



**COFFS HARBOUR CITY COUNCIL**

**ORDINARY MEETING**

**(PLANNING, ENVIRONMENT AND DEVELOPMENT COMMITTEE)**

**COUNCIL CHAMBERS  
COUNCIL ADMINISTRATION BUILDING**

**COFF AND CASTLE STREETS, COFFS HARBOUR**

**18 DECEMBER 2003  
COMMENCING AT 5.00 P.M.**

**Contents**

<b>ITEM</b>	<b>DESCRIPTION</b>	<b>PAGE</b>
<b>PLANNING, ENVIRONMENT AND DEVELOPMENT DEPARTMENT REPORTS</b>		
PED94	DEVELOPMENT POTENTIAL: LOT 1 AND LOT 2, DP 840016, PACIFIC HIGHWAY, EMERALD BEACH	1
PED95	DEVELOPMENT APPLICATION NO. 946/03 - DUAL OCCUPANCY (FOUR UNITS) - LOT 6 AND LOT 7, DP 225116, 15 HEADLAND ROAD, SAPPHIRE BEACH	11
PED96	ACHIEVEMENT OF MILESTONE 5 - CITIES FOR CLIMATE PROTECTION PROGRAM	21
PED97	ENERGY EFFICIENT STREET LIGHTING PROGRAM	28
PED98	DRAFT MOONEE DEVELOPMENT CONTROL PLAN AND DRAFT MOONEE CONTRIBUTIONS PLAN	34
<b>CORPORATE SERVICES DEPARTMENT REPORTS</b>		
F84	RATING ISSUES	40
F85	POLICY - INFRASTRUCTURE IMPROVEMENT PROGRAM - NORTHERN BEACHES	43
F86	SENIORS CENTRE - WOOLGOOLGA	47



**COFFS HARBOUR CITY COUNCIL**  
**ORDINARY MEETING**  
**(PLANNING, ENVIRONMENT AND DEVELOPMENT COMMITTEE)**  
**18 DECEMBER 2003**

Mayor and Councillors

**PLANNING, ENVIRONMENT AND DEVELOPMENT DEPARTMENT REPORTS**

---

**PED94 DEVELOPMENT POTENTIAL: LOT 1 AND LOT 2, DP 840016, PACIFIC HIGHWAY,  
EMERALD BEACH**

---

**Purpose:**

The purpose of this report is to enable Council to respond to a request from the Department of Infrastructure, Planning and Natural Resources (DIPNR) regarding the development potential of Lot 1 and Lot 2, DP 840016, Pacific Highway, Emerald Beach.

The report recommends that Council invite the DIPNR and the National Parks and Wildlife Service (NPWS) to negotiate with Council with a view to acquisition of the land by the State Government.

**Background:**

A report on this matter was submitted to the Planning, Environment and Development Committee meeting on the 20 November 2003, wherein Council resolved to defer the matter *"to enable the property owners to lodge a submission for Council's consideration"*, putting their point of view.

The property owners have requested that they make their submission as a public address at the meeting on the 18 December 2003.

The rest of the report is the same as that presented at the meeting on the 20 November 2003.

**cont'd**

**Ped94 Development Potential: Lot 1 And Lot 2, Dp 840016, Pacific Highway, Emerald Beach (cont'd)**

**Description of Item:**

The land is situated north of Emerald Beach, east of the Pacific Highway. The land is zoned mainly 2A Residential (Low Density) by Coffs Harbour City Local Environmental Plan (LEP) 2000. Parts of the land are zoned 7A Environmental Protection (Habitat and Catchment) and 7B Environmental Protection (Scenic Buffer). A map indicating the location and zoning of the land is included below.



**Background/History of the Property:**

This land was mainly zoned for residential purposes by Coffs Harbour City LEP 1988. Part of the land was rezoned to 7A Environmental Protection (Habitat and Catchment) upon Council's adoption of Coffs Harbour LEP 2000.

cont'd

**Ped94 Development Potential: Lot 1 And Lot 2, Dp 840016, Pacific Highway, Emerald Beach (cont'd)**

- **Recent History**

- **Proposed Canal Estate Development**

In July 1988, Council received a Development Application (DA No. 105/99) for a canal type subdivision for the land, which included part of Lot 1, DP 840016, the adjoining parcel to the north. The application was accompanied by an Environmental Impact Statement. The proposal was deemed to be prohibited under the provisions of State Environmental Planning Policy (SEPP) No. 50 - Canal Estate Development.

The applicant subsequently submitted a revised subdivision proposal in August 1999. Council requested further information regarding soil testing and water supply; no response was received.

- **September 2003**

Council received a request from DIPNR seeking comment on a subdivision masterplan proposal which had been discussed with DIPNR. The applicant proposes a concept masterplan for a 131 lot subdivision, for which DIPNR has requested comments from Council.

- **Development History of Lot 1, DP 840016**

This land was granted development consent (with 12 conditions) for a caravan park (DA No. 15/82). The history of the application and actions taken by the applicant are attached to this report.

**Sustainability Assessment:**

This assessment will outline the implications of development of the subject land to the extent outlined in DIPNR's correspondence.

- **Environment**

Development of this nature has the potential to have a deleterious effect on the environmental values of the land; this includes very high value vegetation and koala habitat trees which have been identified by Council's Draft Vegetation Strategy and Koala Plan of Management. These will be expanded upon in the "Issues" section of this report.

- **Social**

The village of Emerald Beach would be subject to significant expansion to the north. There is also only one vehicular access point to the Pacific Highway which would create traffic problems at any proposed intersection at the Pacific Highway. Additional housing would expand Emerald Beach, which may require provision of additional social services for the resultant population growth.

**cont'd**

**Ped94 Development Potential: Lot 1 And Lot 2, Dp 840016, Pacific Highway, Emerald Beach (cont'd)**

- **Economic**

A significant housing development at Emerald Beach would provide economic stimulus to the building industry and possibly provide employment opportunities. The additional population may provide more retail opportunities for the existing neighbourhood shopping centre at Emerald Beach.

**Issues:**

- **Constraints**

- **Council's Draft Vegetation Strategy (currently on public exhibition)**

The land has been identified by the Draft Vegetation Strategy as being of very high conservation value. The Strategy's objective for very high conservation value is *"to prevent further clearing, disturbance, fragmentation or isolation of very high value vegetation and, where appropriate, recreate vegetation connections between areas of very high vegetation"*.

To develop the land according to the concept plan would not be consistent with this objective.

- **State Environmental Planning Policy (SEPP) No. 71 - Coastal Protection**

SEPP 71 - Coastal Protection was gazetted on 1 November 2002. Aims of SEPP 71 include:

- protection and preservation of native coastal vegetation;
- protection and preservation of the marine environment;
- protection of the visual amenity of the coast; and
- ensuring that the type, bulk, scale and size of development is appropriate for the location and protects and improves the natural scenic quality of the surrounding area.

The land is affected by the provisions of SEPP 71 and the NSW Coastal Policy 1997. The proposed plan of subdivision is required to be referred to, and may be determined by, the Department of Infrastructure, Planning and Natural Resources.

Such a scale of subdivision would be in conflict with the provisions of SEPP 71, and is not considered appropriate given the other environmental constraints which apply to the land.

- **Koala Plan of Management (KPoM)**

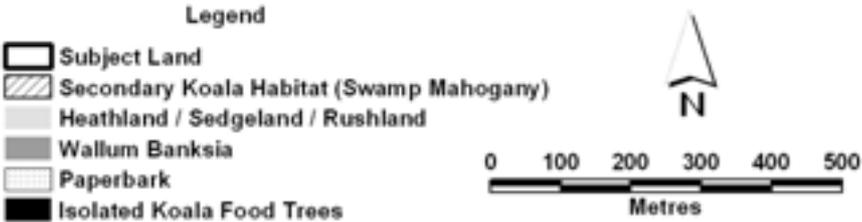
A significant portion/part of the land is identified by the KPoM as being secondary koala habitat. Council's Environmental Services Branch has advised that there is a koala colony living in this habitat, which is mainly swamp mahogany trees; the swamp mahogany is identified by the KPoM as a koala food tree.

**cont'd**

**Ped94 Development Potential: Lot 1 And Lot 2, Dp 840016, Pacific Highway, Emerald Beach (cont'd)**

**- Significant Vegetation**

Council's Environmental Services Branch has undertaken fieldwork on the land and has identified the eastern part of the land as being an environmentally sensitive heathland/sedgeland area. Isolated trees within this area are also known to support koalas. A map of the vegetation mapping, which includes koala habitat as identified by the KPOM, is shown below:



cont'd

**Ped94 Development Potential: Lot 1 And Lot 2, Dp 840016, Pacific Highway, Emerald Beach (cont'd)**

**- Flood Prone Land**

A large proportion of the land is identified as being affected by the 1 in 100 year flood level, which is indicated on the map below:



It is clear from this map that residential development of the land would be severely limited given the extent of impacts caused by flood prone land. Filling to avoid flooding would create new problems in relation to water movement and may create adverse impacts on adjoining land.

**- Access from the Pacific Highway**

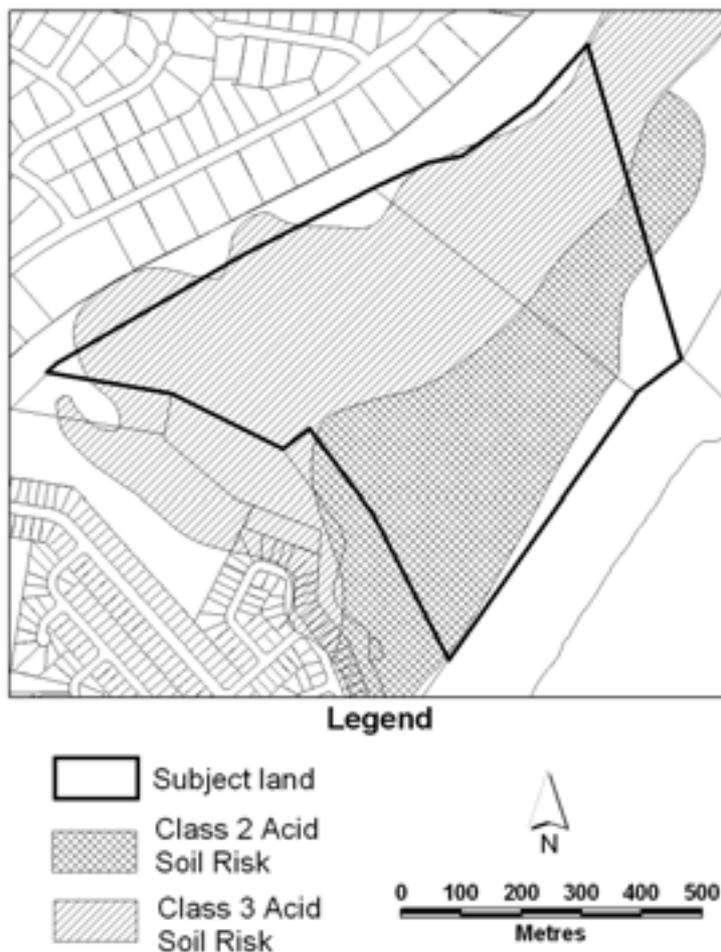
The proposed subdivision indicates a single access point with the Pacific Highway. This situation may raise concerns from the Roads and Traffic Authority (RTA) as to the volume of traffic created at a new intersection. Recent dialogue with the RTA has indicated that the RTA will not support the construction of such an intersection. This opinion has also been expressed in comments made by the RTA during consultation relating to the DA for extensive landform modification (DA No. 105/99).

**cont'd**

**Ped94 Development Potential: Lot 1 And Lot 2, Dp 840016, Pacific Highway, Emerald Beach (cont'd)**

**- Acid Sulfate Soils**

The majority of both allotments are subject to a probability of low risk acid sulfate soils. The part of the land which is subject to the subdivision proposal is designated as Class 2 acid sulfate soils by Council's classification. Class 2 presents the second highest risk likelihood of the presence of acid sulfate soils on the site. The extent of the low risk acid sulfate soils is shown on the map below.



**- Bushfire Hazard**

The large amount and type of vegetation which exists on the property may present a significant bushfire risk. Concern has also been raised by the RTA that one access road to the Pacific Highway may be a problem for emergency services vehicles accessing the area and also for evacuation of residents if that road is cut off by bushfire. Any subdivision proposal is also subject to the Rural Fire Service's requirements for asset protection zones and buffers to vegetation; this in turn may require substantial vegetation clearing to meet these requirements.

cont'd

**Ped94 Development Potential: Lot 1 And Lot 2, Dp 840016, Pacific Highway, Emerald Beach (cont'd)**

**Conclusion:**

The issues outlined in this report indicate that the subject land is so severely constrained that such constraints prohibit development for residential purposes.

**Recommendation:**

- 1. That Council invite the Department of Infrastructure, Planning and Natural Resources and the National Parks and Wildlife Service to negotiate with Council with a view to possible acquisition of the land by the State government.**
- 2. That the owners of Lot 1 and Lot 2, DP 840016, be informed of Council's decision.**

**Attachments:****HISTORY – MINHINNET CARAVAN PARK CONSENT  
LOT 1, DP 840016, PACIFIC HIGHWAY, EMERALD BEACH**

9.12.81	DA No. 15/82 lodged.
27.5.82	Council resolved to place TPO on Lot 2, DP593557.
11.8.82	RTA letter requiring caravan park: <ul style="list-style-type: none"><li>▪ to have no direct access to the highway</li><li>▪ access to be from Fiddamans Road</li><li>▪ or for Council to relocate Fiddamans Road intersection to the north, and on "Lot 2" adjoining proposed caravan park to the south.</li></ul>
28.9.82	Letter to Cooper Blackley and Lockett requesting additional information on impact of development on flooding, effluent disposal and finished levels.
14.10.82	Letter from Lockett & Montgomery requesting that consent be subject to flood study defining impacts on flood levels.
28.10.82	Consent granted to caravan park subject to 12 conditions.
9.10.84	Request from Lockett & Montgomery to extend consent.
19.11.84	Council granted approval to extend consent to 3.11.85.
11.6.85	Letter from Lockett & Montgomery requested approval to clear trees, as required by development consent, and to allow access road to be built.
1.7.85	Letter advising that prior to approval for tree removal, provide advice that Traffic Authority has given approval to point of access as required by condition 4 of consent.
3.7.85	Letter from Lockett & Montgomery stating the proposed location is in accordance with condition 4 of consent.
3.7.85	Engineering design plans for road from Lockett & Montgomery.
26.7.85	Letter to Lockett & Montgomery stating Traffic Authority had not given approval, and requesting intersection plans to forward to DMR. Also advised condition 9 requires consent from Council before any filling is done, also points out flood impact problems of filling. Refers to Council letter 15.5.84 (not on file) saying must demonstrate no affect on flood levels, but no attempt has been made to so demonstrate. No approval to causeway or tree removal given.
19.8.85	Letter from Lockett & Montgomery arguing condition 4 of consent approves access from within Lot 3 to the Highway, and that upgraded intersection was not condition of approval therefore cannot be asked of developer to fund. Also argues engineering drawings demonstrate compliance with flooding condition.
23.9.85	Letter to Lockett & Montgomery confirming DMR approval to intersection will be required; requesting design of road and culvert in accordance with Council's letter of 15.5.84 to demonstrate flooding impacts are acceptable. Advising any works undertaken are of clients risk.
5.11.85	Letter from Lockett & Montgomery referring to site inspection between Bob Wyllie (Council subdivision engineer) and Michael Lamont requesting confirmation that substantial work had commenced, to preserve development consent.
27.11.85	Letter to Lockett & Montgomery "It is confirmed that in Council's opinion" the consent has commenced in terms of section 99(2)(a).
13.11.85	Letter from DMR advising that as Fiddamans Road intersection had been upgraded, access option for the caravan park should be via Fiddamans Road, and direct access to the Highway from Lot 3 be denied; consent should be void as "token work carried out does not constitute a substantial commencement".

26.11.85	Memo to Chief Planner from Shire Engineer regarding DMR letter advising that access to Fiddamans Road was impractical.
7.1.86	Letter to DMR stating that the access options are all impractical, and that the option for access from Lot 3 was only possible option; request intersection standard for this access.
7.2.86	Opposes development, but if proceeds with access from Lot 3, then high standard of intersection required. Design work and construction work to be subject to DMR approval.
26.2.86	Letter to Lockett & Montgomery advising of DMR requests.
4.3.86	File note of meeting of DMR, Council, Minhinnet and G Lockett. DMR conceded that Type 4 intersection would be acceptable, at a cost of about \$100,000. Developers advised this was unacceptable to them and would seek to have standard and cost reduced.
10.3.86	Letter from Lockett & Montgomery arguing right for access, and confirming Type 4 intersection would be acceptable to DMR.
30.7.86	Letter from DMR requiring upgrading to four lanes for 600m and sheltered right turn lane.
11.3.92	Letter to Council (Pat Littler) from LJ Hooker on behalf of Minhinnet offering land to Council for \$1.25 million.
11.3.94	Cr Essex-Clark matter of urgent nature raised at Council meeting: clearing of land at Emerald Beach (Paul Reid).
15.3.94	Letter to Emerald Beach Estates and M Minhinnet directing clearing works to cease.
14.3.94	Note to file from Kerry Power recording interview with Keith Minhinnet. KP advises KM that the work requires development consent. KM said "what if we are acting on the caravan park approval", KP said "that is a very old approval, it may not be valid now". KM replied "I got a letter from Council years ago saying it was alright, irrevocable I think it said". KP said "I am not certain if that is still the case. You should get legal advice on that".
10.5.94	Report to Council – no action to prosecute for illegal clearing.

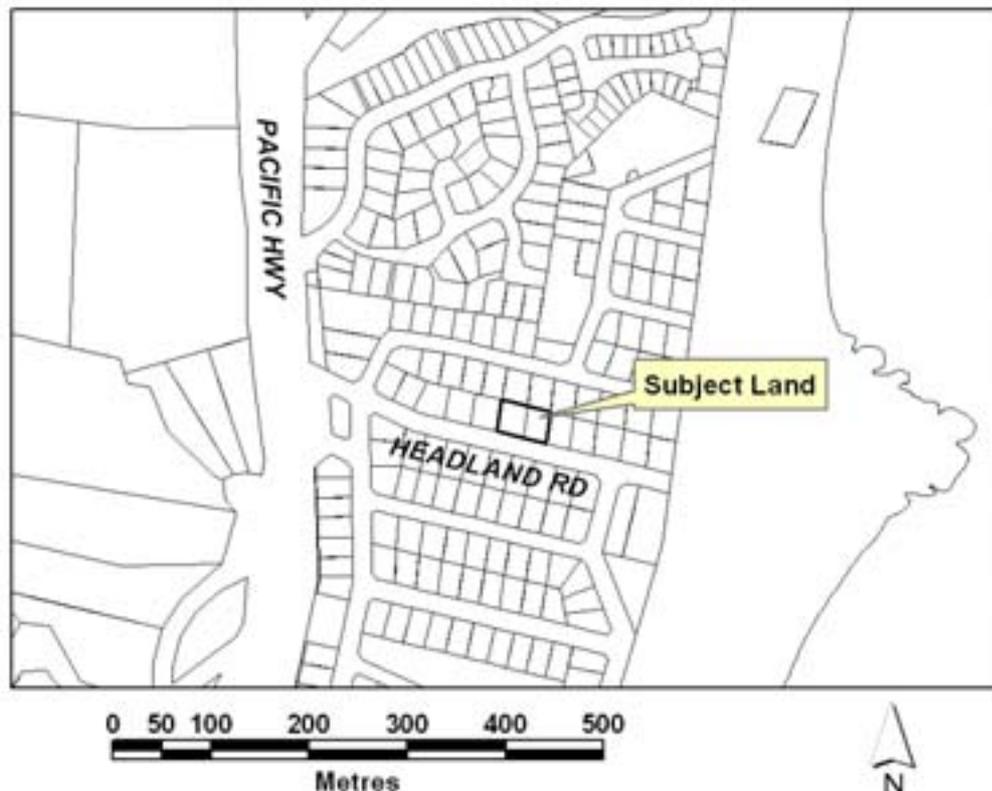
---

**PED95 DEVELOPMENT APPLICATION NO. 946/03 - DUAL OCCUPANCY (FOUR UNITS) -  
LOT 6 AND LOT 7, DP 225116, 15 HEADLAND ROAD, SAPPHIRE BEACH**

---

**Purpose:**

The purpose of this report is to advise Council on an application for low density housing comprising four dwellings (two attached dual occupancies) over two adjoining vacant sites in Headland Road Sapphire Beach. The report recommends conditional approval of the application.



**Background:**

This development application was considered at the City Business Units Committee meeting on 5 June 2003 where it was determined:

*“that due to the general design including bulk and scale of the proposed development, Council negotiate to secure an agreed outcome that suits the developers and lessens the impact on neighbours as well as maintaining the amenity of the area”.*

A design workshop was held on 15 August 2003 with two urban designers from the Urban Design Advisory Service (UDAS), two adjoining property owners, the applicant, the architect, the builder and Council officers. The workshop focused on ways to reduce the bulk and scale and the impact on adjoining property owners and the amenity of the area.

In response to the outcomes of this workshop, the applicant submitted an amended proposal. This amended proposal is the subject of this report.

**cont'd**

**Ped95 Development Application No. 946/03 - Dual Occupancy (Four Units) - Lot 6 And Lot 7,  
Dp 225116, 15 Headland Road, Sapphire Beach (cont'd)**

**Description of Item:**

The proposed buildings will consist of four architecturally designed two-storey dwellings in the form of two attached dwellings on each of the two lots. External materials will consist mainly of rendered brickwork and a metal roof.

The buildings will be positioned centrally across the lots with a 6.0 m setback off the front boundary and a 7.5 m setback off the rear. The western external wall will be positioned clear of the 3.0 m wide drainage easement that extends along the western side boundary with the eastern external wall setback 1.0m from the vacant lot to the east.

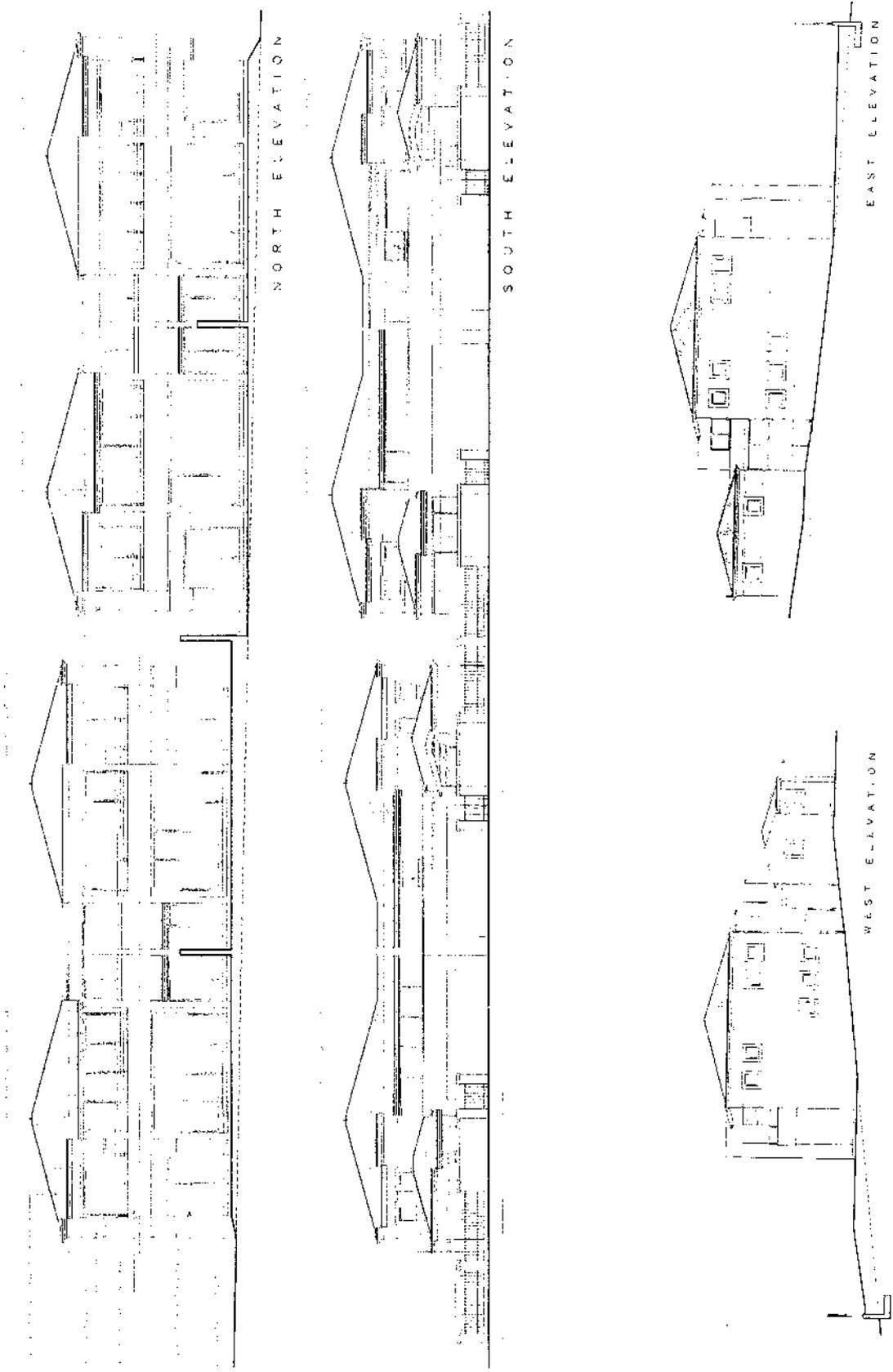
The two lots combined have a total area of 1,708 m<sup>2</sup> with a moderate grade sloping from street to the rear boundary.

Access to each dwelling will be via individual driveways off Headland Drive. An open fence and extensive landscaping is proposed along the front boundary.

The original weatherboard dwelling which spanned over both lots has been removed.

**cont'd**

**Ped95 Development Application No. 946/03 - Dual Occupancy (Four Units) - Lot 6 And Lot 7, Dp 225116, 15 Headland Road, Sapphire Beach (cont'd)**



**Ped95 Development Application No. 946/03 - Dual Occupancy (Four Units) - Lot 6 And Lot 7, Dp 225116, 15 Headland Road, Sapphire Beach (cont'd)**

**Sustainability Assessment:**

- **Environment**

The proposed development will not have a detrimental impact on the natural environment. The slight increase to the population within the locality will not threaten the natural features of the nearby public reserve. Sediment and erosion control measures will be in place during construction.

- **Social**

The proposed development will provide additional housing in a desirable residential area. Future occupants will benefit from the proximity of natural features such as the nearby public reserve and Sapphire Beach.

Existing residents within the locality have made submissions in relation to the proposal. The main issues raised in these submissions are considered under the heading "issues".

- **Economic**

**Broader Economic Implications**

The construction of the proposed development is likely to provide employment for local trades and sales to local suppliers.

The impact of the proposed development on property prices within the locality cannot be quantified or estimated by Council due to variations of market forces.

**Management Plan Implications**

Developer contributions will be payable for additional demand on local infrastructure and services.

**Consultation:**

The adjoining and surrounding landowners were notified of the modified proposal. Council received five submissions, with one submission signed by five property owners.

These submissions are attached to DA No. 946/03 file and will be available in the Councillors' room for perusal prior to the meeting.

**Statutory Requirements:**

Under the Environmental Planning and Assessment Act, 1979 and Regulations, the application must comply with a number of statutory provisions, which must be taken into account in its assessment. A section 79C evaluation is appended to this report (Appendix A) and includes the consideration of the Coffs Harbour City Local Environmental Plan (LEP) 2000. The LEP states that the proposed development is permissible with the consent of Council.

**cont'd**

**Ped95 Development Application No. 946/03 - Dual Occupancy (Four Units) - Lot 6 And Lot 7, Dp 225116, 15 Headland Road, Sapphire Beach (cont'd)**

**Issues:**

- **Streetscape**

Property owners are concerned that the size and density of the development will be detrimental to the existing streetscape and is out of character with existing development in the area.

**Comment:** The amended proposal incorporates the following modifications to the original proposal:

- The front boundary setback to the front of the building has been amended from a minimum of 5.0 m to a minimum of 6.0 m. This complies with the Development Control Plan.
- The roof design has been modified to delete the high ridgeline of each building. This reduces the appearance of bulk when the development is viewed from the street.
- The tile roof has been replaced with a lightweight metal roof more in keeping with a contemporary coastal theme.
- The dwellings have been positioned in line with the garages as recommended by UDAS. This reduces the garage dominance of the streetscape, consolidates the footprint of the building and reduces the bulk and scale of the eastern and western elevations.
- The symmetry of the building is reduced with slight modifications to the front facades and variations of colours proposed for each dwelling.

Future redevelopment and general upgrading of dwellings along Headland Drive is inevitable due to the age of existing dwellings and the value of property in this location. The proposed development will not compromise the evolving streetscape that will result from such redevelopment.

- **Privacy**

Property owners argued that the height and proximity of the rear terraces to the rear boundary will result in the loss of privacy of the adjoining properties along Beach Road to the north.

**Comment:** The proposed rear boundary setback of the rear terraces has been modified from a minimum of 3.0 m to a minimum of 7.5 m. This setback along with the proposed screen planting along the rear boundary to an established height of 3.0 m will ensure that possible overlooking from the upper terraces off the main bedroom and parents retreat is minimised. The main living areas of each dwelling lead onto the lower terraces which will be completely screened from adjoining properties to the north. A plan indicated site line will be available in the Councillors' room for perusal prior to the meeting.

- **Stormwater**

The subject site slopes from Headland Road to the rear of the property resulting in stormwater flowing onto adjoining properties on Beach Road.

**Comment:** All roof water will be discharged to the drainage easement. The rear of the property will be raised and drainage installed to ensure all surface water is also directed to the easement. This will be an improvement to the existing drainage patterns.

**cont'd**

**Ped95 Development Application No. 946/03 - Dual Occupancy (Four Units) - Lot 6 And Lot 7, Dp 225116, 15 Headland Road, Sapphire Beach (cont'd)**

- **Compliance with DCP**

Council's Low Density Housing DCP has been amended since Council's consideration of the original proposal and since the Urban Design Workshop was held to consider design options for this development.

The original proposal complied fully with the controls of the previous DCP. The modified proposal complies fully with the previous DCP and the new DCP except for the floor space ratio and mirror imaging controls which now apply to dual occupancy development.

**Comment:** The floor space ratio requires a maximum of 0.4 (floor space) to 1.0 (site area). The proposed development has a floor space ratio of 0.55 to 1.0. This variation is considered reasonable given the absence of these controls at the critical design stages of this development and the modifications now made to minimise the impact of the bulk and scale of the development. Two dual occupancy developments with a similar floor space ratio were approved in Warrawee Street, Sapphire Beach earlier this year prior to the amended DCP being adopted.

The mirror imaging of the dwellings has been reduced with variations to the front facades of the ground level and the variations of tones and materials of the individual dwellings.

**Conclusion:**

The applicant has modified the original proposal so as to reduce the impact of the bulk and scale of the development on the amenity of the area, and to reduce the impact on the privacy of the adjoining properties.

The modifications while not satisfying all surrounding property owners are considered reasonable and do reduce the perceived negative impacts of the original proposal. The proposed development will not unduly compromise the existing or future character of the area.

**Recommendation:**

**That Development Application No. 946/03 for four dwellings on Lot 6 and Lot 7, DP 225116, 15 Headland Road, Sapphire Beach be approved subject to the following special conditions:**

- 1. Certification from a registered surveyor to be submitted to Council at ground floor level stage and upon completion to ensure approved levels are not exceeded;**
- 2. The privacy screening along the northern boundary of each lot is to be installed prior to occupation of the development; and**
- 3. Standard technical conditions as appended to the report (Appendix B).**

**Attachments:**

**APPENDIX A**

**Section 79C Evaluation  
Development Application No. 946/03**

**Matters for consideration general**

In determining a development application, a consent authority is to take into consideration such of the following matters as are of relevance to the development the subject of the development application:

**(a) the provisions of:**

**(i) any environmental planning instrument, and**

• **Coffs Harbour City Local Environmental Plan (LEP) 2000**

The site is zoned 2A Residential (Low Density) under Local Environmental Plan 2000. The development is permissible with development consent.

- **General Control**

**Clause 11 - Tree Preservation**

The site is clear with no significant vegetation.

**Clause 12 - Koala Habitat**

No Koala habitat exists on the subject or adjoining properties.

**Clause 13 - Landform Modification**

Fill material proposed at the rear of the site will be retained by a retaining wall. A stormwater system is to be provided to ensure all surface water is directed to the drainage easement. Sediment and erosion control fencing will be required to prevent sediment washing into Councils drainage system or onto adjoining properties.

**Clause 14 - Services**

Reticulated water service is available to the site. Reticulated sewage service is available to lot 6. A sewer main extension is required from Beach road to serve lot 7. This is subject to permission from the owner of 14 Beach Road.

- **Special Controls**

**Clause 23 - Potential Acid Sulfate Soils**

Class 5 land. No proposed works likely to lower water table.

• **North Coast Regional Environmental Plan (REP)**

Clause 41 and Clause 43 of the REP direct Council to consider the provision of adequate and suitable housing to meet the needs of the regions population.

**(ii) any draft environmental planning instrument that is or has been placed on public exhibition and details of which have been notified to the consent authority, and**

There are no draft environmental planning instruments of relevance to this development.

**(iii) any development control plan, and**

The provisions of the Low Density Housing development Control Plan apply to this property. The proposed development generally complies with this report with the exception of the exemptions outlined under the heading "issues" of the report.

**(iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph), that apply to the land to which the development application relates,**

There are no matters prescribed by the regulations that are of relevance to this development.

**(b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,**

The proposed development will not have a detrimental impact on the natural environment. The site is clear with no significant vegetation. Sediment and erosion control measures are to be in place during construction.

There will be no adverse social impact as a result of the proposed development.

Economically the construction of the proposed development will likely create short-term local employment. Development contributions will be payable for additional demand on local infrastructure and services.

**(c) the suitability of the site for the development,**

The site is suitable for residential development. The proposed development is infill development with an established area consisting predominately of single dwellings on single allotments. The density meets the minimum requirements for low-density housing and the design will not compromise the existing and future character of the locality.

**(d) any submissions made in accordance with this Act or the regulations**

The Department of Infrastructure Planning and Natural Resources have provided comment on the application. Council has considered their comments in determining the application.

**(e) the public interest**

The public interest will be maintained with the proposed development.

**Development Application No. 946/03**  
**Schedule of Conditions**

---

**Construction:**

1. No work is to commence on the site prior to a Construction Certificate being issued in accordance with the provisions of the Environmental Planning and Assessment Act and the Building Code of Australia.
2. Separate sewer overflow gullies are to be provided to each unit.
3. Sealed driveways being constructed over the footpath, at right angles to the road, in accordance with Council's Standard Drawings (copy of details enclosed). Any existing driveways which are not required for the development are to be removed and the footpath and kerb reinstated.

These works are to be completed prior to occupation of the development unless other arrangements satisfactory to Council for their completion at some other time are made.

4. The privacy screening along the northern boundary of each lot is to be installed prior to occupation of the development.

**Water and Sewerage Services:**

5. The **Construction Certificate not being released** until a Certificate of Compliance pursuant to Division 5 of Part 2 of Chapter 6 of the Water Management Act 2000 evidencing that adequate arrangements have been made for the provision of water and sewerage services to and within the development is produced to Council.

**Certification:**

6. Certification from a registered surveyor to be submitted to Council at ground floor level stage and upon completion to ensure approved levels are not exceeded.

**Developer Contributions:**

7. Payment to Council of contributions, at the rate current at the time of payment, towards the provision of the following public services or facilities:

	\$ Per Unit
- Open Space	
- Regional Facilities	308.72
- District Facilities	869.25
- Beach Protection Works	91.33
- Regional Libraries	209.47

**The Section 94 contribution is currently \$2,957.54 for the 4 unit development.**

**Note**, this amount includes a one lot contribution rate credit of \$2,957.54.

If the development is to be staged, contributions are to be paid on a pro rata basis in respect of each stage.

The rates will be adjusted in accordance with the procedures set out in Council's Section 94 Contributions Plans. The applicant is advised to confirm the contribution rate applicable at the time of payment as rates are revised at least annually.

**The contributions are to be paid prior to release of any construction certificate unless other arrangements acceptable to Council are made.**

\*\*\*\*\*

---

## **PED96 ACHIEVEMENT OF MILESTONE 5 - CITIES FOR CLIMATE PROTECTION PROGRAM**

---

### **Purpose:**

The purpose of this report is to update Council on progress to reduce greenhouse gas emissions and to complete the requirements for the Milestone 5 (M5) Award under the Cities for Climate Protection (CCP) Program.

### **Description of Item:**

This report outlines the steps taken by Council to reduce greenhouse gas emissions in both corporate and community sectors. Progress has been made so that Council is now eligible for the Milestone 5 (M5) Award under the Cities for Climate Protection (CCP) Program.

The CCP Program is jointly facilitated by the International Council for Local Environmental Initiatives (ICLEI) and the Australian Greenhouse Office (AGO). Council resolved to participate in the program in May 2000. This program forms a key part of Council's Greenhouse Action Strategy

A brief description of the Milestones and their status is as follows:

- Milestone 1 Emissions inventory and growth estimations. Completed 27 March 2001.
- Milestone 2 Emissions reduction goals for both corporate and community were set at 20% below 1995 levels by 2010, and zero by 2030. Completed 10 May 2001.
- Milestone 3 Develop Corporate and Community Action Strategy. The Greenhouse Action Strategy - completed 23 May 2002.
- Milestone 4 Begin implementing the Greenhouse Action Strategy. Significant progress made. Award issued 6 March 2003.
- Milestone 5 Monitor and verify progress on the implementation of measures. Endorsement of this report is the final step in will satisfy the requirements for the Milestone 5 Award.

Council at its meeting of 21 August 2003 committed to the CCP Plus extension which will provide ongoing support and funding opportunities upon completion of the Milestone 5 requirements.

### **Sustainability Assessment:**

#### **• Environment**

Participation in the CCP program has assisted Council to develop sustainable strategies to lower our community and corporate energy demands. Measures are being put in place to decrease Coffs Harbour's ecological footprint, and to address the global greenhouse abatement imperative.

#### **• Social**

Through the CCP program community awareness is being raised about the greenhouse dilemma and our community is involved in abatement measures.

**cont'd**

## Ped96 Achievement Of Milestone 5 - Cities For Climate Protection Program (cont'd)

- **Economic**

Energy efficiency projects are part funded by government grants, the Environmental Levy and through the cost savings generated by energy efficiency projects.

Actions implemented that result in greenhouse abatement can now be translated into monetary returns through the NSW Greenhouse Gas Abatement Scheme in the form of tradable carbon abatement certificates (NGACs)

### Issues:

Since Council committed to the CCP Program in 2000, efforts to reduce greenhouse gas emissions have resulted in 12,167 quantifiable tonnes of carbon being saved from entering the atmosphere per annum. Appendix 1 lists abatement activities undertaken by Council and CO<sub>2</sub> savings. Despite these measures, corporate emissions have increased by 177% in equivalent CO<sub>2</sub> emissions, as shown in the following Table.

### Analysis of Corporate Emissions

Sector	Baseline year (1995) CO <sub>2</sub> e tns	Reinventory (2002) CO <sub>2</sub> e tonnes	Comments
<b>Buildings</b>	585	4,397	Increase due to many new sites and more detailed data for all sites becoming available.
<b>Vehicle fleet</b>	1,833	1,993	Only slight increase, despite enlarged fleet, due to 'Drive-Right' vehicle management initiative.
<b>Street lighting</b>	1,789	2,153	Increase due to extensions in suburban areas. Street lighting retrofit proposed for 2004 will offset this.
<b>Water/sewage</b>	1,494	7,392	Large increase due to greatly expanded services and base year data being inadequate. Design efficiency is now under scrutiny with significant changes to be instigated.
<b>Waste</b>	131	209	Large decrease in volume of waste to landfill due to mandatory kerbside recycling program and voluntary greenwaste collection. But population increase means more overall waste. Again base year was formed from averages and estimates.
<b>Total</b>	<b>5,831</b>	<b>16,144</b>	<b>Tonnes of carbon emissions</b>

cont'd

## **Ped96 Achievement Of Milestone 5 - Cities For Climate Protection Program (cont'd)**

The key reasons for apparent increase in emissions are insufficient data availability for the 1995 base year and:

- Reporting standards have improved as a result of information technology advances and because of greater awareness about greenhouse emissions and carbon accounting. For example Country Energy now provides standard information on kilowatt hours, carbon emissions and power factor so our recording potential is more accurate.
- Growth in the Coffs Harbour Local Government Area.
- The extensions to water and sewer servicing an expanding population particularly in the Northern Beaches, including a new sewage treatment works in Moonee 2000.
- Increase in Coffs Harbour City Council's buildings and services.
- Electricity coefficients varying from year to year also contribute to increases and decreases in emissions – emissions can rise even while electricity consumption falls due to changing energy sources commonly used to supply grid electricity.

Corporate energy efficiency projects undertaken to date have shown that energy use is a measure of corporate waste. Reducing energy consumption can often be achieved with significant cost savings.

The energy efficient street lighting project, which is the subject of a separate report, is an example of this, achieving reduced energy and improved lighting performance at lower cost.

### **Future Abatement Actions:**

Whilst Council has fulfilled the requirements for the Milestone 5 Award, this is an ongoing program. Council will continue to receive support through the CCP Plus program to progressively implement measures contained on the Greenhouse Action Strategy to reduce energy consumption.

Key areas of opportunity are:

- Demand side management – to reduce electricity consumption through energy efficiency projects.
- Transport to reduce reliance on motorcars, reduce travel distances, more efficient vehicles and fuels, and improved public transport.
- Use of greenhouse friendly energy, e.g. biodiesel, GreenPower, solar.

There is need to put in place effective systems to accurately monitor and report on energy use.

### **Conclusion:**

This report details the completion of Milestone 5 of the Cities for Climate Protection Program. We have begun implementing cost effective projects which are resulting in greenhouse gas reductions.

As yet Council does not have in place effective systems to accurately monitor and report on energy use. Doing so will help identify inefficiencies and maximise savings.

**cont'd**

## **Ped96 Achievement Of Milestone 5 - Cities For Climate Protection Program (cont'd)**

Completion of Milestone 5 is only a step on the way to Council achieving its greenhouse goals. Council will continue to receive support via the CCP Plus Program towards the reduction goal of zero emissions by 2030.

ICLEI will provide regional, national and international recognition and profiling of Council as an organisation moving towards sustainable living through genuine progress and greenhouse abatement.

The NSW Greenhouse Abatement Scheme has been introduced by way of the Electricity Supply Amendment (Greenhouse Gas Emission Reduction Act) 2002. This will allow Council to trade certain carbon emission reductions which are achieved through demand side abatement activities.

### **Recommendation:**

**That Council endorse this Milestone 5 Report.**

Attachments:

Appendix 1

All abatement measures implemented with reconciliation of CORPORATE emissions only

Abatement Actions by 2002	Quantification Method	Tonnes CO <sub>2</sub> emissions abated per annum
<b>Community</b>		
<i>Residential - 1995</i> – Compulsory kerbside recycling commenced.	24,000 houses = 4,300 tonnes waste diverted pa. (Averaged pa 1996 –2002)	<b>8,167 pa</b> Average increasing with population
<i>Residential - 1995</i> – Voluntary greenwaste collection commenced.	14,800 houses = 7,118 tonnes waste diverted pa. (Averaged pa 1996 –2002)	<b>854 pa</b> Average increasing with population
<i>Residential - 2001</i> – Energy Efficient Housing Policy and rebate system for 3.5 star hot water heaters.	2,550 houses 3.5 star at close of 2002 (60% of an average 500 applications pa) 250 houses claimed rebate. Approx saving of 3 tonnes CO <sub>2</sub> e per house / pa (ICLEI).	<b>691.192 pa</b> Estimated
<i>Residential – 2002</i> – Shower Replacement Program. 70% of water used is hot, so power saved in water heating is significant.	Residents and businesses combined have exchanged 2886 shower roses since start of 2002 & continuing.	<b>1,965 pa</b> Increasing
<i>Public lighting - 2002</i> – Street lighting replacement program.	See report to Council.	<b>650 pa</b> Potentially
<b>Total Community abatement</b>		<b>*11,677.192 tns pa</b>

\* Excluding public lighting

Abatement Actions by 2002	Quantification Method	Tonnes CO <sub>2</sub> emissions abated per annum
<b>Corporate</b>		
<i>Buildings - 2001 – Power Factor Correction</i> in Rigby House and Administration building. Power Factor Correction helps bring KW:KVA ratio closer to 1 and reduce power losses.	Rigby House is saving \$320 and Admin is saving \$224 per month on power bills.	<b>68.91 pa</b> Estimated
<i>Buildings - 2002 – Eco-Lighting</i> installed at Woolgoolga and Toormina libraries, Administration building, Rigby House and their two car parks. These devices reduce the amount of power fed to a light after it has started. A retrofit from fluorescent to triphosphor tubes was performed at the same time for further savings.	For each building details of kilowatt hrs used per week and kilowatt hrs saved per hr with new fittings and devices were used to calculate energy, cost and emissions savings.	<b>103.1 pa</b> Estimated
<i>Equipment - 2002 – Energy efficient office</i> upgrading. An estimated 80% of equipment is now energy star rated. Equipment is set to either turn off or go into "low power" mode after 20 mins, which consumes less power and generates less radiation.	247 computers upgraded in Administration, HR & Rangers buildings. This is about half the PC fleet so there are many more to go. Plus 38 Faxes, 124 Printers and 31 copiers = so far 198,640kwh saved pa.	<b>200 pa</b> Estimated  This includes savings on air-conditioning needs – 25,755 kwh pa
<i>Equipment - 2001 – Variable Speed Drives</i> installed in major sewage pump stations. Pumps can now be run at lower speed when there is less flow, which uses much less power.	VSDs have been installed in Pump Stations 12, 18, 33, 3 nos, and 4 nos. There is an average 50% reduction in energy use after installation.	<b>98.26 pa</b> Estimated
<i>Equipment - 2002 – Quantum Heat Pump</i> hot water systems replacement in Admin. and sporting amenities – 4 in total.	5 tonnes saved pa per unit	<b>19 pa</b> Estimated
<b>Total Corporate abatement</b>		<b>489.27 tns pa</b>
<b>Total abatement</b>	<b>Corporate &amp; Community</b>	<b>12,167 tns pa</b>

Summary	Corporate emissions	Tonnes CO <sub>2</sub> per annum
<b>1995 Inventory</b>	<b>Estimated data</b>	<b>5,831</b>
<b>2002 Inventory</b>	<b>Actual data</b>	<b>16,144</b>
<b>Increase without abatement</b>		<b>10,802</b>
<b>Increase with abatement</b>	<b>177% increase recorded</b>	<b>10,313</b>

Additional 2002 Abatement Actions Qualitative Assessment	Detail results/key performance indicators
Water Efficiency at Surf Life Saving Clubs.	Two major club houses – Coffs and Sawtell fitted with AAA devices and water saving information.
Community and Corporate EnergySmart talks	Approximately 520 participants attended. (200 showbags and a multitude of SEDA EnergySmart information sheets)
Industrial Water Auditing	4 main centres of industry across LGA. Information and encouragement disseminated to every business outlet.
Bush Replanting	Revegetation of Coffs Creek corridors. Ongoing projects with Dunecare and Coastcare.
Paper Recycling in Administration building	Started November 2002.
Drive Right – vehicle management	Log of kms, speed, force of breaking and acceleration to ensure people are aware of their driving habits. May 99.

---

## PED97 ENERGY EFFICIENT STREET LIGHTING PROGRAM

---

### Purpose:

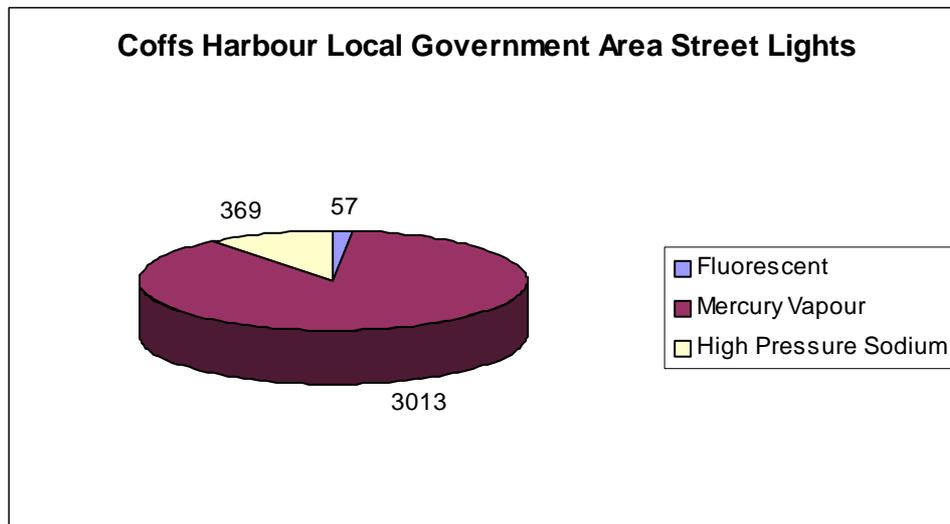
This report seeks Council's endorsement to implement an energy efficient street lighting program. The program, which has been under development for two years, in collaboration with Country Energy and with the support of the NSW Sustainable Energy Development Authority, will achieve reduced greenhouse gas emissions, improved lighting performance, and lower costs.

### Description of Item:

Through Council's involvement in the Cities for Climate Protection Program, it was identified that the City's street lights cause emissions of about 2000 tonnes of equivalent CO<sub>2</sub> per annum.

Since early in 2001 Coffs Harbour City Council has been working in collaboration with Country Energy on the Coffs Harbour Energy Efficient Street Lighting Project – a project designed to overhaul the existing Coffs Harbour street lighting system and implement energy efficient street lighting throughout the local government area. The Sustainable Energy Development Authority (SEDA) has provided funding assistance to enable the project to proceed to a successful completion.

Coffs Harbour City Council undertook preliminary audits of street lighting assets (3500 lights), and examined financial expenditure for street lighting that Council incurs on an annual basis. These preliminary investigations identified great potential for energy (and hence greenhouse gas emissions) and financial savings.



With funding from the Environment Levy, contributions by Country Energy, and a grant from SEDA, the collaborative street lighting project was initiated in 2001.

**cont'd**

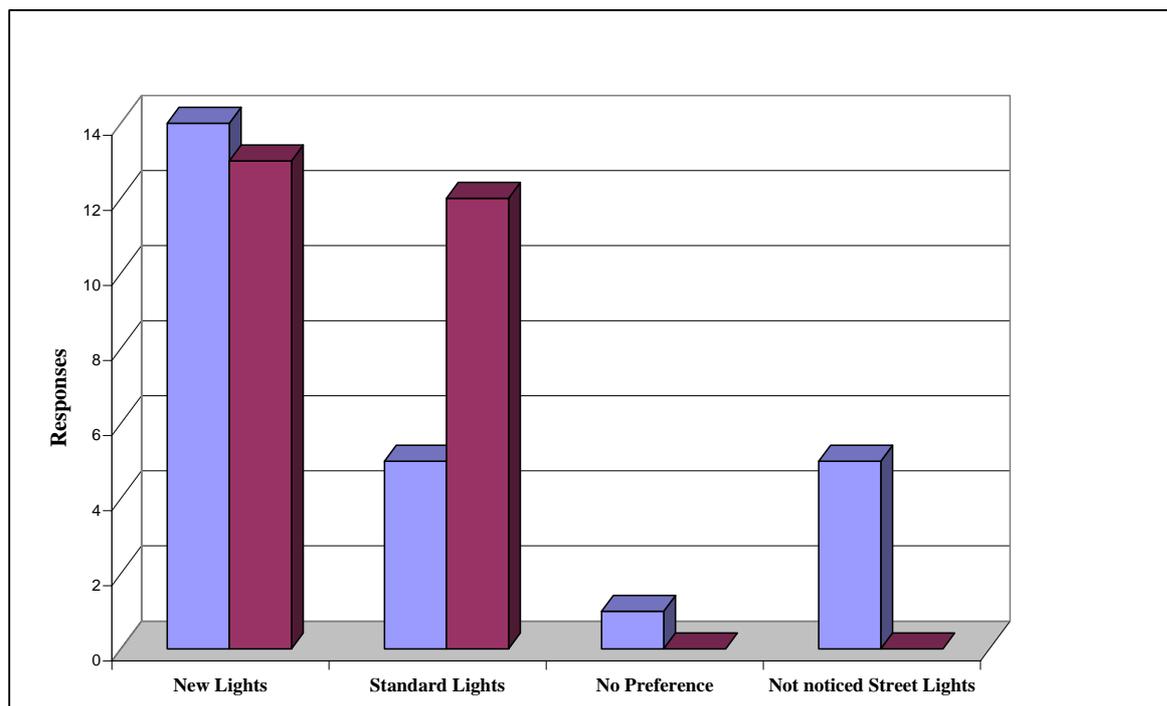
**Ped97 Energy Efficient Street Lighting Program (cont'd)**



This photo of a Coffs Harbour mercury vapour street light demonstrates some of the issues with existing lighting which will be overcome with the proposed upgrades. The new luminaires will have improved photoelectric cells to reduce day burning, better seals, more efficient reflectors, and energy efficient long life lamps.

Trials of energy efficient low pressure and high pressure sodium street lighting were undertaken in two residential areas in Coffs Harbour. The trials were designed to firstly, assess the suitability of energy efficient street lighting and secondly, to assess the community acceptance of energy efficient lighting. Results indicated that the main type of energy efficient street lighting under consideration, high pressure sodium lamps are suitable for the purpose and that the lighting produced was acceptable to the community.

**Community Survey Of Lighting Preferences**



**Bray Street - MV 80 to 50 W HPS**  
 **Adelines Way - MV 80 to 35W LPS**

As the above graph shows residents showed greater preference for the high pressure sodium (HPS) 50 Watt lights than the then existing 80 Watt mercury vapour lamps. The low pressure sodium lamps were also trialled and surveyed, but were found to be unsuitable on technical and supply grounds.

**cont'd**

## **Ped97 Energy Efficient Street Lighting Program (cont'd)**

Light (Lux) measurements were taken in the trial areas of existing 80 Watt mercury vapour lighting, before and after cleaning, and then after replacement with 50 Watt HPS. The trial revealed that lighting levels increased with the lower wattage HPS lights.

Community surveys, though limited to the trial area, showed a high level of acceptance for HPS street lights.

A computer model was developed to quantify financial and greenhouse gas savings achievable by the adoption of energy efficient street lighting across the local government area.

A Service Level Agreement was drafted which will give effect to the major findings of the project.

The computer model required development of a comprehensive database of Council lighting, which was provided by Country Energy. The database includes specific details of lamp description, tariff rates, electricity consumption and losses, mortality and lumen characteristics, and breakdown of capital, maintenance, ownership, and operating costs. This data is then matched to a second database sheet that includes further technical specifications for existing and possible alternative lighting types. Specific details that can be changed and issues that have been accounted for include:

- individual tariff rates and line items;
- differing capital costs for each type of lamp, fitting and pole;
- ownership of lights, poles and fittings;
- lumen depreciation;
- lamp life and replacement regimes;
- financing terms; and
- allowance for unrecovered capital upon lamp on changeover.

Expressions of interest were called from lighting suppliers by Country Energy, and the submitted pricing and specifications were fed into the computer model. It was determined that the two most viable choices for Coffs Harbour are:

1. Twin arc high pressure sodium lamps (HPS) for Category V (major roads) and Category P (minor roads) lighting, with higher quality luminaires and photoelectric cells.
2. T5 fluorescent lights with high quality luminaires with higher quality photoelectric cells in Category P areas and Twin Arc (HPS) in category V areas.

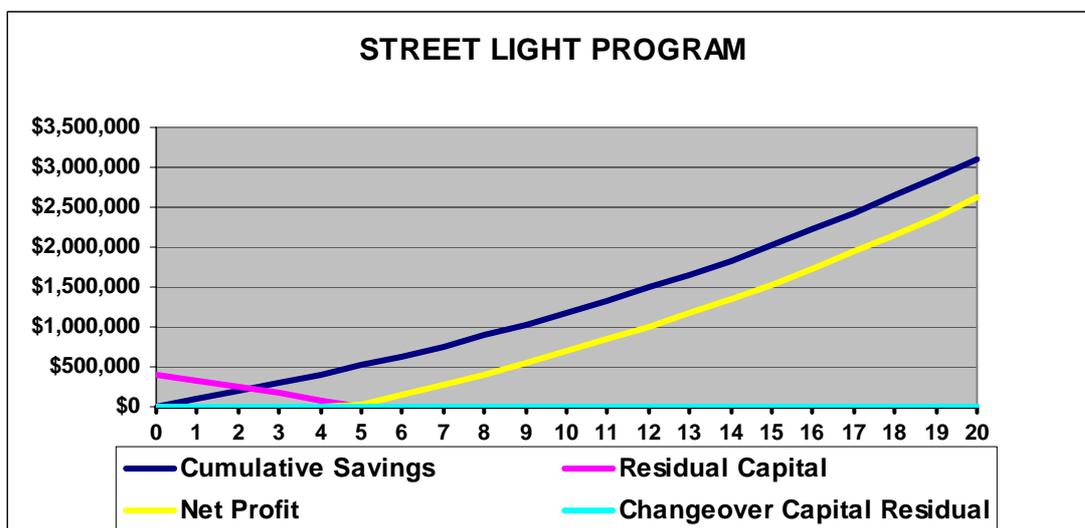
Both scenarios yielded similar cost savings. Whilst the T5 has the greatest energy savings, the HPS twin arc had significant energy savings, lower maintenance requirements, more proven reliability and future upgrade pathways. Option 1 was selected as the preferred alternative.

Modelling shows that by replacing all of the City's street lights with HPS twin arc lamps, with improved luminaires, Council will make savings of \$88,500 in the first year and reduce CO<sub>2</sub> emissions by 35%, i.e. 650 tonnes per annum. Additional income may arise by trading CO<sub>2</sub> savings via NSW Greenhouse Abatement Certificates (NGACs).

**cont'd**

## Ped97 Energy Efficient Street Lighting Program (cont'd)

Under the proposed arrangement, Country Energy will fund the new capital which is valued at about \$1.25 million and Council would fund the payback of the residual capital on the existing lights, to the value of about \$400,000 (see graph below).



### Sustainability Assessment:

- **Environment**

The aim of the street lighting project has been to come up with a more sustainable way of providing street lighting which would reduce greenhouse gas emissions, be socially acceptable and cost effective.

The proposed changeover will achieve a 35% reduction in equivalent CO<sub>2</sub> emissions from street lighting thus assisting Council in its goal to reduce greenhouse gas emissions by 20% by the year 2010.

- **Social**

The proposed new lights were trialled and the community survey revealed a high level of acceptance. Whilst colour rendition is a concern in the residential streets, this is compensated for by improved luminaire design, more reliable photoelectric cells, reduced lumen depreciation over time, and greater reliability. In summary the quality of the City's street lighting will improve.

- **Economic**

Financial modelling shows that cost savings of \$691,000 will be achieved in the first 10 years. Country Energy has agreed to fund the \$1.25 million changeover, although Council would pay out Country Energy for the undepreciated residual capital value of the existing lights. This would amount to \$400,000 and would be funded by way of an internal loan from the non domestic waste reserve which would be paid back with interest from savings in street lighting charges. The payback period will be approximately five years.

cont'd

## **Ped97 Energy Efficient Street Lighting Program (cont'd)**

Financial modeling has been undertaken to assess the most economic way to roll out the new street lights, i.e. gradually or all at once. It has been determined that a bulk roll out should occur as quickly as possible in 2004.

Council will be seeking to cash in the carbon savings which will accumulate as a result of this electricity demand side management project, by the creation and trading of NGACs under the NSW greenhouse abatement scheme.

### **Issues:**

During the course of the street lighting project, the Australian Standards for Category P lighting have been amended to derate HPS lights by 25%. This has been done to take account of the fact that the pale yellow light emitted by these lamps is partially outside the range of human vision. Despite this derating, the higher lumen output, improved performance characteristics and better luminaire design means that the changeover will nevertheless comply with the Australian Standards.

Street lighting luminaires are depreciated over a 20 year period, thus this is a long term decision. The selection of HPS will also allow ready changeover to efficient metal halide lamps in future as this technology develops and as prices become more competitive.

Street lighting energy is now contestable, however there are no indications that this is likely to occur with respect to street lighting assets and street lighting maintenance. Council is currently purchasing street light electricity from Country Energy. This project will not restrict Council from purchasing electricity elsewhere in future.

Coffs Harbour City Council was announced as winner of the 2002 Local Government and Shires Association Energy Efficiency Award for this street lighting scheme.

NSW SEDA has been organising seminars and workshops throughout NSW to disseminate information and provide training about street lighting and the work at Coffs Harbour.

NSW Councils spend about \$60 million per year on street lighting. Thus, if the outcomes of the Coffs Harbour analysis hold true for other areas, significant financial and energy savings are possible across NSW and other areas of Australia.

### **Service Level Agreement**

As part of the project Country Energy and Council have jointly developed a Service Level Agreement. This Agreement establishes a relationship between Country Energy and Council for the provision of street lighting. The Agreement is a code of practice designed to clearly outline and define the rights, roles and responsibilities of Country Energy and Council and to enhance quality of service and communication.

**cont'd**

## **Ped97 Energy Efficient Street Lighting Program (cont'd)**

### **Recommendation:**

- 1. That Council authorise County Energy to replace the City's street lights with more energy efficient, lower maintenance lamps, luminaries and photoelectric cells.**
- 2. That the roll out of the new street lights take place in 2004.**
- 3. That Council endorse the Service Level Agreement for the Provision of Public Lighting.**
- 4. That Council fund the payback of street light residual capital by way of a loan from the non domestic waste reserve, to be paid back over five years from electricity savings and carbon trading.**
- 5. That Country Energy, and in particular Allen Philp, Street Lighting Co-ordinator, be congratulated for their great assistance and collaboration in developing this project.**
- 6. That Council write to the Hon. Frank Sartor, Minister for Energy and Utilities and the Executive Director of Sustainable Energy Development Authority thanking them for the funding, and the invaluable support provided in developing the Energy Efficient Coffs Harbour Street Lighting Project.**

---

## PED98 DRAFT MOONEE DEVELOPMENT CONTROL PLAN AND DRAFT MOONEE CONTRIBUTIONS PLAN

---

### **Purpose:**

To present to Council the Draft Moonee Development Control Plan (DCP) and Contributions Plan (CP) (supplied separately to Councillors). The report recommends these plans be placed on public exhibition.

### **Description of Item:**

Land in Moonee has been zoned for residential purposes for many years, and has been identified as a major growth area for the City. There is an existing DCP and CP, however, these need to be revised due to current understanding and policy direction in relation to biodiversity and vegetation management, new legislation on bushfire management, State Environmental Planning Policy (SEPP) No. 71 - Coastal Protection, and Council's Water and Waste Water Servicing Plans.

The estimate for the release area is a dwelling yield of 1,811, which equates to an additional 4,900 people.

### **Report:**

The draft plans provide for the following:

- **Infrastructure**

Existing water reticulation is provided to Moonee from the reservoir in Maccues Road. If development proceeds from this central location, then water services can be progressively extended and upgraded. However, the major development areas are in the north and south of the release area. If these are developed first, it will be the responsibility of the developer to extend services to their land, and forward fund any infrastructure identified in the Water Servicing Plan.

Existing sewerage reticulation is provided via a pump station in Moonee Beach Road, which pumps to the treatment works in Bucca Road. For any development that cannot gravitate to this pump station, the developer will need to provide the necessary infrastructure, designed to Council's satisfaction. This is likely to be a significant cost to a developer and may cause a delay in the release of land.

- **Access**

The DCP provides for a collector road system. This system limits Highway access to two locations: Moonee Beach Road/Hoys Road and Split Solitary Road. These intersections will need to be upgraded to RTA requirements. The collector road provides an alternative road network to remove local traffic from the Highway.

**cont'd**

## **Ped98 Draft Moonee Development Control Plan And Draft Moonee Contributions Plan (cont'd)**

If development proceeds outwards from Moonee, then road access can be progressively extended. If land in the north is developed first, the developer must forward fund the purchase and construction of road access. These costs are identified in the CP, but Council is not able to forward fund these works. Consequently, this would be the responsibility of the developer.

The DCP and CP also provide for a network of footpaths/cycleways, linking with the Coastal Walk, and for bus shelters and bus bays.

### **• Environmental Constraints**

Extensive areas of land are constrained by a range of factors: flooding, acid sulfate soils, significant vegetation, threatened species habitat (osprey and wallum froglets and others), high water table, riparian protected land, and all within the catchment of Moonee Creek Estuary which forms part of the Solitary Islands Marine Park (SIMP).

It is a significant challenge for Council to ensure the development of Moonee achieves sustainable outcomes for biodiversity, estuarine and marine health.

To achieve this, development needs to be excluded from sensitive locations. This includes:

- 50 m buffer from Moonee Creek and Skinners Creek;
- iconic areas of very high value vegetation;
- all high and very high value vegetation within 100 m of the SIMP;
- 20 m buffer from all other creeks;
- SEPP 14 - Coastal Wetlands;
- Land below the 1 in 100 year flood level;
- wallum froglet habitat;
- land within 100 m of an osprey nest.

All of this land is not to be developed, yet will need to be managed effectively in the long term. In the absence of a positive policy for this land, there would be pressure to weaken the policies for its protection, with progressive impacts on biodiversity, water quality and the health of the estuary. Property by property decisions may be made that, individually, do not have a significant impact, but collectively, have a destructive impact on the environment.

Consequently, the DCP requires that the majority of these areas be placed in public ownership. To provide equity to landowners, and to ensure that the urban development that creates the pressure to develop these marginal areas pays the cost of their protection, the CP provides for the purchase of this land through developer contributions.

### **• Fire Hazard**

With the retention and protection of significant vegetation comes the risk of bushfire. Under the new planning guidelines, the minimum bushfire Asset Protection Zone (APZ) is 30 m. However, in the Moonee area, due to aspect and vegetation types, the minimum will be in the order of 40 m. To achieve adequate APZs and access for fire fighting, the DCP requires the provision of perimeter roads.

**cont'd**

## **Ped98 Draft Moonee Development Control Plan And Draft Moonee Contributions Plan (cont'd)**

- **Water Quality**

The Moonee Creek Estuary Management Plan (in preparation) has modelled the impacts of future urban development on water quality.

To achieve water quality targets specified in Council's Urban Stormwater Management Plan, the modelling recommends Water Sensitive Urban Design (WSUD) "best practice" be a requirement for urban development. WSUD adopts the principle of a "treatment train", for stormwater drainage rather than relying on "end of pipe" solutions. The DCP requires WSUD with development application (DA) to include modelling of the development to demonstrate achievement of the water quality objectives.

- **Recreation Facilities**

The Moonee area will have a future population of about 6,000 people. This generates a demand for significant active and passive recreational facilities. The CP includes provision for a major sporting complex in Old Bucca Road, plus a network of neighbourhood open space areas, children's playgrounds and footpaths/cycleways.

- **Noise**

The Pacific Highway is a source of significant traffic noise which will continue to increase in the medium and long term. To provide future housing with reasonable amenity, the DCP sets the collector road adjacent the Highway to increase the separation from the noise source. The DCP also requires DAs to be accompanied by an assessment of noise and make provision for attenuation measures through acoustic barriers and/or dwelling construction and design.

- **Community Facilities**

There is an existing meeting hall within Moonee Creek Reserve. The CP provides for the extension and enhancement of this hall and associated parking.

### **Sustainability Assessment:**

- **Environment**

The draft plans provide for the protection of significant native vegetation through buffering of creeks and watercourses, and the requirement for WSUD. High water table areas are to be monitored and assessed as part of the DA process.

Aboriginal archaeology reports are to accompany applications for subdivision.

- **Social**

The draft CP provides for the equitable sharing of costs for facilities and services by applying a user pays principle. Community health and well-being will be enhanced by the protection of natural areas, and the provision of social and recreational facilities.

**cont'd**

## **Ped98 Draft Moonee Development Control Plan And Draft Moonee Contributions Plan (cont'd)**

- **Economic**

### **Broader Economic Implications**

Council has committed to development of the Moonee area, and the Water and Waste Water Servicing Plans identify Moonee as a major growth area, with the Council making commitments for the provision of services to these areas. Consequently, development will need to proceed at Moonee. Current market forces are driving the early release of this land prior to the timing identified in Council's Servicing Plans. This has implications for Council's funding arrangements and Management Plan.

### **Management Plan Implications**

- **Water and Sewer**

The timing of provision of water and sewerage reticulation is in the process of review. No additional sewerage reticulation is identified for Moonee in the current Servicing Plan. The Water Servicing Plan proposes the progressive extension of services from 2005-2006 (north area), 2010-2016 (southern area) and 2018 (western area).

At this stage, the DCP and CP identify the need for the developer to forward fund any works that are required ahead of Council's Servicing Plans. Given the supply of land in North Boambee Valley, West Coffs and potentially West Woolgoolga, there appears no reason for Council to forward fund Moonee infrastructure.

- **Collector Road**

A number of developers are currently preparing Masterplans under SEPP 71. With the lifting of the moratorium, developers have an expectation that development can proceed, within a reasonable period.

Consequently, the CP provides for the purchase and construction of the northern collector road so that development does not have to be undertaken by sequential landowners, but allows a developer to forward fund road construction, with Council collecting contributions from other landowners and reimbursing the original developer. This requires a local contribution rate for the properties served by this collector road.

- **Open Space Areas: Conservation Management**

Significant land areas and purchase costs are identified in the CP for conservation management. Much of this land is significantly constrained due to SEPP 14 - Wetlands, flooding and riparian protection and would never be able to be developed. However, areas of high and very high value vegetation may have been developed if they had been cleared. Council's valuers have undertaken valuation of the land, however, it is likely that there will be future debate about the value of the land. This represents the greatest risk for Council where contributions are collected, with purchase of land usually delayed, and so the real cost of purchase is not known.

**cont'd**

## **Ped98 Draft Moonee Development Control Plan And Draft Moonee Contributions Plan (cont'd)**

There are seven key landowners which will determine, for the most part, the land purchase costs. Three of these have significant development potential, while one has very limited development potential, with the remaining three considered to have no development potential. Purchase of land can occur as the adjoining land develops, however, the three landowners with no development potential will have to wait until Council has collected sufficient funds to enable purchase to occur. To minimise Council's risk, the works schedule in the CP makes land purchases a priority for allocation of collected contributions. There will also be an increased annual maintenance cost for Council resulting from land purchases. The CP includes works to bring this land to a "minimum maintenance" standard, but maintenance costs cannot be included in the CP. Many of the new areas will be suited to addition to the Regional Park, which may assist in reducing management costs.

### **- Contribution Rates**

The provision of infrastructure, including collector road purchase and construction, upgrading of Moonee Beach Road, Old Bucca/Hoys Road, the purchase of district open space (17 ha), neighbourhood open space and conservation areas (190 ha), the provision of pedestrian paths, cycleways, roundabouts, traffic calming, bus shelters, bus bays, playground equipment and community hall come at a high cost. The contribution rate of \$28,320 for the main area (with the northern area having a contribution rate of \$30,766 per lot) is high, but reasonable taking into account current land prices.

### **- Current Development Applications**

A number of applications have been lodged for development in Moonee. These applications need to be delayed until adoption of the CP.

### **Consultation:**

The initial meeting with key stakeholders was held in June 2003. Ongoing discussions and meetings have been held with the majority of landowners with development potential.

The draft DCP and CP have been reviewed by an internal group of Council, with representatives from all Departments.

### **Statutory Requirements:**

The draft DCP and CP have been prepared in accordance with Section 70 and 94 of the Environmental Planning and Assessment Act and are required to be exhibited for a minimum period of 28 days (Clauses 18 and 26(4) of the Environmental Planning and Assessment Regulations).

**cont'd**

**Ped98 Draft Moonee Development Control Plan And Draft Moonee Contributions Plan  
(cont'd)**

**Recommendation:**

- 1. That, in accordance with Clauses 18 and 26(4) of the Environmental Planning and Assessment Regulations, Council exhibit the Draft Moonee Development Control Plan and Draft Moonee Contributions Plan.**
- 2. That all landowners in the Moonee area be advised of the exhibition.**
- 3. That no development application for the Moonee area be determined until after adoption of the new Moonee Contributions Plan.**

Mark Salter  
Acting Director of Planning, Environment and Development

## CORPORATE SERVICES DEPARTMENT REPORTS

---

### F84 RATING ISSUES

---

#### **Purpose:**

Report providing draft terms of reference for rating issues review.

#### **Description of Item:**

Council at its meeting of 4 December 2003 considered a report which included the current status of discussions with the Sawtell ratepayers group in relation to rating options and rate payment procedures.

Council resolved:

- "1. That Council staff continue to negotiate arrangements for the payment of outstanding rates in a manner that best takes into account the personal circumstances of the ratepayer and the obligation on Council to exercise responsible debt recovery.
2. That Council staff continue to explore rating structure and legislative options which might assist ratepayers at the time of a revaluation.
3. That Council establish a working party of key stake holders to examine short and long term solutions to major shifts in land valuations in the City area and the working party report to Council by the first Council meeting in March.
4. That a representative from the Department of Local Government be invited to attend.
5. That the minutes of such discussions be distributed to other Councillors after each meeting."

#### **Sustainability Assessment:**

- **Environment**

There are no perceived current or future environmental impacts.

- **Social**

Any rate relief and/or deferment of rates will assist ratepayers and provide a social benefit to them.

- **Economic**

Ratepayers that receive a financial benefit will be better placed to meet their financial commitments.

Any financial benefit, other than deferral of rates with interest, will have a negative impact on Council revenue.

**cont'd**

## **F84 Rating Issues (cont'd)**

### **Management Plan Implications**

Reductions in revenue would be reflected through the budget review process. Depending on the nature of the reductions, there may be an impact on future Management Plan revenues as well.

### **Consultation:**

Council deliberations and Sawtell ratepayer representatives.

### **Related Policy and / or Precedents:**

Council has not written off rates and/or related interest in the past. Any decision to do so would be setting a precedent.

### **Statutory Requirements:**

Provisions of the Local Government Act 1993.

### **Issues:**

In terms of the working party, the following terms of reference are provided for consideration:

#### **Short term:**

- a) *To examine what relief, if any, may be provided to residential ratepayers affected by substantial rate increases in 2003/04 and who are experiencing hardship in meeting the additional levy.*

*This relief to include, but not limited to, an investigation of the following options:*

- *Residential rate reduction for 2003/04*
- *Interest rate reduction on outstanding rates*
- *Other opportunities which may be raised that provide direct relief*

- b) *To consider mediation as a means of assisting affected ratepayers with their communication/negotiation with Council*

#### **Long term:**

*To consider ways to minimise the overall impact on rates of new valuations when there are significant valuation increases.*

*The long term assessment to include a review of options within existing legislation and guidelines (the local Government Act 1993, Rating and Revenue Raising Manual, etc) and other options which would require legislative change.*

**cont'd**

## **F84 Rating Issues (cont'd)**

### **Contributors:**

- **Council representatives:**  
*Corporate Services Committee Chairman*  
*Two other Councillor representatives*  
*Director of Corporate Services*
- **Community representatives from:**  
*Sawtell*  
*Jetty*  
*Coffs Harbour*  
*Northern Beaches*  
*Rural area*  
*Business*
- **Other representatives:**  
*Local State Member*  
*Department of Local Government*

### **Support staff:**

- *City Treasurer*
- *Assistant City Treasurer*
- *Senior Rates Clerk*
- *Rates Operations Coordinator*

The proposed list of representatives on the Working Party is 12 which is quite a significant number. A committee of this size may have difficulty in finalizing a proposal for Council's consideration by March 2004.

### **Implementation Date / Priority:**

Should Council adopt the terms of reference, expressions of interest would be invited from community representatives immediately.

The results would normally be reported to Council for a decision, however, the process may be expedited by providing the Mayor, Chairman of Corporate Services Committee and the General Manager delegated authority to appoint the community representatives and schedule the first Working Party meeting in January 2004.

### **Recommendation:**

#### **That:**

- 1. The proposed terms of reference, for the Working Party, be approved.**
- 2. Expressions of interest be invited for community representatives to be on the Working Party.**
- 3. The Mayor, Chairman of Corporate Services and General Manager, be given delegated authority to select the community representatives and schedule the first meeting.**
- 4. The local State Member and a representative from the Department of Local Government be invited to participate in the Working Party.**

**Purpose:**

To propose a policy for the improvement of infrastructure across the Northern Beaches to be used as a model for the future.

**Description of Item:**

Council had requested a report on the upgrading of the main entry roads to three of the Northern Beaches Villages. Council dealt with this report on the 5 June 2003.

Council was advised that reconstruction of these three roads would total \$2.2m. Council resolved that a team be formed to investigate sources of additional funding for infrastructure improvement works throughout the City.

Council confirmed this resolution when dealing with the report on the Management Plan at its meeting held on the 19 June 2003.

This report deals with the work undertaken as a result of Council's resolution and presents the results of the investigation into the Villages of Moonee Beach, Emerald Beach and Sandy Beach as the basis for ongoing policy development.

**Sustainability Assessment:**

- **Environment**

Each proposal will have a different range of environmental issues to be addressed but these will include but not be limited to, siltation, pollution, tree preservation, risk management, aesthetics, aboriginal heritage.

- **Social**

Bringing the community on side and engaging them in the development of their village will be of paramount importance as will the acceptance of a proposal by the wider community.

Council is embarking on a sustainable settlement strategy which will lead to place management at these villages through engagement of the residents and stakeholders. The infrastructure renewal linked to the sustainable settlement of villages could also resolve demand, design and service delivery for the best possible outcome.

The work for the Sustainable Settlement Strategy will be proceeding at the same time as the pilot 2004-06 and the overall outcome should be developed in this way.

**cont'd**

## **F85 Policy - Infrastructure Improvement Program - Northern Beaches (cont'd)**

- **Economic**

### **Broader Economic Implications**

#### **Community**

The economic benefit of improving property values as recipient of this type of proposal is readily accepted by some and not others. The proposition of contribution for such benefit will be as diverse as "I have paid rates for 30 years and what have I got" to "this will add value to my property, I will happily contribute my fair share".

Ability to pay for any kerb and guttering contribution be seriously considered in applying Council's policy.

#### **Management Plan Implications**

Any proposal will have a lead time for design and tender period, construction timetable and funding timetable. These matters must be addressed and eventually included in future management plans.

#### **Consultation:**

Discussion, debate and development of the Infrastructure Improvement Program and the pilot project has been limited to Council staff. The project has been led by the Director of Corporate Services, Support Officer and involved Manager of Strategic Planning and Manager of Property and Commercial Services.

In principle, adoption of the program will provide the impetus to move the pilot project into the community.

#### **Related Policy and / or Precedents:**

Council has policies for allocation of funds as a result of land disposal, financial policies for debt collection and the allocation of costs for corner blocks, open space plans of management, the commercial management of Council property. All such policies will be taken into consideration.

#### **Statutory Requirements:**

The Local Government Act 1993 deals with rating and community land. The Roads Act 1993 deals with kerb and guttering and contribution to works. Council has several Planning instruments, LEP 2000 and DCP.

#### **Issues:**

The general philosophy of the Infrastructure Improvement Program for the Northern Beaches and other areas as appropriate is to determine a range of works which benefit the local community and the city at large which can be funded from a range and mix of resources including but not limited to sale of Council owned property, Section 94 contributions, contributions to works, special rate increases, grants and loans and general revenue.

**cont'd**

## F85 Policy - Infrastructure Improvement Program - Northern Beaches (cont'd)

The pilot project is being undertaken to address the issues that arise in applying this proposition.

With respect to the pilot the following information has been sought.

- demographical analysis
- infrastructure requirements
- design proposals
- status, if any, in the current works program priorities
- rate base
- Council property - impediments
- business plan

The following summary identifies total costing for each portion of the improvements less the various contributions from S.94 and also ratepayers for kerb and guttering and footpath paving.

	Cost	Less S.94 contributions	Less contribution to kerb & guttering and paving	Net Cost
<b>1. Moonee Beach</b>	\$	\$	\$	\$
Moonee Beach Rd	683,500	198,000	28,000	467,500
footpath	42,900		25,500	17,400
<b>Sub-total</b>	<b>736,400</b>	<b>198,000</b>	<b>53,500</b>	<b>484,900</b>
<b>2. Emerald Beach</b>				
Fiddamans Rd	979,200		46,566	922,634
Footpath	37,920		27,049	10,871
<b>Sub-total</b>	<b>1,017,120</b>		<b>73,615</b>	<b>943,505</b>
<b>3. Sandy Beach</b>				
Diamond Head Rd (east of Pacific Hwy)	595,800	125,000	28,000	442,800
Footpath completed				-
	<b>595,800</b>	<b>125,000</b>	<b>28,000</b>	<b>442,800</b>
<b>Total Net Cost</b>				<b><u>\$1,871,205</u></b>

As per Council's resolution, the net cost of improving Moonee Beach Road, Fiddamans Road and Diamond Head Drive of \$1,871,205 is to be funded.

The Council owned land which may be available for disposal has been identified in Moonee Beach Road and development options and opportunities are to be assessed to maximise return and to provide the means for as much infrastructure improvement as possible to be achieved.

Preliminary estimates indicate the funds to be realised from the sale will meet the net cost of construction. This will be confirmed as the investigations proceed to maximize the investment options.

The principle would be to fund only access roads at the start. Any future works would need to be funded from either increasing rates for the villages or from government grants if available.

The principle ensures that there is a relative contribution from all sectors. Any surplus funds will be allocated to future projects.

cont'd

## **F85 Policy - Infrastructure Improvement Program - Northern Beaches (cont'd)**

### **Implementation Date / Priority:**

Should the principle proposed in the Infrastructure Improvement Program - Northern Beaches be accepted, it is proposed that the pilot project be included in the 2004-05 Management Plan.

The next stage will be to identify maximum investment opportunity for either sale or development of site identified.

### **Recommendation:**

- 1. That the Infrastructure Improvement Program - Northern Beaches be adopted.**
- 2. That the pilot project for the entrance roads to Moonee Beach, Emerald Beach and Sandy Beach be included in the 2004-05 Management Plan.**
- 3. That a review of the policy be undertaken at the close of the pilot project and a report be presented to Council.**
- 4. That the Sustainable Settlement Strategy and in particular, the place management for the villages of Moonee Beach, Emerald Beach and Sandy Beach be incorporated into the project development.**

**Purpose:**

To request financial assistance from Council to complete the building of the Woolgoolga Seniors Centre located within the precinct of the Woolgoolga Community Village.

The report recommends that Council provide a loan of \$90,000 over 10 years with an interest component of \$30,000. \$90,000 to be repaid by the Rotary Club of Woolgoolga @ \$750 per month over ten years. The interest component of \$30,000 to be paid from surplus funds raised by the centre. The repayments on the interest component to begin six months after the opening of the centre. Repayments will be quarterly.

**Description of Item:**

In 2001 the Woolgoolga Rotary Club identified the need for a Seniors Centre to be built in Woolgoolga and adopted it as one of its major projects. The need for a multipurpose and multicultural seniors centre was raised in the community over many years. Woolgoolga has a population over 55 of 31% compared to Coffs Harbour with 27%. These numbers will increase to 44% over the next 10 years.

The Rotary Club in partnership with the Future of Ageing: Coffs Coast (FOA) approached Coffs Harbour City Council to auspice the land at Lot 117 DP 752853 Boundary Street Woolgoolga from the Department of Land and Water for an extended period. Council made application and was successful in obtaining the land for the purpose of constructing a Seniors Centre.

The project when completed will offer a range of models and activities including:

- Adult education (U3A)
- IT Classes
- Internet access (for seniors to learn to use the internet to pay bills and correspond with family and friends)
- Gentle exercise classes
- Community meeting rooms for the Woolgoolga Senior Groups
- Hobbies and lifestyle classes through CHERP
- Reference library
- Commercial kitchen for conference, Rotary dinners and centre events
- Coffee shop
- Girl guide facilities
- Community garden
- Room to lease to private business

Initially the Rotary Club raised \$70,000 locally. The Rotary Club then approached Future of Ageing: Coffs Coast (FOA) to leverage funding from the Federal Government. The FOA prepared and submitted an application for funding through DOTARS for \$137,500. The grant was successful with an additional \$94,800 raised by the community leaving a shortfall of \$120,000 to complete the project. The Banana Coast Community Credit Union have offered a grant of \$30,000 on the condition the balance of the funds (\$90,000) is covered by CHCC.

**cont'd**

## **F86 Seniors Centre - Woolgoolga (cont'd)**

In March 2002 a Committee was established to oversee the building works and to develop a Business Plan, Marketing Plan and Budget. A project manager was appointed in March 2003 (volunteer) to supervise the building works and lobby local businesses for discounts and donations. The building comprises:

- Admin area
- Computer lab
- Three meeting rooms with moveable walls
- Large activity room
- Kitchen
- Amenities
- Enclosed verandah
- Community garden
- Room for lease by private/Government business

The building is 80% complete including internal fit-out. The plans are available for perusal in the Councillors' Room and will be displayed at the meeting.

### **Sustainability Assessment:**

- **Environment**

The land the building is constructed on was previously housing a Girl Guide Hall. The building was often shared between Woolgoolga Rotary and the Girl Guides. The building was aged and urgent need of repair. The building was unattractive to the surrounding buildings and needed a sizeable injection of funds to restore it to a safe building for seniors to occupy. The Rotary Club in consultation with the Girl Guides agreed to remove the old building and construct a purpose made centre for seniors. The Club agreed to re-house the Girl Guides in the new building.

- **Social**

The proposal addresses a major need for social infrastructure for people over the age of 55 and other social benefits associated with providing a multipurpose centre in an ageing community. The purpose of the centre is to provide for a range of special needs groups in Woolgoolga including veterans, Indigenous and Sikh communities. The centre will provide them with a central focus point in the community bringing them out of their isolation to mix with others and enjoy the benefits of story telling, problem solving, education and entertainment and to feel valued in their community.

- **Economic**

#### **Broader Economic Implications**

The centre will provide in phase I job opportunities to the local trades within the surrounding districts. In Phase II (operational phase) the centre will generate a part-time Admin role with the intention to grow the labour-force over a five-year period.

**cont'd**

**Management Plan Implications**

***Corporate Services Department comments:***

There is no allowance within the current Management Plan for a loan in relation to the Centre. It will be necessary to build this in by budget adjustment.

Council would need to fund the \$90,000 from revenue which will have a negative impact on the budget for 2003/2004. As repayments and interest are received, a positive impact on revenue will be generated.

The proposal involves Council lending \$90,000 in relation to a \$422,300 project. This is good value in terms of the community facility being provided.

The Budget for the Centre appears reasonably conservative. There should be no difficulty for the Centre to meet its commitment to Council of \$750 per quarter.

The Rotary Club of Woolgoolga has demonstrated, over the years and in relation to this project, that it has the capacity to raise substantial funds. It is considered that Rotary's repayments of \$2,250 per quarter are manageable for the Club.

**Consultation:**

The Woolgoolga Rotary Club carried out a survey/petition in April 2001 of seniors living in Woolgoolga and its environs and received approximately 200 signatures in support of the need to establish a Seniors Centre. In addition, numerous community groups have expressed concerns over the lack of facilities in Woolgoolga to meet for social contact, educations, recreation and entertainment specific to seniors. There are a large number of seniors living in and around Woolgoolga who are considered as being "rural isolated" and have a need to socialise outside of the family home. At present the only service they can expect to receive is "Meals on wheels" once a month. It is intended that the centre will collect these individuals, taxi them to the centre and provide them with meals and entertainment, thus reducing their feelings of isolation and to provide them with a social caring environment.

Several groups of senior citizen groups meet on a weekly basis in various venues around Woolgoolga as there is not the space available on one site.

The building of the Seniors Centre has gained support from the following groups:

- University of the Third Age
- Dr John Kramer, Woolgoolga and Northern Beaches Medical Centre
- Mid North Coast Division of General practice
- Baringa Private Hospital
- Woolgoolga and District Retirement Village
- Woolgoolga meals on wheels
- Arthritis Foundation of New South Wales
- Woolgoolga Chamber of Commerce
- Probis Club
- Combined Pensioners and Superannuants of Nana Glen as well as State, Federal and Local Government support

**cont'd**

## **F86 Seniors Centre - Woolgoolga (cont'd)**

### **Related Policy and / or Precedents:**

The proposal is consistent with the Woolgoolga Strategic Plan and will establish a positive precedent for similar social infrastructure in small communities with same needs.

### **Statutory Requirements:**

The proposed development is permissible within the business 3A City Centre zoning under Coffs Harbour City Local Environmental Plan 2000. A Development Application has been granted.

### **Issues:**

The major issue for the project is the threat of shut down due to shortage of funds to complete the building. The project presents an opportunity for Coffs Harbour City Council to joint venture with Rotary Club in Woolgoolga to provide a much needed central focus multipurpose centre for the seniors in Woolgoolga. If the project is unable to attract the funds to complete it Rotary Woolgoolga will have to continue to raise the funds, at the same time meet ever-increasing rising costs of building.

Both the business and wider community of Woolgoolga are concerned over the delay in completing the project considering the thousands of dollars raised within the community towards building the centre.

### **Implementation Date / Priority:**

If the funds required to complete the building are approved by 19/12/03 and building can recommence early January it is anticipated the centre will be completed and ready for opening by end of March 2004.

### **Attachments:**

- Detailed budget outlining income and expenses built over a five year period.
- List of donors
- Letters of support
- Current funding application awaiting approvals

**cont'd**

**F86 Seniors Centre - Woolgoolga (cont'd)**

**Recommendation:**

- 1. That Council provide a loan of \$90,000 plus interest of \$30,000 over 10 years to complete the building of a Seniors Centre in Woolgoolga. The loan is made up as follows:**
- 2. \$90,000 principal is to be paid by the Rotary Club of Woolgoolga over 10 yrs at \$2,250 per quarter.**
- 3. \$30,000 interest component @ \$750 per quarter over 10 yrs to be paid from the operations of the Centre. Note: Interest payments to be delayed by six months from opening date. (first year repayment = \$1500, second year an additional \$1500 to be paid in the first quarter).**
- 4. The arrangements to be confirmed by exchange of letters.**
- 5. That the \$90,000 loan be funded by an allocation from revenue with future repayments of principal and interest credited to revenue as received.**

Kyme Lavelle  
Director of Corporate Services

Attachments:

**PROPOSED BUDGET  
FOR SENIORS CENTRE IN WOOLGOOLGA  
First year from March 2004 to December 2004**

<u>Projected Expenditure</u>	<u>\$ P/A</u>
<b>Salaries &amp; Wages</b>	
Coordinator:	
Coordinator part-time (\$20.00 p/h 1 day x 50 wks) + 2 days voluntary	8,000
Additional two days wages to be provided from surplus funds from centre (coffee shop, catering and event hire)	
Cleaning by coordinator and volunteer roster	Incl
Catering Coffee Shop (refer break-up attached)	Incl
Volunteer labour over the remaining days provided by Rotary & Community	
<b>Coffee Shop</b>	
Food and Beverage purchases (see attached break-up summary)	12,500
Food and beverage for rotary dinners	2,930
<b>Utilities</b>	
Telephone / Fax	1,000
Electricity	1,000
Rates Water Garbage	940
Lease	146
Maintenance / Gardening by voluntary labour	500
Bank Fees	120
Motor Vehicle/ Expenses allowance	500
Insurance (may be able to be consumed under Woopi village)	2,500
Advertising	500
Stationery, Postage, Petty cash	1,000
Sundry	1,000
<b>Interest payment to CHCC (yr 1)</b>	<b>1,500</b>
<b>Total of Projected Expenditure</b>	<b>34,136</b>
<b>Projected Income</b>	
Fees from Centre Membership 200 @ \$5	1,000
Rotary Dinners \$1000x12 ( <b>committed</b> )	12,000
Hire of Centre activities by Local Groups 3 groupsx\$28per rm x 40 wks	3,360
Provisions of Meals Rotary Club 40 meetings @ \$220 ( <b>committed</b> )	8,800
University of third age ( <b>committed</b> ) refer attached summary	5,600
Coffee shop/ catering (refer to break-up summary)	21,500
<b>Total Projected Income</b>	<b>52,260</b>
<b>SUB TOTAL</b>	<b>18,124</b>
<b>Less additional labour payment for 2 extra days per week</b>	<b>16,000</b>
<b>NET SURPLUS</b>	<b>2,124</b>

**PROPOSED BUDGET FOR SENIORS CENTRE IN WOOLGOOLGA**  
**Second Year from March 2004 to December 2004**

<u>Projected Expenditure</u>	<u>\$ P/A</u>
<b>Salaries &amp; Wages</b>	
Coordinator:	
Coordinator part-time (\$20.00 p/h 1 day x 50 wks) + 2 days voluntary	8,000
Additional two days wages to be provided from surplus funds from centre (coffee shop, catering and event hire)	
Cleaning by coordinator and volunteer roster	Incl
Catering Coffee Shop (refer break-up attached)	Incl
Volunteer labour over the remaining days provided by Rotary & Community	
<u>Coffee Shop</u>	
Food and Beverage purchases (see attached break-up summary)	12,500
Food and beverage for rotary dinners	2,930
<b>Utilities</b>	
Telephone / Fax	1,000
Electricity	1,000
Rates Water Garbage	940
Lease	146
Maintenance / Gardening by voluntary labour	500
Bank Fees	120
Motor Vehicle/ Expenses allowance	500
Insurance (may be able to be consumed under Woopi village)	2,500
Advertising	500
Stationery, Postage, Petty cash	1,000
Sundry	1,000
<b>Interest payment to CHCC (yr 1)</b>	<b>4,500</b>
<b>Total of Projected Expenditure</b>	<b>37,136</b>
<b>Projected Income</b>	
Fees from Centre Membership 200 @ \$5	1,000
Rotary Dinners \$1000x12 ( <b>committed</b> )	12,000
Hire of Centre activities by Local Groups 3 groupsx\$28per rm x 40 wks	3,360
Provisions of Meals Rotary Club 40 meetings @ \$220 ( <b>committed</b> )	8,800
University of third age ( <b>committed</b> ) refer attached summary	5,600
Coffee shop/ catering (refer to break-up summary)	21,500
Lease office space to commercial/Gov sector \$125x52	6,500
<b>Total Projected Income</b>	<b>58,760</b>
<b>SUB TOTAL</b>	<b>21,624</b>
<b>Less additional labour payment for 2 extra days per week</b>	<b>16,000</b>
<b>NET SURPLUS</b>	<b>5,624</b>

**PROPOSAL**

**PROPOSED BUDGET  
FOR SENIORS CENTRE IN WOOLGOOLGA  
Third Year from March 2004 to December 2004**

<u>Projected Expenditure</u>	<u>\$ P/A</u>
<b>Salaries &amp; Wages</b>	
Coordinator:	
Coordinator part-time (\$20.00 p/h 1 day x 50 wks) + 2 days voluntary	8,000
Additional two days wages to be provided from surplus funds from centre (coffee shop, catering and event hire)	
Cleaning by coordinator and volunteer roster	Incl
Catering Coffee Shop (refer break-up attached)	Incl
Volunteer labour over the remaining days provided by Rotary & Community	
<u>Coffee Shop</u>	
Food and Beverage purchases (see attached break-up summary)	13,125
Food and beverage for rotary dinners	3,070
<b>Utilities</b>	
Telephone / Fax	1,000
Electricity	1,050
Rates Water Garbage	990
Lease	150
Maintenance / Gardening by voluntary labour	525
Bank Fees	125
Motor Vehicle/ Expenses allowance	525
Insurance (may be able to be consumed under Woopi village)	2,500
Advertising	500
Stationery, Postage, Petty cash	1,000
Sundry	1,000
<b>Interest payment to CHCC (yr 1)</b>	<b>3,000</b>
<b>Total of Projected Expenditure</b>	<b>36,560</b>
<b>Projected Income</b>	
Fees from Centre Membership 250 @ \$5	1,250
Rotary Dinners \$1000x12 ( <b>committed</b> )	12,000
Hire of Centre activities by Local Groups 3 groupsx\$28per rm x 40 wks	3,530
Provisions of Meals Rotary Club 40 meetings @ \$220 ( <b>committed</b> )	8,800
University of third age ( <b>committed</b> ) refer attached summary	5,600
Coffee shop/ catering (refer to break-up summary)	22,575
Lease office space to commercial/Gov sector \$125x52	6,500
<b>Total Projected Income</b>	<b>60,255</b>
<b>SUB TOTAL</b>	<b>23,695</b>
<b>Less additional labour payment for 2 extra days per week</b>	<b>16,000</b>
<b>NET SURPLUS</b>	<b>7,695</b>

**PROPOSED BUDGET  
FOR SENIORS CENTRE IN WOOLGOOLGA  
Fourth Year from March 2004 to December 2004**

<u>Projected Expenditure</u>	<u>\$ P/A</u>
<b>Salaries &amp; Wages</b>	
Coordinator:	
Coordinator part-time (\$20.00 p/h 1 day x 50 wks) + 2 days voluntary	8,000
Additional two days wages to be provided from surplus funds from centre (coffee shop, catering and event hire)	
Cleaning by coordinator and volunteer roster	Incl
Catering Coffee Shop (refer break-up attached)	Incl
Volunteer labour over the remaining days provided by Rotary & Community	
<u>Coffee Shop</u>	
Food and Beverage purchases (see attached break-up summary)	13,780
Food and beverage for rotary dinners	3,220
<b>Utilities</b>	
Telephone / Fax	1,000
Electricity	1,050
Rates Water Garbage	990
Lease	150
Maintenance / Gardening by voluntary labour	525
Bank Fees	125
Motor Vehicle/ Expenses allowance	550
Insurance (may be able to be consumed under Woopi village)	2,500
Advertising	500
Stationery, Postage, Petty cash	1,000
Sundry	1,000
<b>Interest payment to CHCC (yr 1)</b>	<b>3,000</b>
<b>Total of Projected Expenditure</b>	<b>37,390</b>
<u>Projected Income</u>	
Fees from Centre Membership 300 @ \$5	1,500
Rotary Dinners \$1000x12 ( <b>committed</b> )	12,000
Hire of Centre activities by Local Groups 3 groupsx\$28per rm x 40 wks	3,705
Provisions of Meals Rotary Club 40 meetings @ \$220 ( <b>committed</b> )	8,800
University of third age ( <b>committed</b> ) refer attached summary	5,600
Coffee shop/ catering (refer to break-up summary)	23,700
Lease office space to commercial/Gov sector \$125x52	6,825
<b>Total Projected Income</b>	<b>62,130</b>
<b>SUB TOTAL</b>	<b>24,740</b>
<b>Less additional labour payment for 2 extra days per week</b>	<b>16,000</b>
<b>NET SURPLUS</b>	<b>8,740</b>

**PROPOSED BUDGET  
FOR SENIORS CENTRE IN WOOLGOOLGA  
Fifth Year from March 2004 to December 2004**

<b>Projected Expenditure</b>	<b>\$ P/A</b>
<b>Salaries &amp; Wages</b>	
Coordinator:	
Coordinator part-time (\$20.00 p/h 1 day x 50 wks) + 2 days voluntary	8,000
Additional two days wages to be provided from surplus funds from centre (coffee shop, catering and event hire)	
Cleaning by coordinator and volunteer roster	Incl
Catering Coffee Shop (refer break-up attached)	Incl
Volunteer labour over the remaining days provided by Rotary & Community	
<b>Coffee Shop</b>	
Food and Beverage purchases (see attached break-up summary)	14,470
Food and beverage for rotary dinners	3,380
<b>Utilities</b>	
Telephone / Fax	1,000
Electricity	1,050
Rates Water Garbage	990
Lease	150
Maintenance / Gardening by voluntary labour	525
Bank Fees	125
Motor Vehicle/ Expenses allowance	580
Insurance (may be able to be consumed under Woopi village)	2,625
Advertising	500
Stationery, Postage, Petty cash	1,000
Sundry	1,000
<b>Interest payment to CHCC (yr 1)</b>	<b>3,000</b>
<b>Total of Projected Expenditure</b>	<b>38,395</b>
<b>Projected Income</b>	
Fees from Centre Membership 300 @ \$5	1,500
Rotary Dinners \$1000x12 ( <b>committed</b> )	12,000
Hire of Centre activities by Local Groups 3 groupsx\$28per rm x 40 wks	3,890
Provisions of Meals Rotary Club 40 meetings @ \$220 ( <b>committed</b> )	8,800
University of third age ( <b>committed</b> ) refer attached summary	5,600
Coffee shop/ catering (refer to break-up summary)	24,880
Lease office space to commercial/Gov sector \$125x52	7,165
<b>Total Projected Income</b>	<b>68,835</b>
<b>SUB TOTAL</b>	<b>25,440</b>
<b>Less additional labour payment for 2 extra days per week</b>	<b>16,000</b>
<b>NET SURPLUS</b>	<b>9,440</b>

## BREAKDOWN OF BUDGET

Expenditure	\$
<b>Salaries &amp; Wages</b>	
1 <sup>st</sup> year commit to pay 1 day per week	8,000
- with bonus payment provided upon surplus funds raised through coffee shop covering additional two days per week	16,000
Purchase of catering supplies (Morning tea & lunch - \$250 per week	12,500
Purchase of catering supplies for dinners for Rotary - \$73.25 x 40	2,930
Cleaning to be carried out by coordinator with assistance from from volunteers. Roster to be established	
<b>Income:</b>	
▪ Kitchen	
Rotary Dinners 25 people x 40 meetings p/yr x \$220	8,800
Morning teas and lunches for clients from Woolgoolga and District Retirement Village and Hostel	
	5,250
30 x \$3.50 x 50 (6 people per day morning tea) Rotary & U3A members	
20 x \$5.50 x 50 (4 people per day lunch) Rotary & U3A members	5,500
30 x \$3.50 x 50 (6 people per day morning tea) croquet club	5,250
20 x \$5.50 x 50 (4 people per day lunch) croquet club	5,500
▪ Membership	
200 members gained from original survey signed	1,000
Based on original community members who signed the petition	
▪ Rotary Auctions	
12 Auctions x \$1,000 each	12,000
Proceeds from sale of donated goods each month	
▪ Room Hire	
U3A \$140 per week x 40 weeks	5,600
3 x \$28 x 40	3,360
Local community groups – 3 groups hiring 1 room per group	
• Donations	
▪ Fundraising (raffles)	2,000
• Lease (sub-lease front office to commercial/Government sector \$125 per week x 52 wks commencing year 2	6,500

**CLASSROOM REQUIREMENTS & HOURS FOR U3A 2004  
WOOLGOOLGA**

<u>Day</u>	<u>Time</u>	<u>Class</u>	<u>Frequency</u>		
Monday	10 – 12	Microwave Cookery	Weekly	10	
	11 – 12	Psychology	Fortnightly	10	5
	2 – 4	Current Affairs	Fortnightly	10	5
	2 – 4	Creative Writing	Fortnightly	10	5
Tuesday	2 – 4	Italian	Weekly	10	
Wednesday	2 – 4	World Religions	Fortnightly	10	5
Friday	5 – 6.30	Tai Chi	Weekly	10	

Total clientele = 10 per class =  
 Cost = \$28 per room  
 84 x 40 = 3340  
 112 x 20 = 2240  
\$5600

This represents 9.5 hours per week for the 40 weeks of the school year  
 There are usually additional courses commencing in Semester 2, but these  
 are not yet finalised.

## **CURRENT FUNDING APPLICATIONS AWAITING APPROVAL**

Premiers Department (Cherie Burton MP) Parliamentary Secretary to the Premier	\$125,000
Department of Family & Community Services	\$ 55,000
ATSIC	\$100,000
Clubs NSW	<u>\$ 10,000</u>
<b>TOTAL</b>	<b>\$290,000</b>

## DONATIONS AS AT OCTOBER 2003

Coffs Harbour City Council (refund of Council fees)	\$ 8,729
Tip fees	\$ 2,000
Country Energy – Power supply	\$ 1,016
Cash Donations (not including Rotary)	\$ 1,014
Professional services (Engineer)	\$ 5,000
Professional services (Architect)	\$15,000
Steenson Nasming Clarence Electrical Engineers	\$ 5,000
David Conallen – Auditor	\$ 500
Holmes and Holmes Engineers	\$ 425
Ian Iverson Surveyor	\$ 200
Material supplies	\$17,419
Subcontractors and services	\$ 5,540
Project Management (\$1,000 p/w)	<u>\$23,000</u>
<b>TOTAL</b>	<b>\$ 94,843</b>