>The submission highlighted key issues and preferences including:</p> <ul style="list-style-type: none"> • Skatepark: The submission opposes the proposed location within the town centre, suggesting relocation to Boyd Oval or The Bower to better serve youth while maintaining multi-use functionality. Concerns include safety for older residents, limited space for events and markets, and reduced opportunities for local businesses. • Public Toilets: Current proposed locations are considered unsuitable. Toilets should be accessible from the street, ideally near the community centre/park, and include 24-hour facilities. • Multi-use Areas: Emphasises that all areas, including playgrounds, amphitheatre, and courts, should accommodate multiple community uses such as markets, outdoor cinema, fetes, and sports activities. • Safety: Requests include lighting, security cameras, speed control measures around the park and shopping precinct, and safe positioning of skate and pump track facilities. • Amphitheatre: Should be designed for markets, performances, and outdoor cinema, with flexible staging and layouts. • ANZAC Memorial: Suggests relocating the memorial to 	<p>Council acknowledges the submission and the range of matters raised regarding the Medowie Town Centre Masterplan, including recreation facilities, safety, accessibility, and community infrastructure.</p> <p>Council notes the varied views regarding the skate park and, following careful consideration, the Masterplan retains a centrally located facility co-located with other community uses to support youth and families. Detailed design and further consultation will address safety, noise, and opportunities for shared use.</p> <p>Public amenity locations have been revised to improve accessibility, including a 24-hour facility adjacent to public car parking, additional amenities within the mixed-use precinct, and upgraded facilities within the community centre.</p> <p>The Masterplan incorporates a range of multi-use spaces, including the village green and plaza, to accommodate markets, events, outdoor cinema, and informal recreation, while also providing dedicated facilities such as playgrounds and skate areas to support a diversity of uses. A natural amphitheatre is not proposed, with flexible open space preferred to maximise usability.</p>

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		<p>the amphitheatre area to enable marches and preserve community significance.</p> <ul style="list-style-type: none"> • Playgrounds: Requests for larger, inclusive playgrounds, shaded picnic areas, seating, BBQ facilities, and solar-powered charging for family use. • Connectivity: Requests safer, direct links, including paths closer to the creek and connections to Medowie Social. • Older Residents: Notes concerns regarding youth activity impacting safety and access; requests inclusive spaces that cater to all ages. • Youth: Requests for dedicated skate and pump track facilities near the existing skatepark and ovals, basketball courts, and accessible recreational spaces. • High-Density Accommodation: Suggests short-term accommodation to support visitors and families, as local options are limited. • Parking and Trees: Requests additional parking near Tallowood path and high-density areas; opportunities for adventure-style play within tree areas. 	<p>Safety and accessibility are key considerations, with lighting, passive surveillance, and traffic calming measures to be incorporated. Pedestrian connectivity will be enhanced through a shared pathway network and a new pedestrian bridge linking key precincts, including Medowie Social and the Ferodale Sports Complex. The location of the war memorial has been determined in consultation with the Medowie RSL Sub-Branch, providing a prominent setting capable of accommodating commemorative events.</p> <p>The Masterplan also includes a large, inclusive playground with shaded picnic areas and seating, with design to be refined through further consultation. Parking provision, including accessible spaces, will be maximised across the site, with additional requirements to be considered through future development applications.</p> <p>While short-term accommodation and specific retail uses are not prescribed, the Masterplan enables a range of commercial opportunities subject to market demand.</p> <p>Overall, the Masterplan seeks to deliver a safe, inclusive, and flexible town centre that meets the needs of a growing and diverse community.</p>
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2.	Resident	The submission expresses a desire for a Medowie town pool.	<p>Council acknowledges community feedback received during the public exhibition requesting the inclusion of a public swimming pool, splash park or aquatic facility.</p> <p>While Council recognises the value of aquatic infrastructure for recreation and community wellbeing, such facilities involve significant capital investment and ongoing operational requirements, including staffing, maintenance, and compliance with public health standards. The Medowie town centre site also presents constraints, including its proximity to flood-prone land, which may impact the suitability and resilience of aquatic infrastructure.</p> <p>At a strategic level, Council's planning for aquatic facilities is guided by its Strategic Asset Management Plan, which identifies a service benchmark of one aquatic facility per approximately 36,000 residents. Based on existing facilities and projected population growth, current provision is expected to meet community demand. Council's priority is therefore the maintenance and upgrade of existing aquatic centres.</p> <p>Accordingly, a public pool is not proposed as part of the Medowie Town Centre Masterplan. The Masterplan instead focuses on delivering high-quality public spaces and recreation opportunities, while existing nearby aquatic</p>
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			facilities will continue to service the Medowie community.
3.	Resident	<p>The submission requests Council investigate the establishment of two to three padel courts within the Medowie area, highlighting that there are currently no facilities in the Port Stephens region north of the Central Coast despite the sport's rapid growth globally and nationally.</p> <p>It notes that padel is played by over 30 million people worldwide and is emerging as a popular, accessible, low-impact sport suitable for a wide range of ages and abilities.</p> <p>The submission identifies potential community benefits including increased physical activity, social participation, mental wellbeing, and opportunities to attract visitors and support the local economy.</p> <p>Two potential locations are identified including:</p> <ul style="list-style-type: none"> • underutilised space at The Social, Medowie and • the Medowie Tennis Club precinct at Boyd Oval. <p>The submission suggests that co-locating padel courts with existing or planned racquet sport facilities (including tennis and pickleball) could create a multi-sport hub and support the long-term viability of local clubs.</p> <p>Indicative court dimensions (20m x 10m) and approximate construction costs (around \$55,000 per court) are provided, with the proposal positioning Medowie as an opportunity to</p>	<p>Council acknowledges the submission requesting investigation of padel courts within Medowie and recognises the growing popularity of the sport and its potential recreational and community benefits.</p> <p>While the two locations identified in submission are not specifically within the Medowie Town Centre Masterplan site, Council can provide the following response.</p> <p>The site at 36A Ferodale Road (The Social) is now in private ownership following its recent sale and is therefore not available for Council-led development.</p> <p>In relation to Boyd Oval, the Masterplan proposes a new skate park within the town centre. Subject to delivery, this would result in the removal of the existing skate park at Boyd Oval. No decision has been made regarding the future use of this space, and Council will consider potential opportunities for the site, including recreational uses, as planning progresses.</p>

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		deliver the first padel facility in the Greater Hunter region.	
4.	Resident	<p>The submission raises a number of concerns and suggestions regarding the Meadowie Town Centre Masterplan.</p> <p>The submission objects to the inclusion of residential development, suggesting the area instead be used for shops or civic uses such as a police station, or alternatively short-term accommodation to support increased activity associated with the Newcastle Airport.</p> <p>The submission recommends removal of the proposed new skate park, citing low usage of the existing facility, and instead suggests upgrading the current skate park and expanding the war memorial area, including provision for veterans to march from Ferodale Road and assemble at the memorial. Streetscape suggestions include planting jacaranda trees along Ferodale Road as a future visual feature and incorporating an active fountain system within any proposed water feature to avoid stagnation and associated issues.</p> <p>Traffic concerns are raised regarding congestion on Ferodale Road, particularly during school peak times and with the future high school, as well as the spacing between key intersections. The submission suggests investigating alternative traffic arrangements, including a potential bypass.</p> <p>The submission also notes that if residential development proceeds, parking should be</p>	<p>The Masterplan retains a mix of land uses, including residential development, to support housing supply, local activity, and vibrancy in accordance with contemporary planning principles. In response to community feedback, the proportion of mixed-use development has been increased to further support retail and commercial outcomes. The design also incorporates rear lane and road access intended for rear access and parking.</p> <p>Council notes the mixed community response to the proposed relocation of the skate park, including concerns regarding the current facility. Following consideration, the Masterplan retains a new skate park within the town centre. The proposed location is intended to improve passive surveillance, co-locate with other community facilities, and support increased activation and use.</p> <p>The war memorial location and broader commemorative space have been developed in consultation with the Meadowie RSL Sub-branch. Detailed design of the memorial and surrounding landscape will continue in close consultation. The adjoining village green is designed to accommodate large gatherings (2,000+ people) to support inclusive</p>

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		<p>located at the rear of dwellings to minimise impacts on public parking.</p>	<p>and well-managed commemorative events.</p> <p>The Masterplan allows for the potential inclusion of hotel-style accommodation, subject to future rezoning, market demand, and development application processes.</p> <p>Streetscape improvements along Ferodale Road are proposed, including new planting. Species selection will be determined during detailed design. The Masterplan does not include a water feature.</p> <p>Council acknowledges traffic and access concerns raised. An independent transport and traffic study has been undertaken to inform infrastructure upgrades and manage future growth, including impacts associated with the town centre and surrounding development.</p>
5.	Resident	<p>The submission supports the overall intent of the Masterplan and its identification of key issues, including fragmented commercial areas and poor pedestrian connectivity, but considers the proposed solutions insufficient.</p> <p>Concerns are raised regarding the viability of the proposed southern precinct, particularly in relation to limited visibility from Ferodale Road and inadequate pedestrian access, which may reduce customer movement between existing retail areas and new development.</p> <p>The submission emphasises the need for a stronger</p>	<p>The Masterplan seeks to address existing fragmentation within the town centre by improving connectivity, accessibility, and integration between precincts. Planned upgrades to Ferodale Road include signalised intersections, relocation of pedestrian refuge crossings, and additional traffic calming measures to support safer and more convenient pedestrian movement between existing and future retail areas.</p> <p>Council recognises the importance of visibility, access, and achieving</p>

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		<p>concentration of commercial activity "critical mass", suggesting that the inclusion of residential development in this area limits opportunities for larger anchor retailers and may reduce the precinct's ability to attract and sustain activity.</p> <p>The submission also highlights the potential to better utilise the north-facing aspect of the southern precinct to support outdoor dining and activation.</p>	<p>sufficient activity to support a viable centre. The Masterplan provides for a mix of retail, commercial, residential, and recreational uses to encourage visitation, support local businesses, and activate the centre throughout the day. While large-format anchor retail is not specifically identified, the plan allows for a range of commercial opportunities, subject to market demand and future development proposals.</p> <p>The inclusion of residential development is intended to increase local patronage, support vibrancy, and provide passive surveillance, consistent with contemporary planning principles.</p> <p>Council has also considered solar orientation in the design to support high-quality public spaces, outdoor dining, and activation, while ensuring permeability and strong visual connections to the southern portion of the site. The Masterplan promotes active frontages and pedestrian-friendly environments to enhance movement and engagement across the precinct.</p>
6.	Resident	<p>The submission raises concerns regarding the scope and approach of the Masterplan, suggesting it should extend beyond the defined site to include all commercial areas north of Ferodale Road to achieve better integration, land use consistency, and coordinated upgrades to infrastructure and streetscape.</p>	<p>The Medowie Town Centre Masterplan focuses on Council-owned land within the defined town centre site. While it does not extend to all surrounding commercial areas, it has been developed to integrate with the broader Medowie centre and inform future planning outcomes. Opportunities for coordinated</p>

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		<p>Traffic and access issues are highlighted, including the need to reconsider the operation of proposed traffic signals at Peppertree Road in conjunction with the existing Medowie Road/Ferodale Road roundabout, and to address multiple vehicle access points along Ferodale Road for safety, including consideration of a landscaped median and controlled turning movements.</p> <p>The submission supports higher density, mixed-use development within the town centre (up to five storeys) and opposes low-density residential outcomes. It also raises concerns about the integration of adjoining residential properties and the provision of rear lane access.</p> <p>Additional comments include the need to improve pedestrian connectivity, integrate surrounding residential areas, and reconsider the location of the existing community centre to enable a more comprehensive redevelopment of the site.</p> <p>The submission also questions the relevance of climate change commentary within the plan, suggesting a greater focus on practical planning considerations such as habitat conservation, solar access, stormwater management, and built form outcomes.</p>	<p>improvements along Ferodale Road, including streetscape, pedestrian connectivity, and traffic management, have been considered as part of the broader planning framework.</p> <p>Council acknowledges traffic and access concerns. The Masterplan is supported by traffic investigations which recommend upgrades to key intersections, including signalisation and improved traffic management measures. The number and arrangement of vehicle access points along the northern side of Ferodale Road will be further refined through detailed design in consultation with private landowners. Pedestrian connectivity will also be improved through these upgrades.</p> <p>The Masterplan provides for a mix of land uses, including medium density and mixed-use development, to support a vibrant and functional town centre. Building heights and densities will be guided by future planning controls. The proposed rear lane network has been designed to manage the interface with adjoining properties while encouraging rear access and parking, reducing driveway crossovers, and creating a safer, more pedestrian-friendly environment.</p> <p>Council recognises the importance of connectivity, safety, and high-quality public domain outcomes.</p>
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			<p>Streetscape improvements, landscaping, and urban design measures are incorporated to enhance the function and character of the centre.</p> <p>The existing community centre is retained within the Masterplan, recognising its important role as a key community facility and the most utilised centre within the LGA. Any future changes would be subject to further assessment and consultation.</p> <p>The Masterplan also considers environmental sustainability principles, including tree retention, solar access, and stormwater management, to support long-term resilience and liveability.</p>
7.	Resident	<p>The submission requests engagement with Council to discuss ongoing drainage concerns associated with the Medowie Town Centre Masterplan and offers to explore potential collaborative solutions.</p>	<p>Council notes the submission writer's engagement in the online community workshop for the Medowie Town Centre Masterplan during public exhibition.</p> <p>Drainage and stormwater management are key considerations in the development of the Masterplan. Technical investigations have been undertaken to inform the concept design, with further detailed investigations required to support detailed design and engineering. These will address flooding, water quality, and the long-term resilience of the site.</p> <p>To achieve appropriate flood immunity, portions of the site will require filling to meet</p>

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			<p>minimum flood planning levels, with compensatory flood storage provided. The location and configuration of these measures will be confirmed through further investigations, including a site-specific flood study.</p> <p>Additional work will assess upstream catchment flows through the site to determine the capacity, sizing, and upgrade requirements of existing drainage infrastructure. This will be supported by consideration of on-site stormwater detention basins and water quality treatment measures.</p> <p>The Masterplan also incorporates water-sensitive urban design elements, including rain gardens, improved riparian corridors, and ephemeral parkland areas designed to accommodate periodic inundation during high rainfall events while enhancing environmental outcomes.</p>
8.	Resident	<p>The submission expresses general support for the Medowie Town Centre Masterplan and encourages Council to proceed with the project, with an emphasis on responsible spending and prioritising the use of local contractors and resources to support the local economy.</p> <p>The submission also raises a query regarding potential upgrades to the Medowie Road and Pacific Highway intersection in response to population growth and increased tourism</p>	<p>Council acknowledges the importance of responsible project delivery. Council is committed to ensuring that works are efficiently managed and, where appropriate, local suppliers, contractors, and resources are engaged to support the local economy.</p> <p>Regarding traffic infrastructure, Council recognises the importance of the Medowie Road and Pacific Highway intersection. As a major intersection on a state highway, responsibility for upgrades primarily rests</p>

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			with Transport for NSW. However, Council will continue to monitor and assess the location in the context of population growth, traffic volumes, and broader transport planning, and will advocate with Transport for NSW to ensure future infrastructure needs are considered.
9.	Resident	The submission proposes the development of a central park or piazza with open space for events, complemented by surrounding cafés or food vans. The submission notes this could provide a recreational option for visitors arriving via the airport.	<p>The town centre plaza is planned as the heart of the precinct - an adaptable public space for markets, performances, events, and informal recreation - seamlessly connected to surrounding development and open spaces. Active street frontages, pedestrian-friendly areas, cafés, shops, and community services will provide energy throughout the day, welcoming both residents and visitors, including those arriving via the nearby airport. High-quality landscaping, seating, lighting, and public art will enhance comfort, safety, and visual interest.</p> <p>The mixed-use precinct will support daily needs within a walkable, welcoming environment, emphasising sustainability, accessibility, and connection. Overall, the development aims to celebrate Medowie's community identity and provide a flexible, people-oriented destination that fosters social interaction, strengthens the town's civic presence, and offers a welcoming experience for visitors.</p>

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10.	Resident	<p>The submission requests that the Medowie Town Centre include more shops rather than housing, noting that frequent trips to Newcastle are currently required to access goods not available locally.</p> <p>The submission highlights a need for quality organic fruit and vegetables, specialty foods, and groceries, referencing visits to Harris Farm and Scoop Wholefoods. Suggestions include a Kmart and a marketplace with specialty shops to service the existing population and surrounding areas, supporting both personal and business needs.</p> <p>The submission emphasises that allocating space to housing could limit opportunities for these commercial uses in the future.</p>	<p>Council acknowledges while specific shops such as organic fruit and vegetables, specialty foods, grocers, or Kmart are not specifically identified, the Masterplan provides for a diverse range of commercial opportunities, subject to market demand and future development proposals.</p> <p>The Masterplan also retains a mix of land uses, including residential development, to support housing supply, local activity, and overall vibrancy in accordance with contemporary planning principles. In response to community feedback, the proportion of mixed-use development has been increased to further support retail and commercial outcomes, ensuring the town centre can meet the needs of both residents and the broader community.</p>
11.	Resident	<p>The submission raises multiple considerations including:</p> <ul style="list-style-type: none"> • Path to Tallowood: Concerns about safety due to bushland, snakes, flood-prone areas, lighting, and accessibility for people with mobility issues; alternative crossing options were noted as potentially hazardous. • Skate park: Suggests relocating or repurposing the proposed skate park, noting e-bikes and scooters are more popular and the site's proximity to residential development may create noise issues; proposes a water park as a family-friendly alternative. 	<p>The proposed path to Tallowood has been revised to improve visibility and address safety concerns. Detailed design will be developed in consultation with Tallowood residents and management, with the pathway to be elevated, accessible, and appropriately lit.</p> <p>Council notes the mixed community response to the skate park. Following careful consideration, the Masterplan retains a new skate park within the town centre in response to strong support from young people and families for a modern facility.</p>

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		<ul style="list-style-type: none"> • Playground: The proposed playground is considered too small for older children; recommends larger, more challenging equipment and facilities to attract families and support adjacent cafés and open spaces. • Traffic infrastructure: Recommends a roundabout at Peppertree and Ferodale Roads instead of traffic lights, with traffic lights potentially more appropriate near Abundance and Ferodale Roads following the new high school opening. • Connectivity: Requests a safe, direct pedestrian link to Medowie Social to enhance connectivity between precincts. • Shaded seating and open space: Notes a lack of shaded seating, picnic areas, and BBQ facilities; emphasizes the need for sun protection and family-friendly features in open spaces, with caution regarding natural landscaping that may attract snakes. 	<p>Detailed design and consultation will determine target age and permitted activities (scooters, bikes, skateboards). The design will cater to all ages and skill levels, incorporating a variety of skate elements alongside opportunities for community art. Noise management will be considered during detailed design. A water park is not proposed for this site due to capital, operational, and site constraints, including proximity to flood-prone land.</p> <p>The playground will be designed through further consultation to respond to community needs and aspirations. Additional funding will be sought to support larger, more challenging equipment. The facility will be safe, welcoming, inclusive, and accessible, with features such as sensory and accessible equipment, fencing, shade sails, drinking water, and picnic shelters. Strategically located near public buildings and retail areas, the playground will support family-oriented community activity.</p> <p>A roundabout at Peppertree and Ferodale Roads was considered but not preferred due to land requirements and pedestrian safety. Traffic lights remain the preferred solution. Council continues to liaise with Schools Infrastructure NSW to advocate for traffic infrastructure upgrades</p>
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			<p>associated with the new Medowie High School.</p> <p>The Masterplan includes a safe, direct pedestrian bridge on the southern side of Ferodale Road over Campvale Drain to connect with pedestrian infrastructure in front of 36A Ferodale Road (Medowie Social).</p> <p>Masterplan provides for shaded seating, picnic areas, and BBQ facilities. Trees and strategically located seating under canopies will provide shade, and shade sails are included over the playground to enhance comfort and usability in hot weather.</p>
12.	Resident	<p>The submission raises concerns regarding the scope and effectiveness of the proposed Medowie Town Centre Masterplan, suggesting it focuses on a town square and park rather than addressing the broader town centre as defined in earlier strategies.</p> <p>Key issues raised include:</p> <ul style="list-style-type: none"> • Traffic and Transport: Strong concern that the Masterplan does not adequately address existing and future traffic congestion, particularly around the Abundance Road and Ferodale Road intersection and in light of the new high school. The submission advocates for additional road infrastructure, including new connections, bypass routes, and roundabouts, to maintain traffic flow while accommodating growth. • Planning Consistency: Notes inconsistencies 	<p>Council recognises concerns regarding existing and future traffic congestion, particularly in relation to the planned high school and population growth. An independent traffic and transport study has informed the Masterplan, alongside community feedback seeking safer pedestrian connectivity. The study recommends a mix of refuge crossings that maintain traffic flow, as well as signalised intersections with strategic timing to support safer pedestrian movement while enabling vehicle efficiency. Opportunities for broader network improvements, traffic management, and enhanced pedestrian and cyclist connections will continue to be explored through future planning and infrastructure delivery in consultation with relevant State agencies.</p>

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		<p>between the current Masterplan and previous strategies (2009, 2013, 2016, and 2023), particularly regarding town centre boundaries, main street designation, and transport priorities.</p> <ul style="list-style-type: none"> • Pedestrian vs Vehicle Priority: Raises concern that increased emphasis on pedestrian movement and traffic calming will worsen congestion without alternative traffic solutions. • Population Growth: Questions differing population projections and highlights the impact of significant growth on traffic, infrastructure, and service levels. • Parking and Access: Identifies a lack of clear planning for increased parking to support existing and future commercial and recreational areas. • Retail and Amenities: Suggests the need for an all-weather shopping centre to improve local amenity and reduce the need to travel outside Medowie. • Environmental and Climate Considerations: Disputes climate projections referenced in the Masterplan and questions their relevance to planning decisions. • Town Identity and Planning Approach: Emphasises the need for planning that reflects Medowie's growth as a larger town, balancing green space with practical infrastructure needs, particularly traffic flow. • Revision: The submission queried if the latest 	<p>The Masterplan has been informed by previous strategic documents, including the Medowie Planning Strategy and Place Plan, while also responding to updated data, contemporary planning principles, and current community feedback. It is intended to complement, rather than redefine, the broader town centre.</p> <p>The Masterplan seeks to balance the needs of all users by improving walkability, safety, and public domain quality, while maintaining appropriate levels of access and movement for vehicles. Further detailed design and traffic planning will refine this balance.</p> <p>Council acknowledges projected population growth and the need to plan for increased demand on infrastructure, services, and transport networks. The Masterplan provides a framework to support this growth, with further planning and staging to occur over time.</p> <p>The Masterplan includes provision for on-site public parking, including accessible spaces, with additional requirements to be considered through future development applications to ensure adequate supply.</p> <p>While specific retail formats are not prescribed, the Masterplan enables a range</p>
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		<p>masterplan revision was the version placed on public exhibition.</p> <p>Overall, the submission calls for a more integrated and balanced approach to planning that addresses both pedestrian amenity and efficient traffic movement, supported by clear and consistent strategic direction.</p>	<p>of commercial opportunities to support local services and improve amenity, subject to market demand and future proposals.</p> <p>Environmental factors, including climate resilience, are considered as part of long-term planning to ensure the town centre remains functional, sustainable, and adaptable to future conditions.</p> <p>The Masterplan aims to create a vibrant and functional town centre that reflects Medowie's evolving identity, balancing green open space with built form and infrastructure to support a growing community.</p> <p>Council confirms that the Masterplan placed on public exhibition was the Stage 4 revised version. Following the exhibition process and consideration of submissions, a further refined Stage 5 version has been prepared.</p> <p>Overall, the Masterplan provides a strategic framework to guide the future development of the Medowie Town Centre, with detailed design, infrastructure planning, and ongoing consultation to occur as the project progresses.</p>
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Medowie Town Centre Masterplan
Ferodate Road, Medowie, NSW | 2026

moir STUDIO

Stage 5: Final Masterplan

Medowie Town Centre Masterplan

For the Client
On behalf of Moir Studio

Issue:
05

Submitted:
02.04.2026

Revision	Date	Author	Checked	Comment
01	26.08.25	CD	VH/YZ	Stage 1: Preliminary Masterplan for Review
02	26.09.25	CD	VH/EB/YZ	Stage 2: Developed Masterplan
03	29.10.25	CD/EB	VH	Stage 3: Final Masterplan
04	12.11.25	CD/EB	VH	Stage 4: Revised Masterplan
05	02.04.26	PV	VH/YZ	Stage 5: Final Masterplan

Moir Studio
88 Fern Street
Islington NSW 2296
admin@moirstudio.com.au

Ph. (02) 4965 3500
ACN: 097 558 908
ABN: 48 097 558 908
www.moirstudio.com.au



We at Moir Studio acknowledge the traditional custodians of the lands and waters of Australia - most notably the Awabakal Nation in which our office resides and the Worimi Nation, on whose traditional land this Project resides. As a practice, we recognise First Nations' ongoing contribution to Country and deep spiritual connection to Place. We pay our respects to Elders both past and present.

Executive Summary

Project Background and Planning Vision

The Medowie Town Centre Masterplan presents a significant opportunity to set a bold and pragmatic vision for the future of Medowie – a growing regional community within the Port Stephens Local Government Area. Responding to the aspirations of local residents, the direction set out in the Medowie Place Plan 2023, and the strategic guidance of state and local policies, the plan outlines a clear, staged roadmap for developing a better quality of life, accessibility, and a culturally vibrant town centre.

Core Objectives and Key Recommendations

- Guide the sustainable development of Medowie's town centre over the next 20 years.
- Support and develop vitality, providing a framework for mixed-use development.
- Improve walkability, green infrastructure, and access to services for residents of all ages.
- Celebrate Medowie's local character, landscape assets, and Worimi cultural heritage.

Key Recommendations

- Transform Peppertree Road's main street, prioritising pedestrian safety, enhancing tree canopy cover, and activating the street.
- Create a new town square and community hub, integrating civic, recreational and retail activities.
- Promote diverse land uses, including mixed-use infill development and future zoning flexibility.
- Establish a connected open space network and ecological corridor linked to Campvale Drain, existing sports grounds and future school facilities.
- Improve transport accessibility, including safer footpaths, shared paths, and future-ready mobility options.
- Provide built form and public domain guidelines that reflect Medowie's distinctive character.

Expected Outcomes and Benefits

The masterplan sets out the potential for a staged implementation framework aligned with Council priorities and potential funding sources. This ensures that future development enhances community well-being, strengthens ecological resilience, and supports a vibrant and growing local economy. Medowie will evolve not only as a service centre for its growing population, but also as a place that reflects and reinforces its unique identity.





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- 02 The Site
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01 Project Context & Engagement

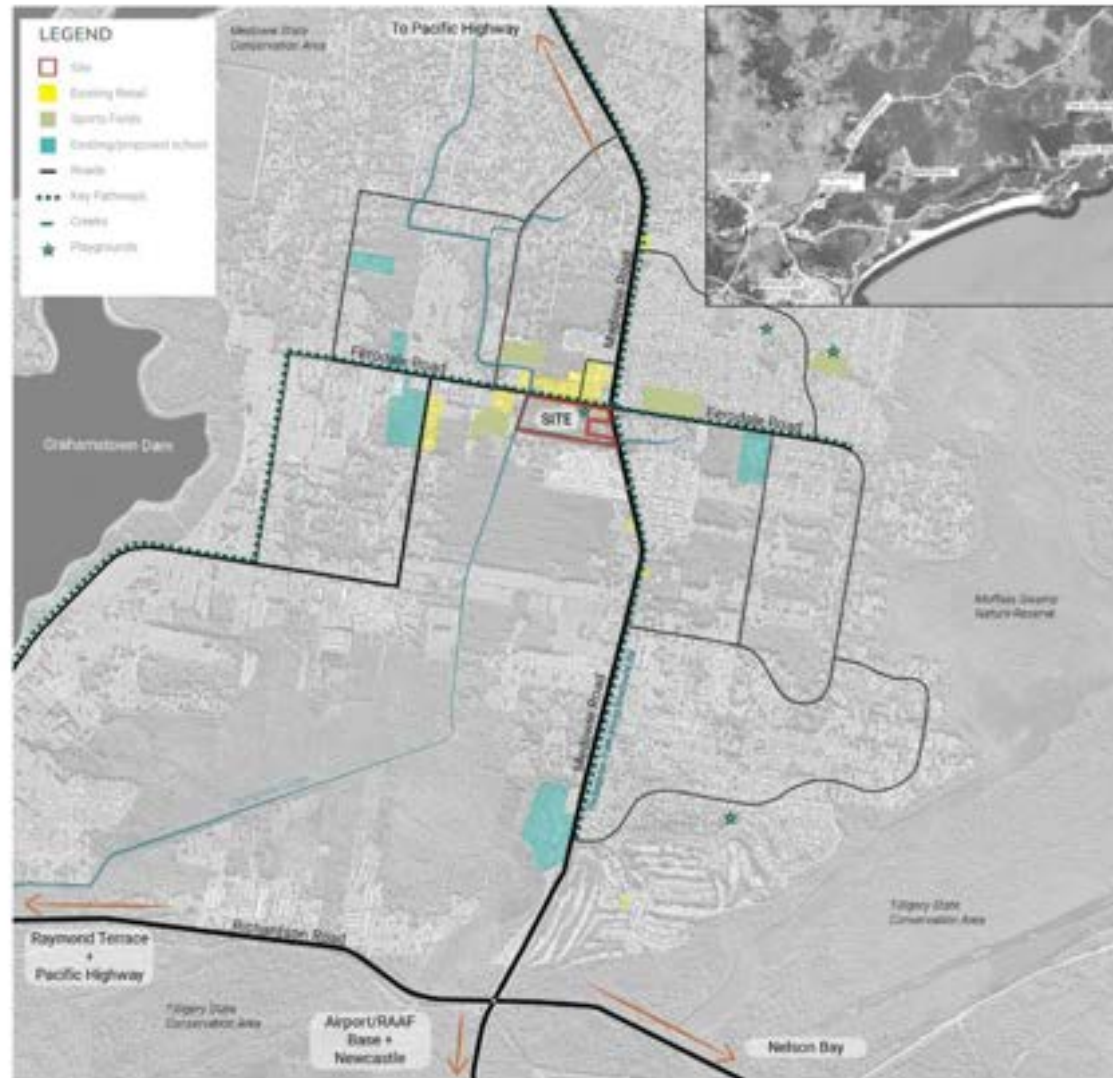


1.1 Geographical Context and Regional Role

Medowie, located in the southwest of the Port Stephens Local Government Area is approximately 35 km (40 minutes' drive) from Newcastle CBD. The town centre is situated at the intersection of Ferodale Road and Medowie Road. It is a typical 'family-oriented residential town' with strong potential to grow into a regional service hub.

Medowie is centrally located, offering strategic advantages such as:

- Proximity to major employment zones of Williamstown Air Base (RAAF) and Tomago.
- A 10 minute drive to the Newcastle International Airport.
- Connectivity to surrounding towns, including Raymond Terrace, Nelson Bay, and Heatherbrae.
- A strategic position between the Pacific Highway and Nelson Bay Road transport corridors.



1.2 Alignment with Relevant Local Planning and Policy

This masterplan directly builds upon:

- Medowie Place Plan 2023 (Action 30: Town Centre Expansion Planning).
- Medowie Planning Strategy 2016.
- Port Stephens Local Strategic Planning Statement 2020 (emphasising liveability and green infrastructure)
- Hunter Regional Plan 2041 (supporting the development of local services in small to medium towns).
- LEP & DCP (requiring updates to certain zoning and control parameters to match the future vision).
- Medowie Town Centre Masterplan Engagement Report 2026
The masterplan builds on the foundations established by earlier strategic documents, including the Medowie Planning Strategy (2016) and the Medowie Place Plan (2023). Rather than representing a completely new direction, the masterplan reflects an evolving vision for the town centre, responding to how Medowie has grown and changed over time.

Since the earlier strategies were prepared, the community has experienced significant population growth, increased development activity and shifting community priorities, all of which require planning responses to be updated. This masterplan therefore refines and advances the future vision, ensuring it remains relevant, responsive and aligned with current and future needs of the Medowie community.



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1.3 Aligning Relevant Planning Policies & Best Practice Principles



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1.4 Future Trends

DEMOGRAPHIC TRENDS



HOUSING

+ 2,349 houses between 2021 -> 2041
= 8,068 houses.



POPULATION GROWTH

+ 5,694 Population in Medowie expected to grow to 20,741 by 2041.



RETAIL

Additional 4,585sqm of retail/commercial floor space required by 2041.



INTERNATIONAL AIRPORT

International Airport 10 minutes away from Medowie town centre to open 2025.

Source: Hunter Regional Plan 2026

CLIMATE TRENDS



INCREASED AVERAGE TEMPERATURE

Average temperatures, both maximum and minimum, are projected to increase across the Hunter Region, including Medowie.



HEAVIER RAINFALL EVENTS

The intensity of rainfall events is expected to increase.



MORE HOT DAYS

Number of days exceeding 35°C is expected to increase.



INCREASE IN EXTREME WEATHER

Increased risk of both drought, flood and bushfire.

Source: <https://www.climatechange.gov.au/2021/06/01/australia-gets-warmer>



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1.5 Medowie Community Priorities

COMMUNITY PRIORITIES

1. PROTECTION OF NATURAL ENVIRONMENT

- "Medowie" means place of tall trees – this identity should be preserved and celebrated
- Strong community expectation that future development retains natural bushland and delivers high quality green spaces

2. QUALITY OF OPEN SPACE

- Broader range of park equipment options to suit various users, i.e., young children or those who would like exercise and relaxation
- Seating and outdoor gym equipment along Medowie Road to create a continuous, connected linear park experience
- Well-maintained public spaces with seating, bins, and shade

3. CONNECTING THE COMMUNITY (via Pathways)

- Safer pedestrian crossings, particularly across Ferodale Road. Desired links include Medowie-RAAF Base, Medowie-Raymond Terrace (via Richardson Road), and Medowie-Fern Bay/Stockton
- Support for activation initiatives such as Park Run and community events

4. ACCESS AND SAFE TRANSPORT OPTIONS

- Safer pedestrian crossings, particularly across Ferodale Road
- Improved lighting and pathway connectivity to enhance visibility and safety at night

5. THINGS TO DO IN EVENING

- Demand for family-friendly evening activities and events to support a more active town centre after dark

6. SPACES SUITABLE FOR SPECIFIC ACTIVITIES

- Need for flexible, well-designed public spaces that cater to a variety of uses such as markets and events

Source: Medowie Place Plan 2022

COMMUNITY STRENGTHS

1. LOCAL BUSINESSES THAT PROVIDE FOR DAILY NEEDS

- Core shopping and grocery needs are met, but there is demand for more local retail and service options

2. LOCALLY OWNED AND OPERATED BUSINESSES

- Strong community support for unique, locally owned businesses – particularly those celebrating Medowie's food culture and local production

3. SENSE OF PERSONAL SAFETY

- General comfort with personal safety, but calls for improved street lighting and connected pedestrian routes

KEY COMMUNITY IDEAS

1. EXTEND 7 DAY MAKEOVER FEATURES

- Extend 7 Day Makeover main features throughout town i.e. 'Gum leaves' along new shared path together with seating

2. LIGHTS IN TREES

- Feature lighting around the Community Centre to create atmosphere and encourage evening use

3. TOWN CENTRE MAP

- Collaboration with residents and school students underway to install a new town centre map which identifies various artworks around Medowie. The 2x2.5m sign shall be considered in the masterplan.

4. PEDESTRIAN CROSSING ACROSS FERODALE ROAD

- Improved crossing points to safely connect both sides of the town centre

5. MORE WALKING/BIKE TRAILS

- Expansion of mountain bike and walking trails to support youth and family recreation

1.6 Community Priorities for Medowie Town Centre

PROTECTION OF NATURAL ENVIRONMENT

- Preserve Medowie's character as the place of tall trees - green, and distinctly rural.
- Support for native flora and removal of non-native species.
- Maintain and protect existing Koala corridors and habitat areas.
- Strong support for additional street tree planting and canopy cover.
- Preference for more green spaces and reduced building footprints.

QUALITY OF OPEN SPACE

- Desire for flexible spaces that encourage local events and reduce the need to travel to Raymond Terrace.
- Request for disability-inclusive and sensory-friendly playgrounds.
- Fenced play areas for safety and family comfort.
- BBQ facilities and shaded seating to promote community gathering.

CONNECTING THE COMMUNITY (via Pathways)

- Extra-wide shared paths to support active transport and connection between key destinations.
- Improved access, clear wayfinding, and shaded walking routes.
- Centrally located, sheltered bus stops for comfort and accessibility.
- Continuous pathways linking parks, schools, and town centre areas.
- Support for relocating the local Park Run into the town centre if path networks allow.

Source: Medowie Community Engagement Report 11/2020 - 6/2021

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MIXED USE DEVELOPMENT

- Demand for more cafés, restaurants, and bespoke local businesses.
- Greater housing diversity - affordable, smaller dwellings to support young people, singles, downsizers, and disadvantaged residents.
- Support for eco-friendly short-term accommodation options.
- Desire for more boutique retail (e.g. bookshops, artisan stores) to create a reason to visit Medowie beyond grocery shopping.

DISABILITY INCLUSIVE SPACES

- Repeated community emphasis on a disability-inclusive, sensory-friendly playground.
- Wider pathways and ramps to enable mobility aids and side-by-side walking.
- Ample accessible parking located near key destinations.

ENHANCING COMMUNITY FACILITIES/SPACES

- Keep the Community Centre active.
- Preserve Geoff Dingle Park and existing community installations.
- Support for relocating the War Memorial into the town centre.
- Desire for multi-use community spaces for markets, outdoor cinemas, and local events.



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1.7 Summary of Public Exhibition Feedback

KEY COMMUNITY FEEDBACK THEMES

1. TRAFFIC, ROADS AND DRAINAGE

Traffic and drainage remain prominent concerns across the Medowie community. While these issues extend beyond the scope of the masterplan site, they remain relevant considerations and will continue to be addressed as part of the broader planning and infrastructure delivery for the town centre.

2. SHOPS AND SERVICES

Strong support was expressed for increasing shops and services within the town centre, reflecting community interest in strengthening Medowie's local commercial offering and improving access to everyday services.

3. PUBLIC SPACES AND RECREATION

The community strongly supported accommodation of a permanent library service, enhancing Geoff Dingle Park, providing high-quality recreational facilities and delivering a large inclusive playground and family-friendly public spaces.

4. SKATE PARK

Feedback regarding the proposed skate park was mixed. Face-to-face engagement generally demonstrated stronger support, particularly from families and younger residents, while online survey responses showed slightly higher opposition.

Concerns raised primarily related to noise, anti-social behaviour and its proximity to residential and commercial areas. It was noted that many of these concerns can be mitigated through detailed design considerations, including layout, passive surveillance, target user groups and landscape integration.

5. HOUSING

Housing options received the lowest ranking priority among survey respondents. Some residents expressed concerns about additional population growth and associated traffic and infrastructure pressure. Their preference was for the town centre to prioritise commercial and retail uses.

However, once clarified that the masterplan proposes diverse, higher-density and more affordable housing options rather than traditional detached housing, support increased among some participants. The importance of having housing located close to services and transport as per modern urban planning principles were noted.

6. BUILDING HEIGHT

While there was some support for increased building heights, most respondents indicated a preferred building height of two to three storeys. This aligns with Medowie's identity as the 'place of tall trees,' with many residents expressing a desire for the tree canopy to remain the dominant visual element within the town centre.

7. DEVELOPMENT EXTENT

Community feedback indicated support for the proposed development extent, with 81% of survey respondents either supporting or neutral towards the masterplan footprint. If adjustments were required, survey respondents generally preferred more green space rather than increased development, reinforcing the importance of maintaining a strong balance between built form and open space.

Source: Medowie Community Engagement Report (15/10/2023 - 1/03/2024)

1.3 Medowie Town Centre Masterplan



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1.8 Core Design Goals for Community

1. CONNECTION TO NATURE

- Protect and enhance Medowie's established natural character and place of tall trees identity.
- Develop connections to the surrounding forests and biodiverse landscapes
- Work with natural waterways to support ecological health and resilience.

2. QUALITY OPEN SPACE

- Create engaging play facilities and spaces that invite people to stay and socialise.
- Reinststate a village square typology as the civic heart of the town.

3. CONNECTIVITY AND SAFETY

- Develop safe, accessible active transport corridors to reduce reliance on vehicles.
- Improve pedestrian connections to the existing commercial hub
- Enhance visibility and natural surveillance through clear sightlines and lighting.

4. ACTIVATION

- Provide active spaces that are free and encourage communities to gather and connect.
- Design circulation and open space networks that promotes civic and commercial activity.

'Rethink this whole commercial area... Start with a centre, incorporate pedestrian areas and green space. Radiate connectivity from here so people can access without driving. Green space trails to avoid roads and link the N/S/W/E of Medowie'



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02 The Site



Site Analysis

2.1 Local - Movements and Connections

Strategic Context

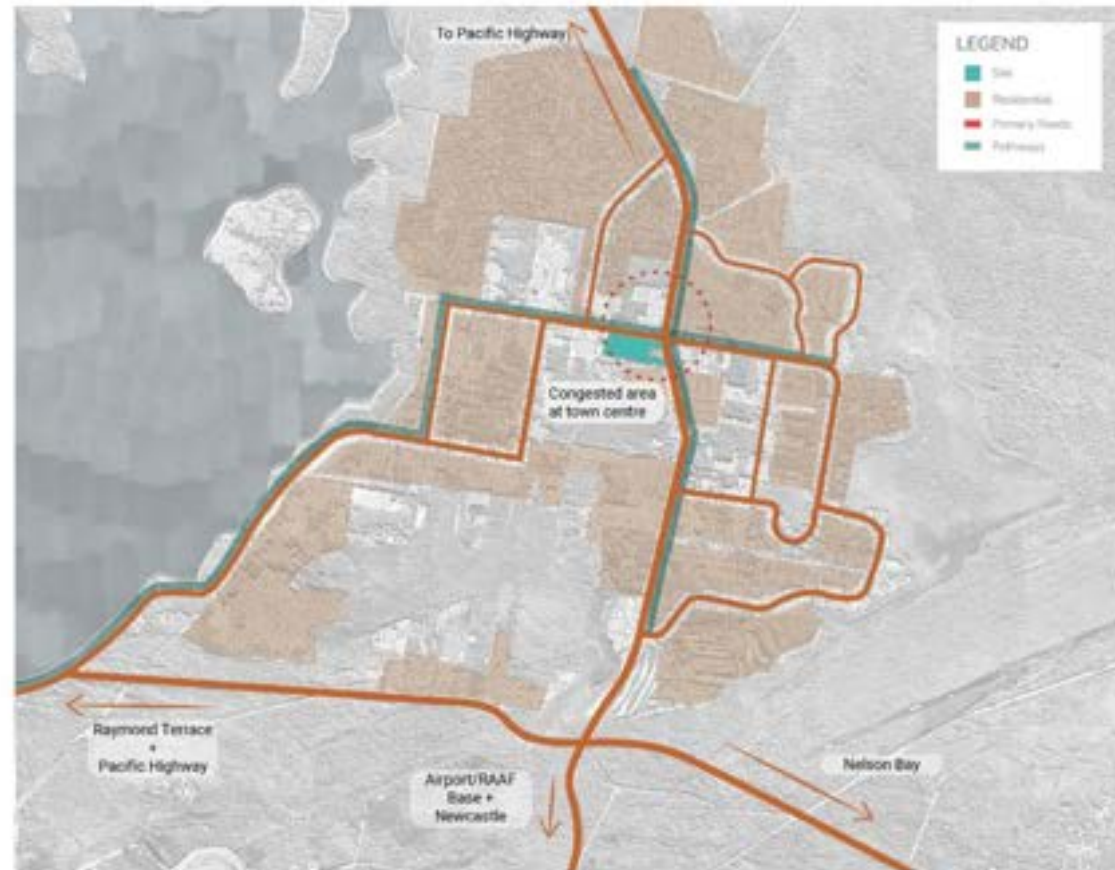
- Located in the heart of the central growth corridor
- Only ten minutes from Newcastle Airport, offering strong connectivity and gateway potential.
- Proximity to the airport currently underutilised as a connectivity and identity asset.
- Opportunity to leverage airport access to strengthen Medowie's role as a gateway township.
- Potential to attract both local residents and visitors through improved connections and place identity.

Traffic

- Commuter flows along Medowie Road overlap with retail traffic, creating congestion.
- Peak-hour congestion reduces accessibility and undermines the retail experience.
- Redirecting commuter traffic away from the centre would improve access, safety, and vibrancy.
- Enhanced retail experience possible by prioritising local traffic and town centre access.

Pedestrian Movement

- Pathway network is fragmented and disconnected.
- Incomplete pedestrian links restrict safe, accessible travel between destinations.
- Limited safe crossings and poor accessibility undermine walkability.
- Strengthening the network with new and upgraded pedestrian routes is a priority.
- Integration of green links can improve walkability, safety, and overall livability.



Site Analysis

2.2 Local - Open Space

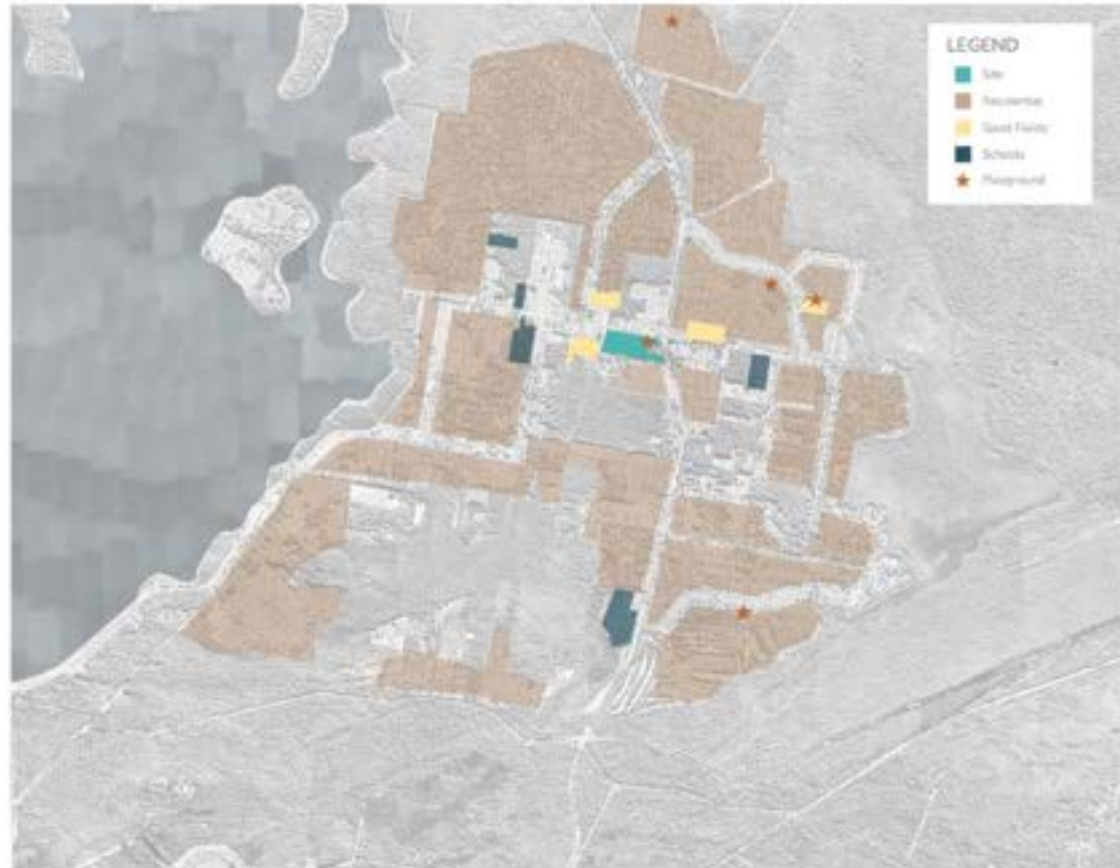
Open Space Context

Medowie's existing open space network is made up of scattered sports fields and playgrounds, but lacks a central, designated gathering space within the town centre. This limits opportunities for residents to come together for social interaction, cultural activities, and community events. Medowie has a strong sporting culture and the frequent use of sports fields further highlights the need for accessible, multi-purpose open space.

Needs and Gaps

- Absence of a central civic open space for community gathering and events.
- Open space network is fragmented and disconnected from residential areas.
- Limited accessibility between existing parks, sports fields, and neighbourhoods.
- High reliance on sporting grounds restricts their availability for passive recreation or informal community use.

There is a clear opportunity to strengthen Medowie's open space network by creating a centrally located, multifunctional gathering space that complements existing sports facilities. Improved connectivity between residential areas and open spaces will be critical to ensuring equitable access and supporting Medowie's growing community.



Site Analysis

2.3 Local - Hydrology and Ecology

Ecological Context

Medowie is defined by extensive conservation areas and established wildlife corridors, with ecological protection recognised as a core value of the town. The site is strategically positioned along a strong ecological edge and within a key koala corridor. Strengthening these connections will be central to the masterplan, reinforcing Medowie's identity as the "town of tall trees" while balancing ecological integrity with community access to open space.

The vegetated areas identified in the plan consist predominantly of the following vegetation communities:

- Northern Paperbark-Swamp Mahogany Saw-sedge Forest
- Hunter Coast Paperbark-Swamp Mahogany Forest
- Hunter Coast Sandy Creekflat Low Paperbark Scrub
- Coastal Creekflat Layered Grass-Sedge Swamp Forest

Hydrology and Topography

A portion of the site lies within a flood-prone area influenced by local topography and the Campervale Drain. These natural systems will be key design drivers within the masterplan. Future strategies should address flood and drainage constraints while celebrating the site's hydrology, integrating water-sensitive design and landscape features to create a resilient and ecologically responsive framework.



Site Analysis

2.4 Local - Commercial Activity

Economic hub

Medowie is a growing economic hub with a linear town centre along Medowie Road, anchored by retail, services, hospitality, and specialty shops. Integrated schools, health, and childcare facilities reinforce its role as a self-sufficient, locally focused township.

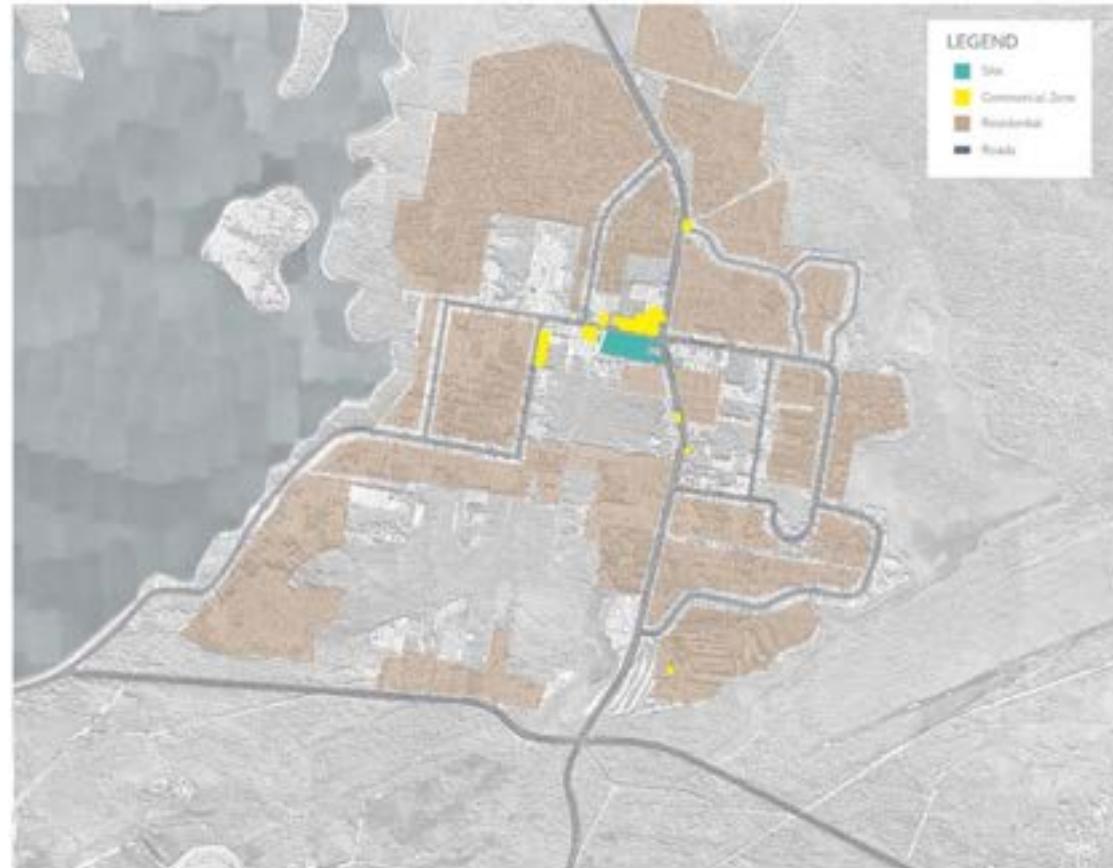
Emerging Strategic Centre

Medowie is the fastest-growing centre in Port Stephens, accommodating 20% of new housing in recent years and projected to grow by 41% to over 15,000 residents by 2041. The town centre serves primarily local needs with retail, commercial, and service uses, while larger centres provide higher-order functions. Strong demand for retail and service floorspace is forecast, with growth guided by the Medowie Place Plan and a forthcoming DCP to consolidate the town centre as the focus for community and commercial activity.

Connection to airport -> retail opportunity

Medowie's proximity to the Newcastle Airport gives it a unique opportunity to strengthen both its commercial role and its place identity.

- Position Medowie as a gateway community for visitors travelling between Newcastle and Port Stephens.
- Attract Airport linked industries.
- Introduce travelers to Port Stephens' ecological and cultural identity through opportunities for local produce markets and cultural showcase.



Site Analysis

2.5 Site - Movements and Connections

Existing Movement and Connection Conditions

- Conflicting road usage between commuter traffic and local retail traffic.
- Ferodale Road acts as a physical and visual barrier between key precincts.
- 'Bottle neck' at intersection of Ferodale and Peppertree Road.
- Limited pedestrian connectivity and poor walkability across the site.
- Need for safe pedestrian crossing over Ferodale Road.
- Consolidate the number of vehicle entry and exit points to improve safety, reduce conflicts and streamline circulation.



Ferodale Road, Medowie Town Centre
Photo taken by Moir Studio - August 2023



Site Analysis

2.6 Site - Open Space

Existing Open Space Conditions

- Need of high-quality civic open space in the town centre.
- The existing Community Centre and adjoining park are well-used and highly valued by the community but currently feel disconnected and in decline. The masterplan should build on their strengths to unlock their full potential as central gathering places.
- Leverage the site's central location to strengthen pedestrian and visual connections.
- Relocate and integrate the skate park to diversify activity and attract younger users.
- Create a flexible, inclusive, and high-quality open space that serves everyday use and community events.



30 Feredale Road Medowie, Medowie Town Centre Site
 Drone photography taken by Moir Studio, August 2021



Site Analysis

2.7 Site - Hydrology and Ecology

Flood Zone Land

Flooding is a key concern for residents, particularly the potential for new development to exacerbate existing conditions. The site presents an opportunity to demonstrate a sustainable response by integrating water-sensitive urban design (WSUD). Approaches such as swales and rain gardens could mitigate risk while also enhancing amenity.

Established Vegetation

Retain and integrate mature trees, creating a greener, more liveable example of urban open space that reflects Medowie's identity as the "town of tall trees." Dense wall of introduce pine trees to be strategically thinned and re-vegetated with native Koala feed trees. Consider timber reuse strategies.

Reinforce Ecological Character

Nearby recent residential developments, vegetation 'razed to ground'. Seek to create alternative model of sustainable living that balances ecology, community, and growth. Strengthen ecological networks by incorporating wildlife crossings, signage and habitat connectivity projects.



Medowie Lions Park and Carpark, Medowie Town Centre Site
Drone photography taken by Moir Studio, August 2021



Site Analysis

2.8 Site - Commercial Activity

Fragmented Retail

Retail spaces lack cohesion, creating a disjointed and weak town centre identity.

No Place to Linger

Absence of quality public realm, seating, and activation discourages social interaction.

Car Park Dominance

Expanses of surface parking prioritise vehicles over people, limiting pedestrian usability.

Ferodale Road Barrier

Heavy traffic divides the centre and restricts safe pedestrian movement.

Inactive Frontages

Shops face car parks instead of streets, reducing vibrancy and sense of place.

Disconnected Uses

Poor integration of residential, open space, and retail results in lost business opportunities.



Ferodale Road, facing north
Photo: Moir Studio, August 2023



2.9 Key Issues and Opportunities

Category	Challenges	Opportunities
Spatial Structure	Lack of clear urban centre and spine Lack of a defined core and clear urban axis	Create a town square and main street framework
Transport and Accessibility	Pedestrian - vehicle conflict (Disconnected pedestrian routes; high vehicle speeds)	Establish a slow-movement priority network, improve school travel paths
Commercial Vitality	Dispersed shops; weak street frontage	Activate main street; provide flexible commercial spaces
Public Space	Lack of focal points; limited activity spaces; fragmented public spaces	Activate vacant lots; build an interconnected open space network
Natural Ecology	Flood risk; fragmented green spaces	Integrate ecological design; introduce water-sensitive infrastructure
Community Identity	Insufficient landmarks; weak cultural expression	Enhance tall tree character and embed local cultural narratives



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Tall Trees' core identity of Town

25 Medowie Town Centre Masterplan



Established gum trees



Chaotic intersection of Ferrodale Road / Peppertree Road



Existing 'wall' of vegetation

Moir Studio

ITEM 2 - ATTACHMENT 3 MEDOWIE TOWN CENTRE MASTERPLAN.



Ferodale Road - Barrier



Eucalyptus mixed with pine plantation



Dead end character to current site



Community hall with surrounding tall trees



7 Day town makeover results, Medowie brand/identity



Drone Imagery: facing north towards shops

03 Vision & Guiding Principles





3.1 Core Planning Principles

People First



Prioritising pedestrians, children, seniors, and people with limited mobility.



Tall Tree Town



Retaining mature trees and natural landscapes to reinforce ecological and visual identity.



Main Street Experience



Activating Ferodale Road with diverse businesses and open, street-based public spaces.



Mixed use & Compact Form



Improving land-use efficiency while maintaining a small-town scale.



Ecological and Water Sensitive Design



Respecting the natural form of Campvale Drain and integrating rain gardens and ecological restoration.



Cultural and Community Expression



Emphasising unique characteristics of place by reflecting the Worimi and European heritage of Medowie and the strong established community.



04 Gap Analysis



4.1 Conceptual Masterplan: Council Rev_I



GAP ANALYSIS:

Is the design achieving the Goals for the Community?

CONNECTION TO NATURE

- Allow maximum amount of established native trees to be retained. Building locations to be "landscape led" to retain the "Tall Tree" character of the site (6).

QUALITY OPEN SPACE

- Explore building typologies and usage in relation to street frontage and existing facilities. (5)
- Building footprints very deep, limited "shop frontage" and solar access. Little connection to site and civic space (7).
- Allow for flexible open space that incorporates or is inspired by 7 Day Makeover elements (6).

CONNECTIVITY AND SAFETY

- Consider vehicular and pedestrian movement to the wider context (1).
- Road movement creates a "dead end" (2).
- "Bottleneck" potential at Peppertree/Ferrodale road junction (3).
- Playground location to be closer to active zones for passive surveillance and retail activation (9).
- Consider visual permeability: Is the Design connecting to nature and other localities around the site?

ACTIVATION

- No improvement / connection to established existing commercial zone (4).
- Develop the town centre as an extension and connection to community centre (8).
- Consider incorporation of 7 Day Makeover items into masterplan (6).

05 Vision and Design Moves



5.1 Vision: Key Design Moves



Activate the Spine

- Concentrated along the Peppertree Road spine, strengthening retail, dining, and service functions.



Mixed Use and Compact Form



Main Street Experience



Create Connections

- Strengthen and connect existing pedestrian and cycle networks
- Facilitate open green space in community centre and provide for event space
- Connection to Ferodale Sports Complex, Tallwood residential housing
- Extend existing community centre space and feel



People First



Cultural and Community Expression



Build Living Heart

- Create 'living' town centre for community events and activities at 38 Ferodale Road.
- Build and strengthen the existing Community/Retail/Ecosystems
- Create mixed use precinct where people are encouraged to linger.
- Design works to retain existing mature trees
- Improve vegetation quality for riparian zones (currently dense pine), to create a rich, biodiverse site edge.



Cultural and Community Expression



Mixed Use and Compact Form



Tall Tree Town



Ecological and water sensitive design

5.2 Design Moves 01 Activate the Spine



- 1 Concentrate retail, dining and services along Peppertree Road to strengthen and activate spine.
- 2 Narrow road to slow traffic and improve pedestrian usability.
- 3 Slow down vehicle movement and improve pedestrian safety with upgrade to traffic lights.
- 4 Prioritise pedestrian usability.
- 5 Improve retail to street frontage.
- 6 Bring economic benefits of mixed design and connected spaces.



5.3 Design Moves 02

Create Connections:

Car Movement



- 1 Traffic light intersection at Ferodale / Peppertree. Road with appropriate turning lanes to improve traffic flow.
- 2 Two way car 'loop' through town centre. Creating circular network around site to improve usability, connections and improve passive surveillance.
- 3 Parking located away from Ferodale Road and spread across the town centre adjacent to facilities for improved accessibility.
- 4 Slow traffic through town centre by reduced speed limit and traffic treatments to slow vehicles.



Intersection



Plaza Shared Zone

Moir Studio

5.4 Design Moves 02

Create Connections:

Pedestrian Movement



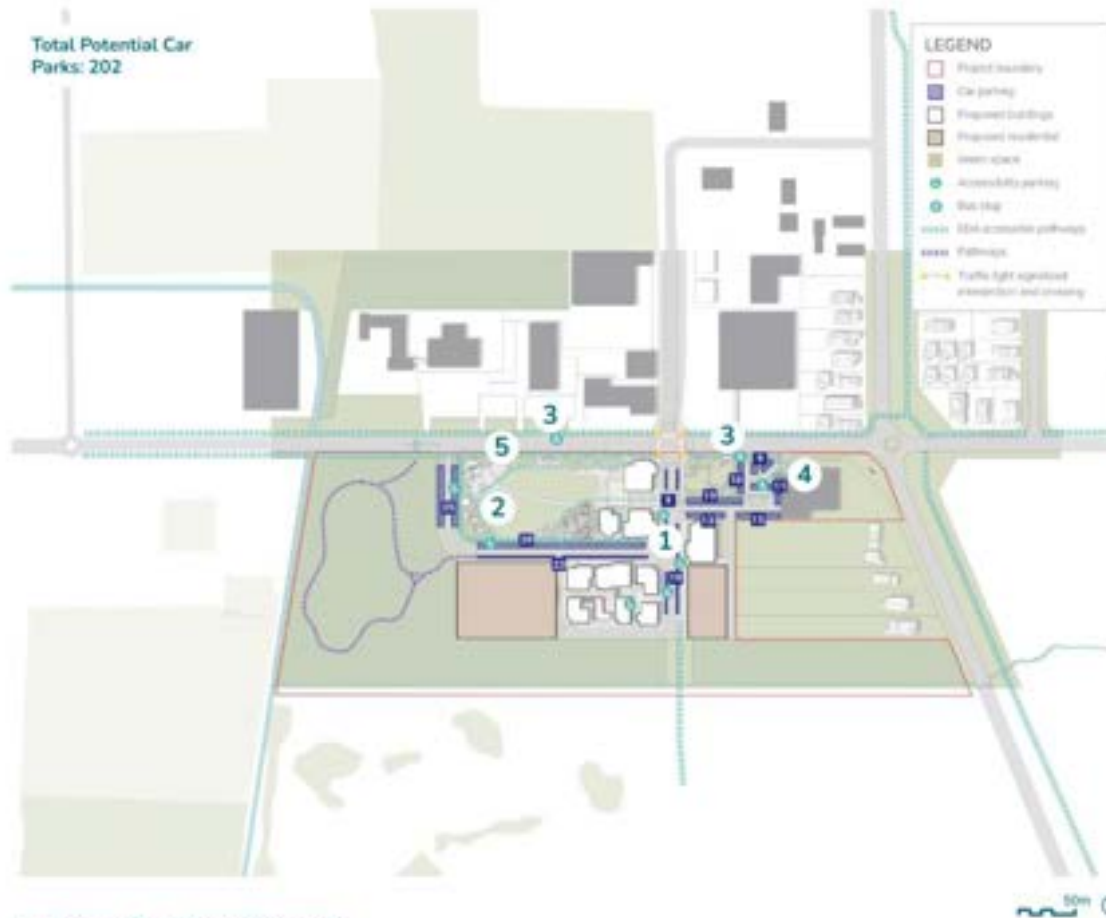
- 1 Pedestrian and cyclist movement prioritised across the site.
- 2 Facilitate quality open space with well connected shared pathway network.
- 3 Connection to Ferodale Sports Complex (west) and to future high school through expansion of bridge over Campvale Drain.
- 4 Pedestrian pathway connection to Tallwood residential housing for residents.
- 5 Pedestrian crossing at traffic light intersection at Ferodale / Peppertree Road.
- 6 Opportunity to incorporate informal bush walking trails through strategic cleaning and thinning of introduced pine trees.
- 7 Pedestrian refuge crossing across Ferodale Road.



5.5 Design Moves 02

Create Connections:

Parking & Accessibility



37 Medowie Town Centre Masterplan

- 1 Provide accessible parking spaces across the site close to adjacent facilities. Parking space requirements to meet Council DCP.
- 2 DDA Accessible pathways across site.
- 3 Centrally located bus stops with shelter.
- 4 Accessible pathways/ramps accessing community hall.
- 5 Parallel parking along Ferodale Road to allow for caravan and trailer parking in town centre.



Accessible parking off Ferodale Road

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5.6 Design Moves 03:
Build Living Heart
Mixed-Use Precinct



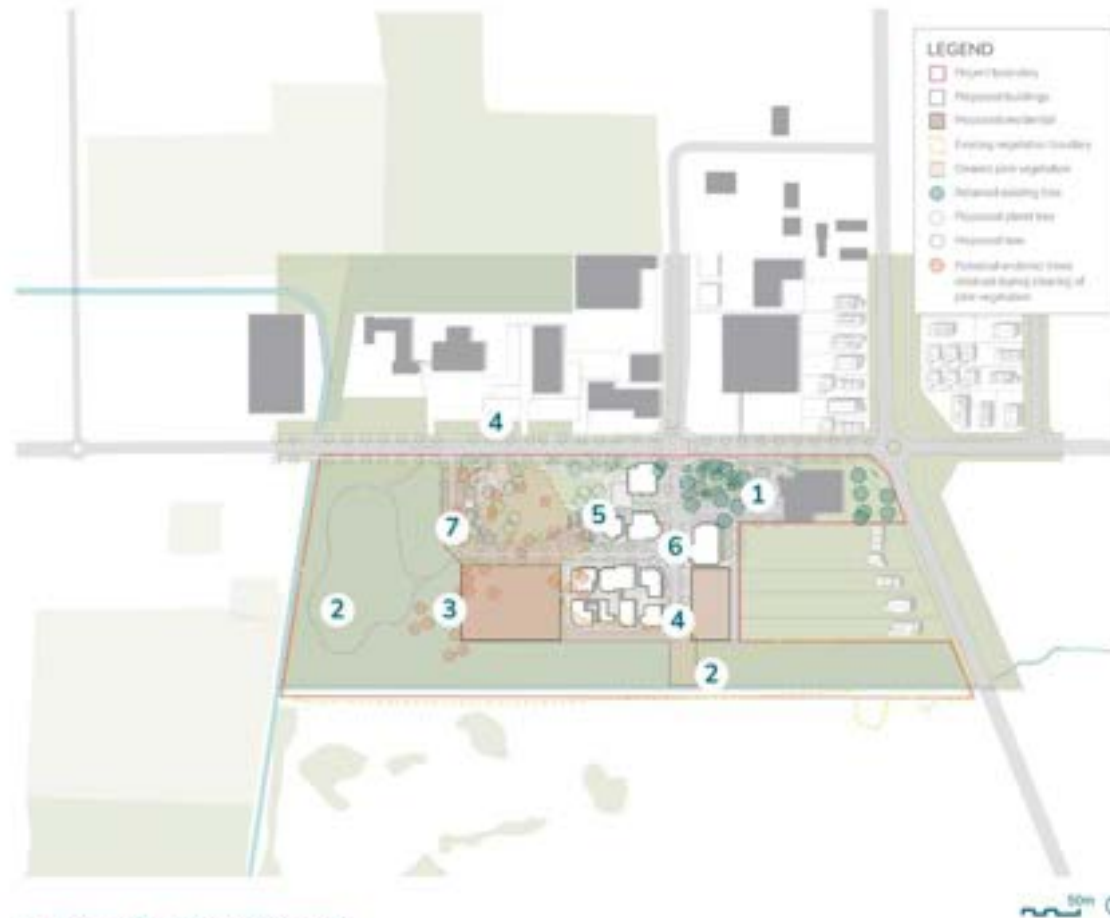
- 1 Establish a mixed-use precinct that encourages people to stay, gather, and connect.
- 2 Create vibrant, flexible spaces to support community events and activities.
- 3 Provide inclusive play areas that cater to all ages and abilities.
- 4 War Memorial relocated to the town centre to accommodate large public gatherings for services & events.



Mixed-use design

Moir Studio

5.7 Design Moves 03: Build Living Heart Vegetation



- 1 Design seeks to retain existing mature trees where possible.
- 2 Improve vegetation quality in riparian zones (currently dense pine) through staged clearing, thinning, and revegetation to create a rich, biodiversity corridor.
- 3 Retain endemic vegetation and trees wherever possible during pine removal (refer to red hatch).
- 4 Introduce street trees to reinforce the town's distinctive 'tall tree' character.
- 5 Supplement existing vegetation with additional proposed trees and planting to strengthen overall landscape quality.
- 6 Integrate landscaping within streetscape to enhance character, reduce heat island effect and improve user experience.
- 7 Introduce eco-friendly rain garden to slow down stormwater runoff and natural filter pollutants before entering local waterways.



Tree-centred open space



Rain Garden

Moir Studio

5.8 Design Moves 03: Build Living Heart Event Spaces



Example Event 01: ANZAC Day



The vision for relocating the Medowie War Memorials to the town centre is to create a prominent, accessible and unifying space for Anzac Day and other commemorative services. By positioning the memorial in a central location, the community can gather safely in greater numbers to honour and reflect on the service and sacrifice of those who have served. The open space surrounding the memorial is approximately 4000m², comfortably accommodating 2000 plus people.

The new setting will centralise existing memorials within a large, open area that provides ample space for ceremonies, clear sight lines for attendees and the necessary supporting infrastructure, including power, parking, public amenities and accessible pathways. This relocation will ensure commemorative events are dignified, inclusive and well-supported, reflecting Medowie's strong connection to the nearby Williamtown RAAF Base and its deep respect for remembrance traditions.

Example Event 02: Medowie Markets



With safe, accessible pedestrian links, shaded seating, and flexible open areas, the Village Green provides an ideal setting for the Medowie Markets. Currently held monthly on the lawn in front of the Bull and Bush with around 90 stalls (approximately 30 sqm each), relocating the markets to the Village Green would accommodate the required 4,600 sqm of space while allowing room for growth and special seasonal events such as Christmas and winter markets.

This move supports local enterprise, attracting more visitors with a vibrant place to meet, shop, and play, reinforcing the town centre as the true heart of the community.

Example Event 03: Community Event



The vision for the Village Green and plaza is to create an inviting, multi-purpose gathering space that celebrates community, culture and the surrounding landscape.

Designed for flexibility, the space accommodates a variety of uses - from small community talks and outdoors cinema nights to larger concerts or festivals - while maintaining a welcoming atmosphere for everyday use and social interaction. Integrated lighting and power ensures a space that functions efficiently and safely for both daytime and evening events, reinforcing the town centre as a vibrant and active hub.

These community spaces are also an opportunity for place making opportunities, to transform areas into vibrant, people-friendly places. It aims to strengthen the connection between people and their unique place.

06 The Final Masterplan



6.1 Stage 05: Final Masterplan



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6.2 Final Masterplan: Zones



43 Medowie Town Centre Masterplan

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01//

Community / Culture Zone



- 1 Geoff Dingle Park
- 2 Community Centre / Library
- 3 Parking
- 4 Bus Stop and Shelter
- 5 Lions Park
- 6 New car park entry & Additional Parking

01//

Community / Culture Zone

1. Geoff Dingle Park

Named in honour of long-time local Geoff Dingle, this space embodies the spirit of community pride and creativity. Originally shaped through Medowie's 7 Day Makeover, it showcases the power of local collaboration and hands-on design. The park offers a welcoming space for recreation, play, gardening and gathering, a living expression of Medowie's heart and identity.

2. Community Centre / Library

The Medowie Community Centre is a key civic destination, supporting local groups, events and activities. Its planned renewal will transform it into a flexible, inclusive hub with improved accessibility and upgraded facilities. The addition of a library lounge will create inviting study, reading and children's play spaces, designed to support learning, creativity and connection for all residents.

3. Parking

Parking area strategically located near the Community Centre, organised to improve safety, efficiency and pedestrian flow. Existing parking will be upgraded and extended, with a new entry from Peppertree Road. Existing "tall trees" will be retained and showcased where possible. Further Landscape treatments and tree planting will soften hardstand areas and provide shade.

4. Bus Stop and Shelter

Redesigned bus stops with shelters will improve public transport accessibility and comfort. Located within walking distance of key amenities, featuring seating, shade, lighting and clear signage.

5. Lions Park

Lions Park features the Medowie Town centre entry signage (leaf). The park's corner role, welcoming people to the town centre will be reinforced through careful planting and lighting with opportunity for additional art to reinforce Medowie's character.



Retain and make feature of native "tall trees" within park.



Opportunities for public art drawing inspiration from 7 Day Makeover



Community led garden initiative / Mudd Landscape Design



Raised planters accessible gardens / Moir Studio



Retain native "tall trees" within parking bays



Redesigned entry signage at Lions Park / Michael O'Keefe

01//
Community / Culture Zone



02//
Mixed Use Precinct



02//

Mixed Use Precinct

1. Food & Beverage Focused Mixed Use Development

Located on the prominent gateway corner, this development is intended to form a vibrant and inclusive community hub where people can live, work, and gather. Active and permeable frontages will promote pedestrian movement and visual connection, while cafés, shops, and community services bring energy throughout the day. The built form and landscape will respond sensitively to the local context, creating a sustainable, people-oriented destination that celebrates Medowie's community identity.

2. Mixed Use Development

This mixed-use precinct is intended to provide a vibrant mix of retail, commercial, and community uses, supporting daily needs within a walkable, welcoming environment. Active street frontages, pedestrian-friendly spaces, and high-quality landscaping will enhance accessibility and character. Emphasising sustainability, accessibility and connection, the development will strengthen Medowie's local identity and contribute to the vitality of the surrounding community. Development footprints are indicative only and subject to future planning approvals.

3. Parking

Parking will be reconfigured to improve safety, legibility, and pedestrian flow. Parallel parking along Peppertree Road is intended to provide standard spaces, as well as accessible parking and designated drop-off zones.

4. Plaza

The town centre plaza is envisioned as a vibrant and inclusive heart for the town - an adaptable space for gathering, celebration, and community life. Seamlessly connected to surrounding development and open space, it will host markets, performances, and events. Opportunities for integrated public art and sculptural elements will further enrich the space, strengthening local identity and creating visual interest throughout the plaza. Equipped with lighting, seating, power, and landscaping, the plaza will offer comfort, safety, and versatility, reinforcing the town centre as the true meeting place of the community.



Integrated skate and play at Bridges Hill / Moir Studio



Mix of retail, commercial and community spaces



Mixed-use development

02//

Mixed Use Precinct



03//
Village Green



03//

Village Green

1. Kids Active Zone (Skate Park)

The new skate park will replace the existing facility at Boyd Oval, creating a dynamic, inclusive space that encourages recreation. Designed for all ages and skill levels, it will feature a variety of skate elements alongside opportunities for community art—such as murals that reflect Medowie's identity and character.

Natural vegetation and site contours will be incorporated to enhance shade, comfort, and the park's distinctive sense of place. The Kids Active Zone will be designed through further consultation with the community to ensure it responds to local needs and aspirations.

2. Playground

The playground is designed as a safe, welcoming and inclusive space that promotes outdoor play, physical activity and social interaction for families and children of all abilities. The playground incorporates accessible and sensory equipment, along with support infrastructure including fencing, shade sails, drinking water and picnic shelters. Strategically located adjacent to public buildings and retail areas, the playground forms an integral component of the town centre's family-focused community.

3. Village Green

To serve as an open, flexible public space, providing a central gathering place for community leisure and informal recreation. Thoughtfully landscaped, connected with pathways and providing comfortable picnic shelters, it enhances the town's civic presence while promoting social interaction, relaxation and sense of place.



Opportunity for creative entry and fencing / SBLA Studio



Playground at Strath Park / Moir Studio



Open flexible walk-about space



Skate park Courthia / MEL architects + Bureau David Aghecon, France



Harold Oregon Skate Park / Moir Studio

03//

Village Green

4. Rain Garden

Landscaped, bio-retention area designed to manage storm water while enhancing the town centre's environmental sustainability. It captures and filters runoff from surrounding hard surfaces, reducing local flooding and improving water quality, while providing an attractive, vegetated space that contributes to biodiversity, visual amenity and overall streetscape character.

5. War Memorial

Medowie's war memorials will be relocated to a prominent central location within the town centre, creating a dignified setting that accommodates large gatherings and commemorative events. The new site enhances visibility, accessibility and integration with surrounding civic spaces, reinforcing its role as a focal point for community remembrance and civic pride.

6. Public Amenities

The existing public amenities at Geoff Dingle Park are proposed to be relocated to a more central position, serving the children's play zone and War Memorial. Opportunity for additional facilities incorporated into the proposed building to support the adjacent play area.

7. Parking

Parking at the western portion of the site allows for accessibility to play areas, surrounding parklands and open space.



Water sensitive urban design / play



Rain gardens and crossings (Harold Grignon Park / Moir Studio)



Possible open space for kiosk/out, Medowie Markets and community events



War memorial with central location and surrounding open space for services / Kingston City Council

03//
Village Green



04//
Residential



- 1 Low/ Medium Density Housing
(Views to Village green)
- 2 Medium Density Housing
- 3 Mixed Use - Housing above Retail / Commercial
- 4 Pathway Connection to Tallowood Living

Note: Development footprints are indicative only and subject to future planning approvals.

04//

Residential

1. Low / Medium Density Housing

Intended to provide a mix of residential options that support a vibrant, walkable community during both the day and night. These housing types are envisaged to integrate with the surrounding streetscape and character, provide passive surveillance of public space, contribute to the town centre's activity and diversity, and offer accessible, well-connected living environments that complement local services, retail and public space

2. Medium Density Housing

Intended to deliver compact, efficient housing options that respond to local demand while maintaining Medowie's character. Medium density housing promotes walkability, supports local businesses and creates a stronger sense of community within the town centre.

3. Mixed Use Housing

Intended to combine residential and commercial functions, such as shop-top housing or visitor accommodation. These developments contribute to a diverse range of housing options and visitor accommodation, supporting local retail and services while activating the streetscape. Ideally located in proximity to Newcastle Airport, this enhances the town centre's economic and social vitality

4. Pathway connection to Tallwood Living

A safe and accessible pathway will link Tallwood Living directly to the town centre, providing residents with convenient, pedestrian-friendly access to shops, services and community facilities. The pathway enhances connectivity, encourages active travel and strengthens the integration of surrounding residential areas with the town centre. Clear sightlines and open design will ensure the pathway is easily visible, enhancing safety for all users.



Connecting spaces / buildings softened with landscaping



Pathway connection (Rungtambae Park / JAG Design)



Mixed-use housing above retail



Low-medium density housing integrating with landscape example

04//
Residential



05//
Parkland



- 1 Conservation Parkland
- 2 Geoff Dingle Park
- 3 Riparian Corridor
- 4 Ephemeral Parkland

05//

Parkland

1. Conservation Parkland

Aims to restore ecological integrity by selectively removing introduced pine trees to allow light into the forest understorey and re-vegetate with native flora. This will improve biodiversity and strengthen the habitat corridor, while bush trails provide opportunities for passive recreation and fostering community appreciation of the local natural environment.

2. Geoff Dingle Park

Retain as many mature native trees in community garden to provide shade and enhance Medowie's identity as the place of 'tall trees'

3. Riparian Corridor

Riparian zone incorporates native vegetation to stabilize banks, improve water quality, enhance biodiversity and create attractive, multi functional landscape that supports both ecological function and community amenity.

4. Ephemeral Parkland

Along Campvale Drain, the parkland is designed to accommodate periodic inundation during high rainfall events. This multi-functional space provides passive recreation and amenity during dry periods while safely managing stormwater flows, supporting biodiversity and enhancing the town centre's resilience to flooding.

Across all parkland areas, there is a strong opportunity to celebrate Medowie's identity as the "Town of Tall Trees" and reinforce a town centre that connects people with nature. The landscape can provide space for cultural and community expression, reflecting both Worimi and European heritage and strengthening local character. Ecological restoration will enhance amenity, biodiversity, and habitat value, while thoughtfully placed seating will offer quiet moments for reflection and appreciation of Medowie's unique landscape setting.



Western Ridges seating / Moir studio



Conservation parkland opportunities



Existing landscape conditions to be cleared of weeds and restored



Western Ridges tree art by Dharug artist Shay Tobin

05//
Parkland



07 Artists Impression





61 Medowie Town Centre Masterplan

Moir Studio



62 Medowie Town Centre Masterplan

Moir Studio



ITEM NO. 3

**FILE NO: 26/64685
EDRMS NO: PSC2017-01029**

COMMUNITY SUPPORT FUND

REPORT OF: EMILY LIVENS - COMMUNICATIONS AND CUSTOMER
EXPERIENCE SECTION MANAGER
DIRECTORATE: COMMUNITY FUTURES

RECOMMENDATION IS THAT COUNCIL:

- 1) Endorses the allocation of Community Support Funding to the amount of:
 - a) \$6,000 to Salamander Bay Childcare Centre.
 - b) \$2,800 to Nelson Bay Croquet Club Incorporated.
 - c) \$3,000 to Port Stephens Family and Neighbourhood Services Incorporated.
 - d) \$6,000 to Raymond Terrace Community Church Incorporated.
 - e) \$3,340 to Sunnyfield.
 - f) \$5,230 to Thou Walla Family Centre.
 - g) \$2,630 to Medowie Tennis Club Incorporated.
 - h) \$6,000 to Port Stephens Suicide Prevention Network.

BACKGROUND

The purpose of this report is to seek Council's endorsement for the allocation of funding from the Community Support Fund for eight projects as recommended by the Assessment Panel. The Assessment Panel includes Mayor Anderson, Councillor Armstrong, Councillor Niland, Councillor Errington, and two Council officers.

The purpose of the Community Support Fund is to build sustainable local communities and improve the liveability and wellbeing of the Port Stephen's Community. This grant fund welcomes applications from community groups and not-for-profit organisations seeking support for projects, activities and events that address community needs.

Applications for Round 2 opened on 1 February 2026 and closed on 1 March 2026. There is a total of \$70,000 allocated for the Community Support Fund across the financial year, with \$35,000 available for Round 2, the whole amount has been allocated.

The proposed projects meet the objectives of the fund as outlined below:

ORDINARY COUNCIL - 26 MAY 2026

Project Name	Organisation	Project Description	Amount Requested	Amount Funded
Community Child Safety Education Session with Kristi McVee 'The Perfect Victims'- Port Stephens	Salamander Bay Childcare Centre	A preventative community education initiative strengthening child safety and wellbeing across Port Stephens. Facilitated by specialist Kristi McVee, the session equips adults with the practical knowledge to recognise risk and respond appropriately to concerns.	\$6,000	\$6,000
Enhancing the wellbeing of the older Port Stephens Community	Nelson Bay Croquet Club Incorporated	A Come-and-Try and coaching event to bring the local community together to share the experience of playing croquet in a fun, safe and relaxed environment. The main purpose is to introduce local residents to croquet, a sport that exercises mind and body.	\$2,800	\$2,800
Tilligerry Family Network Playgroup	Port Stephens Family and Neighbourhood Services Incorporated	Improve safety and comfort in the Tilligerry Family Network playgroup room at Mallabula Hall. The project will create a more welcoming space by purchasing new lounges to replace 20-year-old donated furniture that has deteriorated and in poor condition.	\$6,000	\$3,000
Community Christmas Hampers	Raymond Terrace Community	To purchase supplies for 100 Christmas Hampers for the Hands and Feet	\$6,000	\$6,000

ORDINARY COUNCIL - 26 MAY 2026

Project Name	Organisation	Project Description	Amount Requested	Amount Funded
	Church Incorporated	program (a volunteer-run community-based food program which provides weekly fresh food hampers to over 70 vulnerable households).		
Sensory Oasis	Sunnyfield	Upgrade the Port Stephens Community Hub sensory room for people with a disability. This will create an inclusive, engaging space that stimulates the senses, promotes connection, and empowers individuals to explore, learn, and thrive.	\$3,340	\$3,340
Community Drumming Program	Thou Walla Family Centre	Provide drumming sessions to interested community, under the instruction of a professional djembe drummer. This will include a performance at the end of the program. Childcare will be offered to allow increased accessibility. The aim is for the group to continue to drum and play at community events.	\$5,230	\$5,230
Pickleball Court Upgrade	Medowie Tennis Club Incorporated	Existing two tennis hardcourts to be professionally cleaned in preparation for permanent line markings laid for eight pickleball courts (over the existing two tennis courts). This allows	\$6,000	\$2,630

ORDINARY COUNCIL - 26 MAY 2026

Project Name	Organisation	Project Description	Amount Requested	Amount Funded
		continued sustainable pickleball programs for the Medowie Community.		
Community Frontline Mental Health Training	Port Stephens Suicide Prevention Network Incorporated	Mental Health First Aid is training designed to provide individuals with the skills and knowledge to identify, understand, and respond to signs of mental illnesses. This training will provide our frontline community members the tools to offer immediate, concrete support to lessen factors that contribute to poor mental health.	\$6,000	\$6,000

COMMUNITY STRATEGIC PLAN

Strategic Direction	Delivery Program 2025-2029
Community Wellbeing	Implement the Community Wellbeing Strategy (CWS) to provide services and support for a diverse community

FINANCIAL/RESOURCE IMPLICATIONS

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes		
Reserve Funds	No		
Developer Contributions (\$7.11)	No		
External Grants	No		
Other	No		

LEGAL, POLICY AND RISK IMPLICATIONS

There is no foreseen legal, policy or risk implications.

The recommendations have been made in accordance with Council’s Grants and Donations Policy and align with Council’s relevant Funding Guidelines.

Risk	<u>Risk Ranking</u>	Proposed Treatments	Within Existing Resources?
There is a risk that unsuccessful applicants are displeased with Council decision-making.	Low	Adopt the recommendations. Assess applications in accordance with the funding guidelines. Provide feedback and grant writing support to unsuccessful applicants.	Yes
There is a risk that recipients may fail to comply with the required terms of funding, reporting and acquittal processes.	Low	Adopt the recommendations. This was considered as part the assessment process. Manage the grant administration process as per the program guidelines.	Yes

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

Adopting the recommendations will result in improved social outcomes for the Port Stephens community through opportunities to generate social connections and improvements for community wellbeing. The program is focused on providing direct funding to build the capacity of the community.

COMMUNICATION AND ENGAGEMENT

Council’s Communication and Engagement Strategy identifies the level of engagement undertaken. An explanation for each level is shown below.

INFORM	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.
CONSULT	To obtain public feedback on analysis, alternatives and/or decisions.
INVOLVE	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.

ORDINARY COUNCIL - 26 MAY 2026

COLLABORATE	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.
EMPOWER	To place final decision-making and/or developed budgets in the hands of the public.
	No external communications and engagement are required for this report.

The following communication and engagement apply to this report.

External communications and engagement

The applications were assessed by Council's Community Support Fund panel.

The Community Support Fund is a part of the Community funding Program, which is advertised all year round on Council's website, as per the Community Funding Guidelines. Specific advertising for the Community Support fund occurs when the rounds are open for applications.

INFORM	<p>Promotion of the Community Funding Program included a range of communication channels to reach the community:</p> <ul style="list-style-type: none">• Facebook (over 13,000 people reached) and Instagram (over 800 people reached).• Published in Community Notices in both The Port Stephens Examiner and the News of The Area.• Media release 1 February 2026.• Feature in the February 2026 edition of YourPort e-newsletter: distributed to 4,564 subscribers.• LinkedIn post on 5 February 2026 (258 people reached).• Community and Youth Interagency meetings• Mylink database email to over 250 community and youth services.
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Internal communications and engagement

Consultation has been undertaken by the Communications and Customer Experience Section with:

- Assets Section.
- Financial Services Section.

OPTIONS

- 1) Accept the recommendations.
- 2) Amend the recommendations.
- 3) Reject the recommendations.

ATTACHMENTS

Nil.

COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

Nil.

ITEM NO. 4**FILE NO: 26/64689
EDRMS NO: PSC2014-01592****ABORIGINAL PROJECTS FUND**

REPORT OF: EMILY LIVENS - COMMUNICATIONS AND CUSTOMER
EXPERIENCE SECTION MANAGER
DIRECTORATE: COMMUNITY FUTURES

RECOMMENDATION IS THAT COUNCIL:

- 1) Endorses the allocation of Aboriginal Projects Funding to the amount of:
 - a) \$6,000 to St Michael's Catholic School, Nelson Bay.
 - b) \$2,750 to Jupiter - space to talk - KYDS Youth Development Service Limited.
 - c) \$6,000 to Anna Bay Public School.
 - d) \$5,000 to Karuah Local Aboriginal Land Council.

BACKGROUND

The purpose of this report is to seek Council's endorsement for the allocation of funding from the Aboriginal Projects Fund for four projects as recommended by the Aboriginal Strategic Committee.

The Aboriginal Projects Fund supports projects that empower and raise the profile of the Aboriginal community in Port Stephens through the delivery of programs, events and activities.

Applications for Round 2 opened on 1 February 2026 and closed on 1 March 2026. There is a total of \$40,000 allocated for the Aboriginal Projects Fund across the financial year, with \$19,750 available for Round 2, the whole amount has been allocated.

The proposed projects meet the objectives of the fund as outlined below:

Project Name	Organisation	Project Description	Amount Requested	Funding amount recommended
Cultural Mural	St Michael's Catholic School Nelson Bay	Commission a large-scale Aboriginal art mural created in collaboration with a local Worimi artist. The purpose of this mural is to	\$6,000	\$6,000

ORDINARY COUNCIL - 26 MAY 2026

		strengthen whole-school knowledge, understanding, and respect for Worimi culture by embedding authentic cultural representation into our school environment.		
Bridging the Gap: Enhancing Cultural Competence in Youth Mental Health	Jupiter-space to talk - KYDS Youth Development Service Limited	Ten of the Jupiter - space to talk counsellors will complete 15 hours of Centre Cultural Competence Australia training in Aboriginal cultural competence. This ensures frontline mental health staff possess the specific knowledge and self-reflective tools required to provide safe, respectful, and effective support to Aboriginal young people in Port Stephens.	\$2,750	\$2,750
Wakali Culture Group	Anna Bay Public School	The school's Wakali cultural group supports Aboriginal students from Kindergarten to Year six, guided by the Junior Aboriginal Education Consultative Group. The delivery of On Country learning, cultural excursions and community Yarn Ups will strengthen relationships with the Worimi community, empower students	\$6,000	\$6,000

ORDINARY COUNCIL - 26 MAY 2026

		and deepen connection to Country and Aboriginal culture.		
The Gathering Place	Karuah Local Aboriginal Land Council	The Karuah Mish Gathering Place will provide a culturally safe and welcoming space for community. Offering before school breakfasts, afternoon youth activities, cultural workshops and family movie nights will strengthen connection, wellbeing and community participation.	\$5,000	\$5,000

COMMUNITY STRATEGIC PLAN

Strategic Direction	Delivery Program 2025-2029
Traditions & culture	Deliver the Yabang Gumba-Gu Agreement to recognise and support local Aboriginal and Torres Strait Islander people

FINANCIAL/RESOURCE IMPLICATIONS

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes		
Reserve Funds	No		
Developer Contributions (\$7.11)	No		
External Grants	No		
Other	No		

LEGAL, POLICY AND RISK IMPLICATIONS

There are no foreseen legal, policy or risk implications.

The recommendations have been made in accordance with the Local Government Act 1993 (NSW) (s356) and Council’s Grants and Donations Policy. The recommendations for funding also align with Council’s relevant Funding Guidelines.

Risk	<u>Risk Ranking</u>	Proposed Treatments	Within Existing Resources?
There is a risk that unsuccessful applicants are displeased with Council decision-making.	Low	Adopt the recommendations. Assess applications in accordance with the funding guidelines. Provide feedback and grant writing support to unsuccessful applicants.	Yes
There is a risk that grant recipients may fail to comply with the required terms of funding, reporting and acquittal processes.	Low	Adopt the recommendations. This was considered as part of the assessment process. Manage the grant administration process as per the program guidelines.	

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

The Aboriginal Projects Fund directly supports organisations and groups involved in programs to empower the Aboriginal community and positively raise their profile. The proposed projects aim to achieve this through the facilitation of:

- Partnership and collaboration with community groups to empower vulnerable and at-risk Aboriginal people who have experienced hardship.
- Employment of a Worimi artist to raise the awareness and education of cultural learnings with children and young people.
- Aboriginal Cultural Competence training for youth counselling staff to provide safe and respectful environment to support Aboriginal young people.

COMMUNICATION AND ENGAGEMENT

Council’s Communication and Engagement Strategy identify the level of engagement undertaken. An explanation for each level is shown below.

INFORM	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.
CONSULT	To obtain public feedback on analysis, alternatives and/or decisions.

ORDINARY COUNCIL - 26 MAY 2026

INVOLVE	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.
COLLABORATE	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.
EMPOWER	To place final decision-making and/or developed budgets in the hands of the public.
	No external communications and engagement are required for this report.

The following communication and engagement applies to this report.

External communications and engagement

The applications were assessed by Council's 355c Aboriginal Strategic Committee that includes members of both the Karuah and Worimi Local Aboriginal Land Council, Councillors and staff.

The Aboriginal Projects Fund is a part of the Community Funding Program, which is advertised all year round on Council's website, as per the Community Funding Guidelines. Specific advertising for the Aboriginal Projects Fund occurs when the rounds are open for applications.

INFORM	Promotion of the Community Funding Program included a range of communication channels: <ul style="list-style-type: none">• Facebook• Instagram• Notices• Media releases• Your Port e-newsletter• Community and Youth Interagency meetings• Two direct emails sent to the Mylink database which includes over 250 community and youth services
COLLABORATE	The Aboriginal Project Fund panel are engaged in the decision-making process.

Internal communications and engagement

Consultation has been undertaken by the Communications and Customer Experience Section with:

- Financial Services Section.

OPTIONS

- 1) Accept the recommendations.
- 2) Amend the recommendations.
- 3) Reject the recommendations.

ATTACHMENTS

Nil.

COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

Nil.

ITEM NO. 5

**FILE NO: 26/65167
EDRMS NO: PSC2019-04770-0030**

TOMAREE SPORTS COMPLEX MASTERPLAN

REPORT OF: JOHN MARETICH - ASSETS SECTION MANAGER
DIRECTORATE: FACILITIES AND INFRASTRUCTURE

RECOMMENDATION IS THAT COUNCIL:

- 1) Receive and note submissions as shown in **(ATTACHMENT 1)**.
 - 2) Adopt the revised Tomaree Sports Complex Masterplan shown at **(ATTACHMENT 2)**.
-

BACKGROUND

The purpose of this report is to seek Council's endorsement of the revised Tomaree Sports Complex Masterplan (masterplan) following recent public exhibition.

The intent of the masterplan is to establish a consolidated strategic vision for the future development of the Tomaree Sports Complex. This includes a proposed indoor sports centre and will be used in advocating for funding assistance through grants available for sports and event infrastructure projects.

The original Tomaree Sports Complex Masterplan was adopted by Council in 2018. Since that time Council has received representations from the sporting community seeking to include an indoor sports complex on the site. In June 2025 Tomaree Sports Council agreed to provide Council with \$25,000 in funding to update the existing masterplan. Council's staff time was provided as a co-contribution to the project which has reduced the costs to Sports Council significantly, resulting in successfully completing the project with funds still remaining.

On 9 December 2025, Minute No. 295 **(ATTACHMENT 3)**, Council resolved to place the revised Tomaree Sports Complex Masterplan on public exhibition.

During public exhibition period, 11 submissions were received with most indicating strong support for the proposed revised masterplan. A summary of the submissions are shown in **(ATTACHMENT 1)**.

The revised masterplan is shown in **(ATTACHMENT 2)**. The Communications and Engagement Report is shown in **(ATTACHMENT 4)**.

COMMUNITY STRATEGIC PLAN

Strategic Direction	Delivery Program 2025-2029
Community Wellbeing	Deliver and manage community recreational, leisure and community facilities

FINANCIAL/RESOURCE IMPLICATIONS

The Tomaree Sports Council contributed \$25,000 towards the development, public exhibition and ongoing consultation of the masterplan revision.

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes		
Reserve Funds	No		
Developer Contributions (\$7.11)	No		
External Grants	No		
Other	Yes	\$25,000	Contribution provided by Tomaree Sports Council.

LEGAL, POLICY AND RISK IMPLICATIONS

Local Infrastructure Contributions Plan (LIC Plan)

The LIC Plan would be updated according to the identified upgrades and infrastructure works required on the site. This would support or supplement future grant proposals and aid in securing the required funding to deliver built outcomes.

Port Stephens Local Environmental Plan 2013 (LEP)

No amendments are required to the LEP if the masterplan is adopted.

Risk	<u>Risk Ranking</u>	Proposed Treatments	Within Existing Resources?
<p>There is a risk that the scope of the masterplan following revisions is beyond Council's ability to fund implementation, leading to the community's immediate expectations not being met</p>	<p>Low</p>	<p>The masterplan will support applications for external funding to assist Council in the delivery of the works identified within the masterplan. The itemisation of projects enables Council to deliver stages of works in accordance with available resources.</p> <p>Adopt the revisions as per the submissions received and continue to partner with the community in sourcing funding for delivery of the masterplan actions.</p>	<p>Yes</p>
<p>There is a risk that should the revised masterplan not be adopted, further revisions will be subject to additional costs that are not currently funded. Additional funding would be required to accommodate further revisions.</p> <p>Note: Funding for revision of the masterplan has been provided by Tomaree Sports Council – reputational risk is likely should the masterplan not be adopted.</p>	<p>Medium</p>	<p>Adopt the revisions as per the submissions received and continue to partner with the community in sourcing funding for delivery of the masterplan actions.</p>	<p>Yes</p>

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

Social

The revised Tomaree Sports Complex Masterplan strengthens community connections and access to sporting provisions. This is achieved by:

- a comprehensive consultation being the basis of proposed design solutions
- provision of an entirely new sporting opportunity for the Tomaree Peninsula through access to indoor sports
- confirming that the proposals of the revised masterplan still meet evolving community needs and projected demographics into the future.

Economic

The proposal to include an indoor sporting facility at the Tomaree Sports Complex will provide entirely new business opportunities to the community of the Port Stephens LGA.

The proposals throughout the revised masterplan support bids from the Tomaree sporting community to host regional and national events, bringing the economic benefits of these events to the broader community.

Environmental

The Tomaree Sports Complex sits within a bushland context which is highly valued by the community and provides meaningful biodiversity value. The proposed revised masterplan has managed to retain the development footprints proposed in the existing (2018) masterplan, whilst providing additional recreational opportunities. This retention of existing bushland whilst increasing recreational yield provides a balance between the sites' use and environmental value.

COMMUNICATION AND ENGAGEMENT

Council's Communication and Engagement Strategy uses the IAP2 Framework to identify the level of engagement undertaken. An explanation for each level is shown below.

INFORM	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.
CONSULT	To obtain public feedback on analysis, alternatives and/or decisions.

ORDINARY COUNCIL - 26 MAY 2026

INVOLVE	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.
COLLABORATE	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.
EMPOWER	To place final decision-making and/or developed budgets in the hands of the public.
	No external communications and engagement are required for this report.

The following communication and engagement applies to this report.

External communications and engagement

- Phase 1 – Early engagement: targeted to help inform the revised masterplan, Tomaree Sports Complex User Survey Report. (Complete)
- Phase 2 – Public exhibition of the revised masterplan. (Complete)
- Phase 3 – Revised masterplan reported to Council with changes and adopted.

INFORM	Phase 3 – Advise stakeholders of adoption.
CONSULT	Phase 2 – The revised masterplan was placed on formal public exhibition for 28 days, 11 submissions were received. The feedback was overall supportive of the revised masterplan and inclusion of an indoor sports centre.
INVOLVE	Phase 1 – Targeted early consultation has been undertaken to inform the preparation of a revised masterplan suitable for public exhibition. This consultation has included key user groups including Tomaree Sports Council, existing sporting users, local schools and other entities that regularly use the facility and the representative State Sporting Organisations for each of the sporting codes at the complex.

Internal communications and engagement

Consultation has been undertaken by the Community Assets Team with key stakeholders. The objective of the consultation was to ensure a collaborative and inclusive approach to the development of the revised masterplan.

Following the public exhibition period, submissions have been reviewed with the Community Assets Team and Senior Management.

Consultation has been undertaken by the Assets Section with:

- Community Services Section.
- Public Domain and Services Section.

- Communications and Customer Experience Section.

OPTIONS

- 1) Accept the recommendations.
- 2) Amend the recommendations.
- 3) Reject the recommendations.

ATTACHMENTS

- 1) Summary of Submissions.
- 2) Tomaree Sports Complex Masterplan Revised.
- 3) Council Meeting Minutes, 9 December 2025, Min No. 295.
- 4) Communications and Engagement Report, Tomaree Sports Complex Masterplan, April 2026.

COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

Nil.

ITEM 5 - ATTACHMENT 1 SUMMARY OF SUBMISSIONS.

Tomaree Sports Complex: Revised Masterplan Public Submissions

No.	Author of submission	Comment	Council response
1	Submission 1 6 February 2026 President Tomaree Squash Club	Overall support for the proposed masterplan, especially for indoor sport facilities [Squash].	Noted. No action required.
2	Submission 2 11 February 2026 Northern NSW Football	Strong support for the proposed masterplan. Wants to ensure the final masterplan and following detailed design phases meet a range of football requirements [Football].	Noted. No action required. Sport-specific requirements to be considered during future detailed design phases.
3	Submission 3: 16 February 2026 Tomaree Squash Club Member	Overall support for the proposed masterplan, especially for indoor sport facilities [Squash].	Noted. No action required.
4	Submission 4: 17 February 2026 Resident	Overall support for the proposed masterplan, especially for indoor sport facilities [Squash].	Noted. No action required.
5	Submission 5: 17 February 2026 Tomaree Squash Club Member	Overall support for the proposed masterplan, especially for indoor sport facilities [Squash].	Noted. No action required.
6	Submission 6: 19 Feb 2026 Resident	Overall support for the proposed masterplan, especially for indoor sport facilities [Basketball].	Noted. No action required.
7	Submission 7: 28 February 2026 Secretary Tomaree Squash Club	Overall support for the proposed masterplan, especially for indoor sport facilities [Squash].	Noted. No action required.
8	Submission 8 2 March 2026 NSW Rugby League	Support for the proposed masterplan, as long as key infrastructure priorities for Rugby League are met [Rugby League].	Noted. No action required. Sport-specific requirements to be considered during future detailed design phases.
9	Submission 9: 3 March 2026, Vice President Nelson Bay Hockey Club	Would like better facilities to help grow sport [Hockey] in Tomaree area, including a full-sized artificial turf field – suggested potential options include part of and adjacent to the existing Council depot site at Tomaree Sports Complex, rather than the Salamander Sports Complex (current site) and proposed shared site with other codes.	We have supported Salamander Bay Sports Complex instead of Tomaree Sports Complex. The exhibited masterplan has allowed for hockey facilities in a location with less conflicts.
10	Submission 10: 3 March 2026 Treasurer Nelson Bay Hockey Club	Would like better facilities to help grow sport [Hockey] in Tomaree area, including a full-sized artificial turf field – suggested potential options include part of and adjacent to the existing Council depot site at Tomaree Sports Complex, rather than the	We have supported Salamander Bay Sports Complex instead of Tomaree Sports Complex. The exhibited masterplan has allowed for hockey facilities in a location with less conflicts.

ITEM 5 - ATTACHMENT 1 SUMMARY OF SUBMISSIONS.

		Salamander Sports Complex (current site).	
11	Submission 11 3 March 2026 Hockey Club Life Member	Would like better facilities to help grow sport [Hockey] in Tomaree area, including a full-sized artificial turf field – suggested potential options include part of and adjacent to the existing Council depot site at Tomaree Sports Complex, rather than the Salamander Sports Complex (current site).	We have supported Salamander Bay Sports Complex instead of Tomaree Sports Complex. The exhibited masterplan has allowed for hockey facilities in a location with less conflicts.



TOMAREE SPORTS COMPLEX MASTERPLAN (REVISION)



Prepared for: Port Stephens Council
Project No: 2903 Issue: REVISION Date: April 2026

This document provides minor refinements to the original Masterplan, as set out in the Masterplan Report finalised and approved by Port Stephens Council in October 2018.

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- 4.3 Visualisations and Sections
- 4.4 Buildings and Material Palette
- 4.5 Precedents

5. MANAGEMENT & IMPLEMENTATION

- 5.1 Management Options
- 5.2 Implementation Overview
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1

INTRODUCTION

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5

MANAGEMENT &
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Introduction

1.0

1.1 Purpose of the Masterplan

The Tomaree Sports Complex (TSC) is one of the premier outdoor sports complexes within the Port Stephens Council LGA and it is the aspiration of the Council and the complex stakeholders to both maintain and extend these attributes to become one of the leading regional sporting complexes in NSW.

The park is enjoyed by many community members including: sports players, residents, school children, active fitness groups and recreational walkers. The complex is currently home to fourteen formal sporting clubs and one community group. These stakeholders have shared the site and grown the complexes facilities over many years. As a result of the site success, a Masterplan is required to assist in directing the development of its assets and infrastructure into the future, while still holding onto the qualities and attributes that have made it such a successful sporting venue across many sports and seasons to this point in time.

In order to continue the level of sustained development of the facility into the future, the Masterplan addresses issues including turf pitch quality, road layout, surface improvements, building refurbishment and facility adaptability.

The purpose of the Masterplan is to provide a clear vision and guide future sport and recreation facility improvements for the precinct. These improvements will be implemented in stages over time, subject to available funding.

The Tomaree Sports Council elected to provide funding for a revision of the 2018 masterplan in order to explore opportunities for the inclusion of upgraded aquatic and indoor sports facilities. At the same time a review of the whole of site design was conducted to ensure that the Masterplan still meets the communities' changing needs.

1.2 Report Overview and Structure

BACKGROUND

1

PROJECT BACKGROUND
MASTERPLAN PROCESS
STAKEHOLDER INVOLVEMENT

Provides background into the planning context and process of the Masterplan.

CONTEXT & ANALYSIS

2

REGIONAL CONTEXT
PRECINCT ANALYSIS
CHARACTER AND IDENTITY

Overview of the context of TSC and provides an overview of the analysis of the Study Area. Analysis of the Study Area was undertaken through a number of site visits, desktop investigation and consultation with council staff, stakeholders and community. This analysis informed the development of the design constraints diagrams, which assist in guiding the Masterplan development process.

VISION & OBJECTIVES

3

TSC VISION
MASTERPLAN OBJECTIVES
DESIGN PRINCIPLES

Key opportunities and initiatives were identified through the thorough analysis phase. This section identifies the key design principles and objectives and indicates how they have been applied to the development of the Tomaree Sports Complex Masterplan.

MASTERPLAN

4

MASTERPLAN
KEY PROJECTS

Section 4 documents the final Masterplan. It includes plans, sections, visualisations and materials palette.

MANAGEMENT & IMPLEMENTATION

5

PROJECT PRIORITISATION
KEY PROJECT DETAILS

Key projects have been identified and prioritised to provide practical options for the implementation of the Masterplan. It also outlines the principles that should be applied to future development within the Study Area.

Figure 1. Report overview and structure

Introduction

1.0

1.3 Background Documents

The following documents have been referenced through out the Masterplan report:

- Port Stephens Flood Hazard Mapping 2016
- Port Stephens Design Flood Levels Review 2010
- Nelson Bay/Shoal Bay Cyclinways Plan 2016
- Nelson Bay/Shoal Bay Pathways Plan 2016
- Port Stephens DCP 2014
- Section 94 Contributions Plan Tomaree Peninsula 2006
- Port Stephens Local Environmental Plan 2013
- Port Stephens Significant Tree Register 2014
- Port Stephens Bushfire Prone Land Map 2009
- Port Stephens Recreation Strategy 2018

1.4 Community Consultation

Port Stephens Council consulted with the local community on the TSC Masterplan. The engagement process resulted in clear findings and direction in relation to the overall project objectives and opportunities.

In preparation of the Masterplan there were revisions undertaken following review and input from stakeholders.



Introduction

1.0

1.5 Land Ownership

The TSC has had a very enduring and successful ownership arrangement based upon sharing where the sports/clubs, through the Tomaree Sports Council and the Port Stephens Council (PSC), both contribute financial and social capital into the complex.

This arrangement keeps all of the stakeholders involved, engaged and aware of the needs of the facility, not only for themselves but for all of the other stakeholder members.

It also ensures that the clubs are an active contributing member in creating and developing the future of their sport and its facilities, as the raising of funds for capital cost investment can be shared by both parties and the facilities they are intended to develop can also be nominated by both groups to ensure the investment is where it needs to be. The majority of the clubs use the purpose built facilities developed by the PSC and Tomaree Sports Council. All of which are community owned assets.

It is important to note that ownership and crown land across the site varies and the future Port Stephens Council Ownership and Crown Land implementation of TSC development will be subject to change of the lease, land ownership and relocation of current facilities such as the Council Depot site which could occur over a number of years.

Some of the Crown Land parcels are also subject to Aboriginal Land Claims, Native Title interests under the Commonwealth Native Title Act 1993 and any applicable public interest test as required by the Crown Land Management Act 2016.

Lot / DP	Crown Reserves / Tenures	Reserve Manager / Controlling Authority	Underserved Aboriginal Land Claims
526 / 822120	Reserve 91548 for Public Recreation. Reserve gazetted 31/08/1979	Port Stephens Council	1. ALC 19492 - Worimi LALC - Lodged 24/08/2009 2. ALC 36418 - NSW ALC - Lodged 22/04/2013
529 / 822120	Reserve 91548 for Public Recreation. Reserve gazetted 31/08/1979	Port Stephens Council	Nil
513 / 728984	Reserve 91548 for Public Recreation. Reserve gazetted 31/08/1979	Port Stephens Council	Nil
302 / 1020053	1. Part Reserve 1004188 for Public Recreation. Reserve gazetted 30/05/2003 2. Part Reserve 753204 for Future Public Requirements gazetted 28/06/2007	1. Port Stephens Council 2. DCJ - Lands	ALC 19583 - Worimi LALC - Lodged 24/08/2009 Part Lot 302 DP1020053
260 / 753204	Reserve 91548 for Public Recreation. Reserve gazetted 30/05/2003	Port Stephens Council	Nil
Part 374 / 753204 Part 374 / 753204	1. Reserve 1004088 for Public Recreation. 2. Reserve 1003832 for Urban Services gazetted 05/04/2002	1. Port Stephens Council 2. DCJ - Lands	ALC 19481 - Worimi LALC - Lodged 24/08/2009
301 / 1020053	Lease 82885 for Sporting Facilities. Redfern Bay Football Club Inc.	DCJ - Lands	Nil

Figure 2. Land Ownership Table





Context and Analysis

2.0

2.1 Regional Context

Tomaree Sports Complex is a unique facility and important sporting centre within the Port Stephens LGA. TSC has its own unique character which can be identified by its scale, its ability to cater for a large number of sporting codes and its beautiful bushland setting.

The Tomaree Sports Complex is surrounded by coastal heath and woodland, the TAFE NSW CLC Tomaree school campuses and low density residential dwellings. The sports precinct is within an open space corridor bound by Gan Gan Hill, Lily Hill, Tomaree National Park and forested ridge lines.

Located at the intersection of Nelson Bay Road and Salamander Way, the TSC is well positioned to serve both the local community and the wider Port Stephens region. The surrounding short-stay accommodation and dining options also enable the centre to occasionally host large-scale regional events.



Figure 2. Regional Context (Study Area)

Context and Analysis

2.0

2.2 The Study Area

For the purpose of this report, the Masterplan will focus on the main sporting precinct, council depot site, aquatic centre and helpad site.

A detailed analysis of the Study Area was undertaken to inform the Masterplan report. The following section of the report provides an overview of the following key aspects:

- Traffic and Car Parking
- Ecological Character
- Cycle and Pedestrian
- Bushfire Prone Land
- Passive Recreation
- Land Zoning
- Fencing and Gates
- Sporting facilities in the Port Stephens LGA
- Sporting facilities under the management of the Tomaree Sports Council

The Study Area generally extends to the aquatic centre and schools in the west, the Helpad and Pistol Club in the east, the Nelson Bay Road in the south and dense bushland in the north.

The area contains a variety of important destinations and attractions, most notably:

- A variety of sports fields, courts and open space
- Tomaree Aquatic Centre
- The Toboggan Hill Park
- Cross Country Track
- Gan Gan Hill
- Nelson Bay Pistol Club
- Tomaree Markets
- Large scale regional sport competitions
- TAFE, Primary and secondary school



Figure 1. The Study Area

Context and Analysis

2.0

2.3 Character and Identity

A combination of dense bushland surroundings, a wide array of sporting code facilities and expansive vistas all contribute to the complex. The area has a strong sense of character enhanced by it's constant activity by school children, sports players and community members.

Situated in a valley surrounded by eucalypt covered hills, the TSC is an idyllic location to play sport. This is due to the shade and shelter amenity provided by the surrounding forest and the acoustic atmosphere the valley creates. The east to west location of the sporting fields ensures good northern light year-round and in combination with excellent free draining sandy soils and a reliable artesian water source, these attributes have the ability to provide some of the most adaptive, durable and high quality playing surfaces in the region.

TSC offers a range of sports for local members including Touch Football, Netball, Soccer, Cricket, AFL, Athletics, OzTag, Baseball, Croquet, Rugby Union, Rugby League, Bocce, Hockey and Bridge.

Additionally, the facility is home to the Tomaree Markets, which are held every second and fourth Sunday of the month.

The facility is also known as being the home of large scale regional sporting competitions and school recreational activities.



Context and Analysis

2.0

2.4.1 Environmental



Figure 4. Ecological Character Analysis

The site is surrounded by high quality and environmentally significant indigenous habitat for both flora and fauna. The dense bushland is largely comprised of coastal sand apple-blackbutt forest.

The site derives a lot of its character and aesthetic quality from this relationship and it is vital that these qualities are conserved and maintained to ensure its enduring presence into the future.

- LEGEND
- - - Site Boundary
 - Drainage
 - Remnant woodland
 - Semi open space
 - Open space

2.4.2 Land Zoning & Bushfire Overlay



Figure 5. Land Zoning Analysis

The site is classified as RE1 Public recreation, which covers the entire site and the adjacent land on the northern and eastern boundaries. Nelson Bay Road is classified SP2 Infrastructure with the area south of this being E2 Environmental conservation and E3 Environmental management.

- LEGEND
- - - Site Boundary
 - E2 - Environmental conservation
 - E3 - Environmental management
 - E4 - Environmental living
 - RE1 - Public recreation
 - SP2 - Infrastructure
 - R2 - Low density residential

2.4.3 Land Zoning & Bushfire Overlay



Figure 6. Bushfire Prone Land Analysis

The TSC site is located in bushfire prone land. The vegetation surrounding the site and the peninsulas of vegetation dividing the sporting fields are all classified as vegetation category 1. The sports fields themselves are also classified as vegetation buffers.

There is also an important fire trail leading through the western part of the site adjacent to the education precinct.

- LEGEND
- - - Site Boundary
 - Vegetation Category 1
 - Vegetation Buffer

Context and Analysis

2.0

2.4.4 Circulation



Figure 7. Cycle and Pedestrian Analysis

There is currently a lack of footpaths throughout the site and limited connectivity from end to end, forcing pedestrians and cyclists to use roads. The lack of identifiable pedestrian areas and networks is not only potentially dangerous but it makes wayfinding across the site for new visitors very difficult.

Cycle interconnection is lacking defined routes and poor surfacing which means that road based cyclists would find it difficult to enter the site and get from one end to another.

Currently, Don Waring Oval, Croquet Courts and No. 1 Sportsfield are the only fenced fields in the complex. Bollards exist as barriers to vehicles and the only area that allows for ticketing at large-scale events is the No.1 Sportsfield.



2.4.5 Passive Recreation



Figure 8. Passive Recreation Analysis

Passive recreation spaces that do not require a minimum facility standard exist throughout the site between playing surfaces. These spaces provide an opportunity for additional, less formal recreational activities for community members.





Vision & Objectives

3.0

3.1 Tomaree Sports Complex Vision

The Tomaree Sports Complex will be an accessible community facility supported by a beautiful setting, strong connectivity and a focus on recreation, leisure and the natural environment.

The vision and objectives for the development of the TSC Masterplan builds on those identified in the project brief. Feedback from the community workshops and discussions with key stakeholders has further informed the key objectives of the Masterplan.

The beautiful coastal heath bushland setting and koala habitat will be retained and restored. The regionally significant multi-code sporting facility will be built upon and a shared sports complex that imbues stewardship and pride will be created. The facility will address and maximise the active sport and recreation opportunities into the future and will encourage players, visitors and spectators to be healthy and physically active.

The complex will meet the needs, improve the amenity and usability for players, support staff, volunteers, spectators and visitors.

TSC will be thriving and welcoming both physically and socially. A focus on pedestrian and cyclist connectivity will increase safety, amenity and activity within the complex.

Improved vehicular movements and connections will encourage visitors from the wider region into the area.

Physical and visual links will be strengthened and improvements to existing facilities will ensure they encourage use by a mixed range of formal and informal user groups, with the ability to cater for large scale events to encourage visitors to the complex.

3.2 Key Masterplan Objectives

The Masterplan will guide future improvements in the complex. The improvements will retain the character of the complex whilst catering for increased growth in sporting codes and high use of facilities.

The key objectives for the development of the TSC Masterplan build on those identified in the project brief and in response to the vision for TSC.

The objectives are as follows:



Enhance visual amenity of TSC with public domain improvements, such as paving, landscaping and street furniture.



Enhance accessibility for pedestrians and cyclists.



Provide clubrooms and storage that adequately facilitate all sporting members.



Provide functional and easily-accessible facilities for all sporting codes as well as sustainable playing surfaces.



Improve traffic flow and carparking within the area.



Improve the attractiveness of the Park for members of the community and visitors, whilst retaining the existing bushland setting.

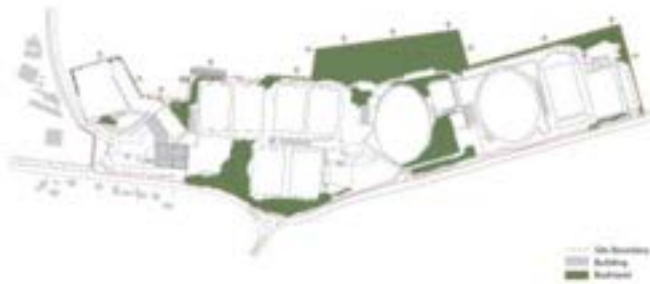


Identify and strengthen important vistas to surrounding natural features and landmark elements within the precinct.

Vision & Objectives

3.0

3.3 Design Principles



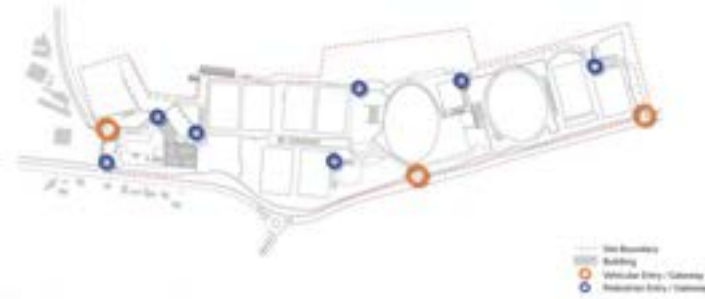
Principle 1. Retain and enhance the beautiful coastal heath bushland setting & koala habitat.



Principle 2. Build upon and develop a regionally significant multi-code sporting facility.



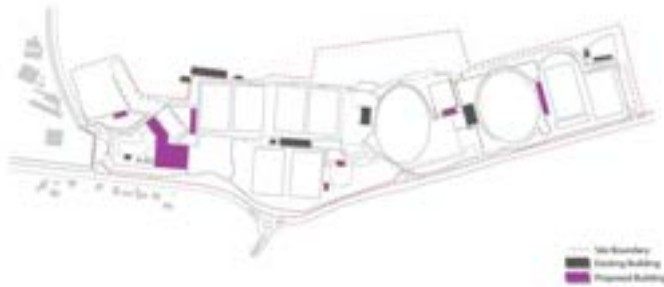
Principle 3. Create a shared sports complex that imbues stewardship and pride.



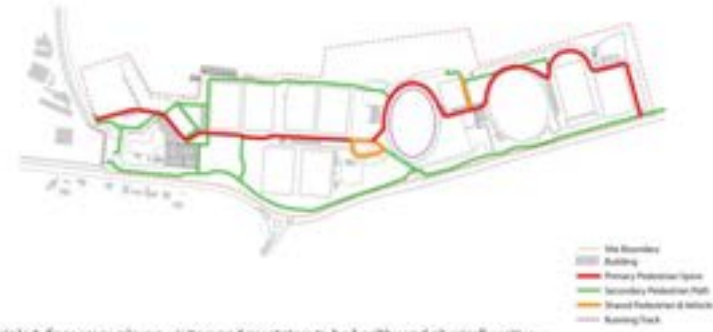
4. Provide a safe, welcoming and inclusive park and sports precinct for everyone.

Vision & Objectives

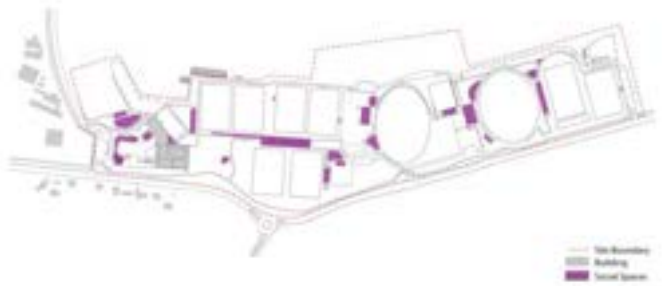
3.3 Design Principles



Principle 5. Create a flexible facility that addresses and maximises the active sport and recreation opportunities into the future.



Principle 6. Encourage players, visitors and spectators to be healthy and physically active.



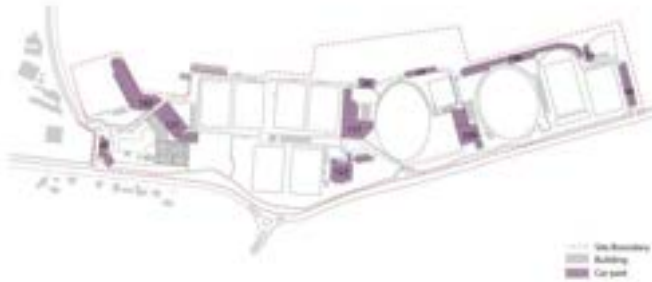
Principle 7. Foster camaraderie, community, healthy competition and enable social inclusion.



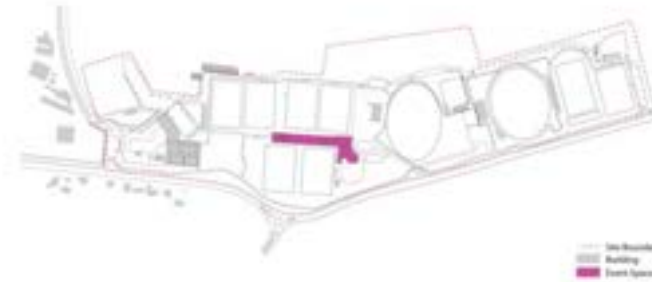
Principle 8. Improve the sustainability and environmental performance of the park.

Vision & Objectives

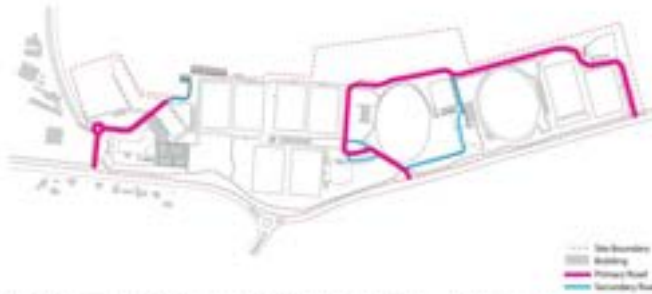
3.3 Design Principles



Principle 9. Meet the needs, improve the amenity and usability for players, support staff, volunteers, spectators and visitors.



Principle 10. Improve the off field spaces to cater for varying scales of event eg. Markets.



Principle 11. Create a road system that services all areas and can be reconfigured for large events.



Masterplan Recommendations

4.0

4.1 Overview of the Masterplan

The Masterplan has been developed based on a response to the findings in the detailed analysis and the community and stakeholder feedback.

A focus has been placed on the following key components:

1. Providing appropriately sized and multi-functional sports fields with sufficient irrigation, drainage and lighting. Incorporating shade, shelter and amenity landscaping appropriate to the used area.



2. Relocating traffic circulation to the site's edges to prevent congestion and utilise loops and interconnectors. This will improve flow and enhance safety by preventing vehicle conflict with other users. An upgrade to the main entry point to the complex will represent the scale and significance of the facility, through identifiable signage, lighting and planting.



3. Create a safe, pedestrian/cycle prioritised network throughout the site that promotes leisurely movement along a shared pathway. A pedestrian walkway linking to key attractions within the park, whether this be open space, shady bushland, play/fitness equipment or distance markers. A main sports walk spine also allows for events such as markets or park runs that appeal to the wider community.



4. Car parking that is clearly marked and conveniently located whilst allowing for a sufficient buffer between the playing fields and vehicles, as well as increasing capacity and restricting unauthorised access. Another key principle is to shift and increase parking around the periphery of the site to ease pressure on the internal road systems.



5. Increased use within the complex demands that the amenities be retrofitted and new buildings be constructed to adequately meet the current and future needs of a regionally significant sport and recreation precinct.



6. Maintenance of existing bushland and ascending topography which are major contributors to the site's character. Enhancement of the site's vegetation with the inclusion of Australian species that are native to the local region to maintain environmental integrity and provide visual integration with surrounding areas.



Masterplan Recommendations

4.0

4.2 Tomaree Sports Complex Masterplan



- ① Round-about and Entrance No. 2 including minor entry sign, planting and improved wayfinding and directional signage
- ② Synthetic Hockey field or 6x synthetic Tennis Courts
- ③ Hockey or Tennis Clubhouse including store, amenities, canteen and office
- ④ Aquatic and Multi-sport Indoor Centre. To include competition and local level facilities and associated amenities
- ⑤ Relocated Aquatic Centre entry plaza to create a single, consolidated entrance with improved seating, circulation, and shared amenities.
- ⑥ New clubhouse for netball and/or Pickleball with toilets, changerooms, canteen, storage and office
- ⑦ 2 additional netball courts with new lighting, seating and improved access. 4 southern courts to be repurposed as multi-courts (basketball, pickleball and netball)
- ⑧ Central pedestrianised 'Sports Walk' allowing safe pedestrian only access to all of the sports fields, facilities and events
- ⑨ Resized Don Waring Field to accommodate cricket and 2 full sized soccer fields or 4 touch fields
- ⑩ New pathways and seating around existing sports pavilion

NOTE: Plan is indicative only and subject to change.
Each area within the Masterplan is multifunctional.

- ⑪ Drainage pit within planted rain garden. Existing natural drainage line to become subsoil drainage adjacent to the sports fields
- ⑫ Spectator seating with potential for additional sporting amenity
- ⑬ Additional parking and road network designed to improve circulation, connectivity and remove conflict with pedestrians
- ⑭ Turfed area for markets
- ⑮ Main Entrance No. 1 including, main entry sign, planting and improved wayfinding and directional signage
- ⑯ Refurbished Dick Burwell Pavilion to accommodate Little Athletics including: club rooms, canteen, change rooms, storage and amenities
- ⑰ Resized and levelled Dick Burwell Oval to accommodate AFL and Little Athletics
- ⑱ New croquet pavilion including: clubhouse, amenities and storage
- ⑲ Reuse water tanks for irrigation
- ⑳ Stormwater retention basins
- ㉑ Spectator shelter and seating
- ㉒ No.1 sportsfield, reshaped to accommodate more sporting codes, including: AFL, Rugby, Soccer and Little Athletics

- ㉓ New sports pavilion including: amenities, change rooms, canteen and storage
- ㉔ New playing fields; current depot site to be redeveloped into potential rugby, cricket, soccer, touch and athletics
- ㉕ Existing pistol club to be retained, formalised entry and increased parking
- ㉖ Entrance No. 3 including: planting, minor entry sign and improved wayfinding and directional signage
- ㉗ Controlled accessway, shared pedestrian path and road during large events
- ㉘ Terraced grass spectator seating running along existing topography
- ㉙ Retention and enhancement of existing coastal heath bushland
- ㉚ Car parking
- ㉛ Cricket nets
- ㉜ Fitness stations
- ㉝ Drop off and loading parking
- ㉞ Storage building
- ㉟ New clubhouse to facilitate soccer, touch football, cricket and otag including: canteen, store, change rooms, toilets and clubrooms

Masterplan Recommendations

4.0

4.3 Visualisation and Sections



Section A - Refer to Masterplan for location



Section B - Refer to Masterplan for location



View 1 - TSC Main Entrance:
The arrival and entrance experience is articulated by a long low wall containing the 'Tomaree Sports Complex' name and it is embellished further with low foreground planting. The entrance wall and low planting are backdropped by a characteristic finger of remnant bush contrasted with the rich green turf of the Dick Burwell Oval.



View 2 - View along the 'Sports walk spine' from the proposed netball pavilion:
The view along the 'Sports Walk' pedestrian spine from the western end provides clear access across the site and allows for temporary stalls, benches, BBQ's and marquees.



View 3 - The new No. 1 Oval:
The newly reconfigured No. 1 oval will be the premier venue hosting many of the sports and clubs present at the Tomaree Sports Complex. The refurbished Margaret Waring pavilion and new rugby pavilion will flank each wing of the No 1 oval creating enhanced spectator viewing and amenities during large ticketed events such as finals.

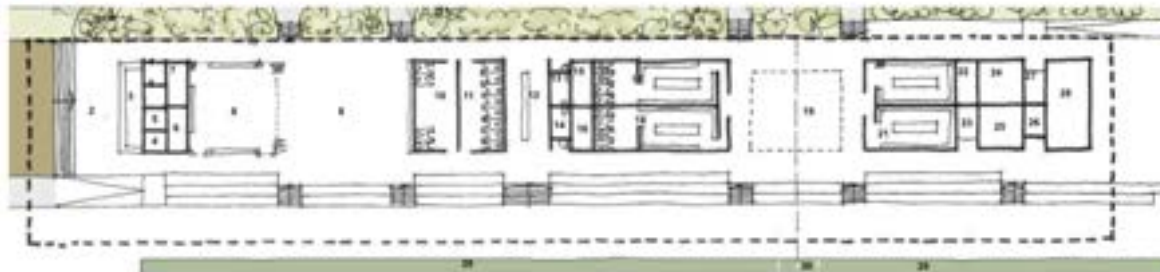


View 4 - View along the 'Sports walk' spine opposite Don Waring Field:
The flexible Pedestrian 'Sports Walk' spine will service the week to week use and accommodate larger events such as markets and sports finals or major events such as the Peter Wilson touch football carnival.

Masterplan Recommendations

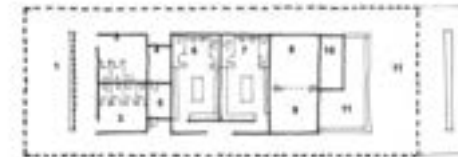
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4.4 Buildings and Material Palette



Expandable Modular Club Rooms - Concept Plan, v1

- | | | | | | |
|-----------------------|-------------------|---------------------|------------------------|-------------------|-----------------------|
| 1. Sports Hall | 4. Kitchen | 11. Female Toilets | 14. Office/Change Room | 21. Change Room 4 | 26. Match Day Office |
| 2. Wombah | 7. External Store | 12. Wash/Boiler | 17. Change Room 1 | 22. Office 1 | 27. External Store |
| 3. Caravan | 8. Club Rooms | 13. Disabled Toilet | 18. Change Room 2 | 23. Office 2 | 28. Field Storage |
| 4. Dry Rooms | 9. Communal Space | 14. Disabled Toilet | 19. Temporary Seating | 24. Meeting Room | 29. Sports Field |
| 5. Refrigerated Rooms | 10. Male Toilets | 15. Plant Room | 20. Change Room 3 | 25. Meeting Room | 30. Field Centre Area |



- | | | |
|-------------------|---------------------|-----------------------------|
| 1. Wash Rooms | 5. Disabled Toilets | 9. Field Store |
| 2. Male Toilets | 6. Change Room 1 | 10. External Store |
| 3. Female Toilets | 7. Change Room 2 | 11. Caravan/Field Shed Room |
| 4. Plant Room | 8. Field Store | 12. Wombah |

Typical Expandable Modular Sports Pavilion - Concept Plan, v1



Large open outdoors pavilion - Concept Elevation, v1



Small open sport pavilions - Concept Elevation, v1



Wayfinding: using colour to highlight entry points into the building

Terraced spectator seating under cover

Sheltered walkways

Canterens next to sheltered space

Open, visible, accessible amenities



Robust and secure

Visible, open and safe

Colourful

Communal covered space

Colour to help wayfinding

Light and airy

External basins

Open but private

Connects with its setting

Masterplan Recommendations

4.0

4.5 Precedents

Pedestrian spines - 'The Sports walk'



The Sports Line, Sydney - A single path which can accommodate a series of activities, temporary installations, infrastructure & services.



Jack Fraser Boat Harbour, Tassal Wharf, Sydney & structures curving continually while also protecting existing elements such as trees.



Sydney Fringe Park, Lake Macquarie - Pedestrian spine also become service corridors for deliveries and service infrastructure.



Lafayette Redevelopment - Perth - The spine can provide very good access to site-focused elements such as intensive use areas or drainage leaders for both users & maintenance.

Sports Complexes



David Phillips Field, Sydney - Controlled, multi-level pavilions that address and connect with all areas.



Riverside Fields, Sydney - Synthetic pitches are becoming more prevalent as they increase the hours of use per field & they can also accommodate special events.



Dwyer (The Sports Pavilion), Sydney - It is important that each field configuration & spaced with as many sporting uses as it can to accommodate future demands.



100 Barker Sports Complex, SA - High quality and intensive use facilities can be integrated into an existing complex with minimal disruption than allowing continued use.

Furniture & Facilities



Concrete edge lawn seating & viewing terraces, Redfern - Allows for large spectator sports uses and integrates visually into the park setting.



Viewing terraces, Adelaide - A single set of terraces can accommodate standing main viewing & formal seating terraces.



Exercise stations, Adelaide - Specialized exercise equipment can be at key points along the sports walk, and expand the facilities available for all users of the park.



Playgrounds - At key points along the sports walk to provide another dimension to the park & entertain children when users are playing sport.

Building Structures - Exterior



Covered log amenity building - Christchurch - Flexible park pavilions need to provide as many services and amenities as possible in a efficient way.



Victoria Square, Adelaide - (20). Elevated roof structure provides flexible weather protection options & this creates flexible and adaptable community spaces.



Calton Free Pavilion, Edinburgh - 200. Lower entrance can create a sense of identity. Identifiable openings also help locate you within the Tomaree Sports Complex.



Cook Park, Sydney - The texture & continuity of materials & forms creates a suite of buildings that will form an identity for the complex.

Building Structures - Interior



Tomaree Property Staff Centre - (24). Design-led designed, simple and robust finishes offer ease of use and create individual character.



Carronvale Park Pavilion - (24). Translucent Panel facade can be opened up to handle breeze & connect the users with their location.



Thomas Allan Pool Pavilion - Long horizontal beam natural light access and ventilation are key to creating usable and inviting interior spaces.



Queen Elizabeth Pool Pavilion, Canada - Group 2. Sports pavilions need to create safe and sheltering spaces when open or closed.

1

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Masterplan Recommendations

5.0

5.1 Management Options

The following management options have been selected to address the objectives of this Masterplan:

A. Maintain the complex as a recognised premier and multi-purpose facility that provides recreational facilities and experiences to serve the local and regional community.

1. The sports fields may be reconfigured to allow for additional sports fields. Preparation of a maintenance plan should be considered to ensure that the grass playing fields are maintained appropriately. This may include regular aerating, topsoiling and irrigation.

2. Refurbishment of existing buildings and new buildings should be simple, robust and sustainable. Key design considerations include:

- Maximum light and ventilation
- Minimal dark corridors
- Modular systems that are adaptable for individual code requirements
- Large, open entry spaces with flexible covered meeting areas.

3. Drainage problems are to be considered. Solutions may include kerb and gutter along sealed roads and a natural drainage swale throughout the site to prevent erosion.

4. As the masterplan design is developed into the future, the provision of sports lighting can be reviewed as part of the renovation or reconfiguration process. If higher towers or illumination levels are desirable for the sports using the fields then they can be considered.

It is recommended that the field lighting for the newly configured No. 1 oval would have the highest quality of any venue, as this would assist in enhancing the facilities desirability to host regionally significant sporting events as well as covering the largest range of sports being played at the TSC.

Pedestrian lighting could be considered to service the proposed 'sports walk' path and new parking areas. Systems such as smart poles can provide lighting as well as power and WIFI connections along this central spine, as this will act as a potential venue for night markets or events during carnivals.

A well-lit and active pedestrian spine also encourages community members to utilise this space and decreases the opportunity for anti-social behaviour.

5. The existing automated irrigation system which is provided by two bores, is suffering from the cumulative effects of some infrastructure being over 25 years old and largely built in an ad hoc manner. As a result, the irrigation system will need to be replaced and upgraded to deliver water efficiently across the site.

It is recommended that a whole site irrigation design is undertaken by a suitably qualified irrigation designer to ensure that supply, major delivery mains, sub-mains and irrigation supply lines create an efficient network and are installed at appropriate times when works are being undertaken.

6. It is envisaged that the majority of services should be located within the confines of the 'Sports Walk' path due to its close proximity to all of the buildings and sports fields.

The services that could be included are electricity, gas, sewer, potable water, irrigation water, irrigation control, communications etc. Further to this, existing overhead powerlines can be placed underground to allow for the establishment of shade tree canopy across the site.

B. Enhance the aesthetics of the complex in a manner that is sympathetic to the environmental identity of the complex, while ensuring visual continuity throughout.

1. It is recommended that the new and existing sealed carpark areas have trees located within them to provide important canopy shade for users and to assist in extending the life of the asphalt seal.

Trees can also reduce the dominance of large expanses of asphalt and reconnect these areas with the highly valued bush setting.

2. It is recommended that additional plantings include a selection of endemic trees and shrubs to connect with existing vegetation.

3. Preparation of a maintenance plan ensures that the gardens, amenities and facilities are all cared for appropriately and that the complex remains clean and free of rubbish and vandalism.

4. Clearing of native vegetation should be minimised but where it is necessary to accommodate facilities, areas of lower ecological significance are preferred. Replanting should occur to compensate for any cleared vegetation.

Masterplan Recommendations

5.0

C. Improve access and circulation throughout the complex, ensuring there are clear connections between the sporting/recreational facilities, open space and the community.

1. The reconfiguration of the road system within the TSC is one of the key design features of the Masterplan as it allows for the independent movement of vehicles across the site and separates them from pedestrian movement systems.

It is recommended that all roads be sealed and have kerb and channel installed, this will remove the current dust hazard from the site, control storm water runoff, reduce current maintenance requirements and assist in keeping vehicles within the designated vehicle zone.

2. The intersection at Aquatic Close and Leisure Drive could be re-shaped into a round-about with bus drop-off to create a formalised entry and direct traffic clearly.

The relocation of entrance no. 3 to the eastern boundary allows for traffic to move around the periphery of the site. It is recommended that bus drop-off zones and parking take place in areas such as the road south of Dick Burwell Oval and within the market space.

During large events, there is also an opportunity for overflow parking to be distributed off site in areas such as the school oval, to prevent congestion within the complex.

3. Increased number of carparking spaces are recommended across the site and co-located with the sports facilities and buildings to service their projected requirements.

4. Security can be improved by installing bollards and the planting of trees to prevent vehicles gaining access to the playing fields.

5. Pedestrian/cycleway movement can be prioritised through the site with shared road access points during large events.

Every facility and amenities building can be connected through pathway networks and have legible formalised access. This connection extends all the way to the schools to the west of the site and the existing footpath/cycleway along Nelson Bay Road and Salamander Way.

Consultation with Roads and Maritime Services (RMS) will be necessary due to the traffic generating impacts of future development and the potential requirement for a traffic assessment.

D. Enhance existing use of open space and provide for a friendly, inviting, accessible and safe recreation area for the Port Stephens community.

1. It is suggested that updates to wayfinding and signage throughout the complex assist in guiding people in a logical manner through the use of colour and super graphics that are consistent across the site. As well as defining and locating various precincts, signage and planting can enhance the entry points to TSC from the main roads and paths.

2. Provision of shade, shelter and amenity landscaping appropriate to the use area could be considered. Spectator seating including benches and tiered seating with a number of shelters for shade and weather protection. Playgrounds and fitness stations could have direct links to pathways within the site and be placed in close proximity to sports fields with opportunities for clear visual surveillance.

Playgrounds and fitness stations could have direct links to pathways within the site and be placed in close proximity to sports fields with opportunities for clear visual surveillance.

3. It is recommended that passive recreation including walking, jogging and dog walking is to be encouraged through the incorporation of the 'Sports Walk', with minimal interactions with roads. The design of the 'Sports Walk' means a full loop of the complex can be achieved making it a potential destination for park runs and school cross countries. Market event stalls and temporary shelters during large events could also utilise this central spine.

Masterplan Recommendations

5.0

5.2 Implementation Overview

The implementation of the Masterplan will occur over many stages as funding becomes available or necessity drives the process.

The purpose of the Masterplan is to coordinate capital and maintenance works and help prioritise future funding and budgets. The implementation of works in stages will allow for the continued function of the complex, addressing needs and minimising risks.

In order to assist council in establishing budgets and exploring sources of funding, a preliminary cost estimate has been produced which breaks the Masterplan down into sections. These smaller scopes of works can be undertaken individually. They can also be done in combination, where significant savings would be achieved due to the lower relative design and site establishment costs along with a larger quantum of work generally achieving a more competitive price.

It is recommended that when contemplating a scope of works that consideration is given to several key elements such as site wide pieces of infrastructure e.g. service utilities, irrigation, roads, pedestrian pathways and storm water drainage. These should all be considered holistically to ensure that they are set up in the most advantageous way, allowing for the next scope of works to be undertaken and that it is able to connect seamlessly to the previous stage of works as well as ensuring that they are not causing any detrimental effects to both the infrastructures operation or that of the TSC site.

Masterplan Recommendations

5.0

5.3 Delivery

This Masterplan has undergone several revisions since its original approval and delivery in 2018. The original plan has successfully guided the staged delivery and implementation of works across the site to date.

As previously noted, the Tomaree Sports Council explored the potential inclusion of an updated aquatic and indoor sports facilities as part of the broader precinct. In addition, the realignment, rearrangement, and updating of sports fields and associated infrastructure have been subject to minor amendments and refinements. These changes reflect evolving community needs, operational requirements, and a more detailed understanding of site constraints and opportunities.

Since 2018, Port Stephens Council has delivered the following key projects in accordance with the Masterplan:

- ① Bruce Scott Pavilion
- ② Expansion of the Don Waring Fields
- ③ Partial delivery of the Sports Walk
- ④ Upgrades to the main car park
- ⑤ Installation of drainage infrastructure around the main entry
- ⑥ Replacement of the playground west of the Bruce Scott Pavilion.

This updated Masterplan will continue to guide future development across the site, underpinning the long-term strategic vision and informing the delivery of ongoing and future projects.



Figure 9. Refined Masterplan & Areas Delivered

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Councillor Jason Wells returned to the meeting at 8:04pm.

ITEM NO. 6

**FILE NO: 25/324235
EDRMS NO: PSC2019-04770**

TOMAREE SPORTS COMPLEX MASTERPLAN

**REPORT OF: JOHN MARETICH - ASSETS SECTION MANAGER
DIRECTORATE: FACILITIES AND INFRASTRUCTURE**

RECOMMENDATION IS THAT COUNCIL:

- 1) Notes the Tomaree Sports Complex User Survey Report (**ATTACHMENT 1**).
- 2) Places the draft Tomaree Sports Complex Masterplan on public exhibition (**ATTACHMENT 2**).

**ORDINARY COUNCIL MEETING - 9 DECEMBER 2025
MOTION**

295	<p>Councillor Mark Watson Councillor Nathan Errington</p> <p>It was resolved that Council:</p> <ol style="list-style-type: none">1) Notes the Tomaree Sports Complex User Survey Report (ATTACHMENT 1).2) Places the draft Tomaree Sports Complex Masterplan on public exhibition (ATTACHMENT 2).
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Those for the Motion: Mayor Leah Anderson, Crs Rosalyn Armstrong, Giacomo Arnott, Chris Doohan, Nathan Errington, Peter Francis, Paul Le Mottee, Ben Niland, Mark Watson and Jason Wells.

Those against the Motion: Nil.

The motion was carried.

BACKGROUND

The purpose of this report is to seek Council's support to place the draft Tomaree Sports Complex Masterplan (masterplan) (**ATTACHMENT 2**) on public exhibition.

The current Tomaree Sports Complex Masterplan was adopted by Council in 2018. Since that time Council has received representations from the sporting community

MINUTES ORDINARY COUNCIL - 9 DECEMBER 2025

seeking to include an indoor sports complex on the site. In June 2025 Tomaree Sports Committee agreed to provide Council with \$25,000 in funding to update the existing masterplan.

At its meeting on 10 June 2025, Minute No. 132 (**ATTACHMENT 3**), Council resolved that staff undertake a review of the existing masterplan’s suitability, including the consideration to include an indoor centre co-located with the existing aquatic centre.

Targeted early consultation has been undertaken to inform the preparation of a draft masterplan suitable for public exhibition, Tomaree Sports Complex User Survey Report (**ATTACHMENT 1**). This consultation has included key user groups such as the existing sporting users, local schools and other entities that regularly use the facility and the representative State Sporting Organisations for each of the sporting codes represented at the complex.

Early consultation has demonstrated that the existing masterplan largely meets community needs and expectations, with the main area for desired additional development being focused around increased sporting and facilities capacity and, more generally, physical delivery of the proposals contained within the masterplan.

The exhibition of the draft Tomaree Sports Complex Masterplan would provide an opportunity for both the sporting and non-sporting community to further comment on the vision for developing the site. It is proposed that the public exhibition would occur in January and February 2026.

The adoption of the Tomaree Sports Complex Masterplan would also assist with grant applications to secure funding for the delivery of the infrastructure required to deliver the plan.

COMMUNITY STRATEGIC PLAN

Strategic Direction	Delivery Program 2025-2029
Community Wellbeing	Deliver and manage community recreational, leisure and community facilities

FINANCIAL/RESOURCE IMPLICATIONS

The public exhibition of the Tomaree Sports Complex Masterplan and ongoing consultation would be undertaken using existing budgets and the \$25,000 contribution from the Tomaree Sports Committee.

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes		
Reserve Funds	No		

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Source of Funds	Yes/No	Funding (\$)	Comment
Developer Contributions (\$7.11)	No		
External Grants	No		
Other	Yes		\$25,000 contribution provided by Tomaree Sports Council.

LEGAL, POLICY AND RISK IMPLICATIONS

Local Infrastructure Contributions Plan (LIC Plan)

The LIC Plan would be updated according to the identified upgrades and infrastructure works required on the site. This would support or supplement future grant proposals and aid in securing the required funding to deliver built outcomes.

Port Stephens Local Environmental Plan 2013 (LEP)

No amendments are required to the LEP if the masterplan is adopted.

Risk	Risk Ranking	Proposed Treatments	Within Existing Resources?
There is a risk that the draft Tomaree Sports Complex Masterplan does not meet community expectations.	Low	Accept the recommendation to endorse public exhibition. This will provide an additional opportunity for the community to provide comment, which will inform any changes required to the draft masterplan.	Yes
There is a risk that the scope of the masterplan is beyond Council's ability to fund implementation, leading to the community's expectations not being met.	Medium	Adopt the recommendation and place the draft masterplan on public exhibition. The final masterplan will support applications for external funding to assist Council in the delivery of the works identified within the masterplan.	Yes

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	<p>A staged implementation strategy allows Council to deliver works within available resources as funding becomes available. Since 2018, the existing masterplan has supported over \$6m of external grant funding to be secured</p>	
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SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

Social

The draft Tomaree Sports Complex Masterplan strengthens community connections and access to sporting provisions. This is achieved by:

- a comprehensive consultation being the basis of proposed design solutions
- provision of an entirely new sporting opportunity for the Tomaree Peninsula through access to indoor sports
- confirming that the proposals of the masterplan still meet evolving community needs and projected demographics into the future.

Economic

The proposal to include an indoor sporting facility at the Tomaree Sports complex will provide entirely new business opportunities to the community of the Port Stephens LGA.

The proposals throughout the masterplan support bids from the Tomaree sporting community to host regional and national events, bringing the economic benefits of these events to the broader community.

Environmental

The Tomaree Sports Complex sits within a bushland context which is highly valued by the community and provides meaningful biodiversity value. The proposed masterplan has managed to retain the development footprints proposed in the existing (2018) masterplan, whilst providing additional recreational opportunities. This retention of existing bushland whilst increasing recreational yield provides a balance between the sites' use and environmental value.

COMMUNICATION AND ENGAGEMENT

Council's Communication and Engagement Strategy uses the IAP2 Framework to identify the level of engagement undertaken. An explanation for each level is shown below.

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INFORM	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.
CONSULT	To obtain public feedback on analysis, alternatives and/or decisions.
INVOLVE	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.
COLLABORATE	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.
EMPOWER	To place final decision-making and/or developed budgets in the hands of the public.
	No external communications and engagement are required for this report.

The following communication and engagement applies to this report.

External communications and engagement

- Phase 1 – Early engagement: targeted to help inform the draft masterplan, Tomaree Sports Complex User Survey Report (**ATTACHMENT 1**). (Complete).
- Phase 2 – Public exhibition of the draft masterplan.
- Phase 3 – Revised masterplan reported to Council with changes and adopted.

INFORM	Phase 3 – Advise stakeholders of adoption.
CONSULT	Phase 2 – The draft masterplan will be placed on public exhibition for at least 28 days. The community would be notified through social media, direct emails, print advertising and Council website.
INVOLVE	Phase 1 – Targeted early consultation has been undertaken to inform the preparation of a draft masterplan suitable for public exhibition. This consultation has included key user groups including existing sporting users, local schools and other entities that regularly use the facility and the representative State Sporting Organisations for each of the sporting codes at the complex.

Internal communications and engagement

During preliminary design targeted consultation has been undertaken with the staff who will be responsible for ongoing operation of the facility.

Should the masterplan be endorsed for public exhibition, a wider consultation process will be undertaken with other sections within Council to ensure any further relevant information is captured and incorporated into the final masterplan.

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Consultation has been undertaken by the Assets Section with:

- Public Domain and Services Section.
- Community Services Section.

OPTIONS

- 1) Accept the recommendations.
- 2) Amend the recommendations.
- 3) Reject the recommendations.

ATTACHMENTS

- 1) Tomaree Sports Complex - User Survey Report 2025.
- 2) Tomaree Sports Complex Masterplan.
- 3) Notice of Motion - 10 June 2025, Min. 132.

COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

Nil.

MINUTES ORDINARY COUNCIL - 9 DECEMBER 2025

ITEM 6 - ATTACHMENT 1 TOMAREE SPORTS COMPLEX - USER SURVEY
REPORT 2025.



Introduction

The Tomaree Sports Complex Masterplan was first adopted in 2018 and has already delivered major upgrades, including Don Waring Field, car parking, the Bruce Scott Pavilion, and drainage works. With more projects underway, it's time to refresh the plan to reflect what's been achieved and what's next.

This revision will guide future improvements so the complex continues to meet the needs of our community and sporting groups. Port Stephens Council is supporting the process with consultation and design input, while an external consultant—funded by the Tomaree Sports Council—will develop the updated Masterplan.

This report presents the findings from engagement with key user groups and strategic stakeholders, whose input will help shape the priorities and actions in the revised Masterplan.

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ITEM 6 - ATTACHMENT 1 TOMAREE SPORTS COMPLEX - USER SURVEY
REPORT 2025.

Summary

Several key themes emerged from the open-ended survey responses, including a strong call for improved facilities to support the community's growing and diverse participation needs. Feedback reflected the importance of providing quality infrastructure, accessible amenities, and opportunities that cater to different sporting and recreational interests within the community.

Key Themes:

1. Participation Growth

Many clubs reported increasing membership and participation across both male and female participants. Some attributed to improved communication, inclusive programs, and the popularity of their sport.

2. Facilities

Responders highlighted the need for upgraded playing surfaces, purpose-built facilities, and better amenities to support participation.

3. Multi-sports

Feedback indicated some concerns about multiple sports played on the same location.

4. Environmental

Weather and conditions and outdoor exposure were reported as limiting factors for participation.

5. Parking

Adequate parking, accessible access to grounds were identified as essential improvements.

6. Seating

Requests were made for additional shaded and seating for spectators.

7. Events

Some clubs expressed interest in hosting high-level events including zone championships, tournaments, and sporting camps.

Note: Open-ended responses are presented verbatim and have not been edited for spelling or grammar.

MINUTES ORDINARY COUNCIL - 9 DECEMBER 2025

ITEM 6 - ATTACHMENT 1 TOMAREE SPORTS COMPLEX - USER SURVEY REPORT 2025.

Core User Questionnaire

Answered 10

Completed Responses

Nelson Bay Hockey Club	Mark Williams
Nelson Bay Touch Association	Lisa Rowe
Port Stephens Athletic Club	Michelle Chan
Belgravia Leisure (Operator Tomaree Aquatic Centre)	Breanna Gill
Port Stephens Pickleball Club Inc	John McDonald Anne Louise Gardiner
Nelson Bay Football Club	Todd Giles
Nelson Bay Croquet	Gary Allan
Nelson Bay Cricket Club	Bryce Causley
Nelson Bay Pistol Club	Rob McMahon
Tomaree Squash Club	Mark Goode

What have your membership numbers been for the last 3 years?

Answered 9

What have your membership numbers been for the last 3 years?



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ITEM 6 - ATTACHMENT 1 TOMAREE SPORTS COMPLEX - USER SURVEY REPORT 2025.

Answer Choices	Total Number	Responses
2023 Junior Male	841	8
2023 Junior Female	649	8
2023 Senior Male	590	8
2023 Senior Female	261	8
2024 Junior Male	924	8
2024 Junior Female	680	8
2024 Senior Male	673	8
2024 Senior Female	337	8
2025 Junior Male	680	7
2025 Junior Female	366	7
2025 Senior Male	510	7
2025 Senior Female	309	7
2023 Self determined Junior	0	2
2023 Self determined Senior	0	2
2024 Self determined Junior	0	2
2024 Self determined Senior	0	2
2025 Self determined Junior	800	3
2025 Self determined Senior	150	3

Could you briefly describe the reasons for any membership changes?

#	Responses	Themes
Nelson Bay Hockey Club	Poor weather over the years means we cannot play as much Ground conditions are not ideal for this type of hockey Other sports People leaving the area or coming to the area Better facilities elsewhere that players want to utilise Incentives to play at other clubs, either monetary or facility wise Reduction in space available for hockey and constant changes to playing locations due to weather"	Environmental, Facilities

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Nelson Bay Touch Association	Skipped question	
Port Stephens Athletic Club	Generally club numbers have continued to grow, particularly females. We were one of the largest clubs to grow post Covid increasing 65% in 2020-2021 season. We introduced senior club competition last season 2024-2025 and our numbers are set to grow.	Participation growth
Belgravia Leisure (Operator Tomaree Aquatic Centre)	As the Operator we will speak to patronage at the Aquatic Venue. Attendance spikes between December - March through the summer months with the remaining months being a challenge to be sustainable operationally. We have been working with PSC and our Contract Partner around closure periods that are more in line with sustainable operations due to being an outdoor venue. If this was an indoor venue, we would see better attendance year round.	Participation growth, Environmental
Port Stephens Pickleball Club Inc	We have seen a significant increase this year in our PSPC membership, as Pickleball gains momentum throughout Australia. With an ever growing number of visitors to our region seeking out our club to continue their experience. With on-going exposure in our community we envisage further on-going growth in ensuing years. We provide fun and friendship in both a social and competitive sporting environment. Increasing numbers in all age groups as we expand our times and venues to suit workers, students, parents of young children	Participation growth
Nelson Bay Football Club	We have seen a steady growth across both male and female participation. An improvement in communication and inclusions in memberships, as well as improvements in facilities.	Participation growth
Nelson Bay Croquet	Come and Try days and similar promotion	
Nelson Bay Cricket Club	Kids are lacking the motivation to enjoy sports on a weekend.	
Nelson Bay Pistol Club	Although we have had small numbers leave due to Death, moving or health reasons, there is a growth in the sport nationwide.	Participation growth
Tomaree Squash Club	New Committee elected Nov 2024, better communications.	

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ITEM 6 - ATTACHMENT 1 TOMAREE SPORTS COMPLEX - USER SURVEY REPORT 2025.

Are there any trends or developments in your sport that you think may change patterns of participation in the future?

#	Responses	Themes
Nelson Bay Hockey Club	If we were able to have a new turf facility like the one at Maitland or Cessnock, this would increase our numbers. Players would be willing to stay and use the turf rather than the grass. We have a lot of players that have left to play in either Newcastle or Maitland due to feeling that the grounds are either unsafe for their style of play, or they want to play a higher level of hockey than can be played on a grass field. Better facilities that put hockey as a stand alone sport would be highly beneficial to our club. There have been a lot of developments in turf styles and types which make them more hard wearing and versatile	Facilities
Nelson Bay Touch Association	we have seen an increase in numbers of younger players so this may help to grow our club into the future	Participation growth
Port Stephens Athletic Club	We have been nominated to host Zone championships this year. We also have potential for expansion with continued local business sponsorships that have been consistent in the last 2 years injecting over \$50,000 annually that has put our club into good financial position. We cater for kids that just want to have fun, but also competitive athletes. We have had 3 representatives on average at Nationals each year for the last 4 years. One of our past athletes is also international representing Australia. Olympics will in Brisbane in 2032 will also be a boost to our numbers at the club which historically has happened with Olympic sports. Other considerations outside of our control is the facilities which we are currently using. Due to space required, athletics has historically shared with AFL.	Events, Funding, Multi-sports
Belgravia Leisure (Operator Tomaree Aquatic Centre)	Lap Swimming and Aqua fitness classes are trending downward due to be an aged activity - Learn to Swim in outdoor venues has been a declining activity as parents seek comfort for themselves and their children in Indoor Venues - Customers are wanting offerings that include Spa's, Sauna's Wellness Pools and Fitness Facilities in Aquatic Venues as an all in one membership.	Environmental, Facilities
Port Stephens	Continued growth is expected to trend as the acceptance of the sport is recognised by the wider	Participation growth

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Pickleball Club Inc	community. The sport has quickly gained wider community acceptance, especially among younger players in Port Stephens. Pickleball is the fastest growing sport here in Australia with the latest AusPlay survey (released in April 2025) boasting over 155,000 actively participating players. Increasing interest in the game, a large range of opportunities for competition	
Nelson Bay Football Club	Increase in female participation as a result of the fantastic work of the Matildas at a national level	Participation growth
Nelson Bay Croquet	Older people are being encouraged to undertake outdoor activity	Participation growth
Nelson Bay Cricket Club	Introducing different formats to entice the kids to have fun.	Participation growth
Nelson Bay Pistol Club	While most of the Olympic style pistol shooting sports are practiced at Nelson Bay Pistol Club, there is a real growth in other disciplines. IPSC, Cowboy Action and Steel Challenge to name a few. Some of which are practiced at the club and with high pressures from governing bodies to hold level 2 competitions.	Events
Tomaree Squash Club	Yes, increased funding to Squash NSW for club level participation programs from NSW Office of Sport during 25/26 financial year. Perth to host World Masters Squash Championships in 2026, inclusion of Squash as a sport in the 2028 Olympic Games, Brisbane to host 2032 Olympic Games.	Funding

Any other comments or suggestions?

#	Responses	Themes
Nelson Bay Hockey Club	A new turf facility would greatly improve our numbers and would also allow us to host additional competitions during the year. We could also have it utilised as a training facility when state competitions come to the Newcastle region. A turf can also be utilised by other sports for training when fields are too wet	Facilities
Nelson Bay Touch Association	Accessible toilets, parking and access to grounds is a definite must have.	Facilities
Port Stephens	Skipped question	

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Athletic Club	<p>From an Aquatic Standpoint, adequate car parking and easy entry to the facility are a must and to be kept in good condition.</p> <p>- In general, combining facilities or co locating sporting offerings and clubs in the one precinct bring a better community flavour and feel to the area.</p> <p>- The proposed Indoor Sports Centre that some sports are asking for, we support in general provided aquatics is able to provide the relevant offerings to the community without disadvantaging Aquatics. The Capital required for such a build and scope of project far exceeds the expertise of the local clubs and requires enormous investment from Council and state and federal funding to bring to fruition, time, energy and resources.</p>	Parking, Multi-sports, Funding
Port Stephens Pickleball Club Inc	<p>Additional or designated storage areas for our equipment.</p> <p>Potential to expand our playing area with more marked courts.</p> <p>Install full fencing around the Netball & Pickleball courts to protect against vandalism and surface damage.</p> <p>Safeguarding the investment of the new asset is very important.</p> <p>Upgrade of the Drainage area - from the playing fields</p> <p>At the completion of the Don Waring upgrade consideration of 4-6 designated pickleball courts in conjunction with the 8-12 Pickleball courts on existing netball courts will provide Port Stephens an attractive opportunity to host major National Pickleball Tournaments attracting more visitors to our region and tourism investment.</p> <p>An indoor facility is a must with 12-16 courts as a minimum. This will allow not only growth in local membership but will also enable us to host sanctioned Pickleball Tournaments without having to factor in inclement weather.</p> <p>The Port Stephens region is seen as an ideal venue geographically located within easy reach of metropolitan and regional centres.</p>	Facilities, Environmental

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	<p>We believe this will bring many visitors to our region, contributing significantly to our local economy.</p> <p>Thank you for your consideration and time. PSPC Committee</p>	
Nelson Bay Football Club	<p>Having facilities that club's can show ownership, take pride in is paramount, the new facilities are great council multi-purpose facilities but they are not 'club houses' that clubs are able to take pride in, or display their history.</p>	Facilities
Nelson Bay Croquet		
Nelson Bay Cricket Club	<p>More Under Cover seating. There is limited seating at Tomaree Sporting Complex, under cover seating that is only enticed for field 3, where field 2 is out in the open, creating a risk to parents and kids with the possibility of being sunburn and years down the track, gaining sun cancer.</p>	Seating, Environmental
Nelson Bay Pistol Club	<p>We would like to express our strong support and excitement for the proposed sporting upgrades as part of the new development. Enhancing local sporting infrastructure is a vital step forward for our community, promoting health, connection, and active lifestyles. These improvements also contribute significantly to the local economy, attracting visitors, events, and boosting participation in grassroots sports.</p> <p>The only concern we would like to raise relates to parking capacity. During large events—such as touch football competitions—we often see overflow parking spilling onto surrounding council fields and even into our club's gated area. This has created challenges in the past and may be further impacted by increased activity following the upgrade.</p> <p>We encourage council to consider increasing or re-evaluating the proposed parking allocation to support the expected demand and ensure the long-term success and accessibility of the facility.</p> <p>Thank you for your ongoing commitment to improving community sport.</p>	Facilities, Parking
Tomaree Squash Club		

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Strategic User Questionnaire

Organisation

Answered 6

Northern NSW Football	Futsal
NSW Rugby League	Rugby League
Basketball NSW - State body of basketball	Basketball
Northern NSW Football	Football (Soccer)
NSW Athletics	Athletics
Northern NSW Football	Football (Soccer)

Have there been any Strategic changes for your organisation since 2016 that may be relevant to the site? E.g. new or updated Regional Development Plans, Women and Girls in Sports Strategies, Facility Guidelines etc

#	Responses	Themes
Northern NSW Football	Yes, futsal is now an integral part of the strategy and is growing in the area - facilities are one of the biggest obstacles for the sports' growth.	Facilities
NSW Rugby League	Growth in the female participation. Northern Hawks have their first women's tackle team in 2025.	Participation growth
Basketball NSW - State body of basketball	Our Strategy from 2022 incorporates - Women and Girls programs, Indigenous programs, ICALD program as well physical and intellectual impairment programs - the link takes your to the 2022 strategic plan progress report. https://www.bnsw.com.au/about/strategic-plan/ . We are launching a new strategic plan in 2026 as well as a new 10 year Infrastructure strategy and facilities plan. Both the overall strategic plan and infrastructure strategy will have a regional focus including places to play, participation and development plans and capacity building. I have also included our Diversity and inclusion plan - https://www.bnsw.com.au/community/inclusion/ as well as our Technical Officials and Coaching development plans - https://www.bnsw.com.au/officials/ , https://www.bnsw.com.au/coaches/	Participation growth
Northern NSW Football	Updated Infrastructure Strategy, Updated Women & Girls Strategy and Updated Strategic Plan.	Participation growth

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NSW Athletics	in 2024/25 Little Athletics and Athletics NSW joined forces for the first time in over 100 yrs to form NSW Athletics, this has seen a large Boost in our numbers across all age groups from 3 through to masters, but one of our hurdle's is a lot of our facilities are not available to cater for the extra growth.	Participation growth
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Are there any specific or notable opportunities your organisation sees for Tomaree Sports Complex? E.g. additional uses, alignment with strategic or funding opportunities etc

#	Responses	Themes
Northern NSW Football	We would have a venue capable of hosting State championships that isn't too far (Port Macquarie) and isn't too small (most in Newcastle region) and it could also become a host for a club competing in the national F-League.	Events
NSW Rugby League	Ideally more access to the site for competition and training.	Events
Basketball NSW - State body of basketball	By providing courts in the port Stephens area it will meet the needs of the local communities how would currently be traveling to Newcastle to play basketball and provide local opportunities to engage in the sport. BNSW can also provide programs locally as well potentially run tournaments and competitions. For this to be viable with our other indoor sports requirements - 4 courts would meet the need as per data analysis conducted. Election cycle years and year preceeding election would provide the best opportunities to seek funding with business cases and DA completed. A phased approach to a project of this magnitude including aquatic would also assist.	Facilities, Funding
Northern NSW Football	This proposed facility would allow our Futsal offering grow.	Participation growth, Facilities
NSW Athletics	The Port Stephens area has seen an increase in population since Covid and with this we have seen a large increase to our numbers (Almost Doubling) this is not only Jnr athletes But also the Parents are now participating as well.	Participation growth

Are there any trends or developments in your sport/ organisation that you think may change patterns of participation or use in the future? E.g. increase or decline in participation, new sporting formats, changes in use patterns etc

#	Responses	Themes
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MINUTES ORDINARY COUNCIL - 9 DECEMBER 2025

ITEM 6 - ATTACHMENT 1 TOMAREE SPORTS COMPLEX - USER SURVEY REPORT 2025.

Northern NSW Football	Futsal is growing rapidly in terms of affiliated players and will only grow more with more suitable venues.	Participation growth, Facilities
NSW Rugby League	Increase in female participation. In NSW, participation grew by 5% from 2024 to 2025. Females make up 27% of our participation base. Newcastle/Hunter Region - Female growth of 25% from 2024 to 2025 - Overall growth of 10%	Participation growth
Basketball NSW - State body of basketball	<p>State Participation Data Insights In NSW, 2024 Ausplay data estimate total basketball participation at approximately 389,000. For 'organised activities' basketball is the fifth largest 'sport related' activity and the second largest team-based sport with overall 'organised' participation (child and adult) estimated at approximately 223,000. Of these it is estimated that around 40% (90,000) of participation is via a sports club or association. This approximately aligns with the actual BNSW 2024 membership count of 91,468.</p> <p>BNSW Role and Structure Being the official governing body of basketball in NSW, BNSW's focus is on promoting the game, developing talent, growing and advancing the sport at all levels, and building a strong basketball culture across the state via its affiliated associations.</p> <p>BNSW has developed seven strategic pillars guide efforts to strengthen the game at every level, ensuring that basketball is accessible, inclusive, and positioned for long-term success:</p> <ol style="list-style-type: none"> 1. People – Invest in volunteers, staff, and leaders who power our sport. 2. Participation – Grow the base and ensure everyone can access the game, no matter their age, background, or location. 3. Pathways – Strengthen competition and development pipelines for players, coaches, technical officials, and administrators. 4. Places to Play – Prioritise new court construction, facilities upgrades and affordable access to fit-for-purpose facilities across the state. 5. Partnerships – Build strategic relationships that drive and expand resources to grow the game, foster innovation, and community connection. 6. Promotion of the Game – Elevate basketball's presence and profile through storytelling, branding, and engagement. 	Participation growth, Facilities

MINUTES ORDINARY COUNCIL - 9 DECEMBER 2025

ITEM 6 - ATTACHMENT 1 TOMAREE SPORTS COMPLEX - USER SURVEY
REPORT 2025.

<p>7. Progression – Embrace innovation, technology, and modern practices to future-proof the sport and continuously improve how basketball is delivered and experienced.</p> <p>BNSW's 'Association Boundaries' have been approximately aligned with local government boundaries to enable clear communication with local authorities. In regional areas, this tends to be a one-to-one basis whilst in larger urban areas one association may range across multiple LGAs. Associations are also grouped in 'metro' (greater Sydney) or 'country' (outside Sydney) for the purposes of program delivery and representative and talent development programs.</p> <p>BNSW Membership Insights</p> <p>Basketball NSW has seen a rapid growth period over recent years and is well on the way to reaching 100,000 members to firmly place it as one of the largest state sporting organisations in NSW. Some member data observations are:</p> <ul style="list-style-type: none">• Over the past 5 years, BNSW membership has grown from around 61,400 in 2020 to almost 91,500 in 2024, a five-year growth of 49% <p>Most of this growth has been in metro areas (around 19,300 compared to 10,700 in 'country' areas) with the member split now 59% 'metro' and 41% 'country'</p> <ul style="list-style-type: none">• The member gender split is approximately 27% female 73% male• The age split is approximately 61% 'children' (up to 14 years old) and 39% 'adults' (15yrs+)• The average state membership rate (i.e. proportion of the population) is approximately 1% <p>The Riverina region has the highest membership rate in country NSW of 2.5% with several individual LGA's with a membership rate over 5%</p> <p>A number of LGAs within Sydney have a membership rate of over 2% (e.g. Hills, Hornsby, Northern Beaches and Willoughby)</p> <p>Based on membership analysis, market analysis, and benchmarking, there is potential for BNSW membership to almost double by 2036 (if court provision was unlimited). For example, a state average membership rate of 2% would see over 190,000 members by 2036. This compares to a Victorian state rate of over 3% and benchmark LGAs within NSW such as Hills Shire and Willoughby. It also approximately aligns with</p>	
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MINUTES ORDINARY COUNCIL - 9 DECEMBER 2025

ITEM 6 - ATTACHMENT 1 TOMAREE SPORTS COMPLEX - USER SURVEY REPORT 2025.

	detailed market and demand analysis by ActiveXchange which indicates potential membership at around 185,000 by 2036.	
Northern NSW Football	Participation continues to increase particularly in juniors and girls. Futsal is a rapidly growing part of our sport that this facility could be of great benefit across the Port Stephens LGA & Peninsula.	Participation growth
NSW Athletics	As mentioned above, With the coming together of the Two NSW Athletics organizations, this will see a larger growth in our sport on top of Australia Hosting the 2032 Olympics, history shows our sports takes a large leap in numbers. Our Sport is going from Strength to strength, with the success of a lot of our athletes on the world stage. For the first time World championships will be televised on Two channels in September. With this exposure I can only see growth in numbers.	Participation growth

Are there any constraints to your organisation's use of the Tomaree Sports Complex? E.g. facilities, arrangement, management or use

#	Responses	Themes
NSW Rugby League	More access required. Clashing with other users of the site.	Multi-sports
Basketball NSW - State body of basketball	Affordable access by Basketball NSW and it affiliated Association in the area is requirement. Should the facilities be built and the management organisation runs their own competition and development is would not provide any value to basketball in NSW or Port Stephens. We see opportunities for camps and development pathway programs be run in the area due to its location.	Facilities
NSW Athletics	There has already been an email sent to the Council and Sports council outlining a lot of the constraints from the Local center. Please refer to this email. If you need a copy let me know. But just to highlight a few items. Upgraded facilities, Overuse of grounds, Lack of Maintenance on the facility and grounds compared to other sports grounds in the complex. lack of facilities for athletes with disabilities.	Facilities, Multi-sports, Accessible

MINUTES ORDINARY COUNCIL - 9 DECEMBER 2025

ITEM 6 - ATTACHMENT 1 TOMAREE SPORTS COMPLEX - USER SURVEY REPORT 2025.

Combined Strategic and Core User

What improvements would your club like to see at Tomaree Sports Complex? (please select only 1 category in each column, eg. either a 'Must have' or 'Nice to have')



Improvement	Strategic Must have	Strategic Nice to have	Core Must have	Core Nice to have
Change rooms	4	1	2	2
Car parking	4	1	5	1
Irrigation	3	2	1	0
More fields	3	3	0	3
Lighting - training	2	3	0	1
Lighting - competition	3	2	1	1
Seating	2	3	1	1
Fencing	0	5	1	0

Note: Not all survey respondents completed this question. Results are based on completed responses only.

MINUTES ORDINARY COUNCIL - 9 DECEMBER 2025

ITEM 6 - ATTACHMENT 2 TOMAREE SPORTS COMPLEX MASTERPLAN.

01 Revised Master Plan



- 1) Reconfigured and Entrance No. 3 including minor entry area, parking and improved landscaping and directional signage
- 2) Synthetic Hockey field and tennis courts
- 3) Existing multi-use building down, amenity, gymnasium and office
- 4) Aquatic and Multi-sport Indoor Centre. A new formal multi-purpose indoor court with flexible seating for competition, plus 3 additional multi-purpose indoor courts with associated amenities
- 5) Reconfigured Squash Courts entry area to create a single, consolidated entrance with improved seating, circulation and ground amenities
- 6) New clubhouse for netball & basketball with retail, change rooms, garden, storage and office
- 7) 2 additional netball courts with new lighting, seating and improved access, 4 squash courts to be repositioned as multi-use for basketball, netball and softball
- 8) Central pedestrianised "Sports Walk" allowing safe pedestrian-only access to all of the sports fields, facilities and courts
- 9) Revised Car "Voting" Field to accommodate cricket and 2 full-sized soccer fields to 4 x 60m fields
- 10) New pathways and seating around existing sports pavilion

- 11) Demolition of white-painted vegetation. Existing natural drainage line to be removed and new drainage adjacent to the sports fields
- 12) New "Atriums" for flexible spaces, such as football and soccer, hockey, tennis, dance, change rooms, retail, gymnasium and spectator seating
- 13) Additional parking and road network designed to improve circulation, connectivity and service control with pedestrian
- 14) Turned area for events
- 15) Main Entrance No. 1 including main entry area, parking and improved landscaping and directional signage
- 16) Refurbished Club "Event" Package to accommodate Little Athletics and Cricket including 24m courts, covered, change rooms, storage and amenities
- 17) Revised and updated Club "Event" Core to accommodate AFL and Little Athletics
- 18) New water tanks for irrigation
- 19) New modular pavilion including kitchen, amenities and storage
- 20) New modular amenity building
- 21) Spectator seating and seating
- 22) No. 1 sunshades, new space to accommodate more sports including AFL, Rugby, Soccer, Cricket and Hockey

- 23) New sports pavilion including amenities, change rooms, kitchen and storage
- 24) New seating area, current deck site to be demolished and replaced by a new deck, access, touch and athletics
- 25) Existing paved area to be retained, landscaped with and improved parking
- 26) Entrance No. 2 including parking, minor entry sign and improved landscaping and directional signage
- 27) Central concourse, shared pedestrian walk and road during large events
- 28) Revised open spectator seating walkway along existing topography
- 29) Retention and enhancement of existing coastal walkway
- 30) Car parking
- 31) Cricket field
- 32) Fitness studios
- 33) Drop off and loading parking

Muir Studio

02 Revised Master Plan - Aquatic Centre and Indoor Sports Complex



- ① Enlarged Aquatic Centre building to accommodate future expansion, including provision for an indoor program pool.
- ② New formal multi-purpose indoor court with bleacher seating available for competitions, plus three additional multi-purpose indoor courts with associated amenities.
- ③ Relocated Aquatic Centre entry point to create a single, consolidated entrance with improved wayfinding, circulation, and shared amenities.
- ④ New clubhouse for netball including toilets, changerooms, lockers, storage and office space.
- ⑤ Two additional netball courts with new lighting, seating, and improved access.
- ⑥ Four southern courts repurposed as multi-courts (basketball, pickleball, and netball).
- ⑦ Central pedestrianised 'Sports Walk' providing safe, pedestrian-only access to all sports fields, facilities, and event spaces.
- ⑧ Additional parking to support increased visitor numbers generated by new facilities.
- ⑨ Fencing realignment to remove hidden corners in accordance with aquatic safety management requirements.

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MINUTES ORDINARY COUNCIL - 9 DECEMBER 2025

ITEM 6 - ATTACHMENT 3 NOTICE OF MOTION - 10 JUNE 2025, MIN. 132.

MINUTES ORDINARY COUNCIL - 10 JUNE 2025

NOTICE OF MOTION

ITEM NO. 2

**FILE NO: 25/120057
EDRMS NO: PSC2024-03148**

TOMAREE SPORTS COMPLEX MASTERPLAN

COUNCILLOR: MARK WATSON

THAT COUNCIL:

- 1) Request the General Manager to work with Tomaree Sports Council to seek funding to expedite the updating and review of the Tomaree Sports Complex Masterplan.
- 2) That the master planning consultation includes the consideration of a new indoor multisport facility, as recommended and endorsed unanimously by the Tomaree Sports Council. The Tomaree Sports Council has recommended the facility be co-located with the Tomaree Aquatic Centre. The Tomaree Sports Complex Masterplan should include the co-location as an option during the masterplan analysis.

**ORDINARY COUNCIL MEETING - 10 JUNE 2025
MOTION**

132	<p>Councillor Mark Watson Councillor Nathan Errington</p> <p>It was resolved that Council:</p> <ol style="list-style-type: none">1) Request the General Manager to work with Tomaree Sports Council to seek funding to expedite the updating and review of the Tomaree Sports Complex Masterplan.2) That the master planning consultation includes the consideration of a new indoor multisport facility, as recommended and endorsed unanimously by the Tomaree Sports Council. The Tomaree Sports Council has recommended the facility be co-located with the Tomaree Aquatic Centre. The Tomaree Sports Complex Masterplan should include the co-location as an option during the masterplan analysis.
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Those for the Motion: Mayor Leah Anderson, Crs Rosalyn Armstrong, Giacomo Amott, Chris Doohan, Nathan Errington, Peter Francis, Mark Watson and Jason Wells.

Those against the Motion: Nil.

The motion was carried.

PORT STEPHENS COUNCIL

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MINUTES ORDINARY COUNCIL - 9 DECEMBER 2025

ITEM 6 - ATTACHMENT 3 NOTICE OF MOTION - 10 JUNE 2025, MIN. 132.

MINUTES ORDINARY COUNCIL - 10 JUNE 2025

BACKGROUND REPORT OF: JOHN MARETICH – ASSETS SECTION MANAGER

BACKGROUND

The Tomaree Sports Complex in Nelson Bay is a regional level sporting facility that caters for a range of sports including soccer, touch football, cricket, netball and AFL. The Tomaree Sports Complex Masterplan (masterplan) was adopted for this facility in 2018 setting out the desired vision and future upgrades required to meet the sporting needs of the community.

Since the masterplan's adoption, a number of projects have been completed and the apparent needs of the sporting community are changing. Consistent with participation trends across the country, people are seeking recreational opportunities that are available at convenient times, protected from the weather and co-located with complementary uses such as other recreational facilities. Another evident trend is a preference for alternative models of traditional sports such as a move towards pickle ball as opposed to tennis.

Planning for an indoor sports facility at Tomaree Sports Complex may be an effective response to addressing the changing recreational needs of the community.

FINANCIAL/RESOURCE IMPLICATIONS

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes		Staff resources required to update the masterplan may be accommodated within existing operational budgets.
Reserve Funds	No		
Developer Contributions (\$7.11)	No		
External Grants	No		
Other	No		The updated masterplan would require the input of a consultant and incur a service fee.

ATTACHMENTS

NIL



**Communications and Engagement Report
Tomaree Sports Complex Masterplan
April 2026**

Tomaree Sports Complex Masterplan – April 2026



Contents

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ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT,
TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

Summary

The Tomaree Sports Complex Masterplan was first adopted in 2018 and has delivered major upgrades including the Bruce Scott Pavilion and drainage works. The Don Waring Field upgrade and car parking project is currently scheduled for construction in 2026.

Since the current masterplan was adopted, Council have received representations from the sporting community seeking to include an indoor sports complex on the site. In June 2025, Tomaree Sports Committee agree to provide Council with \$25,000 in funding to update the existing masterplan.

To help drive the proposed review of the existing masterplan a three-phased communication and engagement approach was developed:

- Phase 1 involved questionnaires with key user groups and strategic sporting stakeholders. Results of this questionnaire have been previously presented to Council at the Council meeting on 12 December 2025.
- Phase 2 was the public exhibition of the draft masterplan for further comment from both sporting and non-sporting communities, which ran from 4 February to 4 March 2026.
- Phase 3 will occur following the endorsement of the final Masterplan and will include direct advice to stakeholders involved in the previous phases.

The following report includes findings from both phases 1 and 2.

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

Communication and engagement methods

PHASE 1 METHODS – TARGETED		
ACTIVITY	DESCRIPTION	REACH
Direct emails	Direct emails via Comm and Rec assets team to Tomaree Sports Council, Tomaree Sporting Clubs and Strategic Sporting Organisations	30 emails sent
Sports Council Meetings	Key agenda item at multiple meetings [Masterplan revision driven primarily by the Tomaree Sports Council]	3 Meetings: Feb 2025; Jun 2025 Oct 2025
PHASE 2 METHODS -PUBLIC EXHIBITION		
ACTIVITY	DESCRIPTION	REACH
Direct emails	Direct emails via Comm and Rec assets team to Sports Council, Sporting Clubs and Strategic Sporting Organisations	30 emails sent
Sports Council Meetings	Key agenda item	1 meeting Feb 2026
Website	Council's public exhibition page – masterplan document	144 downloads
Traditional media	<u>News of the Area NOTA From the Mayors Desk: planning for our community's future</u> dated 6 February 2026	Unknown (Circulation 10,000)
Corflute signage	4 Corflutes posters at 4 separate locations	Unknown

Key Findings

Phase 1

Core User and Strategic User questionnaires

2025

Please note

These results have previously been presented to Council as part of the 9 December 2025 Council Report

Key Findings

The questionnaire was completed by 10 sporting groups and several key themes emerged from the open-ended survey responses, including a call for improved facilities to support the community's growing and diverse participation needs. Feedback reflected the importance of providing quality infrastructure, accessible amenities, and opportunities that cater for different sporting and recreational interests in the community.

Key themes:

1. Participation Growth

Many clubs reported increasing membership and participation across both male and female participants. Some attributed to improved communication, inclusive programs, and the popularity of their sport.

2. Facilities

Responders highlighted the need for upgraded playing surfaces, purpose-built facilities, and better amenities to support participation.

3. Multi-sports

Feedback indicated some concerns about multiple sports played on the same location.

4. Environmental

Weather and conditions and outdoor exposure were reported as limiting factors for participation.

5. Parking

Adequate parking, accessible access to grounds were identified as essential improvements.

6. Seating

Requests were made for additional shaded seating for spectators.

7. Events

Some clubs expressed interest in hosting events such as zone championships, tournaments, and sporting camps.

See Appendix A and B for the full responses.

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

Phase 2

Public exhibition 4 February to 4 March 2026

We received 11 submissions during the public exhibition period from 4 February to 4 March 2026. These are included in full in Appendix B and are redacted in places for privacy reasons only.

The submissions can be categorised into two primary categories with 8 submissions indicating strong support for the draft masterplan. The remaining 3 submissions had no issues with the broad initiatives within the masterplan, but requested that hockey facilities, currently at Salamander Bay, be moved to the current depot site.

The public exhibition was primarily exhibited via Council's website. Submissions were sought via direct email to existing user groups to confirm that the revised master plan met the objectives originally set by the Tomaree Sports Council.

Submission no Date	Summarised comment
Submission 1 6 February 2026 President Tomaree Squash Club	Wholehearted support for the proposed masterplan, especially for indoor sport facilities [Squash].
Submission 2 11 February 2026 Northern NSW Football	Strong support for the proposed masterplan. Wants to ensure the final masterplan and following detailed design phases meet a range of football requirements [Football].
Submission 3: 16 February 2026	Wholehearted support for the proposed masterplan, especially for indoor sport facilities [Squash].
Submission 4: 17 February 2026	Wholehearted support for the proposed masterplan, especially for indoor sport facilities [Squash].
Submission 5: 17 February 2026	Wholehearted support for the proposed masterplan, especially for indoor sport facilities [Squash].
Submission 6: 19 Feb 2026	Wholehearted support for the proposed masterplan, especially for indoor sport facilities [Basketball].
Submission 7: 28 February 2026 Secretary Tomaree Squash Club	Wholehearted support for the proposed masterplan, especially for indoor sport facilities [Squash].

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

Submission no Date	Summarised comment
Submission 8 2 March 2026 NSW Rugby League	Support for the proposed masterplan, as long as key infrastructure priorities for Rugby League are met [Rugby League].
Submission 9: 3 March 2026, Vice President Nelson Bay Hockey Club	Would like better facilities to help grow sport [Hockey] in Tomaree area, including a full-sized artificial turf field – suggested potential options include part of and adjacent to the existing Council depot site at Tomaree Sports Complex, rather than the Salamander Sports Complex (current site).
Submission 10: 3 March 2026 Treasurer Nelson Bay Hockey Club	Would like better facilities to help grow sport [Hockey] in Tomaree area, including a full-sized artificial turf field – suggested potential options include part of and adjacent to the existing Council depot site at Tomaree Sports Complex, rather than the Salamander Sports Complex (current site).
Submission 11 3 March 2026 Hockey Club Life Member	Would like better facilities to help grow sport [Hockey] in Tomaree area, including a full-sized artificial turf field – suggested potential options include part of and adjacent to the existing Council depot site at Tomaree Sports Complex, rather than the Salamander Sports Complex (current site).

See Appendix C for the full submission responses.

Appendix A

Phase 1: Core User Questionnaire

Answered 10

Completed Responses

Nelson Bay Hockey Club	Mark Williams
Nelson Bay Touch Association	Lisa Rowe
Port Stephens Athletic Club	Michelle Chan
Belgravia Leisure (Operator Tomaree Aquatic Centre)	Breanna Gill
Port Stephens Pickleball Club Inc	John McDonald Anne Louise Gardiner
Nelson Bay Football Club	Todd Giles
Nelson Bay Croquet	Gary Allan
Nelson Bay Cricket Club	Bryce Causley
Nelson Bay Pistol Club	Rob McMahon
Tomaree Squash Club	Mark Goode

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

What have your membership numbers been for the last 3 years?

Answered 9



Answer Choices	Total Number	Responses
2023 Junior Male	841	8
2023 Junior Female	649	8
2023 Senior Male	590	8
2023 Senior Female	261	8
2024 Junior Male	924	8
2024 Junior Female	680	8
2024 Senior Male	673	8
2024 Senior Female	337	8
2025 Junior Male	680	7
2025 Junior Female	366	7
2025 Senior Male	510	7
2025 Senior Female	309	7
2023 Self determined Junior	0	2
2023 Self determined Senior	0	2
2024 Self determined Junior	0	2
2024 Self determined Senior	0	2
2025 Self determined Junior	800	3
2025 Self determined Senior	150	3

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

Could you briefly describe the reasons for any membership changes?

#	Responses	Themes
Nelson Bay Hockey Club	<p>Poor weather over the years means we cannot play as much</p> <p>Ground conditions are not ideal for this type of hockey</p> <p>Other sports</p> <p>People leaving the area or coming to the area</p> <p>Better facilities elsewhere that players want to utilise</p> <p>Incentives to play at other clubs, either monetary or facility wise</p> <p>Reduction in space available for hockey and constant changes to playing locations due to weather*</p>	Environmental, Facilities
Nelson Bay Touch Association	Skipped question	
Port Stephens Athletic Club	Generally, club numbers have continued to grow, particularly females. We were one of the largest clubs to grow post Covid increasing 65% in 2020-2021 season. We introduced senior club competition last season 2024-2025 and our numbers are set to grow.	Participation growth
Belgravia Leisure (Operator Tomaree Aquatic Centre)	As the Operator we will speak to patronage at the Aquatic Venue. Attendance spikes between December - March through the summer months with the remaining months being a challenge to be sustainable operationally. We have been working with PSC and our Contract Partner around closure periods that are more in line with sustainable operations due to being an outdoor venue. If this was an indoor venue, we would see better attendance year-round.	Participation growth, Environmental
Port Stephens Pickleball Club Inc	<p>We have seen a significant increase this year in our PSPC membership, as Pickleball gains momentum throughout Australia.</p> <p>With an ever-growing number of visitors to our region seeking out our club to continue their</p>	Participation growth

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

#	Responses	Themes
	<p>experience. With on-going exposure in our community, we envisage further on-going growth in ensuing years.</p> <p>We provide fun and friendship in both a social and competitive sporting environment.</p> <p>Increasing numbers in all age groups as we expand our times and venues to suit workers, students, parents of young children</p>	
Nelson Bay Football Club	We have seen a steady growth across both male and female participation. An improvement in communication and inclusions in memberships, as well as improvements in facilities..	Participation growth
Nelson Bay Croquet	Come and Try days and similar promotion	
Nelson Bay Cricket Club	Kids are lacking the motivation to enjoy sports on a weekend.	
Nelson Bay Pistol Club	Although we have had small numbers leave due to Death, moving or health reasons, there is a growth in the sport nationwide.	Participation growth
Tomaree Squash Club	New Committee elected Nov 2024, better communications.	

Are there any trends or developments in your sport that you think may change patterns of participation in the future?

#	Responses	Themes
Nelson Bay Hockey Club	If we were able to have a new turf facility like the one at Maitland or Cessnock, this would increase our numbers. Players would be willing to stay and use the turf rather than the grass. We have a lot of players that have left to play in either Newcastle or Maitland due to feeling that the grounds are either unsafe for their style of play, or they want to play a higher level of hockey than can be played on a grass field. Better facilities that put hockey as a stand-alone sport would be highly beneficial to our	Facilities

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

#	Responses	Themes
	club. There have been a lot of developments in turf styles and types which make them more hard wearing and versatile	
Nelson Bay Touch Association	We have seen an increase in numbers of younger players so this may help to grow our club into the future	Participation growth
Port Stephens Athletic Club	We have been nominated to host Zone championships this year. We also have potential for expansion with continued local business sponsorships that have been consistent in the last 2 years injecting over \$50,000 annually that has put our club into good financial position. We cater for kids that just want to have fun, but also competitive athletes. We have had 3 representatives on average at Nationals each year for the last 4 years. One of our past athletes is also international representing Australia. Olympics will in Brisbane in 2032 will also be a boost to our numbers at the club which historically has happened with Olympic sports. Other considerations outside of our control is the facilities which we are currently using. Due to space required, athletics has historically shared with AFL.	Events, Funding, Multi-sports
Belgravia Leisure (Operator Tomaree Aquatic Centre)	Lap Swimming and Aqua fitness classes are trending downward due to be an aged activity <ul style="list-style-type: none"> - Learn to Swim in outdoor venues has been a declining activity as parents seek comfort for themselves and their children in Indoor Venues - Customers are wanting offerings that include Spa's, Sauna's Wellness Pools and Fitness Facilities in Aquatic Venues as an all-in-one membership. 	Environmental, Facilities
Port Stephens Pickleball Club Inc	Continued growth is expected to trend as the acceptance of the sport is recognised by the wider community. The sport has quickly gained wider community acceptance, especially among younger players in Port Stephens. Pickleball is the fastest growing sport here in Australia with the latest AusPlay survey (released	Participation growth

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

#	Responses	Themes
	<p>in April 2025) boasting over 155,000 actively participating players.</p> <p>Increasing interest in the game, a large range of opportunities for competition</p>	
Nelson Bay Football Club	Increase in female participation as a result of the fantastic work of the Matildas at a national level	Participation growth
Nelson Bay Croquet	Older people are being encouraged to undertake outdoor activity	Participation growth
Nelson Bay Cricket Club	Introducing different formats to entice the kids to have fun.	Participation growth
Nelson Bay Pistol Club	While most of the Olympic style pistol shooting sports are practiced at Nelson Bay Pistol Club, there is a real growth in other disciplines. IPSC, Cowboy Action and Steel Challenge to name a few. Some of which are practiced at the club and with high pressures from governing bodies to hold level 2 competitions.	Events
Tomaree Squash Club	Yes, increased funding to Squash NSW for club level participation programs from NSW Office of Sport during 25/26 financial year. Perth to host World Masters Squash Championships in 2026, inclusion of Squash as a sport in the 2028 Olympic Games, Brisbane to host 2032 Olympic Games.	Funding

Any other comments or suggestions?

#	Responses	Themes
Nelson Bay Hockey Club	A new turf facility would greatly improve our numbers and would also allow us to host additional competitions during the year. We could also have it utilised as a training facility when state competitions come to the Newcastle region. A turf can also be utilised by other sports for training when fields are too wet	Facilities

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

#	Responses	Themes
Nelson Bay Touch Association	Accessible toilets, parking and access to grounds is a definite must have.	Facilities
Port Stephens Athletic Club	Skipped question	
Belgravia Leisure (Operator Tomaree Aquatic Centre)	<p>From an Aquatic Standpoint, adequate car parking and easy entry to the facility are a must and to be kept in good condition.</p> <ul style="list-style-type: none"> - In general, combining facilities or co locating sporting offerings and clubs in the one precinct bring a better community flavour and feel to the area. - The proposed Indoor Sports Centre that some sports are asking for, we support in general provided aquatics is able to provide the relevant offerings to the community without disadvantaging Aquatics. The Capital required for such a build and scope of project far exceeds the expertise of the local clubs and requires enormous investment from Council and state and federal funding to bring to fruition, time, energy and resources. 	Parking, Multi-sports, Funding
Port Stephens Pickleball Club Inc	<p>Additional or designated storage areas for our equipment.</p> <p>Potential to expand our playing area with more marked courts.</p> <p>Install full fencing around the Netball & Pickleball courts to protect against vandalism and surface damage.</p> <p>Safeguarding the investment of the new asset is very important.</p> <p>Upgrade of the Drainage area - from the playing fields</p> <p>At the completion of the Don Waring upgrade consideration of 4-6 designated pickleball courts in conjunction with the 8-12 Pickleball courts on existing netball courts will provide Port Stephens</p>	Facilities, Environmental

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

#	Responses	Themes
	<p>an attractive opportunity to host major National Pickleball Tournaments attracting more visitors to our region and tourism investment.</p> <p>An indoor facility is a must with 12-16 courts as a minimum. This will allow not only growth in local membership but will also enable us to host sanctioned Pickleball Tournaments without having to factor in inclement weather.</p> <p>The Port Stephens region is seen as an ideal venue geographically located within easy reach of metropolitan and regional centres.</p> <p>We believe this will bring many visitors to our region, contributing significantly to our local economy.</p> <p>Thank you for your consideration and time. PSPC Committee</p>	
Nelson Bay Football Club	Having facilities that club's can show ownership, take pride in is paramount, the new facilities are great council multi-purpose facilities but they are not 'club houses' that clubs are able to take pride in, or display their history.	Facilities
Nelson Bay Croquet		
Nelson Bay Cricket Club	More Under Cover seating. There is limited seating at Tomaree Sporting Complex, under cover seating that is only enticed for field 3, where field 2 is out in the open, creating a risk to parents and kids with the possibility of being sunburn and years down the track, gaining sun cancer.	Seating, Environmental
Nelson Bay Pistol Club	We would like to express our strong support and excitement for the proposed sporting upgrades as part of the new development. Enhancing local sporting infrastructure is a vital step forward for our community, promoting health, connection, and	Facilities, Parking

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

#	Responses	Themes
	<p>active lifestyles. These improvements also contribute significantly to the local economy, attracting visitors, events, and boosting participation in grassroots sports.</p> <p>The only concern we would like to raise relates to parking capacity. During large events—such as touch football competitions—we often see overflow parking spilling onto surrounding council fields and even into our club's gated area. This has created challenges in the past and may be further impacted by increased activity following the upgrade.</p> <p>We encourage council to consider increasing or re-evaluating the proposed parking allocation to support the expected demand and ensure the long-term success and accessibility of the facility.</p> <p>Thank you for your ongoing commitment to improving community sport.</p>	
Tomaree Squash Club		

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

Appendix B

Phase 1: Strategic User Questionnaire

Organisation

Answered 6

Northern NSW Football	Futsal
NSW Rugby League	Rugby League
Basketball NSW - State body of basketball	Basketball
Northern NSW Football	Football (Soccer)
NSW Athletics	Athletics
Northern NSW Football	Football (Soccer)

Have there been any Strategic changes for your organisation since 2018 that may be relevant to the site? E.g. new or updated Regional Development Plans, Women and Girls in Sports Strategies, Facility Guidelines etc

#	Responses	Themes
Northern NSW Football	Yes, futsal is now an integral part of the strategy and is growing in the area - facilities are one of the biggest obstacles for the sports' growth.	Facilities
NSW Rugby League	Growth in the female participation. Northern Hawks have their first women's tackle team in 2025.	Participation growth
Basketball NSW - State body of basketball	Our Strategy from 2022 incorporates - Women and Girls programs, Indigenous programs, iCALD program as well physical and intellectual impairment programs - the link takes your to the 2022 strategic plan progress report. https://www.bnsw.com.au/about/strategic-plan/ . We are launching a new strategic plan in 2026 as well as a new 10 year Infrastructure strategy and facilities plan. Both the overall strategic plan and infrastructure strategy will have a regional focus including places to play, participation and development plans and capacity building. I have also included our Diversity and inclusion plan - https://www.bnsw.com.au/community/inclusion/ as well as our Technical Officials and Coaching development plans - https://www.bnsw.com.au/officials/ https://www.bnsw.com.au/coaches/	Participation growth

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

#	Responses	Themes
Northern NSW Football	Updated Infrastructure Strategy, Updated Women & Girls Strategy and Updated Strategic Plan.	Participation growth
NSW Athletics	in 2024/25 Little Athletics and Athletics NSW joined forces for the first time in over 100 yrs to form NSW Athletics, this has seen a large Boost in our numbers across all age groups from 3 through to masters, but one of our hurdle's is a lot of our facilities are not available to cater for the extra growth.	Participation growth

Are there any specific or notable opportunities your organisation sees for Tomaree Sports Complex? E.g. additional uses, alignment with strategic or funding opportunities etc

#	Responses	Themes
Northern NSW Football	We would have a venue capable of hosting State championships that isn't too far (Port Macquarie) and isn't too small (most in Newcastle region) and it could also become a host for a club competing in the national F-League.	Events
NSW Rugby League	Ideally more access to the site for competition and training.	Events
Basketball NSW - State body of basketball	By providing courts in the port Stephens area it will meet the needs of the local communities how would currently be travelling to Newcastle to play basketball and provide local opportunities to engage in the sport. BNSW can also provide programs locally as well potentially run tournaments and competitions. For this to be viable with our other indoor sports requirements - 4 courts would meet the need as per data analysis conducted. Election cycle years and year preceeding election would provide the best opportunities to seek funding with business cases and DA completed. A phased approach to a project of this magnitude including aquatic would also assist.	Facilities, Funding
Northern NSW Football	This proposed facility would allow our Futsal offering grow.	Participation growth, Facilities

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

#	Responses	Themes
NSW Athletics	The Port Stephens area has seen an increase in population since Covid and with this we have seen a large increase to our numbers (Almost Doubling) this is not only Jnr athletes But also the Parents are now participating as well.	Participation growth

Are there any trends or developments in your sport/ organisation that you think may change patterns of participation or use in the future? E.g. increase or decline in participation, new sporting formats, changes in use patterns etc

#	Responses	Themes
Northern NSW Football	Futsal is growing rapidly in terms of affiliated players and will only grow more with more suitable venues.	Participation growth, Facilities
NSW Rugby League	Increase in female participation. In NSW, participation grew by 5% from 2024 to 2025. Females make up 27% of our participation base. Newcastle/Hunter Region - Female growth of 25% from 2024 to 2025 - Overall growth of 10%	Participation growth
Basketball NSW - State body of basketball	State Participation Data Insights In NSW, 2024 Ausplay data estimate total basketball participation at approximately 389,000. For 'organised activities' basketball is the fifth largest 'sport related' activity and the second largest team-based sport with overall 'organised' participation (child and adult) estimated at approximately 223,000. Of these it is estimated that around 40% (90,000) of participation is via a sports club or association. This approximately aligns with the actual BNSW 2024 membership count of 91,468. BNSW Role and Structure Being the official governing body of basketball in NSW, BNSW's focus is on promoting the game, developing talent, growing and advancing the sport	Participation growth, Facilities

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

#	Responses	Themes
	<p>at all levels, and building a strong basketball culture across the state via its affiliated associations.</p> <p>BNSW has developed seven strategic pillars guide efforts to strengthen the game at every level, ensuring that basketball is accessible, inclusive, and positioned for long-term success:</p> <ol style="list-style-type: none"> 1. People – Invest in volunteers, staff, and leaders who power our sport. 2. Participation – Grow the base and ensure everyone can access the game, no matter their age, background, or location. 3. Pathways – Strengthen competition and development pipelines for players, coaches, technical officials, and administrators. 4. Places to Play – Prioritise new court construction, facilities upgrades and affordable access to fit-for-purpose facilities across the state. 5. Partnerships – Build strategic relationships that drive and expand resources to grow the game, foster innovation, and community connection. 6. Promotion of the Game – Elevate basketball’s presence and profile through storytelling, branding, and engagement. 7. Progression – Embrace innovation, technology, and modern practices to future-proof the sport and continuously improve how basketball is delivered and experienced. <p>BNSW’s ‘Association Boundaries’ have been approximately aligned with local government boundaries to enable clear communication with local authorities. In regional areas, this tends to be a one-to-one basis whilst in larger urban areas one association may range across multiple LGAs. Associations are also grouped in ‘metro’ (greater Sydney) or ‘country’ (outside Sydney) for the purposes of program delivery and representative and talent development programs.</p>	

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

#	Responses	Themes
	<p>BNSW Membership Insights</p> <p>Basketball NSW has seen a rapid growth period over recent years and is well on the way to reaching 100,000 members to firmly place it as one of the largest state sporting organisations in NSW. Some member data observations are:</p> <ul style="list-style-type: none"> • Over the past 5 years, BNSW membership has grown from around 61,400 in 2020 to almost 91,500 in 2024, a five-year growth of 49% <p>Most of this growth has been in metro areas (around 19,300 compared to 10,700 in 'country' areas) with the member split now 59% 'metro' and 41% 'country'</p> <ul style="list-style-type: none"> • The member gender split is approximately 27% female 73% male • The age split is approximately 61% 'children' (up to 14 years old) and 39% 'adults' (15yrs+) • The average state membership rate (i.e. proportion of the population) is approximately 1% <p>The Riverina region has the highest membership rate in country NSW of 2.5% with several individual LGA's with a membership rate over 5%</p> <p>A number of LGAs within Sydney have a membership rate of over 2% (e.g. Hills, Hornsby, Northern Beaches and Willoughby)</p> <p>Based on membership analysis, market analysis, and benchmarking, there is potential for BNSW membership to almost double by 2036 (if court provision was unlimited). For example, a state average membership rate of 2% would see over 190,000 members by 2036. This compares to a Victorian state rate of over 3% and benchmark LGAs within NSW such as Hills Shire and Willoughby. It also approximately aligns with detailed market and demand analysis by ActiveXchange which indicates potential membership at around 185,000 by 2036.</p>	

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

#	Responses	Themes
Northern NSW Football	Participation continues to increase particularly in juniors and girls. Futsal is a rapidly growing part of our sport that this facility could be of great benefit across the Port Stephens LGA & Peninsula.	Participation growth
NSW Athletics	As mentioned above, With the coming together of the Two NSW Athletics organizations, this will see a larger growth in our sport on top of Australia Hosting the 2032 Olympics, history shows our sports takes a large leap in numbers. Our Sport is going from Strength to strength, with the success of a lot of our athletes on the world stage. For the first time World championships will be televised on Two channels in September. With this exposure I can only see growth in numbers.	Participation growth

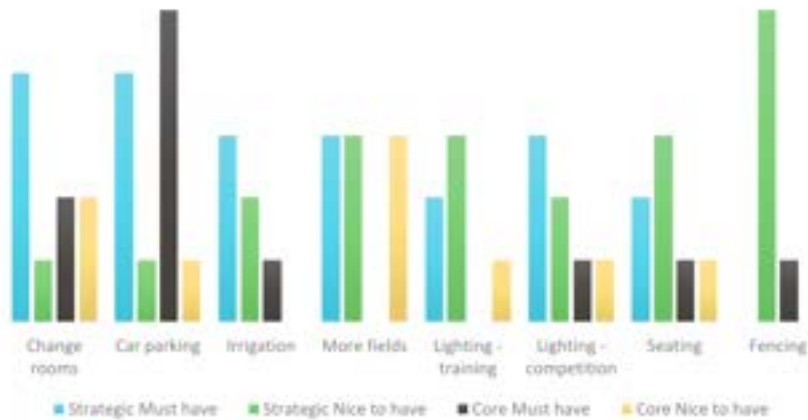
Are there any constraints to your organisation's use of the Tomaree Sports Complex? E.g. facilities, arrangement, management or use

#	Responses	Themes
NSW Rugby League	More access required. Clashing with other users of the site.	Multi-sports
Basketball NSW - State body of basketball	Affordable access by Basketball NSW and it affiliated Association in the area is requirement. Should the facilities be built and the management organisation runs their own competition and development it would not provide any value to basketball in NSW or Port Stephens. We see opportunities for camps and development pathway programs be run in the area due to its location.	Facilities
NSW Athletics	There has already been an email sent to the Council and Sports council outlining a lot of the constraints from the Local center. Please refer to this email. If you need a copy let me know. But just to highlight a few items. Upgraded facilities, Overuse of grounds, Lack of Maintenance on the facility and grounds compared to other sports grounds in the complex. lack of facilities for athletes with disabilities.	Facilities, Multi-sports, Accessible

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

What improvements would your club like to see at Tomaree Sports Complex?
(please select only 1 category in each column, eg, a 'Must have' or 'Nice to have')

Combined Strategic and Core User Requirements



Improvement	Strategic Must have	Strategic Nice to have	Core Must have	Core Nice to have
Change rooms	4	1	2	2
Car parking	4	1	5	1
Irrigation	3	2	1	0
More fields	3	3	0	3
Lighting - training	2	3	0	1
Lighting - competition	3	2	1	1
Seating	2	3	1	1
Fencing	0	5	1	0

Note: Not all respondents completed this question. Results are based on completed responses only.

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TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

Appendix C

Phase 2: Public Exhibition Submissions

Submission 1: President Tomaree Sports Club, 6 February 2026

[REDACTED]
To: [Port Stephens Council](#)
Subject: Draft Tomaree Sports Complex Masterplan
Date: Friday, 6 February 2026 1:40:05 PM

Caution! This message was sent from outside your organization.

[Report](#)

The draft masterplan sets out a clear and exciting vision for the peninsula's future sporting and community activity needs.

The inclusion of an indoor multisport stadium will open great opportunities for existing sports to diversify and expand, as well as support the growth of new sports not currently catered for. Basketball will expand rapidly to fulfil its potential.

Squash will re-establish its previous place as one of the most popular indoor sports in Australia.

Pickleball is in need of an indoor venue to cater for the incredible growth in this popular new sport.

Competitive short course swimming would thrive.

Netball, Futsal, Table Tennis, Badminton and more would prosper in such a stadium.

The location is ideal. Having two senior schools and two junior schools within short walking distance will underscore the commercial viability of the facility as well as introduce the areas youth to a variety of new activities.

Upgrading of the aquatic facilities is overdue.

Thoughtful consultations and planning are now needed to make the facility accessible to the whole community and become a centre for sporting excellence recognised Australia wide.

Well done Port Stephens Council.

[REDACTED]
President Tomaree Squash Club

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT,
TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

Submission 2: Gary Fisher, NNSWF, 11 February 2026

From: [Gary Fisher](#)
To: [Port Stephens Council](#)
Subject: Submission PSC2019-04770-0030
Date: Wednesday, 11 February 2026 11:23:52 AM
Attachments: [Outlook-mytimeof.png](#)
[Outlook-4puyvmsk.png](#)
[Outlook-ofojwSt1.png](#)
[Tomaree Sports Masterplan NNSWF Submission.pdf](#)

Caution! This message was sent from outside your organization.

[Report](#)

Please find attached submission from NNSWF for the above Masterplan.

Regards

Gary

Gary Fisher
Government Relations Manager



*Please note: You may occasionally receive emails from me outside of standard hours.
I do not expect you to read, respond or action my communications outside your usual work pattern.*

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT,
TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

11th February 2026

Submission to Port Stephens Council – Draft Tomaree Sports Complex Town Centre Masterplan (Public Exhibition)

File number: PSC2019-04770-0030

To: General Manager, Port Stephens Council

Northern NSW Football (NNSWF) welcomes the opportunity to provide a formal submission in relation to the **Draft Tomaree Sports Complex Town Centre Masterplan** currently on public exhibition.

1. Summary position

NNSWF supports the exhibition and progression of the draft Masterplan, and recognises the clear intent to deliver a safer, more functional, higher-capacity multi-sport precinct that can meet growing community demand and improve participant and spectator experience. In particular, NNSWF supports the Masterplan's emphasis on:

- **Improved circulation and a central pedestrian spine ("Sports Walk")** to provide safer pedestrian-only movement through the precinct.
- **Expanded parking** to better match increased participation and event-day demand.
- **Upgraded and consolidated amenities** and more efficient precinct planning around key facilities.
- **Safety-led design responses**, including fencing realignment to address hidden corners and improve passive surveillance outcomes.

2. Football-specific outcomes and opportunities

While the Masterplan is a multi-sport plan, it creates strong opportunities to better support football (soccer) participation, training and competition through improved precinct functionality and shared infrastructure. NNSWF requests that the final Masterplan and subsequent detailed design phases explicitly address the following football requirements to maximise community benefit and ensure long-term operational success:

A. Playing field standards and usability

- Confirm field sizing and run-off zones to support senior, youth and modified formats, and to enable hosting of representative and event fixtures where intended.
- Ensure turf performance, drainage and resilience (including subsoil drainage where required) to minimise wet-weather closures and preserve field availability across the season.
- Confirm field lighting performance (training and competition) and any staged lighting upgrades to maintain safe use and extend operating hours.

B. Amenities that meet contemporary participation needs

- Provide (or stage) compliant and equitable changerooms and toilets, including female-friendly design, privacy, and adequate capacity for peak times.
- Include fit-for-purpose referee facilities, first aid provision, storage, and operations space to support match-day requirements.
- Where clubhouses or shared facilities are proposed/retained, ensure layouts support multi-sport use without compromising football scheduling, storage, or event operations.

NORTHERN NSW FOOTBALL PO Box 149, Bourke NSW 2204
W northernnswfootball.com.au **E** reception@northernnswfootball.com.au **T** (02) 4941 7200

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.



C. Event operations, access and safety

- Confirm safe pedestrian routes from parking areas to football fields (particularly for juniors and families) and ensure conflict points are minimised.
- Ensure vehicle access and emergency access to key activity areas remains available and clearly planned (including ambulance access).
- Apply consistent CPTED principles (lighting, sightlines, passive surveillance) across the football areas, consistent with the Masterplan’s broader safety intent.

D. Programming and shared-use management

- As the Masterplan increases precinct capacity and introduces additional facilities, NNSWF encourages Council to progress a clear whole-of-precinct governance and allocation framework that supports:
 - seasonal allocations for winter sports,
 - equitable access, and
 - event coordination across multiple codes.

3. Delivery and staging considerations

NNSWF recognises that delivery may be staged. We encourage Council to prioritise early works that produce immediate community benefit and reduce operational constraints, including (where feasible):

- enabling works that improve circulation and safety,
- upgrades that expand field usability (drainage/lighting), and
- amenities that remove current constraints on participation growth.

NNSWF is available to work with Council to ensure football requirements are appropriately reflected in detailed design, staging, and funding strategies, including alignment with relevant state and national sporting infrastructure guidelines where applicable.

4. Conclusion

In summary, Northern NSW Football supports the Draft Tomaree Sports Complex Town Centre Masterplan and considers it a strong platform for delivering a safer, higher-quality and more capable regional sporting precinct. We request that the football-specific matters outlined above be incorporated into the final Masterplan and carried through into concept design, cost planning and delivery staging.

Please contact us should Council wish to discuss football facility standards, participation trends, or operational considerations to assist the finalisation of the Masterplan.

Yours sincerely,

Gary Fisher
Government Relations Manager



NORTHERN NSW FOOTBALL PO Box 149, Sooters NSW 2264
W northernnswfootball.com.au · E reception@northernnswfootball.com.au · T (02) 4941 7200

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

Submission 3: 16 February 2026

[REDACTED]
To: [Port Stephens Council](#)
Subject: PSC2019-04770-0030
Date: Monday, 16 February 2026 11:27:52 AM
Attachments: [image001.png](#)
Moir Studio - Tomaree Sports Complex - Masterplan for Public Exhibition - 26.11.2025 (2).PDF

Caution! This message was sent from outside your organization.

[Report](#)

Dear PS Council

I am emailing my personal endorsement for the Tomaree Sports Complex in general and specifically for the multi-purpose indoor court stadium to be built to include SQUASH COURTS as part of the overall structure.

The inclusion of squash courts will provide wide-spread access by people in the community to the great sport of SQUASH and the multiple benefits it brings such as positive social interaction, ability to be played by all ages including kids, personal fitness, school sports programs, coaching, ability to be played regardless of weather conditions, etc.

The only squash courts available are 2 courts located in Shoal Bay and are in a state of wear and disrepair. This has severely limited both the participation in squash and the marketing/promotional potential for squash in the Port Stephens area.

Providing the community at large with several up-to-date and modern squash courts within the proposed multi-purpose indoor court stadium will significantly increase the level of community participation by people of all ages in the sport of SQUASH.

I sincerely hope that PS Council considers the inclusion of squash courts as part of the Tomaree Sports Complex and the wonderful benefits to the community that can be provided by the great sport of SQUASH.

Regards,

[REDACTED]

Submission 4: 16 February 2026 [REDACTED]

From: [REDACTED]
To: [Port Stephens Council](#)
Subject: PSC2019-04770-0030
Date: Monday, 16 February 2026 5:01:55 PM

Caution! This message was sent from outside your organization.

[Report](#)

Good afternoon, I wish to express my wholehearted support for the proposed Tomaree Sports Complex. I very much believe that whilst very good, the current sporting facilities within the Tomaree peninsula, do require the addition of a facility as proposed. A facility of this nature will be well patronised and will provide our community, especially our children with a sporting home for years to come.

27 Port Stephens Council

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT,
TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

Submission 5: 16 February 2026

From: [REDACTED]
To: [Port Stephens Council](#)
Subject: PSC2019-04770-0030 - Submission Supporting Draft Tomaree Sports Complex Masterplan
Date: Monday, 16 February 2026 5:41:23 PM

Caution! This message was sent from outside your organization.

[Report](#)

Dear General Manager

I am writing to fully support the Draft Tomaree Sports Complex Masterplan. I am a local (Anna Bay) resident, home-owner and rate payer who participates in local sport and recreation activities and believe that this will greatly benefit the local area and its residents. Continuing to consolidate many sporting venues in the one complex gives the community a hub that allows exposure to different sports and activities, leading to an increase in participation of many sports across all age groups.

The upgrade of the roads, carparks and paths will improved access and increase amenity for all users, leading to improved visitation.

In particular, I support the addition of the Multi-sport Indoor Centre. The ability to include not only basketball, badminton and volleyball in the main area, but to also include up to six squash courts, will be a major attraction to the area.

I am a member of the Tomaree Squash Club that currently operates out of the squash centre at Shoal Bay and, like many members, I play 2-3 times per week, including in the local competition. It is a vibrant club with growing numbers and plans to hold tournaments that will attract players from throughout the Hunter Valley, Central Coast and other more distant regions. The owners of the existing courts plan to demolish them for a development in 4-5 years, leaving Port Stephens without a squash facility. The inclusion of squash courts in the Multi-sport Indoor Centre will provide a home for squash in Port Stephens for the next 50+ years, allowing the participation level to continue to grow. By having six courts it will allow tournaments to be held at local level, State level, as well as hosting the Masters and Junior circuits. These tournaments are often held over 2-3 days and attract many players and other family members to the area that will also benefit local businesses providing accommodation, meals, shopping, tourism and other forms of entertainment. It will also attract first-time visitors that may choose to return for a longer stay.

In closing, I reiterate my full support of the Masterplan and the inclusion of six squash courts.

Regards

[REDACTED]

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT,
TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

Submission 6: 19 February 2026

From: [REDACTED]
To: [Port Stephens Council](#)
Subject: TIM's project support
Date: Thursday, 19 February 2026 12:59:07 PM

Caution! This message was sent from outside your organization.

Good Afternoon,

I would like to voice my support for the Tomaree Indoor Multiplex. In my opinion this is desperately needed. As a basketball coach who recently moved to the area I was surprised at how little options are available in Port Stephens and particularly the Bay Area. This development would be a huge benefit to the community and I believe would quickly be insufficient once organized competitions start. Basketball is I believe the second largest grass roots participant sport in Australia but here the only options are to travel an hour each way to Newcastle or Maitland who are both turning away players due to not having the capacity.

Kind Regards,

[REDACTED]

Submission 7: 28 February 2026, Secretary Tomaree Squash Club

From: [Tomaree Squash](#)
To: [Port Stephens Council](#)
Cc: [REDACTED]
Subject: PSC2019-04770-0030 - Tomaree Sports Complex Town Centre Masterplan
Date: Saturday, 28 February 2026 7:08:44 AM
Attachments: [Letter of Support - PSC2019-04770-0030.pdf](#)

Caution! This message was sent from outside your organization.

[Report](#)

ATT: General Manager,

Please find attached letter of submission regarding the proposed Tomaree Sports Complex Town Centre Masterplan.

Regards

[REDACTED]
Secretary
Tomaree Squash Club
[REDACTED]

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT,
TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

Tomaree Squash Club

ABN: 87873583029

Date: 28 Feb 2026

TO: General Manager – Port Stephens Council

RE: P5C2019-04770-0030 - Tomaree Sports Complex Town Centre Masterplan

Dear Sir/Madam,

The Tomaree Squash Club strongly supports the development of a new multi-purpose indoor sports stadium on the site of the Tomaree sports complex. Squash is experiencing a resurgence globally with participation numbers growing rapidly in the wake of its recent inclusion in the Los Angeles Olympics in 2028.

[Squash is #IA288ROUND](#)

Closer to home, after a 20-year absence the Professional Squash Association (PSA) international tour has returned to Australia, being hosted in 2025 and again in 2026 on the south bank, Brisbane with crowds of over 1000 people watching the top 20 players in the world battle it out on all glass show courts.

[25 Australian Open Video on Vimeo](#)

The World Masters Squash Masters event is being hosted this year in Perth, again on all glass show courts, with event entry numbers expected to reach over 800 players from around the world.

[Home | World Squash Masters Championships](#)

An international class facility like the one proposed here in Port Stephens, only 30 minutes from Newcastle International Airport creates a fantastic sports destination experience for multi-sports including basketball and squash. We advocate strongly for a minimum six squash courts and an all glass show court to be included in the building design.

Kind Regards

 Secretary
Tomaree Squash Club Inc



ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT,
TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.



2 March 2026

Tim Crossdale
General Manager
Port Stephens Council
PO Box 42
Raymond Terrace NSW 2324

Email: council@portstephens.nsw.gov.au

Ref: 2026/010

File No: PSC2019-04770-0030

Dear Tim,

Re: Draft Tomaree Sports Complex Masterplan

Thank you for the opportunity to provide feedback on the draft Tomaree Sports Complex Masterplan. NSW Rugby League (NSWRL) commends the Port Stephens Council for its vision to develop a new masterplan for the site which will ensure the complex expands as sport participation continues to grow.

Over the past three years, rugby league participation in New South Wales has experienced a remarkable surge, with numbers steadily climbing across the state. From 2022 to 2025, NSWRL recorded an impressive 13% growth, reflecting the sport's increasing appeal and accessibility. In 2025, NSWRL surpassed 122,000 registered participants our largest number of registered players ever recorded.

This growth has been mirrored in the Port Stephens LGA in the last four years. In 2022 there were 1,000 registered players in the 10 clubs located in the LGA. In 2025 that number has grown to 1,410 participants representing growth of 41% in the last four years. One of the most exciting trends has been the meteoric rise in female participation, which has skyrocketed across NSW and replicated in Port Stephens. The LGA has seen a 110% increase in female participation between 2022 and 2025.

With growth in participation brings the need for expanded and dedicated sporting infrastructure in the Port Stephens LGA for Rugby League. With additional participants actively engaging in our sport, existing facilities are under increasing pressure to meet demand.

From a Rugby League perspective there are several key infrastructure priorities that we advocate for which correlate with the [NSWRL Infrastructure Strategy](#). The NSWRL Infrastructure Strategy has four key pillars which include:

NSW Rugby League Limited

NSW Rugby League, 13-14 Beers Trustee Ave
Sydney Olympic Park NSW 2127
PO Box 544 Sydney Markets NSW 2120

Media enquiries: media@nswrl.com.au
Email: info@nswrl.com.au

T +61 2 8756 7000
F +61 2 8756 7097

NSWRL.COM.AU
ARM 01 902 794 761

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT,
TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

- Elevate Facility Playing Standards – enable a safe playing experience across all NSW Rugby League clubs
- Create More Inclusive Facilities – create more inclusive environments across all Rugby League clubs
- Unlock Additional Capacity – grow capacity of Rugby League facilities to enable future growth
- Create a more connected network – create a more connected and aligned environment between NSWRL, Clubs and Government.

To ensure Rugby League continues to thrive and contribute positively to community health, youth engagement, and regional identity, we respectfully request that the following considerations be included in the masterplan:

Amenity Buildings

Inclusive changerooms are fundamental to ensuring that everyone regardless of gender identity or ability feels safe and welcome in community spaces. Gender-neutral facilities support participation from women, girls, non-binary individuals, and people with disabilities, and are a key step toward achieving equity in sport and recreation. With female Rugby League participants growing in the region, it is vital that the facilities grow as participants increase.

The inclusion of gender-neutral referee rooms is an essential and forward-thinking component that the masterplan needs to include, particularly in supporting the growing number of female referees in Rugby League and other community sports. Providing safe, private, and inclusive change facilities ensures that female officials feel respected, welcome, and supported in what has traditionally been a male-dominated space. These spaces remove barriers to participation, help foster a more diverse officiating workforce, and demonstrate the council's commitment to equity and modern facility standards. By designing referee amenities that accommodate all genders, the precinct becomes more professional, inclusive, and reflective of the contemporary sporting environment.

High Quality Grass Playing Surfaces

Safe, resilient turf is critical for Rugby League competition and training. Poor field conditions can lead to injuries, reduce playing time, and deter community use. Investing in high-quality natural turf ensures consistent access, supports athlete development, and enhances the overall experience for participants and spectators. In this context, selecting the most suitable grass species is essential, and couch grass presents clear advantages over kikuyu for sports field construction and long-term performance. Couch grass is known for its fine texture, dense growth, excellent drought and wear tolerance, and rapid recovery from stress, making it a preferred choice for sporting fields. It withstands high foot traffic typical of rugby league environments and rebounds effectively after heavy usage, reducing downtime and maintenance interruption.

Drainage and Irrigation Systems

Effective drainage and irrigation are essential for maintaining playable surfaces year-round, particularly in the face of increasingly variable weather patterns. These systems help prevent field closures due to waterlogging or drought, ensuring that facilities remain open and safe for use, even during extreme conditions.

The inclusion of irrigation and drainage is vital to the ongoing upkeep and maintenance of playing fields. Drainage and irrigation have a significant impact on the continued capacity of playing fields and is required to enable effective ground maintenance. Without this infrastructure in place, playing fields are significantly restricted in terms of the capacity to accommodate use.

Page 2

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT,
TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

Lighting

Lighting is a crucial aspect for Rugby League venues. Adequate lighting for Rugby League fields is now an essential element in the ongoing viability of any venue. While community Rugby League clubs are unlikely to need the standard of lighting required for televised matches, all clubs need to be able to light their grounds so players of all ages can train and compete safely and effectively in the evenings.

We also encourage that the lighting installed should be LED in line with modern technology. The long lifespan of LEDs coupled with the floodlights strong mechanical design means few maintenance interventions will be needed. Furthermore, LED lighting directs the light directly onto the field, eliminating the light spill that old lighting systems have previously had.

Ancillary Infrastructure

Beyond the upgraded playing fields, the inclusion of well-planned ancillary infrastructure such as improved car parking, pedestrian pathways, park signage, and outdoor fitness stations represents a significant strength of the masterplan. These elements enhance accessibility, safety, and overall user experience, ensuring the precinct functions effectively for both sporting and community use. Improved pathways support smoother movement for players and spectators, clear signage contributes to wayfinding and amenity, and fitness stations encourage broader community engagement by supporting recreational activity beyond organised sport. Together, these complementary features help create a more welcoming, functional, and versatile sporting environment that maximises the value of the investment for the whole community.

NSWRL congratulates Port Stephens Council on the development of the Tomaree Sports Complex Masterplan. NSWRL supports the draft masterplan, and we look forward to working with Council to finalise the masterplan ensuring Rugby League is key stakeholder of the complex.

Regards,



Government Relations and Infrastructure Manager
NSW Rugby League

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT,
TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

Submission 9: 3 March 2026, Vice President Nelson Bay Hockey Club

From: [REDACTED]
To: [Port Stephens Council](#)
Cc: [Cr Nathan Robinson](#); [Leah Robinson](#)
Subject: PSC2019-04770-0030 - Tomaree Masterplan Submission
Date: Tuesday, 3 March 2026 12:05:41 PM
Attachments: [image001.jpg](#)
[image002.jpg](#)
[image003.png](#)

Caution: This message was sent from outside your organization.

[Report](#)

To the General Manager

Please see below response from Nelson Bay Hockey in regard to an artificial turf field for hockey on the Tomaree Peninsula.

Nelson Bay hockey has been a part of the community since in inception in the early 1980's. Our original fields were located within the current Tomaree Sports complex, with teams being entered into the Newcastle competition and providing some great competition. A womens team was also entered into the Newcastle competition in the early years and both teams continued for many years. Junior teams were then created to ensure the longevity of the club and in 1994, our first junior teams were entered into the Newcastle competition as well. The Port Stephens Hornets were formed in 2009 and eventually became a separate entity within the Newcastle competition. After many years at the Tomaree centre, our club was advised that the field(s) being used were required for the Nelson Bay Football Club and we were moved out to the Salamander Centre where we currently are. We share the facility with the Nelson Bay Junior Rugby League and Nelson Bay Cricket clubs.

Until 2024, we were able to use two full sized fields at the Salamander centre, but we were then advised that we no longer had use of field four and our playing area was reduced to one field. To compensate for the loss of the field, we reduced the size of our fields, and rotated them to fit onto the one field. We also reduced the size of the teams to accommodate the smaller fields.

Our club has made suggestions and recommendations over the years to allow our club to be supplied or obtain a full sized artificial turf field, preferably a water based one which has become the standard for hockey fields. Recommendations for a jointly used field were rejected by other clubs, and the suggestion of a separate field has also been dismissed. Hockey NSW has endorsed the creation of new synthetic fields across the state, with Nelson Bay being one location where it was suggested that a field be created. The outgoing CEO has also endorsed Nelson Bay Hockey to pursue a location for the field. As he is outgoing, assistance will also be sort from the incoming CEO.

Maitland has a synthetic field with a smaller population than the Nelson Bay region, while Cessnock also has a recently upgraded field. Gloucester hockey club are also close to obtaining a synthetic turf for the region. These clubs, as well as Nelson Bay comprise the Hunter Hockey Association. Newcastle also has three synthetic turf fields, which are in constant use. Lake Macquarie also has synthetic fields, although they do not have any dedicated to hockey.

A hockey synthetic turf has been shown on our local sports council documents as under

**ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT,
TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.**

investigation for a number of years, with no real inroads into this investigation.

With new designs for turf evolving, and quality of the synthetics changing as well, now is the time to look more seriously into this.

Hockey NSW has guidelines for the creation of synthetic fields, and also has a preferred supplier and installer for the newest types of fields.

There is a set of guidelines supplied by Hockey NSW along with details of the preferred supplier.

Many players at Nelson Bay have played for both Hunter and Newcastle teams, and are involved with teams in both regions. Due to no synthetic turf being available in the area, many children and adults that experience playing on turf, then move to either a Newcastle club or Maitland to enhance their playing skills and the feel of turf as opposed to grass. A turf facility would allow our club to retain players, improve skills and grow our club, while ultimately looking at once again entering teams into the Newcastle competition.

During the request for information from clubs, Nelson Bay hockey provided a document with preferred locations for a synthetic turf. Our locations, in order of preference are listed below: Current Council Depot - this site was previously shown as being the preferred location on a previous Masterplan. This would allow us to centralise the club while utilising the existing base under the depot as a good starting base for a hockey field. It would also be ideal to allow growth of the club, with the possibility of adding an extra turf within the same location. The adjoining space could be used as grass fields to allow junior players to get a feel for hockey and then move to the turf. One field would mean changes to our playing times, but would be very beneficial as there would be less games missed during wet weather.

A small amount of clearing would be required to the north of the current depot, but this is also shown in the proposed masterplan as being required for any field.

Tomaree Tennis Courts – currently shown on the masterplan as the location for a turf, with shared use by the tennis club. This area would not be as ideal as extensive works would be required to clear the site and also add additional infrastructure. This site is also potentially in a koala habitat area, and removal of koala feed trees would prove difficult and would not increase popularity of council or any sport using the area. Litter from surrounding trees would then also need to be cleared on a regular basis, adding to the running cost of the field.

Salamander Complex, current location – not ideal as subsidence of the old tip has caused damage to infrastructure within this location, and also would be very costly to upgrade. We would be happy to move from this location as it would also allow the Junior Rugby League to have the full use of this facility to grow and rotate field usage. If a turf field were placed at this location, it then may restrict the growth to the league club.

Korora Oval – This field is currently in use by cricket and also soccer. From our understanding, the Nelson Bay Baseball club will be moved to this facility as their current location is being redeveloped for additional football (soccer) fields. Placement of a full synthetic turf would not be possible here as it would impede on the use of the field by both baseball and soccer.

Korora oval would also reduce the amount of training times available at night due to the close proximity of housing. There is also no room to expand the club in the future.

Although the cost of a synthetic turf can be high to outlay, ongoing costs will be more reasonable due to the longevity of a turf, approximately 8-10 years, depending on usage per

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT,
TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

week. During the off season, the field can be used for training and for other sports.

During the recent Masters competition for hockey Australia, which was held in Newcastle, I was made aware of 5 state teams staying in the Nelson Bay area. These teams stayed in the area for the full length of the competition, which was 3 weeks. During this time, the teams travelled to Newcastle for games, but due to the field being in full use for the period of the competition, the teams were unable to train in Newcastle. The 5 teams had been made aware that there is a field in Maitland that they could train on, and they travelled to this field for training during days when they were not involved in competition. This was a significant boost to the profile of the Maitland hockey field and club, which could also be a benefit to Nelson Bay on the whole were we to have an artificial turf in the area. We would also be able to host reciprocal competitions with other Hunter Clubs to further enhance our clubs and training for all players.

Nelson Bay Hockey Club is a proud part of the local area, running training and visits to local schools, running gala days and providing players for other competitions, most of which would look to playing locally if a turf was available.

We recommend that our turf be placed in a more prominent position, being the existing Council depot site.

If you have any questions or concerns about the information contained in this email, please contact me.

Cheers



Vice President – Nelson Bay Hockey

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT,
TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

Submission 10: 3 March 2026, Treasurer Nelson Bay Hockey Club

From: [REDACTED]
To: [Port Stephens Council](#)
Subject: PSC 2019-04770-0030
Date: Tuesday, 3 March 2026 12:50:12 PM
Attachments: [Tomaree Master Plan Submission.docx](#)

Caution! This message was sent from outside your organization.

[Report](#)

I have attached a submission to the Draft Tomaree Master Plan.

Thank you

[REDACTED]

Subject: Tomaree Master Plan submission.

I am a member of the Nelson Bay Hockey Club Committee.

As a Club we have been losing many players to Maitland Hockey Club or Newcastle Hockey Club so that the players are able to play on artificial Turf.

All representative Hockey is played on artificial turf. Most sizable towns in NSW have a hockey turf.

To attract and keep our own hockey player and to have players come to Nelson Bay to play in tournaments we require a turf.

As a Club we have investigated many sites for the artificial turf. The present site on the Master Plan near the swimming pool is not a preferred site.

There are many old growth trees and the nature of Nelson Bay environment makes it an undesirable site.

The preferred site is where the present Council Depot is situated. The Master plan should be amended to show that site for the future.

Yours in sport,

[REDACTED] Treasurer of Nelson Bay Hockey Club

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT,
TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

Submission 11: 3 March 2026, Hockey Club Life Member

From: [REDACTED]
To: [Port Stephens Council](#)
Cc: [Dean Coulson](#)
Subject: Submission 10 Tomaree Sports Complex Town Centre Masterplan
Date: Tuesday, 3 March 2026 2:08:33 PM
Attachments: [Tomaree Masterplan submission.docx](#)

Caution! This message was sent from outside your organization.

[Report](#)

To the General Manager and Dean Coulson, Port Stephens Council
See attached submission re Tomaree Sports Complex Masterplan.
Please advise if any issues with the file, hoping for confirmation that it has been received
and in time.

Regards

[REDACTED]

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT,
TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.


Tuesday 3rd March 2026

Submission: Draft Tomaree Sports Complex Town Centre Masterplan
PSC2019-04770-0030

The General Manager
Port Stephens Council

The location of the Hockey Field site (Item 2) is not realistically viable:

- => The area is heavily wooded with mature old-growth trees, the ground is uneven and sloping. Developing this site seems far too problematic to attract community or Council support in the foreseeable future.
- => There are currently no utility services in that area (electricity, water, sewer, road access).
- => Existing and proposed surrounding usages will concentrate excessive congestion in that area.
- => It is noted that various previous Master Plans included Baseball on this site, but recent agreement has been reached to move Baseball to Korora Oval – I assume for reasons similar to those facing Hockey.

A much more suitable and realistic site for a Synthetic Hockey field will be in the area marked (24) designated on this Plan as "New Playing Fields – current depot site to be redeveloped into potential rugby, cricket, soccer, touch and athletics".

- => The hard base underneath the existing Council depot will quite possibly simplify and reduce the extensive excavation and re-filling which would be needed for a grass field. A Synthetic field requires a hard base, which is already (partly) in place on site 24.
- => The location is a little further away from the proposed Indoor Centre / High School / Netball / Pool, which will ease congestion in both areas.
- => The timeline for relocation of the Council Works Depot is more in keeping with the pressing needs of the Nelson Bay Hockey Club i.e. scheduled to happen much sooner than the clearing of Tennis Court Site 2.

Related information:

The Master Plan description of site 24 indicates "potential" use for a number of sports (rugby, cricket, soccer, touch and athletics), ALL of which currently have an abundance of fields available to them. The entire Port Stephens Council area contains just ONE Hockey field, recently reduced from 2. All of these named sports, and others, will be able to use a synthetic hockey field for all-weather training and modified games.

Hockey currently uses only field 5 at Salamander Sporting Complex. This field is steadily deteriorating as a suitable hockey playing surface due to underlying land-fill subsidence and worsening drainage issues which appear unable to be rectified.

- => Note: Nelson Bay Hockey Club has moved fields a number of times since establishing in 1985. We agreed to move to Tomaree fields 4 and 5 when they were being established, when no other clubs wanted to go there. We were steadily squeezed out from Tomaree by Soccer, and so agreed to move to Salamander fields 4 and 5 in 2006. At both Tomaree and Salamander, NBHC volunteers always worked cooperatively with Council to establish and maintain a smooth surface with suitable grass varieties for safely playing Hockey. We are now being squeezed out again from Salamander by Rugby League, with no clear plan of where we can move to.

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT, TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.

- → In 2025, NBHC was only able to access approx. 35% of the field space/time which was an agreed condition of the 2006 move. (One field given to Junior League by Council & Sports Council, and the remaining field so poorly drained it was regularly unusable) ¶

Hockey is a fast-moving, Globally-played, Olympic sport which relies on a smooth playing surface for its speed, predictability and safety. Virtually every modern Hockey Club plays exclusively on synthetic surfaces. Newcastle, Maitland, and Cessnock all have (5) dedicated synthetic hockey fields. Nelson Bay has a surprisingly large number of hockey players in our community—increasingly these players are choosing to travel to Newcastle or Maitland to play their sport, while the Port Stephens fields are becoming increasingly difficult and unsafe (and unenjoyable) to play upon. Our Club which has been running successfully for over 40 years, and has produced regional, State and potential National representatives, is now finding membership is increasingly attracted away from our area to play on fields of a recognized suitable standard. ¶

Tomaree Sports Development Strategy (Capital Works Projections) still includes the need for a synthetic hockey field—this item has been on this list of “future projects” for over 20 years, with no action. ¶

NBHC members conducted a dedicated campaign through 2022-24 promoting an **all-weather multi-user synthetic playing surface** for the Tomaree area, which would benefit a range of sports. Council staff and Sports Council personnel terminated the campaign. ¶

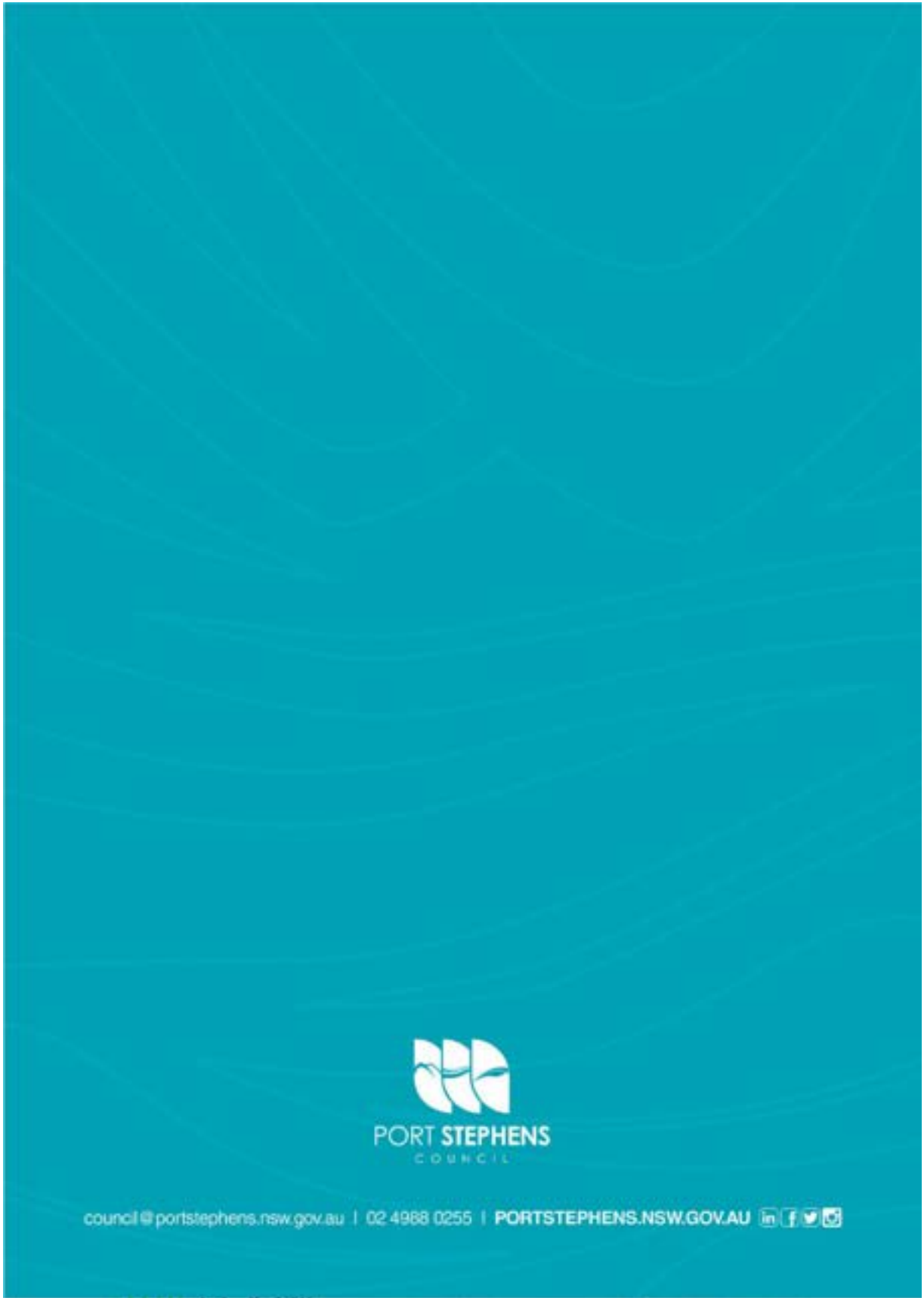
Port Stephens Council and Tomaree Sports Council produced a “**Sports Facilities Plan**” dated 22/1/25, which identified several possible locations for a synthetic hockey field. NBHC responded to this Draft document with a detailed submission on 14/2/25, requesting that a suitable location for a synthetic hockey turf be decided, and dedicated on a plan so that our Club could work towards this. No reply has been received. ¶

I hope that suitable modifications can be made to the Draft Tomaree Sports Complex Town Centre Masterplan so that it can meet the needs of the **WHOLE** Tomaree sporting community. ¶

Regards ¶


Nelson Bay Hockey Club Life Member ¶

ITEM 5 - ATTACHMENT 4 COMMUNICATIONS AND ENGAGEMENT REPORT,
TOMAREE SPORTS COMPLEX MASTERPLAN, APRIL 2026.



PORT STEPHENS
COUNCIL

council@portstephens.nsw.gov.au | 02 4988 0255 | PORTSTEPHENS.NSW.GOV.AU 

ITEM NO. 6

**FILE NO: 26/70310
EDRMS NO: PSC2023-02219**

22 AND 30 HOMESTEAD STREET AND 1 DIEMARS ROAD, SALAMANDER BAY

REPORT OF: GLEN PETERKIN - FINANCIAL SERVICES SECTION MANAGER
DIRECTORATE: CORPORATE STRATEGY AND SUPPORT

RECOMMENDATION IS THAT COUNCIL:

- 1) Commence the planning proposal to amend the Land Use Zoning Map and Lot Size Map under the Port Stephens Local Environmental Plan 2013 at 22 Homestead Street, Salamander Bay (Lot: 598 DP: 27382), 30 Homestead Street, Salamander Bay (Lot: 599 DP: 27382) and part of 1 Diemars Road, Salamander Bay (Lot: 51 DP: 803471).

BACKGROUND

The purpose of this report is to seek endorsement to commence the planning proposal process for Council-owned land at 22 and 30 Homestead Street and 1 Diemars Road, Salamander Bay (the site). A locality map of the subject land is provided at **(ATTACHMENT 1)**.

At the 11 April 2023 Council Meeting (Minute No. 088) **(ATTACHMENT 2)**, it was resolved that Council request the General Manager provide a report that investigates the following:

- a) Preparation of a planning proposal to rezone land at 22 Homestead Street, Salamander Bay (Part of Lot: 51 DP: 803471, Lot: 598 DP: 27382 and Lot: 599 DP: 658257) from RE1 – Public Recreation to C2 Environmental Conservation.
- b) Preparation of an Environmental Management Plan for those lots (Part of Lot: 51 DP: 803471, Lot: 598 DP: 27382 and Lot: 599 DP: 658257) to facilitate koala feed tree planning and the relocation of rehabilitated koalas from the Port Stephens Koala Hospital.

The subsequent assessment identified that a limited cleared portion of the site may be suitable for housing, with the balance to be retained for environmental purposes.

Following engagement with the elected Council and key community groups the proposed planning proposal recommends rezoning 1.29 ha (7%) of the subject land for residential purposes with the remaining 16.3 ha (93%) for environmental purposes, as illustrated in figure 1 below. The existing licenced area allocated to Port Stephens Koala and Wildlife Preservation Society for the planting of koala feed trees is contained within the land proposed to be zoned environmental.

This approach is consistent with the endorsed addendum to the Port Stephens Local Housing Strategy (LHS) and Housing Supply Plan (HSP). **(ATTACHMENT 3)**.

Identifier	Property	Zone	Area
Parcel A	Part of 22 Homestead St, Salamander Bay	Residential	1.29ha (7%)
Parcel B	Part of 22 Homestead St, Salamander Bay 30 Homestead St, Salamander Bay Part of 1 Diemars Rd, Salamander Bay	Environmental	16.3ha (93%)



Figure 1: Site location plan

Any future residential development will be underpinned by koala-sensitive design principles.

It is proposed that a portion of the sale proceeds be allocated to a reserve to fund the development of a Vegetation Management Plan (VMP) for the entire area in order to facilitate the long-term restoration and environmental management. There is currently no funding source for this VMP.

COMMUNITY STRATEGIC PLAN

Strategic Direction	Delivery Program 2025-2029
Resources and finance	Implement the Property Investment Strategy

FINANCIAL/RESOURCE IMPLICATIONS

The preparation of the planning proposal will be performed within existing budget.

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes		
Reserve Funds	No		
Developer Contributions (\$7.11)	No		
External Grants	No		
Other	No		

LEGAL, POLICY AND RISK IMPLICATIONS

The proposed rezoning is provided for by the Local Government Act 1993 and governed by the Environmental Planning and Assessment Act 1979.

Council’s policy requires a resolution of Council authorising the commencement of the rezoning process for all Council owned lands.

Risk	<u>Risk Ranking</u>	Proposed Treatments	Within Existing Resources?
There is a risk that not proceeding with the rezoning of the subject site reduces the likelihood of finding a funding source for the Vegetation Management Plan.	Medium	Adopt the recommendations.	Yes
There is a risk that if the recommendation is not supported the income source created from the development would not be achieved.	Medium	Adopt the recommendations.	Yes

There is a risk that if the recommendation is not supported there will be reduced supply of residential land in Salamander Bay.	Medium	Adopt the recommendations.	Yes
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SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

The proposal is likely to deliver a range of social and economic benefits including:

- Providing of additional housing within the LGA
- Employment opportunities within the LGA and Hunter Region through construction of the development
- A portion of funds generated will enable the establishment of the Environmental Conservation Reserve
- A portion of funds generated through the development will be allocated to fund a future Vegetation Management Plan for the site.

COMMUNICATION AND ENGAGEMENT

Council’s Communication and Engagement Strategy identifies the level of engagement undertaken. An explanation for each level is shown below.

INFORM	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.
CONSULT	To obtain public feedback on analysis, alternatives and/or decisions.
INVOLVE	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.
COLLABORATE	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.
EMPOWER	To place final decision-making and/or developed budgets in the hands of the public.
	No external communications and engagement are required for this report.

The following communication and engagement applies to this report.

External communications and engagement

- Port Stephens Koala and Wildlife Preservation Society
- EcoNetwork

ORDINARY COUNCIL - 26 MAY 2026

- Tomaree Ratepayers and Residents Association Inc. (TRRA)
- Wildthing Environmental Consultants

CONSULT	Onsite investigation has been performed with community groups and Councillors to obtain public feedback on analysis, alternatives and/or decisions.
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Internal communications and engagement

Consultation has been undertaken by the Financial Services Section with:

- Strategy and Environment Section.
- Assets Section.
- Communications and Customer Experience Section.

OPTIONS

- 1) Accept the recommendation.
- 2) Amend the recommendation.
- 3) Reject the recommendation.

ATTACHMENTS

- 1) Locality Plan - 22 & 30 Homestead Street and 1 Diemars Road Salamander Bay.
- 2) 11 April 2023 - Ordinary Council Minutes - Minute No. 088.
- 3) Local Housing Supply Plan.

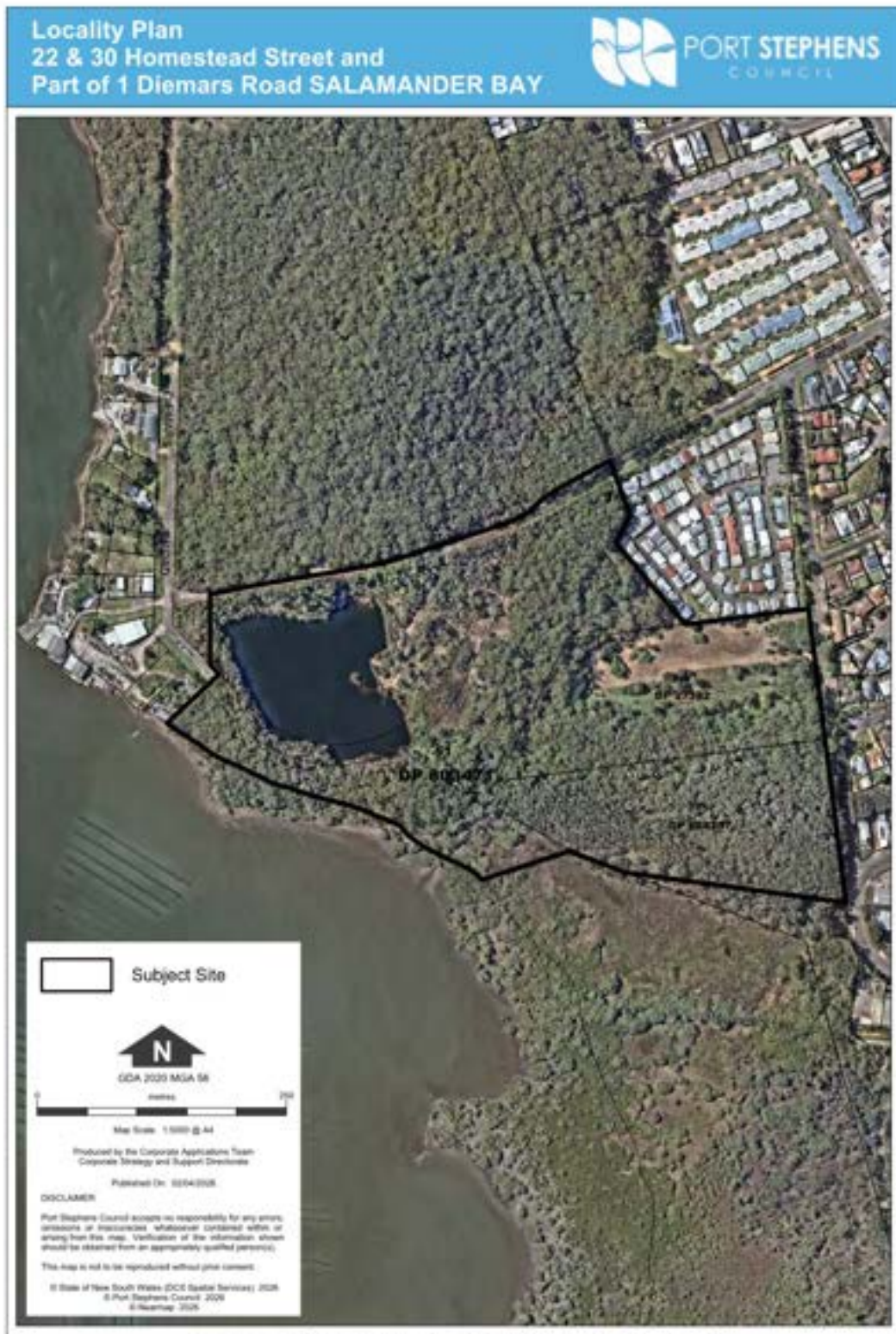
COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

Nil.

ITEM 6 - ATTACHMENT 1 LOCALITY PLAN - 22 & 30 HOMESTEAD STREET AND 1 DIEMARS ROAD SALAMANDER BAY.



MINUTES ORDINARY COUNCIL - 11 APRIL 2023

NOTICE OF MOTION

ITEM NO. 5

FILE NO: 23/82315

EDRMS NO: PSC2021-04195

22 HOMESTEAD STREET, SALAMANDER BAY

COUNCILLOR: LEAH ANDERSON

THAT COUNCIL:

- 1) Requests the General Manager provide a report that investigates the following:
 - a) Preparation of a planning proposal to rezone land at 22 Homestead Street, Salamander Bay (Part of Lot: 51 DP: 803471, Lot: 598 DP: 27382 and Lot: 599 DP: 658257) from RE1 - Public Recreation to C2 Environmental Conservation.
 - b) Preparation of an Environmental Management Plan for those lots (Part of Lot: 51 DP: 803471, Lot: 598 DP: 27382 and Lot: 599 DP: 658257) to facilitate koala feed tree planting and the relocation of rehabilitated koalas from the Port Stephens Koala Hospital.

**ORDINARY COUNCIL MEETING - 11 APRIL 2023
MOTION**

088	<p>Councillor Leah Anderson Councillor Glen Dunkley</p> <p>It was resolved that Council requests the General Manager provide a report that investigates the following:</p> <ol style="list-style-type: none">a) Preparation of a planning proposal to rezone land at 22 Homestead Street, Salamander Bay (Part of Lot: 51 DP: 803471, Lot: 598 DP: 27382 and Lot: 599 DP: 658257) from RE1 - Public Recreation to C2 Environmental Conservation.b) Preparation of an Environmental Management Plan for those lots (Part of Lot: 51 DP: 803471, Lot: 598 DP: 27382 and Lot: 599 DP: 658257) to facilitate koala feed tree planting and the relocation of rehabilitated koalas from the Port Stephens Koala Hospital.
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Councillor Peter Kafer left the meeting at 7:30pm.
Councillor Peter Francis left the meeting at 7:30pm.
Councillor Peter Francis returned to the meeting at 7:32pm.
Councillor Peter Kafer returned to the meeting at 7:34pm.

MINUTES ORDINARY COUNCIL - 11 APRIL 2023

In accordance with Section 375 (A) of the Local Government Act 1993, a division is required for this item.

Those for the Motion: Crs Leah Anderson, Giacomo Amott, Matthew Bailey, Glen Dunkley, Peter Francis, Peter Kafer, Steve Tucker and Jason Wells.

Those against the Motion: Nil.

The motion was carried.

**ORDINARY COUNCIL MEETING - 11 APRIL 2023
MOTION**

089	Councillor Glen Dunkley Councillor Matthew Bailey
	It was resolved that Item 1 be dealt with following Notice of Motion No. 5.

Those for the Motion: Crs Leah Anderson, Giacomo Amott, Matthew Bailey, Glen Dunkley, Peter Francis, Peter Kafer, Steve Tucker and Jason Wells.

Those against the Motion: Nil.

The motion was carried.

BACKGROUND REPORT OF: BROCK LAMONT – STRATEGY & ENVIRONMENT SECTION MANAGER**BACKGROUND**

The preparation of a planning proposal to rezone land at 22 and 30 Homestead Street, Salamander Bay and 1 Diemars Road, Salamander Bay from RE1 Public Recreation to C2 Environmental Conservation would integrate the site zoning with the land to the north and south which is currently zoned C2 Environmental Conservation.

The site is subject to a number of environmental constraints, including preferred koala habitat, endangered ecological communities and flooding, which make the subject land challenging to develop for any significant urban development.

Should this Notice of Motion be supported, a report outlining the relevant processes, costs and resourcing required would be prepared and presented to Council.

MINUTES ORDINARY COUNCIL - 11 APRIL 2023

FINANCIAL/RESOURCE IMPLICATIONS

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes		
Reserve Funds	No		
Developer Contributions (\$7.11)	No		
External Grants	No		
Other	No		

ATTACHMENTS

Nil.

ITEM NO. 7

FILE NO: 26/56435
EDRMS NO: PSC2024-03232

QUARTERLY BUDGET REVIEW TO 31 MARCH 2026

REPORT OF: GLEN PETERKIN - FINANCIAL SERVICES SECTION MANAGER
DIRECTORATE: CORPORATE STRATEGY AND SUPPORT

RECOMMENDATION IS THAT COUNCIL:

- 1) Approve the amended budget (**ATTACHMENT 1**) presented as the Quarterly Budget Review to 31 March 2026.

BACKGROUND

The purpose of this report is to provide an update to Council on the 30 June 2026 budget. The Quarterly Budget Review to 31 March 2026 (**ATTACHMENT 1**) sets out the details of any variations between Council's current budget and the proposed budget.

Operating Budget

The Quarterly Budget Review to 31 March 2026 has shown an increase in total income by \$520k, which is largely due to the recognition of the accounting profit on disposal of 528 Hunter Street, Newcastle.

Operating expenditure increased by \$153k which is largely due to rising fuel costs.

Further information of the changes to the budget are outlined in the Income and Expenditure Statement as shown in (**ATTACHMENT 1**).

Capital Budget

The capital budget increased by \$1.363 million largely due to recreational facility upgrades and SMART parking infrastructure. These changes are predominately funded from external reserves.

Further information of the changes to the budget are outlined in the Capital Budget Statement as shown in (**ATTACHMENT 1**).

Performance Indicators

All performance indicators have met the benchmark. Council continues to monitor the situation.

COMMUNITY STRATEGIC PLAN

Strategic Direction	Delivery Program 2025-2029
Resources and finance	Implement the Long Term Financial Plan 2025 to 2035

FINANCIAL/RESOURCE IMPLICATIONS

Council’s anticipated underlying result increased to \$1,254,000. The movement from the original underlying result will be shown each quarter.

	Surplus (\$) 000	Deficit (\$) 000
Original Budget	1,294	
September 2025 review	1,134	
December 2025 review	1,322	
March 2026 review	1,254	

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes		
Reserve Funds	No		
Developer Contributions (S7.11)	No		
External Grants	No		
Other	No		

LEGAL, POLICY AND RISK IMPLICATIONS

Council’s anticipated underlying result increased to \$1,254,000. The movement from the original underlying result will be shown each quarter

Risk	<u>Risk Ranking</u>	Proposed Treatments	Within Existing Resources?
There is a risk that income and expenditure deviate from the budget which could impact on Council’s ability to deliver its Operational Plan in a financially sustainable manner.	High	Periodic review and forecasting of the actual performance against the budget is undertaken regularly to ensure that approved expenditure levels and projected revenue streams remain sustainable.	Yes

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

Council's budget is fundamental for operational sustainability and the provision of facilities and services to the community.

COMMUNICATION AND ENGAGEMENT

Council's Communication and Engagement Strategy uses the IAP2 Framework to identify the level of engagement undertaken. An explanation for each level is shown below.

INFORM	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.
CONSULT	To obtain public feedback on analysis, alternatives and/or decisions.
INVOLVE	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.
COLLABORATE	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.
EMPOWER	To place final decision-making and/or developed budgets in the hands of the public.
	No external communications and engagement are required for this report.

The following communication and engagement applies to this report.

External communications and engagement

	No external communications and engagement are required for this report.
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Internal communications and engagement

Consultation with the following stakeholders has been undertaken by the Financial Services Section to discuss the overall financial result for the quarter.

- Executive Team.

OPTIONS

- 1) Accept the recommendation.
- 2) Amend the recommendation.
- 3) Reject the recommendation.

ATTACHMENTS

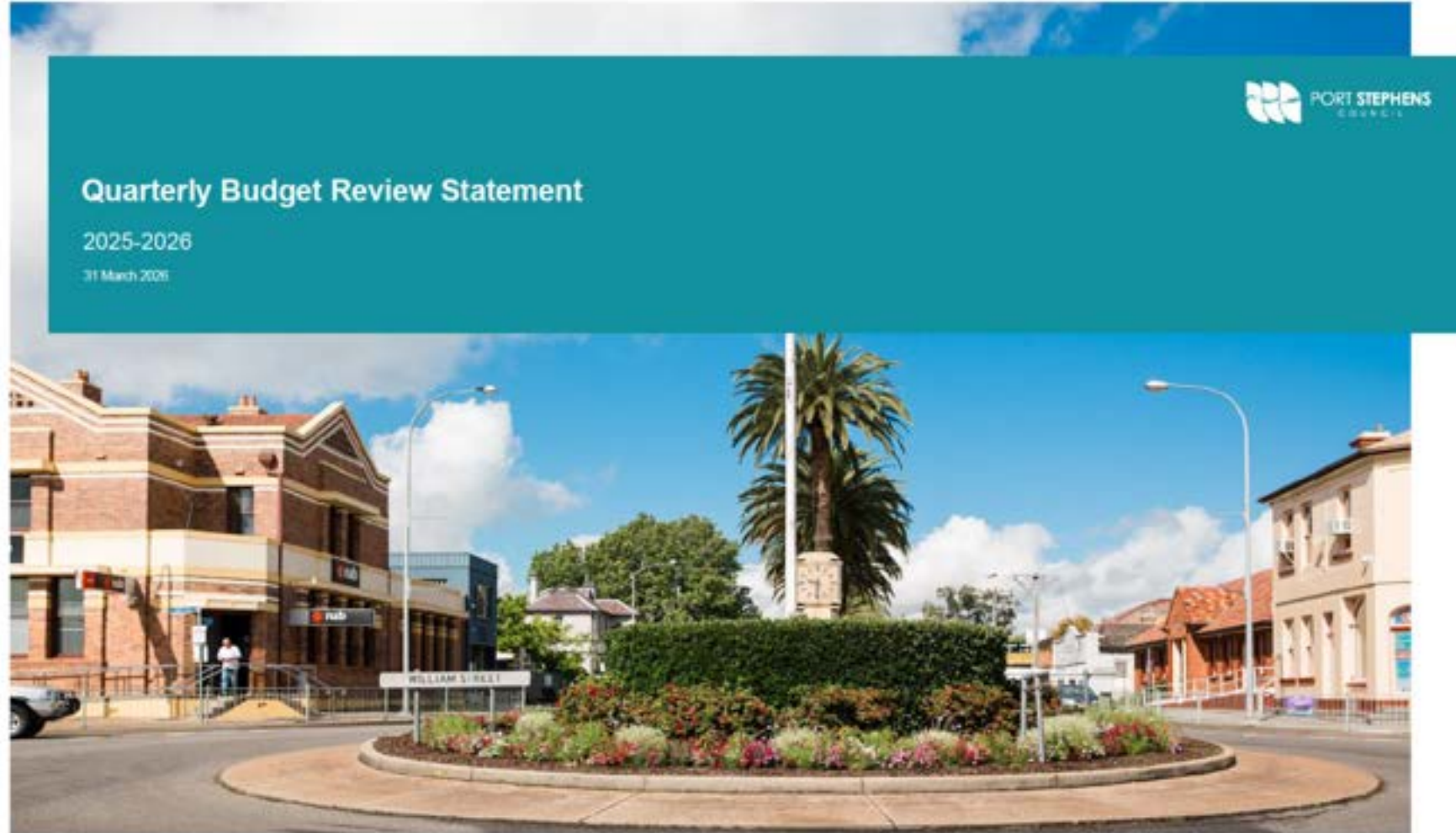
- 1) Quarterly Budget Review to 31 March 2026.

COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

Nil.



Quarterly budget review statement

31 March 2026

The Office of Local Government's (OLG) Quarterly Budget Review reporting requirements are attached as follows:

- Report 1 Report by Responsible Accounting Officer
- Report 2 How to read your Quarterly Budget Review Statement Financial Overview
- Report 3 QBRS financial overview
- Report 4 Consolidated income and expenditure budget review statement
- Report 5 Income and expenditure budget review statement with commentary on significant changes
- Report 6 Capital budget review statement with commentary on significant changes
- Report 7 Cash and investments budget review statement
- Report 8 Summary of developer contributions

The following additional report has been included to provide further information regarding Council's performance:

- Report 9 Key performance indicators statement

Report 1: Report by Responsible Accounting Officer

Budget review for the quarter ending 31 March 2026

The following statement is made in accordance with clause 203(2) of the Local Government (General) Regulations 2021.

It is my opinion that the Quarterly Budget Review Statement for Port Stephens Council for the quarter ended 31 March 2026 indicates that Council's projected financial position at 30 June 2026 will be satisfactory at year-end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:



Glen Peterkin
Financial Services Section Manager
Port Stephens Council

Date:

3/04/2026

Report 2: How to read your Quarterly Budget Review Statement Financial Overview

QBR FINANCIAL OVERVIEW											
(Name) Council											
Budget review for the quarter ended - XX XXXXXXX 20XX											
DESCRIPTION	Previous Year	Current Year	Approved	Approved	Approved	Revised	Recommended	Projected	VARIANCE	ACTUAL	
	Actual	Original	Changes	Changes	Changes	Budget	changes	Year End (PYE)	ORIGINAL	YTD	
	20xx/xx	20xx/xx	Q1	Q2	Q3		for council	Result	budget + PYE	20xx/xx	
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	resolution	20xx/xx	20xx/xx	20xx/xx	
								\$000's	\$000's	\$000's	
Net Operating Result before grants and contributions provided for capital purposes	General Fund	0	0	0	0	0	0	0	0	0	
	Water Fund	0	0	0	0	0	0	0	0	0	
	Sewer Fund	0	0	1	0	0	2	3	4	5	
	Consolidated	0	0	0	0	0	0	0	0	6	
Operating Result from continuing operations with capital grants and contributions excluding depreciation, amortisation and impairment of net financial assets	Consolidated	0	0	0	0	0	0	0	0	0	
										0	
Borrowings	Total borrowings									0	
										0	
Liquidity	External restrictions	0	0	0	0	0	0	0	7	0	
	Internal Allocations	0	0	0	0	0	0	0	0	0	
	Unallocated	0	0	0	0	0	0	0	0	0	
	Total Cash and Cash Equivalents	0	0	0	0	0	0	0	0	0	
Capital	Capital Funding	0	0	0	0	0	0	0	8	0	
	Capital Expenditure	0	0	0	0	0	0	0	0	0	
	Net Capital	0	0	0	0	0	0	0	0	0	

1. Approved changes – Review

These are the changes for the quarter that were approved by a previous council resolution. The original budget amount plus the approved changes determine the revised budget in this QBR.

2. Revised budget

This figure is the original budget plus prior quarter approved changes.

3. Recommended changes for council resolution

Any change to the budget must be approved by council. By resolving to accept this QBR, Councillors are approving the recommended changes.

4. Projected year end result

This figure is the revised forecast position of the fund at financial year end. The projected year end result is the original budget plus the approved and recommended budget changes.

5. Variance

This column shows the variance between the original adopted budget and the revised projected year result. Councillors should be aware of the reasons behind the variance.

6. Actual YTD

Actual year to date is the result from 1st July up until the end of the quarter being reported.

7. Internal allocations and unallocated reserves

Internal allocations and unallocated reserves demonstrate the level of liquidity of Council. Specifically, the Council's ability to cover short term liabilities such as employee entitlements.

8. Capital

The capital overview should inform council as to whether the capital works program is on track to deliver programs outlined in the IP&R documentation.

Report 3: QBRs financial overview

Budget review for the quarter ending 31 March 2026

Description		Previous Year Actual 2024/25 \$000's	Current Year Original Budget 2025/26 \$000's	Approved Changes Q1 Review \$000's	Approved Changes Q2 Review \$000's	Approved Changes Q3 Review \$000's	Revised Budget \$000's	Recommended changes for council resolution \$000's	Project year end (PYE) result 2025/26 \$000's	Original Budget + PYE 2025/26 \$000's	Actual YTD 2025/26 \$000's
Net Operating Result before grants and contributions provided for capital purposes	General Fund	(1,816)	8,690	(137)	446		9,999	347	10,347	856	7,513
	Water Fund	-	-	-	-		-	-	-	-	-
	Sewer Fund	-	-	-	-		-	-	-	-	-
	Consolidated	(1,060)	8,340	(137)	446		8,649	347	8,997	856	6,501
Operating Result from continuing operations (with capital grants and contributions) excluding depreciation, amortisation and impairment of non financial assets	Consolidated	58,430	45,953	13,604	632		60,189	367	60,556	14,603	43,871
Borrowings	Total borrowings	12,272	12,323	(1,294)		-	11,029	(1,470)	9,559	-	10,663
Liquidity	External restrictions	45,153	64,166	(25,133)	(915)		38,118	(994)	37,134	(27,032)	48,976
	Internal Allocations	33,812	37,754	(12,166)	(1,873)		23,715	14,279	37,994	240	44,632
	Unallocated	569	1,000	-	-		1,000	-	1,000	-	2,131
	Total Cash, Cash Equivalents and Investments	79,534	102,920	(37,299)	(2,788)		62,833	13,295	76,128	(26,792)	83,739
Capital	Capital Funding	41,631	31,069	37,939	2,547		71,554	1,363	72,917	41,848	30,664
	Capital Expenditure	41,631	31,069	37,939	2,546		71,554	1,363	72,917	41,848	30,664
	Net Capital	-	-	-	-		-	-	-	-	-
		Opening Balance As at 1 July 2025 \$000's	Total Cash Contributions Received As at this Q \$000's	Total Interest Earned As at this Q \$000's	Total Expended As at this Q \$000's	Total Internal Borrowings (to)/from As at this Q \$000's	Held as Restricted Asset As at this Q \$000's	Cumulative balance of internal borrowings (to)/from As at this Q \$000's			
Developer Contributions	Total Developer Contributions	25,500	8,649	814	7,065	-	27,948	-			

Report 4: Consolidated income and expenditure budget review statement

Budget review for the quarter ending 31 March 2026

Description	Previous Year Actual 2024/25 1000's	Current Year Original Budget 2025/26 1000's	Approved Changes Q1 Review 1000's	Approved Changes Q2 Review 1000's	Approved Changes Q3 Review 1000's	Revised Budget 1000's	Recommended changes for Council resolution 1000's	Project year end (FYE) result 2025/26 1000's	Original Budget v PVE 2025/26 1000's	Actual YTD 2025/26 1000's
Income from continuing operations										
Rates and Annual Charges	81,803	89,770	-	-	-	89,770	(7)	89,789	(1)	66,769
User Charges and Fees	58,863	61,117	(177)	(5)	-	60,835	1	60,936	(181)	47,515
Other Revenues	6,068	5,639	322	399	-	6,261	-	6,261	622	4,693
Grants & Contributions for Operating purposes	13,059	14,852	1,795	344	-	16,001	(96)	16,815	1,963	13,354
Capital Grants and Contributions	37,414	12,988	13,740	167	-	26,804	20	26,944	13,947	18,561
Interest & Investment Revenue	4,498	3,398	-	1,000	-	4,398	-	4,398	1,000	3,404
Other Income	2,969	6,977	13	-	-	6,990	-	6,990	13	4,583
Net gains from the disposal of assets	391	250	-	-	-	250	968	876	968	1,008
Total income from continuing operations	205,223	195,000	15,564	1,825	-	212,429	528	212,949	17,949	158,868
Expenses from continuing operations										
Employee benefits and on-costs	66,113	69,530	440	451	-	70,422	18	70,413	883	50,435
Materials & Services	68,530	62,658	1,410	841	-	64,909	246	65,155	2,497	52,672
Borrowing Costs	2,418	5,996	-	-	-	5,996	(85)	5,911	(85)	4,426
Other Expenses	9,534	13,864	50	-	-	10,514	-	10,514	90	8,494
Net Loss from Disposal of Assets	-	-	-	-	-	-	-	-	-	-
Total Expenses from continuing operations excluding depreciation, amortisation and impairment of non financial assets	146,595	149,048	1,900	1,292	-	152,341	113	152,383	3,346	115,997
Operating Result from continuing operations excluding depreciation, amortisation and impairment of non financial assets	58,628	45,952	13,664	532	-	60,188	367	60,566	14,603	43,871
Depreciation and amortisation	22,076	24,615	-	-	-	24,615	-	24,615	-	19,828
Operating result from continuing Operations	36,552	21,337	13,664	532	-	35,573	367	35,951	14,603	24,043
Net Operating Result before grants and contributions provided for capital purposes*	(1,848)	8,340	(137)	448	-	8,649	347	8,997	696	6,501

* All income & expenditure (inc loans and borrowings costs) includes Council's consolidated portion of the Newcastle Airport. The consolidation is required by Australian Accounting Standards to represent Council's financial interests as a result of its 50% shareholding. As a corporate shareholder Council is entitled to financial returns however is not liable for the debts owed by Newcastle Airport.

Refer to 'Report 5: Income and expenditure budget review statement' for Council's net operating result excluding Newcastle Airport.

Report 5: Income and expenditure budget review statement

Budget review for the quarter ending 31 March 2026

General Fund

Description	Note	Previous Year Actual 2024/25 \$000's	Current Year Original Budget 2025/26 \$000's	Approved Changes Q1 Review \$000's	Approved Changes Q2 Review \$000's	Approved Changes Q3 Review \$000's	Revised Budget \$000's	Recommended changes for Council resolution \$000's	Project year end (PYE) result 2025/26 \$000's	Original Budget v PYE 2025/26 \$000's	Actual YTD 2025/26 \$000's
Income from continuing operations											
Rates and Annual Charges		81,803	89,770	-	-	-	89,770	(1)	89,769	(1)	88,789
User Charges and Fees		36,134	38,483	(177)	(5)	-	38,301	1	38,303	(181)	30,539
Other Revenues		9,988	5,490	222	399	-	6,377	-	6,577	522	4,988
Grants & Contributions for operating purposes		13,059	14,852	1,705	348	-	16,901	(88)	16,835	1,883	13,354
Capital Grants and Contributions		27,775	9,248	13,740	187	-	23,174	20	23,194	13,947	15,749
Interest & Investment Revenue		4,211	2,781	-	1,000	-	3,781	-	3,781	1,000	2,826
Other Income		2,989	3,632	13	-	-	3,645	-	3,645	13	2,094
Net gains from the disposal of assets	1	790	250	-	-	-	250	546	816	566	1,028
Total Income from continuing operations		172,749	184,456	18,904	1,925	-	181,879	520	182,399	17,948	136,955
Expenses from continuing operations											
Employee Benefits and on-costs		60,077	63,368	445	451	-	64,268	(8)	64,249	883	45,812
Materials & Services	2	58,049	55,431	1,418	841	-	57,662	246	57,828	2,497	47,252
Borrowing Costs	3	803	845	-	-	-	848	(85)	861	(85)	383
Other Expenses		9,534	7,655	50	-	-	7,705	-	7,705	50	6,077
Net Loss from Disposal of Assets		-	-	-	-	-	-	-	-	-	-
Total Expenses from continuing operations excluding depreciation, amortisation and impairment of non-financial assets		128,263	127,299	1,908	1,292	-	138,283	193	138,443	3,348	99,534
Operating Result from continuing operations excluding depreciation, amortisation and impairment of non-financial assets		44,486	57,157	13,804	632	-	51,596	327	51,956	14,602	37,421
Depreciation and amortisation		18,327	18,415	-	-	-	18,415	-	18,415	-	14,159
Operating result from continuing Operations		26,159	38,742	13,804	632	-	33,174	327	33,541	14,602	23,262
Net Operating Result before grants and contributions provided for capital purposes		(1,616)	8,990	(137)	446	-	8,999	347	10,347	898	7,513
Less: Non-Cash Items and operating funding capital		-	(5,008)	-	(500)	-	(5,508)	(435)	(5,944)	(935)	(3,328)
Less: Local Election Allocation		-	(250)	-	-	-	(250)	-	(250)	-	(83)
Less: Enhanced Services		-	(3,851)	-	-	-	(3,851)	-	(3,851)	-	(2,868)
Add: Natural Disaster Costs		-	-	-	-	-	-	-	-	-	1,948
Add: Digital Transformation		-	690	-	243	-	933	30	963	263	300
Underlying Operating Surplus/(Deficit)*		-	1,270	(137)	189	-	1,322	(88)	1,234	(18)	3,382

*Underlying result refers to performance measures that do not include abnormal, non-recurring events or transactions that are restricted for a capital purpose, providing a better representation of underlying financial performance without the impact of any unusual or extraordinary items.

Income and expenditure: commentary on significant changes

(Note: only significant changes of greater than \$100k are listed below)

Income from continuing operations

1. Net Gains from the Disposal of Assets (\$566k increase)

Sale of 528-534 Hunter Street, Newcastle and 37a Ferodale Road, Meadows

Expenditure from continuing operations

2. Materials & services (\$246k increase)

Allocation for fuel price increases, Meadows Traffic & Transport Study, Corlette Foreshore Sand Carting & Beach Nourishment and expenditure side of RFS grant for APZ works

3. Borrowing Costs (\$85k decrease)

Reduction in interest payable due to payout of loans

Report 6: Capital budget review statement

Budget review for the quarter ending 31 March 2026

Description	Note	Previous Year Actual 2024/25 \$000's	Current Year Original Budget 2025/26 \$000's	Approved Changes Q1 Review \$000's	Approved Changes Q2 Review \$000's	Approved Changes Q3 Review \$000's	Revised Budget \$000's	Recommended changes for council resolution \$000's	Project year end (PTE) result 2025/26 \$000's	Original Budget v PTE 2025/26 \$000's	Actual YTD 2025/26 \$000's
Capital Funding											
Rates & other unbud funding		1,574	1,558	-	14		1,572	-	1,572	14	-
Capital Grants & Contributions		27,775	9,348	13,740	172		23,158	20	23,178	13,832	7,824
Reserves - External Restrictions		5,360	2,050	11,338	3,759		17,548	1,072	18,220	16,170	8,087
Reserves - Internally Allocated		6,418	18,213	12,418	(1,423)		29,206	236	29,444	11,231	14,743
New Loans		-	-	-	-		-	-	-	-	-
Proceeds from sale of assets		-	-	-	-		-	-	-	-	-
General fund contribution to capital		506	-	444	25		469	33	502	502	-
Total Capital Funding		41,631	31,069	37,939	2,547	-	71,554	1,363	72,917	41,848	30,664
Capital Expenditure											
New Assets		22,621	852	8,254	-		8,786	33	8,819	6,267	1,900
Asset Renewal	1	19,010	24,450	31,705	2,546		58,702	1,329	60,031	35,582	28,785
Transfer to reserves		-	-6,086	-	-		-6,306	-	-6,086	-	-
Total Capital Expenditure		41,631	31,069	37,939	2,546	-	71,554	1,363	72,917	41,848	30,664
Net Capital Funding - Surplus (Deficit)		-	-	-	-	-	-	-	-	-	-

Note: This table does not include capital dedications revenue or expenditure.

Capital Budget: commentary on significant changes

(Note: only significant changes of greater than \$50k are listed below)

1. Asset renewal (\$1.33m increase)

The increase is due to the following:

Buildings	58	Tomaree Library A/C Upgrade
Carparks	170	Smart Parking Card Reader Upgrade, Shoal Bay Carpark
Land Acquisition and Development	75	10 Central Avenue, Salamander Bay
Open Space	1,306	King Park Irrigation Upgrade Stage 1, Nelson Bay Tennis Upgrades
Transport Infrastructure	20	Clarendon Road, Seaham
	1,328	

A number of other new and renewal capital project budgets have been increased or decreased due to changes in project timing or expected cost. These budget reallocations do not materially impact the total capital budget for the 2025/26 financial year.

Report 7: Cash and investments budget review statement

Budget review for the quarter ending 31 March 2026

Description	Previous Year Actual 2024/25 \$000's	Current Year Original Budget 2025/26 \$000's	Approved Changes Q1 Review \$000's	Approved Changes Q2 Review \$000's	Approved Changes Q3 Review \$000's	Revised Budget \$000's	Transfers	Recommended changes for council resolution \$000's	Project year end (PTE) result 2025/26 \$000's	Original Budget v PTE 2025/26 \$000's	Actual YTD 2025/26 \$000's
Total Cash, Cash Equivalents & Investments	79,534	102,900	(37,296)	(2,766)	-	62,633	-	13,295	76,128	(39,792)	83,739
External Restriction											
Developer contributions - General	25,590	31,930	(7,336)	(500)	-	24,044	-	(940)	23,198	(8,732)	27,948
Unspent grants	7,796	13,195	(15,195)	(275)	-	(175)	-	275	-	(15,195)	5,784
Domestic waste management	7,725	11,707	(886)	(50)	-	10,771	-	(78)	10,796	(862)	8,877
Stormwater management	-	-	-	-	-	-	-	-	-	-	-
Green Reserve	3,544	4,796	(1,716)	(40)	-	3,540	-	(187)	3,843	(2,153)	3,831
Unclaimed money	538	538	-	-	-	538	-	-	538	-	538
Total External Restriction	45,153	64,166	(25,133)	(915)	-	38,118	-	(964)	37,154	(27,832)	46,976
Cash, cash equivalents & investments not subject to external restrictions	34,381	38,734	(12,166)	(1,873)	-	24,715	-	14,279	38,993	248	46,763
Internal Restriction											
Bonds and Relations	1,831	1,831	-	-	-	1,831	-	-	1,831	-	1,587
Administration Building Reserve	92	237	(237)	-	-	-	-	-	-	(237)	72
Asset Rehabilitation Reserve	4,274	4,817	(4,817)	-	-	-	-	-	-	(4,817)	4,380
Commercial Properties Reserve	9,134	9,725	(1,995)	93	-	3,823	-	8,728	12,547	8,822	14,743
Community Loans	200	200	-	-	-	200	-	-	200	-	200
Community Halls	127	131	-	-	-	131	-	-	131	-	173
Drainage Reserve	1,853	1,987	(1,843)	-	-	144	-	-	144	(1,843)	921
Election Reserve	-	150	-	-	-	150	-	-	150	-	113
Employee Leave Entitlements (ELE)	1,000	1,000	-	-	-	1,000	-	-	1,000	-	1,000
Enhanced Services Reserve	798	1,432	(798)	27	-	793	-	(39)	794	(778)	1,235
Federal Assistance Grant Reserve	4,322	-	-	-	-	-	-	-	-	-	1,081
Fleet Reserve	348	812	(21)	-	-	791	-	-	791	(21)	987
IT Reserve	1,782	3,364	(1,843)	1,338	-	2,559	-	(189)	2,449	(915)	1,734
Medicare Place Plan and Sporting Facilities Reserve	-	-	-	-	-	-	-	5,793	5,793	5,793	5,824
Other Waste Services Reserve	-	388	-	-	-	388	-	-	388	-	181
Parking Meters Reserve	1,588	1,728	(333)	(31)	-	1,482	-	(90)	1,492	(324)	1,901
Repealed Funds Reserve	1,398	8	(8)	-	-	(0)	-	-	(0)	(8)	866
Roads Acceleration Program (RAP) Reserve	-	-	-	-	-	-	-	-	-	-	1,900
Roads / Environmental Reserve	820	1,003	(833)	-	-	370	-	-	370	(833)	1,104
Sustainable Energy & Water Reserve	52	80	-	-	-	80	-	-	80	-	73
Unexpended Loan Funds Reserve	-	-	-	-	-	-	-	-	-	-	-
Ward Funds Reserve	28	-	-	-	-	-	-	-	-	-	38
Emergency & Natural Disaster	4,509	6,000	-	(3,000)	-	3,000	-	-	3,000	(3,000)	279
Grant Co-Contribution Reserve	528	3,000	-	-	-	3,000	-	-	3,000	-	788
Resilience Fund	3,500	3,500	-	-	-	3,500	-	-	3,500	-	3,500
Section 355c	664	664	-	-	-	664	-	-	664	-	-
Total Internal Restriction	33,812	37,754	(12,166)	(1,873)	-	23,715	-	14,279	37,994	248	46,832
Unallocated	588	1,000	-	-	-	1,000	-	-	1,000	-	2,131

Report 8: Summary developer contributions

Budget review for the quarter ending 31 March 2026

Purpose	Opening Balance As at 1 July 2025 \$000's	Developer Contributions Received			Total actual interest earned As at this Q \$000's	Total amounts expended As at this Q \$000's	Held as Restricted Asset As at this Q \$000's	Cumulative balance of internal borrowings (to)/from As at this Q \$000's
		Total Actual Cash	Non-Cash Land	Non-Cash Other				
		As at this Q \$000's	As at this Q \$000's	As at this Q \$000's				
Drainage	5,066	420	-	-	32	-	1,518	
Roads	2,753	1,090	-	-	82	741	3,186	
Traffic facilities	2,161	177	-	-	64	345	2,057	
Parking	-	-	-	-	-	-	-	
Open space	11,206	1,629	-	-	333	626	12,342	
Community facilities	4,359	1,563	-	-	129	98	6,373	
Other	463	767	-	-	54	33	1,191	
Total \$7,11 Under plans	22,088	6,046	-	-	654	2,843	26,685	
ST 11 Not under plans	-	-	-	-	-	-	-	
ST 12 Levis	2,106	1,329	-	-	63	1,562	963	
ST 4 Planning agreements	-	-	-	-	-	1,662	81	
36d Contributions	-	-	-	-	-	-	-	
Other	1,436	1,074	-	-	97	1,778	319	
Total Developer Contributions	25,590	8,449	-	-	814	7,843	27,946	

*NOTE: The restricted asset balance has been calculated based on funds actually spent to date. An additional amount of \$5,850,000 has been committed to various projects from this balance.

Report 9: Key Performance Indicators ⁽¹⁾

Result for the financial quarter ending 31 March 2026

	\$'000	Indicator	Benchmark	
1. Operating performance ratio				
Total continuing operating revenue excluding capital grants and contributors less operating expenses	7,861			
Total continuing operating revenue excluding capital grants and contributors	121,206	6.49%	+0.00%	✓
This ratio measures Council's achievement of containing operating expenditure within operating revenue.				
2. Debt service cover ratio				
Operating result before capital excluding interest and depreciation/impairment/amortisation	22,066			
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	2,563	8.01	+2.00x	✓
This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.				
3. Unrestricted Working Capital ratio				
Total Current Assets less external restrictions	50,703			
Total Current Liabilities less external restrictions	32,306	1.57	+1.5x	✓
This ratio measures Council's ability to meet its short term obligations as they fall due.				
4. Cash expense ratio				
Current year's cash and cash equivalents plus all term deposits	83,739			
Operating expenses less depreciation + YTD days	11,069	8.48	+3.00 mths	✓
This liquidity ratio indicates the number of months Council can continue paying for its immediate expenses without additional cash inflow.				
5. Rates and annual charges outstanding percentage				
Rates and annual charges outstanding YTD	2,463			
Rates and annual charges collectable	81,521	2.9%	-10.00%	✓
To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.				
6. Restricted Cash				
	External Restrictions			
	46,976			
	Internal Restrictions			
	44,632			
	Unrestricted			
	2,131			
	Total cash balance			✓
	83,739			

(1) Excludes Newcastle Airport and related entities

ITEM NO. 8

**FILE NO: 26/93105
EDRMS NO: PSC2024-03632**

**PROPOSAL TO ALTER THE PORT STEPHENS LOCAL GOVERNMENT
BOUNDARY**

REPORT OF: TONY WICKHAM - GOVERNANCE SECTION MANAGER
DIRECTORATE: GENERAL MANAGER'S OFFICE

RECOMMENDATION IS THAT COUNCIL:

- 1) Endorse the proposed mapping at **(ATTACHMENTS 2 to 5)** below and engage with the relevant adjoining councils:
 - a) Water-based boundaries with the City of Newcastle are all along the middle of the Hunter River, up to Fullerton Cove (Smiths Island), beyond which point the current mapping shall be retained **(ATTACHMENT 2)**.
 - b) Water-based boundaries with Maitland City Council are all along the middle of the Hunter River **(ATTACHMENT 3)**.
 - c) The water-based boundaries with Mid-Coast Council, from Yacaaba Head, along Jimmys Beach, and to Corrie Island, are moved 1 kilometre from the coast **(ATTACHMENT 4)**.
 - d) An overview of the Port Stephens local government boundary with the overlay of the boundary changes is shown at **(ATTACHMENT 5)**.

BACKGROUND

The purpose of this report is to provide Council with the draft mapping for the changes to the local government boundary with City of Newcastle (CN), Maitland City Council (MCC), and MidCoast Council (MC) in accordance with resolution from 23 September 2025, point 2) c) shown at **(ATTACHMENT 1)**.

At the Council meeting held on 23 September 2025, it was resolved:

- 1) Receives and notes the report.
- 2) Requests the General Manager to prepare a proposal to alter the Port Stephens Local Government boundaries, to ensure that:
 - a) The water-based boundaries with Maitland Council are all along the middle of the Hunter River.
 - b) The water-based boundaries with Newcastle Council are all along the middle of the Hunter River, up to Fullerton Cove (Smiths Island), beyond which point the current mapping shall be retained.
 - c) The water-based boundaries with Mid-Coast Council, from Yacaaba Head, along Jimmys Beach, and to Corrie Island, are moved 1KM from the coast.

- c) Requests the General Manager to report back to the Council with the proposed new mapping, prior to that mapping being shared with the other relevant Councils to seek agreement.
- d) Agrees that this proposal will only be progressed if qualified consulting services will not be required and the work involved is managed within the existing budget.

The draft proposed maps have been prepared for consideration by Council and shown below:

- a) The water-based boundaries with the City of Newcastle are all along the middle of the Hunter River, up to Fullerton Cove (Smiths Island), beyond which point the current mapping shall be retained (**ATTACHMENT 2**).
- b) The water-based boundaries with Maitland City Council are all along the middle of the Hunter River (**ATTACHMENT 3**).
- c) The water-based boundaries with Mid-Coast Council, from Yacaaba Head, along Jimmys Beach, and to Corrie Island, are moved 1 kilometre from the coast (**ATTACHMENT 4**).
- d) An overview of the Port Stephens local government boundary with the overlay of the boundary changes is shown at (**ATTACHMENT 5**).

Note: The existing local government boundary on each map is shown in pink, and the proposed boundary is blue.

Should Council adopt the draft maps attached to this report, Council would commence engagement with the councils nominated in this report, and work with all councils in preparing information required for a submission to be lodged with the Office of Local Government.

COMMUNITY STRATEGIC PLAN

Strategic Direction	Delivery Program 2025-2029
Resources and finance	Deliver Governance Services and internal audit program

FINANCIAL/RESOURCE IMPLICATIONS

Initial enquiries have been made with the Office of Local Government, and it would appear a submission may not require suitable qualified consulting services to prepare a comprehensive submission to the Minister for Local Government, however, should such services be required, there is no existing budget.

Any submission will be required to cover all legislation requirements outlined in this report.

ORDINARY COUNCIL - 26 MAY 2026

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes		
Reserve Funds	No		
Developer Contributions (\$7.11)	No		
External Grants	No		
Other	No		

LEGAL, POLICY AND RISK IMPLICATIONS

Section 218E of the Local Government Act 1993 (LG Act), gives Council the ability to initiate a proposal to alter its local government boundary (LGB) with adjoining local government areas.

The Office of Local Government has informed Council the proposal would need to meet the requirements of section 263(3) of the LG Act, in addition to section 218E above.

It would be prudent to have the full support of neighbouring councils prior to lodging an application to alter the local government boundaries.

Risk	Risk Ranking	Proposed Treatments	Within Existing Resources?
There is a risk that the Port Stephens ratepayers could be financially disadvantaged because of the proposed boundary changes.	Low	Adopt the recommendations.	Yes

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

There is no direct social, economic and environmental implications arising from the draft maps.

COMMUNICATION AND ENGAGEMENT

Council's Communication and Engagement Strategy identifies the level of engagement undertaken. An explanation for each level is shown below.

ORDINARY COUNCIL - 26 MAY 2026

INFORM	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.
CONSULT	To obtain public feedback on analysis, alternatives and/or decisions.
INVOLVE	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.
COLLABORATE	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.
EMPOWER	To place final decision-making and/or developed budgets in the hands of the public.
	No external communications and engagement are required for this report.

The following communication and engagement applies to this report.

External communications and engagement

CONSULT	<p>Council will consult with the City of Newcastle, Maitland City Council and MidCoast Council as part of the next stage of developing the mapping and preparing a submission.</p> <p>Council has consulted with Land Registry Services (LRS) to determine the requirements of LRS. LRS have advised that the cadastre would be updated via Spatial Services at the time of changes occurring.</p>
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Internal communications and engagement

Consultation has been undertaken by the Governance Section with:

- Office of the General Manager.

OPTIONS

- 1) Accept the recommendation.
- 2) Amend the recommendation.
- 3) Reject the recommendation.

ATTACHMENTS

- 1) Ordinary Council Meeting Minutes excerpt 23 September 2025.
- 2) Draft boundary changes with City of Newcastle.
- 3) Draft boundary changes with Maitland City Council.
- 4) Draft boundary changes with MidCoast Council.

5) Draft boundary changes whole of LGA overview map.

COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

Nil.

**ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.**

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

ITEM NO. 9

**FILE NO: 25/201573
EDRMS NO: PSC2024-03632**

**PROPOSAL TO ALTER THE PORT STEPHENS LOCAL GOVERNMENT
BOUNDARIES**

**REPORT OF: TONY WICKHAM - GOVERNANCE SECTION MANAGER
DIRECTORATE: GENERAL MANAGER'S OFFICE**

RECOMMENDATION IS THAT COUNCIL:

- 1) Receives and notes the report.

**ORDINARY COUNCIL MEETING - 23 SEPTEMBER 2025
MOTION**

226	<p>Councillor Giacomo Arnott Councillor Rosalyn Armstrong</p> <p>It was resolved that Council:</p> <ul style="list-style-type: none">1) Receives and notes the report.2) Requests the General Manager to prepare a proposal to alter the Port Stephens Local Government boundaries, to ensure that:<ul style="list-style-type: none">a) The water-based boundaries with Maitland Council are all along the middle of the Hunter River.b) The water-based boundaries with Newcastle Council are all along the middle of the Hunter River, up to Fullerton Cove (Smiths Island), beyond which point the current mapping shall be retained.c) The water-based boundaries with Mid-Coast Council, from Yacaaba Head, along Jimmys Beach, and to Corrie Island, are moved 1KM from the coast.c) Requests the General Manager to report back to the Council with the proposed new mapping, prior to that mapping being shared with the other relevant Councils to seek agreement.d) Agrees that this proposal will only be progressed if qualified consulting services will not be required and the work involved is managed within the existing budget.
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Councillor Chris Doohan left the meeting at 7:18pm.
Councillor Chris Doohan returned to the meeting at 7:24pm.

**ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.**

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

Those for the Motion: Mayor Leah Anderson, Crs Rosalyn Armstrong, Giacomo Arnott, Nathan Errington, Peter Francis, Ben Niland and Jason Wells.

Those against the Motion: Crs Chris Doohan, Paul Le Mottee and Mark Watson.

The motion was carried.

BACKGROUND

The purpose of this report is to inform Council of the outcome of the resolutions relating to the Notice of Motion of 9 July 2024 and the Council resolution of 25 March 2025, both as shown at **(ATTACHMENT 1)**.

Council, at its meeting on 9 July 2024 contained in **(ATTACHMENT 1)**, considered a Notice of Motion to alter the local government boundaries with neighbouring councils. At its meeting Council resolved:

- 1) Notes that Port Stephens Local Government Area (LGA) boundaries go all the way to the water's edge of Tea Gardens, Hawks Nest and, generally, to the north of Port Stephens water body.
- 2) Notes that Port Stephens LGA boundaries only go up to the mean high-water mark on the Raymond Terrace side of the Hunter River at Raymond Terrace.
- 3) Notes that these 2 examples of Port Stephens LGA boundaries, along with other extents of the LGA boundary in water bodies, have technical implications for coastal management, levee management, consultation with Government agencies, and other administrative issues.
- 4) Agrees that consideration be given for the LGA boundary in a water body to be in the middle of the water body between a neighbouring Council, to ensure each Council is responsible for its own shoreline.
- 5) Requests the General Manager commence consultation with neighbouring Local Government Areas on making a joint submission under s218E of the Local Government Act, with a view towards adjusting the boundaries of Port Stephens and all surrounding Councils, to ensure water borders are in the middle of the body of water that separates each Council area.
- 6) Requests the General Manager to, at the conclusion of that consultation, prepare a further report to Council further detailing the resources required, jointly if possible with other neighbouring Councils, to submit a case for change to the Minister for Local Government under s218E of the Local Government Act.

Council, at its meeting held on 25 March 2025 **(ATTACHMENT 1)**, considered a report with the response from MidCoast Council.

**ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.**

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

At the meeting of 25 March 2025, it was resolved:

- 1) Notes the response from MidCoast Council, and notes its disappointment with the lack of response from Maitland and Newcastle Councils.
- 2) Agrees to write to the Mayor of Maitland Council, the Lord Mayor of Newcastle Council, the General Manager of Maitland Council and the Chief Executive Officer of Newcastle Council, reiterating Port Stephens Council's request to consult on whether to submit a joint submission to adjust boundaries. The matter should return to Council once a response is received, or in 3 months, whichever occurs first.
- 3) Requests the General Manager present a two-way briefing outlining the expected cost of a submission, as well as the topics such a submission would need to cover, and whether that cost is legally able to be shared between Councils.

Responses have been received from the City of Newcastle (CN) and Maitland City Council (MCC). MidCoast Council previously provided a response. A copy of the MidCoast Council feedback is provided as an attachment to the report considered at the Council meeting on 25 March 2025 at **(ATTACHMENT 1)**.

Council wrote to CN and MCC following 25 March 2025, and the responses are provided below:

City of Newcastle

The City of Newcastle have no in-principle concerns to the proposal to alter the local government boundary between Port Stephens Council (PSC) and the CN, however, they have advised it is not a priority for CN. Further, CN noted they are not aware of any current or previous significant issues of concerns between the 2 council areas that would relate to the current boundary. A copy of the response is shown at **(ATTACHMENT 2)**.

CN has advised that should the proposal to alter the LGA boundary in the water body to be in the middle of the water body proceed, CN would require assurance:

- 1) Each council remains responsible for its own shoreline.
- 2) No change to current operational/management arrangements.
- 3) No impact on communities.
- 4) No cost to CN.
- 5) CN will not commit significant time/resources but would review a submission prepared by PSC.

The response from CN would appear to meet the requirement of the Notice of Motion that each council be responsible for its own shoreline.

**ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.**

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

Maitland City Council

MCC have provided in-principle support for the proposal to alter the local government boundary between MCC and PSC, and to progress the appropriate due diligence with PSC. A copy of the response is shown at **(ATTACHMENT 3)**.

MidCoast Council

MidCoast Council does not agree with the view held by PSC and, therefore, cannot support the proposed boundary changes. The response noted suitable governance arrangements are already in place to facilitate coastal planning and other management considerations that have cross-boundary implications. Further, it noted that the substantive coastal management issues relevant to the northern foreshore are above the mean high-water level and, therefore, the LGA boundary. MidCoast Council holds the view that there are no impediments created by the current LGA boundary to coastal planning that would warrant such a significant alteration. A copy of the response is shown at **(ATTACHMENT 4)**.

Should Council be minded to progress the review of the local government boundary, the in-principle support from City of Newcastle and Maitland City Council would support further discussions with both councils and a future workshop with the Mayor and Councillors on the discussions with the City of Newcastle and Maitland City Council.

COMMUNITY STRATEGIC PLAN

Strategic Direction	Delivery Program 2025-2029
Resources and finance	Deliver Governance Services and internal audit program

FINANCIAL/RESOURCE IMPLICATIONS

Initial enquiries have been made with the Office of Local Government and it would appear a submission may not require suitable qualified consulting services to prepare a comprehensive submission to the Minister for Local Government, however, should such services be required there is no existing budget.

Any submission will be required to cover all legislation requirements outlined in this report.

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes		Subject to the need of suitable qualified consulting services. There is no budget for such services.

**ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.**

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

Source of Funds	Yes/No	Funding (\$)	Comment
Reserve Funds	No		
Developer Contributions (S7.11)	No		
External Grants	No		
Other	No		

LEGAL, POLICY AND RISK IMPLICATIONS

Section 218E of the Local Government Act 1993 (LG Act) (**ATTACHMENT 5**), gives Council the ability to initiate a proposal to alter its local government boundary (LGB) with adjoining local government areas.

The Office of Local Government has informed Council the proposal would need to meet the requirements of section 263(3) of the LG Act (**ATTACHMENT 6**), in addition to section 218E above.

It would be prudent to have the full support of neighbouring councils prior to lodging an application to alter the local government boundaries. The views of the respective councils are shown in (**ATTACHMENTS 2, 3 and 4**).

Risk	Risk Ranking	Proposed Treatments	Within Existing Resources?
There is a risk that the PSC ratepayers could be financially disadvantaged as a result of the proposed boundary changes.	Low	Adopt the recommendation.	Yes.

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

The social, economic and environmental implications would form part of the full cost-benefit analysis and other supporting documentation.

COMMUNICATION AND ENGAGEMENT

Council's Communication and Engagement Strategy uses the IAP2 Framework to identify the level of engagement undertaken. An explanation for each level is shown below.

**ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.**

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

INFORM	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.
CONSULT	To obtain public feedback on analysis, alternatives and/or decisions.
INVOLVE	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.
COLLABORATE	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.
EMPOWER	To place final decision-making and/or developed budgets in the hands of the public.
	No external communications and engagement are required for this report.

The following communication and engagement applies to this report.

External communications and engagement

CONSULT	Council consulted with the City of Newcastle, Maitland City Council and MidCoast Council.
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Internal communications and engagement

Consultation has been undertaken by the Governance Section with:

- Assets Section.
- Strategy and Environment Section.

OPTIONS

- 1) Accept the recommendation.
- 2) That Council commence discussions with the City of Newcastle and Maitland City Council to progress the local government boundary review.
- 3) That Council not proceed with the review of the local government boundary.

ATTACHMENTS

- 1) Council Meeting Minutes excerpt 25 March 2025.
- 2) City of Newcastle correspondence.
- 3) Maitland City Council correspondence.
- 4) MidCoast Council correspondence.
- 5) Section 218E of the Local Government Act 1993.
- 6) Section 263 of the Local Government Act 1993.

**ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.**

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

Nil.

ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

ITEM 9 - ATTACHMENT 1 COUNCIL MEETING MINUTES EXCERPT 25
MARCH 2025.

MINUTES ORDINARY COUNCIL - 25 MARCH 2025

ITEM NO. 4

FILE NO: 25/17198
EDRMS NO: PSC2024-03632

INITIATION OF A PROPOSAL TO ALTER THE PORT STEPHENS LOCAL
GOVERNMENT BOUNDARIES

REPORT OF: TONY WICKHAM - GOVERNANCE SECTION MANAGER
DIRECTORATE: GENERAL MANAGER'S OFFICE

RECOMMENDATION IS THAT COUNCIL:

- 1) Receives and notes the report.

ORDINARY COUNCIL MEETING - 25 MARCH 2025
MOTION

063	<p>Councillor Giacomo Amott Councillor Rosalyn Armstrong</p> <p>It was resolved that Council:</p> <ol style="list-style-type: none">1) Notes the response from MidCoast Council, and notes its disappointment with the lack of response from Maitland and Newcastle councils.2) Agrees to write to the Mayor of Maitland Council, the Lord Mayor of Newcastle Council, the General Manager of Maitland Council and the Chief Executive Officer of Newcastle Council, reiterating Port Stephens Council's request to consult on whether to submit a joint submission to adjust boundaries. The matter should return to Council once a response is received, or in 3 months, whichever occurs first.3) Requests the General Manager present a two-way briefing outlining the expected cost of a submission, as well as the topics such a submission would need to cover, and whether that cost is legally able to be shared between Councils.
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Those for the Motion: Mayor Leah Anderson, Cns Rosalyn Armstrong, Giacomo Amott, Nathan Errington, Paul Le Mottee, Ben Niland, Mark Watson and Jason Wells.

Those against the Motion: Nil.

The motion was carried.

**ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.**

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

**ITEM 9 - ATTACHMENT 1 COUNCIL MEETING MINUTES EXCERPT 25
MARCH 2025.**

MINUTES ORDINARY COUNCIL - 25 MARCH 2025

BACKGROUND

The purpose of this report is to inform Council of the response to consultation with adjoining councils concerning a proposal to alter the Port Stephens Local Government boundary.

Council, at its meeting on 9 July 2024, considered a Notice of Motion to alter the local government boundaries with neighbouring councils. A copy of the Notice of Motion is shown at **(ATTACHMENT 1)**.

At its meeting Council resolved:

- 1) Notes that Port Stephens Local Government Area (LGA) boundaries go all the way to the water's edge of Tea Gardens, Hawks Nest and, generally, to the north of Port Stephens water body.
- 2) Notes that Port Stephens LGA boundaries only go up to the mean high water mark on the Raymond Terrace side of the Hunter River at Raymond Terrace.
- 3) Notes that these 2 examples of Port Stephens LGA boundaries, along with other extents of the LGA boundary in water bodies, have technical implications for coastal management, levee management, consultation with Government agencies, and other administrative issues.
- 4) Agrees that consideration be given for the LGA boundary in a water body to be in the middle of the water body between a neighbouring Council, to ensure each Council is responsible for its own shoreline.
- 5) Requests the General Manager commence consultation with neighbouring Local Government Areas on making a joint submission under s218E of the Local Government Act, with a view towards adjusting the boundaries of Port Stephens and all surrounding Councils, to ensure water borders are in the middle of the body of water that separates each Council area.
- 6) Requests the General Manager to, at the conclusion of that consultation, prepare a further report to Council further detailing the resources required, jointly if possible with other neighbouring Councils, to submit a case for change to the Minister for Local Government under s218E of the Local Government Act.

Council wrote to City of Newcastle, Maitland City Council and MidCoast Council in early September 2024, given the timing of the local government elections. A response has been received from MidCoast Council and is at **(ATTACHMENT 2)**. Further correspondence was forwarded to the remaining councils with no response forthcoming to date.

MidCoast Council does not agree with the view held by Port Stephens Council and, therefore, cannot support the proposed boundary changes. The response noted suitable governance arrangements are already in place to facilitate coastal planning

ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES EXCERPT 23 SEPTEMBER 2025.

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

ITEM 9 - ATTACHMENT 1 COUNCIL MEETING MINUTES EXCERPT 25 MARCH 2025.

MINUTES ORDINARY COUNCIL - 25 MARCH 2025

and other management considerations that have cross-boundary implications. Further, it noted that the substantive coastal management issues relevant to the northern foreshore are above the mean high-water level and, therefore, the local government area (LGA) boundary. MidCoast Council holds the view that there are no impediments created by the current LGA boundary to coastal planning that would warrant such a significant alteration.

COMMUNITY STRATEGIC PLAN

Strategic Direction	Delivery Program 2022-2026
Governance	Deliver governance services and internal audit program

FINANCIAL/RESOURCE IMPLICATIONS

There is no existing budget to engage suitable qualified consulting services to prepare a comprehensive submission to the Minister for Local Government.

Council would need to engage consulting services to prepare the submission, engage suitable qualified surveyors to establish the actual new boundaries, engage and examine the attitude of the ratepayers and residents, including providing the financial advantages and disadvantages to the community and Council and any impact on operational staffing for ongoing maintenance. A full cost-benefit analysis would be required.

Should a full surveyor be required it is estimated the costs may be in the vicinity of \$20,000 to \$50,000. Past merger proposals have been in excess of \$60,000 without any survey works. A full expression of interest would need to be called to determine an exact costing.

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	No		
Reserve Funds	No		
Developer Contributions (S7.11)	No		
External Grants	No		
Other	No		

LEGAL, POLICY AND RISK IMPLICATIONS

Section 218E of the Local Government Act 1993, gives Council the ability to initiate a proposal to alter its local government boundary (LGB) with adjoining local government areas.

ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

ITEM 9 - ATTACHMENT 1 COUNCIL MEETING MINUTES EXCERPT 25
MARCH 2025.

MINUTES ORDINARY COUNCIL - 25 MARCH 2025

Section 218E – Who may initiate a proposal

- (1) A proposal may be made by the Minister or it may be made to the Minister by a council affected by the proposal or by an appropriate minimum number of electors.
- (2) An appropriate minimum number of electors is—
 - (a) if a proposal applies to the whole of one or more areas, 250 of the enrolled electors for each area or 10 per cent of them, whichever is the greater, or
 - (b) if a proposal applies to part only of an area, 250 of the enrolled electors for that part or 10 per cent of them, whichever is the lesser.

A proposal to alter the LGB boundary would require the development of a comprehensive submission taking into account a number of factors such as, but not limited to:

- financial advantages/disadvantages
- the community of interest and geographic cohesion
- attitude of residents and ratepayers
- requirements of the area concerned in relation to elected representation for residents and ratepayers at the local level
- any impact on council operations and staff, and
- any impact on rural communities in the areas concerned.

The submission is made to the Minister for Local Government and it is then a matter for the Minister to forward to the NSW Local Government Boundaries Commission for review and report to the Minister.

Upon receipt of the Commission's report, the Minister can then make a decision on the LGB alteration.

The Minister may direct the Commission to hold a public hearing on any proposal. Based on MidCoast Council's correspondence, there would be little benefit to altering the boundary with MidCoast Council without support of the application to the Minister. Similarly, there appears to be little interest from the City of Newcastle and Maitland City Council.

It would be prudent to have the support of neighbouring councils prior to lodging an application to alter the local government boundaries.

ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES EXCERPT 23 SEPTEMBER 2025.

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

ITEM 9 - ATTACHMENT 1 COUNCIL MEETING MINUTES EXCERPT 25 MARCH 2025.

MINUTES ORDINARY COUNCIL - 25 MARCH 2025

Risk	Risk Ranking	Proposed Treatments	Within Existing Resources?
There is a risk that Port Stephens Council ratepayers could be disadvantaged financially as a result of the boundary changes.	Low	Adopt the recommendation.	Yes.

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

The social, economic and environmental implications would form part of the full cost-benefit analysis and other supporting documentation.

COMMUNICATION AND ENGAGEMENT

Council's Communication and Engagement Strategy uses the IAP2 Framework to identify the level of engagement undertaken. An explanation for each level is shown below.

INFORM	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.
CONSULT	To obtain public feedback on analysis, alternatives and/or decisions.
INVOLVE	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.
COLLABORATE	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.
EMPOWER	To place final decision-making and/or developed budgets in the hands of the public.

The following communication and engagement applies to this report.

External communications and engagement

CONSULT	Council consulted with the City of Newcastle, Maitland City Council and MidCoast Council.
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**ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.**

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

**ITEM 9 - ATTACHMENT 1 COUNCIL MEETING MINUTES EXCERPT 25
MARCH 2025.**

MINUTES ORDINARY COUNCIL - 25 MARCH 2025

Internal communications and engagement

The Assets Section was consulted as part of the internal communications and engagement.

OPTIONS

- 1) Accept the recommendation.
- 2) Amend the recommendation.
- 3) Reject the recommendation.

ATTACHMENTS

- 1) Notice of Motion - 9 July 2024.
- 2) MidCoast Council response.

COUNCILLORS' ROOM/DASHBOARD

NIL

TABLED DOCUMENTS

NIL

**ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.**

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

**ITEM 9 - ATTACHMENT 1 COUNCIL MEETING MINUTES EXCERPT 25
MARCH 2025.**

MINUTES ORDINARY COUNCIL - 25 MARCH 2025

ITEM 4 - ATTACHMENT 1 NOTICE OF MOTION - 9 JULY 2024.

MINUTES ORDINARY COUNCIL - 9 JULY 2024

NOTICE OF MOTION

ITEM NO. 1

FILE NO: 24/156346
EDRMS NO: P3C251-64195

**INITIATION OF A PROPOSAL TO ALTER THE PORT STEPHENS LOCAL
GOVERNMENT BOUNDARIES**

COUNCILLOR: DIACOMO ARNOTT

THAT COUNCIL:

- 1) Notes that Port Stephens Local Government Area (LGA) boundaries go all the way to the water's edge of Tea Gardens, Hawks Nest and, generally, to the north of Port Stephens water body.
- 2) Notes that Port Stephens LGA boundaries only go up to the mean high water mark on the Raymond Terrace side of the Hunter River at Raymond Terrace.
- 3) Notes that these 2 examples of Port Stephens LGA boundaries, along with other extents of the LGA boundary in water bodies, have technical implications for coastal management, levee management, consultation with Government agencies, and other administrative issues.
- 4) Agrees that its preference is for the LGA boundary in a water body to be in the middle of the water body between a neighbouring Council, to ensure each Council is responsible for its own shoreline.
- 5) Requests the General Manager commence consultation with neighbouring Local Government Areas on making a joint submission under s218E of the Local Government Act, with a view towards adjusting the boundaries of Port Stephens and all surrounding Councils, to ensure water borders are in the middle of the body of water that separates each Council area.
- 6) Requests the General Manager to, at the conclusion of that consultation, prepare a further report to Council further detailing the resources required, jointly if possible with other neighbouring Councils, to submit a case for change to the Minister for Local Government under s218E of the Local Government Act.

PORT STEPHENS COUNCIL

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PORT STEPHENS COUNCIL

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PORT STEPHENS COUNCIL

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**ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.**

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

**ITEM 9 - ATTACHMENT 1 COUNCIL MEETING MINUTES EXCERPT 25
MARCH 2025.**

MINUTES ORDINARY COUNCIL - 25 MARCH 2025

ITEM 4 - ATTACHMENT 1 NOTICE OF MOTION - 9 JULY 2024.

MINUTES ORDINARY COUNCIL - 9 JULY 2024

**ORDINARY COUNCIL MEETING - 9 JULY 2024
MOTION**

163	<p>Councillor Giacomo Arnoldi Councillor Peter Francis</p> <p>It was resolved that Council:</p> <ol style="list-style-type: none">1) Notes that Port Stephens Local Government Area (LGA) boundaries go all the way to the water's edge of Tree Gardens, Hawks Nest and generally, to the north of Port Stephens water body.2) Notes that Port Stephens LGA boundaries only go up to the mean high water mark on the Raymond Terrace side of the Hunter River at Raymond Terrace.3) Notes that these 2 examples of Port Stephens LGA boundaries, along with other extents of the LGA boundary in water bodies, have technical implications for coastal management, levee management, consultation with Government agencies, and other administrative issues.4) Agrees that consideration be given for the LGA boundary in a water body to be in the middle of the water body between a neighbouring Council, to ensure each Council is responsible for its own shoreline.5) Requests the General Manager commence consultation with neighbouring Local Government Areas on making a joint submission under s218E of the Local Government Act, with a view towards adjusting the boundaries of Port Stephens and all surrounding Councils, to ensure water borders are in the middle of the body of water that separates each Council area.6) Requests the General Manager to, at the conclusion of that consultation, prepare a further report to Council further detailing the resources required, jointly if possible with other neighbouring Councils, to submit a case for change to the Minister for Local Government under s218E of the Local Government Act.
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Councillor Chris Doohan left the meeting at 6:05pm.

Councillor Chris Doohan returned to the meeting at 6:07pm.

ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES EXCERPT 23 SEPTEMBER 2025.

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

ITEM 9 - ATTACHMENT 1 COUNCIL MEETING MINUTES EXCERPT 25 MARCH 2025.

MINUTES ORDINARY COUNCIL - 25 MARCH 2025

ITEM 4 - ATTACHMENT 1 NOTICE OF MOTION - 9 JULY 2024.

MINUTES ORDINARY COUNCIL - 9 JULY 2024

Those for the Motion: Mayor Ryan Palmer, Cllr Leah Anderson, Giacomo Anzell, Matthew Bailey, Chris Doohan, Glen Dunlop, Peter Francis, Peter Kaffer, Steve Tucker and Jason Wells.

Those against the Motion: Nil.

The motion was carried.

BACKGROUND REPORT OF: TONY WICKHAM – GOVERNANCE SECTION MANAGER

BACKGROUND

Council has the ability to initiate a proposal to alter its local government boundary (LGB) with adjoining local government areas.

A proposal to alter the LGB boundary would require the development of a comprehensive submission taking into account a number of factors such as, but not limited to:

- financial advantages/disadvantages
- the community of interest and geographic cohesion
- attitude of residents and ratepayers
- requirements of the area concerned in relation to elected representation for residents and ratepayers at the local level
- any impact on council operations and staff, and
- any impact on rural communities in the areas concerned

Council would need to consult with its neighbouring councils.

The submission is made to the Minister for Local Government and it is then a matter for the Minister to forward to the NSW Local Government Boundaries Commission for review and report to the Minister.

Upon receipt of the Commission's report, the Minister can then make a decision on the LGB alteration.

The Minister may direct the Commission to hold a public hearing on any proposal.

FINANCIAL/RESOURCE IMPLICATIONS

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes		
Reserve Funds	No		
Developer Contributions (S7.11)	No		

PORT STEPHENS COUNCIL

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PORT STEPHENS COUNCIL

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**ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.**

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

**ITEM 9 - ATTACHMENT 1 COUNCIL MEETING MINUTES EXCERPT 25
MARCH 2025.**

MINUTES ORDINARY COUNCIL - 25 MARCH 2025

ITEM 4 - ATTACHMENT 1 NOTICE OF MOTION - 9 JULY 2024.

MINUTES ORDINARY COUNCIL - 9 JULY 2024

Source of Funds	Yes/No	Funding (\$)	Comment
External Grants	No		
Other	No		

ATTACHMENTS

Nil.

ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES EXCERPT 23 SEPTEMBER 2025.

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

ITEM 9 - ATTACHMENT 1 COUNCIL MEETING MINUTES EXCERPT 25 MARCH 2025.

MINUTES ORDINARY COUNCIL - 25 MARCH 2025

ITEM 4 - ATTACHMENT 2 MIDCOAST COUNCIL RESPONSE.



20 September 2024

Mr Tim Crookall
General Manager
Port Stephens Council
PO Box 42,
Raymond Terrace, NSW, 2224
Email: Tim.Crookall@portstephens.nsw.gov.au

Your Reference: PSC2024-0402

Dear Mr Crookall,

Thank you for seeking MidCoast Council's views on Port Stephens Council's resolution to investigate the alteration of the local government boundary to position the boundary in the middle of the Port Stephens waterway.

I note the justification for the proposal is to ensure each Council is responsible for its own shoreline and that the Port Stephens Council is "concerned about the implications that may arise for coastal management, levee management, consultation with government agencies and other external works close to the location of the local government boundary".

While the boundary change proposal and reasons of Port Stephens Council are noted, MidCoast does not agree and cannot support the proposed boundary change. The proposal has not been accompanied by a cost-benefit analysis of the implications on each community and the future management and governance implications have not been provided or considered. The proposal would result in a transfer of risk, uncertainty and additional management responsibility creating a resource burden on MidCoast for no material benefit to the MidCoast community.

It is noted that suitable governance arrangements are already in place to facilitate coastal planning and other management considerations that have cross-boundary implications. The substantive coastal management issues relevant to the northern shoreline are above the mean high-water level and therefore, the LGA boundary. From a MidCoast perspective, there are no impediments created by the current LGA boundary to coastal planning that would warrant such a significant alteration.

Should you wish to further discuss this matter, please feel free to contact me on [REDACTED] or [REDACTED].

[REDACTED]

GENERAL MANAGER

480-14 881 028 101 | enquiries@portstephens.nsw.gov.au | www.portstephens.nsw.gov.au | 02 7999 1111 | PO Box 407 Taylors Hill NSW 2310

ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

ITEM 9 - ATTACHMENT 2 CITY OF NEWCASTLE CORRESPONDENCE.

Executive Office
Phone: 02 4974 2000



2 June 2025

Tim Crosdale
Port Stephens Council
116 Adelaide Street
Raymond Terrace NSW 2324

By Email: Tim.Crosdale@portstephens.nsw.gov.au

Dear Tim

LOCAL GOVERNMENT BOUNDARY

I refer to your letter dated 30 September 2024 advising of a Port Stephens Council (PSC) Resolution to consult neighbouring Councils, including City of Newcastle (CN), on "making a joint submission under s218E of the Local Government Act, with a view towards adjusting the boundaries of Port Stephens and all surrounding Councils, to ensure water borders are in the middle of the body of water that separates each Council area".

Whilst CN has no in-principle concerns regarding PSC's proposal to "alter the local government boundary to position the boundary in the middle of the waterway and each council being responsible for its own shoreline", it is not a high priority for CN, and CN is not aware of any current or previous significant issues of concern in relation to the current boundary between the two Councils.

CN's concerns, should the proposal to alter the LGA boundary in the water body to be in the middle of the water body proceed, would be to ensure:

- each Council remains responsible for its own shoreline
- no change to current operational / management arrangements
- no impact on communities
- no cost to CN

Given the above, CN would not be willing to commit significant time and resources to a joint submission to the Minister for Local Government in relation to the proposal, but would be willing to review any such submission prepared by PSC.

Should you require any further information on this matter please contact David Clarke, Executive Director Corporate Services on [REDACTED]

Yours faithfully

[REDACTED]

Jeremy Bath
CHIEF EXECUTIVE OFFICER

**ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.**

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

ITEM 9 - ATTACHMENT 3 MAITLAND CITY COUNCIL CORRESPONDENCE.

Caution: This message was sent from outside your organisation.

Dear Tim

Re: Local Government boundary

Firstly let me apologise for the failure to respond to your previous correspondence of 10 September 2024 in relation to proposed local government boundary changes.

Council staff have now considered your suggested changes and are happy to provide in principle support for the change and to progress the appropriate due diligence with Fort Stephens Council representatives.

The relevant contact person for Maitland City Council is Michael Rathborne, whose contact details are provided below:

Michael Rathborne - Senior Property Advisor
[Redacted]@maitland.nsw.gov.au

If your relevant Council officer could make contact with Michael in the first instance, and we can then determine next steps in the due diligence process.

Yours sincerely

Jeff Smith
General Manager
Office of the General Manager
[Redacted]

maitland
CITY COUNCIL



We acknowledge the Wonnarua People as the Traditional Owners and Custodians of the land within the Maitland Local Government Area.

The views expressed in this email are not necessarily those of the Maitland City Council unless otherwise stated. The organisation does not warrant that this message is free of viruses or any other defect or error. This message and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this message in error please contact the author.

ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES EXCERPT 23 SEPTEMBER 2025.

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

ITEM 9 - ATTACHMENT 4 MIDCOAST COUNCIL CORRESPONDENCE.

MINUTES ORDINARY COUNCIL - 25 MARCH 2025

ITEM 4 - ATTACHMENT 2 MIDCOAST COUNCIL RESPONSE.



20 September 2024

To: Tim Crossin
General Manager
Port Stephens Council
PO Box 42,
Raymond Terrace, NSW 2224
Email: Tim.Crossin@portstephens.nsw.gov.au

Your Reference: PSC2024-02632

Dear Mr Crossin,

Thank you for seeking MidCoast Council's views on Port Stephens Council's resolution to investigate the alteration of the local government boundary to position the boundary in the middle of the Fort Stephens waterway.

It is the justification for the proposal is to ensure each Council is responsible for its own shoreline and that the Port Stephens Council is "concerned about the implications that may arise for coastal management, levee management, consultation with government agencies and other organisations works due to the location of the local government boundary".

While the boundary change proposal and concerns of Port Stephens Council are noted, MidCoast does not agree and cannot support the proposed boundary change. The proposal has not been accompanied by a cost-benefit analysis of the implications on each community and the future management and governance implications have not been provided or considered. The proposal would result in a transfer of risk, uncertainty and additional management responsibility creating a resource burden on MidCoast for no material benefit to the MidCoast community.

It is noted that suitable governance arrangements are already in place to facilitate coastal planning and other management considerations that have cross-boundary implications. The substantive coastal management issues relevant to the northern shoreline are above the mean high-water level and therefore, the LGA boundary. From a MidCoast perspective, there are no impediments created by the current LGA boundary to coastal planning that would warrant such a significant alteration.

Should you wish to further discuss the matter, please feel free to contact me on [REDACTED] or [REDACTED].

[REDACTED]

GENERAL MANAGER

NSW 15 001 00 100 | general.manager@portstephens.nsw.gov.au | 49 7999 0000 | PO Box 402 Taylors Hill NSW

ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

ITEM 9 - ATTACHMENT 5 SECTION 218E OF THE LOCAL GOVERNMENT
ACT 1993.

8/11/25, 3:21 PM

Local Government Act 1993 No 30 - NSW Legislation



NSW legislation

Local Government Act 1993 No 30

Current version for 1 July 2025 to date (accessed 11 August 2025 at 16:55)

[Chapter 3](#) - [Part 1](#) - [Chapter 20](#) - Section 218E

218E Who may initiate a proposal?

- (1) A proposal may be made by the Minister or it may be made to the Minister by a council affected by the proposal or by an appropriate minimum number of electors.
- (2) An appropriate minimum number of electors is—
 - (a) if a proposal applies to the whole of one or more areas, 250 of the enrolled electors for each area or 10 per cent of them, whichever is the greater, or
 - (b) if a proposal applies to part only of an area, 250 of the enrolled electors for that part or 10 per cent of them, whichever is the lesser.

<https://legislation.nsw.gov.au/view/html/inforce/actas/1993/030#sec.218E>

1/1

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

ITEM 9 - ATTACHMENT 6 SECTION 263 OF THE LOCAL GOVERNMENT ACT
1993.

8/11/25, 4:57 PM

Local Government Act 1993 No 30 - NSW Legislation



NSW legislation

Local Government Act 1993 No 30

Current version for 1 July 2025 to date (accessed 11 August 2025 at 16:55)

[Chapter 9](#) - [Part 2](#) - Section 263

263 Functions of the Boundaries Commission

- (1) The Boundaries Commission is required to examine and report on any matter with respect to the boundaries of areas and the areas of operation of county councils which may be referred to it by the Minister.
- (2) For the purpose of exercising its functions, the Boundaries Commission—
 - (a) may hold an inquiry if the Minister so approves, and
 - (b) must hold an inquiry if the Minister so directs,but may not hold an inquiry otherwise than as referred to in paragraph (a) or (b).
- (2A) Despite subsection (2), the Boundaries Commission must hold an inquiry for the purpose of exercising its functions in relation to a proposal for the amalgamation of two or more areas that has been referred to it in accordance with section 218F.
- (2B) Reasonable public notice must be given of the holding of an inquiry under this section.
- (3) When considering any matter referred to it that relates to the boundaries of areas or the areas of operations of county councils, the Boundaries Commission is required to have regard to the following factors—
 - (a) the financial advantages or disadvantages (including the economies or diseconomies of scale) of any relevant proposal to the residents and ratepayers of the areas concerned,
 - (b) the consistency of interest and geographic cohesion in the existing areas and in any proposed new area,
 - (c) the existing historical and traditional values in the existing areas and the impact of change on them,
 - (d) the attitude of the residents and ratepayers of the areas concerned,
 - (e) the requirements of the area concerned in relation to elected representation for residents and ratepayers at the local level, the desirable and appropriate relationship between elected representatives and ratepayers and residents and such other matters as it considers relevant in relation to the past and future patterns of elected representation for that area,
 - (e1) the impact of any relevant proposal on the ability of the councils of the areas concerned to provide adequate, equitable and appropriate services and facilities,
 - (e2) the impact of any relevant proposal on the employment of the staff by the councils of the areas concerned,
 - (e3) the impact of any relevant proposal on rural communities in the areas concerned,
 - (e4) in the case of a proposal for the amalgamation of two or more areas, the desirability (or otherwise) of dividing the resulting area or areas into wards.

<https://legislation.nsw.gov.au/view/html/inforce/act-1993-0306sec-263>

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**ITEM 8 - ATTACHMENT 1 ORDINARY COUNCIL MEETING MINUTES
EXCERPT 23 SEPTEMBER 2025.**

MINUTES ORDINARY COUNCIL - 23 SEPTEMBER 2025

**ITEM 9 - ATTACHMENT 6 SECTION 263 OF THE LOCAL GOVERNMENT ACT
1993.**

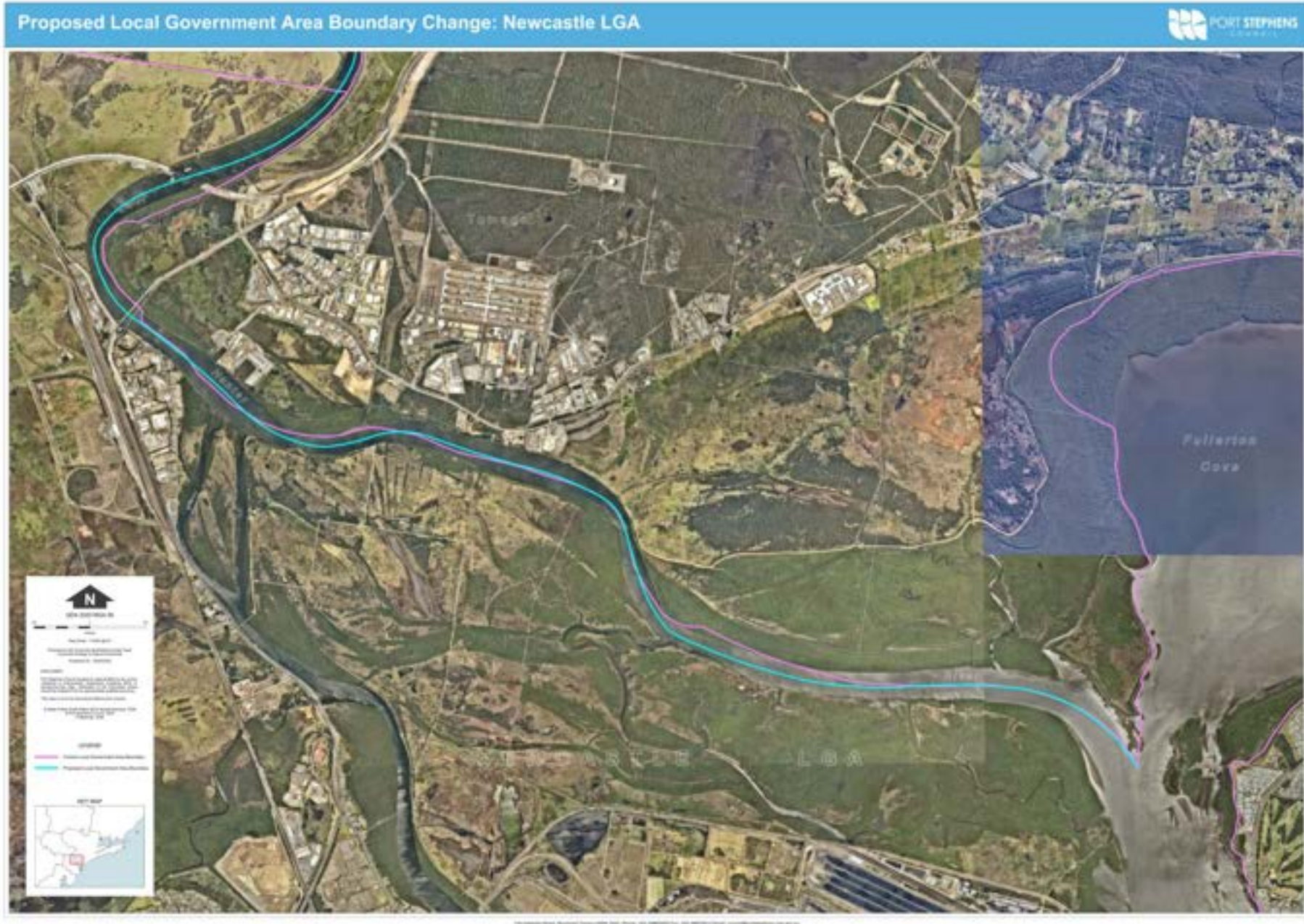
8/11/25, 4:57 PM

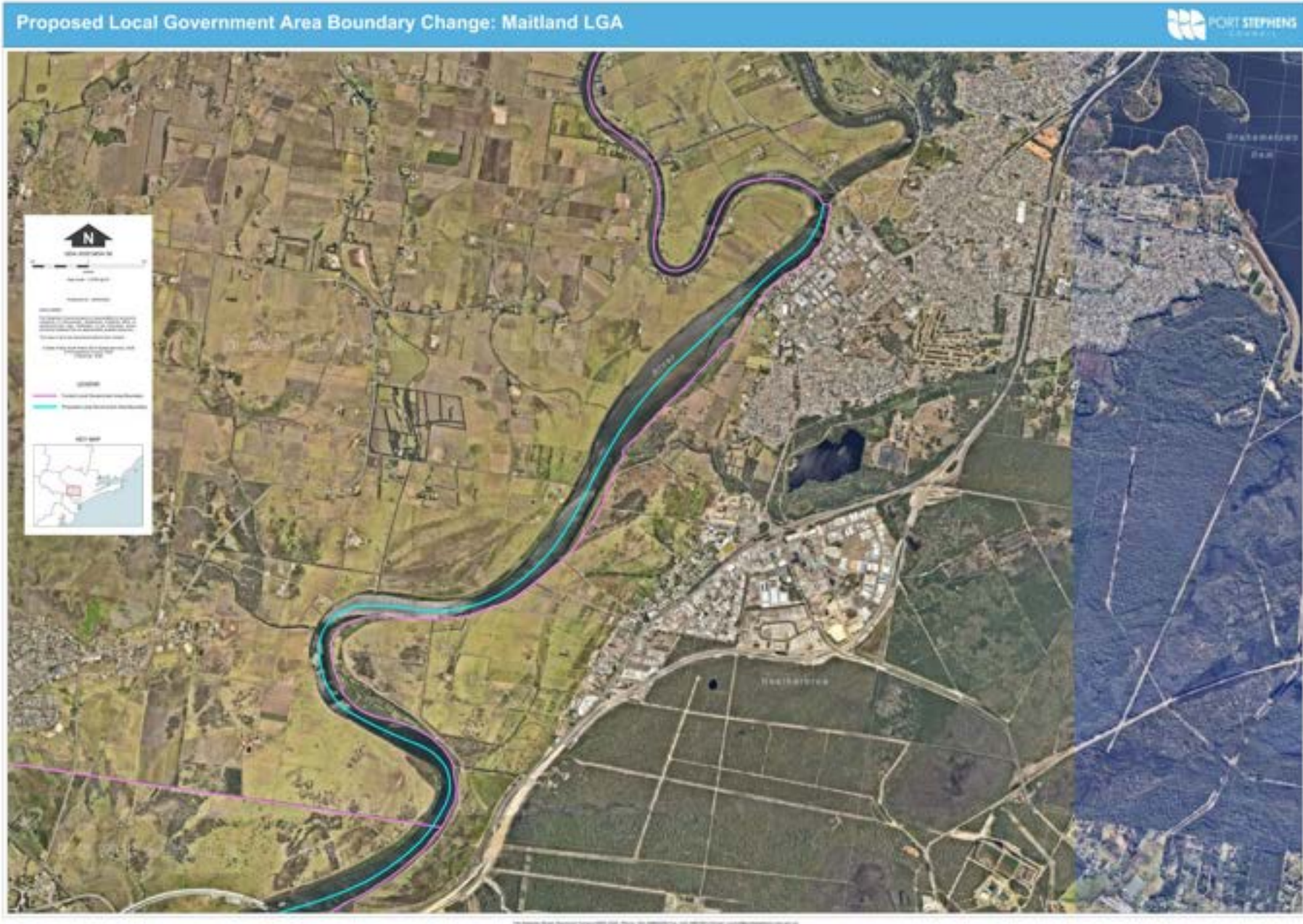
Local Government Act 1993 No 30 - NSW Legislation

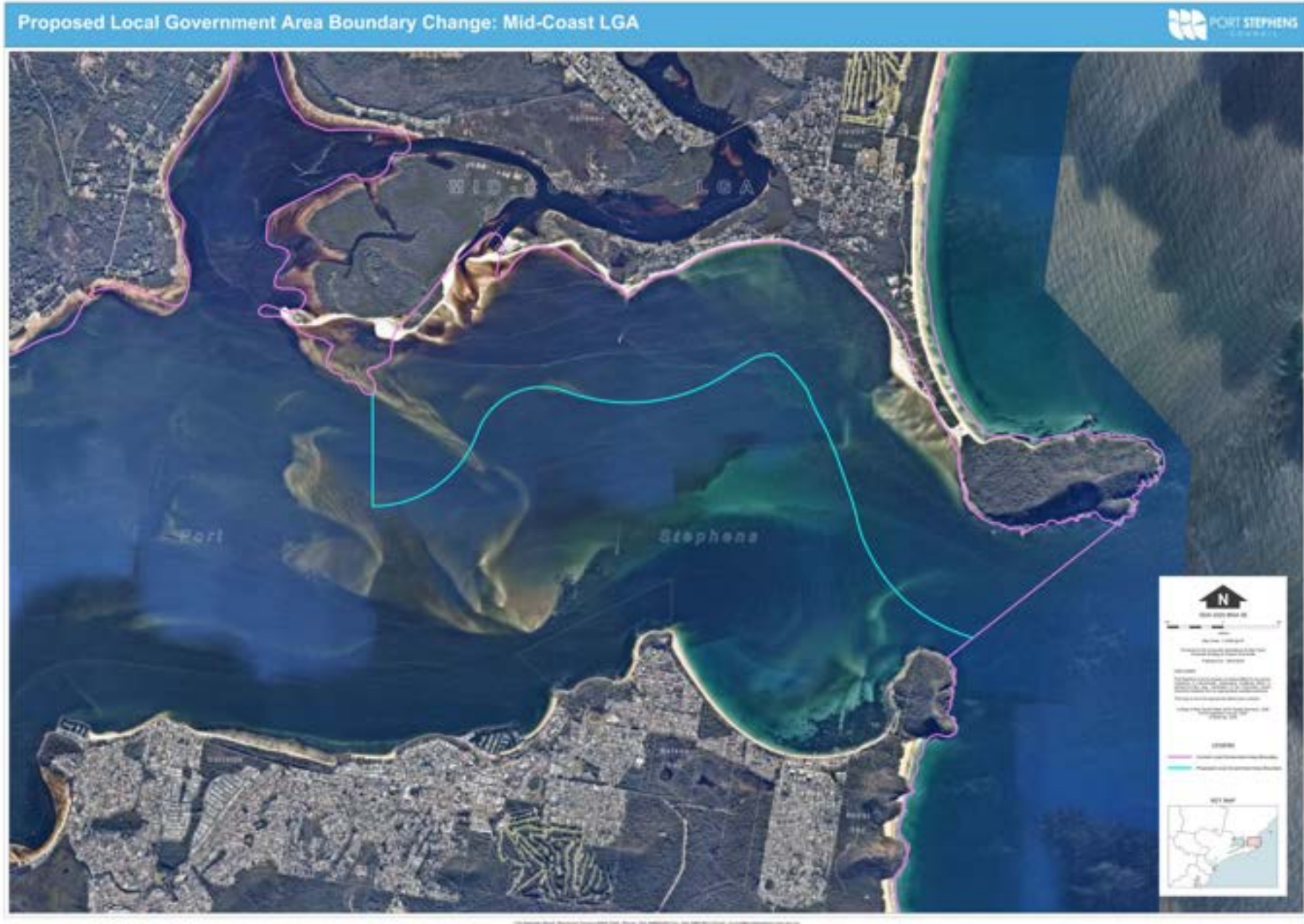
- (e5) in the case of a proposal for the amalgamation of two or more areas, the need to ensure that the opinions of each of the diverse communities of the resulting area or areas are effectively represented,
- (f) such other factors as it considers relevant to the provision of efficient and effective local government in the existing and proposed new areas.
- (4) The Boundaries Commission is not entitled to examine or report on any matter relating to the area of operations of a county council constituted or proposed to be constituted for the supply of electricity.
- (5) The Boundaries Commission must allow members of the public to attend any inquiry held by the Commission under this section.
- (6) The Boundaries Commission may continue with an examination or inquiry even though a commissioner or acting commissioner replaces another commissioner during the course of the examination or inquiry.
- (7) The Supreme Court may not make an order in the nature of prohibition in respect of, or an order for removing to the Court or quashing, any decision or proceeding made or conducted by the Boundaries Commission in connection with the exercise of its functions.

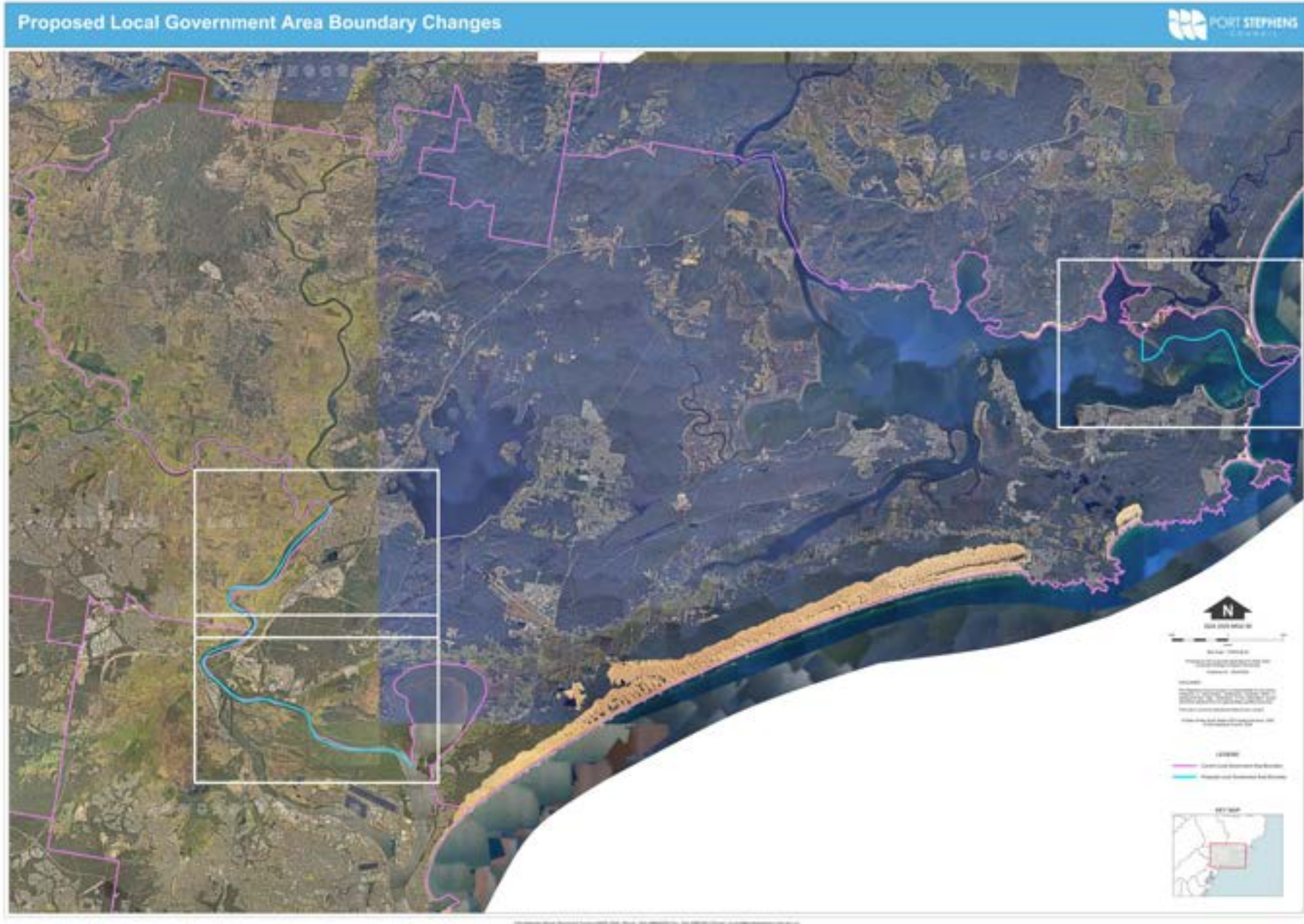
<https://legislation.nsw.gov.au/view/html/inforce/act-1993-030#sec.263>

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ITEM NO. 9

**FILE NO: 26/112727
EDRMS NO: PSC2026-00025**

AUDIT, RISK AND IMPROVEMENT COMMITTEE - INDEPENDENT MEMBER

REPORT OF: TONY WICKHAM - GOVERNANCE SECTION MANAGER
DIRECTORATE: GENERAL MANAGER'S OFFICE

RECOMMENDATION IS THAT COUNCIL:

- 1) Appoints Mr Steve Embry for a period of 4 years as an independent external member of the Audit, Risk and Improvement Committee.
- 2) Endorses the remuneration of \$1,250 per meeting attended.

BACKGROUND

The purpose of this report is to recommend to Council the preferred candidate for appointment as an independent member to the Audit, Risk and Improvement Committee (ARIC) following the vacancy created in February 2026.

The Risk Management and Internal Audit Guidelines for Local Government in NSW (the Guidelines) released by the Office of Local Government prescribes the establishment of an Audit Risk and Improvement Committee, roles and responsibilities, the size and composition, appointments, remuneration and duration of term on the committee.

Appointment of an independent member

Expressions of interest (EOI) were invited from members of the community that meet the independent selection criteria and the eligibility criteria in accordance with the Guidelines. The role of an independent member and the eligibility criteria is shown at **(ATTACHMENT 1)**.

A total of 26 EOIs were received with 4 candidates interviewed during March 2026.

The selection panel, comprising ARIC Chairperson Deborah Goodyer, General Manager and Governance Section Manager, recommend to Council that Steve Embry, as the preferred candidate, be appointed as an independent member to the ARIC.

Steve Embry

Mr Steve Embry has 45 years' experience in NSW and Victoria local governments across a variety of areas in the corporate services functions of local government, including over 20 years at an executive level. Steve has held senior roles overseeing

ORDINARY COUNCIL - 26 MAY 2026

finance, corporate strategy, ICT, governance, risk, legal services, and organisational development. Steve is currently an ARIC member for Cessnock City Council and Temora Shire Council.

The remuneration is \$1,250 per meeting, per member. Council is also obliged under the Superannuation Guarantee (Administration) Act 1992 to make compulsory superannuation guarantee contributions on behalf of Audit, Risk and Improvement Committee chairs and independent members.

The committee currently meets 4 times per year.

The initial term of an independent member is up to 4 years, with a further maximum of 4 years subject to re-appointment. After serving a total of 8 years, the member must have a 2-year break before being eligible for appointment. The individual terms of current membership provide for a rolling replacement membership to ensure stability of the ARIC and knowledge is transferred over time as the members are replaced.

COMMUNITY STRATEGIC PLAN

Strategic Direction	Delivery Program 2025-2029
Resources and finance	Deliver Governance Services and internal audit program

FINANCIAL/RESOURCE IMPLICATIONS

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes		
Reserve Funds	No		
Developer Contributions (\$7.11)	No		
External Grants	No		
Other	No		

LEGAL, POLICY AND RISK IMPLICATIONS

An independent member must comply with the requirement of the Risk Management and Internal Audit Guidelines for Local Government in NSW.

An independent member will be required to execute a confidentiality agreement, complete pecuniary interest return, and comply with Council's Code of Conduct.

Risk	<u>Risk Ranking</u>	Proposed Treatments	Within Existing Resources?
There is a risk that Council would not comply with the Guidelines for Risk Management and Internal Audit for Local Government in NSW if independent external members are not appointed.	Low	Adopt the recommendation.	Yes

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

It is considered that the Audit Risk and Improvement Committee will add significant rigour to Council's governance framework, risk control, compliance, and financial reporting and will enhance Council's reputation, operations and financial sustainability.

CONSULTATION

Consultation with key stakeholders has been undertaken by the Governance Section.

Internal

General Manager.

External

Expressions of Interest were invited from members of the community that satisfied the independent selection criteria and the eligibility criteria.

OPTIONS

- 1) Accept the recommendations.
- 2) Amend the recommendations.
- 3) Reject the recommendations.

ATTACHMENTS

- 1) Role of an independent member and eligibility criteria.

COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

Nil.

ITEM 9 - ATTACHMENT 1 ROLE OF AN INDEPENDENT MEMBER AND ELIGIBILITY CRITERIA.

AUDIT RISK AND IMPROVEMENT COMMITTEE

ROLE OF AN INDEPENDENT MEMBER

Independent audit, risk and improvement committee members are expected to be able to assess information provided to them about the council and to identify and assess key risks and issues.

Each member should be capable of making a valuable contribution to the committee.

To be successful in their role, a member must:

- a) take a professional approach to their responsibilities, including an appropriate commitment of time and effort
- b) know the business, culture and values of the council and take the time to understand changes that affect how the council operates and its risks
- c) have sufficient understanding of the council's financial reporting responsibilities to be able to contribute to the committee's consideration of the annual financial statements
- d) understand the role of the committee and the expectations of the council
- e) act in the best interests of the council
- f) take a professional approach
- g) be a good communicator and build effective relationships with the council and other committee members, and
- h) have the personal courage to raise and deal with tough issues, express opinions frankly, ask questions that go to the fundamental core of the issue and pursue independent lines of inquiry.

ELIGIBILITY CRITERIA

Independent members of audit, risk and improvement committee members must demonstrate the following:

- a) an ability to read and understand financial statements and a capacity to understand the ethical requirements of government (including potential conflicts of interest)
- b) functional knowledge in areas such as risk management, performance management, human resources management, internal and external auditing, financial reporting, accounting, management control frameworks, internal financial controls, governance (including planning, reporting and oversight), or business operations
- c) a capacity to form independent judgements and willingness to constructively challenge/question management practices and information
- d) a professional, ethical approach to the exercise of their duties and the capacity to devote the necessary time and effort to the responsibilities of an independent member of an audit, risk and improvement committee, and
- e) preparedness to undertake any training on the operation of audit, risk and improvement committees recommended by the chairperson based on their assessment of the skills, knowledge and experience of the independent member.

ITEM NO. 10

**FILE NO: 26/93312
EDRMS NO: PSC2024-03158**

REQUEST FOR FINANCIAL ASSISTANCE

REPORT OF: TIMOTHY CROSDALE - GENERAL MANAGER
DIRECTORATE: GENERAL MANAGER'S OFFICE

RECOMMENDATION IS THAT COUNCIL:

- 1) Approves provision of financial assistance under Section 356 of the Local Government Act 1993 from Mayoral and Ward Funds to the following:
 - a) KYDS Youth Development Services – Mayoral funds - \$251 donation towards administration fee incurred for licence agreement.
 - b) New Leaf Cosmetics – Mayoral funds - \$500 donation towards a menopause awareness community event in Nelson Bay.
 - c) Destination Port Stephens – Mayoral funds - \$1,000 donation towards hosting a regional tourism event in Port Stephens.
 - d) Police Citizens Youth Club Port Stephens – Mayoral funds - \$2,000 donation towards transport costs for players to attend the 2026 Nations of Origin event.
 - e) Port Stephens Sister Cities Committee – Mayoral funds - \$900 donation towards 3 participants attending the Bellingham Marathon.
 - f) Raymond Terrace Soccer Club – West Ward funds - \$1,241.81 donation towards essential equipment for upcoming season.
 - g) Marine Rescue Port Stephens – East Ward funds - \$2,000 donation towards course hire for golf day fundraiser event.
-

BACKGROUND

The purpose of this report is to determine and, where required, authorise payment of financial assistance to recipients judged by the Mayor and or Councillors as deserving of public funding. The Grants and Donations Policy gives the Mayor and Councillors a wide discretion either to grant or to refuse any requests.

Council's Grants and Donations Policy provides the community, the Mayor and Councillors with a number of options when seeking financial assistance from Council. Those options being:

1. Mayoral Funds
2. Rapid Response
3. Community Financial Assistance Grants – (bi-annually)
4. Community Capacity Building

ORDINARY COUNCIL - 26 MAY 2026

Council is unable to grant approval of financial assistance to individuals unless it is performed in accordance with the Local Government Act 1993. This would mean that the financial assistance would need to be included in the Operational Plan or Council would need to advertise for 28 days of its intent to grant approval. Council can make donations to community groups.

The requests for financial assistance are shown below:

MAYORAL FUNDS

KYDS Youth Development Services	KYDS offers free, confidential counselling for young people aged 10-18.	\$251	Donation towards administration fee incurred for licence agreement.
New Leaf Cosmetics	A local clinic offering a range of treatments specialising in women's health.	\$500	Donation towards menopause awareness community event in Nelson Bay.
Destination Port Stephens	Destination Port Stephens is the non-profit industry body responsible for marketing the Port Stephens region as a premier tourist destination.	\$1,000	Donation towards hosting a regional tourism event in Port Stephens.
Police Citizens Youth Clubs (Port Stephens)	The PCYC is a youth charity that partners with the community and NSW Police to empower young people through sport, recreation and education.	\$2,000	Donation towards transport costs for Nations of Origin event
Port Stephens Sister Cities Committee	A volunteer run 355C Committee that fosters international friendships, culture and educational exchanges.	\$900	Donation towards 3 x participants attending the Bellingham Marathon.

WARD FUNDS

Raymond Terrace Soccer Club	Raymond Terrace Soccer Club is a community-focused football club.	\$1,241.81	Donation towards essential equipment for upcoming season.
Marine Rescue Port Stephens	Marine Rescue Port Stephens is a volunteer-based emergency service unit in NSW, Australia, dedicated to saving lives on the water.	\$2,000	Donation towards course hire for golf day fundraising event.

COMMUNITY STRATEGIC PLAN

Strategic Direction	Delivery Program 2025-2029
Resources and finance	Develop and implement strategic direction and governance of Council

FINANCIAL/RESOURCE IMPLICATIONS

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes		
Reserve Funds	No		
Developer Contributions (\$7.11)	No		
External Grants	No		
Other	No		

LEGAL AND POLICY IMPLICATIONS

To qualify for assistance under Section 356(1) of the Local Government Act 1993, the purpose must assist the Council in the exercise of its functions. Functions under the Act include the provision of community, culture, health, sport and recreation services and facilities.

The Policy interpretation required is whether the Council believes that:

- a) applicants are carrying out a function, which it, the Council, would otherwise undertake.

- b) the funding will directly benefit the community of Port Stephens.
- c) applicants do not act for private gain.

Risk	<u>Risk Ranking</u>	Proposed Treatments	Within Existing Resources?
There is a risk that Council may set a precedent when allocating funds to the community and an expectation those funds will always be available.	Low	Adopt the recommendations.	Yes

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

Nil.

COMMUNICATION AND ENGAGEMENT

Council’s Communication and Engagement Strategy identifies the level of engagement undertaken. An explanation for each level is shown below.

INFORM	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.
CONSULT	To obtain public feedback on analysis, alternatives and/or decisions.
INVOLVE	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.
COLLABORATE	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.
EMPOWER	To place final decision-making and/or developed budgets in the hands of the public.
	No external communications and engagement are required for this report.

The following communication and engagement applies to this report.

External communications and engagement

INFORM	Community members are advised of the outcome of their application.
---------------	--

Internal communications and engagement

Consultation has been undertaken by the General Manager's Office.

Consultation has been undertaken to ensure budget requirements are met and approved.

OPTIONS

- 1) Accept the recommendation.
- 2) Vary the dollar amount before granting each or any request.
- 3) Decline to fund all the requests.

ATTACHMENTS

Nil.

COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

Nil.

ITEM NO. 11

**FILE NO: 26/113187
EDRMS NO: PSC2024-03232**

INFORMATION PAPERS

REPORT OF: TIMOTHY CROSDALE - GENERAL MANAGER
DIRECTORATE: GENERAL MANAGER'S OFFICE

RECOMMENDATION IS THAT COUNCIL:

Receives and notes the Information Papers listed below being presented to Council on 26 May 2026.

No:	Report Title	Page:
1	Cash and Investment Portfolio - April 2026	452
2	Annual Disclosure of Interest Returns for 2026 to 2027	453
3	Attendance at Committees and Groups	456
4	Designated Persons' Return	461
5	Delegations Report	462
6	Council Resolutions	464

INFORMATION PAPERS

ITEM NO. 1

**FILE NO: 26/69404
EDRMS NO: PSC2024-03232**

CASH AND INVESTMENT PORTFOLIO - APRIL 2026

REPORT OF: GLEN PETERKIN - FINANCIAL SERVICES SECTION MANAGER
DIRECTORATE: CORPORATE STRATEGY AND SUPPORT

BACKGROUND

Due to the timing of the distribution of the Council agenda for 26 May 2026, the Cash and Investment Report as at 30 April 2026 was not available for publication at that time.

The Cash and Investment Report as at 30 April 2026 will be available for Council's consideration in a Supplementary Report.

ATTACHMENTS

Nil.

COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

Nil.

ITEM NO. 2

**FILE NO: 26/44923
EDRMS NO: PSC2024-01273**

ANNUAL DISCLOSURE OF INTEREST RETURNS FOR 2026 TO 2027

REPORT OF: TONY WICKHAM - GOVERNANCE SECTION MANAGER
DIRECTORATE: GENERAL MANAGER'S OFFICE

BACKGROUND

The purpose of this report is to advise Council of the Mayor, Councillors and persons designated for the submission of pecuniary interest returns for the period 1 July 2026 to 30 June 2027.

Elected Members

Mayor Leah Anderson
Cr Rosalyn Armstrong
Cr Giacomo Arnott
Cr Chris Doohan
Cr Nathan Errington
Cr Peter Francis
Cr Paul Le Mottee
Cr Ben Niland
Cr Mark Watson
Cr Jason Wells

Audit, Risk and Improvement Committee

Chairperson
Independent members (2)

General Manager's Office

General Manager
Governance Section Manager
Legal Services Manager
Lawyer

Corporate Strategy and Support

Director Corporate Strategy and Support
Community Services Section Manager
Financial Services Section Manager
People, Process and Technology Section Manager
Principal Investment and Development Coordinator

Community Futures

Building & Certification Coordinator
Business Development & Marketing Manager
Communications and Customer Experience Section Manager
Community, Economy and Place Team Leader
Compliance Coordinator
Compliance Team Leader
Development Services Section Manager
Development Engineering Coordinator
Development Planning Coordinator
Director Community Futures
Environmental Health Team Leader
Environmental Planning Team Leader
Environmental Strategy Team Leader
Events, Arts and Culture Team Leader
Holiday Parks Section Manager
Natural Systems Coordinator
Principal Building Surveyor
Principal Development Planner
Planning Proposals Team Leader
Ranger Team Leader
Senior Building Surveyor
Senior Building Surveyor – Certifications
Senior Building Surveyor (Fire Safety)
Senior Development Planner (2)
Senior Environmental Health Officer
Senior Ranger
Senior Strategic Planner (2)
Senior Strategic Planner – Growth and Infrastructure
Strategic Planning Officer
Strategic Planning Coordinator
Strategy and Environment Section Manager
Vibrant Places Coordinator (2)

Facilities and Infrastructure

Assets Section Manager
Capital Works Section Manager
Director Facilities and Infrastructure
Public Domain and Services Section Manager

ATTACHMENTS

Nil.

COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

Nil.

ITEM NO. 3

**FILE NO: 26/104936
EDRMS NO: PSC2024-04455**

ATTENDANCE AT COMMITTEES AND GROUPS

REPORT OF: TONY WICKHAM - GOVERNANCE SECTION MANAGER
DIRECTORATE: GENERAL MANAGER'S OFFICE

BACKGROUND

The purpose of this report is to advise Council of the number of meetings that were held for each of the committees, as well as whether the nominated representative(s) were in attendance at each of those meetings.

The Committees and Groups Attendance List for November 2025 to April 2026 is shown at **(ATTACHMENT 1)**.

ATTACHMENTS

- 1) Committees and Groups Attendance List - November 2025 to April 2026.

COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

Nil.

ITEM 3 - ATTACHMENT 1 COMMITTEES AND GROUPS ATTENDANCE LIST - NOVEMBER 2025 TO APRIL 2026.

Committees and Groups Attendance List - October 2025 to April 2026							
No.	Committee Name	Meeting Cycle	Directorate	Delegates	Meeting Date	Attendees	Minutes (Insert EDRMS link)
1	Aboriginal Strategic Committee	Quarterly	Community Futures	Mayor Anderson Cr Francis	19/03/2026	Cr Francis	26/107344
2	Audit Risk and Improvement Committee (ARIC)	At least four times a year or when necessary	General Manager's Office	Cr Wells	12/03/2026	Apology.	26/83650
3	Hinton School of Arts Committee	Committees are required to hold at least three meetings per year at a time to be decided by the committee	Facilities & Infrastructure	Cr Amott Cr Francis Cr Le Mottee	26/02/2026	Nil.	26/106667
4	Karuah Community Hall Committee	Committees are required to hold at least three meetings per year at a time to be decided by the committee.	Facilities & Infrastructure	Cr Doohan Cr Niland Cr Wells	16/04/2026	Cr Wells	26/105982
5	Lemon Tree Passage Old School Centre Committee	Committees are required to hold at least three meetings per year at a time to be decided by the committee	Facilities & Infrastructure	Cr Doohan Cr Niland Cr Wells	16/02/2026	Nil.	26/54918
6	Medowie Sports Council	Meets every 3 months- February, May, August, November 1st Monday of the month	Facilities & Infrastructure	Cr Doohan Cr Niland Cr Wells	5/11/2025	Cr Wells	25/323055
7	Nelson Bay Community Hall Committee	Committees are required to hold at least three meetings per year at a time to be decided by the committee	Facilities & Infrastructure	Cr Armstrong Cr Errington Cr Watson	27/03/2026	Cr Errington	26/106716
8	Port Stephens Australia Day Committee	Committees are required to hold at least three meetings per year at a time to be decided by the committee	Community Futures	Mayor Anderson Cr Amott Cr Errington Cr Francis Cr Niland	20/11/2025 04/03/2026	Cr Amott Cr Errington Cr Francis Cr Niland Cr Amott Cr Errington Cr Francis	PSC:2017-00473
9	Port Stephens Sister Cities Committee	Committees are required to hold at least three meetings per year at a time to be decided by the committee	General Manager's Office	Mayor Anderson Cr Armstrong Cr Francis Cr Wells	19/11/2025 21/01/2026 18/02/2026 18/03/2026 15/04/2026	Cr Armstrong Cr Armstrong Cr Armstrong Cr Wells	26/10856 26/47302 26/72570 26/104926
10	Raymond Terrace Senior Citizens Hall Management Committee	Committees are required to hold at least three meetings per year at a time to be decided by the committee	Facilities & Infrastructure	Cr Amott Cr Francis Cr Le Mottee	2/03/2026 TBC	Cr Francis	26/119423
11	Salt Ash Community Hall	Committees are required to hold at least three meetings per year at a time to be decided by the committee	Facilities & Infrastructure	Cr Doohan Cr Niland Cr Wells	27/03/2026	Cr Wells	26/121457
12	Salt Ash Sports Ground Committee	Committees are required to hold at least three meetings per year at a time to be decided by the committee	Facilities & Infrastructure	Cr Doohan Cr Niland Cr Wells	4/02/2026	Cr Wells	26/106774

ITEM 3 - ATTACHMENT 1 COMMITTEES AND GROUPS ATTENDANCE LIST - NOVEMBER 2025 TO APRIL 2026.

13	Strategic Arts Committee	Quarterly	Community Futures	Mayor Anderson Cr Armstrong Cr Francis Cr Wells	26/11/2025	Mayor Cr Armstrong	26/28990
14	Tanilba Foreshore Hall Committee	Committees are required to hold at least three meetings per year at a time determined by the committee	Facilities & Infrastructure	Cr Doohan Cr Niland Cr Wells	7/02/2026	Cr Niland	26/47268
15	Tiligerry Sports Council	3rd Monday every 4 months - February, June and October	Facilities & Infrastructure	Cr Doohan Cr Niland Cr Wells	25/02/2026	Nil.	26/68977
16	Tomaree Sports Council	4th Wednesday - February, May, August and November	Facilities & Infrastructure	Cr Armstrong Cr Errington Cr Watson	16/02/2026	Cr Errington	26/69058
17	West Ward Sports Council	2nd Monday every 4 months - February, June, October	Facilities & Infrastructure	Cr Annott Cr Errington Cr Francis Cr Le Mottee	2/03/2026	Cr Le Mottee	26/68904
18	AGL Newcastle Gas Storage Facility Community Dialogue Group	Quarterly – March, June, September, December	General Manager's Office	Mayor Anderson	25/02/2026	Staff representative	26/85397
19	Birubi Point Cultural Heritage Advisory Panel	3 times / year	Community Futures	Cr Wells Alternate - Cr Doohan	7/11/2025	Nil.	26/46249
20	Brandy Hill Quarry Community Consultative Committee	Bi-annually	General Manager's Office	Cr Francis Alternate - Cr Annott Alternate, as required - Assets Section Manager/Strategy & Environment Section Manager	No meetings held.		
21	Cabbage Tree Road Community Consultative Committee	Quarterly	Corporate Strategy & Support	Cr Annott Alternate - Cr Francis	10/12/2025 25/03/2026	Staff representative Staff representative	25/352455 26/107345
22	Comprehensive Koala Plan of Management Implementation Committee	Quarterly	Community Futures	Mayor Anderson Alternate - Cr Armstrong	No meetings held.		
23	Communication and Engagement Advisory Panel	2 to 6 meetings per year	Community Futures	Mayor Anderson Cr Armstrong Cr Francis Cr Niland Cr Watson Cr Wells	18/12/2025	Mayor Cr Armstrong Cr Wells	25/142580
24	Community Support Fund	Annual	Community Futures	Mayor Anderson Cr Armstrong Cr Errington Cr Francis Cr Niland Alternates - Cr Annott Cr Doohan Cr Watson Cr Wells	23/03/2026	Mayor Cr Armstrong Cr Niland Cr Errington Cr Francis	26/113197

ITEM 3 - ATTACHMENT 1 COMMITTEES AND GROUPS ATTENDANCE LIST - NOVEMBER 2025 TO APRIL 2026.

25	Disability Inclusion and Access Advisory Group (DIAAG)	4 times per year	Community Futures	Cr Wells Cr Armstrong	27/11/2025	Cr Wells	25/335354
25	Environmental Advisory Group	4 times per year	Community Futures	Mayor Anderson Cr Armstrong Alternate - Cr Doochan	19/11/2025 11/02/2026	Cr Armstrong Cr Armstrong	25/329521 26/55755
26	General Manager's Performance Review	At least annual	Mayor's Office	Mayor Anderson Cr Arnott Plus a Councillor nominated at the time by the General Manager	No meetings held.		
27	Heritage Advisory Group	4 times per year	Community Futures	Cr Wells Alternate - Cr Armstrong	6/11/2025	Cr Wells Cr Armstrong	PSC2023-01498
28	Hunter Joint Organisation	Bi-monthly	General Manager's Office	Mayor	4/12/2025 12/02/2026	Mayor Mayor	PSC2019-03484
29	International Women's Day Scholarship Panel	Annual	General Manager's Office	Mayor Cr Armstrong Cr Doochan Cr Francis Cr Wells	23/02/2026	Mayor Cr Armstrong Cr Doochan Cr Francis Cr Wells	26/113197
30	Customer and Community Advisory Group (CCAG)	Meets quarterly	General Manager's Office	Cr Francis Alternate - Cr Le Mottee	31/03/2026	Cr Francis	26/113032
31	Hunter and Central Coast Planning Panel	As required	Community Futures	Mayor Anderson Cr Arnott Alternates - Cr Errington Cr Francis Cr Niland Development Services Section Manager	25/11/2025 8/12/2025 17/03/2026	Cr Arnott Cr Arnott Cr Arnott	25/354472 26/44985 26/88906
32	Local Government Community Safety & Crime Prevention Network for NSW	Meets quarterly	Facilities & Infrastructure	Mayor	No meetings held.		
33	Local Transport Forum	1st Tuesday of every month	Facilities & Infrastructure	Mayor Cr Niland Alternate - Cr Errington	4/11/2025 2/12/2025 7/4/2026	Nil. Cr Niland Cr Errington	25/308487 25/339187 26/102866
34	Lower Hunter Bushfire Management Committee	Meets quarterly	Facilities & Infrastructure	Cr Arnott Cr Watson Alternate - Mayor Anderson	5/11/2025 4/3/2026	Nil. Cr Arnott	25/365366 26/85408
35	Marine Parks Advisory Panel	Meets a minimum of twice a year	Community Futures	Mayor Anderson Alternates - Cr Armstrong Cr Watson	No meetings held.		
36	NSW Public Libraries Association (Central East Zone)	Meets 3 times per year	Corporate Strategy & Support	Cr Wells Alternate - Cr Armstrong	19/03/2026	Apology.	26/115356

ITEM 3 - ATTACHMENT 1 COMMITTEES AND GROUPS ATTENDANCE LIST - NOVEMBER 2025 TO APRIL 2026.

37	Port Stephens Floodplain Advisory Panel	As required	Facilities & Infrastructure	Cr Francis Alternates - Cr Arnott Cr Errington	2/03/2026	Cr Francis	26/86494
38	Port Stephens Local Health Committee	Meets 3 to 4 times per year	Community Futures	Cr Armstrong Alternate - Mayor Anderson	No meetings held.		
39	Port Stephens/Myall Lakes Estuary and Coastal Zone Management Committee	As required	Community Futures	Cr Armstrong Alternate - Mayor Anderson	No meetings held.		
40	RFS District Liaison Committee Meeting	As set by RFS	Facilities & Infrastructure	Cr Arnott Alternate - Cr Watson	No meetings held.		
41	Tomaree Lodge Community Engagement Committee	Up to 6 times per year	General Manager's Office	Mayor Anderson	27/11/2025	Apology.	25/329047
42	Williamstown Consultative Committee Forum	Annually	General Manager's Office	Mayor Anderson (General Manager)	No meetings held.		
43	Worimi Conservation Lands Board of Management	Meets 4 times a year	General Manager's Office	Cr Francis Alternate - Mayor Anderson	11/12/2025	Mayor	Nil.

ITEM NO. 4

**FILE NO: 26/89869
EDRMS NO: PSC2025-01083**

DESIGNATED PERSONS' RETURN

REPORT OF: TONY WICKHAM - GOVERNANCE SECTION MANAGER
DIRECTORATE: GENERAL MANAGER'S OFFICE

BACKGROUND

The purpose of this report is to table Councillor and Designated Persons' Return/s (return) submitted.

In accordance with Part 4 – Pecuniary Interest of the Code of Conduct, all designated persons are required to submit a return. Returns are to be tabled at the first Council meeting after the lodgement date.

The following is a list of position/s who have submitted return/s:

- Strategic Planning Coordinator PSC042.

ATTACHMENTS

Nil.

COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

- 1) Designated Persons' Return.

ITEM NO. 5

**FILE NO: 26/65564
EDRMS NO: PSC2009-00965**

DELEGATIONS REPORT

REPORT OF: TONY WICKHAM - GOVERNANCE SECTION MANAGER
DIRECTORATE: GENERAL MANAGER'S OFFICE

BACKGROUND

The purpose of this report is to advise Council of each occasion the Mayor and/or General Manager have exercised their delegations, other than under section 226 and 335 of the Local Government Act 1993, which are conferred on each role.

The report at **(ATTACHMENT 1)** provides details of the delegation exercised, such as the delegated authority, the date and the reason for exercising the delegation.

ATTACHMENTS

1) Delegations Report.

COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

Nil.

ITEM 5 - ATTACHMENT 1 DELEGATIONS REPORT.

MAYOR AND GENERAL MANAGER DELEGATION REPORT

Date exercised	Delegations exercised	Purpose	Role exercising delegation	Reported to Council
15 April 2026	Clause 178 of the Local Government (General) Regulation 2021	T024-2025-26 - Essential Fire Services	General Manager	26 May 2026
15 April 2026	Clause 178 of the Local Government (General) Regulation 2021	RFQ062-2025-26 - Asphalt Roads Acceleration Program	General Manager	26 May 2026
22 April 2026	Clause 178 of the Local Government (General) Regulation 2021	RFQ071-2025-26 - Local Road Reseal Asphalt Resurfacing	General Manager	26 May 2026

ITEM NO. 6

**FILE NO: 26/94874
EDRMS NO: PSC2017-00106**

COUNCIL RESOLUTIONS

REPORT OF: TIMOTHY CROSDALE - GENERAL MANAGER
DIRECTORATE: GENERAL MANAGER'S OFFICE

BACKGROUND

The purpose of this report is to inform the Mayor and Councillors of the status of all matters to be dealt with arising out of the proceedings of previous meetings of the Council in accordance with the Code of Meeting Practice.

ATTACHMENTS

- 1) Community Futures resolutions.
- 2) Corporate Strategy and Support resolutions.
- 3) Facilities and Infrastructure resolutions.
- 4) General Manager's Office resolutions.

COUNCILLORS' ROOM/DASHBOARD

Nil.

TABLED DOCUMENTS

Nil.



Action Sheets Report	Division: Community Futures	Date From: 22/08/2023
	Committee:	Date To: 29/04/2026
	Officer:	
		Printed: Wednesday, 29 April 2026

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 24/03/2026	Livens, Emily	Tomaree Headland Shuttle Bus Trial	28/07/2026	25/03/2026	
2		Pearl, Steven				26/87151
29 Apr 2026 Councillor workshop scheduled for 16 June 2026.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 24/03/2026	Livens, Emily	Peak Season in Port Stephens	28/07/2026	25/03/2026	
2		Pearl, Steven				26/87151
24 Apr 2026 Coordinate workshops with relevant stakeholders. Key outcomes to be reported back to Council.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 28/04/2026	Livens, Emily	Policy Review: Port Stephens Annual Awards Policy	5/06/2026	29/04/2026	
3		Pearl, Steven				26/120627
29 Apr 2026 Port Stephens Annual Awards Policy has been placed on Public Exhibition for a period of 28 days.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 9/12/2025	Lamont, Brock	Draft Medowie Town Centre Masterplan	28/07/2026	10/12/2025	
4		Pearl, Steven				25/342831
29 Apr 2026 Council report is being prepared and will be reported to Council.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 22/08/2023	Lamont, Brock	Raymond Terrace Gateway Site Masterplan	31/12/2026		
1		Pearl, Steven				23/214729
29 Apr 2026 Council will prepare a Masterplan for part of the Gateway site in Raymond Terrace.						



Action Sheets Report	Division: Community Futures	Date From: 22/08/2023
	Committee:	Date To: 29/04/2026
	Officer:	
	Printed: Wednesday, 29 April 2026	

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 28/10/2025	Lamont, Brock	Planning Proposal - 19 Gan Gan Road, Anna Bay	29/05/2026	29/10/2025	
2		Pearl, Steven				25/300809
29 Apr 2026						
The community workshop and public exhibition were undertaken per the Council resolution. The community workshop was held on 26 February 2026, and the planning proposal was exhibited from 23 February 2026 to 7 April 2026. Staff are reviewing the outcomes of community consultation.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 9/12/2025	Lamont, Brock	Planning Proposal - 339 Tarean Road, Karuah	28/05/2026	10/12/2025	
2		Pearl, Steven				25/342831
29 Apr 2026						
Further information has been received from the applicant and is under assessment.						

ITEM 6 - ATTACHMENT 2 CORPORATE STRATEGY AND SUPPORT RESOLUTIONS.



Action Sheets Report	Division:	Corporate Strategy and Support	Date From:	24/06/2025
	Committee:		Date To:	28/04/2026
	Officer:		Printed: Wednesday, 29 April 2026	

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 24/03/2026	Pattison, Zoe	Draft Integrated Planning and Reporting Documents and Fees and Charges	31/07/2026	25/03/2026	
5		Pattison, Zoe				26/87151
023						
29 Apr 2026						
Report to return to Council meeting June 2026.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 28/04/2026	Pattison, Zoe	2026/2027 State Budget	31/07/2026		
3		Pattison, Zoe				26/120627
29 Apr 2026						
As per Council resolution, staff to prepare letter.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 24/06/2025	Pattison, Zoe	112 Adelaide Street and 18A Sturgeon Street, Raymond Terrace	30/06/2026	25/06/2025	
1		Pattison, Zoe				25/159107
29 Apr 2026						
Expression of interest process is underway.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 24/03/2026	Peterkin, Glen	Matter Arising - 24 March 2026 - Min. No. 034 - Item 5: Draft IP&R Documents & Fees & Charges - General Manager to convene a Councillor Workshop to allow Councillors to explore options to levy extractive industry.	31/12/2026		
034		Pattison, Zoe				
29 Apr 2026						
Report to return to Council meeting June 2026.						

ITEM 6 - ATTACHMENT 3 FACILITIES AND INFRASTRUCTURE RESOLUTIONS.



Action Sheets Report	Division: Facilities and Infrastructure	Date From: 27/08/2013
	Committee:	Date To: 28/04/2026
	Officer:	Printed: Wednesday, 29 April 2026

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 9/12/2025	Maretich, John	Roads Futures Strategy	30/06/2026	10/12/2025	
1		Kable, Gregory				25/342831
29 Apr 2026 Staff to prepare report for Council.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 26/08/2025	Maretich, John	Acquisition of Part 79 Brandy Hill Drive, Brandy Hill for the Brandy Hill Shared Pathway	30/06/2026	27/08/2025	
1		Kable, Gregory				25/231579
29 Apr 2026 This matter is still progressing.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 22/07/2025	Maretich, John	Review and Strategic Planning for Dog Recreation Areas in Port Stephens	31/12/2026		
2		Kable, Gregory				25/191415
29 Apr 2026 Staff will review the existing dog parks and off-leash areas in accordance with the resolutions. This review will be finalised in 2026 and a report will be prepared for Council. The next revision of the Strategic Assets Management Plan (SAMP) will be modified to incorporate dog parks.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 28/04/2026	Maretich, John	Anna Bay and Tilligerry Creek Floodplain Risk Management Study and Plan	30/09/2026	29/04/2026	
1		Kable, Gregory				26/120627
29 Apr 2026 The Anna Bay and Tilligerry Creek Floodplain Risk Management Study and Plan will be placed on public exhibition and a report prepared for Council						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 24/02/2026	Maretich, John	Policy Review - Flood Risk Management Policy	30/06/2026	25/02/2026	
3 017		Kable, Gregory				26/56178
29 Apr 2026 Public exhibition for this policy with the inclusion of items 5.3, 5.7 and 5.8 has been completed. A report is being prepared for Council.						

ITEM 6 - ATTACHMENT 3 FACILITIES AND INFRASTRUCTURE RESOLUTIONS.



Action Sheets Report	Division: Facilities and Infrastructure	Date From: 27/08/2013
	Committee:	Date To: 28/04/2026
	Officer:	Printed: Wednesday, 29 April 2026

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 10/02/2026	Maretich, John	2026 Koori Knockout Event	31/08/2026	11/02/2026	
1		Kable, Gregory				26/41065
29 Apr 2026						
Staff will work through the items listed in the resolution.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 28/05/2024	Maretich, John	Bus Stop Infrastructure Plan	30/06/2026	29/05/2024	
1		Kable, Gregory				24/131056
29 Apr 2026						
Council Engineers will continue development of the Bus Shelter Infrastructure Plan. Future Country Passenger Transport Infrastructure Grants Scheme (CPTIGS) funding is expected to aid in the plan's completion within the next financial year.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 28/11/2023	Maretich, John	Sale of closed roads in Raymond Terrace	30/06/2026	29/11/2023	
1		Kable, Gregory				23/324875
29 Apr 2026						
1 road has been sold and settled, 1 road is under negotiation pending contract execution and the remaining road is undergoing road closure survey plan.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 27/08/2013	Maretich, John	Campvale Drain	31/12/2026		
243		Kable, Gregory				
29 Apr 2026						
This long term action will form part of the discussion with Hunter Water Corporation.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 24/06/2025	Maretich, John	Medowie Drainage	31/07/2026	25/06/2025	
1		Kable, Gregory				25/159107
29 Apr 2026						
Staff are preparing a report following the recent external expression of interest to engage a consultant.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
	Ordinary Council 10/06/2025	Maretich, John	MATTER ARISING - Min No. 131 - NOM 1 - Trial of Tomaree Shuttle Bus	31/12/2026		
131		Kable, Gregory				
29 Apr 2026						
Staff are continuing to prepare report with ongoing consultations.						

ITEM 6 - ATTACHMENT 3 FACILITIES AND INFRASTRUCTURE RESOLUTIONS.



Action Sheets Report	Division: Facilities and Infrastructure	Date From: 27/08/2013
	Committee:	Date To: 28/04/2026
	Officer:	Printed: Wednesday, 29 April 2026

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 10/06/2025	Kable, Gregory	Port Stephens Roads Acceleration Program Expanded Funding Strategy	31/12/2026	11/06/2025	
4 115		Kable, Gregory				25/148178
29 Apr 2026						
As resolved, strategy for funding of the RAP program will be pursued over the next 18 months.						



Action Sheets Report	Division:	General Manager's Office	Date From:	28/10/2025
	Committee:		Date To:	29/04/2026
	Officer:		Printed: Wednesday, 29 April 2026	

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 28/04/2026	Wickham, Tony	Council meeting cycle	28/07/2026	29/04/2026	
4		Crosdale, Timothy				26/120627
29 Apr 2026 The Code of Meeting Practice is on public exhibition until 12 June 2026.						

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council 28/10/2025	Wickham, Tony	General Manager's delegations	30/06/2026	29/10/2025	
1		Crosdale, Timothy				25/300809
29 Apr 2026 Resolution is progressing.						

NOTICES OF MOTION

NOTICE OF MOTION

ITEM NO. 1

FILE NO: 26/97650

EDRMS NO: PSC2024-03148

WASTE LEVY REDUCTION

COUNCILLOR: BEN NILAND

THAT COUNCIL:

- 1) Notes that Port Stephens is currently in the Metro Zone for waste levy reasons.
 - 2) Notes a lowering of the zoning by 1 tier saves around \$75 per tonne.
 - 3) Requests the General Manager to write to The Hon. Penny Sharpe, MLC, NSW Minister for the Environment, to seek a 5 year relaxation to the waste levy with savings to be redeployed into asset maintenance programs for drainage, roads and associated infrastructure.
-

BACKGROUND REPORT OF: JOHN MARETICH – ASSETS SECTION MANAGER

BACKGROUND

The Waste Levy (levy) or Landfill Levy was first introduced in Australia by New South Wales (NSW) in 1971 at a rate of \$0.56 per tonne. It was initially designed as a contribution by landfill operators in the Sydney Metropolitan Area to fund better waste services. The levy has since been expanded overtime across NSW, Victoria, South Australia, Western Australia and Queensland with an introduction of variable rates depending on the waste zone. Port Stephens Local Government area is in the most northern area of the Metropolitan Zone (**ATTACHMENT 1**).

Over time there has been a major increase in the levy charge to encourage contributing waste occupiers and operators to increase sustainable measures, resource recovery, reduce landfill waste and reduce environmental impacts. Revenue from the levy is often used to fund waste management programs, recycling infrastructure and environmental restoration projects. These are granted by the Environmental Protection Agency.

In NSW, reports indicate that while the state collects nearly \$800–\$900 million annually, as little as one-third is reinvested into waste and environment initiatives, with the remainder going into general state revenue.

For the next financial year, the 2 levy streams of regional and metropolitan areas will increase to \$180.20 for Metropolitan Zone and \$103.80 for Regional Zone.

NSW local Councils have the ability to receive some funding back for waste and environmental initiatives on an ad hoc basis when requested.

Port Stephens Council, on occasion, has had minor levy exemptions to assist Newcastle City Council with a Stockton Beach clean-up similar to a Clean Up Australia Day and Natural Disaster Relief.

The potential savings of moving from the Metropolitan to the Regional zone is in the order of \$2.3 million. This is based on the 2024-2025 financial year for red bin disposal volume and the Metropolitan (\$170.10) and Regional (\$97.90) levy rates.

ATTACHMENTS

- 1) Waste Levy Area Boundaries.

ITEM 1 - ATTACHMENT 1 WASTE LEVY AREA BOUNDARIES.



NOTICE OF MOTION

ITEM NO. 2

FILE NO: 26/105129

EDRMS NO: PSC2024-03148

PUBLIC EV CHARGING

COUNCILLORS: ROSALYN ARMSTRONG & JASON WELLS

THAT COUNCIL:

- 1) Acknowledges it has in place Strategic Planning and Policy Documents that discuss ways in which our Council will work to ensure “Port Stephens environment is protected, enhanced, sustainable and resilient.”
 - 2) Notes that its current Delivery Program, at E.2.1 state’s that Council will “Deliver actions that support renewable energy and alternative fuel use”.
 - 3) Notes that Council’s assets include public 2x EV chargers at the Koala Sanctuary.
 - 4) Notes that Council held an Expression of Interest process in 2025 seeking interest from external providers to install and manage EV chargers on Council-owned land at key locations around the LGA. Unfortunately, Council did not receive any applications to its EOI. Council continues to discuss a proposal from AGL to install chargers on public land, including Shoal Bay Carpark. During its recent upgrade construction conduits were laid in Shoal Bay Carpark to allow for future EV charger installation.
 - 5) EV Charging ready conduits have also been included in the Don Waring oval upgrades, at Tomaree Sports Complex.
 - 6) Notes that to support private EV charging, Council's DCP was updated with additional controls in 2024 to ensure garages for new dwelling houses, dual occupancies and semi-detached dwellings, as well as parking for residential flat buildings and non-residential development with 10 or more parking spaces include provisions of electrical circuitry with capacity to provide charging facilities for an electric vehicle.
 - 7) Requests the General Manager have prepared and documented in the Strategic Asset Management Plan 2027 - 2037:
 - a) EV charging be included in the Transport Infrastructure of the Strategic Asset Management Plan identifying suitable Council-owned public spaces for future community EV charging installations across the LGA. "Ensuring that it considers priority locations, across the Port Stephens LGA, accessible by residents and visitors alike, existing and planned infrastructure, and site suitability for staged delivery.
 - b) Actively pursue external funding and partnerships (including State/Federal grants and private providers) to deliver EV charging with minimal cost to Council.
-

- c) Provide Council with a Workshop update within 6 months outlining priority sites, delivery models, funding opportunities, and actions to improve market interest following the previous EOI process.

BACKGROUND REPORT OF: JOHN MARETICH – ASSETS SECTION MANAGER

BACKGROUND

In September 2022 a background report was presented to Council regarding the NSW Electric Vehicle Strategy and the NSW Government's plan to accelerate the update of electric vehicle (EV) technology within the state.

The strategy aims to accelerate the State's future vehicle fleet, and the vast majority of new car sales being EV by 2035. The resolution was that Council supports the NSW Government's Electric Vehicle Strategy and requested that further investigation be undertaken on how Port Stephens would and could support the strategy. Within Port Stephens this primarily relates to the provision of public EV charging infrastructure and other planning considerations that would support the strategy.

At present the following actions are underway for Port Stephens Council:

- One public EV charger (2 x ports) is available at the Koala Sanctuary.
- Council held an expression of interest (EOI) in 2025 seeking interest from external providers to install and manage EV chargers on Council owned land at key locations around the LGA. Unfortunately, Council did not receive any applications to its EOI. Council continues to discuss a proposal from AGL to install chargers on public land, including Shoal Bay Carpark. During its recent upgrade construction conduits were laid in Shoal Bay Carpark to allow for future EV charger installation.
- EV charging ready conduits have also been included in the Don Waring oval upgrades at Tomaree Sports Complex.
- PSC are in the early stages of planning to also include the Salamander Bay Waste Transfer Station and the Nelson Bay Depot as additional locations for charging infrastructure to be deployed.
- To support private EV charging within new developments, Council updated the Development Control Plan in 2024 to include additional controls. These included controls to include provisions of electrical circuitry with capacity to provide charging facilities for an electric vehicle in new dwellings, dual occupancies and semi-detached dwellings, and parking for residential flat buildings and non-residential development with 10 or more parking spaces.

ATTACHMENTS

Nil.

NOTICE OF MOTION

ITEM NO. 3

FILE NO: 26/122160

EDRMS NO: PSC2024-03148

FINNAN PARK

COUNCILLOR: GIACOMO ARNOTT

THAT COUNCIL:

- 1) Notes that the playground at Finnan Park has been closed and fenced off for at least 6 months.
 - 2) Notes that Finnan Park is owned and maintained by Hunter Water Corporation.
 - 3) Notes that Finnan Park and its playground are heavily utilised by the local community and the playground not being available is causing concern for the local community.
 - 4) Requests the General Manager to write to the Managing Director of Hunter Water Corporation, seeking a meeting and assurances that the playground will be reopened or, if it can't remain at its current location, relocated within Finnan Park, along with timeframes for reopening or relocation.
 - 5) Requests the General Manager to write to the Member for Port Stephens and the NSW Minister for Water seeking their support in resolving the matter with Hunter Water Corporation and having the playground reopened or relocated on site ASAP.
 - 6) Notes the petition launched by Cr Arnott and requests the General Manager to cause the petition to be shared on Council's social media channels in support of the community campaign to restore the playground at Finnan Park.
-

BACKGROUND REPORT OF: JOHN MARETICH – ASSETS SECTION MANAGER

BACKGROUND

Finnan Park and the facilities such as the playground and amenities are owned, managed and maintained by Hunter Water Corporation on their land.

Hunter Water Corporation has a number of options in relation to the current state of the park. Potential solutions could include direct replacement or contribution towards a separate replacement or an uplift of an existing playground in the nearby vicinity.

ATTACHMENTS

Nil.