



COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
(LAND USE, HEALTH & DEVELOPMENT COMMITTEE)
COUNCIL CHAMBERS
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR
2 NOVEMBER 2006

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	The following items either in whole or in part may be considered in Closed Meeting for the reasons stated: A portion of this report is confidential for the reason of Section 10A (2): (d) commercial information of a confidential nature that would, if disclosed: (i) prejudice the commercial position of the person who supplied it, or (ii) confer a commercial advantage on a competitor of the council, or (iii) reveal a trade secret. and in accordance with Section 10A (1) the meeting may be closed to the public.	
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CORPORATE BUSINESS DEPARTMENT REPORTS

CONFIDENTIAL REPORT

The following items either in whole or in part may be considered in Closed Meeting for the reasons stated:

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- (iii) reveal a trade secret.

and in accordance with Section 10A (1) the meeting may be closed to the public.

C82

TENDERS: ACQUISITION OF HEIGHT DATA AND SUPPLY OF AERIAL PHOTOGRAPHY

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COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
(LAND USE, HEALTH & DEVELOPMENT COMMITTEE)
2 NOVEMBER 2006

Mayor and Councillors

LAND USE, HEALTH & DEVELOPMENT DEPARTMENT REPORTS

LUHD34 COFFS HARBOUR CITY LOCAL ENVIRONMENTAL PLAN 2000 - AMENDMENTS NO. 34, 37 AND 38 - TO PROGRESS REZONING OF LANDS WITHIN THE NORTH COFFS RELEASE AREA

Purpose:

The purpose of this report is for Council to endorse numbers for draft amendments to the Coffs Harbour Local Environmental Plan (LEP) 2000 within the North Coffs release area.

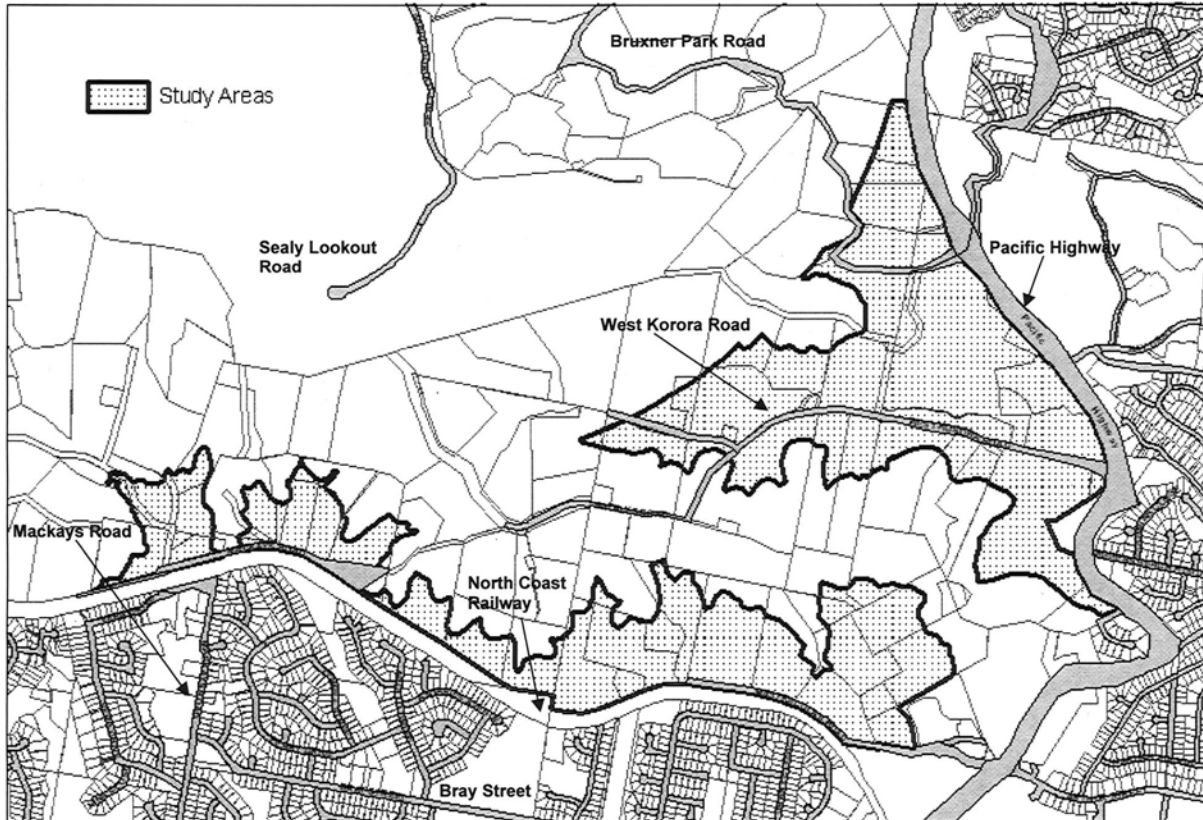
This report recommends that Council refer to lands within the North Coffs release area as follows:

- LEP draft Amendment No. 34 - North Coffs (this is the overall study area from West Korora south to Mastracolas Road);
- LEP draft Amendment No. 37 - Big Banana Lands in North Coffs; and
- LEP draft Amendment No. 38 - Thakral Lands in North Coffs.

Cont'd

Luhd34 Coffs Harbour City Local Environmental Plan 2000 - Amendments No. 34, 37 And 38 - To Progress Rezoning Of Lands Within The North Coffs Release Area ... (Cont'd)

These lands are located as shown on the map below.



Description of Item:

In 1996, the Coffs Harbour Urban Development Strategy was adopted by Council and endorsed by the State Government. The area west of the current Pacific Highway, from the railway line in the south to The Mountain Way in the north, was identified as a Special Investigation area.

Council progressed LEP Amendment No. 3 to LEP 2000, which allowed for the rezoning of some lands in the Special Investigation area for rural residential purposes, allowing for one and two hectare subdivision. The residue of the area was deferred.

The Department of Planning (DoP) has subsequently urged Council to review its 1996 Urban Development Strategy. This review, the draft "Our Living City" Settlement Strategy, has again endorsed lands in the West Korora and Mastracolas Road area for urban investigation. Once the Roads and Traffic Authority (RTA) announced the preferred Highway option, this confirmed the area to be subject to urban investigation.

This matter was reported to Council at its meeting of 20 April 2006. Council resolved that, in accordance with Section 54 of the Environmental Planning and Assessment Act, 1979, it prepare a Draft Local Environmental Plan to provide for planning provisions over the lands identified as investigation areas in North Coffs, and these lands were identified in a map. This project is to be known as LEP draft Amendment No. 34 – North Coffs.

Cont'd

Luhd34 Coffs Harbour City Local Environmental Plan 2000 - Amendments No. 34, 37 And 38 - To Progress Rezoning Of Lands Within The North Coffs Release Area ... (Cont'd)

Council endorsed amendments to a map of the study area in a report to Council on 6 July 2006. The DoP has issued Council with a revised Section 54(4) Notification via letter dated 1 September 2006. This allows Council to proceed with the preparation of the draft LEP for the entire North Coffs area.

That letter also instructed Council to combine LEP draft Amendment No. 34 with other amendments elsewhere in the Local Government Area. Subsequent verbal discussions with the Department, however, have revealed that the optimum approach to achieve the rezoning is to separately number and deal with the amendments.

Council has been approached by two landholders within the overall North Coffs release area, seeking rezoning of their land, and offering to pay for the environmental studies and statutory planning work necessary to achieve the rezoning. These landholdings are as shown in Attachment A.

The first site consists of lands at the Big Banana, adjacent to The Summit development. The rezoning will allow an additional number of dwellings in The Summit development, and will necessitate a boundary adjustment between these landholdings. This matter was reported to Council in August 2005, when Council resolved to progress an amending LEP for the land, subject to any cost of studies being met by the landowner/developer. This project is to be known as LEP draft Amendment No. 37 – Big Banana Lands in North Coffs.

The second site consists of lands known as the Thakral site, being lands owned by Thakral Holdings Limited. Thakral is keen to commence environmental studies and to prepare options for the urban development of the land, leading to the preparation of a Local Environmental Plan and a concept for the final development of the site. It is proposed that costs of all studies are to be met by the landowner/developer. This project is to be known as LEP draft Amendment No. 38 – Thakral Lands in North Coffs.

The proposed numbering of the draft LEP amendments as outlined in this report will assist Council in dealing with the DoP and in allocating funds from the developers for the processing of the Local Environmental Study (LES) and LEP work that is required in each of the specific areas.

Sustainability Assessment:

In order to identify an appropriate zone for the subject lands, it is necessary to undertake a complete assessment that addresses environmental, social and economic impacts for each land use zone possible. This is the role of the LES. Any resultant amendment to Coffs Harbour City LEP 2000 will have to address the environmental, social and economic sustainability criteria.

• **Environment**

The aim of Council, through LEP 2000, is to provide the City's development is carried out in an environmentally sustainable manner.

Cont'd

Luhd34 Coffs Harbour City Local Environmental Plan 2000 - Amendments No. 34, 37 And 38 - To Progress Rezoning Of Lands Within The North Coffs Release Area ... (Cont'd)

To do this each LES will:

- implement the comprehensive Koala Plan of Management and apply appropriate zoning provisions to protect Koala habitat;
- recognize, through zoning, appropriate riparian and catchment areas;
- apply the appropriate protection through identification and suggest zoning, of ecologically significant vegetation;
- identify any environmental hazards; and
- identify any heritage items or culturally significant places.

• **Social**

Each LEP will seek to promote the equitable provision of social services and facilities for the community. Social and cultural sustainability can be incorporated in each LES by:

- encouraging residential, social and cultural uses to be located within existing urban centres; and
- clarifying and encouraging revitalization of community places within centres.

• **Economic**

Broader Economic Implications

The economic growth and development of the City is a primary aim of Coffs Harbour City LEP 2000. Each LES needs to identify appropriate areas for a variety of land uses and enable compatible development to prevail.

Management Plan Implications

The draft Management Plan 2006-2007 provides funding to carry out some of the specialist studies within the identified LEP draft Amendment No. 34 investigation area.

Landowners have offered to pay for necessary studies on their lands subject to LEP draft Amendment Nos. 37 and 38 - defraying some of the costs from Council.

Consultation:

The LES and draft LEP process provides the formal mechanism for consultation to occur with Government agencies and authorities as well as with the community. The preparation of each LES and draft LEP will involve the relevant departments within Council through a project management group.

Cont'd

Luhd34 Coffs Harbour City Local Environmental Plan 2000 - Amendments No. 34, 37 And 38 - To Progress Rezoning Of Lands Within The North Coffs Release Area ... (Cont'd)

Related Policy and / or Precedents:

Coffs Harbour City Council has a legal obligation to the State Government to prepare appropriate strategies relating to all land uses, but particularly for urban and rural residential land releases. Council cannot rezone major residential and rural residential release areas without completion of these strategies, i.e. the State Government will not support major land rezoning unless they comply with agreed strategies. The proposed study areas accord with the 1996 Urban Development Strategy and the draft Settlement Strategy under preparation. Other current projects and processes will also guide each LES and LEP amendment process.

Environmental studies will form part of the research necessary to prepare each draft plan.

Statutory Requirements:

Each draft Plan will be prepared in accordance with the Environmental Planning and Assessment (EPA) Act 1979 and must be consistent with relevant State Environmental Planning Policies (SEPPs), the North Coast Regional Environmental Plan, Ministerial Directions and the New South Wales Coastal Policy.

Council is now required to apply to the DoP's Section 54 Planning Review Panel to seek delegation of power to certify Draft LEPs for exhibition. This process has already been followed, resulting in Council being issued with a Section 54(4) Notification for Draft LEP Amendment No. 34 on 1 September 2006. Both draft LEP Amendment No. 37 and draft LEP Amendment No. 38 are contained within the overall LEP Amendment No. 34 study area, and consequently do not require their own Section 54 application.

The preparation of each Draft LEP and any associated Development Control Plans (DCPs) and Contribution Plans will require that the statutory processes under the EPA Act 1979 be followed.

Statutory consultation with government agencies, neighbouring Councils and other public authorities is required. Formal consultation with public authorities will be undertaken in writing and through a community forum meeting process.

Issues:

The immediate issues relating to this matter are:

- (i) Clarification of LEP amendment numbers for each area will allow for the Big Banana and Thakral lands to be dealt with separately from the overall North Coffs area. This will assist with communication between Council and the Department of Planning.
- (ii) External funding of the Big Banana and Thakral project by landowners/developers.

Implementation Date / Priority:

Council has identified the project in the Strategic Planning Program 2006-2007 by virtue of resolutions made in August 2005 and December 2005.

For Council to proceed with the exhibition of draft LEP Amendment Nos. 37 and 38, the recommendations stated below are to be followed.

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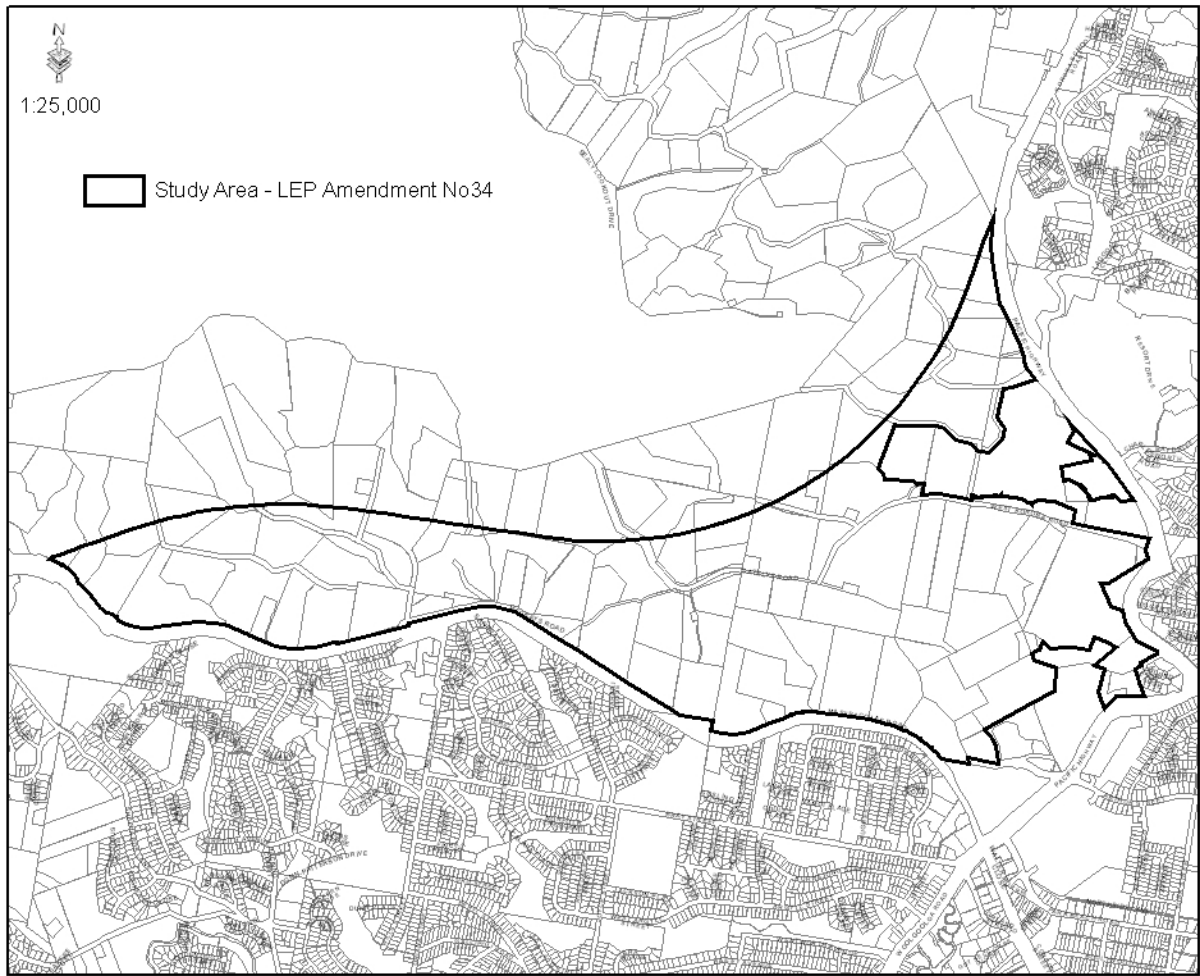
Luhd34 Coffs Harbour City Local Environmental Plan 2000 - Amendments No. 34, 37 And 38 - To Progress Rezoning Of Lands Within The North Coffs Release Area ... (Cont'd)

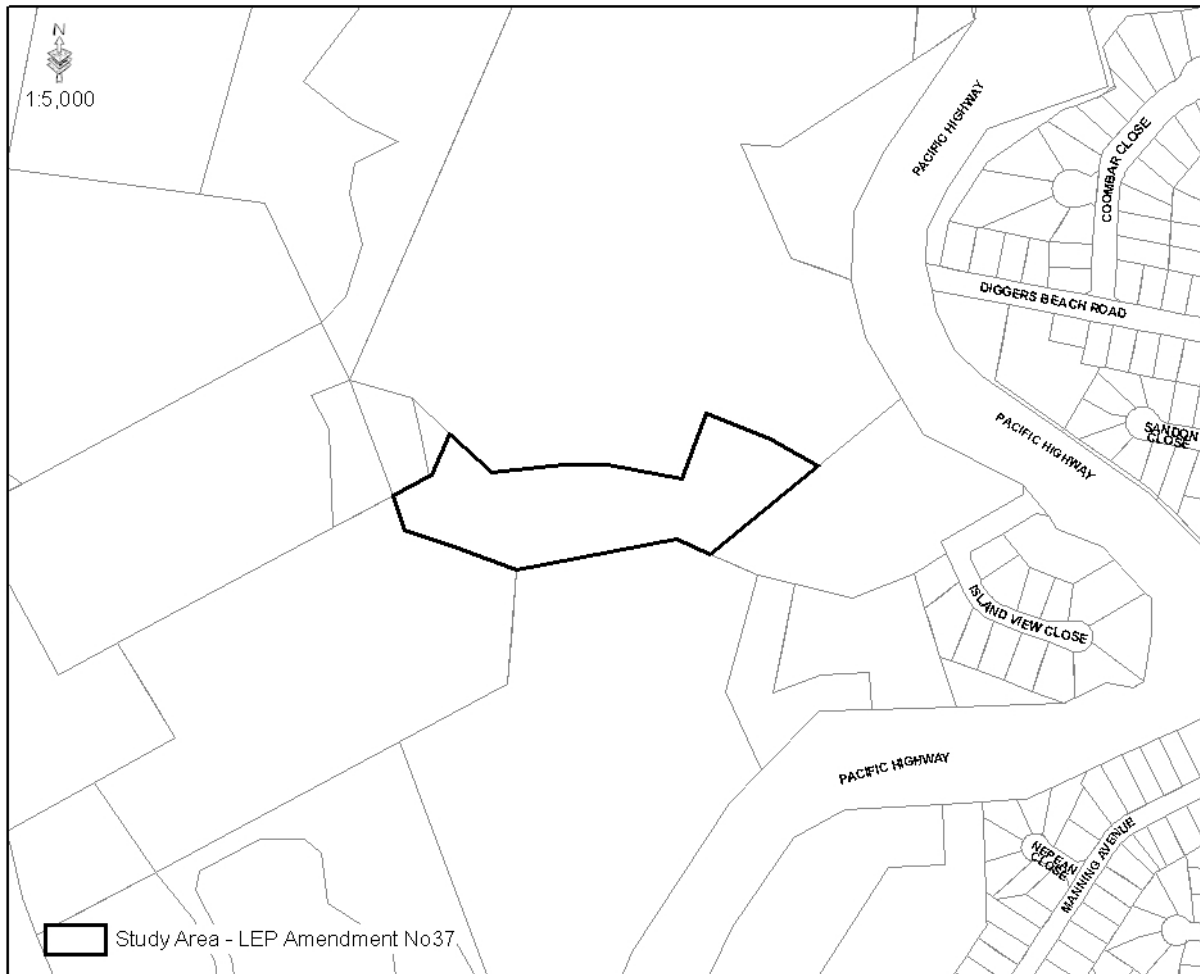
Recommendation:

- 1. That Council endorse the three Local Environmental Plan amendment components of the North Coffs Release Area as follows:**
 - **Local Environmental Plan draft Amendment No. 34 – North Coffs;**
 - **Local Environmental Plan draft Amendment No. 37 – Big Banana Lands in North Coffs; and**
 - **Local Environmental Plan draft Amendment No. 38 – Thakral Lands in North Coffs.**

Attachments:

Amendment No. 34





Purpose:

This report outlines a review of the three areas of business zoned land in Woolgoolga. The review considers options for amending the Coffs Harbour Local Environmental Plan 2000 and makes suggestions regarding appropriate future zones under the standard LEP template review. This report recommends Council engage the RTA and Department of Planning in seeking resolution to the timing of the Woolgoolga bypass and planning for lands adjacent to the current highway, and that Council commence a rezoning of part of the 3D zoned lands at the corner of Clarence and Pullen Streets, Woolgoolga.

Background:

On 23 May 2002 Council resolved to establish a small working group to review the 1998 Woolgoolga Town Centre Study with a particular focus on the business zonings. Council also resolved that a report be brought back on the 3D Tourist Service Centre Zone. On 11 July 2002 Council considered a report on the 3D Tourist Zone and endorsed membership of the Woolgoolga Business Lands Working Group. On 16 December 2002 the Woolgoolga Business Lands Working Group agreed to defer meetings pending the RTA's advice on the highway route and to seek budget allocation in the 2003/2004 Management Plan to fund the Woolgoolga Business Lands Project while a brief was prepared for consideration at a future meeting.

In June and December 2004 further representations requested that the Woolgoolga Business Lands Working Group be reactivated in light of the decision by the RTA not to put the Pacific Highway through the centre of Woolgoolga. As part of the adopted Strategic Planning Program 2005-2006, a brief was finalised by planners and issued to progress the Business Lands Review.

Description of Item:

In order to facilitate the development of an overall planning strategy for the Woolgoolga Town Centre, a review of key issues is required to assess specific matters in the locality and provide recommendations that will enable appropriate urban form, amenity and business opportunities to be developed over time. One of these key components is a review of current business zonings in the town centre.

The project brief required consultants to assess the suitability of the existing business zones and the location and nature of proposed zoning changes by identifying and validating the preparation of any amendment to the Coffs Harbour Local Environmental Plan 2000 ('LEP') and to consider which zones were appropriate under the forthcoming Standard LEP Template.

The Woolgoolga Town Centre is characterised by three non-contiguous business zones under the LEP.

- Business 3C Town Centre Zone – bordered by Beach Street, Fawcett Street, Trafalgar lane and Queen Street, including Market Street;
- Business 3D Tourist Service Centre Zone – both sides of Clarence Street (Pacific Highway) north of the Pullen Street intersection; and
- Business 3E Town Centre Support Zone – bordered by River Street, Clarence Street and the Pacific Highway south of the roundabout.

Cont'd

The context for this review includes the socio-economic characteristics, opportunities for urban redevelopment, the role of Woolgoolga as a 'coastal town' in the hierarchy of urban centres, timing of major road infrastructure planning and requests for rezoning to enable consideration of further retail development.

This review also takes into account a number of projects with different timeframes, including consideration of the needs and impacts of long-term population growth projected for the northern beaches communities, the Roads and Traffic Authority's medium-term bypass of the Pacific Highway at Woolgoolga and the Department of Planning's requirement for Council to undertake a comprehensive review of the Coffs Harbour LEP 2000 in line with the Standard LEP Template in the short-term.

In the interim, any proposals for zone changes must satisfy the Department of Planning as to their strategic significance and consistency with regional plans, state planning policies for employment generating development and ministerial directions for the management of commercial and retail development along the Pacific Highway.

Sustainability Assessment:

The aims and objectives of the LEP are categorised under economic, social and environmental sustainability principles. The Review of Woolgoolga Business Lands has addressed the following points regarding sustainability:

- **Environment**

The review seeks to explore opportunities for more appropriate planning provisions to encourage both orderly and sustainable use of existing business zoned land in the town centre, without encouraging further fragmentation of commercial uses to other non-commercial zoned land in the locality.

- **Social**

Social sustainability will be addressed by improving retail competition and greater accessibility to commercial services for residents and visitors, particularly lower income households in the Woolgoolga Retail trade Area. Enabling future commercial development will have positive employment outcomes during their construction and long-term operation.

- **Economic**

The implementation of timely amendments to the business zone will assist in achieving economic sustainability through consolidated business centre infrastructure and energy savings.

Broader Economic Implications

- Promoting the timely redevelopment of existing serviced land with good access to infrastructure and services;
- Enhancing the function of a Coastal Town in the hierarchy of urban settlements;
- Maximising the capability of the locality to provide a range of commercial and retail services for residents and visitors;
- Improving area amenity to promote economic growth by increasing community activities, facilities and investment; and
- Generating of employment opportunities through construction and the ongoing provision of services and facilities.

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Management Plan Implications

The planning review of the Woolgoolga Business Lands is included in Council's current Management Plan and the adopted Strategic Planning Program 2006-2007.

Consultation:

The consultants held a two-day discussion process with stakeholders, Councillors and planning staff on 1 and 2 May 2006, including a site inspection of the study area with three Councillor representatives. Stakeholder representatives consulted specific to Woolgoolga included the Woolgoolga Chamber of Commerce, Industry and Tourism Inc., Urban Development Institute of Australia, Commercial Real Estate representatives, the Roads and Traffic authority (RTA) and Department of Planning.

Related Policy and / or Precedents:

Council is required to complete a review of the LEP by March 2011.

Statutory Requirements:

The Draft Plan will be prepared in accordance with the Environmental Planning and Assessment Act 1979 and will be required to be consistent with relevant State Environmental Planning Policies, the North Coast Regional Environmental Plan 1988, Ministerial Directions and the New South Wales Coastal Policy.

This review comprises an overall assessment to establish the demand for additional commercial development and an overview of the capability of current business zoned areas within the Woolgoolga Town Centre to accommodate these needs. A detailed study would be required to address site-specific matters including traffic generation and drainage at the proponent's cost.

The relevant objectives of the s.117 *Ministerial Direction No. 7 – Commercial and Retail Development along the Pacific Highway, North Coast* are:

- To protect the Pacific Highway's function, that is to operate as the North Coast's primary inter- and intra-regional road traffic route;
- To prevent inappropriate development fronting the highway;
- To protect public expenditure invested in the Pacific Highway;
- To protect and improve highway safety and highway efficiency; and
- To reinforce the role of retail and commercial development in town centres, where they can best serve the populations of the towns.

The RTA have indicated a high level of concern with developing sites adjacent to the Pacific Highway ahead of the construction of the Woolgoolga by-pass. Any amendment to planning provisions for all or part of the 3D or 3E zoned areas would therefore need to demonstrate how they meet the direction objectives. Any subsequent development would require additional consultation with the RTA under *State Environmental Planning Policy No. 11 – Traffic Generating Developments* ('SEPP11') before the local council decides whether to approve a proposal.

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The Department of Planning has directed that when considering whether to resolve to prepare a draft LEP constituting a rezoning, councils should address a number of areas including: consistency with State and regional policies and Ministerial (section 117) directions; whether the draft plan would facilitate a permanent employment generating activity; whether the LEP would be compatible with surrounding land uses and whether the LEP is likely to create a precedent; or create or change the expectations of the landowner or other landholders.

Having considered these questions, Council may decide either to proceed with the proposed draft plan as a rezoning and to notify the Department, or to deal with the proposal as part of a broader plan. While the Department does aim to reduce the number of rezonings, it will consider rezonings on merit where it can be justified, including taking into account of the public interest and implications of not proceeding at this time.

Any resolution that Council makes to amend the LEP under Section 54(4) of the Environmental Planning and Assessment Act progresses to the Department's LEP Review Panel, and their decision is final.

Issues:

Due to an inability to attract consultants to undertake the review of the Woolgoolga Town Centre Business Lands as a stand-alone project in September 2005, the project was repackaged with the review of Coffs Harbour City Centre Development Control Plan. In February 2006 Council sought Expressions of Interest from suitably qualified consultants for the two projects to be undertaken together.

- **Review Methodology**

The Woolgoolga Business Lands Review ('Review') (circulated separately) addresses the current situation in Woolgoolga as it relates to the socio-economic and demographic characteristics of the trade catchment, characteristics of commercial land use demand, forecast demand growth and capacity to locate development of a size required to address this growth on sites within the study area.

The Review comprises a detailed assessment of the demand for retail Floor Space and defines the Woolgoolga Trade Area ('WTA') enabling a baseline for statistical analysis and comparison to NSW non-metropolitan averages for socio-economic characteristics such as household expenditure and unemployment rates. The population growth forecast used was the same as the Draft "Our Living City" Settlement Strategy, ensuring consistency with the NSW government's population forecast for Coffs Harbour City to 2030.

The review establishes the WTA has the potential for a significant level of growth in total household retail expenditure from approximately \$125m to \$197m (in constant 2006 dollars) by 2021. This is broken down by the two main development types:

- Supermarket

Based on forecast expenditure growing to \$49m (2011), the review justified a medium to large full-line supermarket in addition to one or two smaller supermarkets. This demand translates to 7,000m² of supermarket floor space. The current supply of approximately 1,600m² in supermarket floor space represents around 23% of forecast demand.

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The review forecasts that supermarket and grocery store expenditure will increase to \$57.2m (2016) and \$66.4m (2021), translating to more than 8,000m² in supermarket floor space. The review concludes that there would be sufficient expenditure in the trade area to warrant a full-line supermarket in Woolgoolga.

- Department Store

The review forecast department store expenditure generated by the WTA as \$13.5m by 2011 equating to a demand for 5,000m² in floor space. The WTA could support a 1,200m² to 1,500m² mixed variety store or discount department store to capture around one-third of the trade area's total department store expenditure.

The review supports the demand for a new full-line supermarket and discount department store based on the level of escape expenditure to other centres such as Moonee and Park Beach Plaza, but also acknowledges that new retail development of the suggested order will not eliminate escape expenditure to other centres.

• **Location Analysis**

The review examines the availability and suitability of locations for these uses. Provision for parking is necessary and the review estimates that around 200 car parking spaces would be necessary (requiring a further 6,000m² of site area).

When combined with the operational requirements allowing some area for deliveries, the total required site area (without additional specialty shops) would be around 1.2 to 1.5 hectares. Three core site location options within the study area that could be considered were, in order of location preference, as follows:

1. the existing town centre on Beach Street (Zone 3C);
2. corner of the Pacific Highway and Pullen Street, two parcels both currently unoccupied and in state of disrepair (Zone 3D); and
3. corner of Clarence Street and Pacific Highway (Zone 3E).

While the potential for attracting new retail development will have overall advantages for the Woolgoolga Retail Trade Area, there are clear site preferences in relation to the physical characteristics of land, including:

- good vehicular access with the opportunity to minimise traffic congestion;
- a site that is level or able to be leveled for providing at-grade car parking;
- the availability of sufficient site area through either redevelopment of larger sites, amalgamation of existing sites or the successful introduction of incentives to encourage redevelopment of multiple lots where fragmented ownership patterns exist; and
- ability to apply appropriate planning controls.

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- **Review Recommendations**

Due to the effect that new development will have in strengthening the viability of the existing retail centre, the existing Town Centre (3C Zone) area was identified as the preferred option in general for locating future retail development. The economic impact on the existing centre as a whole would be positive. Notwithstanding the fact that individual traders may experience added competition, other specialty stores could benefit by gaining additional anchor tenants. Business closures would likely be short-term and even if one of the existing supermarkets were to close, development will more than make good for that loss through replacement by a 'mini-major' (e.g. large fruit and vegetable outlet or a discount variety store). The overall effect on the centre as a whole would be more attractive to investment because of the addition of the anchor tenant/s.

Finding an appropriate site within the current 3C zone area presents the major impediment as large sites with at-grade car parking opportunities would only be obtained through site amalgamation and redevelopment, or a change of ownership and redevelopment of sites such as the Beach Caravan Park on crown land, and are therefore unlikely to occur in the medium-term timeframe.

The Clarence and River Street (3E Zone) option was identified as the second preferred area. Although separated from the town centre by some 400-500 metres and other non-business land uses along Beach Street, both the 3C and 3E zoned areas are located on the eastern side of the current Pacific Highway. Aside from being constrained by a sloping topography that limits effective pedestrian linkages, a previous application to develop a supermarket on the largest available site was refused on the grounds of traffic and safety.

The Pullen Street and Clarence Street/Pacific Highway (3D Zone) location was considered to have medium term disadvantages due to the probable increase in retail fragmentation of the town centre, the potential for closure of existing anchor tenants to impact on specialty shops, and the likely increase in conflict between local and through traffic on the Pacific Highway. The main advantage of this location is that the 3D zone does contain a suitably sized (1.4ha) site, with the potential to bring about redevelopment of a highly visible, serviced but currently underutilised site. The future possibility of such development is subject in the first instance to Council amending the LEP to enable consideration of a development application.

If Council wishes to pursue a short-term strategy to facilitate retail uses, the review suggests that only the land at the corner of Pullen Street and the Pacific Highway (Clarence Street) be rezoned to either 3E or 3C with associated restrictions as to an outlets floorspace size being implemented to restrict the size of tenancies to those greater than 1000m². The RTA and the Department of Planning would need to be consulted with regard to the impact of this option on the Pacific highway over the short-term.

The main obstacle to redevelopment of this area ahead of the bypass being constructed is that the Pacific Highway is an effective barrier to establishing a functional relationship between the Pullen Street and town centre retail areas. To consider locating a major traffic generator in the 3D zone ahead of the bypass construction would likely contribute to increased vehicle trips between the three areas, maintaining the fragmented nature of Woolgoolga's business lands over the short-term. Following the construction of a bypass however, the reduced level of through traffic would greatly add to the connectivity of these centres for local traffic and likely encourage multi-purpose vehicle trips with fewer vehicle trips on the Pacific Highway to other centres for supermarket and department store purchases.

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- **Areas outside the study area**

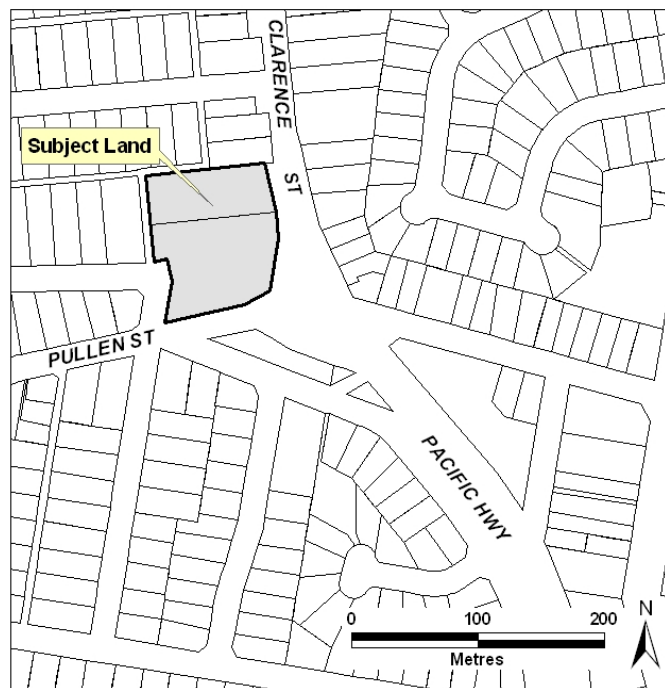
Owners of a site in the Bosworth Road Industrial Estate area over 1km south of the Woolgoolga town centre had requested that the industrial estate be considered for rezoning to enable an alternative location for development of supermarket uses. Review of this site by the consultant confirmed that because this option is furthest from the existing retail clusters it would not provide an opportunity to counter existing commercial fragmentation. The review found the industrial estate to be the least preferred option for locating future retail development because it would have little relationship with surrounding uses and the road hierarchy.

- **Conclusion**

This review provides an overall justification for seeking an amendment to the controls for the business zones in the Woolgoolga CBD in association with the current restrictions and future opportunities afforded by the bypass of the Woolgoolga town centre.

There are three options for progressing this matter:

- **Option A** - Make no amendments to the current LEP and consider review of zones as part of the Standard LEP review. This outcome would enable a change of all business zones and would meet the future timing of the bypass, in accordance with the requirements of the Department of Planning to progress minor amendments to the LEP in a 'strategic' manner;
- **Option B** - Commence a rezoning of only the site required (Lot 500, DP776362 and Lot 1, DP579511), refer to map below, for retail development greater than 1,000m² floorspace at the corner of Pullen Street and Clarence Street (Pacific Highway). This option would not be guaranteed to meet with the endorsement of the DoP's LEP Review Panel given the rezoning would enable assessment of a substantial traffic-generating development proposal ahead of the bypass. This could only be permitted by the Department of Planning where inconsistencies with existing frameworks are adequately justified, through consultation with the Department of Planning and RTA;



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- **Option C** - Commence a comprehensive and 'strategic' precinct amendment ahead of the Standard LEP review, inviting the involvement of the RTA and Department of Planning. This is unlikely to progress ahead of Options A or B given the likely resourcing need and the Department of Planning's requirement that Council's progress a strategic review of the LEP in accordance with the Standard LEP as a matter of priority.

It is recommended that Council commence Option B (above) by preparing a draft LEP involving specific and early consultation with the Department of Planning and RTA on timing of the bypass and the opportunity to site development alongside the current Pacific Highway. An amendment that matches infrastructure relocation planning at an early stage is more likely to contribute to the amenity and sustainability of the Woolgoolga business lands beyond the medium term.

Implementation Date / Priority:

Consultation with the RTA should progress to assist in reporting justification for the rezoning to the regional office for the Department of Planning.

Recommendation:

1. That Council note the findings of the Review of Woolgoolga Business Lands.
2. That Council actively engage the Roads and Traffic Authority and the Department of Planning in relation to the timing of the Woolgoolga bypass and planning for lands adjacent to the current Pacific Highway.
3. That Council, in accordance with Section 54 of the Environmental Planning and Assessment Act 1979, prepare a Draft Local Environmental Plan for Lot 500 in DP 776362 and Lot 1 in DP 579511, being 39 and 41 Clarence Street, Woolgoolga to rezone the land to a Business zone permitting retail development with a minimum 1,000m² floorspace per retail outlet/tenancy.
4. That the Planning Review Panel be requested to issue Council delegations to issue a certificate under Section 65 of the Environmental Planning and Assessment Act 1979 to allow Draft Coffs Harbour City Local Environmental Plan (Amendment No. XX), to be exhibited.

Purpose:

Advising that the consultants have now completed the draft final report for the Settlement Policy for Rural 1A Zoned Lands. It is recommended that the draft Policy be exhibited for a period of one month and that Council resolve to prepare a draft Local Environmental Plan to implement the Policy. The draft Local Environmental Plan (LEP) will be prepared during the exhibition period of the draft Policy.

Description of Item:

A moratorium on subdivision of Rural 1A zoned land has been in place since 2004 following the recommendation of the Commission of Inquiry. Council engaged consultants early in 2006 to prepare a new Settlement Policy for Rural 1A Zoned Lands. Following initial consultations with Council and key stakeholders at the end of March 2006 and a workshop with Councillors and staff on preliminary findings at the end of August 2006 the consultants have now completed the draft Policy for Council consideration. The draft Policy is developed from the outcomes of the consultations but primarily from GIS based analysis of land capability and land suitability mapping across the Rural 1A zoned lands.

- **Rural Lands Strategic Plan 2003 and Commission of Inquiry:**

The strategy adopted by Council in 2003 included the replacement of the 40-hectare minimum subdivision provision in the Rural 1A zone with “environmental subdivision” provisions which were intended to promote consolidation of larger lots for agricultural purposes in return for creation of 10-hectare allotments which would be suitable for horticulture or rural living. Effectively, two 40-hectare allotments could produce one 60-hectare allotment and two 10-hectare allotments. The provisions also operated to provide a bonus where land with environmental values was reserved (a minimum conservation area of 40 hectares was to be required).

The Commission of Inquiry process concluded (among other things) that 10-hectare allotments would be too large and more likely to be used for rural living pursuits than horticulture resulting in dispersed rural settlement. The Commissioner favoured reducing the lot size of the “bonus” allotments to two hectares rather than 10 and generally restricting additional lots to within two kilometres of existing villages.

The consultants have noted that although there was support at the time from the Department of Planning for a limited trial of the “environmental subdivision” provisions as recommended by the Commissioner, they are problematic due to inconsistency with the North Coast Regional Environmental Plan 1988 and also now the Standard Instrument (Local Environmental Plans) Order 2006. In effect, the two-hectare allotments proposed under the “environmental subdivision” provisions constitute concessional allotments which are not permitted under the new standard LEP template.

- **The Baseline Case**

At the commencement of the study process, the consultants identified the remaining development potential under the existing Rural 1A zone to be a maximum of a further 124 allotments with a minimum area of 40 hectares. It was also noted that of the 3,728 existing allotments in the Rural 1A zone, 3,392 (91%) are already less than 40 hectares.

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- **Land Capability Assessment**

The land capability assessment undertaken by the consultants has used available GIS data on the physical attributes of the Rural 1A zoned land to undertake a GIS based sieve analysis of a range of factors to generate potential areas for further consideration of options. The key capability constraints used were:

	Constraint Area
- Drinking water catchment	4,762 ha
- SEPP 14 wetlands	125 ha
- Bushfire prone vegetation	16,557 ha
- Steep slopes	2,910 ha
- Ecologically significant vegetation	19,510 ha
- Koala habitat area	13,064 ha
- Buffers to State Forests	5,776 ha

It should be noted that these areas are not mutually exclusive and there are significant overlaps (e.g. steep slopes may also be bushfire prone vegetation).

In addition, the land currently zoned Rural 1A but included within urban and rural residential investigation areas was excluded from analysis.

A further significant factor in the land capability assessment is the definition of agricultural lands which constitute a constraint to further rural settlement. Although the Department of Planning's Mid-North Coast Farmland Mapping project is not complete, preliminary results were made available to the consultants for use in the Rural Settlement Policy study.

The consultants have considered two scenarios for agricultural lands within the land capability assessment. The first takes the area mapped under the Farmland Mapping Project as a constraint which effectively overstates the area which would be a constraint to further rural settlement. The second utilizes previous mapping of agricultural land classes but only excludes Class I and II agricultural land to provide an approximation of the area which may be suitable for further consideration within the parameters applicable to the mapped "complementary lands" under the Farmland Mapping Project.

This process identified potential areas for further investigation which total 31.1% of the 45,785 hectares of Rural 1A zoned lands.

- **Land Suitability Assessment**

In addition to physical constraints the consultants' analysis considers other factors applicable to the suitability of land for rural settlement including accessibility (especially to community, health and education services), potential infrastructure maintenance issues and landscape character as a tourism asset. Where possible, suitability factors have been incorporated in the GIS analysis process e.g. through trip travel times between centres.

- **Draft Rural Lands Settlement Policy**

On the basis of the above analysis and consideration of the current State and Regional planning policy context the consultants have identified the following as the basis for the draft Policy:

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- Lifting of the moratorium on subdivision within the Rural 1A zone on the basis that the maximum potential is only 124 additional allotments across the LGA.
- Retention of the minimum subdivision size of 40 hectares for land identified for agricultural purposes.
- Retention of a special provision for six-hectare minimum allotment size on lands mapped for "coastal frost free horticulture" i.e. the mapped banana lands.
- Preference to be given to closer rural settlement rather than dispersed settlement across the Rural 1A zoned lands. This will include allowing dwellings on existing allotments of less than 40 hectares where they are within two kilometres of a nominated village. The suggested villages are Coramba, Nana Glen and Corindi Beach (subject to bushfire assessment).

Implementation of the Rural Lands Settlement Policy would be via a draft Local Environmental Plan which would be consistent with the new LEP template. The consultants have identified the following zones for implementation of the Policy:

- RU1 Primary Production – farmland mapped under the MNC Farmland Mapping Project.
- RU2 Rural Landscape – complementary lands mapped under the MNC Farmland Mapping project.
- E3 Environmental Management – ecologically significant or bushfire prone vegetation areas.

In addition to the zones, map layers within the draft LEP would identify the 40 hectare minimum subdivision area, the areas within two kilometres of villages where dwellings will be permitted on existing lots under 40 hectares and the coastal frost-free horticulture lands where the minimum subdivision size would remain six hectares.

Sustainability Assessment:

- **Environment**

The available information in relation to environmental values and constraints has been used as a fundamental part of the development of the draft Policy through direct consideration in the GIS mapping and indirectly through consideration of the cumulative impacts of development.

- **Social**

Social isolation and poor access to services is a major disadvantage of dispersed rural settlement. The draft Policy therefore focuses on increasing rural lifestyle opportunities within two kilometres of existing villages consistent with the findings of the Commission of Inquiry.

- **Economic**

Broader Economic Implications

The draft Policy recognizes that demand for rural lifestyle opportunities may impact on land values and provides for some limited additional opportunities for rural lifestyle allotments within the rural areas. Other economic factors including the value of agricultural production and the future direct and indirect costs to the community for infrastructure are also taken into account.

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Management Plan Implications

The completion of the Rural Lands Settlement Policy is part of the Strategic Planning Program 2006-2007 as adopted by Council.

Consultation:

The development of the draft Policy has included consultation with Council and with key stakeholders including industry groups and Government agencies.

A Communication Strategy has been prepared by the consultants for a proposed exhibition of the draft Policy.

Related Policy and / or Precedents:

Adoption of the draft Policy will ultimately replace the Rural Lands Strategic Plan adopted in 2003.

Statutory Requirements:

There are no statutory requirements applicable to Council's adoption of the draft Settlement Policy nor its method of exhibition. However, Council will need to prepare a draft Local Environmental Plan in accordance with the Environmental Planning and Assessment Act and accompanying Regulations to implement the draft Policy, once adopted.

Issues:

A number of significant issues are summarised below.

Firstly it appears that from the review of the previous Rural Lands Strategic Plan in 2003, the policy directions in that plan and the key recommendations of the subsequent public review clearly do not match the current State endorsed approaches to planning for rural lands. This has become evident through a comparison of the previous recommended and advocated approaches to rural planning and the endorsed current planning and legislative frameworks that apply to rural land.

Secondly, in linking the capability and suitability assessment of Rural 1A lands, it appears that these factors may not have been as significant a consideration. The social and economic arguments regarding the future of rural land appear to be incorrect as land capability and suitability at a broad strategic scale impacts significantly on the availability of rural land for other settlement options.

Finally testing the recommended approaches to planning for rural land has revealed that the future of rural settlement is unlikely to provide a significant change to current rural lands policy particularly having regard to the minimum lot size or other subdivision options.

The LEP template provides Council with an option of creating an endorsed Lot Size Map that subdivision in rural areas may be based on. The LEP template also makes provision for subdivision below the minimum lot size for primary production purposes, allowing flexibility for agricultural uses but does not include the potential for a dwelling on any lots created below the minimum lot size. The provisions relating to this circumstance are compulsory if a subdivision includes land within the rural zones.

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Strategically, the future for rural lands in Coffs Harbour LGA includes the preferred option for closer settlement in close proximity to rural established villages and retention of the 40-hectare minimum rural subdivision size. This is consistent with, and draws together the steps that Council has taken to develop strategies for urban and rural residential living within the City.

Implementation Date / Priority:

The Rural Lands Settlement Policy will be implemented in two phases – initially the removal on the subdivision moratorium on adoption of the Policy early in 2007 and implementation of new zones and development controls through gazettal of a Local Environmental Plan late in 2007.

Recommendation:

- 1. That Council endorse the draft Settlement Policy for Rural 1A Zoned Lands for the purpose of public exhibition.**
- 2. That the draft Policy be exhibited for a period of one month and community consultation be undertaken within that period in accordance with the Communication Strategy proposed by the consultants.**
- 3. That a draft Local Environmental Plan be prepared to implement the recommendations of the draft Policy.**
- 4. That the Department of Planning be advised of Council's decision in accordance with Section 54 of the Environmental Planning and Assessment Act.**
- 5. That the draft Policy be circulated to relevant Government agencies concurrently with consultation under Section 62 of the Environmental Planning and Assessment Act.**
- 6. That upon completion of exhibition of the policy, a report to Council be prepared.**

Purpose:

To amend Council's Policy on Septic/Holding Tanks Systems, to incorporate Recommendation EN21 of the City Services Committee adopted by Council on the 20 April 2006, Minute No: 48 – "that no new pump outs be permitted throughout the City" and to link Councils On-site Sewage Management Strategy 2006, which has also being reviewed, to the policy.

Description of Item:

- **History**

The Policy:

The policy was originally adopted in 1989 and reviewed in 2005 and permitted pump out systems in areas where sewer is planned in the near future, or where on-site disposal is not possible. As the number of these types of systems will be substantially reduced with the connection of the northern beaches to sewer, the cost of servicing the remaining systems has become very high for property owners, resulting in many complaints and demands for sewer in other areas where it remains uneconomical to be provided.

The environmental risks from this type of system, and the possibility of illegal disposal of waste from them, are both high.

The Strategy:

In 1999, the Local Government (Approvals) Regulation was introduced by the NSW State Government, facilitating more effective Council regulation and performance supervision of on-site sewage management systems.

Under section 68 (F10) of the Local Government Act 1993 and clause 45 of the Local Government (Approvals) Regulation 1999, the operation of an on-site sewage management system was determined to be a prescribed activity. This meant that all owners must apply to Council for an approval to operate their system.

This Regulation further required Councils to prepare an On-site Sewage Management Strategy, and maintain a register of all on-site sewage management systems within their local government area.

High-risk systems were granted a two year approval, while lower risk systems were granted a five year approval; inspections were done of all systems within two years of the adoption of the original Strategy, ie 2000 and 2001.

The inspection due dates for all systems were staggered by locality to assist in evenly spreading the demand for inspections which were predominantly done utilising accredited contractors. It was also expected that this would also spread the administrative load on council. Unfortunately this approach together with the lack of awareness in the community proved to be an administrative difficulty.

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- **Current**

Since implementing Council's On-site Sewage Management Strategy in 1999, all on-site systems have been inspected at least once. Approximately 20% have had works undertaken to rectify problems.

There is evidence that community awareness about on-site sewage management has improved, less pollution of our creeks, rivers and estuaries, and less complaints about failed systems. Council has also been able to determine that the majority of systems pose minimal risk while some, due to their locality may if not monitored regularly pose a much higher risk.

Sustainability Assessment:

- **Environment**

Under Council's existing on-site sewage management strategy, high-risk systems are defined as all systems on properties less than one hectare and/or all systems within 50 metres of a permanent watercourse. These systems are currently inspected and granted approval on a two year basis. Under Council's reviewed strategy, this will continue. Other systems will be approved to operate for five years and will be inspected at least once in this five year period.

Council will be conducting audits of systems inspected by the accredited contractors to ensure consistency across the Local Government Area (LGA). There will also be a renewed emphasis on educating owners about proper care and maintenance requirements of their systems including why there is a need for continual vigilance.

- **Social**

Following Council's adoption of the On-site Sewage Management Strategy 2000, numerous complaints were received, particularly in regard to the ongoing registration fees, the necessity for two yearly inspections, and the separately raised inspection fee.

However there was a marked reduction in the number of complaints about failing septic systems.

With the properties in the northern beaches areas progressively connecting to the recently commissioned sewer, the number of onsite systems will reduce by 388 systems, however even without these, the total number of systems in the LGA has and will continue to increase, principally in rural residential areas which are unsewered.

The proposal to include the inspection fee as part of the application fee, paid over the approval to operate period, that is either two year or five years, and collected via the rate notice will be more affordable for the community and reduce councils recovery and administration costs.

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- **Economic**

Broader Economic Implications

With the registration fee included on the rates notice Councils administration and recovery costs have been reduced, but currently the inspection fee is billed separately. The draft Strategy now proposes that the existing registration fee on the rate notice, collected over the two or five year 'approval to operate' period will include the inspection fee as well as cover the administration cost of the system. This will further reduce Council's administration costs, and hence contain the cost to the ratepayer.

Management Plan Implications

The management of the On-site Sewage Management Systems registration has proved to be administratively complex. Examples of the activities needed to be undertaken in the program include:

- reassessment and reclassification of systems;
- assessment and classification of applications and systems;
- training of licensed plumbers and contractors;
- auditing of inspections carried out by contractors;
- provision of inspection books and information;
- maintenance of records, e.g. inspections, failures, property details, change of ownership, approvals;
- correspondence, e.g. letters to owners and contractors, applications, reminders, approvals, Orders;
- dispute resolution and complaints;
- follow up on inspection failures (approximately 1,000 failures thus far); and
- telephone inquiries.

The draft Strategy also proposes to simplify the inspection procedures by Council co-ordinating the process directly. The LGA will be divided into zones and accredited contractors will be asked to quote for providing the inspection service in as many zones as they wish. The zones will have roughly equal numbers of systems but it is expected that the inspection costs in some zones will be higher than in others due to travel and concentration of systems. Council will advise residents of the window for the inspections and who the accredited contractor is; there will be no separate billing for this inspection either by the contractor or by Council. Where inspections cannot be carried out by a contractor, Council's officers may carry out these inspections. Requests can also be made for a Council officer to do an additional inspection if the contractor's assessment is challenged subject to a fee.

The proposed implementation of the proposed Strategy will have no affect on the 2006/07 Fees and Charges. These will be reviewed in conjunction with the development of Council's 2007/08 Management Plan.

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Statutory Requirements:

Council continues to have a statutory obligation to supervise On-site Sewage Management Systems under:

- **Local Government Act 1993**
 - Chapter 7, Part 1 – Approvals
- **Local Government (General) Regulation 2005**
 - Part 2 – Approvals relating to management of waste.

Implementation Date / Priority:

The Policy:

The amended policy requires public exhibition for 28 days then reconsideration by Council for adoption.

The Strategy:

The draft On-Site Sewage Management Strategy 2006 is an administrative document that will take effect with the adoption of the amended policy.

Recommendation:

1. That the amended Septic/Holding Tank Systems Policy, Attachment A, be put on public exhibition, with copies being made available at Council Libraries, the Council Administration Building as well as local shops at Coramba, Nana Glen, Red Rock, Lowanna and Ulong.
2. That the amended Septic/Holding Tank Systems Policy, Attachment A, be on public exhibition for a period of 28 days.
3. That the draft On-Site Sewage Management Strategy 2006, Attachment B, be noted.
4. That fees required in Councils On-site Sewage Management Strategy be set annually by Council's Management Plan.

Attachments:

Attachment A

**COFFS HARBOUR CITY COUNCIL
PUBLIC HEALTH - ASSOCIATED POLICIES**

SEPTIC / HOLDING TANK SYSTEMS

Policy Objective:

To maintain public health and prevent pollution.

Policy Statement:

1. In areas where a sewerage system is not planned, the building will need to be designed and sited so as to permit the disposal of wastes within the confines of the property using a method of disposal approved by the Health Department of New South Wales and in accordance with Council's Onsite Sewerage Management Strategy (as amended).
2. To adopt the revised Onsite Sewerage Management Strategy 2006 (as amended) as required by the Local Government Act to provide the mechanism for the approval to install, operate, maintain and regulate Onsite Sewerage Management Systems.
3. Fees and charges associated with an approval to operate and inspections to be in accordance with Council's Management Plan.
4. That NO new pumpouts be permitted throughout the City. (Council Minute 48, 20-4-2006).
5. Existing premises having a septic tank pumpout system incorporating a tanker removal service in areas where a sewerage system is not planned, be encouraged to convert, with Council's approval, to an approved onsite disposal system.
6. Future subdivision not be permitted in unsewered areas unless the allotments are such a size as to permit the disposal of wastes within the confines of each individual allotment without causing a nuisance.

Operating Guidelines:

Further information may be obtained from the Health Branch.

Department: Land Use, Health and Development
Principal Activity: Health Services / Liquid Waste Management
Related Legislation:

Purpose:

In mid 2003, Coffs Harbour City Council's in house heritage advisor reviewed the best practice advice contained in the Heritage Office publication "***Eight Suggestions on How Local Councils Can Promote Heritage Conservation***". Drawing on the information outlined in the "eight suggestions", the following actions were undertaken (see related Council Minute Nos. 50 of 23 May 2002 and 154 of 4 September 2003):

1. **Establish a heritage executive committee** for an interim period of three years to assist the council to actively promote heritage conservation;
2. **Survey and legally protect** all the heritage items in its area;
3. **Put in place good measures to assess all development applications** involving heritage items;
4. **Encourage best practice heritage conservation** through providing free heritage advisory services, promotion and incentives; and
5. **Lead by example by taking good care of its own heritage items** - halls, school of arts, cemeteries, historic parks, street trees, etc.

A heritage strategy was then devised based upon these broad aims. This report:

- (a) summarises the performance of the heritage strategy to date; and
- (b) outlines the heritage strategy for the following three-year period.

Description of Item:

Council appointed an "in house" heritage adviser in mid 2003. The NSW Heritage Office provided funding toward the cost of the duties applicable to a heritage advisory program, as well as the establishment of a local heritage fund to assist landowners of heritage listed sites in the general maintenance and care of their properties.

A strategic heritage plan was then prepared. The plan included the establishment of a Heritage Committee to oversee the implementation of the heritage advisory program and the allocation of the heritage fund monies.

Issues:

- **Role of Heritage Adviser**

The primary goal of the heritage adviser and of a heritage advisory program is to assist Council and the community to have appropriate measures and management in place so as to best conserve and best present the heritage of the area. Heritage items include buildings, sites, relics, heritage landscapes, precincts e.g. main streets, cemeteries, archaeological sites, industrial heritage sites and movable items.

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• **Duties of Heritage Adviser**

- (a) In line with the primary goal of the adviser, it is required that the adviser reviews the adequacy of the educational, management and promotional arrangements for heritage in the area and take steps to correct deficiencies.
- (i) **Education** – the adviser makes a group-by-group review of the heritage educational needs for local Council staff, Councillors, professionals and trades people, schools and the local community generally.
- (ii) **Management** - the adviser reviews the current heritage arrangements, including the establishment of a Heritage Committee to the Council, the survey and protection of items, the dissemination of adequate and appropriate information to owners about the listing, protection and general care of heritage items and the way in which change to heritage items and sites is managed by the Council.
- (iii) **Promotion** - the adviser reviews what pro-active steps have to be taken to promote heritage conservation. Such measures may include:
- the commissioning of main street studies;
 - the establishment of local heritage funds;
 - the preparation and distribution of appropriate information (brochures) to assist the local community to understand and conserve heritage items;
 - the establishment of heritage trails;
 - the interpretation of specific sites;
 - the active pursuit of cultural tourism in the area.
- (b) to be familiar with all previous heritage studies and in particular, the recommendations of heritage studies and encourage the implementation of these recommendations where appropriate;
- (c) provide advice to property owners with respect to any alterations and conservation work to be undertaken to heritage items. This work is generally to be restricted to providing sufficient advice for the owner to proceed in a way which will have a positive outcome for the heritage item concerned. It is not intended that the adviser replace the role of a normal architectural service in supplying working drawings for example. In particular, where the job is large it should be handled by an independent architect, although it is accepted that a somewhat greater level of advice and support may be provided where the item is owned by a non-profit community group or by Council;
- (d) assist the Council in managing change by providing advice on all relevant development applications and construction certificates involving heritage items and issues;
- (e) compile a list of suitably qualified and experienced local architects, engineers and other conservation tradesmen and suppliers for the purpose of providing advice to heritage owners;
- (f) monitor the condition and maintenance of heritage items in the area;
- (g) where necessary, supervise a Council commissioned conservation study;
- (h) assist all owners of heritage items, where necessary, to apply for funding under the Heritage Assistance Program;
- (i) provide advice concerning matters for action under the Heritage Act, 1977 where requested by the NSW Heritage Office; and

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- (j) establish the collection of heritage resource material including photographs to assist heritage conservation and promotion in the area.

- **Role of the Heritage Executive Committee**

The Heritage Executive Committee has a charter to:

- endorse the heritage strategy;
- assist Council to actively promote heritage conservation;
- assist with any study or survey to legally protect heritage items;
- advise Council and the community on planning, management and promotion of the City's heritage resource;
- oversee the implementation of the heritage fund;
- encourage best practice heritage conservation;

The composition of the Heritage Executive Committee is:

- the heritage adviser;
- a Coffs Harbour Museum society representative;
- a Coffs Harbour Local Aboriginal Land Council representative (the coordinator left in December 2005 and other representatives have been invited to attend the committee);
- a Sawtell and District Progress Association representative;
- a Coffs Harbour Heritage Trust representative;
- 3 Community Representatives

- **Heritage Strategy**

A performance review of the Coffs Harbour City Council heritage strategy from 2003-2006 is attached to this report. The proposed heritage strategy 2006-2009 is also attached, and includes:

- the continuation of the Heritage Executive Committee;
- survey/protect items;
- produce heritage brochures;
- establish and administer local heritage fund;
- establish themed heritage trails;
- establish heritage plaques and signs;
- promote cultural heritage.

The strategy summarises the way Coffs Harbour City Council will achieve implementation of its heritage program. The 2006-2009 heritage strategic plan was presented to, and endorsed by the Heritage Executive Committee on 31 August 2006.

- **Heritage Fund**

The established heritage fund, with Council and the NSW Heritage Office matching dollar for dollar, is made up of \$5000 from Coffs Harbour City Council.

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The fund is used for development/alterations/maintenance occurring to heritage items or within conservation areas.

Benefits of the fund are:

- encourages conservation and promotes positive community attitude to heritage consideration;
- encourages work on heritage items;
- provides a tool to target particular projects.

Sustainability Assessment:

- **Environment**

Coffs Harbour has European/non Aboriginal heritage items from the mid 19th century. Many of these items provide first hand information about how Coffs Harbour developed, who played their part in development, how they lived their lives and how they built their living environment.

These items provide Coffs Harbour with its built heritage and are therefore worthy of passing on to future generations.

- **Social**

Conserving our heritage helps us to understand our past and to contribute to the lives of future generations. It gives us a sense of continuity and belonging to the place where we live; a sense of place.

- **Economic**

Maintaining heritage items provides scope for the employment of people with specialist skills and training.

Heritage items can readily be promoted and become an integral component of Council's tourist and business attraction program.

Maintenance of heritage items is beneficial to the economic development of the City.

Broader Economic Implications

Implementing the Strategy will assist in the promotion of tourism and culture in the Coffs Harbour area, which will in turn foster an environment that will enable broader economic development of the Coffs Harbour area.

Management Plan Implications

Council has accommodated for Heritage related issues and expenditure within the current Management Plan and Strategic Planning Program.

Consultation:

Consultation was undertaken with the Heritage Executive Committee, Coffs Coast Tourism, and the Local Aboriginal Land Council. Council's Place Committee coordinator was also consulted during the formulation of the Strategy.

Related Policy and / or Precedents:

Council, in 2003, adopted an initial Heritage Strategy Plan. This Strategic Plan summarised in this report builds on the initial Plan and proposes strategic actions that can be reviewed again after a three year period.

Statutory Requirements:

Council is required under the Environmental Planning and Assessment Act to include a schedule of Heritage Items within its Local Environment Plan. A heritage study identifies and assesses heritage items in accordance with the key historical themes of the area. It also makes recommendations on policies Council can adopt to protect and conserve the identified heritage items. The LEP translates the recommendations of the Heritage Study into a local document that provides a broad framework for future management of the area's heritage.

Implementation Date / Priority:

Should Council choose to endorse the Heritage Strategy, it is envisaged that the Strategy be publicly exhibited immediately. Should no significant submissions be received, then the Strategy could be adopted immediately following the public exhibition period.

Conclusion:

This report demonstrates that the Heritage Advisory Program is progressing well, as shown in the performance review of the Heritage Strategic Plan 2003 – 2006, see Attachment A. The proposed Heritage Strategic Plan 2006 - 2009, included as Attachment B outlines the framework in which the Heritage Advisory Program will continue to operate over the next three years and beyond.

The Heritage Strategic Plan Table, included as Attachment C summarises the proposed strategic actions within the Heritage Strategic Plan.

Recommendation:

That Council:

1. **Endorse the Heritage Strategic Plan 2006 – 2009 to enable public exhibition of the document for a 30 day period.**
2. **Provided that no significant submissions are received endorse the adoption of the Heritage Strategic Plan 2006 – 2009.**

<p style="text-align: center;">SUMMARY OF THE PERFORMANCE OF THE HERITAGE STRATEGY FOR COFFS HARBOUR CITY COUNCIL, 2003-2006.</p>
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In mid 2003, Coffs Harbour City Council reviewed the best practice advice contained in the Heritage Office publication “***Eight Suggestions on how Local Councils can Promote Heritage Conservation***”. Drawing on the information outlined in the ‘eight suggestions’, Council resolved to:

6. **Establish a heritage executive committee** for an interim period of three years to assist the council to actively promote heritage conservation and in particular to:
 - assist with the survey work noted in 2 below;
 - Advise Council and the community on planning, management & promotion of the City's heritage resources;
 - To oversee the implementation of the Local Heritage Fund.

Actions undertaken 2003-2006: Council established a heritage executive committee in 2003 / 2004 comprising:

- The Heritage Contact Officer;
- A Coffs Harbour Museum society representative;
- A Coffs Harbour Local Aboriginal Land Council representative (the coordinator left in December 2005 and other representatives have been invited to attend the committee);
- A Sawtell and District Progress Association representative;
- A Coffs Harbour Heritage Trust representative;
- 3 Community Representatives

Since its inception, the committee has been actively involved with the above-mentioned activities. Examples of this include:

- (a) the continued investigation of items for heritage listing,
- (b) development of a heritage trail brochure,
- (c) assistance in the development of the Maritime & RTA Heritage Trails,
- (d) assistance with the development of the Coramba Bridge Conservation Management Plan, and
- (e) providing feedback on development proposals within the Heritage Conservation Areas of Coramba and Sawtell.

7. **Survey and legally protect** all the heritage items in its area.

Actions undertaken 2003-2006: Council's in-house heritage contact officer and members of the Heritage Executive Committee have continued to use the 1997/1998 heritage study as a basis to preparing a more comprehensive list of heritage items in Coffs Harbour City Council's Local Environmental Plan 2000 (LEP 2000).

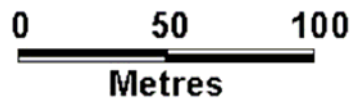
LEP 2000 currently lists 46 individual items in the Heritage Schedule, see below. The 1998 Heritage Study assessed an additional 70 items. This list is being further refined with input from the Heritage Executive Committee. Members of the Heritage Executive Committee are actively collecting data on some 50 additional items with an aim to list them. These items have not previously been included in the Heritage Study and on the LEP.

SCHEDULE 5 – HERITAGE ITEMS

ITEM DESCRIPTION	LEVEL OF SIGNIFICANCE	PROPERTY DESCRIPTION
Arararra		
Fish Traps - Arararra Headland	Regional	N/A – Map Reference '56' 519380E 6674440N Woolgoolga 9537-4-N
Bonville		
Former Post Office - Gleniffer Road	Local	Lot 2, DP805047
Anglican Church - Gleniffer Road	Local	Lot 46, DP938419
Bonville Hall - East Bonville Road	Local	Lot 70, DP755536
Coffs Harbour		
Residence - 4 Azalea Avenue	Local	Lot 2, DP714437
Residence - 20 Korff Street	Local	Lot 12 & 13, Sec 2, DP5661
Former Police Station & Court House – 215 High Street	Local	Lot 1, Sec 11, DP758258
Bunker Gallery – City Hill Drive	Local	Lot 21, DP867844
Coffs Harbour Jetty		
Residence - 10 Collingwood Street	Local	Lot 10, DP881287
Residence – 151 Edinburgh Street	Local	Lots A & B, DP366102
Residence - 23 Moore Street	Local	Lot 3, Sec 61, DP758258
Post Office - 350 High Street	Local	Lot 1, DP211339
Buried Trestle Bridge - Foreshore	Regional	Lot 21, DP850150
Tramway Line Site - Foreshore	Regional	Lot 21, DP850150
Butter Factory - 321 High Street	Regional	Lot 1, DP845202
Butter Factory Pool and Park	Local	Lot 277, DP752817
Coffs Harbour Jetty	State	N/A
Jetty Theatre – 337 High Street	Local	Lots 11 & 12, Sec 65, DP758258
Coramba		
Residence - 15 Hartleys Road	Local	Lot 175, DP752834
House & Bakery - 39-41 Gale Street	Local	Lots 25-28, Sec B, DP3951
Police Station - 71-73 Gale Street	Regional	Lot 2, DP574408
Coramba Hall – 4 Dorrigo Street	Local	Lot 2, Sec A, DP3971
Dairyville		
Residence - 'Braeside' - 201 Dairyville Road	Regional	Lot 21, DP582871
Residence - 'Creeside' - 221 Dairyville Road	Regional	Lot 5, DP262769
Residence - 169 Dairyville Road	Regional	Lot 40, DP735011
Emerald Beach		
Look-At-Me-Now Headland	Local	Lot 3, DP800108
Shelley Beach Graves	Local	Lot 3, DP800108
Karang		
Residence - 843 Coramba Road	Local	Lot 1, DP963666
Lowanna		
George's Gold Mine	Regional	Lot 25, DP752824
Lowanna Railway Station – off Camp Creek Road	State	N/A
Nana Glen		
Residence - 'Edgefern' - Eastbank Road	Regional	Lot 333, DP719001
Nana Glen Rail		
St Peters Church - 47 Grafton Road	Local	Lot 52, DP620497
Orara (Upper)		
Shed - 420 North Island Loop Road	Regional	Lot 11, DP802379
Anglican Church - Upper Orara Road	Local	Lot 2, DP931299
Sapphire		
Residence - 18 Split Solitary Road	Local	Lot 2, DP628408
Sawtell		
Rock Pool - Bonville Headland	Local	Part CR 81703
Sawtell Reserve Hall	Regional	Part CR 81703
Ficus 'Hillii' Trees - First Avenue	Local	Road Reserve
Sawtell Hotel - 51-55 First Avenue	Regional	Lots 1 & 2, Sec 19, DP14800
Anglican Church - 15 Elizabeth Street	Local	Lot 10, Sec 10, DP17282
Timmsvale		
Timber Mill - Timmsvale Road	Regional	Lot 68, DP602638
Ulong		
Timber Mill	Regional	Lot 17, DP866535
Ulong Railway Station – Pine Avenue	State	N/A
Woolgoolga		
BAT Co Relics - 65 River Street	Local	Lot 682, DP618948

There are two heritage conservation areas, refer following maps.

**SCHEDULE 6
DIAGRAM 1 – SAWTELL
HERITAGE CONSERVATION AREA**



**SCHEDULE 6
DIAGRAM 2 – CORAMBA
HERITAGE CONSERVATION AREA**



A further Sawtell specific Heritage study was undertaken in 2002. This document recommended listing some 16 individual items (see table below) currently within the conservation area as well as an extension to the heritage conservation area. This matter was reviewed by CHCC following initial public exhibition from 1 July 2002 to 2 September 2002. The matter was re-exhibited from 15 February 2006 to 15 March 2006. Of the submissions received from both public exhibition periods, no objections were received regarding the listing of additional heritage items. CHCC has re-endorsed, by resolution (PED 12 – 20 April 2006), the additional individual listings and the extended area and has resubmitted LEP Amendment 19 to the Department of Planning on 12 May 2006 to have the area and items gazetted. Although DoP are yet to gazette LEP No. 19, this exercise continues to advance. Council staff have been in contact with DoP staff regarding the progress of LEP No. 19 but as at 24 October 2006 LEP No. 19 is still being processed by DoP.

Schedule 1 Amendments

[1] **Schedule 5 – Heritage Items**

Add the following items under the heading **Sawtell**:

ITEM DESCRIPTION	LEVEL OF SIGNIFICANCE	PROPERTY DESCRIPTION
Shops & dwellings – 8-14 First Avenue	Local	Lot G, DP362060
Office – 12-16 First Avenue	Local	Lot F, DP362060
Shop – 18 First Avenue	Local	Lot E, DP362060
Bank – 20 First Avenue	Local	Lots 181 & 182, DP600370
Shop – 26-30 First Avenue	Local	Lot 16, DP18379
Office & Dentist – 34-36 First Avenue	Local	Lot D, DP22356
Flats – 66-68 First Avenue	Local	Lot 28, Sec 21, DP32212 Lot A, DP420494
Shops & dwellings – 63-67 First Avenue	Local	Lot 7, DP857331
Shop – 45-49 First Avenue	Local	Lot 3, Sec 19, DP14800
Shop – 31-33 First Avenue	Local	Lot 1, DP359683
Cinema – 25 First Avenue	Local	Lot 102, DP846196
Restaurant – 21-23 First Avenue	Local	Lot 1, DP622641 Lot 6, Sec 19, DP14800
Public Reserve – Noreen Anderson & Dora Climpson Memorial Gardens (central landscaped area)	Local	Road Reserve

Development Impact

In the assessment of any development of a heritage item; or within a heritage conservation area or on land adjoining a heritage item or adjoining a conservation area; Coffs Harbour City Council must consider a statement of heritage impact/conservation plan. This process allows Coffs Harbour City Council to consider the heritage significance and the impact of the proposal. Such consideration would include assessment of (but not limited to):

- (i) the pitch and form of the roof;
- (ii) the style, size, proportion and position of openings for windows and doors;
- (iii) the colour, texture, style, size and type of finish of materials to be used.

Specific examples of work undertaken to date include:

- (a) sites identified through Heritage Executive Committee member's research proposal – "Understanding Conflict and Resolution in Heritage Conservation: Coffs Harbour – A Case Study",
- (b) inclusion of additional sites to Sawtell Heritage Conservation Area
- (c) Revision of Heritage Items contained in the Coffs Harbour Local Environmental Plan 2000, and
- (d) Coramba Bridge Conservation Management Plan.

8. Put in place good measures to assess all development applications involving heritage items

Actions undertaken 2003-2006: Coffs Harbour City Council has reviewed its current practice with its heritage contact officer to ensure that best practice arrangements have been put in place. Such arrangements include:

- (a) Any Development proposals on or adjacent to heritage listed properties, or properties contained in Conservation Areas are referred to Council's in house heritage contact officer for comment in consultation with the Heritage Executive Committee.
- (b) Development Assessment Checklists and appropriate mapping are used to identify such sites.

Examples of this include comments and requirements provided by Council's in house heritage contact officer in consultation with the Heritage Executive Committee on a number of

development proposals to heritage listed properties, and/or potential heritage listed properties located at Sawtell, Coramba and Moonee Beach.

During the last 12 months there has been no loss of heritage items listed on LEP. Several items have been added to the LEP Schedule.

Several items have been discovered for further research and heritage listing. These items had not been identified on previous heritage studies or assessments.

9. **Encourage best practice heritage conservation** through providing free heritage advisory services, promotion and incentives.

Actions undertaken 2003-2006:

- (a) Coffs Harbour City Council has continued its heritage advisory service at current levels.
- (b) Progression of the development of a LGA wide heritage trail brochure.
- (c) Coffs Harbour City Council has initiated a local heritage fund of \$10,000 each year, for 3 years (fund commenced in July 2004), to encourage owners to undertake conservation work. Priority was initially given to projects in the main street and the conservation area of Coramba (including private residences).
- (d) Progression of the development of themed heritage trails throughout the City, with a focus on the Conservation Areas of Sawtell and Coramba, as well as rural heritage.
- (e) Orara Valley Place Committee currently looking to establish Heritage Plaques on significant sites in Coramba and surrounds, which are to be subsequently incorporated into both themed and LGA wide heritage trails.
- (f) Incentives utilised providing flexible land uses in residential areas for properties within Conservation Areas or heritage listed in Coffs Harbour Local Environmental Plan 2000.
- (g) Ongoing promotion of "cultural heritage" of the area through heritage trails and brochures e.g. Aboriginal heritage, Sikh community.
- (h) Several briefings have been held with Councillors, with topics varying from general updates on changes to the Heritage Act, as well as specific issues relating to proposals for increasing the Sawtell Heritage Conservation area and individual development applications. These sessions have reinforced
 - (i) the importance of heritage,
 - (ii) the role of the heritage contact Officer,
 - (iii) the role of the heritage executive committee,
 - (iv) implementation of the heritage programme and
 - (v) dealt with specific heritage matters associated with assessment of development applications or urban release areas (Hearnes Lake Sandy Beach DCP; Red Rock Corindi LES/LEP/DCP.)
- (i) Two additional CHCC staff members have been introduced to the Heritage Advisory service. One of the officers is now assisting with the day-to-day management and implementation of the Heritage Strategy.
- (j) Coffs Harbour City Council has updated its information sheet on heritage matters. This is not a specific statutory planning instrument, however it has been developed as a guideline to control and guide conservation of heritage items in Coffs Harbour.
- (k) The pursuit of heritage tourism – by providing information and documentation to the RTA for its Summerland Way Heritage Drive brochure. The brochure will assist promoting Tourism in the Rural Villages of Coramba (which has an established Conservation Area), Nana Glen and hinterland areas.

- (l) preparation of advertisements and providing editorial, to locally circulating newspapers addressing topics such as *What is Heritage*; and *So your house is Heritage Listed – What does that mean?*

10. **Lead by example by taking good care of its own heritage items** - halls, school of arts, cemeteries, historic parks, street trees, etc

Actions undertaken 2003-2006:

- (a) Curator appointed in July 2006 to Coffs Harbour Museum.
- (b) CHCC secured the transfer of ownership of the timber Coramba Bridge, an Allan Truss Structure from the RTA. A Heritage Conservation Plan of Management for the Bridge and the adjoining Old Butter Factory and Church site has been completed and works to implement maintenance and associated streetscape enhancement continues.
- (c) Refurbishment of Jetty Theatre in 2004.
- (d) Continued maintenance of the “Jetty” structure and the Coramba Timber Bridge.
- (e) Implementation of streetscape plans and works (value of \$150,000) to enhance the Sawtell Conservation Area. This involved extensive community consultation.
- (f) Implementation of the streetscape works associated with the village of Nana Glen.
- (g) Place Committees established the 'Branding of the Bollards' exercise undertaken within the Conservation Area of Coramba.
- (h) Community hall upgrading undertaken e.g. Upper Orara Hall (listed item on LEP 2000).
- (i) Ongoing maintenance of Ficus sp trees in Sawtell Conservation Area (listed item on LEP 2000).

HERITAGE STRATEGY FOR COFFS HARBOUR CITY COUNCIL, 2006-2009
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Continuing the use of the best practice advice contained in the Heritage Office publication “***Eight Suggestions on how Local Councils can Promote Heritage Conservation***”, Council is committed to:

1. **Continue the Heritage Executive Committee** for an ongoing period (to be reviewed on an ongoing basis every three years) to assist Council to actively promote heritage conservation.

Actions to be undertaken:

- (a) Continue to assist with the survey work noted in 2 below.
- (b) Continue to advise Council and the community on planning, management & promotion of the City’s heritage resources.
- (c) Continue to oversee the implementation of the Local Heritage Fund.

2. **Continue to survey and legally protect** all the heritage items in its area.

Actions to be undertaken:

Coffs Harbour City Council staff and the Heritage Executive Committee are to continue to use the 1998 heritage study, public submissions and other relevant studies including the Sawtell specific Heritage study undertaken in 2002, with a view to preparing a more comprehensive list of heritage items in Coffs Harbour City Council Local Environmental Plan 2000 in the short term (ongoing), and the Standard Instrument LEP in the medium to long term (by 2011 and ongoing thereafter).

3. **Put in place good measures to assess all development applications** involving heritage items.

Actions to be undertaken:

Coffs Harbour City Council to review its current practice with its in house heritage contact officer, and Heritage Executive Committee to ensure that best practice arrangements are maintained and improved where necessary with regard to development affecting heritage listed properties under Coffs Harbour City Council Local Environmental Plan 2000 in the short term (ongoing), and the Standard Instrument LEP in the medium to long term (by 2011 and ongoing thereafter).

Additional briefing to be undertaken with Land Use Assessment and Management staff regarding listed and unlisted heritage items, and consequences for Development Applications on those sites and adjacent sites.

4. **Encourage best practice heritage conservation** through providing free heritage advisory services, promotion and incentives

Actions to be undertaken:

- (a) Coffs Harbour City Council to continue its heritage advisory service at current levels.
- (b) Coffs Harbour City Council to, for the next 3 years, issue simple heritage brochures with the first mail out of its main rates notice – each of the brochures to cover a different aspect of heritage.
- (c) Coffs Harbour City Council to continue its local heritage fund for an ongoing period of 3 years (subject to continued funding), to encourage owners of heritage listed properties

and properties contained in the Conservation Areas of Sawtell and Coramba to undertake conservation work.

- (d) Continue to establish themed heritage trails throughout the City, with a focus on rural heritage and landscapes and the Conservation Areas of Coramba and Sawtell.
 - (e) Establish appropriate Heritage Plaques and/or signs to be located on significant sites and incorporated into the heritage trails.
 - (f) Continue to promote "cultural heritage" of the area, e.g. Aboriginal heritage, Sikh community etc.
 - (g) Continue to promote the Cultural/Social heritage of the area through Festive Days and special events that promote cultural heritage - Curryfest on the Northern Beaches.
 - (h) Incorporate, establish and promote Glenreagh Mountain Railway activities in the villages of Ulong and Lowanna (as identified by the communities of Ulong and Lowanna through the formulation of their Community Plan).
5. **Lead by example by taking good care of its own heritage items** - halls, school of arts, cemeteries, historic parks, street trees, etc

Actions to be undertaken:

- (a) Council to investigate the commissioning of main street studies / conservation management plans.
- (b) Coffs Harbour City Council to continue to draw up action plans for each of the heritage elements for which the council has responsibility.
- (c) Council to seek indicative costs for work from appropriate sources
- (d) Council to give priority to the above work to be carried out.

HERITAGE STRATEGIC PLAN				
The following are in accordance with the Heritage Advisory Committee's (incl. Place Committees and Community Economic Development Structure) aim to facilitate a number of heritage projects; consistent with the Committee's role in advising Council and the Community on planning, management and promotion of Coffs Harbour's heritage resources.				
Strategy	Strategic Actions	Who's Responsible	When will it be Achieved?	Status
Survey & Protect Heritage Items	• Review 1998 Heritage Study / public submissions / Sawtell Heritage Study 2002	CHCC & HEC	Ongoing	
	• Prepare Draft LEP & undertake LEP process	CHCC	To be determined Likely December 06	
Assessment of Development Applications	• Review best practice procedures	CHCC	Ongoing	
	• Train and assist Land Use Management & Assessment Staff	CHCC	Ongoing	
Develop a series of heritage guideline brochures to facilitate community awareness and understanding of history, heritage and conservation management principles.	• Develop a series of conservation guideline fact sheets	CHCC & HEC	To be determined Likely December 06	
	• Review heritage significance of items throughout Coffs LGA and develop guidelines to encourage conservation of the sites.	CHCC & HEC	To be determined Likely December 06	
Investigate opportunities to promote heritage by establishing a heritage trail network	• Research Australian and International trails programs	CHCC & HEC	Completed	
	• Identify key sites for inclusion in LGA wide heritage trail—rural/landscape; conservation areas – Sawtell & Coramba, etc	CHCC, HEC	Completed	
	• Establish budget to produce Heritage Trail Brochure/s	CHCC & Place Committees	October 2006	
	• Prepare Heritage Trail brochures	CHCC, HEC & Place Committees	November 2006	
	• Identify key sites for interpretive and/or site signage	CHCC, HEC & Place Committees	November 2006	
	• Source photographs for interpretive signs at key sites	CHCC, HEC & Place Committees	November 2006	
	• Establish annual budget for reprinting and review of Heritage Trail Brochures	CHCC & Place Committees	Annually	

Strategy	Strategic Actions	Who's Responsible	When will it be Achieved?	Status
Develop a comprehensive and integrated heritage interpretive signage (plaque) program for the Coffs Harbour LGA.	<ul style="list-style-type: none"> Develop guidelines for criteria to establish signage (plaques), including opportunity for community sponsorship of signs 	CHCC, HEC & Place Committees	To be determined Likely December 06	
	<ul style="list-style-type: none"> Establish annual budget for the provision and maintenance of heritage signs and plaques 	CHCC, HEC & Place Committees	Annually	
	<ul style="list-style-type: none"> Establish appropriate location for signs/plaques. 	CHCC, HEC & Place Committees	To be determined Likely December 06	
	<ul style="list-style-type: none"> Integrate signs and plaque information into Heritage Trail Brochures 	CHCC, HEC & Place Committees	To be determined Likely December 06	
	<ul style="list-style-type: none"> Develop text and signage to promote Heritage Trail at Coffs Harbour Visitors and Information Centre 	CHCC, HEC & Place Committees	To be determined Likely December 06	
Establish promotion and education programs to develop the community's awareness of the City's heritage and history.	<ul style="list-style-type: none"> Establish consultation/liaison with the City's heritage groups, schools and interested parties. 	CHCC, HEC & Place Committees	To be determined	
	<ul style="list-style-type: none"> Facilitate a series of staff heritage conservation seminars and community workshops. 	CHCC, HEC & Place Committees	To be determined	
	<ul style="list-style-type: none"> Continue heritage advisory service at current levels, investigate ways to improve service 	CHCC, HEC	Ongoing	
Promote cultural/social heritage of the area, e.g. Aboriginal heritage; Sikh community	<ul style="list-style-type: none"> Identify sites for interpretive signage/posters 	CHCC, HEC & Place Committees	Ongoing	
	<ul style="list-style-type: none"> Encourage/assist research into cultural heritage 	CHCC, HEC & Place Committees and community	Ongoing	
	<ul style="list-style-type: none"> Assist in "festive days" and special events that promote cultural heritage - e.g. Curryfest, Glenreagh Mountain Railway events. 	CHCC, HEC & Place Committees	Ongoing	

CHCC - Strategic Planning Section including in house heritage contact officer.
HEC – Heritage Executive Committee

CORPORATE BUSINESS DEPARTMENT REPORTS

C82 TENDERS: ACQUISITION OF HEIGHT DATA AND SUPPLY OF AERIAL PHOTOGRAPHY

Purpose:

To report on tenders received for the acquisition of height data, generation of a digital elevation model, generation of contours and supply of aerial photography.

Description of Item:

Council's existing contour information was obtained from the Department of Lands with the initial spatial information supply in 1990. This data was captured from 1:25000 topographic maps. Since that time, certain areas have had more accurate contours established as part of projects requiring such data. Various studies and projects have identified the need to have more accurate height information including contours. Technology is now available whereby laser beams are bounced from a plane to the earth and back to a detector on the plane. Using other technology including satellite GPS gives a very accurate measurement of height. This raw point data can then be used to produce other spatial data products including a digital elevation model (DEM), contours, vegetation height and building heights and outlines.

Council last obtained aerial photography over the entire LG area in June 2000. This photography is now out-of-date and not adequate for many projects and studies being considered in the near future. Aerial photography forms the basis upon which many studies are reliant and much of Council's spatial data is derived. Vegetation identification is essential information for environmental management. Much has changed in six years since the original photography was obtained. Council needs to update its photography in order to protect the environment. Infrared photography is also used to identify vegetation types and is a by-product of using digital technology when taking aerial photos.

Many companies able to supply the height data are also able to supply aerial photography and infrared photography as part of the process. It is advantageous to capture both height data and photography in the same process. This ensures the rectification of the photos to real positions on the earth is accurate to the height data.

Following the inclusion of \$300,000 in the 2006/07 Management Plan, tenders were invited for the acquisition of height data, contours and a DEM as well as the supply of aerial and infrared photos of the entire local government area.

Two ownership models were considered as part of the tender requirements. One where Council had complete ownership of all data generated, the other where the Council and the Company jointly held ownership and copyright. After consideration of the tenders and the price, the joint ownership model is considered the best option.

The tender specification also allowed companies to tender for part of the works.

Seven Tenders were received from the following companies:

Roger Dwyer & Assoc

Fugro

Digital Mapping Australia

AAMHatch

Aerometrex

NZ Aerial Mapping

Qasco

Cont'd

Sustainability Assessment:

- **Environment**

The resulting information that will be derived from the data may significantly benefit the environment (flood studies, vegetation identification, disaster preparedness).

- **Social**

Beneficial social impacts may be derived from information gathered from this tender (Planning studies using aerial photography, flood studies, disaster preparedness).

- **Economic**

Broader Economic Implications

Neighboring Councils that have undertaken similar projects indicate that a small income from consulting surveyors and other government departments may be possible.

Management Plan Implications

This project has a budget of \$300,000 funded \$150,000 from Environmental Levy, \$50,000 each from General, Water and Sewer funds. Additional grant funds from Department of Commerce for Flood Studies are expected. Any shortfall will need to be met as a budget variation.

Consultation:

Consultation has been undertaken with internal clients about this important project.

Related Policy and / or Precedents:

Tendering procedures were carried out in accordance with Council's tendering procedures.

Issues:

Many Council projects are awaiting this projects outcome including:

- Flood studies and modeling validation
- Koala Plan of Management review
- Fire Prone Mapping Review
- Local Environmental Study for Corindi/Red Rock LEP Review
- Local Environmental Study for City wide LEP Review
- Vegetation update and validation
- DEM and contours (height & data) for pre-planning and preliminary design of Council works (Water/ Sewer/ Drainage/ Roads). Potential income source from Engineering consultants seeking same data for reducing preliminary field survey work costs.

Cont'd

C82 Tenders: Acquisition Of Height Data And Supply Of Aerial Photography ...(Cont'd)

- 3D Imagery – Potential to create 3D scenes of projects for presentation to Council and for use in public display (Council currently has the software but not the accurate data to generate these images)
- Capture and validating some of Council's assets
- More accurate production of themes such as slope and aspect that are often required for studies.

Many thousands of dollars have been saved in consultant fees as Council has been able to supply the required data thereby eliminating the need for the consultant to capture this data. This includes air photos, vegetation boundaries and types, koala habitat areas, zoning, and flooding information. The value of the June 2000 photography is diminishing.

The studies and projects listed above are reliant upon the data from this project. The information from this project together with the above studies and projects will strengthen Council's legal position in defending decisions.

The height data will be used to validate previous flood studies through having a more accurate base from which to begin. The flood heights are layered on top of this base DEM to get a more accurate flood pattern.

Implementation Date / Priority:

The project will take approx 16 weeks to complete subject to weather conditions.

Recommendation:

1. **That Council accept the tender from AAMHatch, ACN 106 160 678, for Contract 06/07-267-TO Acquisition of Height Data and Supply of Aerial Photography, for the lump sum of \$368,400 ex GST on the basis that:**
 - a) **The tender is the highest scoring tender following the application of Council's Tender Value Selection System.**
 - b) **The tenderer has the necessary experience in similar works and his referees have confirmed his ability and satisfactory performance.**
 - c) **The tenderer's financial references are satisfactory.**
2. **Council enter into a Joint Ownership Agreement for ownership and copyright of the data obtained from this contract.**

**Kyme Lavelle
Assistant General Manager/
Director Corporate Business**