



Coffs Harbour City Council

05 June 2014

ORDINARY MEETING

The above meeting will be held in the Council Chamber, Administration Building, corner Coff and Castle Streets, Coffs Harbour, on:

THURSDAY 12 JUNE 2014

The meeting commences at **5.00pm** and your attendance is requested.

AGENDA

1. Opening of Ordinary Meeting
2. Acknowledgment of Country
3. Disclosure of Interest
4. Apologies
5. Public Addresses / Public Forum
6. Mayoral Minute
7. Mayoral Actions under Delegated Authority
8. [Confirmation of Minutes of Ordinary Meeting – 22 May 2014](#)
9. [Notices of Motion](#)
10. General Manager's Reports
11. [Consideration of Officers' Reports](#)
12. Requests for Leave of Absence
13. Matters of an Urgent Nature
14. [Questions On Notice](#)
15. Consideration of Confidential Items (if any)
16. Close of Ordinary Meeting.

Steve McGrath
General Manager



COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
COUNCIL CHAMBERS
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR
12 JUNE 2014

Contents

ITEM DESCRIPTION

NOTICES OF MOTION

- NOM14/4 FEDERAL FUNDING FOR COUNCILS
- NOM14/5 COFFS HARBOUR CITY COUNCIL NOMINATE FOR THE TIDY TOWNS
COMPETITION
- NOM14/6 PLANNING ZONES OF HIGHWAY (B6) STRIP BETWEEN TWO COFFS
CREEK BRIDGES AND WITHIN THE JETTY PRECINCT

CITY PLANNING DEPARTMENT REPORT

- CP14/17 HERITAGE STRATEGY 2014 - 2017

CORPORATE BUSINESS DEPARTMENT REPORTS

- CB14/34 COFFS HARBOUR ROAD NETWORK DEVELOPER CONTRIBUTIONS PLAN
REVIEW
- CB14/35 ENVIRONMENTAL TRUST

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

- CB14/36 TENDER FOR INSTALLATION OF VILLAS AT PARK BEACH HOLIDAY PARK
AND SAWTELL BEACH HOLIDAY PARK

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.

ITEM	DESCRIPTION
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CITY INFRASTRUCTURE SERVICES DEPARTMENT REPORTS

CIS14/28	CBD MASTERPLAN COMMITTEE PROGRESS REPORT
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CIS14/29	PROPOSED DISPOSAL OF LAND TO HEALTH INFRASTRUCTURE
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QUESTION ON NOTICE

QON14/1	CBD MASTERPLAN COMMITTEE PROGRESS REPORT
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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

22 MAY 2014

Present: Councillors D Knight (Mayor), J Arkan, N Cowling, R Degens, B Palmer, K Rhoades, M Sultana and S Townley.

Staff: Acting General Manager, Director Corporate Business, Director of City Infrastructure Services, Acting Director Planning, Director of Community Development, Manager Development Assessment and Executive Assistant.

Leave of Absence: Councillor G Innes.

The meeting commenced at 5.00pm with the Mayor, Cr D Knight in the chair.

We respectfully acknowledge the Gumbayngirr Country and the Gumbayngirr Aboriginal peoples who are traditional custodians of the land on which we meet and their Elders both past and present.

The Mayor reminded the Chamber that the meeting was to be recorded, and that no other recordings of the meeting would be permitted.

DISCLOSURE OF INTEREST

The Acting General Manager read the following disclosures of interest to inform the meeting:

Councillor	Item	Type of Interest
Cr Knight	CP14/15 - Public Consultation Paper: Reform Options for the Netting Component of the NSW Estuary General Fishery	Non-Pecuniary - Less Than Significant Conflict.
Cr Townley	CP14/15 - Public Consultation Paper: Reform Options for the Netting Component of the NSW Estuary General Fishery	Non-Pecuniary - Less Than Significant Conflict.
A/General Manager C Chapman	CP14/15 - Public Consultation Paper: Reform Options for the Netting Component of the NSW Estuary General Fishery	Non-Pecuniary - Less Than Significant Conflict.
Cr Palmer	CP14/15 - Public Consultation Paper: Reform Options for the Netting Component of the NSW Estuary General Fishery	Non-Pecuniary - Significant Conflict.

APOLOGY

No apologies..

PUBLIC ADDRESS

No public addresses.

MAYORAL MINUTE

**MM14/2 COUNCIL SISTER CITY DELEGATION TO SASEBO, JAPAN, 2014 -
NOMINATION OF A COUNCILLOR DELEGATE TO PARTICIPATE**

To nominate a Councillor delegate to participate in the Sister City visit to Sasebo Japan in 2014.

The Acting General Manager called for nominations from Councillors wishing to participate in the Sister City visit to Sasebo.

- 128 RESOLVED** (Degens/Townley) that as a result of a show of hands, Councillor Degens was confirmed as the Councillor to participate in the Sister City visit to Sasebo Japan in 2014.

VOTED FOR

Cr Palmer
Cr Cowling
Cr Knight
Cr Degens
Cr Townley
Cr Sultana
Cr Rhoades

VOTED AGAINST

Cr Arkan

CONFIRMATION OF MINUTES

- 129 RESOLVED** (Arkan/Degens) that the minutes of the Ordinary meeting held on 8 May 2014 be confirmed as a true and correct record of proceedings.

RESCISSION MOTION

RM14/2 DA NO. 304/14 - DEMOLITION OF EXISTING BUILDINGS AND CONSTRUCTION OF HOTEL ACCOMMODATION (COMPRISING 83 ROOMS, RESTAURANT AND FUNCTION AREA) AND STRATA SUBDIVISION - LOT 1 DP 1183009 NO. 209 PACIFIC HIGHWAY, COFFS HARBOUR - RESCISSION MOTION

130 RESOLVED (Palmer/Rhoades) that resolution 110 of Ordinary meeting held on 8 May 2014 regarding item CP14/9 - Development Application No. 304/14 - demolition of existing buildings and construction of hotel accommodation (comprising 83 rooms, restaurant and function area) and Strata Subdivision - Lot 1 DP 1183009 No. 209 Pacific Highway, Coffs Harbour, and reading as follows, be rescinded:

RESOLVED (Arkan/Degens) that:

1. The objection made pursuant to Clause 4.6 of Coffs Harbour Local Environmental Plan 2013 for the variation to the maximum building height under Clause 4.3(2) of Coffs Harbour Local Environmental Plan 2013 be supported in this particular case.
2. Development Application 304/14 for demolition of existing buildings and construction of hotel accommodation comprising 83 rooms, associated restaurant and function centre and strata subdivision on Lot 1 DP 1183009, No. 209 Pacific Highway, Coffs Harbour North be approved subject to conditions appended to this report (Attachment 3).
3. Persons who made submissions in relation to Development Application No. 304/14 be notified of the determination.

VOTED FOR

Cr Rhoades
Cr Townley
Cr Knight
Cr Palmer

VOTED AGAINST

Cr Sultana
Cr Degens
Cr Cowling
Cr Arkan

The Mayor used her casting vote to rescind the original motion.

131 RESOLVED (Rhoades/Palmer):

1. That Development Application 304/14 for demolition of existing buildings and construction of Hotel accommodation comprising 83 rooms, associated restaurant and function centre and Strata Subdivision on Lot 1 DP 1183009, No. 209 Pacific Highway, Coffs Harbour, be refused for the following reasons:
 - 1.1. Flooding impacts in the locality.
 - 1.2. Inadequate car parking under Council's DCP.
 - 1.3. Excessive height contrary to Council's LEP.
2. That persons that made submissions in relation to Development Application 304/14 be notified of the determination.

VOTED FOR

Cr Rhoades
Cr Townley
Cr Knight
Cr Palmer

VOTED AGAINST

Cr Sultana
Cr Degens
Cr Cowling
Cr Arkan

The Mayor used her casting vote in support of the motion.

DIVISION

- 132 RESOLVED** (Arkan) that a division be called, and those members voting for and against the motion were recorded:

VOTED FOR

Cr Rhoades
Cr Townley
Cr Knight
Cr Palmer

VOTED AGAINST

Cr Sultana
Cr Degens
Cr Cowling
Cr Arkan

GENERAL MANAGER'S REPORTS

GM14/14 REVISED DRAFT 2014/2018 DELIVERY PROGRAM AND BUDGETS

Following public exhibition, the Revised Draft 2014/2018 Delivery Program (incorporating the Draft 2014/2015 Operational Plan, Draft 2014/2018 Budgets and the Draft Fees and Charges 2014/2015) is presented for Council's consideration.

This report recommends the revised draft documents be adopted and implemented from 1 July 2014.

133 RESOLVED (Palmer/Rhoades) that Council:

1. Adopt the revised draft documents as the 2014/2018 Delivery Program, 2014/2015 Operational Plan, Budgets 2014/2018 and Fees and Charges 2014/2015.
2. Note that the documents are adopted with two budget scenarios in place (one including the three-year Special Rate Variation and one without) and that Council implement the scenario supported by IPART's determination.
3. Note that if the Special Rate Variation application is refused, the associated programs of works will be deferred and a further review of 'Levels of Service' and funding options will be necessary to assist Council to meet its infrastructure maintenance and renewal needs and to achieve financial sustainability.
4. Note that the 2014/2015 General Fund Budget is expected to deliver a projected surplus of \$1,557, which includes preliminary investments and savings from the Transformation to Sustainability (T2S) Project.
5. Respond to all who made community submissions, advising them of the outcome of their requests and thanking them for their input.

GM14/15 LOCAL GOVERNMENT REMUNERATION TRIBUNAL

To advise Council of a determination by the Local Government Remuneration Tribunal of fees for Councillors and Mayors for 2014/2015.

134 RESOLVED (Rhoades/Palmer):

1. That pursuant to the provisions of Sections 248 and 249 of the Local Government Act 1993, the annual fee for Councillors be fixed at \$17,930 for the 2014/15 financial year.
2. That an additional annual fee for the position of Mayor be set at \$39,110 for the 2014/15 financial year.

CITY INFRASTRUCTURE SERVICES DEPARTMENT REPORTS

**CIS14/23 RELEASE OF RESTRICTION ON USE - LOTS 1 & 2 DP 1187012
GOULD ROAD, BONVILLE**

To obtain Council approval to execute the necessary documents to release a restriction over 8 and 36 Gould Road, Bonville which was created to restrict access to part of the encumbered properties.

135 RESOLVED (Palmer/Townley):

1. That Council execute under seal all necessary documents to release the existing restriction shown as dealing E918861 on Title over Lot 1 DP 1187012 and dealing E634747 on Title over Lot 2 DP 1187012.
2. That all costs associated with this matter be borne by the owners of Lots 1 and 2 DP 1187012.

**CIS14/24 LOAD LIMITS TO KELLETS BRIDGE, UPPER ORARA AND
POWIKS BRIDGE, CENTRAL BUCCA**

To report to Council the recommendations from independent structural assessment and load testing undertaken on Kellets Bridge, Upper Orara and Powiks Bridge, Central Bucca and to recommend load limits be placed in accordance with the report recommendations.

136 RESOLVED (Townley/Palmer) that Council:

1. In accordance with Section 115 of the Roads Act 1993, approve the placement of a 9 tonne GVM load limit on Kellets Bridge, Upper Orara.
2. In accordance with Section 115 of the Roads Act 1993, approve the placement of a 12 tonne GVM load limit on Powiks Bridge, Central Bucca.

CIS14/25 CBD MASTERPLAN COMMITTEE PROGRESS REPORT

To report to Council progress of works being undertaken through the CBD Masterplan Committee.

MOVED (Degens/Palmer) that Council:

1. Note the CBD Masterplan progress report
2. Endorse the program for progression of the City Square redevelopment project as detailed in the report

AMENDMENT

137 RESOLVED (Arkan/Cowling) that

1. the matter be deferred to the next meeting of Council, and
2. a representative of the CBD MasterPlan Committee be invited to attend to answer any questions that may be raised.

The **AMENDMENT** on being put to the meeting was **CARRIED**. The **AMENDMENT** then became the **MOTION** and was declared **CARRIED**.

Cr Rhoades left the meeting, the time being 6.24pm.

**CIS14/26 ASSIGNMENT OF LEASE OF THE COFFS HARBOUR
MEMORIAL SWIMMING POOL**

Seeking consent to the assignment of the lease of the Coffs Harbour Memorial Swimming Pool.

138 RESOLVED (Knight/Palmer) that the matter of assignment of Lease of the Coffs Harbour Memorial Swimming Pool be deferred.

CIS14/27 CONTRACT NO. RFT-645-TO - SUPPLY OF PIPES AND MISCELLANEOUS FITTINGS, KARANGI DAM TO RED HILL

To report on tenders received for Contract RFT-645-TO, for the supply of ductile iron pipes and fittings for the duplication of the Karangi to Red Hill water supply pipeline and to gain Council approval to accept a tender.

139 RESOLVED (Arkan/Degens)

1. That Council accept the tender of Pentair Water Solutions P/L, ABN 75 087 415 745 for the amount of \$2,331,540.00 inclusive of GST on the basis that:
 - a) The tender is the most advantageous to Council.
 - b) The tenderer has the necessary experience in similar works and its ability and performance are satisfactory.
 - c) The tenderer's financial capacity is acceptable.
2. That the contract documents be executed under the Seal of Council.

CORPORATE BUSINESS DEPARTMENT REPORTS

CB14/23 MONTHLY BUDGET REVIEW FOR APRIL 2014

To report on the estimated budget position as at 30 April 2014.

140 RESOLVED (Palmer/Degens) that the budget adjustments be approved and the current budget position be noted.

Estimated Budget Position as at 30 April 2014:

	General Account \$	Water Account \$	Sewer Account \$
Original Budget adopted 13 June 2013	426,307 (D)	4,553,442 (D)	3,165,226 (D)
Approved Variations to 31 March 2014	(393,707) (S)	(556,076) (S)	(300,000) (S)
Recommended variations April 2014	(30,000) (S)	Nil	Nil
Estimated result as at 30 April 2014	<u>2,600 (D)</u>	<u>3,997,366 (D)</u>	<u>2,865,226 (D)</u>

CB14/24 BANK BALANCES AND INVESTMENT FOR APRIL 2014

To list Council's Bank Balances and Investments as at 30 April 2014.

141 RESOLVED (Degens/Palmer):

1. That the bank balances and investments totaling (from loans, Section 94 and other avenues that form the restricted accounts and are committed for future works) one hundred and forty six million, two hundred and ninety four thousand, and two hundred and forty two dollars (\$146,294,242) as at 30 April 2014 be noted.
2. That the general fund unrestricted cash and investments totaling one hundred and four thousand, eight hundred and eighty dollars (\$104,880) as at 30 April 2014 be noted.

CB14/25 DEVELOPER CONTRIBUTIONS PLAN REVIEW - SOUTH COFFS

To present to Council a draft amended South Coffs Developer Contributions Plan 2014. This report recommends that the draft plan be placed on public exhibition for a period of 28 days.

142 RESOLVED (Arkan/Palmer) that the Draft South Coffs Developer Contributions Plan 2014 be placed on public exhibition for a period of 28 days and the community be invited to make submissions.

**CB14/26 ENVIRONMENTAL LEVY PROJECTS QUARTERLY REPORT TO
31 MARCH 2014**

To provide Council with a quarterly status report to 31 March 2014 on the projects funded under the Environmental Levy (EL) Program.

143 RESOLVED (Palmer/Townley):

1. That Council notes the status of the Environmental Levy Projects as at 31 March 2014 as outlined in the report.
2. That Council continues to monitor the Environmental Levy Program to ensure earliest completion of projects.

CB14/27 LAND ALLOCATION TO NSW RURAL FIRE SERVICE TO RELOCATE FIRE BRIGADE SHED

Seeking authority to allocate land at the Coffs Harbour Regional Airport (CHRA) to the Rural Fire Service (RFS) for the purposes of relocating the Red Hill Fire Brigade.

- 144 RESOLVED** (Arkan/Degens) that Council permit the Rural Fire Service to occupy a site immediately adjacent to the southern boundary of the current Fire Control Centre allocation and as detailed on the attached plan and outlined in bold red.

CB14/28 LEASE - COFFS HARBOUR REGIONAL AIRPORT GROUND LEASE TO EAGLE COPTERS AUSTRALASIA

Seeking authority for the execution of a lease between Coffs Harbour City Council and Eagle Copters Australasia ACN 150 018 894 under the Common Seal of Council of an area of approximately 3,309m² immediately adjacent to Lot 30 in DP 835497 and within Lot 1 in DP 1193850.

Seeking consent to the adjustment of lease lot boundaries to Lot 30 in DP 835497.

- 145 RESOLVED** (Palmer/Arkan) that:
1. The Council, as registered proprietor Lot 30 in DP 835497, authorise a boundary adjustment of the western and southern boundaries of the existing lease lot and largely in accordance with the plan attached to this report.
 2. That the rent per square metre payable under the current lease of lot 30 in DP 835497 be applied to the additional area created by the boundary adjustment and charged to the Lessee.
 3. The Council, as registered proprietor of Lot 1 in DP 1193850, authorises the lease at market rent of a part of the land being an area of approximately 3,309m² immediately adjacent to Lot 30 in DP 835497, to Eagle Copters Australasia ACN 150 018 894 for a period of twenty (20) years, and an option for a further period of ten (10) years subject to the standard terms and conditions of Coffs Harbour City Council's airport leases and other conditions as required to give effect to the proposed agreement.
 4. That Council provides a rent free period in the lease of Part Lot 1 in DP 1193850 to Eagle Copters Australasia ACN 150 018 894, up to the earlier of 12 months from the commencement of the lease or upon issue of an occupation certificate for the refurbished hangar.

5. That Council authorise the execution of any documents required to give effect to the:
 - 5.1. Boundary adjustment of Lot 30 in DP 835497 as depicted in the plan attached hereto.
 - 5.2. Creation of a new lease lot as depicted in the plan attached hereto and identified as Stage 2 Lot and comprising an area of approximately 3,309m²
 - 5.3. Lease of new lease lot, as depicted in the plan attached hereto and identified Stage 2 Lot and comprising an area of approximately 3,309m² to Eagle Copters Australasia ACN 150 018 894, be executed under the common seal of Council.
6. That all legal, plan preparation, Land Title Office lodgment and registration costs associated with recommendations 1 to 5 be the responsibility of Eagle Copters Australasia.

MOTION

- 146 RESOLVED** (Palmer/Arkan) that items CB14/29, CB14/30, CB14/31, CB14/32 and CB14/33 are moved as one.

CB14/29 TENDER FOR INSTALLATION OF VILLAS AT PARK BEACH HOLIDAY PARK AND SAWTELL BEACH HOLIDAY PARK - RFT-643-TO

To report on tenders received for Contract No RFT-643-TO for the construction and installation of villas at Park Beach Holiday Park and Sawtell Beach Holiday Park.

- 147 RESOLVED** (Palmer/Arkan):
1. That Council, as Corporate Manager of the Coffs Coast State Park Trust, accept the tender of Uniplan Group Pty Ltd (ABN 64 602 475 574) for Contract No. RFT-643-TO Tender for Installation of Villas at Park Beach Holiday Park and Sawtell Beach Holiday Park for the Lump Sum of \$1,507,022.00, on the basis that:
 - 1.1. The tender is the most advantageous tender following the application of Council's Tender Value Selection System
 - 1.2. The Tenderer has the necessary experience in similar works and his ability and performance are satisfactory
 - 1.3. The Tenderer's financial capacity is acceptable
 2. That the contract documents be executed under the Seal of Council.

CB14/30 TENDER FOR SUPPLY AND DELIVERY OF STATIONERY AND ANCILLARY PRODUCTS

To report and gain Council approval on the tenders received by Regional Procurement Initiative (division of Hunter Council Incorporated), on behalf of the Mid North Coast Procurement Alliance Group of Councils, for the supply and delivery of stationery and ancillary products.

148 RESOLVED (Palmer/Arkan):

1. That Council accepts the offer of Staples Australia Pty Ltd.
The recommendation is on the basis that:
 - 1.1. The tender offer is the most suitable and advantageous following the application of Regional Procurement's tender value selection system.
 - 1.2. Staples Australia Pty Ltd has the necessary experience in similar works and has been a reliable and cost effective supplier of stationery and ancillary products to Council for in excess of ten (10) years.
 - 1.3. By actively participating in this Regional Procurement Tender T031415MNC on behalf of the Mid North Coast Procurement Alliance Group of Councils, Coffs Harbour City Council will not breach the Local Government (General) Regulation 2005 - Section 7 Tendering, for annual expenditure over \$150,000.
2. That provision is allowed for a twelve (12) month extension based on a satisfactory supplier performance which may take this tender through to 30 June 2017.

CB14/31 TENDER FOR SUPPLY AND DELIVERY OF TRAFFIC AND SAFETY SIGNAGE

To report and gain Council approval on the tenders received by Regional Procurement Initiative (division of Hunter Council Incorporated) on behalf of the Mid North Coast Procurement Alliance Group of Councils for the supply and delivery of traffic and safety signage.

149 RESOLVED (Palmer/Arkan) that

1. That Council accepts the offer of Barrier Signs Pty Ltd as the single sourced supplier of standard steel and aluminium traffic and safety signage and associated products, and that Delnorth be appointed as the single source supplier of Sign-Flex Polycarbonate Signage
The recommendations are on the basis that:
 - 1.1. The tender offers are the most suitable and advantageous following the application of Regional Procurement's tender value selection system.

CB14/31 - Tender for Supply and Delivery of Traffic and Safety Signage
(Cont'd)

- 1.2. Both Barrier Signs Pty Ltd and Delnorth Pty Ltd have the necessary experience in similar works and have been reliable and cost effective suppliers of traffic safety signage to Council for many years. It is to be noted that Delnorth Pty Ltd was the only tenderer to offer Sign-flex Polycarbonate Signage.
- 1.3. By actively participating in this Regional Procurement Tender T071415MNC on behalf of the Mid North Coast Procurement Alliance Group of Councils, Coffs Harbour City Council will not breach the Local Government (General) Regulation 2005 - Section 7 Tendering, for annual expenditure over \$150,000.
2. That provision is allowed for a twelve (12) month extension based on a satisfactory supplier performance which may take this tender through to 30 June 2017.

**CB14/32 TENDER FOR SUPPLY AND DELIVERY OF GENERAL
HARDWARE PRODUCTS**

To report and gain Council approval on the tenders received by Regional Procurement Initiative (division of Hunter Council Incorporated) on behalf of the Mid North Coast Procurement Alliance Group of Councils for the supply and delivery of general hardware products.

150 RESOLVED (Palmer/Arkan):

1. That Council accepts the offer of J Blackwood & Son as the single sourced supplier of general hardware.
The recommendations are on the basis that:
 - 1.1. The tender offers are the most suitable and advantageous following the application of Regional Procurement's tender value selection system.
 - 1.2. That J Blackwood & Sons have the necessary experience in similar works and have been a reliable and cost effective supplier to Council for in excess of twenty years.
 - 1.3. By actively participating in this Regional Procurement Tender T041415MNC on behalf of the Mid North Coast Procurement Alliance Group of Councils, Coffs Harbour City Council will not breach the Local Government (General) Regulation 2005 - Section 7 Tendering, for annual expenditure over \$150,000.
2. That provision is allowed for a twelve (12) month extension based on a satisfactory supplier performance which may take this tender through to 30 June 2017.

CB14/33 TENDER FOR SUPPLY AND DELIVERY OF BULK WATER TREATMENT CHEMICALS

To report and gain Council approval on the tenders received by Regional Procurement Initiative (division of Hunter Council Incorporated) on behalf of the Mid North Coast Procurement Alliance Group of Councils, for the supply and delivery of bulk water treatment chemicals.

151 RESOLVED (Palmer/Arkan):

1. That Council accepts the tender offers for the following suppliers in the respective eight (8) categories:

Category	Supplier
A(2) Chlorine (920kg Drums)	Orica Australia
B(1) Aluminium Sulphate	Omega Chemicals
C(1) Sodium Hydroxide 50% (Caustic Soda)	Redox Pty Ltd
C(2) Sodium Hydroxide 46% (Caustic Soda)	Redox Pty Ltd
D(1) Hydrated Lime (25kg Bag)	Redox Pty Ltd
D(2) Hydrated Lime (Bulk)	Redox Pty Ltd
E Sodium Hypochlorite 13%	Price Chemicals
Z Hydrofluosilicic Acid 20%	Redox Pty Ltd

The recommendations are on the basis that:

- 1.1. The tender offers are the most suitable and advantageous following the application of Regional Procurement's tender value selection system.
- 1.2. All of the above tenderers are reliable and proven suppliers of chemicals to Coffs Harbour City Council and other NSW Local Councils.
- 1.3. By actively participating in this Regional Procurement Tender T051415MNC on behalf of the Mid North Coast Procurement Alliance Group of Councils, Coffs Harbour City Council will not breach the Local Government (General) Regulation 2005 - Section 7 Tendering, for annual expenditure over \$150,000.
2. That provision is allowed for a twelve (12) month extension based on a satisfactory supplier performance which may take this tender through to 30 June 2017.

COMMUNITY DEVELOPMENT DEPARTMENT REPORTS

CD14/10 DRAFT COMMUNITY ENGAGEMENT STRATEGY - CULTURAL FACILITIES

The purpose of this report is to recommend to Council the adoption of the community engagement strategy for the provision of cultural facilities, being an Entertainment Centre, Central Library and Regional Art Gallery in Coffs Harbour.

- 152 RESOLVED** (Arkan/Palmer) that Council endorses the Community Engagement Strategy for the Provision of Cultural Facilities being an Entertainment Centre, Central Library and Regional Art Gallery.

CD14/11 JETTY MEMORIAL THEATRE MANAGEMENT COMMITTEE MEMBERSHIP

To recommend to Council the appointment of members to the Jetty Memorial Theatre Management Committee.

- 153 RESOLVED** (Palmer/Townley) that the following be appointed to the Jetty Memorial Theatre Management Committee;

Ms Shirley Barnett
Ms Maureen Burgess
Ms Patricia Slattery
Mr Mark George
Mr Wayne Houlden
Ms Anne Blair
Dr Jan Strom.

Councillor Palmer declared an interest in the following item, vacated the Chamber and took no part in the discussion or voting, the time being 6.37pm.

CITY PLANNING DEPARTMENT REPORTS

CP14/15 PUBLIC CONSULTATION PAPER: REFORM OPTIONS FOR THE NETTING COMPONENT OF THE NSW ESTUARY GENERAL FISHERY

The purpose of this report is to:

1. provide Council with an update on the public exhibition of the NSW Government's proposed Reforms for Fish Netting of NSW estuaries (refer attachment 1); and
2. seek Council's endorsement of the attached submission (refer Attachment 2) to the review.

154 RESOLVED (Arkan/Townley) that Coffs Harbour City Council **TOTALLY REJECTS** the NSW Government's proposed Reforms for Fish Netting of NSW estuaries on the grounds of:

- 1) No detailed or substantive information is provided with the proposed reforms on potential impacts on sustainability of Fish Breeding grounds (especially from a cumulative impact with commercial fishing being proposed in the majority of estuaries along coastal NSW), Tourism, Economic development and recreational fishing.
- 2) The Proposed reforms suggest transformative changes to commercial fishing in two estuaries, within the Coffs Harbour Local Government Area (LGA) from being prohibited to allowing these forms of fishing.
- 3) No detailed or substantive information is provided with the proposed reforms on potential impacts on the environment.
- 4) No detailed or substantive information is provided with the proposed reforms on potential impacts on recreational fishers in the locality – although some restrictions on operations are being included preventing certain commercial activities on weekends, public holidays and school holidays.
- 5) No detailed or substantive information is provided with the proposed reforms on potential impacts on Economic development and Tourism in the locality.

Councillor Palmer returned to the Chamber, the time being 6.38pm.

CP14/16 MANAGEMENT OF FERAL AND/OR INFANT ANIMALS POLICY

For Council to adopt the Management of Feral and/or Infant Animals Policy.

- 155 RESOLVED** (Townley/Degens) that Council adopts the Management of Feral and/or Infant Animals Policy.

REQUESTS FOR LEAVE OF ABSENCE

No requests for leave of absence.

MATTERS OF AN URGENT NATURE

No matters of an urgent nature.

QUESTIONS ON NOTICE

No questions on notice.

This concluded the business and the meeting closed at 6.39pm.

Confirmed: 12 June 2014.

.....
Denise Knight
Mayor

FEDERAL FUNDING FOR COUNCILS

Purpose:

Councillor Sally Townley has given notice of her intention to move:

That Council:

1. Notes with concern:
 - 1.1. The Federal Government's decision in the 2014/15 Budget to freeze indexation for Commonwealth funded Financial Assistance Grants.
 - 1.2. That the indexation freeze is projected to cut \$288 million from funding to local councils in NSW which will directly impact on council's ability to provide essential services and maintain and build infrastructure, and
 - 1.3. That 152 local councils in NSW currently have a combined infrastructure backlog of \$7.2 billion.
2. Calls on the Federal Government to immediately abandon its decision to freeze the indexation of Financial Assistance Grants and reinstate the \$1 billion of previously promised funding to Local Governments across Australia.

Staff Comment:

Coffs Harbour City Council's Financial Assistance Grants for 2014/15 are \$6.99M. The impact of the above Federal Government decision on Council is estimated at \$540,000 over the next three years, based on 2.5% indexation. However, Council has been conservative in our budget forward estimates and only indexed at 1%, hence the three year budget impact is reduced to \$210,000 or approximately \$70,000 per year.

COFFS HARBOUR CITY COUNCIL NOMINATE FOR THE TIDY TOWNS COMPETITION

Purpose:

Councillor Nan Cowling has given notice of her intention to move:

That Coffs Harbour City Council nominate for 'The Tidy Towns Competition' organised by Keep Australia Beautiful in 2015.

Rationale:

This gives twelve months' notice to the residents that we want to spruce up our town and villages and make an all out effort to win this competition and show pride in our surroundings. This should not be just a Council initiative but a call to all not for profit groups, service clubs, sports clubs, schools and businesses that we must all think of a project that will help to give our LGA the best chance to put our area on the map in a positive way.

A Tidy Towns Committee of seven (7) be formed with the ability to co-opt specialists in their field from time to time with one (1) Councillor representative to be elected at this meeting and the balance of the committee be reported to the 22nd August 2014 Council Meeting.

Staff Comment:

The Notice of Motion provided by Cr Cowling makes no reference to the resources necessary to enable a successful Tidy Towns campaign.

With some knowledge of the resources applied in other local government areas towards an annual Tidy Towns campaign, by both community and Council, it is understood that the resources necessary are not unsubstantial. Additionally, it is suggested that those local government areas that have a successful Tidy Towns process, do so with the aid of a substantial Council resourcing commitment towards the campaign.

It should also be acknowledged that the local government area of Coffs Harbour includes the discreet urban settlements of Sawtell, Woolgoolga, Coramba and more, not just the urban area of Coffs Harbour.

It is respectfully suggested that should Council have a desire to pursue the establishment of a Tidy Towns process in the Coffs Harbour local government area, that it would be beneficial to inform itself of the likely processes, resources and commitment generally that may be expected from both the community and Council. With this in mind it may be appropriate to seek a more detailed report regarding this issue prior to giving a full commitment.

PLANNING ZONES OF HIGHWAY (B6) STRIP BETWEEN TWO COFFS CREEK BRIDGES AND WITHIN THE JETTY PRECINCT

Purpose:

Councillor Rodney Degens has given notice of his intention to move:

That a report be brought back to Council in the short term outlining the history of planning investigations and issues of contention in the following planning zones.

1. along the Highway (B6) strip between the two Coffs Creek bridges
2. within the Jetty precinct

with a view to conduct a review of existing planning controls inside of Coffs Harbour city, particularly for the two locations mentioned above for the purpose of updating the current LEP given that anomalies exist in these areas.

Rationale:

The built dimensions of the new Justice Centre at Beryl Street and also the parking lot at Park Beach Plaza exceed the current planning regime held by Coffs Harbour City Council.

The building controls in Coffs Harbour have been static for some time and in the current context where a major State Government initiated development has led the way, particularly the new Justice Centre at Beryl Street, and the recent need to increase building maximums to 600 square metres for certain uses, in the same building zone, it is clear that the planning controls in Coffs Harbour are lagging behind the times. That the State Government rather than the Local Government of Coffs Harbour needs to dictate progress for our city, is an embarrassment to the extreme, and speaks poorly for the mindset held by Coffs Harbour City Council. It is time that planning controls set by council be made current and relevant to the needs of entrepreneurs and the creative pursuits of present day.

The Jetty Precinct also, this time being considered as the built zone extending along from the Promenade on Harbour Drive all the way to Dolphin Marine Magic is suffering from outdated traffic management at the very least and in this context any changes to the zonings, namely building heights and dimensions, in this precinct that could facilitate positive future adjustments in this respect need to be considered earlier rather than later.

Staff Comment:

A report can be brought back to Council in July 2014.

HERITAGE STRATEGY 2014 - 2017

Purpose:

This report outlines the Heritage Strategy proposed for the three year period 2014 – 2017 and seeks Council's endorsement of a 30 day public exhibition process.

Description of Item:

Coffs Harbour City Council first prepared a Heritage Strategy in 2003 and has subsequently operated a Heritage Advisory Program for over 10 years. The Strategy was updated in 2006, 2009 and again in 2011. The revision of the Strategy, as outlined in this report, is to apply to the next three year period (2014 - 2017).

Background:

The initial Heritage Strategy, prepared in 2003, followed the best practice advice contained in the (former) Department of Planning (DoP) Heritage Branch publication "*Eight suggestions on how local councils can promote heritage conservation*". Drawing on the information outlined in the "eight suggestions", Council in 2003, resolved to:

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 prepared based upon these broad aims.

A revised Heritage Strategy was adopted by Council on 2 November 2006 for the period 2006 - 2009.

In 2009, at the instruction of the (State) Heritage Office the "*Eight suggestions on how local councils can promote heritage conservation*" were replaced by nine "*Recommendations for local council heritage management*". Another revised Heritage Strategy was adopted by Council on 10 February 2011 incorporating these nine recommendations, which have continued to apply since.

This report presents the proposed Heritage Strategy for the next three year period (2014 - 2017).

The NSW Office of Environment and Heritage (OEH) has 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.

Sustainability Assessment:

- **Environment**

The Coffs Harbour local government area (LGA) includes European heritage items from the mid-19th century, as well as Aboriginal cultural heritage from an earlier period. Many of these items provide first-hand information about how Coffs Harbour developed, who played a part in this development, how they lived their lives and how they built their living environment.

These items provide Coffs Harbour with its natural and 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.

- **Civic Leadership**

Council's strategic planning documents ensure transparency and accountability in local government. Their implementation enables Council to identify and respond to community issues and concerns.

The Heritage Strategy seeks to implement appropriate and relevant strategies of the Coffs Harbour 2030 Plan to achieve the following objectives:

- **Objective** - LP 5 *We share the aspirations, knowledge, skills and history of all in our community.*

Strategy - LP 5.1 *Promote and support a culture of lifelong learning.*

Strategy - LP 5.2 *Facilitate and promote shared learning across generational and cultural groups.*

Comment - A better understanding of our heritage helps us to understand our past and to contribute to the lives of future generations.

- **Objective** - LC 1 *Coffs Harbour is a strong, safe and adaptable community.*

Strategy - LC 1.1 *Build pride and identity in Coffs Harbour as a community and a place.*

Comment - Acknowledgement of heritage resources and implementation of heritage programs helps to foster a sense of continuity and belonging to the place where we live; a sense of place.

- **Objective** - LE 1 *We share our skills and knowledge to care for our environment.*

Strategy - LE 1.1 *Identify and promote the region's unique environmental values.*

Strategy - LE 1.2 *Develop programs to actively engage communities on environmental issues and solutions.*

Strategy - LE 1.3 *Promote connections to the environment through learning in the environment.*

Comment - The Coffs Harbour LGA includes European heritage items from the mid-19th century, as well as Aboriginal cultural heritage from an earlier period. Many of these items provide first-hand information about how Coffs Harbour developed, who played a part in this development, how they lived their lives and how they built their living environment. These items provide Coffs Harbour with its built and natural (cultural) heritage and are therefore worthy of consideration, conservation and passing on to future generations.

- **Economic**

Broader Economic Implications

Maintaining heritage items can potentially provide scope for the employment of people with specialist skills and training.

Heritage items and conservation areas can also readily be promoted through initiatives such as the Sawtell Chilli Festival and CurryFest at Woolgoolga.

Maintenance of heritage items can also potentially be beneficial to the economic development of the area through retail sales.

Delivery Program/Operational Plan Implications

Council has allocated \$38,000 (per annum indexed) in its current budget to allow for heritage expenses for the three year period 2014 – 2017.

Financial assistance has been provided to Council by the State Government (OEH) since the 2003 – 2004 financial year. The State Government contribution has been reduced over time as follows:

- **2003 / 2004 – 2006 / 2007 financial years**
\$1 for \$1 grant per year for the heritage advisory service.
\$1 for \$1 grant per year for the Local Heritage Fund.
- **2007 / 2008 – 2009 / 2010 financial years**
\$1 for \$2 grant per year for the heritage advisory service.
\$1 for \$1 grant per year for the Local Heritage Fund.
- **2010 / 2011 financial year**
\$1 for \$2 grant per year for the heritage advisory service.
\$1 for \$2 grant per year for the Local Heritage Fund.
- **2011 / 2012 – 2014 / 2015 financial years**
\$1 for \$3 grant per year for the heritage advisory service.
\$1 for \$2 grant per year for the Local Heritage Fund.

Continued State Government funding relies upon the adoption of a Heritage Strategy for the 2014 – 2017 period.

Risk Analysis:

The evolution of the Heritage Strategy over the last 11 years has involved extensive community engagement. The 2014 – 2017 Strategy will also be placed on exhibition prior to its adoption, thus providing further opportunity for community engagement and reducing risks. Further environmental assessments will be undertaken for future proposals associated with the Strategy (i.e. Community Based Heritage Study 2014) to ensure that additional risk analysis is undertaken prior to Council committing to any further progression of strategic issues.

Consultation:

If endorsed the Heritage Strategy will be placed on public exhibition for a 30 day period.

Related Policy and / or Precedents:

Council has endorsed the Heritage Strategy on four previous occasions – in 2003, 2006, 2009 and 2011. The Local Heritage Advisory Program has been running successfully since 2003, and a number of promotional opportunities have created significant local interest. Similarly, the Local Heritage Fund has provided invaluable financial assistance to the owners of many heritage listed properties.

Statutory Requirements:

Local government responsibility for heritage management is enshrined within several acts - the Heritage Act 1977, Environmental Planning and Assessment (EP&A) Act 1979 and Local Government Act 1993. The Acts establish the legislative framework for heritage management in New South Wales and ensure that heritage forms an integral part of the planning system.

- **The NSW Heritage Act 1977**

The NSW Heritage Act 1977 provided the first systematic means of protecting heritage in the State. It was drafted in response to community concern over the loss of items in the 1970s.

- **The Environmental Planning and Assessment Act 1979**

The EP&A Act 1979 delegates responsibility for heritage to be shared by State and local government agencies. The Act also provides local government with the power to protect items and places of heritage significance in the local area through local environmental plans (LEP) and development control plans (DCP).

Development consent must be obtained from the local council for work that may impact the heritage significance of items listed under a LEP (some minor works are exempt). Council must also take into account the impact of a proposal on the heritage significance of an item, before making a decision about it.

Councils also prepare DCPs to specify more detailed management policies listed for heritage items and places. Coffs Harbour DCP 2013 includes such management policies. These, together with any other heritage issues, must be considered by council when assessing development applications, as required by section 79C (Matters for Consideration) of the EP&A Act 1979.

Issues:

- **Role of Heritage Advisor**

The primary goal of the heritage advisor 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.

- **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 (in Council's case in an informal manner) and promotion of the City's heritage resource;
- oversee the implementation of the heritage fund; and
- encourage best practice heritage conservation;

The composition of the existing Heritage Executive Committee is:

- the heritage advisor;
- the heritage contact officer (Coffs Harbour City Council staff member);
- a Coffs Harbour Library representative;
- a Coffs Harbour Local Aboriginal Land Council representative;
- a Sawtell Historical Society representative; and
- two Community Representatives.

- **Heritage Strategy**

The proposed Heritage Strategy 2014 - 2017 includes provisions that relate to:

- the continuation of the Heritage Executive Committee;
- the survey and protection of items;
- continue to produce heritage brochures;
- continue to administer Local Heritage Fund;
- continue to produce themed heritage trails; and
- promote cultural heritage.

The Strategy summarises the way Coffs Harbour City Council will achieve implementation of its heritage program.

The 2014 - 2017 Heritage Strategy was presented to, and endorsed by members of the Heritage Executive Committee in May 2014.

- **Local Heritage Fund**

The Local Heritage Fund has been operating since 2003, and is offered to owners of heritage listed properties (as well as those properties located in both of the two Heritage Conservation Areas of Coramba and Sawtell) at the beginning of each financial year. It is jointly funded (as outlined earlier in this report) by Council and the OEH.

The purpose of the fund is to provide financial assistance to owners of heritage listed properties for alterations and/or maintenance of those heritage items.

The benefits of the fund include:

- provides some financial relief for owners of heritage listed properties;
- encourages conservation and promotes positive community attitude to heritage consideration;
- encourages work on heritage items; and
- provides a tool to target particular projects.

Implementation Date / Priority:

Should Council choose to endorse the Heritage Strategy included as Attachment 1, the document must be publically exhibited for a 30 day period. Following the resolution of any significant issues raised, the document is to be submitted to the OEH on or before the 15 August 2014.

Conclusion:

This report demonstrates that Council's Heritage Program is progressing well. The proposed Heritage Strategy 2014 - 2017, included as Attachment 1 outlines the framework in which the Heritage Program will continue to operate over the next three years.

A performance review of the Heritage Strategy's previous three year period is also included as Attachment 2.

Recommendation:

1. That Council endorse the Heritage Strategy 2014 - 2017 for public exhibition purposes for a 30 day period.
2. That following the public exhibition period Council considers a further report including a summary of any submissions received.
3. Should no submissions be received during the public exhibition period, the Heritage Strategy 2014 - 2017 be progressed to the NSW Office of Environment and Heritage for endorsement.
4. That Council endorse the continuation of the existing Heritage Executive Committee for the period of the Heritage Strategy 2014 - 2017.



Coffs Harbour City Council

Heritage Strategy 2014 - 2017

Prepared by

**Coffs Harbour City Council
Sustainable Planning Branch staff**

Administration Building:
cnr Coff & Castle Street
Coffs Harbour NSW 2450
Telephone: (02) 6648 4000
Fax: (02) 6648 4199
E-mail: coffs.council@chcc.nsw.gov.au
Website: www.coffsharbour.nsw.gov.au

HERITAGE STRATEGY 2014 - 2017

Introduction

This Heritage Strategy has been prepared in accordance with the standard guidelines developed by the NSW Office of Environment and Heritage (OEH), and is based on the Heritage Council publication *“Recommendations for Local Council Heritage Management”*.

The Strategy has been prepared by Coffs Harbour City Council’s Heritage Contact Officer.

Coffs Harbour City Council has operated a Heritage Advisory Program for over ten years and a Heritage Strategy was first prepared by Council in 2003. The Strategy was updated in 2006, 2009 and again in 2011. This revision of the Strategy is to apply to the next three year period (2014 – 2017).

Continuing the use of the best practice advice contained in the OEH publication *Recommendations for local council heritage management*, Council is committed to the following actions with regard to each recommendation:

Recommendation 1	Establish a heritage committee to deal with heritage matters in your area
Outcome 1	Increased community participation, awareness and appreciation of heritage in the local area

Council Response

Continue the Coffs Harbour City Council 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) Committee members to continue to assist with the survey work noted in 2 below.
- b) Continue to provide informal advice to Council and the community on planning, management and promotion of the City’s heritage resources.
- c) Continue to oversee the implementation of the Local Heritage Fund.

Recommendation 2	Identify the heritage items in your area and list them in your local environmental plan
Outcome 2	Increased knowledge and proactive management of heritage in your local area

Council Response

- a) Continue to identify, survey and put into place measures to legally protect all known heritage items in the Coffs Harbour local government area.

Actions to be undertaken:

Coffs Harbour City Council staff, including the heritage contact officer and heritage advisor in consultation with the heritage executive committee will use heritage studies (including the Community Based Heritage Study 2014, which is to be reported to Council in 2014), public submissions and other relevant information with a view to preparing a more comprehensive list of heritage items for eventual insertion into Schedule 5 of the Coffs Harbour City Council Local Environmental Plan (LEP) 2013.

- b) Put in place good measures to assess all development applications involving heritage items e.g. development control plans.

Actions to be undertaken:

- (i) Coffs Harbour City Council to review its current practice with its heritage advisory service to ensure that best practice arrangements are maintained and improved where necessary with regard to development affecting heritage listed properties under LEP 2013.
- (ii) Heritage clauses contained in LEP 2013 and heritage items listed in Schedule 5 of LEP 2013.
- (iii) Detailed heritage and urban design guidelines have been inserted into relevant components of Council’s Development Control Plan (DCP) 2013.
- (iv) Finalise the Community Based Heritage Study 2014 and report to Council.



Recommendation 3	Appoint a heritage and urban design advisor to assist the council, the community and owners of listed items
Outcome 3	Increased community participation and proactive heritage and urban design management in your local areas

Council Response

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 continue to develop and promote further simple heritage brochures and handouts – each to cover a different aspect of heritage promotion.
- c) Coffs Harbour City Council to continue its Local Heritage Fund for an ongoing period of 3 years, to encourage owners of heritage listed properties and properties contained in conservation areas to undertake conservation works on their properties.
- 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, as well as the village of Woolgoolga and the Coffs Harbour Jetty area.
- e) Continue to promote "cultural and social heritage" of the area, e.g. Aboriginal heritage, Sikh community etc. including festive days and special events that promote cultural heritage – National Trust Heritage Festival, Heritage Week, the Sawtell Chilli Festival, which is held within the Sawtell Heritage Conservation Area (First Avenue Sawtell) highlighting the historic character and uniqueness of the location, and the Woolgoolga CurryFest, which celebrates Woolgoolga’s unique Punjabi heritage and showcases and celebrates Indian and multicultural cuisine.
- f) Continue to hold the annual series of “heritage lectures”, which is a full day of lectures covering a wide variety of heritage related topics by speakers with various heritage related expertise aimed at providing information to the general public.
- g) Continue to support and promote the 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).

Recommendation 4	Manage local heritage in a positive manner
Outcome 4	Proactive heritage and urban design management in your local area

Council Response

Encourage positive, proactive, best practice heritage conservation through providing free heritage advisory services, and offering flexibility in allowed land uses on heritage properties.

Actions to be undertaken:

- a) Coffs Harbour City Council to continue its heritage advisory service at current levels.
- b) Council’s heritage advisor and heritage contact officer to ensure that referred development applications give consideration to heritage and urban design principles through the implementation of controls outlined in current relevant documents including LEP 2013 and DCP 2013.
- c) Continue to offer flexibility in LEP permitted (with consent) uses for development applications on heritage properties.

Recommendation 5	Introduce a Local Heritage Fund to provide small grants to encourage local heritage projects
Outcome 5	Increased community participation and proactive conservation and management of heritage in your local area

Council Response

Encourage best practice heritage conservation through providing a Local Heritage Fund for maintenance costs and other conservation projects on heritage items.

Actions to be undertaken:

- a) Coffs Harbour City Council to continue its Local Heritage Fund for an ongoing period of three years, to encourage owners of heritage listed properties and properties contained in conservation areas to undertake conservation work.
- b) Organise for media releases either through local newspapers and/or Council’s web page to promote the benefits of the fund and to encourage others to apply for funding.



Recommendation 6	Run a heritage main street program
Outcome 6	Council, owners and the community actively participate in attractive and well-managed heritage main streets

Council Response

Encourage interaction between all stakeholders to achieve best practice heritage conservation through commissioning further main street studies.

Actions to be undertaken:

Council staff are to initiate the commissioning of further main street studies, through processes such as the Woolgoolga Town Centre Study review etc.

Recommendation 7	Present educational and promotional programs
Outcome 7	Increased awareness and appreciation of heritage by Councils, owners and the community in your local area

Council Response

Encourage and foster best practice heritage conservation through providing educational and promotional services.

Actions to be undertaken:

- a) Continue to establish themed heritage trails and walks throughout the City, with a focus on rural heritage and landscapes and the Conservation Areas of Coramba and Sawtell, as well as the village of Woolgoolga and the Coffs Harbour Jetty area.
- b) Continue to promote "cultural and social heritage" of the area, e.g. Aboriginal heritage, Sikh community etc. including festive days and special events that promote cultural heritage – National Trust Heritage Festival, Heritage Week, the Sawtell Chilli Festival and the “Curryfest” at Woolgoolga (as also noted in recommendation 3 above).
- c) Continue to hold the annual series of “heritage lectures”, which is a full day of lectures covering a wide variety of heritage related topics by speakers with various heritage related expertise.
- d) 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).
- e) Coffs Harbour City Council to continue to issue simple heritage brochures, fact sheets and other promotional material such as postcards etc – each to cover a different aspect of heritage promotion.

Recommendation 8	Set a good example to the community by properly managing places owned or operated by council
Outcome 8	A council proactively conserves and manages its heritage assets

Council Response

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 further main street studies.
- b) Coffs Harbour City Council to initiate action plans for each of the heritage elements for which the council has responsibility.
- c) Continued maintenance of the Fig (Ficus ‘Hillii’) trees in First Avenue Sawtell.
- d) Continued maintenance of the jetty structure.
- e) Continued up-keeping of Council owned cemeteries.

Recommendation 9	Promote sustainable development as a tool for heritage conservation
Outcome 9	Proactive heritage and sustainable development in your local area

Council Response

Raise awareness of Council’s role in promoting sustainable development within the community and emphasise the importance of heritage conservation within the process.

Actions to be undertaken:

- a) Include heritage conservation themes within material promoting sustainable development.
- b) Promotion of LEP 2013 and DCP 2013 which encourages and reinforces sustainable development. Clause 5.10 of LEP 2013 outlines requirements for development consent on heritage properties. It also outlines relevant requirements for cultural heritage sites and outlines incentives to encourage sensitive and appropriate development. More detailed heritage and urban design guidelines have been inserted into relevant components of DCP 2013.
- c) Continue to offer and promote flexibility in LEP permitted (with consent) uses for development applications on heritage properties.



SUMMARY OF THE PERFORMANCE OF THE COFFS HARBOUR CITY COUNCIL HERITAGE STRATEGY 2011-2014

In response to the State Government’s nine “recommendations for local council heritage management”, Council has undertaken the following actions during the 2011-2014 period:

Recommendation 1	Establish a heritage committee to deal with heritage matters in your area
Outcome 1	Increased community participation, awareness and appreciation of heritage in the local area

Actions undertaken 2011-2014:

Council initially established a heritage executive committee in 2003 / 2004 comprising:

- the Heritage Contact Officer / Heritage Advisor;
- a Coffs Harbour Local Aboriginal Land Council representative;
- a Sawtell and District Progress Association representative;
- a Coffs Harbour Heritage Trust representative; and
- three Community Representatives.

Since this time, a standalone heritage advisor was employed, a member of the Sawtell Historical Society has replaced the Sawtell and District Progress Association representative as well as Coffs Harbour Local Aboriginal Land Council and library representatives also joined the committee.

Since its inception, the committee has been actively involved in the awareness and appreciation of heritage in the local area. Examples of such activities during the 2011-2014 period include:

- a) the continued investigation of items for heritage listing,
- b) development of a Coramba Heritage Walk brochure,
- c) hosted a Coramba Heritage Walk,
- d) continued participation in National Trust heritage festivals, heritage week, and general promotion of heritage in the area, including an annual series of heritage lectures,
- e) assisted in the preparation of conservation management plans and the Community Based Heritage Study 2013 (which is to be reported to Council in 2014), and
- f) provided informal feedback on development proposals within the Heritage Conservation Areas of Coramba and Sawtell, as well as individual heritage items.

Recommendation 2	Identify the heritage items in your area and list them in your local environmental plan
Outcome 2	Increased knowledge and proactive management of heritage in your local area

Actions undertaken 2011-2014:

Council’s Heritage Contact Officer, Heritage Advisor and members of the Heritage Executive Committee have used previous heritage studies, as well as ongoing research as a basis to contribute to the compilation of a list of significant items contained in the Community Based Heritage Study 2014 (which is to be reported to Council in 2014). This research has also contributed to the preparation of a more comprehensive list of heritage items in Coffs Harbour City Council’s Local Environmental Plan 2013 (LEP 2013).

Specific examples of work undertaken to date include:

- a) potential sites identified through Heritage Executive Committee member’s research proposal into burials on private property;
- b) revision of the integrity of sites in the Sawtell Heritage Conservation Area
- c) Revision of Heritage Items contained in the Coffs Harbour Local Environmental Plan 2000 (LEP 2000), and
- d) Inclusion of 25 additional items to LEP 2013.

Recommendation 3	Appoint a heritage advisor to assist the council, the community and owners of listed items
Outcome 3	Increased community participation and proactive heritage and urban design management in your local areas

Actions undertaken 2011-2014:

Coffs Harbour City Council continued its heritage advisory service throughout this period. Achievements during this period include:

- a) Progression of the development of the Coramba Heritage Walk brochure. Further heritage walks are planned for the Coffs Harbour Jetty area and Woolgoolga.
- b) Overseeing the operation of the Local Heritage Fund, to encourage owners to undertake conservation work.
- c) Undertaken further investigation, on behalf of private owners of incentives providing flexible land uses in residential areas for properties within Conservation Areas or heritage listed properties in LEP 2000 & LEP 2013.
- d) Ongoing promotion of "cultural heritage" of the area through media releases, public displays, postcards, heritage trails, an annual heritage lecture series and brochures.
- e) Contribution of information toward the heritage provisions of the LEP 2013, and the accompanying Development Control Plan 2013 (DCP 2013) to control and guide conservation of heritage items in Coffs Harbour.

Recommendation 4	Manage local heritage in a positive manner
Outcome 4	Proactive heritage and urban design management in your local area

Actions undertaken 2011-2014:

Council has continued to encourage positive, proactive, best practice heritage conservation through providing free heritage advisory services, promotion and incentives.

The addition of 25 heritage listed items to LEP 2013 in this time, also demonstrates that Council has been proactive in its management of heritage in the local area.

Recommendation 5	Introduce a Local Heritage Fund to provide small grants to encourage local heritage projects
Outcome 5	Increased community participation and proactive conservation and management of heritage in your local area

Actions undertaken 2011-2014:

Coffs Harbour City Council continued its Local Heritage Fund during the three year period 2011-2014. The Local Heritage Fund has encouraged owners of heritage listed properties and properties contained in the Conservation Areas of Sawtell and Coramba to undertake conservation work on their properties.

Total monies awarded through the Local Heritage Fund during this period include:

- 2011-2012 - \$15,266
- 2012-2013 - \$16,474
- 2013-2014 - \$15,721

Recommendation 6	Run a main street program
Outcome 6	Council, owners and the community actively participate in attractive and well-managed heritage main streets

Actions undertaken 2011-2014:

Council has undertaken the following actions during the 2011-2014 period:

- a) Ongoing maintenance of the fig (Ficus ‘Hillii’) trees in the Sawtell Conservation Area (listed item on LEP 2013).
- b) Refurbishment of 215A Harbour Drive Coffs Harbour to house the Coffs Harbour Museum.
- c) Upgrading and ongoing maintenance of the Jetty theatre.
- d) Ongoing maintenance of the jetty structure.

Recommendation 7	Present educational and promotional programs
Outcome 7	Increased awareness and appreciation of heritage by Council, owners and the community in your area

Actions undertaken 2011-2014:

Council has undertaken the following actions during the 2011-2014 period:

- a) Progression of the development of the Coramba heritage walk brochure. Further heritage walks are planned for the Coffs Harbour Jetty area and Woolgoolga.
- b) Continued to promote the Cultural/Social heritage of the area through Festive Days and special events that promote cultural heritage – National Trust Heritage Festival, Heritage Week, Sawtell Chilli festival and the Curryfest at Woolgoolga.
- c) Ongoing promotion of "cultural heritage" of the area through media releases, public displays, annual heritage lecture series and postcards / brochures.

Recommendation 8	Set a good example to the community by properly managing places owned or operated by council
Outcome 8	Increased community participation and proactive conservation and management of heritage in your area

Actions undertaken 2011-2014:

Council has undertaken the following actions during the 2011-2014 period:

- a) The preparation of a Conservation Management Plan to guide the refurbishment of 215A Harbour Drive Coffs Harbour which will house the Coffs Harbour Museum.
- b) Upgrading and ongoing maintenance of the Jetty theatre.
- c) Continued maintenance of the "Jetty" structure.
- d) Initiated the commissioning of further main street studies, through processes such as the Woolgoolga Town Centre Study review etc.
- e) Ongoing maintenance of Fig (Ficus 'Hillii') trees in the Sawtell Conservation Area (listed item on LEP 2013).

Recommendation 9	Promote sustainable development as a tool for heritage conservation
Outcome 9	Proactive heritage and sustainable development in your area

Actions undertaken 2011-2014:

Council has undertaken the following actions during the 2011-2014 period:

- a) Included heritage conservation themes within material promoting sustainable development, and
- b) The refining of heritage provisions in DCP 2013 and LEP 2013.

COFFS HARBOUR ROAD NETWORK DEVELOPER CONTRIBUTIONS PLAN REVIEW

Purpose:

To present to Council the draft amended Coffs Harbour Road Network Developer Contributions Plan 2014. This report recommends that the draft plan be adopted.

Description of Item:

Council, at its meeting on 10 April 2014, resolved to place the draft Coffs Harbour Road Network Developer Contributions Plan 2014 on public exhibition for a period of 28 days. The draft plan was on exhibition from 24 April 2014 until 21 May 2014 and no submissions were received.

The plan levies contributions to enable the recoupment of part of the costs associated with the Hogbin Drive extension and upgrade works, and construction of Stadium Drive.

The draft contributions plan was amended by the deletion of the proposed upgrade to Mastracolas Road. The draft plan continues to collect funds for the recoupment of other completed works.

Sustainability Assessment:

- **Environment**

There are no environmental issues associated with this report.

- **Social**

The completion of the works that are included in the draft contributions plan have had a positive effect in providing increased connectivity and reduced traffic congestion.

- **Civic Leadership**

The provision of adequate transport infrastructure is consistent with Council's Coffs Harbour 2030 Plans objective MA1 – Moving around.

- **Economic**

Broader Economic Implications

Recoupment of part of the costs for the construction of Hogbin Drive and Stadium Drive allows the recovery of that part of the cost of the works that relates to development resulting in additional population.

Delivery Program/Operational Plan Implications

There are no delivery Program/Operational Plan implications associated with this report.

Risk Analysis:

There is generally no risk associated with this report. The draft plan seeks to recoup past expenditure on transport infrastructure.

Consultation:

Council's Developer Contributions Internal Working Group was consulted in the review of the contributions plan.

Related Policy and / or Precedents:

Council has been recouping a portion of the cost of works since first adopting the Coffs Harbour Road Network Contributions Plan in 2004. The recouped funds have, to date, been held in a reserve to accumulate to facilitate future road upgrades, in particular Hogbin Drive.

Statutory Requirements:

Section 26(4) of the Environmental Planning and Assessment Regulation 2000 provides that draft contributions plans must be exhibited for at least 28 days. The draft plan was on exhibition from 24 April 2014 until 21 May 2014. Section 31 of the Environmental Planning and Assessment Regulation provides as follows:

Approval of contributions plan by council

- (1) *After considering any submissions about the draft contributions plan that have been duly made, the council:*
 - (a) *may approve the plan in the form in which it was publicly exhibited, or*
 - (b) *may approve the plan with such alterations as the council thinks fit, or*
 - (c) *may decide not to proceed with the plan.*
- (2) *The council must give public notice of its decision in a local newspaper within 28 days after the decision is made.*
- (3) *Notice of a decision not to proceed with a contributions plan must include the council's reasons for the decision.*
- (4) *A contributions plan comes into effect on the date that public notice of its approval is given in a local newspaper, or on a later date specified in the notice.*

Issues:

With the deferral of progress on the rezoning of areas along Mastracolas Road, the requirement to upgrade this road has reduced. Further, the upgrade of Mastracolas Road is deemed not cost effective given the constraints associated with the proposal. Therefore the previously proposed upgrade works should not remain in the contributions plan.

Traffic modeling has shown that further upgrades to Hogbin Drive are required, particularly at the major roundabouts. This will require lane duplication to provide for satisfactory traffic movement in the future. Therefore continuation of the recouped funds being accumulated in the road reserve will continue in order to assist with funding of the future works.

Implementation Date / Priority:

Public notice of the adoption of the Draft Coffs Harbour Road Network Contributions Plan will occur immediately should Council adopt the recommendation of this Report.

Recommendation:

That the Draft Coffs Harbour Road Network Contributions Plan 2014 be adopted.



COFFS HARBOUR ROAD NETWORK

Developer Contributions
Plan 2014

DRAFT



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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

This contributions plan enables Coffs Harbour City Council to levy contributions under Section 94 of the Environmental Planning and Assessment Act 1979 where anticipated land use development will increase the demand for traffic infrastructure.

The Coffs Harbour Settlement Strategy 2006 identifies the preferred location and expected type of future urban expansion within the City, and the associated requirements for public facilities.

As a consequence of this anticipated development, and having regard to the level of facilities currently available and the expected profile of the new population, it has been necessary to provide road network **improvements titled the "Road Network"**. The roading improvements that make up the Road Network are shown graphically in Figure 1.

SUMMARY OF WORKS SCHEDULE

A schedule of works, construction timing, staging priorities and expenditures for the Road Network is summarised at Table 2.

TYPE OF DEVELOPMENT TO WHICH THIS PLAN APPLIES

This plan applies to all future residential development within the Local Government Area.

AREA TO WHICH THIS PLAN APPLIES

This contributions plan applies to all land parcels within the Coffs Harbour Local Government Area (LGA).

Figure 2 shows the division of the Coffs Harbour LGA into 2 broad sectors. The purpose of this is to equitably apportion contributions for all development within each given sector.

SUMMARY OF CONTRIBUTION RATES

Table 1 summarises the contribution rates applying to residential development, by **sector. Appendix "B" includes additional contribution rates that apply to various other forms of development.**

DATE OF COMMENCEMENT OF THIS PLAN

This contributions plan came into operation on 4 March 2004. This contributions plan was amended on 24 August 2005, on 7 May 2007, on 24 April 2008, 8 May 2013, 18 December 2013, and further on XX/XX/XXXX

Table 1 –Road Network: Sector Contribution Rates

RESIDENTIAL CONTRIBUTIONS					
Sector (see figure 2)	Weighting	Net Cost to be Levied \$	Per person	Per Lot/Large Dwelling \$	Per Small Dwelling \$
A	66.5%	1,765,092	\$307.47	\$799.42	\$559.59
B	33.5%	883,208	\$197.70	\$514.01	\$359.81

Notes:

1. In addition to the above the relevant contribution rates associated with all other current regional developer contributions plans, regional, district and neighbourhood open space and community facilities, and water and sewer, also apply.
2. 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.
3. A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas).
4. The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres (excluding garages and balcony areas).
5. Additional contribution rates for various other types of development are included in this plan **at appendix "B"**

PART 2

ADMINISTRATION AND ACCOUNTING

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act 1979 and Part 4 of the Environmental Planning and Assessment Regulation 1994 and may be referred to as the Coffs Harbour Road Network Developer Contribution Plan 2014.

PURPOSE OF THE PLAN

The primary purpose of this plan is to satisfy the requirements of the Environmental Planning and Assessment Act and Regulation to enable Council to require a contribution towards the provision, extension or augmentation of traffic infrastructure that has been provided in anticipation of or to facilitate future development.

Other purposes of the plan are to:

- (i) Ensure that an adequate level of traffic infrastructure is provided as development occurs, in order to ensure that existing traffic operating conditions are maintained at the level experienced currently;
- (ii) Enable Council to recoup funds that it has spent in the provision of traffic infrastructure in anticipation of future development;
- (iii) Ensure that the existing community is not burdened by the provision of traffic infrastructure required as a result of future development; and
- (iv) Provide a comprehensive strategy for the assessment, collection, expenditure, accounting and review of development contributions on an equitable basis throughout the Coffs Harbour LGA.

RELATIONSHIP TO OTHER PLANS AND POLICIES

This plan is consistent with the Coffs Harbour Settlement Strategy 2006 and the Coffs Harbour City Council Urban Land Capacity Assessment 2004. This contribution plan should be read in conjunction with all other current developer contribution plans, including the Coffs Harbour Water Supply Development Servicing Plan and the Coffs Harbour Wastewater Development Servicing Plan (Section 64 of the Local Government Act 1993).

Furthermore, this contributions plan provides necessary means for the implementation of the council-adopted Road Network plan.

HOW THE PLAN OPERATES

In determining a development application Council may impose a condition requiring the payment of a monetary contribution and/or the dedication of land in accordance with the provisions of this Plan.

The Road Network methodology document identifies growth traffic that demands the **Road Network upgrades as "relevant" traffic** to be used in the determination of contribution amounts. Of such traffic growth, it can be either a direct consequence of residential development, or not. Due to the inherent difficulty in forecasting non-residential growth, this plan only serves to charge residential growth. However, almost **exactly 50% of "relevant" traffic growth is a function of growth that cannot be sourced to residential growth.** This 50% of other relevant traffic growth is a result of either:

- Commercial activity
- External growth and through traffic growth
- Growth that is a consequence of demographic/residential growth but which cannot be linked geographically to such growth

Coffs Harbour City has contributed 50% of costs of the Road Network not funded elsewhere; this 50% has funded the costs associated with these identified 50% of **"relevant" trips, the costs associated with such which cannot be easily ascribed elsewhere.**

FORMULAE FOR DETERMINING CONTRIBUTIONS

Contribution rates have been determined for each of the sectors shown in figure 2. The different weightings for each sector have been determined having consideration to the location and intensity of activity, and the behavioural patterns of road network users.

The formulae to be used for the calculation of contributions under Section 94 of the Environmental Planning and Assessment Act are set out as follows:

Contribution per lot for development in the relevant sector =

$$\frac{(C - O - L) \times W}{F}$$

Where:

C = total cost of works to provide the Road Network assigned to the relevant sector as displayed in figure 2, including land acquisition, survey and design and construction costs.

O = Funds from other sources

L = Funds levied or collected to date

W = Weighting assigned to each sector as shown in table 1

F = Future lot yield of relevant sector

For a complete treatment of these equations **and their basis, please refer to the "Coffs Harbour Road Network Developer Contributions Plan 2002 Supplementary Document: Traffic Modelling Methodology", the "Modelling Methodology" document.**

CALCULATION OF CONTRIBUTION RATES

Sector 'A'

$$\frac{(C - O - L) \times W}{F}$$

$$\frac{(\$26,947,910 - \$19,366,527 - \$4,933,083) \times .665}{2,203}$$

= \$799.42 per lot

Attachment

SECTOR 'B'

$$\frac{(C - O - L) \times W}{F}$$

$$\frac{(\$26,947,910 - \$19,366,527 - \$4,933,083) \times .335}{1,726}$$

= \$514.01 per lot

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 subdivision certificate
- Development consents involving building work – prior to the release of the construction certificate
- Development consents where no construction certificate 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.

DEFERRED OR PERIODIC PAYMENTS

Where the applicant can demonstrate that the settlement of the contribution, in terms of the above, is unreasonable in the circumstances of the case, the Council may accept deferred or periodic settlement. In such a case, the applicant needs to make a written request and satisfy Council in accordance with the following:

- there are valid reasons for deferred or periodic payment;
- no prejudice will be caused to the community deriving benefits from the infrastructure required by the proposed development;
- no prejudice will be caused to the operation of this plan;

- The provision of the infrastructure or service in accordance with the adopted work schedule will not be adversely affected.

Applications for deferment of payments will be subject to the following conditions:

- (i) The deferment will be for a fixed period not exceeding 6 months from the date the contribution becomes due;
- (ii) The applicant must agree to pay the Council interest on contributions or on so much thereof as shall remain outstanding from time to time computed from the date that the contribution becomes due at the appropriate rate of interest;
- (iii) Payment of the contributions and the interest must be secured by delivery to the Council of a guarantee in writing issued by an appropriate institution.

Deferments will not be granted based on progressive land sales.

Note: for the purposes of this provision, "appropriate rate of interest", means the seven year local government interest borrowing rate applicable from time to time, and "appropriate institution" means a licensed bank or other institution where securities comprise authorised investments under the Trustee Act 1925.

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 Section 94(5b) of the Environmental Planning and Assessment Act.

Applicants should consult Councils 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.

POOLING OF FUNDS

This plan expressly authorises monetary S94 contributions paid for different purposes to be pooled and applied (progressively or otherwise) for those purposes.

INDEXING OF CONTRIBUTION RATES

Council will review the contribution rates to ensure that the monetary contributions reflect the costs associated with the provision of the public facility.

The contribution rates will be reviewed on the basis of movements in the Consumer Price Index, All Groups (A) 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, the estimate of costs of the various public facilities and services, population projections, land acquisition costs or other aspects relating to this contribution plan.

PART 3 – STRATEGY PLANS

RELATIONSHIP BETWEEN DEVELOPMENT AND DEMAND FOR TRAFFIC INFRASTRUCTURE

The following information outlines the basis for establishing the relationship, the nexus between the expected residential development and its location in the Coffs Harbour LGA and the increased demand for the traffic infrastructure required to meet that development.

EXPECTED DEVELOPMENT

The following documents establish the location and extent of expected residential 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.

The Coffs Harbour Land Capacity Assessment 2004 establishes the level of existing development and estimates a population of 100,408 by the year 2030. The estimates are based on 1994 Department of Urban Affairs and Planning medium population projections, occupancy rates derived from the 2001 census and residential densities permitted under Coffs Harbour Local Environmental Plan.

The Coffs Harbour LEP 2013 makes provision for residential expansion in a number of areas throughout the Local Government Area.

TRAFFIC MODELLING

Extensive traffic modeling was undertaken over a 2-year period in 1997 and 1998. This was in response to the perceived need for additional traffic infrastructure arising from both existing and anticipated development through to the year 2021. Such modeling **firstly established that to ‘do nothing’ would result in unacceptable traffic operating conditions by the forecast year 2021;** secondly, the modeling work undertaken examined a broad range of roading options and indicated the optimal traffic works as identified in Table 1.

Given the expected development to 2021 and the results of extensive traffic modeling, we are in a position to establish nexus.

FUTURE POPULATION & DENSITIES

The 2011 Census data has been analysed by .id Consulting Pty Ltd, specialist population forecasting consultants. This analysis indicates that the 2014 population of the Coffs Harbour Local Government Area is 72,431 and the population is expected to be 94,896 in 2031.

An analysis of future development on lands currently zoned for development has revealed that an additional population of approximately 10,212 people can be accommodated. This figure does not include lands that are subject to a current development consent. Contributions for approved developments have been allowed for in contribution calculations in the figure **labelled “Funds levied or collected to date”..**

OCCUPANCY RATES

The projected overall population will be a consequence of the dwelling yield and varying occupancy rates for the different type of residential dwellings.

Average occupancy rates in Coffs Harbour in 2006 were as follows:-

Occupancy Rates

DWELLING TYPE	OCCUPANCY RATE
Lot/ Large Dwelling	2.6
Small Dwelling	1.8

Source: ABS census figures

Notes:
 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 (excluding garages and balcony areas).

CAUSAL NEXUS

There exists a causal nexus between anticipated new residential development to 2021, the consequential increased demand for all types of roads in the road hierarchy, and the need for the Road Network component works to be complete by 2021. This nexus, along with all following nexus types, is revealed fully in the supplementary **"Modeling Methodology" document.**

GEOGRAPHICAL NEXUS

There exists a geographical nexus or link between the locations of anticipated new residential development and the need for the identified locations of the Road Network upgrade components.

TEMPORAL NEXUS

Traffic modelling based on the estimated timing of anticipated new development alongside the location and intensity of the existing development establishes the staging priorities and construction dates of the components of the Road Network as shown in Table 2.

The Road Network will be provided in a timely manner to benefit those who contribute towards it.

MODELLING METHODOLOGY SUMMARY

MODEL HISTORY

The type of model used in determination of residential contributions is known as an area-wide land use-network model, using the standard sequential analysis of:

- Trip Generation
- Trip Distribution
- Trip Assignment
- Evaluation

The models used in Coffs Harbour have their ultimate origins in research undertaken in the **1950's and 1960's, and modern traffic theory** has significantly advanced on these beginnings. The exact models chosen, parameter values, assumptions and structural form have been calibrated extensively over time and regularly tested against observation, being validated against locally observed traffic counts at both the road midblock level and intersection turning movement level, reproducing observed flows, travel speeds and select journey times within industry accepted standards of accuracy.

METHODOLOGY OUTLINE

The traffic software enables a Select-link analysis (SELINC) to be run on trips of interest. SELINC provides the Origins and Destinations, in the form of OD matrices, of traffic from any selected network link. The purpose of this SELINC modelling method is to extract such SELINC matrices for all 11 Road Network links as identified in Table 2. Complete treatment of the modelling process **is given in the "Modelling Methodology" document** which can be viewed at Councils administration building.

Figure 1 – The Road Network – Relevant Road upgrades are in red

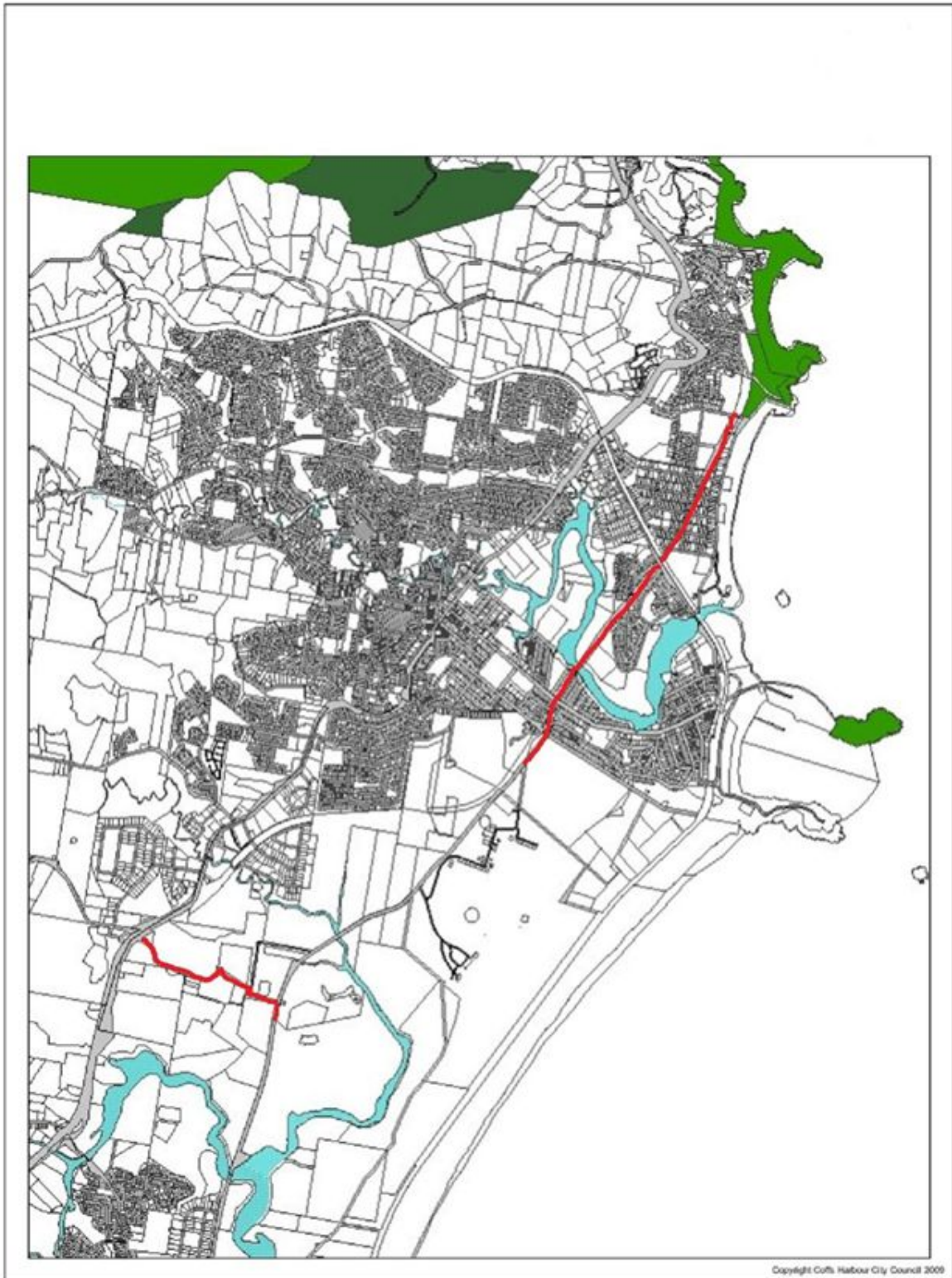


Figure 2 – Area to which this plan applies: the Sector Divisions - Sectors A and B

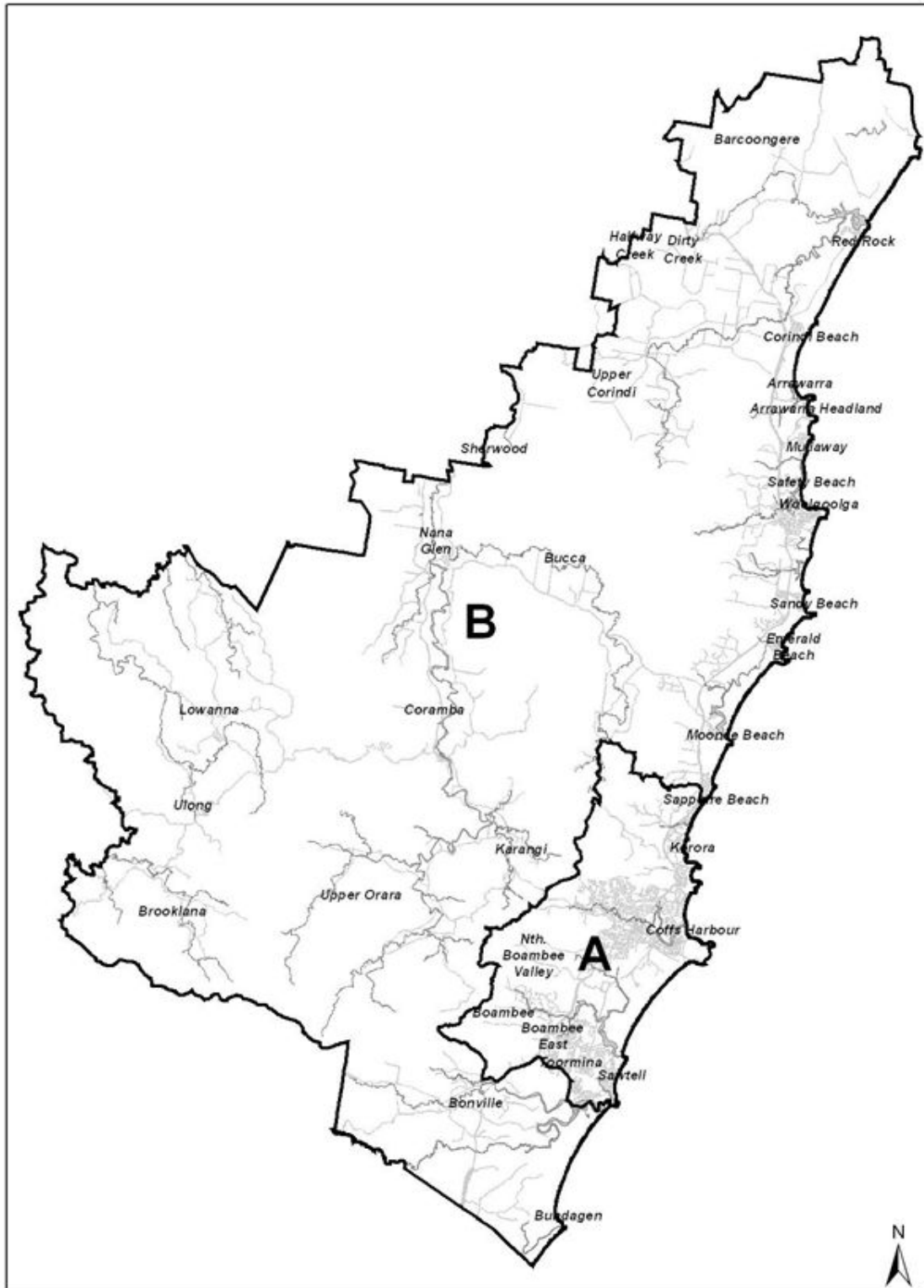


Table 2 – Schedule of Works, Construction Timing, Staging Priorities and Summary Costs

Priority	Description of Works	Timing of Works	Total Cost \$	Grant Funds or Other Income \$	Contrib.'s collected or levied as at 31-12-2013 \$	Net Cost to be Levied \$
1	Stadium Drive – Hogbin Drive to Pacific Highway	Works Complete	1,020,593	Council cont 510,297	4,933,083	2,648,300
2	Hogbin Drive Extension – Stage 1 Orlando Street to Park Beach Road	Works Complete	5,774,721	Council cont 2,887,360		
3	Hogbin Drive Extension – Stage 2 Howard Street to Orlando Street	Works Complete	18,384,825	Govt cont 11,785,144. Council cont 3,299,840		
4	Hogbin Drive Widening – Howard Street to Aviation Drive	Works Complete	707,109	Council cont 353,554		
5	Hogbin Drive Widening – Stadium Drive to Boambee Creek	Works Complete	1,060,663	Council cont 530,331		
TOTALS			26,947,910	19,366,526	4,933,083	2,648,300

APPENDIX A - INDICES APPLYING TO CONTRIBUTIONS FOR THE ROAD NETWORK

Contribution Type	Index	Date Applied	Indexation Basis
Roads/Traffic Management	105	December 2013	Consumer Price Index – All Groups (A) for Sydney

APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

CLASSIFICATION	Unit Rate per ET Section 94 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
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
Granny Flats (Affordable Rental Housing SEPP)	0.4 per dwelling	0.4 per dwelling	0.4 per dwelling
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 room	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
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

	Unit Rate per ET	Unit Rate per ET	Unit Rate per ET
	Section 94		
CLASSIFICATION	Contribution Plans	Water DSP	Waste Water DSP
FOOD AND DRINK PREMISES			
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
COMMUNITY FACILITIES			
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 1 per 80 seats (pro-rata)	Determined on Application 1 per 80 seats (pro-rata)
Place of worship	N/A		
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
Educational Establishment			
- Primary/Secondary School	N/A	.04 per student	.04 per student
- Tertiary	N/A	.04 per student	.04 per student
- Boarding School	0.35 per resident student	0.35 per resident student	0.35 per resident student
Eco Tourism facility			
Passenger Transport Terminal	N/A	0.15 per 100m2 GFA	0.15 per 100m2 GFA
HEALTH SERVICE FACILITIES			
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
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).

**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).

*** For onsite caretaker facilities refer to the residential rate applicable

Coffs Harbour City Council
Cnr Coff and Castle Streets
(Locked Bag 155)
COFFS HARBOUR NSW 2450

Telephone: (02) 6648 4000
Website: www.coffsharbour.nsw.gov.au

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ENVIRONMENTAL TRUST

Purpose:

To report to Council on investigations for the establishment of an account for the purpose of land acquisition, with the intent to improve conditions for the protection of bio-diversity and/or contribution to local forestry resources.

Description of Item:

At its meeting on 27 March 2014 Council resolved that:

1. *A report be brought back to Council to investigate the establishment of an account to be created for the purpose of land acquisition with the intent to improve conditions for the protection of bio-diversity and/or contribution to local forestry resources.*
2. *That the report considers a contribution from the Environmental Levy fund on an annual basis.'*

This report considers the purposes identified for potential land acquisition and sources of funding.

Council's entity Prosper Coffs Harbour Limited also has a role in relation to this matter. Prosper Coffs Harbour Limited was registered as a public company on 4 January 2012. The company has three established trusts, including the Protection of the Environment Trust.

The Protection of the Environment Trust's terms of reference (refer Attachment 1) includes the following themes:

- Theme 1 - Targeted rehabilitation and restoration;
- Theme 2 - Acquisition of high conservation lands;
- Theme 3 - Biodiversity incentives programs;
- Theme 4 - Supporting community involvement and ownership; and
- Theme 5 - Improving our knowledge and understanding.

Theme 2 - Acquisition of High Conservation Lands states:

To support the acquisition of high conservation valued land identified in one or more of the following planning documents. Land would be eligible for acquisition by the Trust, if classified under the;

- *Coffs Harbour Local Environmental Plan 2013*
- *Coffs Harbour Landscape Corridors*
- *Orara River Rehabilitation Strategy 2013 – 2023*
- *Coffs Jaliigirr Project*

This will ensure they are protected in perpetuity for habitat protection and conservation.

An application has been made for the trust fund to be entered on the Register of Environmental Organisations (REO). This application is still in progress and will eventually enable the Trust to gain Deductible Gift Recipient status, enabling donors to receive an income tax deduction for their donations. In the meantime the Trust can operate without providing this income tax concession to donors.

Sustainability Assessment:

- **Environment**

Acquiring land to protect bio-diversity would be expected to have positive environmental impacts. Acquiring land to contribute to local forestry resources; however, may have negative impacts depending on the land chosen and the long term management of such land.

Using an existing Council funding stream, such as the Environmental Levy, may also replace one positive environmental initiative with another, with no change to the overall environmental impacts.

- **Social**

Indirect improved social outcomes may be realised.

- **Civic Leadership**

The acquisition of land for specific purposes demonstrates a long term strategic approach to improving environmental and economic outcomes.

- **Economic**

Broader Economic Implications

Land acquisition for the purposes identified is likely to have a positive impact on lifestyle or economic activity from local forestry.

Delivery Program/Operational Plan Implications

There are no specific land acquisition initiatives in the Operational Plan; however, in each of 2016/17 and 2017/18 of the Delivery Program, \$350,000 of section 94 contributions have been provided for the acquisition of environmentally sensitive lands, in alignment with the North Boambee Valley Developer Contributions Plan.

Risk Analysis:

Council already has significant land holdings in parks and reserves and the risks associated with the proposed land acquisitions would be similar. Fire risk may be heightened given the highly vegetated nature of the lands likely to be acquired. Also, public liability would need to be considered if public access was provided for such lands.

Consultation:

Internal consultation with other Council staff has been undertaken.

Related Policy and / or Precedents:

Prosper Coffs Harbour Limited's Protection of the Environment Trust's terms of reference includes Theme 2 - Acquisition of High Conservation Lands is relevant to this matter.

Statutory Requirements:

Acquisition of suitable parcels of land may be able to be undertaken through a market purchase process or alternately through compulsory land acquisition. If the second method is used the requirements of the Land Acquisition (Just Terms Compensation) Act 1991 would need to be followed.

Issues:

Purpose of Land Acquisition

Two purposes have been identified for land acquisition, being:+

1. Protection of biodiversity; and
2. Provision of local forestry resources.

The first purpose can be, in principle, recommended as it is consistent with other policy positions and actions of Council including the acquisition of environmentally sensitive lands and Prosper Coffs Harbour Limited's Protection of the Environment Trust's terms of reference.

The second purpose relates to a State Government area of responsibility. If such suitable land is identified, the land could be referred to the NSW Department of Primary Industries for their consideration on a case by case basis.

Funding of Land Acquisition

The suggested funding stream is a contribution from the current Environmental Levy, which is fully allocated each year. If land acquisition for bio-diversity purposes is considered worthy of further pursuit and this is considered the appropriate funding stream, a review of the relative merits of the projects currently funded compared to an element for land acquisition can be further explored.

Alternatively, the land acquisition initiative could be undertaken through Prosper Coffs Limited with funding from donations and contributions made to the Protection of the Environment Trust. The Trust is currently able to receive contributions or donations, although donations are currently not automatically income tax deductible to the donor.

Implementation Date / Priority:

The recommendations can be implemented once Prosper Coffs Harbour Limited receives sufficient applicable funds.

Recommendation:

1. **That Council agrees in principle to the concept of land acquisition to support the protection of bio-diversity; and**
2. **That Council supports Prosper Coffs Harbour Limited's Protection of the Environment Trust as a mechanism to acquire and fund the acquisition of such land.**

Coffs Harbour City Council

Protection of the Environment Trust



TERMS OF REFERENCE

Executive summary

The guiding document for the Protection of the Environment Trust will be the Coffs Harbour Biodiversity Action Strategy 2012 – 2030 (BAS) and Coffs Harbour 2030 Plan – Looking after our environment theme.

The Trust will support environmental initiatives that directly involve the Coffs Harbour community in activities that address one or more of the five key themes listed below. The activities will need to address local conservation issues and raise awareness about ways the community can reduce their impact on the environment.

Projects will be required to demonstrate a direct environmental improvement and/or build the capacity of the community to understand and respond to environmental issues in the Coffs Harbour Local Government Area (LGA).

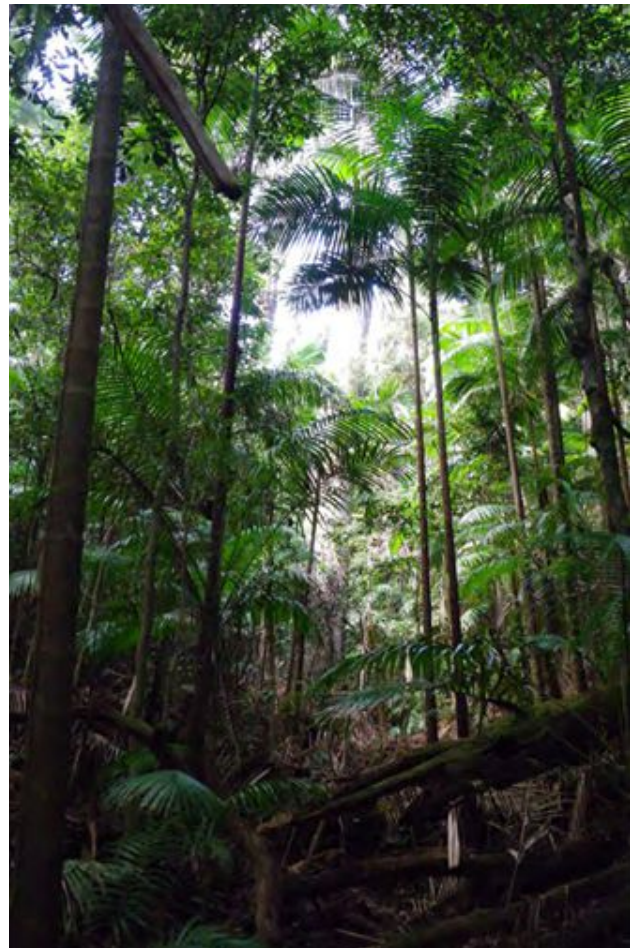
Examples include land conservation and biodiversity initiatives, building resilience against climate change, community engagement programs, environmental education and promoting sustainable approaches to rural and urban living.



Themes of the Protection of the Environmental Trust

Protection of the Environment Trust funds will be governed by one or more of the following themes.

Theme 1	Targeted rehabilitation and restoration
Theme 2	Acquisition of high conservation lands
Theme 3	Biodiversity incentives programs
Theme 4	Supporting community involvement and ownership
Theme 5	Improving our knowledge and understanding





1. Targeted areas for rehabilitation and restoration

1.1 Coffs Harbour Landscape Corridors

Wildlife corridors are remnant habitat, regenerated habitat or artificially created habitat that links larger areas of wildlife habitat. Corridors provide habitat for wildlife and facilitate their movement across landscapes that may be fragmented by vegetation clearing and degradation.

Corridors can be continuous and linear (e.g. riparian buffers, ridge lines), they may comprise a sequence of stepping-stones across cleared areas (e.g. paddock trees, wetlands) or they may be part of larger habitat areas selected for their known or likely importance to local fauna or flora. Cleared lands are sometimes included in mapped corridors (e.g. where corridors cross agriculturally productive river and creek valleys) as candidate areas for restoration of habitat connectivity, should a landholder be interested in doing so.



Coffs Harbour landscape corridors have been included in a number of key community projects. These projects focus attention on protecting and restoring these important networks and links across the landscape. The purposes of the landscape corridors are to maintain biodiversity and ecosystem services that ultimately benefit us all.

Principle focus areas will include existing areas that have adopted environmental restoration strategies including the Jaliigirr and Orara River Project. Others include nominated focus areas and public land identified under the Coffs Harbour Bush Regeneration Strategy.

1.2 Coffs Harbour Bush Regeneration Strategy

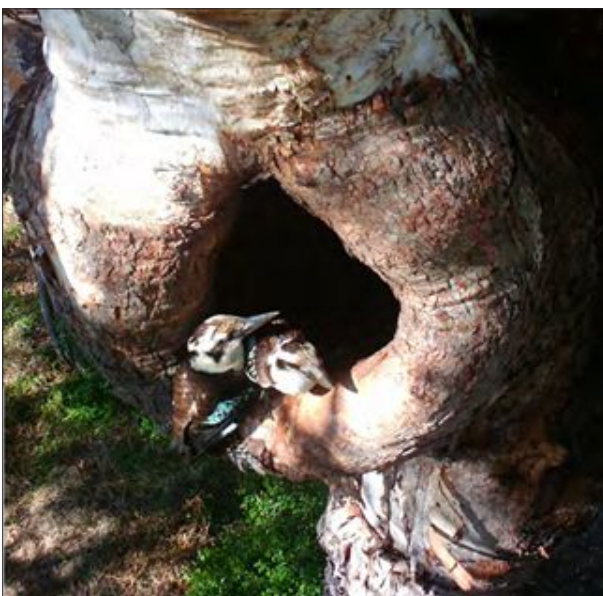
A ten year plan for ecological restoration works (bush regeneration and revegetation) has been developed for all public land managed as natural area reserves for the conservation of flora and fauna or identified as riparian lands. The report synthesises information on weed threats, estimated resourcing allocations, ecological values, past management and related resourcing.

The Strategy provides a blueprint for prioritising bush regeneration works within the Council reserve system.

1.3 Jaliigirr project

The Jaliigirr Biodiversity Project aims to restore, manage and enhance biodiversity conservation and build resilience to climate change by reconnecting and rehabilitating fragmented and degraded corridors.

The project encompasses a range of public and private lands from extremely diverse landscapes, extending from the escarpment ranges through to



the coastal plains within the Coffs Harbour LGA. A vital component of the project is the development of community capacity through the reconnection of individuals, communities, Landcare groups, Local Aboriginal Land Councils and government agencies with associated on-ground works and management.

Project activities supported by the Coffs Jaliigirr Project include:

- The sequestration of carbon and the building of resilience across the landscape through biodiverse plantings and regeneration in corridors
- The control of priority pest plant species to allow the natural regeneration of native vegetation
- Revegetation in highly degraded zones using local indigenous plant species, and
- Stock management to protect significant vegetation and allow natural regeneration

1.4 Orara River Rehabilitation Strategy

The objectives of the Orara River Rehabilitation Project are to:

- Support landholders to improve the condition of the riparian zone in the Orara River, Urumbilum River and Bucca Bucca Creek subcatchments within Coffs Harbour LGA.
- Deliver funding for on-ground works including structural erosion control works, stock management, weed control, and revegetation planting using local provenance semi advanced plant stock.
- Conserve biodiversity at the landscape scale by reinforcing resilient riparian zone vegetation corridors which connect to well-forested hill slopes in state forests and national parks.
- Build community capacity to engage in river rehabilitation through the delivery of landholder workshops and field days.
- Publicise the Project through the quarterly project update, media items, displays at community events, and the project email list which includes landholders and interested parties.

2. Acquisition of High Conservation Lands

To support the acquisition of high conservation valued land identified in one or more of the following planning documents. Land would be eligible for acquisition by the Trust, if classified under the;

- Coffs Harbour Local Environmental Plan 2013
- Coffs Harbour Landscape Corridors
- Orara River Rehabilitation Strategy 2013 – 2023
- Coffs Jaliigirr Project

This will ensure they are protected in perpetuity for habitat protection and conservation.



3. Biodiversity incentives

3.1 Environmental Enhancement

This scheme will reward successful implementation of works that address land degradation and habitat restoration.

The environmental enhancement actions, if successfully undertaken, will support landholders to retain and restore areas of high conservation value.

4. Supporting community involvement and ownership

The Coffs Harbour Biodiversity Action Strategy 2012 – 2030 lists several performance criteria to better engage and inform the community:

- a. Meet the objectives of the Coffs Harbour 2030 Community Strategic Plan Looking after our Environment theme that relate to community involvement and education.
- b. Strengthen actions to inform, motivate and achieve the support of the community in conserving biodiversity.
- c. Build the capacity of the community to protect, enhance and restore biodiversity.

The Protection of the Environment Trust will support and advance the 16 actions listed in the BAS.

Community programs and/or volunteer groups to be sponsored by the Trust, may include;

- Landcare
- Friends of the Park

5. Improving our knowledge and understanding

The Coffs Harbour Biodiversity Action Strategy 2012 – 2030 lists several performance criteria to better improve the communities knowledge and understanding:

- a. Compile information about the region’s natural environment and ecological processes.
- b. Increase our understanding of the ecological systems and processes through scientific research, survey and monitoring.
- c. Improve identification and mapping of ecosystems, species distributions and high value environments.

The Protection of the Environment Trust will support and advance the 12 actions listed in the BAS.

Base Funding

Philanthropy and investment

Deductible Gift Recipient status

The Protection of the Environment Trust will be able to receive public funds or gifts linked to actions contained in the Coffs Harbour Biodiversity Action Strategy. Once registered, The Protection of the Environment Trust will be recognised as a DGR by the Australian Taxation Office. Gifts to DGRs are tax deductible and allow property valued by the Tax Office at more than \$5,000 to be included.

There are also other provisions that allow for a philanthropy program, conservation covenants and cash donations where they can be shown to protect and enhance the stated themes of the Trust.



Philanthropy

The intentional use of investment capital to create positive environmental and social outcomes. The Trust will apply concepts and techniques from venture capital finance and business management to achieving philanthropic goals. Funds would assist the Trust in the planning, launch and scaling of new programs or social purpose enterprises by providing not only funding, but also business acumen.

Environmental Offsetting

Where environmental offsetting or compensatory planting is unable to be practically achieved on small blocks in residential areas, an offset scheme will place a monetary value on trees and/or habitat to be removed. Money raised from this scheme will be placed into the Environment Trust and used for rehabilitation and restoration of native vegetation within the sub-catchment from where the loss occurred.

This allows flexibility in dealing with environmental loss where there are no other options to adequately compensate for native vegetation loss.

Tree and habitat replacement values will be determined using a formula based on current and future potential to provide carbon storage; ecological assets (foraging, roosting, nesting, corridor function); costs to grow, nurture and replant and maintain tree/s for a 5-year period; aesthetic value; and economics to replace an existing tree.

The offset program will be based on Principles for Use of Biodiversity Offsets in NSW (OEH) www.environment.nsw.gov.au/biocertification/offsets.htm





TENDER FOR INSTALLATION OF VILLAS AT PARK BEACH HOLIDAY PARK AND SAWTELL BEACH HOLIDAY PARK

Purpose:

To resubmit a report on tenders received for Contract No RFT-643-TO for the construction and installation of Villas at Park Beach Holiday Park and Sawtell Beach Holiday Park.

Description of Item:

Open tenders were called for a lump sum contract in local and capital city newspapers and via Council's electronic Tenderlink portal. Tenders closed at 3.30 pm on Tuesday, 29 April 2014.

Tenders were evaluated on the following criteria:

- The tenderer's financial capability and tender conformity. These criteria were hurdles and were not scored. Only conforming tenders and tenderers with adequate financial resources were considered further.
- Tender price
- Schedule
- Quality and safety.

Four tenders were received from the following:

1. Asea Pacific Group Pty Ltd, Loganholme QLD
2. Creative Tendencies Pty Ltd T/A Prestige Cabins, Coffs Harbour NSW
3. Uniplan Group Pty Ltd, Armidale NSW
4. Wengold Pty Ltd T/A East Coast Homes and Park Cabins. Currumbin, QLD

Council has previously considered this tender and resolved to award the contract. However, after discussions with the successful tenderer it was revealed that the delivery timeframes that were assessed as part of the tender evaluation were incorrect. Specifically, the tenderer could not deliver the villas before the Christmas holiday season when they are required. The criterion 'Schedule' is one of the four criteria used in the tender assessment. Therefore, the tenders have been reassessed based upon the correct delivery information and a new recommendation provided to Council.

Sustainability Assessment:

- **Environment**

Park guests consume resources whilst in the Coffs Harbour local government area (LGA) however this is offset by the fact that they are not consuming resources at their place of residence. Revenues generated within the State Park are put back into the reserve system including the environmental management of the locations. All parks are committed to environmental initiatives aimed at reducing their impact upon the environment. This includes environmentally sustainable villa design and the use of environmentally sustainable construction materials.

- **Social**

The holiday parks are an important resource in meeting the recreational needs of the greater community. Funds generated through the parks contribute to the development of social and recreational facilities within the reserve system.

There was one tender received with a local business address.

- **Civic Leadership**

The operation of the holiday parks is consistent with the following 2030 strategies:

- LP 1.1 Promote opportunities around renewable energy, sustainable tourism, sustainable agriculture and fisheries, local produce, creative and clean industries.
- PL 2.2 Provide public spaces and facilities that are accessible and safe for all.

- **Economic**

Broader Economic Implications

The holiday parks are important tourist facilities drawing visitors to the region. Flow-on effect of visitation is deemed to have a generally positive impact upon the economic performance of the region.

Delivery Program/Operational Plan Implications

The Coffs Coast State Park generates funds that are used within the reserves and contributes to the care, control and management of the reserves, reducing the demand on alternate funding sources.

The holiday parks have taken out Public Reserve Management Fund loans to meet the capital costs of the project and the loans will be repaid using revenue generated by holiday parks trading.

Risk Analysis:

The installation of the villas is in line with the Sustainable Improvement Strategies for the two holiday parks. The inherent risks with this type of capital investment have been ameliorated through comprehensive business planning and the residual risk will be regularly monitored as part of the holiday parks standard business practices.

No contract has been awarded since Council's original decision so there is no risk of terminating a contract and paying compensation.

Consultation:

The operation of the holiday parks is a team effort with the enthusiastic support of all Council departments being pivotal in their success. Consultants have also been used to assist in the development of the Sustainable Improvement Strategies for the businesses and the individual design for the various villas.

Related Policy and / or Precedents:

Tendering procedures were carried out in accordance with Council policy. Council's Tender Value Selection System (TVSS) was applied during the tender review process to determine the most advantageous offer.

Council's policy is that the tender with the highest weighted score becomes the recommended tender.

Statutory Requirements:

The calling, receiving and reviewing of tenders was carried out in accordance with Part 7 Tendering of the Local Government (General) Regulations 2005. The previous resolution of Council has not been actioned and can be rescinded. The tenders are also still open for acceptance.

Issues:

The tender from Asea Pacific Group Pty Ltd was deemed to be non-conforming as no lump sum price was submitted with their tender and they failed to respond to the requirements of the tender process

Although the new recommended tenderer's price is higher, the delivery schedule meets the Christmas holiday season requirements, for which pre-bookings have already been taken. In summary, the new recommended tenderer has been selected as they possess strong experience in the construction and installation of moveable dwellings, their delivery schedule is within the acceptable limits of the project and their lump sum price is within the forecasted project budget.

Implementation Date / Priority:

A contract can be awarded upon Council's resolution to accept a tender. Failing any unforeseen events it is expected that the works will be completed by 31 October 2014.

Recommendation:

That Council reconsiders the tenders received for moveable dwellings for Park Beach and Sawtell Beach Holiday Parks, Contract No. RFT-643-TO, and moves the motion as detailed in the confidential attachment.

CBD MASTERPLAN COMMITTEE PROGRESS REPORT

Purpose:

To report to Council progress of works being undertaken through the CBD Masterplan Committee.

Description of Item:

The Terms of Reference for the CBD Masterplan Committee requires the Committee to:

"Report annually to Coffs Harbour City Council, the CBD ratepayers and IPART on the progress of works."

This report summarises the activities of the CBD Masterplan Committee in delivering the works contained in the CBD Masterplan since Council's adoption of the Plan in February 2013 and IPART's approval of the program funding in June 2013.

Financial reporting to the community and IPART on progress of the City Centre Special Rate Extension works is accomplished through the Coffs Harbour City Council Annual Report.

Sustainability Assessment:

- **Environment**

Environmental factors have been considered in the development of the CBD Masterplan, and continue to be addressed during the implementation of each project.

- **Social**

The development of a viable and vibrant CBD will assist in the development of a stronger social fabric.

- **Civic Leadership**

The City Centre Masterplan maps the future for our City Centre. Council has worked closely with the CBD Masterplan Committee as well as engaging with the broader community in the development of the Plan and will continue to do so in its implementation.

- **Economic**

Broader Economic Implications

The Plan contains a number of strategies and projects that focus on revitalising the City Centre to stimulate economic activity.

Delivery Program/Operational Plan Implications

In June 2013, Coffs Harbour City Council secured Ministerial approval - via the Independent Pricing and Regulatory Tribunal (IPART) – to increase its general income for 2013/2014 by 5.43% to allow for the continuation of the CBD special rate for a further 10-year period. This additional rate revenue (above rate pegging increases) funds the 10-year City Centre works program which has been developed through the City Centre Masterplan.

The draft 2014-2018 delivery program details the funding and implementation program for the Business City Centre Special Rate Extension. The majority of works are proposed to be undertaken in the first two years of the ten year program, funded by loans, with the loans then being repaid by funds generated in later years.

Wherever possible other sources of funding such as grants or sponsorships are being sought to enhance available funding.

In addition the City Centre Masterplan Committee to date has committed approximately 2320 hours in time and in-kind support to the program through attendance of fortnightly meetings and participation in project working groups.

Risk Analysis:

Risk assessments are carried out on all projects to the level commensurate with the scale of the project.

Consultation:

The consultation process employed in the development of the CBD Masterplan was recognised by the International Association of Public Participation (IAP2) in awarding Straight Talk, who undertook the engagement on behalf of Council, the NSW Best Project of the Year Award.

During the implementation phase of the Plan, consultation with stakeholders and/or the broader community is undertaken on specific projects being carried out generally in accordance with Council's adopted CBD Masterplan.

Issues:

Following Council's adoption of the City Centre Masterplan in February 2013 the CBD Masterplan Committee commenced implementation of planning and design works as defined by the Business City Centre Special Rate Extension Works Program.

This was undertaken via regular committee meetings and the formation of sub-committees and working groups to efficiently progress the projects including:

Marketing Group

Christmas Activation, Saturday Markets, Sunday Markets.

Castle Street Lift and Shade Sails

Project manage design and construction of lifts, roof and public toilets

City Square Group

Project manage design and construction of City Square redevelopment

Parking Group

Planning and recommendations to Traffic Committee on car parking strategies

Key City Centre Masterplan projects completed or underway are:

- Castle Street car park lift project - Design, cost estimates and Development Application finalised. Lift cars procured and delivered to site. Construction work scheduled to commence late May 2014.
- Castle Street car park roof project – Concept design and Development Application finalised. Re-design to match budget completed. Construction work scheduled to commence June 2014. Solar power options being investigated.
- Riding Lane toilet upgrade – Upgrade options assessed and Castle Street car park amenities concept plan adopted. Development Application currently being assessed.
- City Centre Transport plan – Workshop on City Centre Public Transport Hub and submission of draft plan to NSW Transport.
- Coffs Harbour City Centre Place Coordinator appointed to implement community engagement initiatives and assist with project delivery.
- City Centre Parking – Recommendations to Traffic Committee on changes to timed parking in the CBD.
- City Centre tree pruning and solar lights installation.

Key City Centre Marketing projects completed or underway:

- City Buzz newspaper column.
- Development of Facebook and website presence.
- Liaison with Coffs Local Area Command on security and amenity in the CBD.
- City Square activities/promotions:
 - 60 piece travelling School Orchestra.
 - Rock N' Ride – Headspace National Mental Health org.
 - Outdoor Screening – Make A Wish – Kilimanjaro Charity Challenge.
 - Helirescue - Flight Simulator.
 - MusoMatch – Music in the square.
 - Empower 4 Life - Cultural and Linguistically Diverse (CALD) program.
 - Aboriginal culture workshops.
 - Circus Arts (Juggling / Parkour) workshops.
 - Coffs Harbour Library Storytime City Square.
 - Story Tree in City Square – Enterprise Coffs.
- Popup shops.
- Saturday Makers Market offering opportunities to the CBD Businesses, Community groups, Not for Profit Organisations, CALD Communities, Local Musicians, Artists/Artisans.
- Christmas Activation – Main Street decorations and Christmas boxes.

City Square Redevelopment

The primary project for the CBD Masterplan Committee in 2014 has been the City Square Design project.

The redevelopment of City Square was determined by the Committee to be the key project influencing design themes and standards for the rest of the City Centre. A number of City Centre Special Rate Extension projects relating to City Centre paving, lighting, signposting and landscaping were consequently put on hold pending the outcomes of the City Square Design process.

The CBD Masterplan Committee developed a brief outlining the needs of the City Square space which was issued via Tenderlink to members of the Australian Institute of Landscape Architects (AILA), the Architects Institute of Australia (AIA) and the Planners Institute Australia. (PIA).

The competition was viewed by 99 firms across Australia thereby raising profile of Coffs Harbour City Council and the City Centre.

An assessment jury met at Council offices on the 7th March 2014 and considered 13 submissions from teams or individuals with current AILA or AIA or PIA standing.

The assessment jury consisted of the four City Centre Masterplan Committee members (including one Council representative) accompanied by William Robertson from the Australian Institute Landscape Architects; and Professor Philip Follent from the Queensland Chapter of Australian Institute of Architects. The assessment was chaired by Professor Phillip Follent.

The Jury report, adopted by the Committee, acknowledged the value of the process in generating a range of design ideas for the space and recommended three prizewinners. The report went on to recommend future steps to be taken.

The first step was to prepare a brief for detailed design of the City Square, which has been done via a workshop with the Committee. The brief picks up on the outcomes and ideas of the design competition winners and seeks to refine these ideas into a final design suitable for construction.

Following a workshop with Councillors regarding the outcomes of the design competition, it is proposed to announce the winners and then finalise the design brief, which is proposed to be issued to the three prize winners and two additional urban design firms with experience in urban design of civic spaces.

Once proposals are received, a preferred consultant will be recommended to Council. It is expected that this should occur by June/July 2014.

ADDENDUM

At its meeting of 22nd May Council deferred consideration of this report pending answers to the following questions:

1. *Why aren't we contacting business owners prior to events?*
2. *Why did we continue the Saturday markets given the decreasing number of stalls?*
3. *What are we doing to improve attendance at musical events?*
4. *What was the cost of the chess board and why was it removed?*

Council also requested more frequent reports, copies of minutes and a representative from the Committee to attend the next meeting.

Also on 22nd May Cr Cowling submitted a question on notice:

"Is the Saturday Market Manager a paid employee of Council or of the CBD Masterplan Committee?"

Response

The CBD Masterplan Committee met on 29th May 2014 and put forward the following responses.

1. The Masterplan Committee has initiated various forms of engagement to inform business owners and the community of upcoming events and progress on infrastructure projects. These include the City Buzz eNewsletter, City Buzz newspaper Editorial and information kiosks. The City Centre Place Co-coordinator also conducts regular visits to CBD business owners and one on one discussion on events and programming.
2. In September 2013 the CBD Masterplan Committee commenced a trial of Saturday Markets targeting local artists and craft makers. The success of the Markets is monitored through feedback from retailers, stall holders and the community. While participation rates have varied from week to week the Committee in early 2014 resolved to continue with the trial to provide the opportunity for the Markets to evolve.
3. The CBD Masterplan Committee has not conducted any major 'musical events' in the Coffs CBD. The Summer Nights Festival series of events was co-ordinated and promoted through Enterprise Coffs and local media organisations.
4. The Giant Chess Board recently located in City Square was an initiative of Enterprise Coffs. The board was produced by the local Men's Shed for a cost of \$640 and removed due to deterioration of the board.

Minutes of previous CBD Masterplan Committee meetings have been made available to Councillors. A representative of the Committee will be available to address Council at its next meeting. Staff recommendation on the issue of frequency of reporting to Council is to continue reporting on milestone projects such as the City Square Design process and to utilise the Councillors monthly bulletin to regularly report on progress of CBD Masterplan projects and events.

In response to Cr Cowling's question on notice; the City Centre Place Co-coordinator manages the Saturday Markets on behalf of the CBD Masterplan Committee. The City Centre Place Co-coordinator is an employee (Agency) of Council funded through the CBD Masterplan Program.

City Square Design

The CBD Masterplan Committee also at its meeting of 29th May considered an alternative process for delivery of the City Square Design project.

The proposal has been put forward by a member of the CBD Masterplan Committee. The proposal sees the CBD Masterplan Committee taking a lead role in the concept and detail design process utilising resources funded by the committee member. These resources (architect, builder, engineer and quantity surveyor) would form a team with selected Committee members to fast track the City square design and documentation project over a six week period.

This approach has previously delivered results on the Castle Street car park lift, awning and toilets projects.

The goal of the alternative proposal is to deliver the Masterplan objectives for the City Square redevelopment in a shorter time frame, reduced consultant cost and increased control over design vs. budget.

The alternative process as put to the committee is as follows:

1. *CBD Masterplan Committee to agree on the design brief as prepared by Council*
2. *The subcommittee to undertake a field trip to Sydney to inspect other similar revitalisation projects and consider various construction types*
3. *The subcommittee briefs the professional team to prepare several 'workable' concepts*
4. *The subcommittee coordinates with the professional team to value add*
5. *The subcommittee to present the concepts to the Masterplan Committee for consideration and discussion*
6. *If a concept is identified, then the Masterplan Committee provides feedback to the subcommittee to progress that one or several concepts*
7. *If all concepts are rejected, then the Masterplan Committee provides feedback to the subcommittee to prepare new concepts*
8. *Concept presentation and progression is to happen on a fortnightly basis over a 6 week period*
9. *If a workable concept is agreed, then we engage in consultation with councillors and the community*
10. *If a workable concept is not agreed, then we continue on the current 'design competition' path to brief various agencies*

Staff recommended against adoption of the alternative process to the CBD Masterplan Committee as the process:

- Does not approach the project on the basis that the primary skillset required is Urban Design (architects, builders, engineers, quantity surveyors, etc. are essential to the project, but they should not be the lead profession) and as a consequence, the resulting design may be impacted.
- Gives rise to a perceived conflict of interest in that the architect proposed to be utilized was one of the three prizewinners from the design competition, and therefore was to be asked to develop a proposal for the next phase of the design process, as outlined above (subsequent discussion at the Committee meeting acknowledged that the architect concerned would be excluded from further participation in the design process on this basis).
- Gives rise to a perceived conflict of interest in that the professionals undertaking the design for what is the most important component of the CBD Masterplan / Special Rate Variation works (City Square) are being engaged by a landowner (who is also a Committee member) rather than Council.
- Fails to test the market for alternative skills, opportunities and ideas which may come from an expression of interest process.
- Requires allocation of significant Committee members time and potentially staff resources.

Nevertheless the CBD Masterplan Committee determined that the alternative process should proceed. The determination of the Committee however allows the two design processes to proceed concurrently. Council staff have finalised the required brief and are in the process of issuing the City Square Design Expression of Interest.

CBD Masterplan Committee membership and Terms of Reference

The current CBD Masterplan Committee was appointed for a two year term. This appointment expires at the end of July 2014. Some discussion has also been had with the current committee on the need for a review of the Committee Terms of Reference.

It is proposed that a workshop be held with the current committee and a report brought back to Council on the Committee Terms of Reference and membership of the CBD Masterplan Committee.

Recommendation:

That Council;

- 1. Note the CBD Masterplan progress report.**
- 2. Endorse the program for progression of the City Square redevelopment project.**
- 3. Note the alternative process adopted by the CBD Masterplan Committee as detailed in the report, including the concerns raised by staff with regards to this process.**
- 4. Receive a further report at the conclusion of the City Square redevelopment design process detailing the outcomes and proposed final design.**
- 5. Require CBD Masterplan Committee to report to Council on milestone projects and to utilise the Councillors monthly bulletin to regularly report on progress of CBD Masterplan projects and events.**
- 6. Note that that a workshop be held with the current CBD Masterplan Committee and a report brought back to Council on the Committee Terms of Reference and membership of the CBD Masterplan Committee.**

PROPOSED DISPOSAL OF LAND TO HEALTH INFRASTRUCTURE

Purpose:

To seek Council approval for the disposal to NSW Health of land which is currently part of the Coffs Coast Sport and Leisure Park Precinct at Coffs Harbour.

Description of Item:

Council at its meeting of 27 March 2014 considered the sale to NSW Health of part Lot 204 DP 1165897 at the Coffs Coast Sport & Leisure Park Precinct at Coffs Harbour and resolved as follows:

1. *That Council in principle agree to the sale of land to NSW Health required to facilitate the construction of 450 car spaces, equating to approximately 15,565 square metres.*
2. *That Council make a counter offer to NSW Health.*
3. *That Council adopt the recommendations in the confidential attachment to this report, noting that some items will remain confidential until negotiations are complete.*
4. *That any necessary documents required be executed under the common seal of Council once agreement is reached.*
5. *That the net proceeds of the sale of the land be invested for a period of six months, after that time a report be brought back to Council with any requests from staff for other Council owned facilities and asset improvements.*

The confidential attachment referred to above in item 3 recommended Council agree to the sale of part of the land at its market value and that negotiations continue. A counter offer was to be made and if rejected a further report was to be brought back to Council.

Subsequent to the above resolution, negotiations have been undertaken between Council staff and NSW Health. A counter offer was put to NSW Health in line with the resolution of 27 March 2014, however was rejected. Continuing negotiations have now lead to a further and final offer being received from NSW Health which was received on 17 April 2014.

The revised offer by NSW Health is in line with the land's market value and is for the original area discussed of 31,800 square metres. The land proposed to be sold is shown on the plan attached to this report and longer term would support the construction of approximately 800 car parking spaces in staged construction.

The details of the current NSW Health offers are summarised in the confidential attachment to this report.

The land will be granted a right of way over Phil Hawthorne Drive that will provide access onto Stadium Drive as shown on the plan attached to this report as Attachment 2. The upgrading of this right of way will be the responsibility of NSW Health in terms of design, construction and funding. The ongoing maintenance of the right of way will be the responsibility of Council as NSW Health have advised they will not offer a contribution.

Council will retain a right of way and easement for services over the eastern section of the land to be sold which has an area of approximately 3,500 square metres and a width of 15 metres and variable. These easements will provide Council with legal and practical access to land that it owns to the north, part of which is currently leased to various operations associated with the Coffs Harbour Health Campus. Maintenance issues associated with the land being transferred to Health (including the road construction) will be an issue for Health.

Should NSW Health wish to proceed with construction of the car park prior to settlement occurring, it is envisaged that a Licence Agreement could be granted by Council to facilitate access to the site for this purpose.

Sustainability Assessment:

- **Environment**

There are no environmental impacts associated with the matter in relation to the acquisition. The land is cleared and its development would be subject to planning approvals and the assessment process for such infrastructure projects at a State Government level.

- **Social**

The sale of the land and its subsequent development for car parking and secondary access to the Coffs Harbour Health Campus (CHHC) offer significant community benefits to the population of Coffs Harbour given the current issues that exist. The access to the south of the hospital and emergency access will be greatly enhanced.

- **Civic Leadership**

Whilst the provision of health services is not a Council function, rather a responsibility of the NSW State Government, the benefits to the community of Coffs Harbour would be considerable, both in regard to current and future health of the population. Coffs Harbour 2030 Vision in fact sets a healthy community as one of its key strategic visions. "We pursue healthy lifestyles and special care services and facilities are comprehensive and accessible to all".

- **Economic**

Broader Economic Implications

The facility would generate employment during construction and of course there will be the ongoing benefits in regard to the efficiency of access and parking. The provision of land and car parking should also provide a foundation to expand health services at the facility and reinforce the industry as one of the city's key economic drivers.

Delivery Program/Operational Plan Implications

Costs would have minimal implications to Council's current Operational Plan and would generally be associated with legal's in regard to conveyancing and costs associated with the survey, registration and boundary adjustment as required. These costs can be offset by any proceeds from the sale of the land.

There will be Delivery Program implications as a result of the maintenance that will be required on the right of way access over Phil Hawthorne Drive which are estimated as a liability to Council annually of approximately \$12,300.

Risk Analysis:

The primary risk associated with this proposal is to the ability of Councils Sports Unit to manage events and traffic with a new public access point to the Hospital. Mitigation options however can be designed into the agreement with NSW Health.

Consultation:

Comments from Sports Unit

Day to day operation of the Coffs Coast Sport & Leisure Park relies on safe pedestrian access across Phil Hawthorne Drive and safe, convenient access to parking. The Sports Unit also regularly holds a number of large participation and spectator events which require significant traffic management and sometimes closure of Phil Hawthorne Drive to traffic. Establishment of the Hospital access road and right of carriageway will increase day to day risk management of the Coffs Coast Sport & Leisure Park and significantly increase the complexity of traffic management for major events.

Comments from Engineering Services

NSW Health has been provided with comment in relation to flood impacts of the road proposal and the traffic and road safety issues which will need to be addressed. NSW Health has engaged consultants to carry out a flood impact assessment and a traffic management study for the proposal. It appears that the proposal in its current form is to construct/reconstruct Phil Hawthorne Drive from Stadium Drive through to the proposed car park at approximately current levels. While this minimises adverse flood impacts of the proposal the road will be subject to flooding for minor flood events and impassable for major flood events. Options for raising the road to improve flood protection have been assessed. These options obviously come at significantly increased cost and risk in terms of increased flood levels on adjoining land. From a traffic management perspective the net community benefit of a secondary access to the Hospital outweigh the risks associated with potential closure of the road due to flooding. The NSW Health proposal will need to consider flood markers, warning signs and possibly gates to manage the flood risk to traffic.

NSW Health have provided details of proposed traffic management works as part of the proposal. It is anticipated that traffic management works such as pedestrian refuges, speed humps and warning signs will be required to address the pedestrian and road safety risks associated with operation of the Coffs Coast Sport & Leisure Park.

Related Policy and / or Precedents:

Council has in the past provided land to the CHHC due to environmental and flooding restrictions that have restricted development at the facility. The following land transfers have to date enabled critically needed facilities to be provided.

1. A site of 4,529 square metres was provided for Rotary to construct affordable residential accommodation for patients receiving treatment and their carers. The land is leased to Rotary for 20 years for \$1 per annum.
2. A site of 3,984 square metres and more recently expanded to 5,106 square metres, was provided to the University of NSW School of Rural Health for 40 years for \$1 per annum.
3. A site of 11,640 square metres for the Cancer Treatment Centre which was transferred to the State Government free of charge.

4. A site of 4,650 square metres was sold to enable the expansion of the Mental Health Unit at the Hospital. The land was used for the provision of car parking and a wildlife corridor. Council agreed to accept \$100,000 for the land which was substantially less than its value.

As can be seen from the above information, Council has been very generous over the years for the good of the community, bearing in mind that the provision of health related services is not a responsibility of local government.

Statutory Requirements:

From a legal point of view Council can dispose of the land which is classified Operational under the Local Government Act 1993, subject to a formal resolution of Council.

Issues:

The main issue to resolve is whether Council should in a minor way compromise its Sports and Leisure Park to dispose of the land to assist the CHHC resolve the ongoing parking issues at the facility. Government levels of responsibility are pertinent, but so too is the consideration for the overall good of the community.

Although NSW Health are offering to provide an upgraded access to the land from Stadium Drive, the infrastructure is not seen as a benefit to Council who administer and control the Coffs Coast Sport & Leisure Park which includes the Stadium, hockey and other fields and nearby motorsport venues. Although the costs of this upgrade are considerable, the benefits are negligible to Council and may even on some levels be a detriment to the ability to manage larger sporting events in the precinct.

Should a car park not be located at grade on this land it is likely that in the short to medium term car parking arrangements at the CHHC will remain unresolved as multi-deck car parking is expensive and may be beyond current budget constraints of NSW Health.

Implementation Date / Priority:

The matter can be acted upon immediately.

Recommendation:

1. That Council accept the offer contained within the Confidential Attachment to this report by NSW Health for the sale of part Lot 204 DP 1165897.
2. That Council provide a licence to NSW Health to commence investigations and works in relation to the proposed car park if required prior to settlement of the sale.
3. That Council be guided by its Solicitor in relation to preparation and terms when preparing and executing the Contract for Sale.
4. That any necessary documents required be executed under the Common Seal of Council.
5. That the net proceeds of the sale of the land be invested for a period of six months, after which time a report be brought back to Council with any recommendations for other Council owned facilities and asset improvements.



COFFS HARBOUR CITY COUNCIL
CITY SERVICES

Locked Bag 155
Coffs Harbour NSW 2450
Phone (02) 66484000 Fax (02) 66484477
www.coffsharbour.nsw.gov.au
email-coffs.council@chcc.nsw.gov.au

SCALE: NTS
DATE: -
DESIGN: -
DRAWN: -

PROPOSED HOSPITAL CARPARK
PHIL HAWTHORNE DRIVE
COFFS HARBOUR

DESIGN MANAGER	DATE	PLAN No.
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CBD MASTERPLAN COMMITTEE PROGRESS REPORT

Purpose:

Councillor Nan Cowling has asked for the following information:

Is the Saturday market manager a paid employee of Council or of the CBD Masterplan Committee?

Staff Comment:

This matter is addressed as part of the report CIS14/28 in the business paper.