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# COFFS HARBOUR ADMINISTRATION LEVY

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*Developer Contributions  
Plan 2019*



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## Document Control Table

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Amendment	Authoriser	Approval ref	Date
Full financial review of Developer Contributions Plan conducted for Coffs Harbour Administration Levy	Council	Res no. 2019/119	14/08/2019

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### Executive Summary

This contribution plan enables Coffs Harbour City Council to levy contributions under Part 7.11 of the Environmental Planning and Assessment Act 1979 where the anticipated development will or is likely to increase the demand for public facilities.

Council Harbour City Council engaged an external population specialist to provide current and in depth population statistics. The company Forecast.id has determined and released population estimates until 2051. These projections show Coffs Harbour having an estimated population of 96,087 in the year 2036. These forecasts indicate that the 2019 population of the Coffs Harbour Local Government Area is 76,879 and the population is expected to be 82,045 by 2024 and then eventually projected to reach 96,087 in 2036.

As a consequence of this anticipated population growth and having regard to the level of facilities currently available and the expected profile of the new population, it will be necessary to provide additional infrastructure and services. Council considers that the costs involved with developer plan preparation, plan monitoring and review and administration and accounting are an integral part of the provision of facilities and services required as a result of development. Accordingly, the related expenses are to be funded from developer contributions.

### Summary of Contribution Rates

Table 1 summarises the costs of the identified in the administration of Council's development Contributions system.

Table 2 summarises the contribution rates applying to the different public facilities to be provided in accordance with this contributions plan. Appendix "B" includes additional contribution rates that apply to various other forms of development.

### Date of Commencement of the Plan

This plan originally came into operation on 29 October 2014. This plan was amended on 31 August 2016, 23 May 2019 and further on 14 August 2019.

**Table 1 – Summary of Costs of Public Services**

<b>Public Facility</b>	<b>Total Cost</b> \$	<b>Grant Funds or other Income</b> \$	<b>Cash Held</b> \$	<b>Net Cost to be Levied</b> \$
Developer Contributions Co-ordination and Administration	991,900	263,070	244,384	484,446

**Table 2 – Summary of Contribution Rates**

<b>Service / Facility</b>	<b>Net Cost to be Levied</b> \$	<b>Per Person</b> \$	<b>Per Lot/ Large Dwelling</b> \$	<b>Per Small Dwelling</b> \$
Part 7.11 Co-ordination and Administration	484,446	93.78	243.82	170.67

**Notes:**

**1. Contribution rates will be applied as follows:**

- the first lot in a residential subdivision is exempt from contributions
- the first dwelling on a residential lot is exempt from contributions
- the contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.

**2. A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas).**

**3. The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres of floor area (excluding garages and balcony areas).**

**4. Additional contribution rates for various other types of development are included in this Plan at appendix “B”.**

### **Name of the Plan**

This contributions plan has been prepared in accordance with the provisions of Part 7.11 of the Environmental Planning and Assessment Act 1979 (EP&A Act) and Part 4 of the Environmental Planning and Assessment Regulation 2000 and may be referred to as the Coffs Harbour Administration Levy Developer Contributions Plan 2019.

### **Purpose of the Plan**

The primary purpose of this plan is to satisfy the requirements of the EP & A Act and Regulation to enable Council to require a contribution towards the costs associated with developer contribution plan preparation and administration.

These administrative functions include, but are not limited to:

- (i) Developer contribution plan preparation;
- (ii) Monitoring and review of developer contributions plans to ensure adequate funding is being achieved for the provision of infrastructure and services included in Council's developer contributions plans;
- (iii) Statutory requirements of advertising and review of submissions;
- (iv) Negotiating works in kind arrangements in accordance with Council's policy where appropriate;
- (v) provide a comprehensive strategy for the assessment, collection, expenditure, accounting and review of development contributions on an equitable basis throughout the Coffs Harbour local government area (LGA).

The Co-ordination and Administration contribution applies to the Coffs Harbour Local Government Area.

### **Relationship to other Plans and Policies**

This contributions plan supersedes the previous developer contributions plan for Administration which came into effect on 31 August 2016

This plan should be referred to in conjunction with other contributions plans adopted by Council and applying within the Coffs Harbour LGA.

## Formula for Determining Contributions

The formula to be used for the calculation of contributions under Part 7.11 of the EP&A Act is as set out below:

Contribution per person

$$= \frac{(C - E - O)}{L}$$

Where:

C = total cost of administering Councils Developer Contributions portfolio

E = cash held

O = funds from other sources

L = anticipated additional residential lots / large dwellings

## Timing of payment of contributions

Payment of financial contributions should be finalised at the following stages:

- development consents involving subdivisions – prior to release of the linen plan;
- development consents involving building work – prior to the release of the building approval;
- development consents where no building approval is required – at the time of issue of the notification of consent, or prior to the commencement of approved development as may be determined by Council.

This plan requires a certifying authority (the Council or an accredited certifier) to issue a Complying Development Certificate in respect of development to which this plan applies subject to a condition requiring the applicant to pay to the Council a contribution calculated in accordance with this plan.

The certifying authority must cause the applicant's receipt for payment of the contribution to be provided to the Council at the same time as the other documents required to be provided under clause 142(2) of the EP&A Regulation.

## Deferred or Periodic Payment

Where an applicant wishes to seek a deferral of contributions payable they should consult Councils current "Deferred Developer Contributions Policy"

## Works in Kind

Council may accept an applicant's offer to make a contribution by way of a works in kind contribution (for an item included on the works schedule) or a material public benefit (for an item not included on the works schedule) as referred to in Part 7.11 (5b) of the Environmental Planning and Assessment Act.

Applicants should consult Council's current Works in Kind Policy prior to making an application for the undertaking of Works in Kind.

Council may accept the offer of a works in kind contribution if the applicant, or any other person entitled to act upon the relevant consent, satisfies the consent authority that:

- (a) payment of the contribution in accordance with the provisions of the plan is unreasonable or unnecessary in the circumstances of the case;
- (b) the in kind contribution will not prejudice the timing or the manner of the provision of the public facility for which the contribution was required;
- (c) the value of the works to be undertaken is at least equal to the value of the contribution assessed in accordance with this plan.

## Exemptions

Council may consider exempting developments, or components of developments from the requirement for a contribution for developments that include aged care accommodation where the residents require in house care, and developments that are specifically exempted under directions that may be made from time to time by the NSW Minister for Planning.

Council may consider exempting or providing a concession to residential, shop top or tourist accommodation developments within the Coffs Harbour City Centre. Certain developments may qualify for this incentive by meeting the criteria as stipulated in Council's Coffs Harbour City Centre Development Incentive Policy. The policy is available for reference on Council's website [www.coffsharbour.nsw.gov.au](http://www.coffsharbour.nsw.gov.au)

## Pooling of Funds

This plan expressly authorises monetary Part 7.11 contributions paid for different purposes to be pooled and applied (progressively or otherwise) for those purposes.



## Review of Contribution Rates

Council will review the contribution rates to ensure that the monetary contributions reflect the costs associated with the provision of the open space and administrative duties.

The contribution rates will be reviewed quarterly on the basis of movements in the Consumer Price Index, All Groups Sydney, as published by the Australian Bureau of Statistics in accordance with the following formula:

$$RC = \frac{C \times \text{Current index}}{\text{Previous index}}$$

Where:

RC = Revised contribution rate per ET applicable at the time of payment  
C = Previous contribution rate

**Current index** is the Consumer Price Index at the date of review of the contribution

**Previous index** is the Consumer Price index as listed in Appendix "A" or applicable at the time of issue of the consent.

The Council may also review the works schedule, population projections, or other aspects relating to the contribution plan.

## **Relationship Between Expected Development and Demand for Additional Public Facilities**

The following documents provide the basis for establishing the relationship (nexus) between the expected types of development in the area and the demand for additional public facilities to meet that development.

The Coffs Harbour “Our Living City” Settlement Strategy identifies the preferred location and expected type of future urban expansion within the City, and the associated requirements for public facilities.

Population projections show Coffs Harbour having an estimated population of 96,087 in the year 2036. These forecasts indicate that the 2019 population of the Coffs Harbour Local Government Area is 76,879 and the population is expected to be 82,045 by 2024 and then eventually projected to reach 96,087 in 2036.

### **Nexus**

The preparation, review, and administration of Council’s Developer contributions plans is currently undertaken by the Developer Contributions Internal Working Group, which includes representatives from all areas of Council. Additionally, other staff are required to ensure the smooth and effective operation of Developer Contributions. These additional staff include, but are not limited to, Group Leadership Team members, Strategic Planning staff, Strategic Asset Staff, Communities Section and the back-up / checking Officer.

This process is co-ordinated by Council’s Developer Contributions Co-ordinator.

As developer contributions are required to provide the new infrastructure and services required as a result of development, the Developer Contributions Co-ordinators role is required to assist in ensuring that all contributions plans are operating in accordance with their objectives, and that plans are regularly reviewed to ensure that facilities are provided in a timely manner.

Part 4 of the Environmental Planning and Assessment Regulation sets out the requirements surrounding the approval, amendment and repeal of contributions plans. It further requires Council’s to maintain a contributions register, account for contributions, and prepare annual statements. These requirements are the result of Council choosing to implement contributions plans so that the costs of providing public facilities and amenities to the incoming population are equitably borne by those who will receive their benefit. Additional resourcing is required for office equipment, advertising of public notices and software related expenses.

Therefore, the co-ordinators role, together with the input of other staff involved on the Developer Contributions Team, is required as a direct result of development. Contributions towards the costs of this role are to be funded by way of contributions.

This contribution is to be levied on all development applications where Part 7.11 developer contributions are applied.

## Future Population & Densities

Council Harbour City Council engaged an external population specialist to provide current and in depth population statistics. These projections show Coffs Harbour having an estimated population of 96,087 in the year 2036. These forecasts indicate that the 2019 population of the Coffs Harbour Local Government Area is 76,879 and the population is expected to be 80,995 by 2023. Consequently, the estimated population increase to 2024 is 5,166 with an average occupancy rate per dwelling estimated to be 2.6 persons per household, giving a net projected lot / large dwelling amount of 1,987.

Average occupancy rates in Coffs Harbour in 2019 were as follows:

### Occupancy Rates

DWELLING TYPE	OCCUPANCY RATE
Large Dwelling	2.6
Small Dwelling	1.8

**Source: ABS census figures**

- A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas).
- The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres of floor area (excluding garages and balcony areas).
- Additional occupancy rates are included in this plan at appendix “B”

## Calculation of Contribution

The cost of co-ordination and administration of developer contribution plans for the next five years is \$991,900. Of this approximately \$263,070 is applicable to contributions other than those levied under Part 7.11. This proportion will be funded from sources other than contributions under Part 7.11. This plan has been based on a 5-year term, with expected additional population increase of 5,166 people.

Cash held is \$244,384. Therefore, the net amount to be collected is \$484,446.

### **Contribution**

Total cost of service            C = \$991,900

Cash held                            E = \$244,384

Funds from other  
Sources                            O = \$263,070

Total Lots                        L = 1,987

### **Contribution per Lot**

$$= \frac{(C - O - E)}{L}$$

$$= \frac{991,900 - 263,070 - 244,384}{1,987}$$

$$= \$243.82 \text{ per lot / large dwelling}$$

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## APPENDIX A

## INDEXING FACTORS FOR PROPOSED WORKS

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Contribution Type	Indexation Basis	Index	Date Applied
Part 7.11 Contribution Co-ordination and Administration	Consumer Price Index – (All Groups) for Sydney	115.1	May 2019

## APPENDIX B

## STANDARD EQUIVALENT TENEMENT FIGURES

CLASSIFICATION	Unit Rate per ET Part 7.11 Contribution Plans	Unit Rate per ET Water DSP	Unit Rate per ET Waste Water DSP
RESIDENTIAL			
Subdivision lot	1	1	1
Small Dwelling*	0.7 per dwelling	0.7 per dwelling	0.7 per dwelling
Large Dwelling**	1 per dwelling	1 per dwelling	1 per dwelling
Boarding House	0.35 per bed	0.35 per bed	0.35 per bed
Seniors Living (SEPP)	0.55 per dwelling	0.55 per dwelling	0.55 per dwelling
Secondary Dwelling (Affordable Rental Housing SEPP: Note – not applicable to Woolgoolga Precinct Open Space	0.4 per dwelling	N/A	N/A
Nursing Home	0.35 per bed	0.35 per bed	0.35 per bed
Self-Care retirement unit	0.55 per unit	0.55 per unit	0.55 per unit
Hostel	0.35 per bed	0.35 per bed	0.35 per bed
Group Home	0.35 per bed	0.35 per bed	0.35 per bed
TOURIST AND VISITOR ACCOMMODATION			
Motel / hotel / resort room	0.35 per room	0.35 per room	0.35 per room
Serviced apartments	0.35 per room	0.35 per room	0.35 per room
Backpackers accommodation per	0.2 per room	0.2 per room	0.2 per room
Bed & Breakfast Accommodation	0.35 per room	0.35 per room	0.35 per room
Guest House/Hostel	0.35 per room	0.35 per room	0.35 per room
Caravan/Camp/cabin site - Permanent	0.6 per site	0.6 per site	0.6 per site
Caravan/ Cabin site temporary	0.35 per site	0.35 per site	0.35 per site
Camp/Tent Site temporary	0.25 per site	0.25 per site	0.25 per site
BUSINESS PREMISES			
Shop	N/A	0.3 per 100m2	0.3 per 100m2
General Store	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Convenience Store	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Supermarket	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Bulky Goods Premises	N/A	0.2 per 100m2	0.2 per 100m2
Hairdressing/beauty salon	N/A	0.5 per 100m2	0.5 per 100m2
Laundromat	N/A	0.5 per machine	0.5 per machine
Office Premises	N/A	0.65 per 100m2 GFA	0.65 per 100m2 GFA
Warehouse/distribution centre	N/A	0.1 per 100m2 GFA	0.1 per 100m2 GFA

	Unit Rate per ET	Unit Rate per ET	Unit Rate per ET
<b>CLASSIFICATION</b>	<b>Part 7.11 Contribution Plans</b>	<b>Water DSP</b>	<b>Waste Water DSP</b>
Industrial Premise	N/A	0.1 per 100m2 GFA	0.1 per 100m2 GFA
Self-Storage Premises	N/A	0.1 per 100m2 GFA (admin area )	0.1 per 100m2 GFA (admin area )
Car Wash	N/A	Determined on Application	Determined on Application
Plant nursery	N/A	Determined on Application	Determined on Application
Service Station	N/A	0.6 per lane	0.6 per lane
Car Sales Showroom ( indoor)	N/A	Determined on Application	Determined on Application
Car Sales Showroom ( outdoor)	N/A	Determined on Application	Determined on Application
<b>FOOD AND DRINK PREMISES</b>			
Café / Coffee Shop	N/A	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Convenience Store	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Fast Food/Snack Bar No amenities	N/A	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Fast Food/Snack Bar with amenities	N/A	1.5 per 100m2 GFA	1.5 per 100m2 GFA
Restaurant	N/A	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Hotel Public Bar	N/A	1.4 per 100m2 GFA	1.4 per 100m2 GFA
Lounge/beer garden	N/A	1.3 per 100m2 GFA	1.3 per 100m2 GFA
Registered Club - Licensed	N/A	0.6 per 100m2 GFA	0.6 per 100m2 GFA
Registered Club - Unlicensed	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
<b>COMMUNITY FACILITIES</b>			
Child care without Laundry - per child	N/A	0.04 per child	0.04 per child
Child care with Laundry - per child	N/A	0.07 per child	0.07 per child
Marina per berth -	N/A	Determined on Application	Determined on Application
Place of worship	N/A	1 per 80 seats (pro- rata)	1 per 80 seats (pro- rata)
Cultural Establishment	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Correctional Centre	N/A	0.5 per bed	0.5 per bed
<b>Educational Establishment</b>			
- Primary/Secondary School	N/A	0.04 per student	0.04 per student
- Tertiary	N/A	0.04 per student	0.04 per student
- Boarding School	0.35 per resident student	0.35 per resident student	0.35 per resident student
Eco Tourism facility	Determined on Application	Determined on Application	Determined on Application
Passenger Transport Terminal	N/A	0.15 per 100m2 GFA	0.15 per 100m2 GFA
Hospital	N/A	1 per bed	1 per bed
Medical Centre	N/A	0.5 per consultancy room	0.5 per consultancy room
Dental Surgery	N/A	0.5 per consultancy room	0.5 per consultancy room
Veterinary Clinic	N/A	0.5 per consultancy room	0.5 per consultancy room

	Unit Rate per ET	Unit Rate per ET	Unit Rate per ET
CLASSIFICATION	Part 7.11 Contribution Plans	Water DSP	Waste Water DSP
ENTERTAINMENT			
Bowling Alley	N/A	0.2 per alley	0.2 per alley
Brothel	N/A	0.4 per room	0.4 per room
Swimming Pool - Commercial	N/A	7 per ML	7 per ML
Recreational centre - indoor	N/A	0.3 per 100m2	0.3 per 100m2
Function/Conference Centre	N/A	0.3 per 100m2	0.3 per 100m2

**\* A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) not including secondary dwelling as defined under the Affordable Rental Housing SEPP to which contributions are applicable at the rate identified in appendix "B" above.**

**\*\* The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres of floor area (excluding garages and balcony areas).**



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