



# Coffs Harbour City Council

19 November 2014

## ORDINARY MEETING

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

**THURSDAY 27 NOVEMBER 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 – 13 November 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**  
**27 NOVEMBER 2014**

**Contents**

**ITEM            DESCRIPTION**

**NOTICES OF MOTION**

- NOM14/19    SPOONBILL LAKE  
NOM14/20    COMPULSORY LAND ACQUISITION

**GENERAL MANAGER'S REPORTS**

- GM14/30      2013/2014 ANNUAL REPORT

**CITY INFRASTRUCTURE SERVICES DEPARTMENT REPORTS**

- CIS14/60      WOOLGOOLGA MENS SHED - AMENDMENT TO LICENCE AGREEMENT  
  
The following three items either in whole or in part may be considered in Closed Meeting for the reasons stated.
- CIS14/61      CONTRACT NO. RFT-614-TO - SLOPE REMEDIATION WORKS AT FOUR SITES WITHIN THE COFFS HARBOUR LGA
- CIS14/62      CONTRACT NO. RFT-677-TO: LINING & CLEANING OF SEWER PIPES & STORMWATER PIPES
- CIS14/63      CONTRACT NO. RFT-683-TO: DESIGN, SUPPLY & DELIVERY OF A PRECAST REINFORCED CONCRETE BRIDGE, KELLETS BRIDGE

A portion of these reports 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.

**CORPORATE BUSINESS DEPARTMENT REPORTS**

- CB14/71 MONTHLY BUDGET REVIEW FOR OCTOBER 2014
- CB14/72 BANK BALANCES AND INVESTMENT FOR OCTOBER 2014
- CB14/73 INVESTMENT POLICY

**COMMUNITY DEVELOPMENT DEPARTMENT REPORTS**

- CD14/20 NSW PUBLIC LIBRARY FUNDING CAMPAIGN UPDATE INCLUDING DAY OF ACTION

**CITY PLANNING DEPARTMENT REPORTS**

- CP14/37 DEVELOPMENT APPLICATION NO. 0961/14 – DEMOLISH EXISTING DWELLINGS AND CONSTRUCT SERVICE STATION, COMMERCIAL BUILDING AND ADVERTISING STRUCTURE - LOT 20 DP 1034831, LOT 3 DP 564731, LOT 16 DP 22513 - 208-212 PACIFIC HIGHWAY NORTH COFFS HARBOUR
- CP14/38 SALE OF POTENTIAL CARBON CREDITS - LANDFILL GAS EXTRACTION PROJECT
- CP14/39 PLANNING PROPOSAL - PP\_2014\_COFFS\_006\_00 FOR PART LOT 104 DP1077682, 65A-65C STADIUM DRIVE, COFFS HARBOUR
- CP14/40 LOCAL ENVIRONMENTAL STUDY: KORORA, WEST SAPPHIRE, MOONEE LARGE LOT RESIDENTIAL INVESTIGATION AREA - TENDER BRIEF
- CP14/41 DRAFT COFFS HARBOUR CITY COUNCIL COMMUNITY BASED HERITAGE STUDY 2014 - NON-STATUTORY EXHIBITION
- CP14/42 COASTAL HAZARD PLANNING CONTROLS - POLICY FRAMEWORK AND PLANNING PROPOSAL



## COFFS HARBOUR CITY COUNCIL

### ORDINARY MEETING

**13 NOVEMBER 2014**

Present: Councillors D Knight (Mayor), N Cowling, R Degens, G Innes, B Palmer, M Sultana and S Townley

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

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

We respectfully acknowledge the Gumbaynggirr Country and the Gumbaynggirr 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.

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#### DISCLOSURES OF INTEREST

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

<b>Councillor</b>	<b>Item</b>	<b>Type of Interest</b>
Cr Palmer	CP14/36 Tender: Orara River Rehabilitation Project Bush Regeneration Tender 2014-15 RFT-675-TO	Non pecuniary - Less Than Significant Conflict as his company has had previous business dealings with one of the tenderers
Cr Palmer	CD14/19 Tourism Marketing Consultation Final Report	Non pecuniary - Less Than Significant Conflict as his company operates within the tourism industry

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**APOLOGY**

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- 307** **RESOLVED** (Degens/Townley) that an apology received from Councillor Arkan for unavoidable absence be received and accepted.
- 308** **RESOLVED** (Degens/Innes) that leave of absence as requested from Councillor Rhoades be approved.
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**PUBLIC FORUM**

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Time	Speaker	Item
5.00 pm	Scott Rodham - Red Cross, Woolgoolga Branch	Red Cross Centenary and Presentation of 'Recreational Services' Certificate
5.05 pm	Phil Tripp	Preferences of a Cultural Performance Centre

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**PUBLIC ADDRESS**

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Time	Speaker	Item
5.10 pm	Adam Bradfield, Thomas Noble & Russell	CB 14/65 – Annual Financial Statements and Audit 2014

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**CONFIRMATION AND ADOPTION OF MINUTES**

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- 309** **RESOLVED** (Innes/Palmer) that the minutes of the Ordinary meeting held on 23 October 2014 be confirmed as a true and correct record of proceedings.
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**CB14/65 ANNUAL FINANCIAL STATEMENTS AND AUDIT 2014**

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Consideration of the audited financial statements for the year ended 30 June 2014.

- 310** **RESOLVED** (Palmer/Innes) that the report be noted and the attached audited financial statements be received and adopted.
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## NOTICES OF MOTION

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### NOM14/17 VALUATION OF SANDY SHORES, NORTH SANDY BEACH

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311 **RESOLVED** (Knight/Degens) that:

1. Council's Property Valuer prepares a report for Council with an estimated purchase value for the land known as Sandy Shores, North Sandy Beach.
  2. The report contains a valuation for the land identified in Map 2, pg 4, Hearn's Lake / Sandy Beach DCP Master Plan as suitable for Residential Low density development.
  3. Council enter into discussion regarding contributory funding options from the relevant State and Federal Government departments such as the NSW Roads & Maritime Services, Office of Environment and Heritage, North Coast Land Services, Environmental Trust and others.
  4. Council acknowledge the above information is being prepared for the sole purpose of understanding the situation clearly, and that any decision to pursue the purchase of the property will not be made without a formal resolution of Council having been adequately informed about the issues and to provide transparency.
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### NOM14/18 PARK BENCHES AT PARK BEACH

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312 **RESOLVED** (Cowling/Townley) that:

1. Two park benches be installed in the parkland between Park Beach Plaza and the Northside Shopping Centre. Also that the paths through this park be made free of trip hazards, that have been marked for correction for some months and that they be corrected within two months.
2. Discussions be held between City Infrastructure Services staff and interested private donors to bring forward the provision of public seating along the walkway between Northside Shopping Centre and Park Beach Plaza.

## GENERAL MANAGER'S REPORT

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### GM14/29 COUNCILLOR EXPENSES AND FACILITIES POLICY

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For Council to adopt the Councillor Expenses and Facilities Policy.

313 **RESOLVED** (Townley/Sultana) that Council adopts the Councillor Expenses and Facilities Policy.

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## CITY PLANNING DEPARTMENT REPORTS

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### CP14/34 DEVELOPMENT APPLICATION NO. 0155/15 - DEMOLITION OF EXISTING BUILDING AND CONSTRUCTION OF A MEDICAL CENTRE - LOT 2 DP 270006 SP 39709, 9 MINORCA PLACE, TOORMINA

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The purpose of this report is to present Development Application No. 155/15 for Council's determination, which is an application for the demolition of an existing commercial building and construction of a three (3) storey medical centre.

- 314 RESOLVED** (Knight/Innes) that Development Application No. 0155/15 for demolition of existing building and construction of a Medical Centre at Lot 2 DP 270006 S/P 39709, 9 Minorca Place Toormina, be deferred pending further notification.

The **MOTION** on being put to the meeting was carried unanimously.

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### CP14/35 NORTH BOAMBEE VALLEY (WEST) INVESTIGATION AREA - PLANNING PROPOSAL, DRAFT DEVELOPMENT CONTROL PLAN (COMPONENT E16) AND DRAFT DEVELOPER CONTRIBUTIONS PLAN

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The purpose of this report is to present for Council's consideration a Planning Proposal (PP) (Attachment 1), draft Development Control Plan (DCP) (Attachment 2) and draft Developer Contributions Plan (CP) (Attachment 3) for the North Boambee Valley (NBV) (West) Investigation Area, with a view to rezoning parts of the Investigation Area in accordance with the findings of the supporting documents of the Planning Proposal.

To achieve this, Council should request a Gateway Determination from NSW Planning and Environment (P&E), to progress zoning amendments to Coffs Harbour Local Environmental Plan (LEP) 2013.

Council has undertaken Planning Studies to support the PP for the NBV (West) Investigation Area, while also preparing the draft Boambee-Newports Creek Flood Risk Management Plan (FRMP). The findings of the Planning Studies and the draft FRMP have been critical to the progress of the NBV (West) PP.

- 315 RESOLVED** (Townley/Palmer) that:

1. This item be deferred pending an interactive briefing at which the Local Growth Management Strategy - Stage 1 Land Capacity Assessment Audit and a near-final version of the Boambee - Newports Creek Flood Risk Management Plan can be presented.

The purpose of the briefing would be to ensure consistency between these bodies of work and the Planning Proposal.

2. The report also includes more evidence of cycleway planning that takes into account topography / contours in order to achieve cycleways with shallower gradings.

The **MOTION** on being put to the meeting was carried unanimously.

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**CP14/36 TENDER: ORARA RIVER REHABILITATION PROJECT BUSH REGENERATION TENDER 2014-15 RFT-675-TO**

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To report to Council on tenders received for the Contract RFT-675-TO Orara River Rehabilitation Project Bush Regeneration Tender 2014-15 and recommend acceptance of tenders for a single Tier 1 (full service) contractor and two Tier 2 (part service) contractors.

**316 RESOLVED** (Sultana/Innes) that:

1. Council lists the following tenderers as recognised contractors for bush regeneration works under Contract RFT-675-TO, Orara River Rehabilitation Project Bush Regeneration 2014-15 for the rates as tendered on the basis that:
  - (a) Tier 1 Full Service contractor:
    - Coffs Harbour Bushland Regeneration Group ABN 50097299280
  - (b) Tier 2 Part Service contractors:
    - Mount Coramba Nursery ABN 55089223991
    - Phil Santos ABN 79911483163
2. These tenderers were selected on the basis that:
  - (a) The tenders are the most advantageous following the application of Council's Tender Value Selection System
  - (b) The Tenderers have the necessary experience in similar works and their ability and performance have been satisfactory
  - (c) The Tenderers financial capacity is acceptable
3. Contract documents be executed under the Seal of Council.

**CORPORATE BUSINESS DEPARTMENT REPORTS**

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**CB14/66 COFFS COAST STATE PARK TRUST AND WOOLGOOLGA BEACH RESERVE TRUST ANNUAL REPORT AND ANNUAL AUDIT 2014**

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To report on the Annual Audit and performance of the Coffs Coast State Park Trust and Woolgoolga Beach Reserve Trust operations for the period 1 July 2013 to 30 June 2014.

**317 RESOLVED** (Palmer/Degens) that:

1. Council, as Corporate Manager of the Coffs Coast State Park Trust note the Annual Audit for year ended 30 June 2014
2. Council, as Corporate Manager of the Woolgoolga Beach Reserve Trust, note the Annual Audit for year ended 30 June 2014



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**CB14/67 HOLIDAY PARKS TOURIST ACCOMMODATION TARIFFS  
2015/2016**

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To recommend the tourist accommodation tariffs to be charged during the 2015/2016 period for Park Beach Holiday Park, Sawtell Beach Holiday Park, Woolgoolga Beach Holiday Park and Woolgoolga Lakeside Holiday Park.

**318 RESOLVED** (Innes/Palmer) that:

Council, as Corporate Manager of the Coffs Coast State Park Trust and Woolgoolga Beach Reserve Trust, approve the Tariffs within the report for:

1. Park Beach Holiday Park
2. Sawtell Beach Holiday Park
3. Woolgoolga Beach Holiday Park
4. Woolgoolga Lakeside Holiday Park

and note the intent to adjust tariffs, where required, throughout the year in line with proactive yield management practices.

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**CB14/68 ENVIRONMENTAL LEVY PROJECTS QUARTERLY REPORT TO 30  
SEPTEMBER 2014**

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To provide Council with a quarterly status report to 30 September 2014 on the projects funded under the Environmental Levy (EL) Program.

**319 RESOLVED** (Townley/Degens) that Council notes the status of the Environmental Levy Projects as at 30 September 2014 as outlined in the report.

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**CB14/69 COUNCIL MEETING DATES - 2015**

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To seek Councillors' confirmation to set Council's meeting dates for the period January 2015 to December 2015.

**320 RESOLVED** (Knight/Sultana) that:

1. No Council meetings be scheduled for January 2015.
2. The first meeting in 2015 be scheduled for 12 February 2015.
3. Meetings from February to November 2015 be scheduled on the second and fourth Thursday of each month with the exception of April, where only one meeting will be held 23 April, and September, where only one meeting will be held on 24 September 2015.
4. The last Council meeting for 2015 be held on 10 December.

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**CB14/70 TENDER: SUPPLY, SERVICE AND LAUNDERING OF LINEN FOR COFFS COAST HOLIDAY PARKS - CONTRACT NO. RFT- 649-TO**

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To report on tenders received for the Supply, Service and Laundering of Linen for Coffs Coast Holiday Parks and to gain Council approval for the appointment of a single contractor to service all parks.

**321 RESOLVED** (Innes/Palmer) that:

1. Council, as Corporate Manager of the Coffs Coast State Park Trust and Woolgoolga Beach Reserve Trust, accepts the panel tender of Bains Industries P/L as Trustee for Bains Family Trust (ABN: 39 913 069 087) trading as Bains Laundries. The tender is conforming and is the most advantageous tender offer following the application of Council's Tender Value Selection System
  - 1.1. The Tenderer has the necessary experience in similar works and their ability and performance is more than satisfactory
  - 1.2. The Tenderer's financial capacity is acceptable
2. The contract documents be executed under the Seal of Council.

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**COMMUNITY DEVELOPMENT DEPARTMENT REPORT**

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**CD14/19 TOURISM MARKETING CONSULTATION FINAL REPORT**

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The purpose of this report is to recommend to Council the endorsement of the final report regarding tourism marketing models for the Coffs Coast.

**322 RESOLVED** (Palmer/Degens) that Council:

1. Endorse, in principle, the documents which form the 'Action Plan for Marketing the Coffs Coast as a Tourism Destination'.
2. Notes that a further report will be presented to Council outlining the Terms of Reference and membership of Section 355 committee which has a role to recommend the strategic direction for marketing the Coffs Coast.
3. Notes the Bellingen Shire Council continue to be engaged in this process by participation in the development of the Terms of Reference and also through an offer of on-going membership of the committee.
4. The members of the Tourism Coffs Coast Board be thanked for the participation and commitment to this project.

## CITY INFRASTRUCTURE SERVICES DEPARTMENT REPORTS

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### CIS14/56 DRAFT COFFS HARBOUR CITY COUNCIL BIKE PLAN 2014-2019

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To present to Council the Draft Coffs Harbour City Council Bike Plan 2014–2019. This report recommends that the Plan be placed on public exhibition for a period of 28 days.

- 323 RESOLVED** (Degens/Townley) that the Draft Coffs Harbour City Council Bike Plan 2014 – 2019 be placed on public exhibition for 28 days from Wednesday 19 November – Wednesday 17 December 2014 to obtain community feedback.

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### CIS14/57 NATIONAL STRONGER REGIONS FUND

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To recommend projects for application for funding under the National Stronger Regions Fund (NSRF).

- 324 RESOLVED** (Palmer/Innes) that:
1. Council submit a proposal to the National Stronger Regions Fund Round 1 for Stages 2, 3 and 4 of the Jetty4Shores project for a total project cost of \$5,350,000.
  2. Council reconfirm priority projects to guide staff if future funding opportunities arise, subject to grant conditions and eligibility, as follows:
    - 2.1 Jetty Foreshores.
    - 2.2 International Stadium Upgrade.
    - 2.3 Bruxner Park Eco Tourism Project.
    - 2.4 Solitary Islands Coastal Walk.
  3. Council note that, if successful, the grant funds would need to be matched with \$2,675,000, proposed to be allocated from internal reserves.

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**CIS14/58 LEASE - COFFS HARBOUR REGIONAL AIRPORT GROUND  
LEASE - CHANGE OF APPROVED TERMS**

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Seeking consent to the assignment of the lease between Coffs Harbour City Council as the registered proprietor of Lot 3 in DP 790102 and Paul Ellis Cox to Grant Boyter and Trudy Thompson as trustee for the Boyter and Thompson Superannuation Fund as to a one half share and Rohan Schallmeiner as trustee for the Rohan Schallmeiner Self-Managed Super Fund as to a one half share as tenants in common.

Further seeking a provision permitting a sublease to Eagle Copters Australasia Pty Ltd.

**325 RESOLVED** (Degens/Palmer) that:

1. Council consent to the assignment of the lease of Lot 3 in DP 790102 from Paul Ellis Cox to Grant Boyter and Trudy Thompson as trustee for the Boyter and Thompson Superannuation Fund as to a one half share and Rohan Schallmeiner as trustee for the Rohan Schallmeiner Self-Managed Super Fund as to a one half share as tenants in common.
2. Council consent to a sublease of Lot 3 in DP 790102 to Eagle Copters Australasia Pty Ltd.
3. All legal fees incurred by Council as a consequence of the assignment of lease of Lot 3 in DP 790102 from Paul Ellis Cox to Grant Boyter and Trudy Thompson as trustee for the Boyter and Thompson Superannuation Fund as to a one half share and Rohan Schallmeiner as trustee for the Rohan Schallmeiner Self-Managed Super Fund as to a one half share as tenants in common be paid by the assignee.
4. Any necessary documents associated with the assignment of lease of Lot 3 Section 6 DP 790102 from Paul Ellis Cox to Grant Boyter and Trudy Thompson as trustee for the Boyter and Thompson Superannuation Fund as to a one half share and Rohan Schallmeiner as trustee for the Rohan Schallmeiner Self-Managed Super Fund as to a one half share as tenants be executed under the Common Seal of Council.

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**CIS14/59 CONTRACT NO. RFT-684-TO - KARANGI TO RED HILL WATER MAIN DUPLICATION**

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To report on tenders received for Contract RFT-684-TO: Construction of a section of water trunk main by trenchless method as part of the Karangi to Red Hill Water Main Duplication project and to gain Council approval to accept a tender.

**326 RESOLVED** (Palmer/Innes) that:

1. Council accept the tender of Codmah Pty Ltd, ABN 19 051 474 983 for Contract No. RFT-684-TO, Karangi to Red Hill Water Main Duplication for the Lump Sum of \$252,989 incl GST, on the basis that:
  - a) The tender is considered to be reasonable for this type of work.
  - b) The Tenderer has the necessary experience in similar works and their ability and performance are satisfactory.
  - c) The Tenderer's financial capacity is acceptable.
2. The contract documents be executed under the Seal of Council.

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**REQUESTS FOR LEAVE OF ABSENCE**

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No requests for leave of absence.

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**MATTERS OF AN URGENT NATURE**

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No matters of an urgent nature.

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**QUESTIONS ON NOTICE**

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No questions on notice.

This concluded the business and the meeting closed at 6.17 pm.

Confirmed: 27 November 2014

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Denise Knight  
Mayor

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## **SPOONBILL LAKE**

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### **Purpose:**

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

That Council consider engaging contractors or otherwise to cut out and construct a channel one metre wide and half a metre deep in the middle of the existing concrete spillway of Spoonbill Lake, to alleviate back-up and enhance flow.

That Council determine the costs associated with the task of constructing a trench through the concrete weir, the trench being approximately six or seven metres in length.

### **Rationale:**

The spillway of Spoonbill Lake is an artificial construct blocking the natural flow of water run-off on its way to Cordwells and Boambee Creeks. It was constructed years ago for reasons possibly relating to the, at that time, new housing developments intended for the area, however in 2014 its only real purpose is as a blockage to peace of mind for a very large number of residents living around or the near vicinity of the lake.

The 1996 and other major flood events, resulted in major flooding of the surrounding areas of the Lake, being sufficiently catastrophic to now leave many of these homes as permanently uninsurable which of course results ultimately in further financial losses for these residents and for the city.

Council staff have to date questioned the likelihood of positive effects such a channel might produce in terms of flooding through a lowering of the level of the Lake, given that the recent flood heights have been higher than the present height of the causeway wall. On the other hand, considering the complex nature of water flow, together with the reality that a large surface area of land now in question will, from the outset of a flood event, be relatively dry, and given the expected minimal cost of the suggested adjustment above, it would not seem unreasonable to consider these somewhat minor works.

Following the construction of the channel it is anticipated that Council should draft a basic environmental management plan for the Spoonbill Lake area that includes the lowering of the maximum water level height of the Lake approximately 50 cm and provide a report back to Council.

Residents have photographic evidence of the flood waters backing up stream from the spillway during the 2009 flood event having over-topped both the spillway and the weir wall.

### **Staff Comment:**

Spoonbill Lake is part of the Cordwells Creek/Boambee Creek Catchment. Council's detailed flood modeling of these catchments shows that the 1:100 year flood level is well in excess of the Spoonbill Lake embankment height which therefore has little impact on significant flood events. Council in fact has recorded flood levels in Cordwells and Boambee Creeks from the major event in 1996 showing elevated flood levels similar to those recorded in 2009. The levels show that property flooding in the area is caused by water level rise in Boambee Creek and Cordwells Creek rather than flows from the Spoonbill Lake catchment.

This flood data was assessed in the 2011 Boambee-Newports Creek Flood Study which is now informing the Boambee-Newports Creeks Floodplain Risk Management Study and Plan. The Risk Management Study will assess flood mitigation priorities for the catchment (e.g. flood detention basins in the upper reaches of the catchment in North Boambee Valley) and will be incorporated into Council's City Wide Flood Mitigation Program for funding as appropriate.

The works proposed in this Notice of Motion will not alter the flood risk of the adjacent properties, and so will not change the assessment by insurance companies, who use Council flood modeling data as one source of information in making an assessment.

The water level in the lake is already shallow. By dropping the water level a further 0.5 metre, the proposed works will result in increased propagation of weeds, water quality and amenity and significantly increase maintenance costs.

The area is covered by Council's Natural Areas Plan of Management however issues associated with weed management, siltation, water quality and residents' concerns resulted in Council in 2011 applying for a CMA grant to prepare a *Spoonbill Lake-Cordwells Creek Wetlands Management Plan*.

Unfortunately the grant application was unsuccessful. The grant submission covered a wider area than just Spoonbill Lake and estimated the cost of consultation, planning and reporting for the plan to be \$10,000. An extract from the grant submission is provided below which details some of the issues associated with management of the area.

*The proposed planning area comprises diverse vegetated and open wetlands connected to Cordwells Creek. The wetlands provide significant habitats for a broad range of biodiversity and, although closely surrounded by urban development, are a critical key habitat in the Boambee area and form an important link in the habitat corridor from the coast, along Boambee Creek and into the adjacent ranges. The condition of the wetland is strongly influenced by urban stormwater runoff which constitutes a high proportion of the inflows to the ecosystem. The wetland provides valuable ecosystem services by treating stormwater through natural nutrient and sediment removal processes. This results in cleaner water reaching the Boambee Creek estuary and eventually the Solitary Islands Marine Park which supports economically important fisheries and tourism industries. The wetland is severely degraded by a range of weeds which are stressing the ecosystem and reducing its condition and integrity. Sedimentation has resulted in the wetland becoming silted up and shallow.*

*The plan would include best management programs to enhance and rehabilitate the wetland to increase the overall health of the area. The plan would include strategic weed removal, revegetation of riparian zones, erosion management, managing urban stormwater runoff, reinstating natural depth and increasing important biodiversity habitat.*

The grant submission discussed previous efforts by Landcare groups in identifying priority weeds issues and undertaking weed removal and rehabilitation of the area. While Council is currently carrying out a program of Salvinia control on the lake an overall weed management strategy would be of significant benefit.

Development of a *Spoonbill Lake-Cordwells Creek Wetlands Management Plan* including detailed consultation with residents in the area is still seen as the best course of action prior to undertaking any lake modification works. The plan could result in reinvigorating the local Landcare group to assist in management of many of the lake issues. If Council was of a mind to undertake this project, it is estimated that the cost of preparation of a plan covering just the Spoonbill Lake area would be in the order of \$5,000.

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## COMPULSORY LAND ACQUISITION

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### **Purpose:**

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

That Council prepare a report to return to Council that details the steps needed to differentiate categories of land Acquisition into at least two distinct categories, the first being the process that is the status quo, the second being a category that might be described as 'being for critical, or a dire community need'.

With respect to this second new category of land acquisition, it is anticipated that Council will also determine as part of a resolution of Council in order to acquire land compulsorily, whether or not a given situation should be processed using this second category, of dire or critical need in order to determine appropriate levels of compensation.

### **Rationale**

Previous recent experience has seen Council struggling to determine appropriate levels of compensation using the current Council guidelines. The concerns arising are less of those arising from staff interpretation of these guidelines, but more of the simplistic nature of the laws and guidelines themselves, given that the circumstances of a given event can vary. It is with the past recent experience in mind that the need for greater definition within the land acquisition process has arisen, so consequently an investigation as to what is possible in terms of change is sought.

### **Staff Comment:**

It is mandatory for Council to follow the relevant acts and the Office of Local Government [Guidelines](#) when compulsorily acquiring land. The market value of the property is determined in accordance with the *Land Acquisition (Just Terms Compensation Act) 1991*.

Land that is earmarked for acquisition generally forms part of Council's strategic planning. On rare occasions the need to compulsorily acquire falls outside of this planning process. A Council resolution is always required to commence the acquisition process. The report to Council can, as a matter of procedure, clearly state if the land has been part of a strategic planning process or on the rare occasion if it is not, the reasoning behind the need to compulsorily acquire the land.



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## 2013/2014 ANNUAL REPORT

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### **Purpose:**

To provide Council with Sections 1 and 2 of the Annual Report for the 2013/2014 financial year, with the recommendation that they be adopted for public release.

### **Description of Item:**

The Annual Report addresses the period 1 July 2013 to 30 June 2014.

Section 1 of the report is a summary document. It focuses on Council activities and their effectiveness in implementing the strategies and achieving the objectives of the Coffs Harbour 2030 Community Strategic Plan.

Section 2 of the Annual Report includes information that is prescribed by the Local Government (General) Regulation 2005. It is considered important for the community to have access to this information so it can better understand how Council has been performing both as a service provider and a community leader.

Section 3 of the Annual Report contains Council's annual financial statements. These were tabled separately with Council at the 13 November 2014 meeting (see Corporate Business report CB14/65).

Once adopted, it is proposed that the documents will be principally accessed via Council's website – [www.coffsharbour.nsw.gov.au](http://www.coffsharbour.nsw.gov.au) – but printed copies will be available at Council's usual display locations.

### **Sustainability Assessment:**

- **Environment**

Apart from printing and energy costs associated with compiling the report, there are no environmental impacts flowing from the preparation of the Annual Report. However, environmental issues relating to Council and the city are considered in the Annual Report.

- **Social**

Similarly, the Annual Report details the community benefit of the works and services undertaken by Council through the year reported. The publication of an Annual Report – detailing Council's performance – is consistent with Council's commitment to accountability to the community.

- **Civic Leadership**

The Integrated Planning and Reporting provisions of the Local Government Act promote improved accountability as a key objective of a council's governance structure and identify the Annual Report as a critical component in the monitoring and review process. The development of the Annual Report is an activity aligned with the Coffs Harbour 2030 Plan strategy LC3.1 *Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour.*

- **Economic**

**Broader Economic Implications**

There are no economic implications associated with compiling the report. The report, however, includes information relating to Council activities aimed at stimulating the economic sustainability of Coffs Harbour.

**Delivery Program/Operational Plan Implications**

As a legislative requirement, the preparation of the Annual Report is accommodated within Council's budget on an annual basis. Tabled separately, Section 3 of the Annual Report (Annual Financial Statements) details Council's financial performance for 2013/2014.

**Risk Analysis:**

The preparation of an Annual Report is a legislative requirement. A risk analysis is not applicable in this instance.

**Consultation:**

Appropriate input from all Council directorates has been sought and included in the 2013/2014 Annual Report. The majority of the information in Section 1 of the Annual Report has been edited from the *Six-Monthly Progress Reports on the Coffs Harbour City Council 2013/2017 Delivery Program*. The information was submitted (through the software system *Performance Planning*) by Council's staff and tabled with Council for the periods July to December 2013 and January to June 2014.

**Related Policy and / or Precedents:**

Council has previously considered and adopted the Annual Report each year prior to distribution.

**Statutory Requirements:**

Sections 406 and 428 of the *Local Government Act 1993* require Council to produce an Annual Report by 30 November each year. Additional information is required in accordance with Local Government (General) Regulation 2005 Clauses 132 and 217.

**Issues:**

Section 1 of the Annual Report is a summary document that provides an overview of Council's progress in implementing the Coffs Harbour 2030 Community Strategic Plan. Through its regular performance reporting instruments, Council has detailed an impressive record of operational achievements during 2013/2014, all of them aligned with the *Coffs Harbour 2030 Plan*.

Section 2 of the Annual Report contains statutory information. It addresses specific reporting requirements set out in the Local Government Act and General Regulation.

These include details relating to:

1. Overseas visits by councillors and council staff;
2. Mayoral and councillor fees and expenses;
3. Contracts (\$150,000+) awarded by council;

4. Amounts incurred in relation to legal proceedings;
5. Private works and financial assistance;
6. External bodies, companies and partnerships;
7. Equal employment opportunity activities;
8. Total expenditure on General Manager and Senior Staff remuneration;
9. Information on stormwater levies and charges;
10. Information on companion animals management; and
11. Details of Assets Acquired and Held and the Condition of Public Works.

Additional information is provided, as required, in relation to Public Interest Disclosures and the outcomes of programs funded through Special Rate Variations.

Section 3 of the Annual Report (Council's Annual Financial Statements) was adopted by Council on 13 November 2014.

**Implementation Date / Priority:**

Subject to Council approval, the 2013/2014 Annual Report (Sections 1 and 2) will be lodged with the Division of Local Government by 30 November 2014 in line with statutory requirements and made available to the public.

**Recommendation:**

**That Council adopts the 2013/2014 Annual Report Sections 1 and 2 as tabled with this report.**

As reported to Council 27 November

Attachment 1



# COFFS HARBOUR CITY COUNCIL 2013/2014 ANNUAL REPORT SECTION 1 - SUMMARY REPORT EXECUTIVE SUMMARY



[www.coffsharbour.nsw.gov.au](http://www.coffsharbour.nsw.gov.au)



Helping to achieve the 2030 Community Vision

This **Executive Summary** provides a very brief overview of Coffs Harbour City Council's **2013/2014 Annual Report**.

The full Annual Report is tabled in three sections and can be accessed in the Corporate Planning and Reporting pages of Council's website:

[www.coffsharbour.nsw.gov.au](http://www.coffsharbour.nsw.gov.au) The Annual Report refers to the period 1 July 2013 to 30 June 2014.

Section 1 focuses on Council's implementation of its Delivery Program and Operational Plan – the plans that are wholly Council's responsibility under the NSW Integrated Planning and Reporting (IPR) Framework. This looks broadly at the effectiveness of Council activities in implementing the strategies and achieving the objectives of the *Coffs Harbour 2030* Community Strategic Plan. The Significant Achievements detailed in this Executive Summary follow the thematic structure of the 2030 Plan.

In a separate document, Section 2 of the Annual Report includes information that is prescribed by the Local Government (General) Regulation 2005. It is considered important for the community to have access to this information so it can better understand how Council has been performing both as a service provider and a community leader.

Also tabled separately, Section 3 of the Annual Report contains Council's annual financial statements, as required by the Local Government Act 1993 - Section 428 (4) (a). The Annual Financial Statements were adopted by Council on 13 November 2014.

**Coffs Harbour** is a major regional city on the Mid North Coast of New South Wales, about midway between Sydney and Brisbane.

With a population of approximately 73,000, the city encompasses a total area of 1,174 square kilometres of land stretching from Red Rock, south to Bundagen and west past Brooklana and Lowanna.

The traditional home of the Gumbaynggirr people, Coffs Harbour was opened up by European settlers in the second half of the nineteenth century.

The humble agricultural centre has since evolved into a vibrant, coastal city with an expanding economy based on tourism, retail, manufacturing and construction, government services, education and the health industry.

The region is renowned for its ecological diversity – half of the Local Government Area is dedicated as reserves, parks, National Parks and State Forest holdings – and is bounded offshore by the Solitary Islands Marine Park.



## FOREWORD TO THE 2013/2014 ANNUAL REPORT



*Denise Knight*  
Denise Knight

Looking back, 2013/2014 is likely to be remembered as a turning point for Coffs Harbour City Council. During the year, Council committed to a bold new strategy aimed at securing the organisation's financial and operational sustainability to ensure it can continue to serve the Coffs Harbour community.

For more than a decade Council has been struggling with a dwindling resource base: rate-pegging, government cost shifting and increased community expectations have all impacted on our ability to meet the city's needs. We are not an isolated case – the same pressures are being felt by every council in NSW – but it is up to us to find our own way forward.

Building on our Service Review (initiated in 2011), we had a focus in the first half of 2013/2014 on community engagement for a multi-faceted approach to establishing a sustainable future for the organisation. The community told us not to cut services, and accepted that it would have to share the cost – through a staged, 3-year Special Rate Variation – of addressing an annual \$6M gap in funding for the renewal of city infrastructure. The Independent Pricing and Regulatory Tribunal (IPART) decision to only approve the first year of the SRV (for 2014/2015) means Council has more work to do on that front.

At the same time, Council has initiated the Transformation to Sustainability (T2S) project, a comprehensive review of the entire organisation to address an annual underlying operational deficit of \$1.8M. The T2S program is unprecedented at Coffs Council. Its implementation will represent a 'step change': re-designing processes and restructuring the organisation to deliver improved outcomes for the community while maximising efficiencies, productivity, savings and revenue. The opportunities and challenges presented by T2S will be a major focus for Council in coming years.

All that aside, it is gratifying to be able to reflect on Council's many significant achievements, reflected in this 2013/2014 Annual Report. Highlights during this busy year included the launch of the Coffs Harbour Economic Strategy; a new passenger traffic record at our Regional Airport; the fiftieth birthday celebrations for the Coffs Harbour Library Service; the completion of construction works for the city's new Museum; and major community events such as the Multicultural Harmony Festival, Youth Week, and the Japanese Festival of Children's Day. Council's CityWorks division commenced construction of the new Pacific Highway/Cook Drive intersection; a \$310,000 upgrade of Beach Street in Woolgoolga was completed; significant progress was made on the construction of the new Skate Plaza in Brelsford Park; and work began on the \$1.44M first stage of the long-awaited Jetty4Shores Plan.

There is much to be proud of, and the Annual Report gives us a chance to take stock of all Council has achieved. Importantly, it also allows us to recognise the dedication and initiative of our elected Councillors, staff and volunteers in enabling our organisation to help Coffs Harbour grow as a wonderful place to call home.



*Steve McGrath*  
Steve McGrath

**ELECTED MEMBERS**

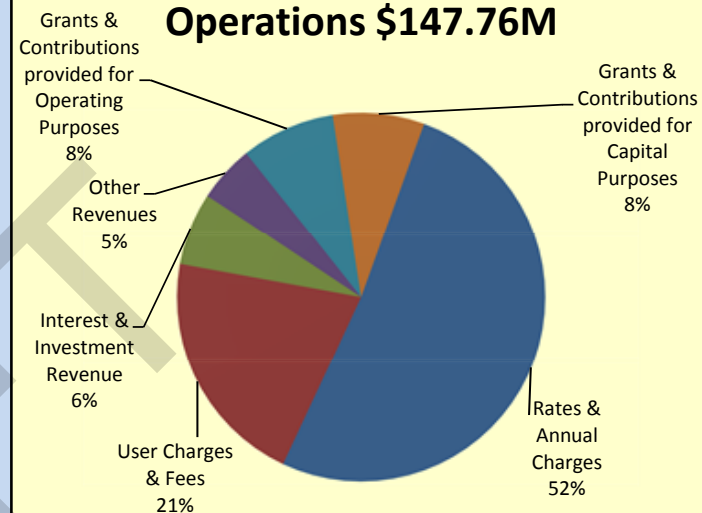
<b>Mayor, Councillor Denise Knight</b>	<b>Deputy Mayor, Councillor Rodney Degens</b>	<b>Councillor John Arkan</b>	<b>Councillor Nan Cowling</b>	<b>Councillor Garry Innes</b>
				
<b>Councillor Bob Palmer</b>	<b>Councillor Keith Rhoades</b>	<b>Councillor Mark Sultana</b>	<b>Councillor Sally Townley</b>	
				

### Income and Expenditure 2013/14

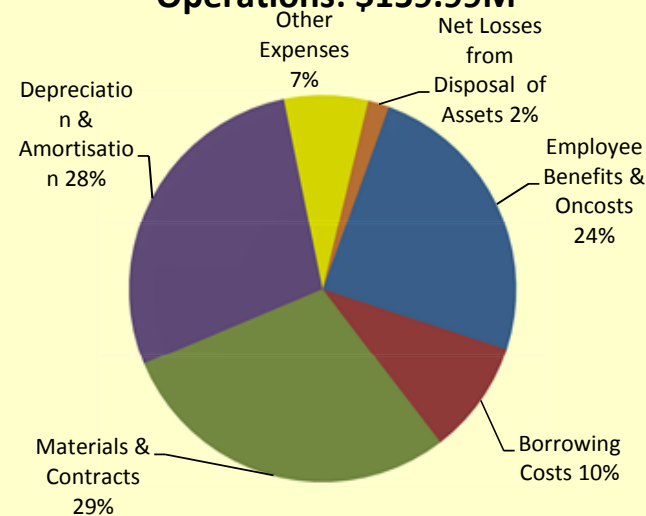
Coffs Harbour City Council – Income Statement for the financial year ended 30 June 2014				
Budget 2014 \$ '000	Income from Continuing Operations	Notes*	Actual 2014 \$ '000	Actual 2013 \$ '000
	Revenue:			
76,928	Rates & Annual Charges	3a	75,971	71,430
28,292	User Charges & Fees	3b	30,878	26,493
6,835	Interest & Investment Revenue	3c	9,449	15,419
4,873	Other Revenues	3d	7,386	7,365
14,209	Grants & Contributions provided for Operating Purposes	3e,f	12,198	17,388
17,061	Grants & Contributions provided for Capital Purposes	3e,f	11,878	11,143
<b>148,198</b>	<b>Total Income from Continuing Operations</b>		<b>147,760</b>	<b>149,238</b>
	Expenses from Continuing Operations			
28,353	Employee Benefits & On-Costs	4a	39,128	37,716
15,224	Borrowing Costs	4b	15,316	16,355
60,655	Materials & Contracts	4c	46,569	43,314
40,296	Depreciation & Amortisation	4d	44,941	45,479
5,980	Other Expenses	4e	11,203	10,781
0	Net Losses from the Disposal of Assets	5	2,830	2,419
<b>150,508</b>	<b>Total Expenses from Continuing Operations</b>		<b>159,987</b>	<b>156,064</b>
(2,310)	Operating Result from Continuing Operations		(12,227)	(6,826)
<b>(2,310)</b>	<b>Net Operating Result for the Year</b>		<b>(12,227)</b>	<b>(6,826)</b>
<b>(2,310)</b>	<b>Net Operating Result attributable to Council</b>		<b>(12,227)</b>	<b>(6,826)</b>
<b>0</b>	<b>Net Operating Result attributable to Minority Interests</b>		<b>0</b>	<b>0</b>
<b>(19,371)</b>	<b>Net Operating Result for the year before Grants and Contributions provided for Capital Purposes</b>		<b>(24,105)</b>	<b>(17,969)</b>

\*See Annual Report Section 3 – Annual Financial Statements

### Total Income from Continuing Operations \$147.76M



### Total Expenditure from Continuing Operations: \$159.99M







**LEARNING AND PROSPERING**

**(Director, Community Development)**

**We are a prosperous and learning community.**

**Significant Achievements in 2013/2014**

In March 2014, Council officially launched the Coffs Harbour Economic Strategy, founded on the principle of fostering growth through localisation and love of the city.



In 2013, the Coffs Coast Growers Market – a key Economic Development Unit strategy to help revitalize the City Centre - marked ten years of bringing local fresh produce to the Coffs Coast community.

The decision by Qantas to introduce direct jet flights from June 2014 between Melbourne and

Coffs Harbour was welcomed as a massive endorsement for the Airport and the city.

Through its marketing and logistic support roles, Council played a key part in ensuring the success of



the Coates Hire Rally Australia, staged on the Coffs Coast in September 2013.

Council initiated a \$1.25m facelift for its Castle Street car park; the program of structural repairs and the installation of lifts and top-floor shade structures is aimed at extending the life of the facility and to free up more parking spaces for shoppers.

Coffs Harbour Library celebrated its 50th birthday in May; activities included launching a new website called '50 Years, 50 Stories' to promote the library's history and its impact on the community.



In August 2013, Council announced Coffs Harbour International Stadium was to be rebranded as C.ex Coffs International Stadium, as part of a five-year naming rights deal with the C.ex Group. The venue hosted 54 major events in 2013/14, injecting an estimated \$6.8M into the local economy.

Fast Facts	2012/2013	2013/2014	Status
<b>Tourism</b> Visitors to the Coffs Coast region (National Visitor Survey Data)	1.7M	1.94M	↑
<b>Tourism</b> Annual impact of tourism on local economy	\$468M	\$540M	↑
<b>Botanic Gardens</b> Visitors (Target: 50,000 annually)	48,207*	75,240	↑

\*Note: No March Quarter 2013 figure available



**LOOKING AFTER OUR COMMUNITY**

**(Director, Community Development)**

**Our Community is healthy, informed and engaged.**

**Significant Achievements in 2013/2014**

Council established a new funding pool - the Community Capital Infrastructure Grants Program - to help local groups create new facilities and refurbish existing ones to benefit the whole community. In the first round, a total of \$100,000 was shared between six groups for a variety of capital projects ranging from fire sprinklers to shade sails.



Events facilitated by the Community Services team - including NAIDOC Week, the Ageing Well Expo, Youth Week, Seniors Week and the Multicultural Harmony Festival – helped to bring together diverse cultural groups and ages to engage, share and learn.

In December, Council established a new CityWorks business unit to pursue external contract work in the private sector, expected to generate millions of dollars for the city's coffers.

Coffs Harbour Regional Airport set a new traffic record, with 377,397 passengers using the facility during 2013/2014 (up from 356,126 the previous year). The completion of the Bureau of Meteorology relocation project was one of the features of an extensive program of airport works undertaken during the year.



For the second year in a row, Park Beach Holiday Park won a TripAdvisor® Certificate of Excellence award; the accolade is only given to establishments that consistently achieve outstanding traveller reviews on TripAdvisor's online network.

An intensive community engagement initiative was launched to support an ongoing strategy to secure the financial sustainability of Council. A heavily promoted online 'Budget Allocator' survey tool

found the community is happy with the services Council delivers and wants to see them maintained. Council agreed to pursue an in-house 'Transition to Sustainability' (T2S) program and to consult further with the community about possible rate rise options.

As part of the ongoing rejuvenation of the city



centre, Council joined with youth radio station CHYFM to stage the Summer Nights Music Festival. The events featured local bands in free live performances in Coffs Harbour's City Square on the first Saturday of the month during the summer period.

Civic Activities included the Australia Day celebrations, Civic Receptions for the Pittwater to Coffs Yacht Race and the Australia Red Cross Centenary, Japanese Festival of Children's Day, and Citizenship ceremonies for 277 people from over 25 countries.



## LOOKING AFTER OUR COMMUNITY (Continued)

The \$650,000 redevelopment of the Coffs Harbour Regional Museum – at the Old Court House in Harbour Drive – made significant progress during the period with the construction team handing over the site to Council in late June.

In a coup for Council’s Sports Unit, the Sydney Swans held a pre-season training camp in Coffs

Harbour in January at the C.ex Coffs International Stadium; the 3-day program featured an AFL Superclinic for young local players.

In May, Council adopted a public consultation strategy to find out the community perception of the need for a purpose-built performance space, central library and regional art gallery in Coffs

Harbour. The strategy also aims to establish a clear understanding by the community of the financial cost of building, maintaining and running such facilities, as well as how willing ratepayers are to contribute to the construction and ongoing operational costs.

Fast Facts	2012/2013	2013/2014	Status
<b>Lifeguards:</b> Participation of Yr4-10 students in the LGA in school beach safety programs. (Annual Target 2,000)	2,191	2,292	
<b>Customer Service:</b> Response against timeframes to Customer Requests in Electronic Content Management system (Target 100%)		98%	
<b>Development Assessment:</b> % Development Applications (DAs) processed within 40 days (Target 100%)	86%	77%	
<b>Civil Contracting:</b> Achieve a gross margin of 15% on all private works.		20.7%	
<b>Environmental Laboratory:</b> % profit relative to turnover (Target 20%)		22%	
<b>Holiday Parks:</b> Percentage Increase in parks revenue relative to previous financial year (target 5%)	8.3%	8.3%	
<b>Cultural Facilities:</b> Bunker Cartoon Gallery Visitors	6,231	5,422	
<b>Cultural Facilities:</b> Regional Art Gallery Visitors	11,147	13,238	
<b>Cultural Facilities:</b> Coffs Harbour Museum Visitors	Nil*	Nil*	
<b>Cultural Facilities:</b> Jetty Memorial Theatre Visitors	16,052	19,514	

\*Museum under redevelopment on new site.



## LOOKING AFTER OUR ENVIRONMENT

(Director, City Planning)

**Our natural environment is protected and conserved for future generations.**

### Significant Achievements in 2013/2014

A new Climate Change Policy was adopted in November 2013, outlining Council actions for coming years. Measures already adopted include capturing methane gas at the Englands Road landfill site, being the first Council in NSW to introduce energy-efficient street lighting across the local government area, carrying out energy-efficient upgrades to Council buildings and the installation of solar power and solar hot water at some of Council's facilities.



In June, Council invited residents to nominate specific local trees to be included in a proposed Significant Tree Register. The register is one of the tools outlined in Coffs Harbour's recently adopted Local Environmental Plan to help manage and protect significant trees in our local government area.

Council launched a new sustainability program called 'Living Lightly'. A partnership with the Coffs Regional Community Gardens, the monthly workshops help householders reduce environmental impacts through energy initiatives, reducing waste, local food production and increasing biodiversity in backyards.

There was joint recognition for Council, the Coffs Coast Regional Park Trust Board and the NSW



National Parks and Wildlife Service in August when the Solitary Islands Coastal Walk won the Gold Award for New Tourism Development at the 2013 Country Link North Coast Tourism Awards. The 60-kilometre walk from Sawtell to Red Rock was officially opened in November 2012.

A total of 18 local schools and childcare centres were awarded funding for environmental projects under Council's 2014 Green Schools Sustainability Grants Program. The scheme allocates grants of up to \$1,500 per school, with funding made available through Council's Environmental Levy.

In September Council joined a national scheme to help residents dispose of old TVs and computers in an environmentally responsible way through the Coffs Coast Resource Recovery Facility. The



National Television and Computer Recycling Scheme recovers valuable materials from obsolete hi-tech hardware and processes any residual waste, diverting a significant amount of material from landfill.



## LOOKING AFTER OUR ENVIRONMENT (Continued)

The Regional Botanic Garden again played host to hundreds of students from schools as far afield as Port Macquarie and the Clarence Valley with the staging of the eighth Australian Biota Study Day series featuring experts from Taronga Zoo and the Australian Museum. Coffs Harbour and Dubbo are the only venues for the Australian Biota Study Days program outside Sydney.

Council continued to deliver on key deliverables of the Coffs Harbour Biodiversity Action Strategy 2012 - 2030 including the adoption of the High Value Habitats of the Coffs Harbour LGA and the finalisation of the draft Coffs Harbour Corridors report and spatial consultation layer. Other key actions have been progressed through the Jaliigirr and Orara River Rehabilitation projects.

In May 2014, Council added its voice to opposition to a NSW Government proposal to allow commercial netting in some of Coffs Harbour's creeks. Council argues the proposal threatens the future of Boambee Creek, Newports Creek, Bonville Creek and Pine Creek as popular recreational waterways, important fish-breeding areas and vital habitats for many species including turtles.

Fast Facts	2012/2013	2013/2014	Status
<b>Environmental Management:</b> Council greenhouse gas emissions (tonnes CO <sub>2</sub> -e). <i>Just over 70% of the measured emissions comes from electricity usage.</i>		20,542	
<b>Health:</b> % pollution incidents responded to within 2 days (Target: 100%). <i>Reduced staff numbers impacted on core function capacity.</i>	100%	79.5%	
<b>Sewer:</b> % of reclaimed water consumed against total treated.		23.32%	
<b>Waste Services:</b> Volume of waste to landfill (tonnes)	34,062.85	30,245.81	
<b>Waste Services:</b> Volume of material recovered (tonnes)	83,771.32	96,748.68	
<b>Waste Services:</b> Tonnage of park and street bin waste collected		499	
<b>Waste Services:</b> Tonnage of material recycled from park recycling bins.		66.7	



## MOVING AROUND

(Director, City Infrastructure Services)

We are moving around easily, safely and sustainably.

### Significant Achievements in 2013/2014

A council campaign to reduce the accident rate on a notorious stretch of Coramba Road/Orara Way west of Coffs Harbour received a significant boost with the Federal Government announcing a \$402,000 road upgrade through its national Black Spot program.



Airport upgrade works progressed according to schedule. They included the commencement of the Airport Rescue and Firefighting project (operational by January 2015), the completion of the Runway and Terminal Upgrades, and final design work for the Eagle Copters development.

The ongoing pressure for transport infrastructure renewal was highlighted in May when Council had to impose weight limits on Powiks Bridge on Central Bucca Road and Kelletts Bridge on Island Loop Road

due to the deterioration in the condition of the two structures. Works programs were adjusted so the two bridges could be replaced by the end of 2014.

Work was initiated to substantially improve traffic flow along the Pacific Highway near the Cook Drive



and North Boambee Rd intersections, on the southern approach to the city. Funded by the NSW Government, the twelve-month, \$8.5 million upgrade was undertaken by Coffs Harbour City Council's CityWorks and NSW Roads and Maritime Services.

Council continued to promote initiatives to combat drink driving in the city. In August, a six-month trial was launched providing a free bus service to take party-goers home to the Northern Beaches on Saturday nights. The trial is modelled on Council's

successful Nightrider bus services that operate during the Christmas holiday season and on Coffs Cup raceday.

Major upgrade works to Beach Street in Woolgoolga were undertaken during the period.



The \$310,000 improvements included upgraded drainage, new kerb and guttering, road surface renewal and the construction of a shared pathway/cycleway on the south side of Beach Street.

As part of its ongoing focus on road safety Council sponsored a free workshop in March aimed at helping to keep motorcycle riders safe on Coffs Harbour roads. The program was made possible thanks to an NRMA Motoring and Services grant.



## MOVING AROUND *(Continued)*

The promotion of cycling as a healthy and environmentally-friendly transport alternative continued with Council staging its annual 'On Ya Bike Day' at City Square on September 18. Annual local surveys indicate an increasing number of people are choosing to cycle as a means of getting around the city.

Completion of the Bridge Works program included the reconstruction of Secombs Bridge on the Dairyville Road, Upper Orara, and Davies Bridge on Upper Bobo Road Eastern Dorrigo; construction of the James Small Drive footbridge, Korora; replacement of the timber deck on the Bobo

Bridge, Lower Bobo Road, Eastern Dorrigo; and cathodic protection of Harry Jensen Bridge on Hogbin Drive, Coffs Harbour.

### LOCAL ROADS 2013/2014 WORKS PROGRAMS

Local Roads Program (Various Locations*)	2013/2014 Budget (\$)	2013/2014 Actual (\$)
Moonee Beach Road Reconstruction	134,147	
Reseals	1,412,700	1,451,868
Road Resurfacing	154,500	149,782
Gravel Patching / Preparation for Reseal	154,500	175,195
Roads Rehabilitation	996,265	975,946
Unsealed Roads Gravel Resheeting	110,200	120,337
<b>BRIDGE PROGRAM (Funded from 2008 Rate Variation)</b>	<b>822,371</b>	<b>806,967</b>



**PLACES FOR LIVING**

**Our built environment connects us and supports us in living sustainably.**

**(Director, City Planning)**

**Significant Achievements in 2013/2014**

After intensive community consultation, Council applied to the Independent Pricing and Regulatory Tribunal (IPART) for a three-year, staged rate rise to meet a funding shortfall for infrastructure maintenance and renewal. IPART’s decision to approve the rate rise for only 2014/2015 means Council will have to again review its level of services into the future.



Construction of the new Skate Plaza in Brelford Park progressed significantly, including the completion of a skate bowl to rival some of the best in the country. The Skate Plaza and Community Space development was on track to be officially opened by the end of July.

During the period, Council secured a \$1.9m grant from the NSW Government to assist with the construction of the Spagnolos Road flood detention basin as part of the city’s ten-year Flood Mitigation Program. The detention basins work by capturing

the water runoff created during a storm event and then releasing it slowly into the watercourse so it reduces the impact of the deluge downstream.

The Woolgoolga Headland Viewing Platform was officially opened in July 2013. Identified as a priority project by the Coffs Coast Regional Park Trust Board, the deck features timber decorative posts with stainless steel cable and railings, decorative



concrete, a large seating area and extended viewing area, interpretive signage and links to the Solitary Islands Coastal Walk.

Years of work culminated on 27 September 2013 when the NSW Government gazetted Council’s new Local Environmental Plan (LEP) – the planning document that outlines exactly how land can and can’t be used in the entire Coffs Harbour local government area.

In September, Council completed the second stage of a \$249,000 makeover for the main access area to

Park Beach. Funded from developer contributions and a grant of \$165,833 given to Coffs Harbour Surf Club by the NSW Department of Sport and Recreation, the works improved emergency access and provided better access for visitors with disabilities, attractive landscaping, beach showers, statement seating and public art.

In August 2013 Council completed the construction



- on time and on budget - of a 75-metre long pipe bridge across Boambee Creek to carry sewer and reclaimed water pipelines between Sawtell and the Coffs Harbour Water Reclamation Plant.

In February, Council launched a comprehensive community engagement process to help develop the Woolgoolga Town Centre Masterplan. The ongoing consultation has included a Community Vision Night, a Business Confidence Survey and an interactive WoolgoolgaWow website to help locals have a strong say in the future of their town.





## PLACES FOR LIVING (Continued)

Council's Place Making and Events Program continued to support local community projects including Woolgoolga Curryfest, Emerald Beach Fair and Sawtell Chillifest.

Landscape and Urban Design resources targeted the continued development of Jetty4shore concept design plans and detail planning for Jetty4Shore Stage 1 works, the implementation of Brelsford Skate Plaza plans, Arrawarra and Diggers Beach

Reserve plans, and the City Square Design competition and Design Brief.

After extensive work, including a three-month community consultation process, the Jetty4Shores Concept Plan, implementation plan and preliminary budget estimates were adopted by Council in October 2013. Construction began in June on the \$1.44M first stage comprising carpark, walkway, lighting and landscaping improvements.

Construction commenced on new public amenities at Arrawarra Headland, for completion ahead of summer 2014/2015.

Council assisted in the development and enhancement of many community facilities during the year including an energy-efficient court lighting upgrade at Sportz Central, improved furnishings and new carpet at Bayldon Community Centre and improved signage at Woolgoolga Community Village.

### Planning for Growth

The volume of development applications submitted to Council for determination in 2013/2014 increased by 9% compared to the previous year. The total value of applications also increased.

#### Development Applications (DAs) Submitted

Type of Development	2012/2013		2013/2014	
	No.	Value (\$)	No.	Value (\$)
New Dwellings	217	62.8m	269	77.9m
Dwelling Alterations / Additions	326	15.1m	317	16.4m
New Multiple Occupancy	10	19.9m	14	22.9m
Swimming Pools	47	1.2m	56	1.5m
Commercial / Industrial / Retail	14	19.6m	17	26.7m
Commercial / Industrial / Retail Additions / Alteration	69	8.7m	42	3.6m
Other	278	25.1m	334	32.4m
<b>Total</b>	<b>961</b>	<b>152.4m</b>	<b>1,049</b>	<b>181.4m</b>

A number of significant development projects were submitted in 2013/2014. They included:

- Masters Home Hardware;
- Bunnings Home Hardware;
- Woolgoolga Tavern;
- The expansion of Coffs Central Shopping Centre; and
- A 230-lot Residential Subdivision, "The Elements" at South Coffs Harbour

These developments are expected to provide a positive stimulus to the local building sector during construction and longer term benefits to the community as a whole.

As reported to Council

Attachment 2



# COFFS HARBOUR CITY COUNCIL 2013/2014 ANNUAL REPORT SECTION 1 - SUMMARY REPORT

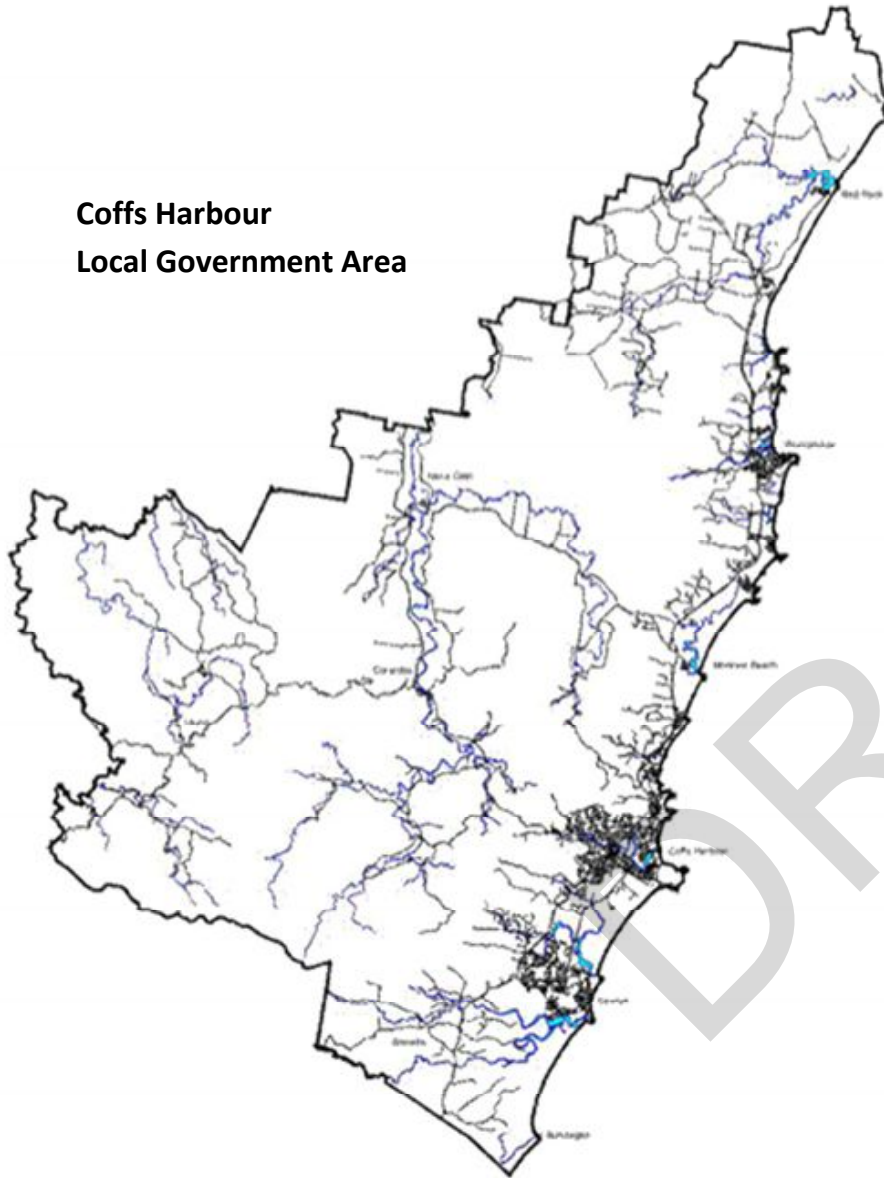


[www.coffsharbour.nsw.gov.au](http://www.coffsharbour.nsw.gov.au)



Helping to achieve the 2030 Community Vision

**Coffs Harbour  
Local Government Area**



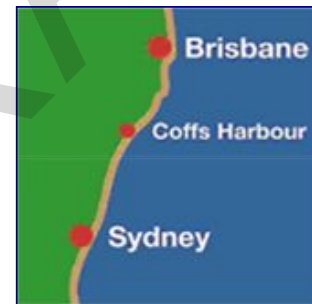
**Coffs Harbour** is a major regional city on the Mid North Coast of New South Wales, about midway between Sydney and Brisbane.

With a population of approximately 73,000, the city encompasses a total area of 1,174 square kilometres of land stretching from Red Rock, south to Bundagen and west past Brooklana and Lowanna.

The traditional home of the Gumbaynggirr people, Coffs Harbour was opened up by European settlers in the second half of the nineteenth century.

The humble agricultural centre has since evolved into a vibrant, coastal city with an expanding economy based on tourism, retail, manufacturing and construction, government services, education and the health industry.

The region is renowned for its ecological diversity – half of the Local Government Area is dedicated as reserves, parks, National Parks and State Forest holdings – and is bounded offshore by the Solitary Islands Marine Park.



**COFFS HARBOUR CITY COUNCIL 2013/2014 ANNUAL REPORT – SECTION 1 – SUMMARY REPORT**

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## COFFS HARBOUR CITY COUNCIL – VISION

### *Our Vision*

Coffs Harbour - the Healthy City, the Smart City, the Cultural City for a Sustainable Future

### *Our Purpose*

To make Coffs Harbour a better place to live, as a regional city for present and future communities

### *Our Strategic Direction*

The Coffs Harbour 2030 Community Strategic Plan guides all Council activities across five strategic Themes:

- *Learning and Prospering*
- *Looking after our Community*
- *Looking after our Environment*
- *Moving Around*
- *Places for Living*

### *Our Standards*

- Council will work to ensure that interaction with the community we serve is conducted with impartiality and fairness, honesty and trust, courtesy and respect.
- We will adapt to community needs, be innovative in the provision of services, and businesslike in the stewardship of the community's resources.
- We will deliver friendly, effective, efficient and timely services.

### *Our Corporate Goals*

- Corporate Sustainability
- Respect for the individual, whether customer or employee
- The pursuit of excellence
- Outstanding customer service

### *Our Core Values*

- Teamwork
- Effective Communication
- Professionalism
- Innovation
- Integrity
- Achievement

Our aim is to help Coffs Harbour fulfil the city's enduring motto: *"Progress and Prosper"*.

## FOREWORD TO THE 2013/2014 ANNUAL REPORT



*Denise Knight*  
Denise Knight

Looking back, 2013/2014 is likely to be remembered as a turning point for Coffs Harbour City Council. During the year, Council committed to a bold new strategy aimed at securing the organisation's financial and operational sustainability to ensure it can continue to serve the Coffs Harbour community.

For more than a decade Council has been struggling with a dwindling resource base: rate-pegging, government cost shifting and increased community expectations have all impacted on our ability to meet the city's needs. We are not an isolated case – the same pressures are being felt by every council in NSW – but it is up to us to find our own way forward.

Building on our Service Review (initiated in 2011), we had a focus in the first half of 2013/2014 on community engagement for a multi-faceted approach to establishing a sustainable future for the organisation. The community told us not to cut services, and accepted that it would have to share the cost – through a staged, 3-year Special Rate Variation – of addressing an annual \$6M gap in funding for the renewal of city infrastructure. The Independent Pricing and Regulatory Tribunal (IPART) decision to only approve the first year of the SRV (for 2014/2015) means Council has more work to do on that front.

At the same time, Council has initiated the Transformation to Sustainability (T2S) project, a comprehensive review of the entire organisation to address an annual underlying operational deficit of \$1.8M. The T2S program is unprecedented at Coffs Council. Its implementation will represent a 'step change': re-designing processes and restructuring the organisation to deliver improved outcomes for the community while maximising efficiencies, productivity, savings and revenue. The opportunities and challenges presented by T2S will be a major focus for Council in coming years.

All that aside, it is gratifying to be able to reflect on Council's many significant achievements, reflected in this 2013/2014 Annual Report. Highlights during this busy year included the launch of the Coffs Harbour Economic Strategy; a new passenger traffic record at our Regional Airport; the fiftieth birthday celebrations for the Coffs Harbour Library Service; the completion of construction works for the city's new Museum; and major community events such as the Multicultural Harmony Festival, Youth Week, and the Japanese Festival of Children's Day. Council's CityWorks division commenced construction of the new Pacific Highway/Cook Drive intersection; a \$310,000 upgrade of Beach Street in Woolgoolga was completed; significant progress was made on the construction of the new Skate Plaza in Brelsford Park; and work began on the \$1.44M first stage of the long-awaited Jetty4Shores Plan.

There is much to be proud of, and the Annual Report gives us a chance to take stock of all Council has achieved. Importantly, it also allows us to recognise the dedication and initiative of our elected Councillors, staff and volunteers in enabling our organisation to help Coffs Harbour grow as a wonderful place to call home.



*Steve McGrath*  
Steve McGrath

**ELECTED MEMBERS / COMMITTEE REPRESENTATION / ATTENDANCE\***

*\*Attendance records are maintained on a 12-month October-to-September cycle (as Local Government elections are held in September).*

<b>Mayor, Councillor Denise Knight</b>			
<b>Portfolio - October 2013 to September 2014</b>	<b>Held</b>	<b>Attended</b>	<b>% Attended</b>
Council Meetings	19	18	95%
Council Briefings	30	24	80%
Airport Focus Group (delegated to Cr Rhoades)	0	0	NA
Australia Day and Special Events Committee	8	6	75%
Coffs Harbour Airport Emergency Committee	2	2	100%
Coffs Harbour Regional Airport Security Committee	1	1	100%
Environmental Working Group Committee	2	1	50%
Local Emergency Management Committee	0	0	NA
Mid North Coast Group of Councils	4	4	100%
General Manager Performance Review Panel	0	0	NA
Yandarra Aboriginal Consultative Committee	6	4	67%
Training Sessions	2	2	100%



**ELECTED MEMBERS / COMMITTEE REPRESENTATION / ATTENDANCE** *(Continued)*

<b>Deputy Mayor, Councillor Rodney Degens</b>			
<b>Portfolio - October 2013 to September 2014</b>	<b>Held</b>	<b>Attended</b>	<b>% Attended</b>
Council Meetings	19	19	100%
Council Briefings	30	22	73%
Australia Day and Special Events Committee	8	3	38%
Coastal & Estuary Management Advisory Committee	0	0	NA
Coffs Harbour Bicycle Users Group	1	0	0%
Coffs Harbour International Sports Stadium Inc	0	0	NA
Mid North Coast Regional Arts Board	0	0	NA
General Manager Performance Review Panel	0	0	NA
Transport Working Group	4	1	25%
Training Sessions	2	2	100%



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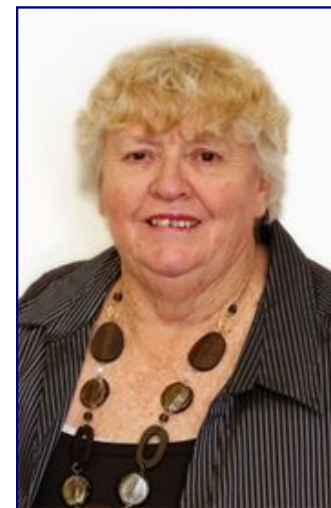


**ELECTED MEMBERS / COMMITTEE REPRESENTATION / ATTENDANCE** *(Continued)*

<b>Councillor John Arkan</b>			
<b>Portfolio - October 2013 to September 2014</b>	<b>Held</b>	<b>Attended</b>	<b>% Attended</b>
Council Meetings	19	18	95%
Council Briefings	30	6	20%
Coffs Coast Regional Park Trust	0	0	NA
Coffs Harbour Bicycle Users Group	1	0	0%
Governance and Audit Committee	2	0	0%
Orara River Restoration Project Management Committee	0	0	NA
General Manager Performance Review Panel	0	0	NA
Woolgoolga Business Lands Working Group	0	0	NA
Yandaarra Aboriginal Consultative Committee	6	2	33%
Training Sessions	2	2	100%



<b>Councillor Nan Cowling</b>			
<b>Portfolio - October 2013 to September 2014</b>	<b>Held</b>	<b>Attended</b>	<b>% Attended</b>
Council Meetings	19	19	100%
Council Briefings	30	29	97%
Access Advisory Committee	8	6	75%
Coffs Harbour Local Traffic Committee	3	3	100%
Coffs Harbour Sports Advisory Committee (COFFSAC)	6	6	100%
Training Sessions	2	2	100%



**ELECTED MEMBERS / COMMITTEE REPRESENTATION / ATTENDANCE (Continued)**

<b>Councillor Garry Innes</b>			
<b>Portfolio - October 2013 to September 2014</b>	<b>Held</b>	<b>Attended</b>	<b>% Attended</b>
Council Meetings	19	16	84%
Council Briefings	30	15	50%
Environmental Working Group Committee	2	0	0%
Floodplain Management Advisory Committee	3	0	0%
Solitary Islands Marine Park Advisory Committee	0	0	NA
Woolgoolga Business Lands Working Group Committee	0	0	NA
Training Sessions	2	1	50%



<b>Councillor Bob Palmer</b>			
<b>Portfolio - October 2013 to September 2014</b>	<b>Held</b>	<b>Attended</b>	<b>% Attended</b>
Council Meetings	19	18	95%
Council Briefings	30	29	97%
Coastal & Estuary Management Advisory Committee	1	1	100%
Coffs Coast Tourism Association	0	0	NA
Yandarra Aboriginal Consultative Committee	6	4	67%
Training Sessions	2	2	100%



**ELECTED MEMBERS / COMMITTEE REPRESENTATION / ATTENDANCE (Continued)**

<b>Councillor Keith Rhoades AFSM</b>			
<b>Portfolio - October 2013 to September 2014</b>	<b>Held</b>	<b>Attended</b>	<b>% Attended</b>
Council Meetings	19	16	84%
Council Briefings	30	3	10%
Airport Focus Group (delegated from the mayor)	7	3	43%
Coffs Harbour International Sports Stadium Inc	4	3	75%
Training Sessions	2	1	50%



<b>Councillor Mark Sultana</b>			
<b>Portfolio - October 2013 to September 2014</b>	<b>Held</b>	<b>Attended</b>	<b>% Attended</b>
Council Meetings	19	17	89%
Council Briefings	30	19	63%
Coffs Harbour International Sports Stadium Inc	4	1	25%
Coffs Harbour Sports Advisory Committee (COFFSAC)	6	5	83%
Multicultural Reference Group	5	3	60%
Woolgoolga Business Lands Working Group	0	0	NA
Yandarra Aboriginal Consultative Committee	6	0	0%
Training Sessions	2	1	50%



**ELECTED MEMBERS / COMMITTEE REPRESENTATION / ATTENDANCE** *(Continued)*

<b>Councillor Sally Townley</b>			
<b>Portfolio - October 2013 to September 2014</b>	<b>Held</b>	<b>Attended</b>	<b>% Attended</b>
Council Meetings	19	18	95%
Council Briefings	30	25	83%
Coastal & Estuary Management Advisory Committee	2	2	100%
Coffs Coast Regional Park Trust	0	0	NA
Environmental Working Group Committee	2	2	100%
Floodplain Management Advisory Committee	3	3	100%
Koala Plan of Management Advisory Committee	0	0	NA
Mid North Coast Bush Fire Management Committee	1	1	100%
Training Sessions	2	1	50%



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## SENIOR STAFF 2013/2014

In August 2013, Council adopted an organization restructure which added a fourth directorate – Community Development – to the administration.

The 2013/2014 Executive Leadership Team comprised:

Steve McGrath  
*General Manager*

Ben Lawson  
*Director,  
City Infrastructure Services*

Chris Chapman  
*Director,  
City Planning*

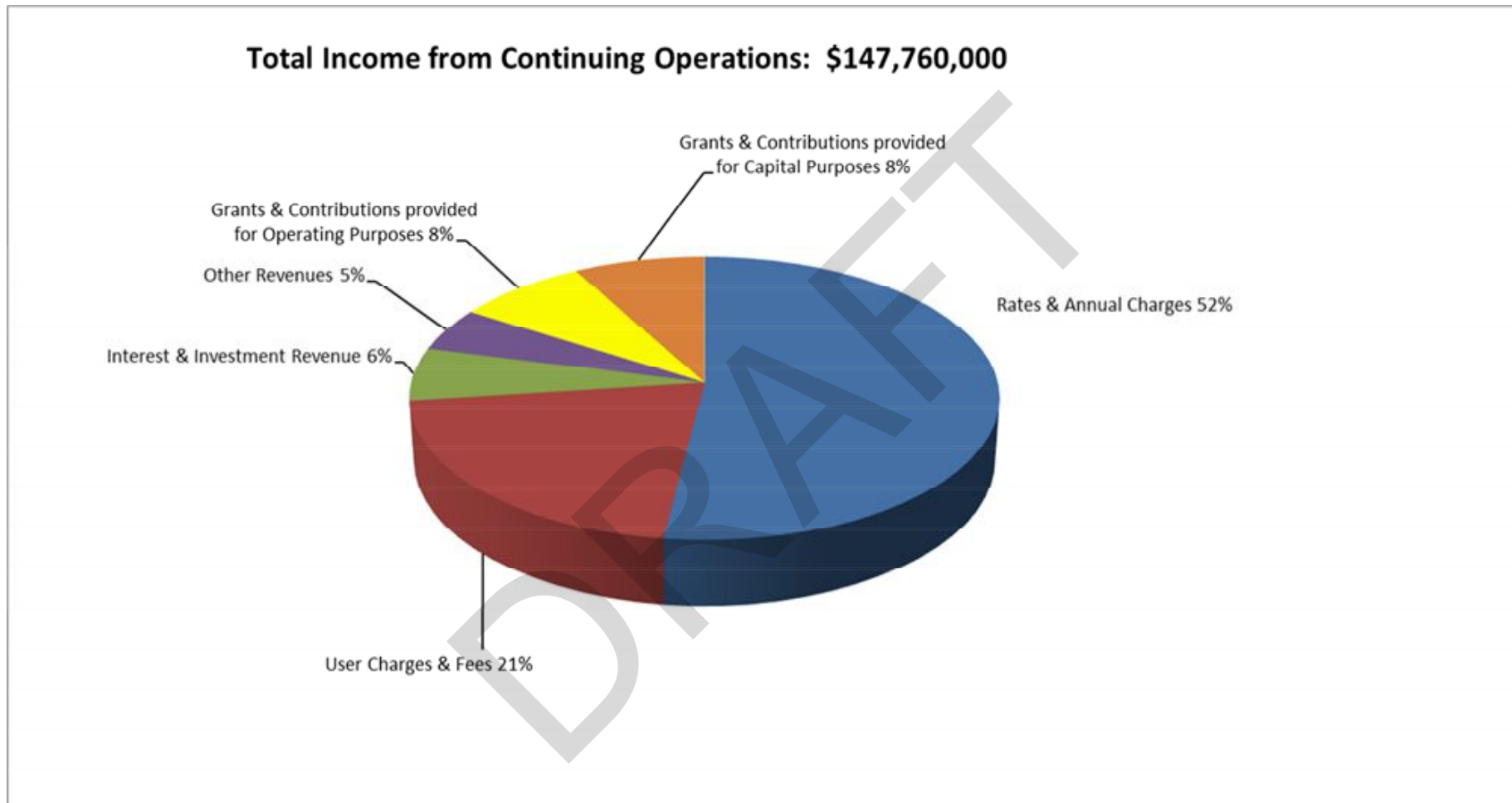
Jenni Eakins  
*Director,  
Community Development*

Andrew Beswick  
*Director,  
Corporate Business*

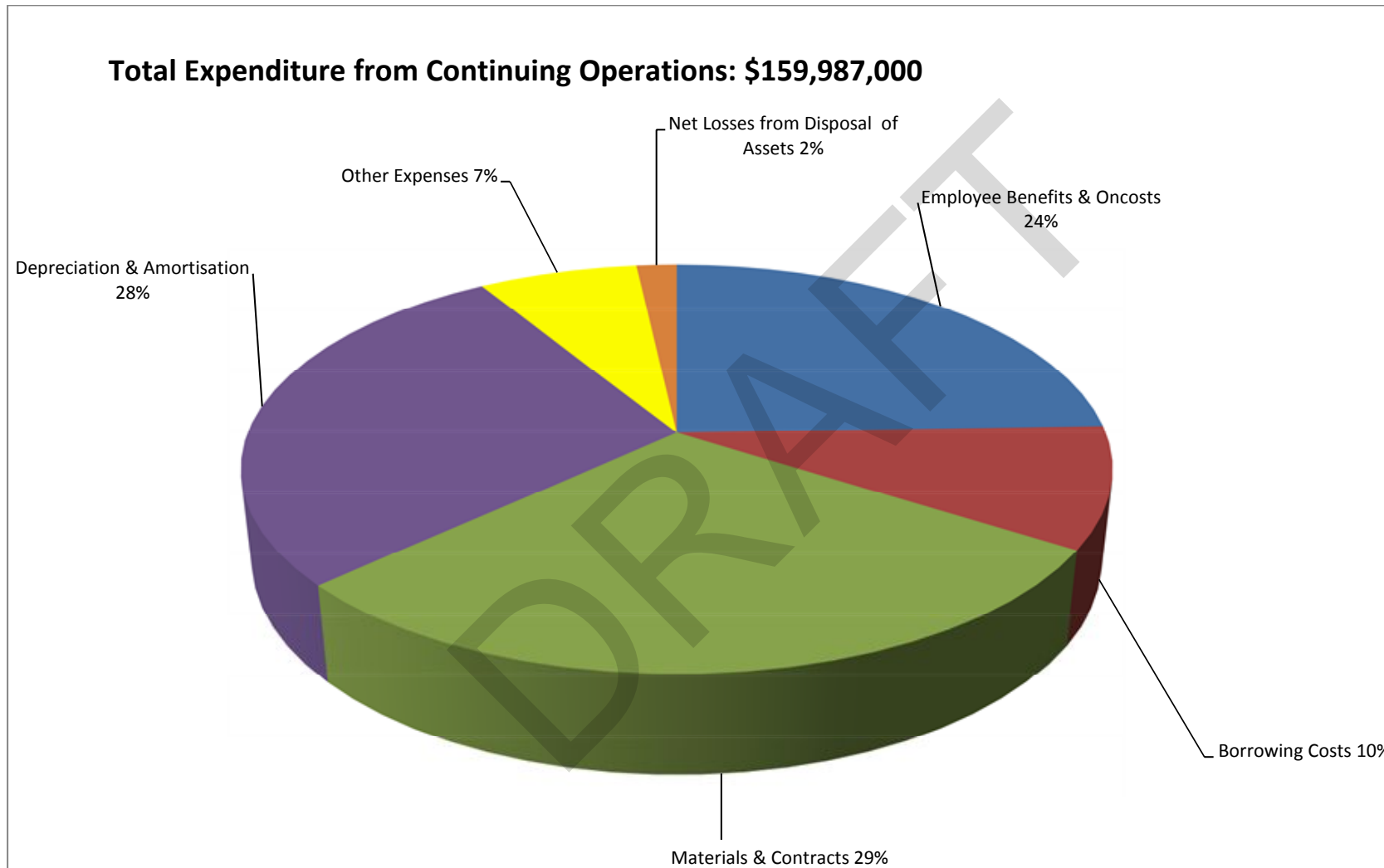


*Senior Staff from left: Andrew Beswick, Chris Chapman, Steve McGrath, Jenni Eakins, Ben Lawson.*

Income and Expenditure 2013/2014



Income and Expenditure 2013/2014 (Continued)



## Income and Expenditure 2013/2014 (Continued)

Coffs Harbour City Council – Income Statement for the financial year ended 30 June 2014				
Budget 2014 \$ '000		Notes*	Actual 2014 \$ '000	Actual 2013 \$ '000
	<b>Income from Continuing Operations</b>			
	Revenue:			
76,928	Rates & Annual Charges	3a	75,971	71,430
28,292	User Charges & Fees	3b	30,878	26,493
6,835	Interest & Investment Revenue	3c	9,449	15,419
4,873	Other Revenues	3d	7,386	7,365
14,209	Grants & Contributions provided for Operating Purposes	3e,f	12,198	17,388
17,061	Grants & Contributions provided for Capital Purposes	3e,f	11,878	11,143
<b>148,198</b>	<b>Total Income from Continuing Operations</b>		<b>147,760</b>	<b>149,238</b>
	<b>Expenses from Continuing Operations</b>			
28,353	Employee Benefits & On-Costs	4a	39,128	37,716
15,224	Borrowing Costs	4b	15,316	16,355
60,655	Materials & Contracts	4c	46,569	43,314
40,296	Depreciation & Amortisation	4d	44,941	45,479
5,980	Other Expenses	4e	11,203	10,781
0	Net Losses from the Disposal of Assets	5	2,830	2,419
<b>150,508</b>	<b>Total Expenses from Continuing Operations</b>		<b>159,987</b>	<b>156,064</b>
(2,310)	Operating Result from Continuing Operations		(12,227)	(6,826)
<b>(2,310)</b>	<b>Net Operating Result for the Year</b>		<b>(12,227)</b>	<b>(6,826)</b>
<b>(2,310)</b>	<b>Net Operating Result attributable to Council</b>		<b>(12,227)</b>	<b>(6,826)</b>
<b>0</b>	<b>Net Operating Result attributable to Minority Interests</b>		<b>0</b>	<b>0</b>
<b>(19,371)</b>	<b>Net Operating Result for the year before Grants and Contributions provided for Capital Purposes</b>		<b>(24,105)</b>	<b>(17,969)</b>

\*See Annual Report Section 3 – Annual Financial Statements



**READING THE ANNUAL REPORT**

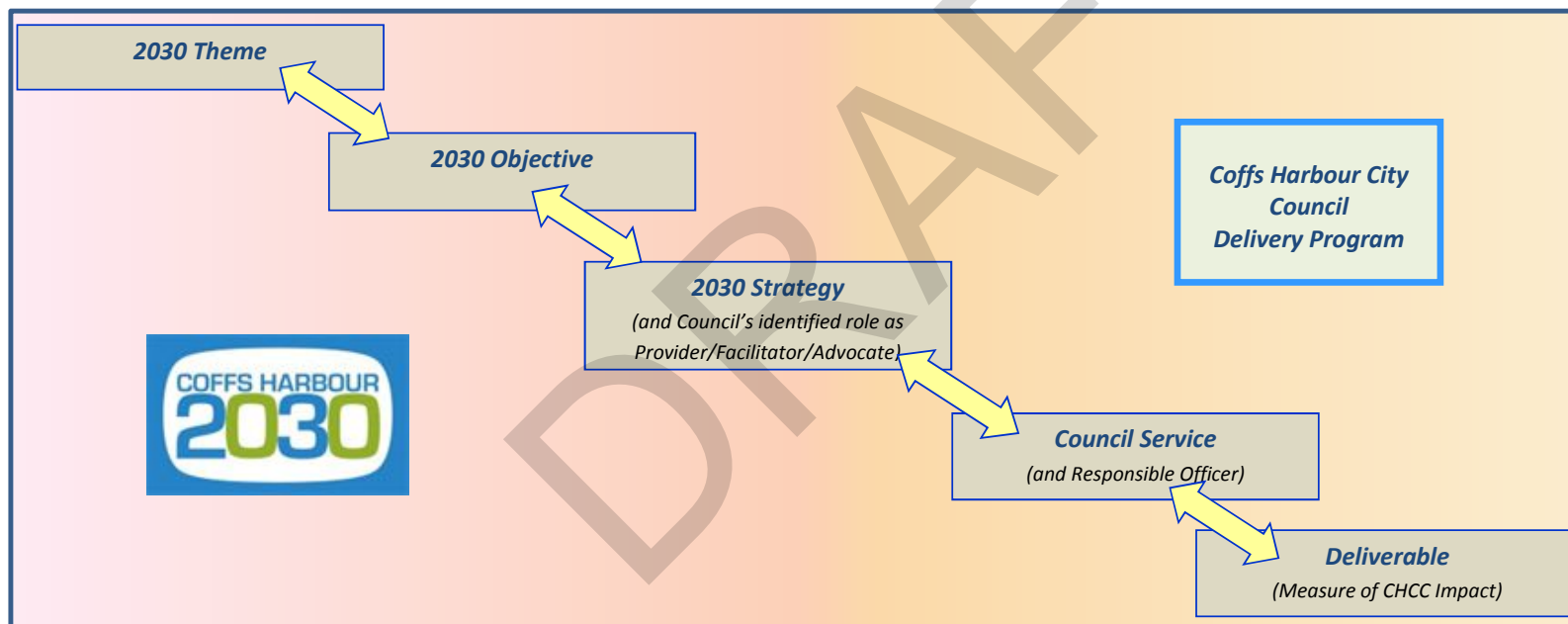
<b>Section 428 of the Local Government Act sets out the following requirements regarding Annual Reports:</b>	<b>Coffs Harbour City Council Annual Report 2013/2014</b>
(1) Within 5 months after the end of each year, a council must prepare a report (its annual report) for that year reporting as to its achievements in implementing its delivery program and the effectiveness of the principal activities undertaken in achieving the objectives at which those principal activities are directed.	This Annual Report relates to Council's activities from 1 July 2013 to 30 June 2014 as directed by Council's 2013/2017 Delivery Program. It was tabled with Council on 27 November 2014.
(2) The annual report in the year in which an ordinary election of councillors is to be held must also report as to the council's achievements in implementing the community strategic plan over the previous 4 years.	The next Local Government Election will be staged in September 2016.
(3) An annual report must be prepared in accordance with the guidelines under section 406. [The IPR Guidelines add:] <i>The annual report is one of the key points of accountability between a council and its community.</i> <i>It is not a report to the Division of Local Government or the NSW Government, it is a report to the community.</i> <i>The annual report focuses on the council's implementation of the Delivery Program and Operational Plan because these are the plans that are wholly the council's responsibility.</i>	Council's Annual Report is tabled in three sections: – Section 1 is a Summary Report on Council's implementation of its Delivery Program and Operational Plan. It represents an overview of the effectiveness of Council activities in helping to achieve the objectives of the <i>Coffs Harbour 2030</i> Community Strategic Plan. Further detail on Council activities is included in Council's Six-Monthly Progress Reports on the Delivery Program. – Section 2 is a Statutory Report addressing issues identified in the General Regulation and other legislation; – Section 3 is the Annual Financial Statements.
(4) An annual report must contain the following: (a) a copy of the council's audited financial reports prepared in accordance with the Local Government Code of Accounting Practice and Financial Reporting published by the Department, as in force from time to time, (b) such other information as the regulations or the guidelines under section 406 may require.	(a) The annual financial statements were adopted by Council on 13 November 2014. (b) See Section 2 above.
(5) A copy of the council's annual report must be posted on the council's website and provided to the Minister and such other persons and bodies as the regulations may require.	Council's practice is to post the adopted Annual Report on its website before 30 November each year.

**READING THE ANNUAL REPORT (Continued)**

Under the Integrated Planning and Reporting (IPR) framework, NSW councils are required to help their communities develop a long-range Community Strategic Plan – here it is the *Coffs Harbour 2030* Community Strategic Plan (adopted in 2009 and reviewed in 2013). Council activities are prepared, implemented and reviewed in response to the objectives of the Community Strategic Plan. To do this, Council has a resourcing strategy (with long term financial, asset and workforce management plans) to support a four-year Delivery Program and a subsidiary, one-year Operational Plan.

The Annual Report focuses on Council’s activities and performance in implementing the Delivery Program in a single financial year to address the Objectives of the 2030 Plan.

The 2013/2017 Delivery Program integrates Council’s Service-based operational framework with the established structure of the 2030 Plan. It identifies 41 Services that match community perceptions of what Council does. These are Council’s “principal activities”; they are directly aligned with Coffs Harbour 2030 and encompass all of the projects and ongoing tasks undertaken by Council. Some Services play a role in implementing more than one strategy and are aligned accordingly. Illustrated simply, the Delivery Program sets out the following:



The *Coffs Harbour 2030 Plan*, Delivery Program and Operational Plan (and associated Integrated Planning and Reporting documentation) can be accessed at Council’s website: [www.coffsharbour.nsw.gov.au](http://www.coffsharbour.nsw.gov.au)

**READING THE ANNUAL REPORT (Continued)**

Like the Delivery Program, the Annual Report follows the structure of the *Coffs Harbour 2030* Community Strategic Plan with its Themes, Objectives and Strategies. The report shows the Council actions that respond to each 2030 Objective and Strategy, then details the significant achievements recorded during the year.

Progress reports on major projects are included, along with 'metric' measurements of performance according to Council Services. The codes follow the Delivery Program and Operational Plan: Services have "S" prefixes (eg. S20 for Sewer); Projects are coded "P-Service-project number" (so P11.07 is project #7 for S11, the Flooding and Coastal Management Service); and Metrics are coded "M-Service-metric number" (so M25.04 is metric #4 for S25, the Water Service.) Additional numerical data is provided where appropriate to help indicate the strategic impacts of Council activities.

Much of this report is based on information edited from the *Six-Monthly Progress Reports on the Coffs Harbour City Council 2013/2017 Delivery Program*. The information was submitted (through the software system *Performance Planning*) by CHCC staff and tabled with Council for the periods July to December 2013 and January to June 2014. Performance Planning includes a 'traffic light' icon feature to indicate the status of Council actions, where:

 indicates that the measure is either *On Track* or achieved;  indicates the measure *Needs Attention*; and  indicates the activity is at risk to a *Critical* degree.

The establishment of meaningful measures and baseline data is a process of continuous improvement. Many of the numerical measures are presented for the first time; where possible, however, the report illustrates change in measures over time, using colour-coded arrows to indicate trends (green for positive, red for negative and amber for steady). For the first time, the Annual Report includes the summary findings from Council's 2012 and 2014 Customer Satisfaction Surveys.

\*The full Six Monthly Progress Reports can be accessed in the Publications (Corporate Planning and Reporting) section of Council's website: <http://www.coffsharbour.nsw.gov.au/>



## PL - PLACES FOR LIVING

Our built environment connects us and supports us in living sustainably

**PL1 Our infrastructure and urban development is designed for sustainability**

**PL1.2 Provide infrastructure that supports sustainable living and is resilient**


Actions that respond to this Strategy	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Sewer Infrastructure Works</li> <li>• Sewerage performance</li> <li>• Rate Funded Floodworks</li> <li>• Coffs Harbour Boat Ramp Works</li> <li>• Operating cost (sewer)</li> <li>• Network efficiency (water)</li> </ul>	<p>In August 2013 Council completed the construction - on time and on budget - of a sewerage main across Boambee Creek to carry sewer and reclaimed water pipelines to the new Water Reclamation Plant.</p> <p><b>P11.07: Flooding and Coastal Management: To reduce surge issues</b> undertaken on completion of the detail design process. Scheduled for completion in 2014.</p>

Sewer (S20) / Water (S25)			
Measure	2012/2013	2013/2014	Status
M20.03: Total operating cost (Sewer) per kilolitre treated		\$1.99	
M25.04: Network efficiency - water loss as % of total water processed		12%	



  



Satisfaction with Council Facilities / Services (from Random Telephone Survey Findings)				
Facility / Service	2012 Mean	2014 Mean	%Change in Mean	Status
Flood Management	2.90	3.45	19.0%	
Sewerage	4.21	4.32	2.5%	

	<p><b>LP - LEARNING AND PROSPERING</b> <span style="float: right;"><b>(Director, Community Development)</b></span></p> <p><b>We are a prosperous and learning community.</b></p>	
<p><b>LP1</b></p>	<p><b>Coffs Harbour is a regional centre for future-driven, innovative and green business and industry</b></p>	
<p><b>LP1.1</b></p>	<p><b>Promote opportunities around renewable energy, sustainable tourism, sustainable agriculture and fisheries, local produce, creative and clean industries</b></p>	
<p><b>Actions that respond to this Strategy</b></p> <ul style="list-style-type: none"> <li>• Food Futures</li> <li>• Growers Market</li> <li>• Creative Industries</li> <li>• Co-working and Enterprise Facilitation</li> <li>• Manufacturing Network</li> <li>• Health Network</li> <li>• Switched on Coffs Digital Strategy</li> <li>• Business Tourism Plan</li> <li>• Overnight Visitation.</li> <li>• Direct economic impact</li> </ul>	<p><b>Significant Achievements in 2013/2014</b></p> <p>In March 2014, Council officially launched the Coffs Harbour Economic Strategy, founded on the principle of fostering growth through localisation and love of the city. It was developed through extensive community consultation and brought together by Council’s Enterprise Coffs division and Southern Cross University’s Dr Grant Cairncross.</p> <p>In 2013, the Coffs Coast Growers Market – a key Economic Development Unit strategy to help revitalize the City Centre - marked ten years of bringing local fresh produce to the Coffs Coast community with a range of celebratory promotions including Healthy Kids Week and the Coffs Coast Healthy Canteen Awards.</p> <p>In May, Council’s Enterprise Coffs division secured a home for its Six Degrees Co-working initiative, providing space for local entrepreneurs, home-workers and other independent operators to tap into a creative, collaborative working environment.</p>	
	<p>Coffs Coast Marketing linked with Wotif – the Australian online booking giant – to run a four-month campaign promoting the region during May to August to specifically target the traditionally quieter months for the tourism industry. The campaign was assisted by NSW Government funding through the Destination NSW Regional Visitor Economy Fund.</p> <p>Through its marketing and logistic support roles, Council played a key part in ensuring the success of the Coates Hire Rally Australia, staged on the Coffs Coast in September 2013. Council’s provision of Brelsford Park as the centrepiece for the FIA World Rally Championship event was a critical factor in the smooth running of the fixture.</p> <p>The decision by Qantas to introduce direct jet flights from June 2014 between Melbourne and Coffs Harbour was welcomed as a massive endorsement for the Airport and the city. The addition of Qantas services means that Coffs Harbour is now serviced by all of the major airlines in Australia.</p> <p>In November 2013, Council agreed to a twelve-month trial of discounted site fees at Park Beach Holiday Park for travellers in fully self-contained motorhomes (RVs) to help secure Coffs Harbour as a destination in the ‘grey nomad’ tourist market.</p>	

(Continued next page)

**LP1.1 Promote opportunities around renewable energy, sustainable tourism, sustainable agriculture and fisheries, local produce, creative and clean industries (Continued)**

<b>Tourism (S23)</b>				
<b>Tourism – Visitation and Economic Impact</b>	<b>2012/2013</b>	<b>2013/2014</b>	<b>Change</b>	<b>Status</b>
M23.02 Visitors to the Coffs Coast region (National Visitor Survey Data)	1.70 million	1.94 million	14%	
M23.03 Annual impact of tourism on local economy	\$468 million	\$540 million	15%	

<b>Satisfaction with Council Facilities / Services (from Random Telephone Survey Findings)</b>				
<b>Facility / Service</b>	<b>2012 Mean</b>	<b>2014 Mean</b>	<b>%Change in Mean</b>	<b>Status</b>
Economic Development	2.80	3.00	7.2%	
Tourism Marketing	3.48	3.66	5.3%	






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**LP1.2 Promote the Coffs Coast as a lifestyle location for e-workers**  
**LP1.3 Support innovation and leadership in sustainable business practices**

Actions that respond to these Strategies	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• e-Subscribers</li> <li>• Events</li> <li>• Buskers Festival</li> <li>• Industry contribution</li> </ul>	<p><i>Enterprise Coffs</i> Business Enews currently has 617 subscribers and an average open rate of 25% which is slightly above the industry average. Newsletters are sent out monthly and updates sent out regularly between these. We continue to maintain a strong social media presence; Coffs Coast Life: 1453 followers; Live Love Coffs: 287 followers; Six Degrees CoWorking: 197 likes; Coffs Youth Space: 285 followers; Coffs Coast Growers Market: 2081 Coffs Coast Life (Twitter): 506 followers. We also maintain the following additional newsletter databases: Coffs Coast Harvest - Industry Newsletter: 105 open rate 35%; Digital Enterprise Newsletter 205 open rate 45%</p> <p>In August 2013, following hotly-contested private sector negotiations, Council announced Coffs Harbour International Stadium was to be rebranded as C.ex Coffs International Stadium, as part of a five-year naming rights deal with the C.ex Group.</p> <p>Under the new name, C.ex Coffs International Stadium was also announced as the venue for the staging of the FIT Touch Football World Cup, as well as the National Touch League, in 2015. Other major fixtures secured during the period include the national Junior Oztag Championships for 2014 – 2016 and the Oztag Junior NSW State Cup for 2015-2017. The events are expected to bring thousands of visitors to the region.</p> <p>The Coffs Harbour International Buskers and Comedy Festival – held in September/October 2013 – was again a success. In February 2014, Council resolved to fund the 2014 festival to the level of \$30,000 for 2014; it also directed that a review of the Event Strategy (February 2009) be undertaken.</p>

C.ex International Stadium			
Period	July - December 2013	January - June 2014	Total 2013/2014
Number of event days	47	43	90
Total events	27 (9 Local, 11 Regional, 4 State 3 National)	27 (9 Local, 10 Regional, 3 State, 5 National)	54 (18 Local, 21 Regional, 7 State, 8 National)
Total participants	9,630	5,840	15,470
Total spectators	8,039	11,460	19,499
Total Visitor nights	30,680	37,070	67,750
Estimated Economic impact	\$4,509,960	\$2,315,250	\$6,825,210


<b>LP2</b>	<b>We have a strong and diverse economy</b>
<b>LP2.1</b>	<b>Maximise opportunities for workforce participation</b>
<b>LP2.2</b>	<b>Encourage the provision of facilities and services which attract, create and support career opportunities for young people</b>
<b>LP2.3</b>	<b>Develop and support sustainable village and rural enterprises and commercial ventures</b>
<b>Actions that respond to these Strategies</b>	<b>Significant Achievements in 2013/2014</b>
• Workforce Participation	Workforce Participation Annual Statistics – <b>September 2013</b> (See table below)

Department of Employment Statistics - December Quarter (Formerly Department of Education, Employment and Workplace Relations)				
Coffs Harbour	2012	2013	% Change	Status
Labour Force	33,814	34,889	+3.1%	
Employed Persons	31,789	32,629	+2.6%	
Unemployed Persons	2,025	2,260	+11.3%	
Unemployment Rate	6.0%	6.5%	+0.5%	
National Unemployment Rate	5.4%	5.8%	+0.4%	

<b>LP3</b>	<b>Our city centre is a place where people can live, work and play</b>
<b>LP3.1</b>	<b>Establish and maintain a balanced mix of commercial and residential opportunities</b>
<b>LP3.2</b>	<b>Develop the city centre as a social and cultural focus for Coffs Harbour</b>

<b>Actions that respond to these Strategies</b>	<b>Significant Achievements in 2013/2014</b>
<ul style="list-style-type: none"> <li>• Coffs Harbour Economic Strategy</li> <li>• City Centre Prosperity Plan - Infrastructure planning and design</li> </ul>	<p>Council initiated a \$1.25m facelift for its Castle Street car park; the program of structural repairs and the installation of lifts and top-floor shade structures is aimed at extending the life of the facility and to free up more parking spaces for shoppers by providing more inviting parking areas for CBD workers.</p> <p>Key City Centre Marketing projects included:</p> <ul style="list-style-type: none"> <li>– City Buzz newspaper column.</li> <li>– Development of Facebook and website presence.</li> <li>– Liaison with Coffs Local Area Command on security and amenity in the CBD.</li> <li>– City Square activities/promotions.</li> <li>– Pop-up shops.</li> <li>– Saturday Makers Market</li> <li>– A giant chess board in City Square, with pieces created by Coffs Harbour’s Men’s Shed.</li> </ul>

<b>LP4</b>	<b>We are recognised as a model of sustainable living</b>
<b>LP4.1</b>	<b>Promote Sustainability programs and policies</b>

<b>Actions that respond to this Strategy</b>	<b>Significant Achievements in 2013/2014</b>
<ul style="list-style-type: none"> <li>• Corporate Sustainability Policy</li> <li>• Corporate Sustainability Strategy</li> </ul>	<p>The Corporate Sustainability Action Plan was integrated into the Sustainability Section Business Plan 2014-2018. During the period, Council’s S Team was reinvigorated, sustainability clauses began to be integrated in all Position Description, and a trial three-bin waste collection system was introduced in Rigby House.</p> <p><b>P09.01: Environmental Management: Report on progress in developing Corporate Sustainability Policy</b> - The Sustainability Policy was adopted by Council on 28th November 2013. This action is now completed.</p> 



<b>LP5</b>	<b>We share the aspirations, knowledge, skills and history of all in our community</b>
<b>LP5.1</b>	<b>Promote and support a culture of lifelong learning</b>
<b>LP5.2</b>	<b>Facilitate and promote shared learning across generational and cultural groups</b>
<b>Actions that respond to these Strategies</b>	<b>Significant Achievements in 2013/2014</b>
<p>Library:</p> <ul style="list-style-type: none"> <li>• Membership</li> <li>• Visitation</li> <li>• Turnover</li> <li>• Collection</li> <li>• Items per capita</li> <li>• Circulation</li> <li>• Items acquired</li> <li>• Items discarded</li> <li>• Programs and Events sessions</li> <li>• Programs and Events attendance</li> <li>• Visitation Online</li> <li>• Radio Frequency Identification (RFID) system</li> <li>• Shared Learning Participation</li> </ul>	<p>Coffs Harbour Library:</p> <ul style="list-style-type: none"> <li>– Celebrated its 50th birthday in May and helped to mark the occasion by launching a new website called ‘50 Years, 50 Stories’ to promote the library’s history and its impact on the community.</li> <li>– presented special free Storytime sessions in City Square in January as part of a popular annual City Centre holiday promotion.</li> <li>– staged a range of guest events featuring prominent authors and their latest works including Sue Dengate (‘Fed Up’), Robin de Crespigny (‘The People Smuggler’), Nicole Alexander (‘Sunset Ridge’), Greg Barron (‘Savage Tide’), Claire Scobie (‘The Pagoda Tree’), Pat Richardson (‘Queenie’), Marie Bean (‘Lazy Loser’) and award-winning writer, Kristina Olsson (“in conversation” with ABC Open Radio).</li> <li>– Promoted the digital delivery of services with the introduction of a ‘virtual librarian’ service following an upgrade to the Library Service’s online catalogue. A free seminar was also run at Woolgoolga Library in March to help build awareness about hard-copy alternatives including eReaders, eBooks and tablets.</li> <li>– Staged special programs including workshops on conflict resolution and marine science and promotions for History Week, Library Week, the official “Library Lovers’ Day” (on Valentine’s Day), Law Week and World Wide Knit in Public Day.</li> <li>– Joined a statewide campaign (endorsed by Council) to secure improved NSW Government funding for local libraries.</li> </ul> <p>Events facilitated by the Community Services team - including Australia Day celebrations, NAIDOC Week, the Ageing Well Expo, Youth Week, Seniors Week and the Multicultural Harmony Festival – help to bring together diverse cultural groups and ages to engage, share and learn.</p> <p><b>P15.01: Library: Implement RFID system to provide for greater automation, improved stock management and self-service facilities for library customers.</b> Project not started during the period. Start date will be July 2014. Project still achievable within timeframe.</p>

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**LP5 We share the aspirations, knowledge, skills and history of all in our community (Continued)**

Coffs Harbour Library Service			
Measure	NSW Benchmark	CHCC June 2014	Status
M15.20 Membership (% against population)	44%	42%	
M15.21 Visitation per capita	4.4	4.6	
M15.22 Turnover of stock	3.46	4.15	
M15.23 Collection (% purchased in last ten years)	78%	81%	
M15.24 Items per capita	2.2	1.3	
M15.25 Circulation per capita	5.94	5.26	

Satisfaction with Council Facilities / Services (from Random Telephone Survey Findings)				
Facility / Service	2012 Mean	2014 Mean	%Change in Mean	Status
Libraries	4.16	4.24	1.7%	

**LP6 Our education systems link strongly to the community and business**

**LP6.1 Develop strong and effective partnerships between business, the community, educational institutions and government**

**LP6.2 Support the provision of vocational education related to future need**

**LP6.3 Increase access to educational opportunities for all**

Actions that respond to these Strategies	Significant Achievements in 2013/2014
• Education and Skills	Enterprise Coffs was designated the convener of the Education and Skills - Project Team in May 2014.

**COFFS HARBOUR 2030** **LC - LOOKING AFTER OUR COMMUNITY** (Director, Community Development)  
**Our Community is healthy, informed and engaged.**

**LC1 Coffs Harbour is a strong, safe and adaptable community**  
**LC1.1 Build pride and identity in Coffs Harbour as a community and a place**

Actions that respond to this Strategy	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Satisfaction with cleanliness of streets</li> <li>• Satisfaction with cleanliness of public toilets</li> <li>• Community Inclusiveness and Pride</li> <li>• Customer satisfaction</li> <li>• Gardens visitor growth</li> <li>• Street tree planting</li> <li>• Civic Activities</li> </ul>	<p>The glitz and glamour of The Great Gatsby was the theme of the 2013 Coffs Harbour Mayoral Ball in November. The first such event in nearly ten years, the ball was staged to celebrate the successes of the city, have fun and raise money for charity.</p> <p>Council and a team of dedicated volunteers made Coffs Harbour's 2014 Australia Day celebrations a standout success. The community festival event at the Botanic Gardens included the awards presentations, family activities and performances.</p> <p>Civic Activities included Civic Receptions for the Pittwater to Coffs Yacht Race and the Australia Red Cross Centenary, Coffs Library 50th Birthday, Children's Day Japanese Festival and Citizenship ceremonies for 277 people from over 25 countries.</p>

**Parks and Facilities (S17)**


Measure	2012/2013	2013/2014	Status
M17.01 Botanic Gardens Visitors (Target: 50,000 annually)	48,207*	75,240	
<i>*Note: No March Quarter 2013 figure available</i>			
M17.37 Street tree planting to schedule (96 trees planted)		100%	

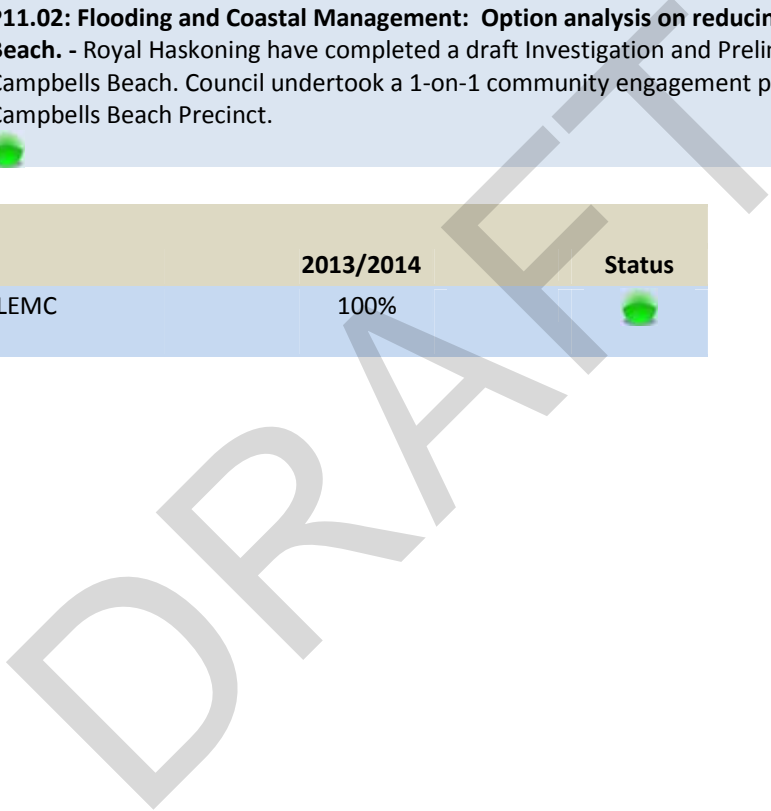
**Satisfaction with Council Facilities / Services (from Random Telephone Survey Findings)**

Facility / Service	2012 Mean	2014 Mean	%Change in Mean	Status
Maintenance of Public Toilets	2.59	2.98	15.0%	
Cleanliness of Streets	3.67	3.78	2.9%	
Parks, Reserves and Playgrounds	3.81	3.89	2.0%	

**LC1.2 Develop community resilience, disaster preparedness and response mechanisms**

Actions that respond to this Strategy	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>Disaster Recovery Site</li> <li>Emergency Management Scorecard</li> <li>Managing Coastal Erosion at Campbells Beach</li> </ul>	<p><b>P28.03: Corporate Information Services: Identification and implementation of a disaster recovery site.</b> - The disaster recovery site is commissioned. Minor works needs to addressed. A full test will be scheduled in August.</p> <p><b>P11.02: Flooding and Coastal Management: Option analysis on reducing coastal erosion hazards at Campbells Beach.</b> - Royal Haskoning have completed a draft Investigation and Preliminary Design of an Option for Campbells Beach. Council undertook a 1-on-1 community engagement program to all properties within the Campbells Beach Precinct.</p>

Emergency Management (S08)		
Measure	2013/2014	Status
M08.01 Aggregate of KPI % for Exercises, Plans, LEMC Meetings and Agency Participation	100%	



### LC1.3 Promote a safe community

Actions that respond to this Strategy	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Community safety</li> <li>• Rate of offences per population (Thefts)</li> <li>• Awning Response</li> <li>• Pool Response</li> <li>• Development Complaint response</li> <li>• Rangers Response</li> <li>• Food Authority Standard inspections</li> <li>• Lifeguards - Student participation</li> <li>• Lifeguards - Patrol effectiveness</li> <li>• Compliance Response Framework</li> </ul>	<p>Lifeguard Services: Number of drownings compared to number of preventable drownings: Nil</p> <p><b>P04.01: Develop and implement a cross-branch Compliance framework.</b> – Development progressed. Report planned to be presented to Director of City Planning by 31 August 2014.</p>

Community Services (S03) / Lifeguards (S16)				
Measure	2012/2013	2013/2014		Status
M03.01 Rate of offences per population* - Thefts per 100,000 people	3,538.5	3,368		
<i>*(NSW Bureau of Crime Statistics and Research)</i>				
M16.01 Participation of Yr4-10 students in the LGA in school beach safety programs. (Annual Target 2,000)	2,191	2,292		

Satisfaction with Council Facilities / Services (from Random Telephone Survey Findings)				
Facility / Service	2012 Mean	2014 Mean	%Change in Mean	Status
Enforcement of Local Building Regulations	3.08	3.37	9.4%	
Enforcement of Pet Regulations	3.13	3.27	4.7%	
Lifeguards	4.06	4.14	1.8%	

**LC1.4 Promote a caring, inclusive and cohesive community**

Actions that respond to this Strategy	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Community Event Participation</li> <li>• Aboriginal Activities</li> <li>• CALD Activities</li> <li>• Community Capacity Building Programs</li> <li>• Report on operation of Coffs Connect website</li> <li>• Coffs Connect Reach</li> <li>• Coffs Connect Events</li> <li>• Coffs Connect Visitors</li> <li>• Coffs Connect Users</li> </ul>	<p>Council joined the local Aboriginal community along with other community groups and businesses to celebrate NAIDOC Week in July 2013. The local program was a great success, attracting more than 5,000 people, and was named NAIDOC Partnership of the Year at the 2013 NSW Local Government Aboriginal Network Conference.</p> <p>Council also supported the staging of the annual Grace Roberts Awards, recognising significant contributions to the Aboriginal community in Coffs Harbour. Reuben Robinson was presented with the 2013 Grace Roberts Community Development Award, while Terry Donovan won the Community Worker Award and Coffs Harbour and District Local Aboriginal Land Council won the Community Organisation award.</p> <p>A crowd of around 5,000 took advantage of excellent weather to enjoy the 2014 Japanese Festival of Children’s Day at Coffs Harbour’s Botanic Garden on 4 May; highlights included the Kizuna Gold Coast Taiko drummers, karate demonstrations, the flying of 200 Koinobori carp flag, bonsai displays and an array of Japanese food.</p> <p>The North Coast Botanic Garden was also the venue for the ever-popular Multicultural Harmony Festival in March, with an appearance by the MOSAIC Korean Traditional Dance Group one of the highlights of the packed schedule. Over 4,500 people attended.</p> <p>Council supported a packed calendar of events for Youth Week in April. Approximately 2,000 people enjoyed the program, including didgeridoo workshops, barista training, art and cartooning classes, free entertainment and performances, kayaking adventures and much more.</p> <p>Council provided \$5,000 in small grants to 12 local organisations to host events to celebrate Seniors Week. The program included; fitness classes, kayaking, digital literacy classes, morning teas, indoor games and arts and craft activities. Attendance across the week was approximately 2,000 people.</p> <p>‘Restoring Hope’ was the theme of this year’s Refugee Week in June, with performances, a short film presentation and a special community evening at the Cavanbah Centre to help focus on the contribution former refugees make to our community.</p> <p>Number of community groups using Coffs Connect website users: 541                      Number of unique visitors to Coffs Connect website: 8,593</p>

**LC1.5 Support the vulnerable and disadvantaged**  
**LC1.6 Promote opportunities for all to fulfil their potential**

Actions that respond to these Strategies	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Programs for the vulnerable and disadvantaged</li> <li>• Grants</li> </ul>	<p>In August 2013, Council announced donations of nearly \$130,000 to local charities, organisations and community groups in 2013/2014. Recipients included local schools, the North Coast Academy of Sport, Health Services, the Woolgoolga Senior Citizens Club and New Year’s Eve fireworks.</p> <p>Council co-ordinated the distribution of the annual Club NSW ClubGRANTS round, with \$45,800 (contributed by six generous local service clubs) shared between eighteen community groups to tackle new projects and upgrade facilities.</p> <p>In September, Council established a new funding pool - the Community Capital Infrastructure Grants Program - to help local groups create new facilities and refurbish existing ones to benefit the whole community. The first round of funding was awarded in April; a total of \$100,000 was shared between six groups for a variety of capital projects ranging from fire sprinklers to shade sails.</p> <p>In November, Council announced its annual Community Arts and Cultural Development Small Grants program, sharing \$29,000 among 20 arts and culture groups to help bring innovative shows, activities and learning experiences to the Coffs Coast. The program offers up to \$2,500 funding assistance to groups and the selection criteria includes opportunities for children and young people, seniors and people with disabilities.</p> <p>Council, through its Access Advisory Committee, supported this year’s International Day of People with a Disability (IDPWD) with the staging of the annual ‘Come and Try Sports Day’ at Sportz Central. The event included a variety of sports such as wheelchair basketball, life-ball and bowls for people with vision impairment.</p>

<b>LC2</b>	<b>We lead healthy lives</b>
<b>LC2.1</b>	<b>Promote healthy living</b>
<b>LC2.2</b>	<b>Seek to provide a full range of quality health care services for all</b>

<b>Actions that respond to these Strategies</b>	<b>Significant Achievements in 2013/2014</b>
<ul style="list-style-type: none"> <li>• Sewer - Licence compliance</li> <li>• Water Quality</li> </ul>	Sewer: There was strong licence compliance throughout the reporting period. Recent upgrades to dosing facilities should result in a reduction in non-conformances during the next reporting period. Water: All tests achieved standards.

<b>Sewer (S20) / Water (S25)</b>			
<b>Measure</b>	<b>2012/2013</b>	<b>2013/2014</b>	<b>Status</b>
M20.04 Percentage of tests complying with EPA licences.	98.66%	98.96%	
M25.06 Percentage of tests complying with Drinking Water Quality guidelines.	100%.	100%.	

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<b>LC3</b>	<b>We have strong civic leadership and governance</b>
<b>LC3.1</b>	<b>Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour</b>
<b>Actions that respond to this Strategy</b>	<b>Significant Achievements in 2013/2014</b>
<ul style="list-style-type: none"> <li>• Customer Satisfaction</li> <li>• Online Services</li> <li>• Commercial Asset Management</li> <li>• Airport - Non-RPT Opportunities</li> <li>• Develop Mobile Communication Strategy</li> <li>• Integrated Planning and Reporting</li> <li>• 2030 Community Indicators</li> <li>• On-line forms</li> <li>• Improved systems</li> <li>• NATA audits</li> <li>• Developer Contributions</li> <li>• Grants Management</li> <li>• Corporate Audit Schedule</li> <li>• Business Development</li> <li>• Plant Savings</li> <li>• Condition assessments</li> <li>• ECM Requests Response</li> <li>• Online transactions</li> <li>• Counter activity</li> <li>• Service requests &amp; forms lodged</li> <li>• Time in queue</li> <li>• DA processing</li> <li>• 149 Certificate applications processing</li> <li>• Building certificates (formerly s172 ) processing</li> <li>• Plant supply</li> </ul>	<p>Coffs Harbour Regional Airport set a new traffic record, with 377,397 passengers using the facility during 2013/2014 (up from 356,126 the previous year).</p> <p>For the second year in a row, Park Beach Holiday Park won a TripAdvisor® Certificate of Excellence award; the accolade is only given to establishments that consistently achieve outstanding traveller reviews on TripAdvisor’s online network.</p> <p>In February 2014, Council secured a \$1.9m loan from the NSW Government for major capital reinvestment at Park Beach Holiday Park, Sawtell Beach Holiday Park and Woolgoolga Lakeside Holiday Park.</p> <p>As Corporate Manager of the Trust for Woolgoolga Beach Reserve, Council developed a draft Plan of Management for Woolgoolga Beach Holiday Park. The blueprint proposes to upgrade the park to open up more public open space and provide better community facilities; the draft was sent to NSW Trade &amp; Investment Crown Lands requesting approval to exhibit it for public consultation.</p> <p>Council also approved the construction of a special ‘teen playground’ at the Park Beach Holiday Park. The space is designed to appeal to older kids and includes a half-court multi-sport facility, challenging rope climbing structures, chill-out areas and bluetooth connectivity so music can be streamed through integrated speaker systems.</p> <p>A qualified electrician appointed as Council’s first ever female Trades Waste Officer – Kristie McLachlan – was recognised for her pioneering career choice at the 2014 Ministers’ Awards for Women in Local Government at Parliament House in Sydney.</p> <p>In December, Council established a new CityWorks business unit to pursue external contract work, expected to generate millions of dollars for the city’s coffers. Having already undertaken around \$23m worth of contract work for other levels of government and neighbouring councils in recent years, the creation of CityWorks as a Business Unit in its own right means Council can now also tender for other projects in the private sector.</p>








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**LC3.1 Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour (Continued)**

Actions that respond to this Strategy	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• % increase in passenger traffic</li> <li>• Airport Business</li> <li>• Return on Private Works</li> <li>• Design Sign-off</li> <li>• Engineering plans</li> <li>• Laboratory budget</li> <li>• Statutory Financial reporting</li> <li>• Accounts paid</li> <li>• Outstanding Rates and Charges ratio</li> <li>• Code of conduct complaints</li> <li>• Code of conduct complaints finalisation</li> <li>• Policy adoption</li> <li>• Public Liability Claims accepted</li> <li>• Professional indemnity claims</li> <li>• Motor vehicle claims accepted</li> <li>• Property claims accepted</li> <li>• Holiday Parks Revenue</li> <li>• Growth in business levels</li> <li>• Business Operations Trading Profit</li> <li>• Workcover deadlines</li> <li>• Superannuation compliance</li> <li>• Induction</li> <li>• Staff Certification</li> <li>• Subscriber Change</li> <li>• Social Media Subscriber Change</li> <li>• Web visit change</li> <li>• Preferred Suppliers</li> <li>• Supplier Rationalisation</li> <li>• Procurement Savings</li> </ul>	<p><b>P06.01: Development Assessment: Implement an electronic system to optimise available information for DAs, progress a system to enable the lodgement and processing of applications under the E housing project.</b> - The external funding associated with this project has now ended. The services delivered under the funding, however, are subject to ongoing refinements and management.</p> <p>The main achievements for the past 6 months include:</p> <ul style="list-style-type: none"> <li>• Refinement of internal processes associated with development applications. Existing corporate software has now been configured for development and modification applications to:                             <ul style="list-style-type: none"> <li>- Raise and receipt applications charges against the relevant application (instead of the general ledger)</li> <li>- Guide an officer through the typical application milestones</li> <li>- Allow for the automatic generation of documents; and</li> <li>- Record processing times for each application.</li> </ul> </li> </ul> <p>These refinements have resulted in improved document quality, the efficient generation of documents and more accurate recording and monitoring of applications.</p> <ul style="list-style-type: none"> <li>• Electronic lodgement service for development applications. A trial has commenced with regular applicants submitting development applications for single dwellings online via Council's ePlanning portal. Once any issues raised as part of the trial have been resolved the intention is to eventually expand the service to include other application types, all potential applicants and all relevant officers.</li> </ul> <p>This provides applicants with another option to lodge an application that is convenient and accessible 24 hours per day. This service also has efficiency gains for the organisation as the software used to facilitate the lodgement process preforms tasks previously completed by officers e.g. the software registers relevant documentation to the electronic management system and assessment officers will use electronic files only.</p> <p><b>P28.01: Corporate Information Services: Develop GIS Strategy.</b> - A draft GIS Strategy has been prepared and will be adopted in July.</p> <p><b>P28.02: Corporate Information Services: Development of an external web based mapping system.</b> - A specification is being prepared. Pricing has been supplied for the five solutions being considered. A decision is expected early August with implementation to be complete by October.</p>

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**LC3.1 Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour (Continued)**

Actions that respond to this Strategy	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Work Order Register</li> <li>• Telemetry/Telecommunications revenue and productivity savings</li> <li>• E-PLANNING</li> <li>• GIS Strategy</li> <li>• External Web Based Mapping</li> <li>• Implement Enterprise Search</li> <li>• Records Management Strategy</li> <li>• Property and Rating System Upgrade</li> <li>• CIS Strategy</li> <li>• Asset Management Solution</li> <li>• Develop Open Data Strategy</li> <li>• Spatially Enable Documents Strategy</li> <li>• Develop Process Automation</li> <li>• General Ledger re-structure</li> <li>• Procurement Roadmap</li> </ul>	<p><b>P28.05: Corporate Information Services: Implement a search engine across all Council's databases and data shares.</b> - Not yet commenced.  </p> <p><b>P28.06: Corporate Information Services: Develop a records and digitisation strategy.</b> - Completed 8 July 2013  </p> <p><b>P28.09: Corporate Information Services: Upgrade the Property and Rating system.</b> - Purchase orders for project scoping and minimum upgrade charge were completed on 26/6/2014. Scoping consultant scheduled to be on site 30/7/2014.  </p> <p><b>P28.20: Corporate Information Services: Review existing CIS Strategy and produce CIS 2014-17.</b> - An initial draft of the Corporate Information Services strategy has been prepared.  </p> <p><b>P28.21: Corporate Information Services: Investigate holistic and integrated Asset Management Solution.</b> - A budget contingency has been established should Council wish to further develop or move away from its existing software. Discussions have been held with our existing supplier as to the continued suitability of the product.  </p> <p><b>P31.01: Digital e-leadership: Develop framework for implementation of Creative Commons licencing model.</b> - An approach has been made to AusGoal to assist with this project. AusGoal will work with Council around the implementation of a copyright strategy which will incorporate Creative Commons licensing.  </p> <p><b>P31.02: Digital e-leadership: Develop framework to spatially enable Councils strategy documents.</b>- Documents on the Council website can now have an x,y coordinate attached. This will allow a map to be produced with 'pins' highlighting the spatial relevance of each document. A similar concept was used in the Woolgoolga WOW engagement project.  </p>

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**LC3.1 Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour (Continued)**

Actions that respond to this Strategy	Significant Achievements in 2013/2014
	<p><b>P31.03: Digital e-leadership: Develop a strategy for automating business processes for deployment online.</b>                      Work is being done on an ad-hoc nature to reform business process. However there is not a corporate approach to reviewing processes.</p> <p><b>P33.01: Finance: Due for implementation 1/7/14 - consideration of integration to various sub systems i.e. assets, plant, projects.-</b> 32 training session held over May/June with 500+ staff. New structure has gone live 1/7/14. Numerous phone and email requests have been actioned since live date with implementation continuing with minimal disruption to day to day operation as possible. Systems administrator continuing to duplicate the old reports in new system in order of how critical it is for organisation in measuring their performance. Transition will ongoing for several months into new financial year.</p> <p><b>P39.01: Procurement: Development of Procurement Roadmap.</b> - The procurement roadmap project is an ongoing project that continues to progress. There has been a significant emphasis on category management during this period with all categories of suppliers being allocated a priority level. Those categories considered to be a high priority due to value or nature have been analysed to obtain a greater understanding of spends that are not currently under a preferred supplier arrangement with action plans developed for our top 20 categories.</p>

Customer Service (S05) / Development Assessment (S06)			
Measure	2012/2013	2013/2014	Status
M05:01 Response against timeframes to Customer Requests in Electronic Content Management system (Target 100%)		98%	
M06.04: % Development Applications processed within 40 days (Target 100%)	86%	77%	
M06.06: % of 149 Certificate applications processed and issued within 5 days of receipt by Council (Target 90%)	95%	90%	
M06.07: Development Assessment: % building certificates (formerly s172 ) processed within 21 days (Target 100%)	92.5%	90%	

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**LC3.1 Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour (Continued)**

Civil Contracting (S27) / Environmental Laboratory (S32) / Finance (S33) / Holiday Parks (S35) / Media (S37)				
Measure	2012/2013	2013/2014		Status
M27.01: Achieve a gross margin of 15% on all private works.		20.7%		
M32.01: Environmental Laboratory % profit relative to turnover (Target 20%)		22%		
M33.01: Finance: Compliance with legislative requirements in relation to key dates - <i>2012/13 Annual Financial Statements (due on 7/11/13) were not lodged until February 2014. Inaccurate &amp; incomplete data from the Work Order Register was the cause of the delay. New procedures have been established to address this in future.</i>	-	-		
M35.02: Percentage Increase in Holiday Parks Revenue relative to previous financial year (target 5%)	8.3%	8.3%		
M35.03: Percentage increase on Holiday Parks room nights sold across all products (Target 1%)	3%	7.1%		
M35.06: Trading Profit percentage achieved across holiday park operations (Target 28%)		30.2%		
M37.01: Number of online newsletter subscribers	5,259	6,000		
M37.05: Website visitation numbers	142,660	160,565		

Satisfaction with Council Facilities / Services (from Random Telephone Survey Findings)				
Facility / Service	2012 Mean	2014 Mean	%Change in Mean	Trend
Development Application (DA) Processing	2.77	2.93	5.8%	
Online Services such as the Website	3.68	3.72	1.2%	




## LC3.2 Engage the community and other levels of government in securing outcomes

Actions that respond to this Strategy	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Community and Agency Engagement</li> <li>• Community Partnerships</li> <li>• External Funding (Government)</li> <li>• Sustainable business</li> <li>• Event Seed Funding approvals</li> <li>• Event Seed Funding Awarded</li> <li>• State of the Environment Report</li> <li>• C.ex Coffs Stadium Seating Upgrade</li> </ul>	<p>An intensive community engagement initiative was launched to support an ongoing strategy to secure the financial sustainability of Council. A heavily promoted online 'Budget Allocator' survey tool found the community is happy with the services Council delivers and wants to see them maintained. Council agreed to pursue an in-house 'Transition to Sustainability' (T2S) program and to consult further with the community about possible rate rise options.</p> <p>In May, Council adopted a public consultation strategy to find out the community perception of the need for a purpose-built performance space, central library and regional art gallery in Coffs Harbour. The strategy also aims to establish a clear understanding by the community of the financial cost of building, maintaining and running such facilities, as well as how willing ratepayers are to contribute to the construction and ongoing operational costs.</p> <p>In December, Coffs Harbour City Council joined a national initiative to combat racial discrimination. Led by the Australian Human Rights Commission, the 'Racism - It Stops with Me' campaign received complete support from Councillors as well as Council's Multicultural Reference Group and Access Committee and various multicultural services across the local community.</p> <p>\$25,000 was awarded from the NSW Office of Communities Sport and Recreation Facility Development Program to assist with the upgrade of court surfaces at the Woolgoolga netball facility. This work is expected to take place later in 2014.</p> <p><b>P21.01: Sport: Upgrade of seating at C.ex Coffs International Stadium (dependent on funding availability).</b> - Concept planning development approved for this project. Anticipated completion date for concept plan July/August 2014.</p>


<b>LC4</b>	<b>We have many opportunities to enjoy life together</b>
<b>LC4.1</b>	<b>Support local artistic and cultural expression</b>
<b>Actions that respond to this Strategy</b>	<b>Significant Achievements in 2013/2014</b>
<ul style="list-style-type: none"> <li>• Expression, Growth and Enjoyment</li> <li>• Bunker attendance</li> <li>• Museum attendance</li> <li>• JMT capacity</li> <li>• Arts &amp; Cultural Small Grants program</li> </ul>	<p>A new Business Plan was adopted in July 2013 for the Jetty Memorial Theatre to make it financially sustainable and to give the community more say in its future. The plan includes a three-year subsidy cap to rein in operating expenditure and a revised administration strategy overseen by a Management Committee of community members.</p> <p>There was a full program of eye-catching shows at the Bunker Cartoon Gallery over the period including:</p> <ul style="list-style-type: none"> <li>– ‘From The Mountains To The Sea’ by Len Stamford;</li> <li>– The election-themed ‘The Fate of The Nation’ from the Coffs Cartoon Collection;</li> <li>– an exhibition based on the popular comic strip ‘It’s a Jungle Out There!’;</li> <li>– a presentation of entries for the Marnie Yeates Trophy for Nature Photography;</li> <li>– works by wildlife and heritage photographer, Rog Fryer;</li> <li>– “Funnybone” by humourist, Ed McMahon;</li> <li>– an international showing to celebrate 2014 as Chinese Year of the Horse;</li> <li>– works by cartoonist and painter James Brennan, award-winning illustrator and cartoonist Anton Emdin, pen and water-colourist Dave Derrett and sculptor Ed Maguire;</li> <li>– a ‘Birds in the Backyard’ workshop featuring international bird expert, Professor Gisela Kaplan; and</li> <li>– the satirical favourite, the Bald Archy 2014 exhibition.</li> </ul> <p>Council’s Community Services division facilitates a range of relevant activities including:</p> <ul style="list-style-type: none"> <li>– The provision of continued support to the Artside the Box -Coffs Harbour Traffic Signal Box Art Project. To date 3 traffic signal boxes have been completed by local artists.</li> <li>– Seed funding and advice was provided to a local community group to hold a "Call of the Surf" film festival at the JMT which will coincide with a major surfing carnival being held locally later this year. Further details to be provided next period.</li> <li>– Local refugee week, multicultural and NAIDOC activities facilitated.</li> </ul>

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**LC4.1 Support local artistic and cultural expression (Continued)**

<b>Arts and Culture (S01)</b>				
<b>Cultural Facilities Visitor Numbers by Venue</b>	<b>2012/2013</b>	<b>2013/2014</b>	<b>Status</b>	
M01.01 Bunker Cartoon Gallery	6,231	5,422		
M01.02 Regional Art Gallery	11,147	13,238		
M01.03 Coffs Harbour Museum	Nil*	Nil*		
M01.04 Jetty Memorial Theatre	16,052	19,514		

\*Museum under redevelopment on new site.

<b>Satisfaction with Council Facilities / Services (from Random Telephone Survey Findings)</b>				
<b>Facility / Service</b>	<b>2012 Mean</b>	<b>2014 Mean</b>	<b>%Change in Mean</b>	<b>Status</b>
Cultural Facilities	3.51	3.57	1.7%	




<b>LC4</b>	<b>We have many opportunities to enjoy life together</b>
<b>LC4.2</b>	<b>Support opportunities for artistic and cultural growth and enjoyment</b>
<b>LC4.3</b>	<b>Support activities and events that help us celebrate our diversity</b>
<b>LC4.4</b>	<b>Develop inclusive community, sporting and recreational events and activities</b>

<b>Actions that respond to these Strategies</b>	<b>Significant Achievements in 2013/2014</b>
<ul style="list-style-type: none"> <li>• Museum redevelopment</li> <li>• Cultural growth and celebration</li> <li>• Implement Cultural Plan</li> <li>• Library Arts/Culture Events</li> <li>• Gallery attendance</li> <li>• Sport facility Usage</li> </ul>	<p>The \$650,000 redevelopment of the Coffs Harbour Regional Museum – at the Old Court House in Harbour Drive – made significant progress during the period with the construction team handing over the site to Council in late June. . Council launched a campaign to attract a new intake of volunteers to help with the opening and operation of the new facility in the second half of 2014.</p> <p>A delegation of officials from Coffs Harbour’s Japanese Sister City of Sasebo enjoyed a two-day visit in August to mark the 25th anniversary of the founding of the relationship. Official ceremonies included the planting of Maple trees and the unveiling of a set of stone lanterns by the Mayor of Sasebo at the Japanese section of the North Coast Regional Botanic Garden. Planning was also undertaken for Coffs Harbour Council’s Official Visit to Sasebo in August 2014.</p> <p>In a coup for Council’s Sports Unit, the Sydney Swans held a pre-season training camp in Coffs Harbour in January at the C.ex Coffs International Stadium; the 3-day program featured an AFL Superclinic for young local players.</p> <p>The Coffs Harbour Regional Gallery continued to host an adventurous program in 2013/2014:</p> <ul style="list-style-type: none"> <li>– the gallery’s signature annual event, the Eutick Memorial Still Life Award (EMSLA), drew 65 works in 2013;</li> <li>– exhibitions included shows by Madeleine Winch, Nigel Killalea, the video installation ‘Prayers of a Mother’ by Sydney-based artist Kate Murphy; ‘The Glass Depository’ by nationally-recognised artist Suzanne Archer; a 20th anniversary showing of works by the Southern Highlands Printmakers group; the freeform basketry work of Tablelands Weaver Glen Wilkinson; and feature showings from the Gallery’s collection;</li> <li>– Coffs Harbour’s very first ‘Grand Piano Slam’ was held in February to showcase a new nine-foot Yamaha grand piano, donated by a very generous local supporter who insists on remaining anonymous. The piano was again the highlight of a fund-raising concert in May starring international concert pianist – and Music Patron of the Gallery - Roger Woodward.</li> </ul> <p>Attendances at the Gallery increased to 13,238 for 2013/2014 (up from 11,147 in 2012/2013)</p>

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**LC4 We have many opportunities to enjoy life together (Continued)**

Actions that respond to these Strategies	Significant Achievements in 2013/2014
	<p>As part of the ongoing rejuvenation of the city centre, Council joined with youth radio station CHYFM to stage the Summer Nights Music Festival. The events featured local bands in free live performances in Coffs Harbour's City Square on the first Saturday of the month during the summer period.</p> <p>The Coffs Harbour Library staged a busy program of events throughout the year (See summary, page 20).</p> <p><b>P01.01: Arts and Culture: Carry out detailed design and construction works to refurbish 215A Harbour Drive as a new museum.</b> - This project is completed with the contractor handing over the site on 23 June 2014. Arrangements underway for opening early in 2014/15.</p>

Satisfaction with Council Facilities / Services (from Random Telephone Survey Findings)				
Facility / Service	2012 Mean	2014 Mean	%Change in Mean	Status
Creation/Attraction of Cultural and Sporting Events	3.66	3.94	7.8%	



**LE - LOOKING AFTER OUR ENVIRONMENT**

**(Director, City Planning)**

**Our natural environment is protected and conserved for future generations.**


- LE1 We share our skills and knowledge to care for the environment**
- LE1.1 Identify and promote the region’s unique environmental values**
- LE1.2 Develop programs to actively engage communities on environmental issues and solutions**
- LE1.3 Promote connection to the environment through learning in the environment**

Actions that respond to these Strategies	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Community Sustainability Education and Engagement Program</li> <li>• Gardens students</li> <li>• "Friends of Parks"</li> <li>• Volunteer hours - Botanic Gardens</li> <li>• Water consumption</li> <li>• Marketing Campaign Implementation</li> <li>• Environmental Sustainability Strategy</li> <li>• Community Sustainability</li> </ul>	<p>A total of 18 local schools and childcare centres were awarded funding for environmental projects under Council’s 2014 Green Schools Sustainability Grants Program. The scheme allocates grants of up to \$1,500 per school, with funding made available through Council's Environmental Levy.</p> <p>The Regional Botanic Garden again played host to hundreds of students from schools as far afield as Port Macquarie and the Clarence Valley with the staging of the eighth Australian Biota Study Day series featuring experts from Taronga Zoo and the Australian Museum. Coffs Harbour and Dubbo are the only venues for the Australian Biota Study Days program outside Sydney.</p> <p>Also in June Council launched a new sustainability program called ‘Living Lightly’. A partnership with the Coffs Regional Community Gardens, the series of monthly workshops will help householders reduce environmental impacts through energy initiatives, reducing waste, local food production and increasing biodiversity in backyards.</p> <p><b>P09.02: Environmental Management: Report on progress in developing Environmental Sustainability Strategy.</b>                      - The final Sustainability Section Business Plan 2014 - 2018 (previously Environmental Sustainability Strategy) has been completed. The Plan is contingent upon the availability of appropriate resourcing which will be subject to a further report to Council in the 1st quarter of 2014/2015.</p>

Parks and Facilities (S17)				
Measure	2012/2013	2013/2014		Status
M17.03: Number of school children utilising the Botanic Gardens for educational Experiences and participating in school programs (Target: 1,000 annually)	1,973	2,206		

**LE2 We reduce our greenhouse gas emissions and adapt for climate change**  
**LE2.1 Maintain biodiversity in a changing climate**  
**LE2.2 Reduce our carbon footprint**

Actions that respond to these Strategies	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Species conservation</li> <li>• Green House Gas emissions</li> <li>• Corporate Sustainability Program</li> </ul>	<p>A new Climate Change Policy was adopted in November 2013, outlining the areas in which Council will be focussing its action in the coming years. Measures already adopted include capturing methane gas at the Englands Road landfill site, being the first Council in NSW to introduce energy-efficient street lighting across the local government area, carrying out energy-efficient upgrades to Council buildings and the installation of solar power and solar hot water at some of Council’s facilities. The policy supports this ongoing approach.</p>

Environmental Management (S09)			
Measure	2012/2013	2013/2014	Status
M09.21: Council greenhouse gas emissions:		20,542	
<p><i>Greenhouse gas emissions for all scopes (incl. electricity, fleet and street lighting) for the financial year 2013/2014 were 20,542 tonnes CO2-e. Just over 70% of the measured emissions from Council activities comes from electricity usage. Work is underway to establish a baseline figure for this measure.</i></p>			

**LE3 Our natural environment and wildlife are conserved for future generations**  
**LE3.1 Manage land use to conserve the region’s unique environmental and biodiversity values**


Actions that respond to this Strategy	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Illegal clearing</li> <li>• Cautions</li> <li>• Penalty Infringement Notices</li> <li>• Corridor restoration</li> <li>• Environmental Zone Protection</li> <li>• Native Vegetation</li> <li>• Biodiversity Action Strategy 2012 - 2030</li> </ul>	<p>In June, Council invited residents to nominate specific local trees to be included in a proposed Significant Tree Register. The register is one of the tools outlined in Coffs Harbour’s recently adopted Local Environmental Plan to help manage and protect significant trees in our local government area.</p> <p>Council continued to deliver on other key deliverables of the Coffs Harbour Biodiversity Action Strategy 2012 - 2030 including the adoption of the High Value Habitats of the Coffs Harbour LGA and the finalisation of the draft Coffs Harbour Corridors report and spatial consultation layer. Other key actions have been progressed through the Jaliigirr and Orara River Rehabilitation projects.</p>

Compliance (S04)				
Illegal clearing of vegetation	2012/2013	2013/2014	Status	
M04.02 Number of Cautions issued	6	6		
M04.03: Number of Penalty Infringement Notices (PINs) issued	5	1		

Satisfaction with Council Facilities / Services (from Random Telephone Survey Findings)				
Facility / Service	2012 Mean	2014 Mean	%Change in Mean	Status
Protection of the Natural Environment	3.40	3.41	0.4%	

**LE3.2 Enhance protection of our catchments, waterways and marine areas**  
**LE3.3 Recognise Aboriginal land and sea management practices in the development of environmental programs**

Actions that respond to these Strategies	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Green Team involvement</li> <li>• Coastal and estuary Management</li> <li>• Coastal Management Planning</li> </ul>	<p>In May, Council added its voice to opposition to a NSW Government proposal to allow commercial netting in some of Coffs Harbour’s creeks. Council argues the proposal threatens the future of Boambee Creek, Newports Creek, Bonville Creek and Pine Creek as popular recreational waterways, important fish-breeding areas and vital habitats for many species including turtles.</p> <p><b>P11.03: Flooding and Coastal Management: Develop better management tools for planning decisions.</b> - Mike Svikis consulting (project managed by Sustainable Planning Strategic Planner) - has completed a final draft Coastal Hazards DCP, Planning proposal on Coastal Hazards, Finding Report, Coastal Management Report Guidelines, Coastal Risk Area Planning Policy and Section-149 Notations Advice.                      4 meetings have been held to discuss the direction of the above mentioned reports.                      Council has also sought legal advice on Coastal Hazards DCP , Section 149's and planning proposal                      A report to Council will be provided in August or September 2014.</p>

Environmental Management (S09)			
Measure	2012/2013	2013/2014	Status
M09.01: Increase Number of Aboriginal ‘green teams’ engaged in environmental restoration from a 2013 baseline.		5	

**LE3.4 Create environmental restoration programs through partnerships with the community**  
**LE3.5 Develop and improve infrastructure to provide appropriate access to environmental experiences**

Actions that respond to these Strategies	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Volunteer Hours - Landcare</li> <li>• Footpath work response</li> <li>• Footpath Work Orders</li> <li>• Beach accessway response</li> <li>• Beach accessway Work Orders</li> <li>• Weed notices</li> <li>• Bush Regeneration</li> <li>• Environmental Levy</li> <li>• Holiday Parks - Environmental Activities</li> </ul>	<p>There was joint recognition for Council, the Coffs Coast Regional Park Trust Board and the NSW National Parks and Wildlife Service in August when the Solitary Islands Coastal Walk won the Gold Award for New Tourism Development at the 2013 Country Link North Coast Tourism Awards. The 60-kilometre walk from Sawtell to Red Rock was officially opened in November 2012.</p> <p>In November 2013, Council called for applications for Environmental Levy (EL) funding for local organisations and individuals interested in helping to improve our local environment. Just over \$750,000 is available for projects in 2014/2015. EL-funded ventures in 2013/2014 include Darkum Headland Access Rehabilitation, weed control and revegetation planting undertaken by Friends of Parks groups and EnviTE's Coffs Harbour Community Seedbank Network.</p> <p>Holiday Parks - Implementation of environmental activities: Roll out of environmentally beneficial business activities, products and services continued at all holiday parks. All parks continued to work towards increasing Gumnut Awards (Caravan Park industry environmental awards) with Park Beach (silver), Sawtell (silver), Lakeside (silver) and Woolgoolga Beach (bronze). Eco accreditation for Sawtell and Lakeside has been put on hold until both achieve Gold Gumnut status.</p>

**2013/2014 Environmental Levy Program**

The progress report on the 2013/2014 Environmental Levy Program is tabled separately with Council. See *CB14/50 – Environmental Levy Projects Report 30 June 2014*, adopted by Council on 28 August 2014.

Report (page 271): <http://www.coffsharbour.nsw.gov.au/Coffs-And-Council/running-council/Documents/2012-2014%20Council%20Agendas%20and%20Minutes/2014.08.28-Agenda-Ordinary-Meeting.pdf>

Council Resolution (page 9): <http://www.coffsharbour.nsw.gov.au/Coffs-And-Council/running-council/Documents/2012-2014%20Council%20Agendas%20and%20Minutes/2014.08.28-Minutes-Ordinary-Meeting.pdf>

- LE4 We reduce our impact on the environment**
- LE4.1 Implement total water cycle management practices**
- LE4.2 Implement programs which aim to make the Coffs Harbour Local Government Area pollution free**
- LE4.3 Ensure the sustainable use of our natural resources**

Actions that respond to these Strategies	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Reclaimed water consumed</li> <li>• Street Litter Complaints</li> <li>• Street Litter Collection</li> <li>• Onsite Sewage System Compliance</li> <li>• Onsite Sewage System Inspections</li> <li>• Pollution Incident response</li> <li>• Sewer Dry Weather Overflows</li> <li>• Water Abstraction compliance</li> </ul>	See Metric Measures




City Image (S02) / Environmental Management (S09) / Health (S13)			
Measure	2012/2013	2013/2014	Status
M02.01: Cleaning: Number of complaints (Customer Requests) relating to street litter.		64	
M02.02: Cleaning: Volume of street litter collected (tonnes)		68.20	
M09.07: Percentage of inspected Onsite Sewage systems that comply.		70%	
M09.08: Percentage of scheduled inspections completed (Target: 100%).		94%	
M13.04: % pollution incidents responded to within 2 days (Target: 100%)	100%	79.5%	

*Reduced staff numbers by as much as 50% for extensive periods during the period impacted on the capacity of the team to undertake core function responsibilities.*

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**LE4 We reduce our impact on the environment (Continued)**

Sewer (S20) / Water (S25)			
Measure	2012/2013	2013/2014	Status
M20.01: % of reclaimed water consumed against total treated.		23.32%	
M20.02: Number of dry weather overflows		6	
<p><i>The December report overflow was the result of a leaking air valve on rising main 1A from Emerald Beach. Unfortunately on this occasion the leak was unable to be detected by SCADA as the leakage rate was very small and was within the daily inflow variance range. To prevent further incidents, WRP Operators are monitoring WRP inlet flowmeters daily and report to the Manager Treatment</i></p> <p><i>The five overflows during the June report period were attributed to three incidents where fats were blocking the main, one incident of a rising main break and one incident of a pump station power outage.</i></p>			
M25.07: % compliance with water abstraction licence conditions.	100%	100%	

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<b>LE4</b>	<b>We reduce our impact on the environment <i>(Continued)</i></b>
<b>LE4.4</b>	<b>Implement programs which aim to make the Coffs Harbour LGA a zero waste community</b>
<b>LE4.5</b>	<b>Develop renewable energy systems for the region</b>
<b>LE4.6</b>	<b>Promote and adopt energy efficient practices and technologies across the community</b>

Actions that respond to these Strategies	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Waste Bin Warning stickers (Coffs Harbour)</li> <li>• Environmental Compliance</li> <li>• Waste to Landfill</li> <li>• Material Recovered</li> <li>• Public Bin collection</li> <li>• Public Bin waste diversion</li> <li>• CHCC Electricity Consumption</li> <li>• Corporate Sustainability Program</li> <li>• Water - Operating cost</li> </ul>	<p>In September Council joined a national scheme to help residents dispose of old TVs and computers in an environmentally responsible way through the Coffs Coast Resource Recovery Facility. The National Television and Computer Recycling Scheme recovers valuable materials from obsolete hi-tech hardware and processes any residual waste, diverting a significant amount of material from landfill.</p>

Waste Services (S24)			
Measure	2012/2013	2013/2014	Status
M24.01: # of warning stickers issued (Coffs Harbour)	306	476	
M24.02: Scorecard - testing against targets set by environmental protection licence		99%	
M24.13: Volume of waste to landfill (tonnes)	34,062.85	30,245.81	
M24.14: Volume of material recovered (tonnes)	83,771.32	96,748.68	
M24.24: Tonnage of park and street bin waste collected		499	
M24.25: Tonnage of material recycled from park recycling bins.		66.7	

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**LE4 We reduce our impact on the environment (Continued)**

Environmental Management (\$09) / Water (\$25)				
Measure	2012/2013	2013/2014		Status
M09.09: No net increase per capita electricity usage over baseline. <i>The Sustainability section is developing updated targets for energy usage. At present there is no baseline and therefore no reporting on this KPI is possible for this reporting round.</i>	-	-		
M09.10: Tonnes carbon abated through council initiatives. <i>A system is under development as part of the Coffs Harbour Emissions Reduction Plan to ensure that this data will be available in the future to enable Council to monitor its progress in this area.</i>	-	-		
M25.05: Total operating cost per kilolitre (\$)		\$1.46/kL		

Satisfaction with Council Facilities / Services (from Random Telephone Survey Findings)				
Facility / Service	2012 Mean	2014 Mean	%Change in Mean	Status
Waste and Recycling	3.86	3.91	1.2%	

Council continued to implement its Greenhouse Emission Reduction program with a Methane flare system cutting down greenhouse gas emissions at the city's Waste Recovery Facility.

Total CO2 equivalent destroyed*	2010/2011	2011/2012	2012/2013	2013/2014	Status
Tonnes	15,332	9,892	11,850	8,675	

\*While periods of flare 'downtime' affect annual totals; an ongoing decrease in gas production is anticipated due to the composition of waste now interred (that is, next to no organic waste has been included for a number of years.)

	<p><b>MA - MOVING AROUND</b> <span style="float: right;"><b>(Director, City Infrastructure Services)</b></span></p> <p><b>We are moving around easily, safely and sustainably.</b></p>	
<p><b>MA1</b></p>	<p><b>We have an integrated, accessible and environmentally-friendly mixed mode transport system servicing the region</b></p>	
<p><b>MA1.1</b></p>	<p><b>Plan for new transport infrastructure</b></p>	
<p><b>MA1.2</b></p>	<p><b>Improve the effectiveness of the existing transport system</b></p>	
<p><b>Actions that respond to these Strategies</b></p>	<p><b>Significant Achievements in 2013/2014</b></p>	
<ul style="list-style-type: none"> <li>• Transport Infrastructure</li> <li>• Bitumen Seal - Asphalt Resurfacing</li> <li>• Gravel Re-Sheet</li> <li>• Rehabilitation</li> <li>• Bridges - Works</li> <li>• Airport Works</li> <li>• Transport Planning</li> </ul>	<p>Work was initiated to substantially improve traffic flow along the Pacific Highway near the Cook Drive and North Boambee Rd intersections, on the southern approach to the city. Funded by the NSW Government, the twelve-month, \$8.5 million upgrade is being undertaken by Coffs Harbour City Council's CityWorks and NSW Roads and Maritime Services.</p> <p>Airport upgrade works progressed according to schedule. They included the commencement of the Airport Rescue and Firefighting project (operational by January 2015), the completion of the Runway and Terminal Upgrades, the completion of the Bureau of Meteorology relocation project, and final design work for the Eagle Copters development.</p> <p>The ongoing pressure for transport infrastructure renewal was highlighted in May when Council had to impose weight limits on Powiks Bridge on Central Bucca Road and Kelletts Bridge on Island Loop Road due to the deterioration in the condition of the two structures. Works programs have been adjusted so the two bridges can be replaced by the end of 2014.</p> <p>Major upgrade works to Beach Street in Woolgoolga were undertaken during the period. The \$310,000 improvements included upgraded drainage, new kerb and guttering, road surface renewal and the construction of a shared pathway/cycleway on the south side of Beach Street.</p>	

**MA1.3 Promote increased public transport, pedestrian and cycle usage and reduced car usage**  
**MA1.4 Integrate cycle way and footpath networks including linking schools, shops and public transport**

Actions that respond to these Strategies	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Public Transport</li> <li>• Footpaths - Works Program</li> <li>• Sustainable Planning - Cycle way / Footpath provisions</li> <li>• Project - Pacific Highway Cycleway South</li> <li>• Project - Bonville School</li> </ul>	<p>The promotion of cycling as a healthy and environmentally-friendly transport alternative continued with Council staging its annual 'On Ya Bike Day' at City Square on September 18. Annual local surveys indicate an increasing number of people are choosing to cycle as a means of getting around the city, with the 'Super Tuesday' bike count showing that numbers were up by as much as 69% in some areas.</p> <p><b>P12.02: Footpaths and cycleways: Hospital South to Stadium Drive (grant funded).</b> - Grant funded works completed by 30th June 2014. Project requires final restoration &amp; audit by RMS. Project is on track for final completion by the 1st August 2014.</p> <p><b>P12.03: Footpaths and cycleways: Bonville School (RMS funded).</b> - All works at the Bonville School Bus interchange have been undertaken to minimise disruption to School activities, The concrete footpath and Kerb and channel were constructed during the end of term 1 school break whilst the pavement upgrade was undertaken during the Term 2 school break. Preparations are under way to apply the final asphalt wearing surface expected to be complete by end July 2014.</p>





<b>MA2</b>	<b>We have a system of well-maintained and safe roads for all users</b>
<b>MA2.1</b>	<b>Ensure adequate maintenance and renewal of roads, footpaths and cycleways</b>
<b>MA2.2</b>	<b>Facilitate safe traffic, bicycle and pedestrian movement</b>
<b>MA2.3</b>	<b>Reduce the impact of the highway on our community</b>

<b>Actions that respond to these Strategies</b>	<b>Significant Achievements in 2013/2014</b>
<ul style="list-style-type: none"> <li>• Roads and Bridges - Pavement standard</li> <li>• Footpath / Cycleway Pavement standard</li> <li>• Roads and Bridges - Maintenance Program</li> <li>• Traffic Committee</li> <li>• Road Safety</li> </ul>	<p>Council continued to promote initiatives to combat drink driving in the city. In August, a six-month trial was launched providing a free bus service to take party-goers home to the Northern Beaches on Saturday nights. The trial is modelled on Council’s successful Nightrider bus services that operate during the Christmas holiday season and on Coffs Cup raceday.</p> <p>As part of its ongoing focus on road safety Council sponsored a free workshop in March aimed at helping to keep motorcycle riders safe on Coffs Harbour roads. The program was made possible thanks to an NRMA Motoring and Services grant.</p> <p>A council campaign to reduce the accident rate on a notorious stretch of Coramba Road/Orara Way west of Coffs Harbour received a significant boost with the Federal Government announcing a \$402,000 road upgrade through its national Black Spot program.</p> <p>Completion of the Bridge Works program included the reconstruction of Secombs Bridge on the Dairyville Road, Upper Orara, and Davies Bridge on Upper Bobo Road Eastern Dorrigo; construction of the James Small Drive footbridge, Korora; replacement of the timber deck on the Bobo Bridge, Lower Bobo Road, Eastern Dorrigo; and cathodic protection of Harry Jensen Bridge on Hogbin Drive, Coffs Harbour.</p>

<b>Footpaths and Cycleways (S12) / Roads and Bridges (S19)</b>			
<b>Measure</b>	<b>2012/2013</b>	<b>2013/2014</b>	<b>Status</b>
M12.01: Report % of Footpath and cycleway pavement with defects identified against the total pavement.		2.9%	
M19.02: Report % of Road and Bridge pavement with defects identified against the total pavement.		3.6%	

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**MA2 We have a system of well-maintained and safe roads for all users (Continued)**

Satisfaction with Council Facilities / Services (from Random Telephone Survey Findings)				
Facility / Service	2012 Mean	2014 Mean	%Change in Mean	Status
Maintenance of Sealed Roads	2.61	2.92	12.1%	
Maintenance of Bridges	3.48	3.66	5.2%	
Maintenance of Unsealed Roads	2.48	2.60	4.9%	
Footpaths and Cycleways	3.17	3.25	2.7%	

**LOCAL ROADS 2013/2014 WORKS PROGRAMS**

Local Roads Program (Various Locations*)	2013/2014 Budget (\$)	2013/2014 Actual (\$)
Moonee Beach Road Reconstruction	134,147	
Reseals	1,412,700	1,451,868
Road Resurfacing	154,500	149,782
Gravel Patching / Preparation for Reseal	154,500	175,195
Roads Rehabilitation (see table below)	996,265	975,946
Unsealed Roads Gravel Resheeting	110,200	120,337

\*Priorities and locations subject to change due to detailed pavement investigation and further road deterioration.

(Continued next page)

**MA2 We have a system of well-maintained and safe roads for all users (Continued)**

**Sealed Roads Rehabilitation (Renewal) Program 2013/2014 (Roads to Recovery funding of \$996,265)**

Proposed Works Locations*	Value (\$)	Actual Works Locations	Value (\$)
Harbour Dr: Dibbs St to End Split Level Rd, Coffs Harbour	66,560	Harbour Dr: Nana Lane to Dibbs St (eastbound lane), Coffs Harbour	48,825
Harbour Dr: Edinburgh St to Hood St, Coffs Harbour	161,325	Harbour Dr: Edinburgh St to Hood St, Coffs Harbour	121,367
Harbour Dr: Salamander St to Hardacre St, Coffs Harbour	80,560		
Harbour Dr: Hardacre St to Glenreagh St, Coffs Harbour	68,900		
Prince St: Ocean Pde to Hogbin Dr Nth, Coffs Harbour	126,500	Prince St: Ocean Pde to Hogbin Dr, Coffs Harbour	73,790
Turon Pde: Bultitude St (Sth) to Kim Cl, Woolgoolga	255,360		
Turon Pde Kim Cl to : Bultitude St (Nth), Woolgoolga	126,540		
Eleventh Ave: Elizabeth St to First Ave, Sawtell	60,480	Eleventh Ave: Elizabeth St to First Ave, Sawtell (\$25,000 from maintenance-funding)	
		Beach St: Scarborough St to River St, Woolgoolga	416,165
		Waterloo St: Nightingale St to Queen St, Woolgoolga	5,093
		Albany St: Gordon St to Earl St, Coffs Harbour	85,212
		Brodie Dr: near Anderton St, Coffs Harbour	64,989
		Gundagai St: Frances St to Long St, Coffs Harbour	154,450
		Pavement Investigation	6,055
<b>TOTAL (PROPOSED)</b>	<b>946,225</b>	<b>TOTAL (ACTUAL)</b>	<b>975,946</b>

\*Priorities and locations subject to change due to detailed pavement investigation and further road deterioration.

(Continued next page)



**MA2 We have a system of well-maintained and safe roads for all users (Continued)**

**BRIDGE PROGRAM 2013/2014 to 2016/2017 WORKS PROGRAMS**

Funded from 2008 Rate Variation		
<i>Priority Infrastructure and Economic Development</i>		
Project	Budget 2013/2014 (\$)	Actual 2013/2014 (\$)
Major Repairs Timber Bridges	57,371	1,264
Investigations	30,000	393
Davies Bridge	360,000	333,736
Seccombes Bridge	365,000	299,529
Ferrets Bridge		15,741
Herds Bridge		14,724
Puhos Bridge		15,022
Condons Bridge		9,126
Williams Bridge		
Rhodes Bridge		8,725
Corfes No. 2		
Hosts Bridge		
Bobo Bridge		15,311
Keoghs Bridge		
Bardens Bridge		
Powiks Bridge		15,140
Kellets Bridge		5,750
Moleton Bridge No. 3		
Cathodic Protection	10,000	10,489
James Small Drive Footbridge Replacement		61,708
Murrays Bridge		309
<b>Total</b>	<b>822,371</b>	<b>806,967</b>
<b>RATE VARIATION REVENUE</b>	<b>822,371</b>	

<b>MA3</b>	<b>We have developed integrated regional freight hubs</b>
<b>MA3.1</b>	<b>Increase rail freight services</b>
<b>MA3.2</b>	<b>Examine opportunities for the integration of road and rail freight services</b>
<b>MA3.3</b>	<b>Develop maritime freight transport opportunities</b>
<b>Actions that respond to these Strategies</b>	<b>Significant Achievements in 2013/2014</b>
	Activities reported elsewhere in the Moving Around theme capture Council's role as Advocate in helping to achieve this 2030 objective.

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	<b>PL - PLACES FOR LIVING</b> Our built environment connects us and supports us in living sustainably.	<b>(Director, City Planning)</b>
<b>PL1</b>	<b>Our infrastructure and urban development is designed for sustainable living</b>	
<b>PL1.1</b>	<b>Promote higher densities in our urban centres</b>	
<b>Actions that respond to this Strategy</b>	<b>Significant Achievements in 2013/2014</b>	
• Urban Density provisions	Appropriate urban density provisions are being incorporated into relevant Sustainable Planning projects such as Urban Release Area Projects (North Boambee Valley) and the review of the Urban Growth Management Strategy (Stage 1 - Land Capacity Audit) and Planning Proposals.	

**Planning for Growth**

The volume of development applications submitted to Council for determination in 2013/2014 increased by 9% compared to the previous year. The total value of applications also increased (a \$53M Justice Precinct development application contributed to the surge in 2011/12).

Type of Development	Development Applications (DAs) Submitted							
	2010/2011		2011/2012		2012/2013		2013/2014	
	No.	Value (\$)	No.	Value (\$)	No.	Value (\$)	No.	Value (\$)
<b>New Dwellings</b>	244	70.3m	193	55.8m	217	62.8m	269	77.9m
<b>Dwelling Alterations / Additions</b>	293	12.7m	328	18.0m	326	15.1m	317	16.4m
<b>New Multiple Occupancy</b>	8	8.9m	8	19.3m	10	19.9m	14	22.9m
<b>Swimming Pools</b>	83	2.1m	59	1.8m	47	1.2m	56	1.5m
<b>Commercial / Industrial / Retail</b>	17	15.3m	15	28.4m	14	19.6m	17	26.7m
<b>Commercial / Industrial / Retail Additions / Alteration</b>	46	52.7m	30	15.2m	69	8.7m	42	3.6m
<b>Other</b>	365	33.2m	317	82.5m	278	25.1m	334	32.4m
<b>Total</b>	<b>1,056</b>	<b>195.2m</b>	<b>950</b>	<b>221.0m</b>	<b>961</b>	<b>152.4m</b>	<b>1,049</b>	<b>181.4m</b>

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### **PL1.1 Promote higher densities in our urban centres *(Continued)***

A number of significant development projects were submitted in 2013/2014. They included:

- Masters Home Hardware;
- Bunnings Home Hardware;
- Woolgoolga Tavern;
- The expansion of Coffs Central Shopping Centre; and
- A 230 lot Residential Subdivision, “The Elements” at South Coffs Harbour

These developments are expected to provide a positive stimulus to the local building sector during construction and longer term benefits to the community as a whole.

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**PL1.2 Provide infrastructure that supports sustainable living and is resilient to climatic events**

Actions that respond to this Strategy	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Operating cost (sewer)</li> <li>• Network efficiency</li> <li>• Floodplain Management</li> <li>• Land Acquisitions for Detention Basins</li> <li>• Sewer Infrastructure Works</li> <li>• Sewerage performance</li> <li>• Rate Funded Floodworks</li> <li>• Reticulated Water Infrastructure</li> <li>• Asset Management Strategy Council-wide</li> <li>• AMS Actions</li> <li>• Infrastructure Strategies</li> <li>• Coffs Harbour Boat Ramp Design</li> <li>• Coffs Harbour Boat Ramp Works</li> <li>• Coffs Creek Flood Study Review</li> <li>• Boambee - Newports Creek Floodplain Risk Management Study and Plan</li> <li>• Woolgoolga Creek Floodplain Risk Management Study and Plan</li> <li>• Park Beach Major drainage Augmentation design</li> <li>• Sawtell Sewerage Treatment Works Decommissioning</li> <li>• Flood Detention Basin</li> <li>• Main Duplication</li> <li>• Coramba Water Main</li> </ul>	<p>In August 2013 Council completed the construction - on time and on budget - of a 75-metre long pipe bridge across Boambee Creek to carry sewer and reclaimed water pipelines between Sawtell and the Coffs Harbour Water Reclamation Plant. The completion of the bridge leaves the decommissioning of the obsolete Sawtell Sewage Treatment Plant and the closure of the shoreline discharge at Boambee Headland as the last steps to be completed in the \$250m Coffs Harbour Sewerage Strategy.</p> <p>After completing an intensive community consultation process, Council applied to the Independent Pricing and Regulatory Tribunal (IPART) for a three-year, staged rate rise to meet a funding shortfall for infrastructure maintenance and renewal. IPART’s decision to approve the rate rise for only 2014/2015 means Council will have to again review its level of services into the future.</p> <p>During the period, Council secured a \$1.9m grant from the NSW Government to assist with the construction of the Spagnolos Road flood detention basin as part of the city’s ten-year Flood Mitigation Program. The detention basins work by capturing the water runoff created during a storm event and then releasing it slowly into the watercourse so it reduces the impact of the deluge downstream.</p> <p>In May, property-owners, residents and businesses in Woolgoolga were invited to participate in a new stage of the development of the town’s Floodplain Risk Management Study and Plan. They were asked to complete a short questionnaire, seeking information on flood damages and costs experienced by property-owners or tenants within the floodplain.</p> <p><b>P11.01: Flooding and Coastal Management: To reduce surge issues at the boat ramp.</b> - Coffs Harbour Boat Ramp Basin Improvement – Design report was finalised by Water Technology. Geotechnical investigations have been completed for the basin extension. A consultants’ brief has been out on quotation to undertake a detailed design for the boat ramp basin extension. Manly Hydraulics Laboratory undertook a peer review on all reports undertaken by Water Technology. Held one Coffs Harbour Boat Ramp Working Party Meeting.</p> <p><b>P11.07: Flooding and Coastal Management: To reduce surge issues at the boat ramp.</b> - Works will be undertaken on completion of the detail design process. Scheduled to commence September 2014.</p>

(Continued next page)



**PL1.2 Provide infrastructure that supports sustainable living and is resilient to climatic events (Continued)**





Actions that respond to this Strategy	Significant Achievements in 2013/2014
	<p><b>P11.14: Flooding and Coastal Management: Update the Coffs Creek flood study to a 2D flood model and calibrate 2009 flood event.</b> - Brief prepared and forwarded to selected consultants.</p> <p></p>
	<p><b>P11.15: Flooding and Coastal Management: Develop flood mitigation options for Boambee - Newports Creek catchments.</b> - Preliminary assessment of mitigation options completed. Detailed assessment of preferred options under way.</p> <p></p>
	<p><b>P11.16: Flooding and Coastal Management: Woolgoolga Creek Floodplain Risk Management Study and Plan.</b> - Consultant engaged and preliminary assessment of mitigation options undertaken.</p> <p></p>
	<p><b>P11.17: Flooding and Coastal Management: Design and cost - benefit assessment of major drainage augmentation for Park Beach.</b> - Brief prepared and forwarded to selected consultants.</p> <p></p>
	<p><b>P20.01: Sewer: Sawtell Pump Station, Rising Main and Sewerage Treatment Works Decommissioning - Report on progress of works in relation to time, budget, and quality.</b> - This project is part of the CH Sewerage Strategy &amp; involves the decommissioning of the Sawtell STP &amp; the transfer of raw sewage from Sawtell to the Coffs Harbour WRP. Substantial progress has been made on the Odour Control Unit installation, the Structure housing the generator &amp; the switchboards &amp; the construction of the 10m dia. pump well.</p> <p></p>
	<p><b>P22.01: Stormwater: Construction of flood detention basin (Spagnolos Road).</b> - Grant funding obtained, tenders called and contractor appointed. Construction due to start soon.</p> <p></p>

(Continued next page)

**PL1.2 Provide infrastructure that supports sustainable living and is resilient to climatic events (Continued)**


Actions that respond to this Strategy	Significant Achievements in 2013/2014
	<p><b>P25.01: Water: Main duplication – Karangi WTP to Red Hill.</b> - The purpose of this project is to ensure a secure water supply to the water users in the communities of Coffs Harbour. Design drawings for Stage 1 &amp; draft design of Stage 2 of the project have been prepared &amp; a contract has been awarded to Pentair for the supply of pipes &amp; fittings for the project. Deliveries are expected to commence in August 2014. Preliminary investigations including geotechnical &amp; hydraulic analysis reports have been completed for Stage 1. Further investigations &amp; approvals relating to cultural heritage issues are being planned to obtain necessary permits. Further approvals need to be obtained regarding the creation of easements &amp; crossing the railway corridor.</p> <p><b>P25.02: Water: Report on progress of Coramba Water Main.</b> - Currently negotiating proposed alignment of new pipeline with property owners. Some detail survey work has been carried out, however, the section between Hartleys Road and Duncan's Bridge Road has yet to be undertaken subject to Permit To Enter approvals.</p>

Sewer (S20) / Water (S25)				
Measure	2012/2013	2013/2014		Status
M20.03: Total operating cost (Sewer) per kilolitre treated		\$1.99		
M25.04: Network efficiency - water loss as % of total water processed		12%		

Satisfaction with Council Facilities / Services (from Random Telephone Survey Findings)				
Facility / Service	2012 Mean	2014 Mean	%Change in Mean	Status
Flood Management	2.90	3.45	19.0%	
Sewerage	4.21	4.32	2.5%	
Coastal Management	3.14	3.19	1.7%	
Water Supply	4.24	4.30	1.6%	

- PL1.3 Create balanced pedestrian friendly communities with a mix of residential, business and services**
- PL1.4 Create affordable housing options**
- PL1.5 Encourage innovative developments that embrace our climate and local environment**

Actions that respond to these Strategies	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• House / Land Monitor Statistics</li> <li>• Urban balance</li> <li>• Climate change provisions</li> </ul>	<p>Years of work culminated on 27 September 2013 when the NSW Government gazetted Council’s new Local Environmental Plan (LEP) – the planning document that outlines exactly how land can and can’t be used in the entire Coffs Harbour local government area. With an accompanying Development Control Plan (DCP) to provide more detailed planning and design guidelines, the LEP now informs all of Council’s strategic land-use decision-making.</p> <p><b>Residential proximity to services (as per 2030 Indicators)</b> Meeting project obligations and time frames according to NSW Planning and Environment requirements. All new urban release area projects incorporate provisions in Development Control Plans to:-</p> <ol style="list-style-type: none"> <li>1. achieve the majority of households to be within 400metres of a bus route</li> <li>2. achieve a high percentage of households to be within 800metres of a business zone (LEP 2013 incorporates neighbourhood shops as a permissible use in residential zones)</li> <li>3. achieve the majority of households being within 400m of a playground.</li> </ol>

Sustainable Planning (S20)			
Measure	2012/2013	2013/2014	Status
M14.01: Review the Housing Monitor figures, on an annual basis, as released by the DOP.  <i>The development of Coffs is progressing at about 80% against potential - ie achieving about 80% of releases of land identified in the strategy. This is mainly due to external/prevaling market factors/forces rather than Council management/practices/processes or procedures.</i>  <i>An increase has been experienced in the last financial year in the enquiry rate and application rate for Planning Proposals (land re-zonings) in the Coffs LGA.</i>		80%	



**PL1.6 Reinforce the unique identity of villages and communities**

Actions that respond to this Strategy	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Economic Development - Love Our City</li> <li>• Economic Development - Placemaking</li> <li>• Sustainable Planning – Placemaking</li> <li>• Landscape/Urban Design</li> </ul>	<p>Council’s Heritage Executive Committee staged a third series of heritage lectures in April, the free, full-day program featuring expert speakers across a range of interesting and informative heritage-related topics.</p> <p>In February, Council launched a comprehensive community engagement process to help develop the Woolgoolga Town Centre Masterplan. The ongoing consultation has included a Community Vision Night, a Business Confidence Survey and an interactive WoolgoolgaWow website to help locals have a strong say in the future of their town.</p> <p>Council's Place Making and Events Program continued to support local community projects including Woolgoolga Curryfest, Emerald Beach Fair and Sawtell Chillifest. The program also saw the commencement of preparations for the Offshore Powerboat Race Series in August 2014 and worked with CBD landlords and new start-ups on a Pop-Up program to help activate the CBD.</p> <p>Landscape and Urban Design resources targeted the continued development of Jetty4shore concept design plans and detail planning for Jetty4Shore Stage 1 works, the implementation of Brelsford Skate Plaza plans, Arrawarra and Diggers Beach Reserve plans, and the City Square Design competition and Design Brief.</p>

**PL2 Our public spaces are enjoyed by all our people**

**PL2.1 Develop the harbour and foreshores as the focal point for our Local Government Area**

Actions that respond to this Strategy	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Harbour Foreshores</li> </ul>	<p>After extensive work, including a three-month community consultation process, the Jetty4Shores Concept Plan, implementation plan and preliminary budget estimates were adopted by Council in October 2013. The six-stage blueprint aims to make the Jetty Foreshores the showpiece of Coffs Harbour. Construction began in June on the \$1.44M first stage comprising car park, walkway, lighting and landscaping improvements.</p>



**PL2.2 Provide public spaces and facilities that are accessible and safe for all**

Actions that respond to this Strategy	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Community facility improvement</li> <li>• Public Amenities Upgrade Program</li> <li>• Sports facility plan projects</li> <li>• Open Space</li> <li>• Gardens visitors</li> <li>• Cemetery capacity</li> <li>• Customer requests – Mowing</li> <li>• Mowing Program Progress</li> <li>• Outstanding risk defects</li> <li>• Street Tree/City Reserve requests</li> <li>• Street Tree/Reserve response</li> <li>• Mowing visits</li> <li>• Mowing response</li> <li>• Property condition</li> <li>• Building Costs</li> <li>• Swimming pools scorecard</li> <li>• Contribution to State Park &amp; Woolgoolga Beach Reserve Trust</li> <li>• State Park contributions – budget</li> <li>• State Park contributions – ex-Budget.</li> </ul>	<p>The Woolgoolga Headland Viewing Platform was officially opened in July 2013. Identified as a priority project by the Coffs Coast Regional Park Trust Board, the deck features timber decorative posts with stainless steel cable and railings, decorative concrete, a large seating area and extended viewing area, interpretive signage and links to the Solitary Islands Coastal Walk.</p> <p>In September, Council completed the second stage of a \$249,000 makeover for the main access area to Park Beach. Funded from developer contributions and a grant of \$165,833 given to Coffs Harbour Surf Club by the NSW Department of Sport and Recreation, the works improved emergency access and provided better access for visitors with disabilities, attractive landscaping, beach showers, statement seating and public art.</p> <p>Construction of the new Skate Plaza in Brelsford Park progressed significantly, including the completion of a skate bowl to rival some of the best in the country. The Skate Plaza and Community Space development was on track to be officially opened by the end of July.</p> <p>A lighting upgrade was carried out at Sportz Central, with the installation of state-of-the-art induction lights which are brighter and more energy-efficient than the old system. A total of 148 induction lights have been set up over the four main basketball courts. With a life span of up to 20 years, the new lights are expected to save around \$6,000 a year in electricity costs.</p> <p>A Draft Plan of Management that aims to make Woolgoolga Beach Reserve and Holiday Park more attractive to locals and visitors, open up more public open space and provide better community facilities was placed on exhibition for public consultation at the end of June. Council is Corporate Manager of the Trust for Woolgoolga Beach Reserve under the auspices of the NSW Government’s Crown Lands division.</p> <p>Construction commenced on new public amenities at Arrawarra Headland, for completion ahead of summer 2014/2015. Council is awaiting input from the new Coffs Coast Regional Park Trust to finalise the works schedule for its five-year Public Amenities Upgrade Program (priority sites include Diggers Beach, Macauleys Headland and Hills Beach).</p>

*(Continued next page)*

**PL2.2 Provide public spaces and facilities that are accessible and safe for all (Continued)**

Actions that respond to this Strategy	Significant Achievements in 2013/2014
	<p>Council assisted in the development and enhancement of many community facilities during the year including:</p> <ul style="list-style-type: none"> <li>- Nana Glen Equestrian Centre-completed website design &amp; development, flood repairs ongoing from Disaster relief fund of \$70,000.</li> <li>- •Sportz Central-completed energy efficient court lighting upgrade.</li> <li>- •Bayldon Community Centre – improved furnishings and new carpet.</li> <li>- •Woolgoolga Community Village – improved signage.</li> </ul> <p>The implementation of the Open Space Strategy saw progress on stages 2 and 3 additions to Coffs Coast Regional Park, the draft Plan of Management for Coramba Recreation Ground, planning for Woolgoolga Community Garden, West Woolgoolga playing fields Stage 1, and the. Draft Bush regeneration strategy.</p>




<b>Parks and Facilities (S17)</b>			
<b>Measure</b>	<b>2012/2013</b>	<b>2013/2014</b>	<b>Status</b>
<p>M17.18: Percentage area mowed in period against program:</p> <p><i>Mowing is difficult to report on given there are 5 separate services provided with CHCC plant. The 77 % is an average of the Actual cuts vs the scheduled cuts for the various council properties mown and of course some a service level to other managers. The Tractor Reserves reached 2 cuts from scheduled 3 , Interstater 3 from four and 7 from 7 in Cemeteries; Outfront team 1 achieved 8 from 9 reserves and 8 from 9 Sewer/Water properties; Outfront team 2 reached 5 from 6 Coastal/Gen /State pks and Outfront town /Coastal reached 17 from 12 .</i></p>		77%	
<p>M17.21: Number of outstanding risk defects (&gt;70):</p> <p><i>Reflect inspections identified 761 defects Jan1 to June 30 with 161 not yet accomplished Outstanding BBQs x 8, Playgrounds x 36, Furniture x 9, Shower fittings x 3, Bch access x 5, Bins x2, Boardwalk x 5, fences x 13, Park lights x 3 Retaining walls x 4 Rock pool x 1 Walkways unsealed x 14 , Walkways sealed x 11 Shelters x 8 , signs x 6, Stairs x 3, Tap fittings x 1 , Gdns x 2, Native Bushland x 3 and compromised Tree x 12. It is highly common for many Defects listed as job cards to be carried over as resources don't allow completion of all and the most urgent are treated first and progressed to the least risk to CHCC and public.</i></p> <p><i>(Continued next page)</i></p>		79	



**PL2.2 Provide public spaces and facilities that are accessible and safe for all (Continued)**

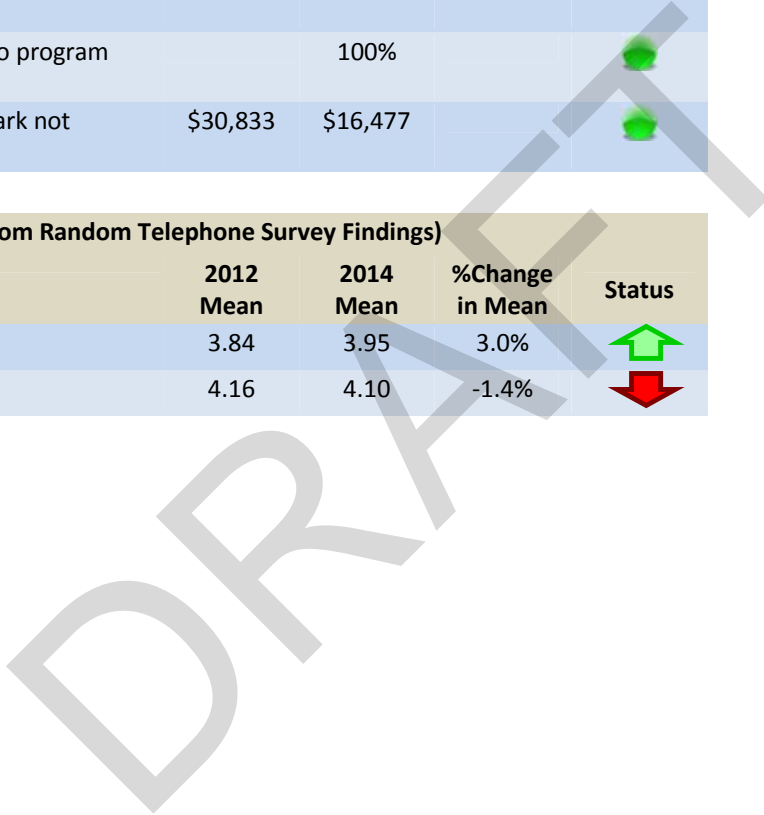
<b>Parks and Facilities (S17) / Property (S18)</b>			
<b>Measure</b>	<b>2012/2013</b>	<b>2013/2014</b>	<b>Status</b>
M17.39: Tree complaints responded to in a timely manner (as per risk category)		100%	
M17.60: % of requests responded to within 7 days relating to mowing programs		95%	
M18.01: % Of buildings/property assets at satisfactory or above (pending development of asset condition reporting framework): <i>The development of the broader condition assessment reporting framework continues. Staff have commenced proactive periodic condition assessments of leased properties.</i>		0.00	
M18.04: % Of cost recovered on community buildings (pending development of community building cost recovery policy and framework): <i>The measurement of cost recovery on council building assets is an integral part of the asset management effort and the focus on the sustainability of the building assets which facilitate the delivery of a broad range of community and council services. The proposed community Building leasing and licensing policy will determine the basis of the % cost recovery metric.</i>		-	
M18.13: Swimming pools - review benchmark/scorecard - attendance, satisfaction, revenue: <i>Council's four public swimming pools are all operating satisfactorily and lessees are largely complying with lease conditions. It is intended to continue with efforts to establish a performance benchmark scorecard as a means of reporting on overall pool operations. As previously reported Council will need to consider long term replacement and/or improvement of the Sawtell and Woolgoolga facilities as population growth and aging infrastructure compromise the current level of service provided by the facility. Similarly it has been previously reported that the Nana Glen pool pumping, filtration and chemical dosing system is not a commercial grade installation and will likely require major repairs or replacement within the near future.</i>		100%	

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**PL2.2 Provide public spaces and facilities that are accessible and safe for all (Continued)**


<b>Holiday Parks (S35)</b>				
<b>Measure</b>	<b>2012/2013</b>	<b>2013/2014</b>		<b>Status</b>
M35.01: Percentage of budgeted Holiday Park contributions provided to Coffs Coast State Park Trust and Woolgoolga Beach Reserve Trust		100%		
M35.04: % of state park contributions relative to program budget		100%		
M35.05: \$ value of contributions within State Park not included in program budget	\$30,833	\$16,477		

<b>Satisfaction with Council Facilities / Services (from Random Telephone Survey Findings)</b>				
<b>Facility / Service</b>	<b>2012 Mean</b>	<b>2014 Mean</b>	<b>%Change in Mean</b>	<b>Status</b>
Sporting Facilities	3.84	3.95	3.0%	
Council Pools	4.16	4.10	-1.4%	



**PL2.3 Provide safe and accessible play spaces for our children within each community**

Actions that respond to this Strategy	Significant Achievements in 2013/2014
<ul style="list-style-type: none"> <li>• Playground equipment condition</li> <li>• Playground Design</li> </ul>	Playground Design projects completed in accordance with program. Concept designs and estimates for Ayrshire Park and Diggers Beach Reserve playgrounds completed.

Parks and Facilities (S17) / Property (S18)			
Measure	2012/2013	2013/2014	Status
M17.13: % of playground equipment with a condition rating above satisfactory		100%	

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[www.coffsharbour.nsw.gov.au](http://www.coffsharbour.nsw.gov.au)

**Coffs Harbour City Council 2013/2014 Annual Report - Section 1 – Summary Information**

ECM Internal Reference: 5360986

Last modified 14 November 2014

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As reported to Council 27 November 2014

Attachment 3



# COFFS HARBOUR CITY COUNCIL 2013/2014 ANNUAL REPORT SECTION 2 - STATUTORY INFORMATION



[www.coffsharbour.nsw.gov.au](http://www.coffsharbour.nsw.gov.au)



Helping to achieve the 2030 Community Vision



## Annual Report 2013/2014 - Section 2 - Statutory Information

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## Annual Report 2013/2014 - Section 2 - Statutory Information

### Introduction

The Annual Report refers to the period 1 July 2013 to 30 June 2014.

Section 2 of the Annual Report includes information that is prescribed by the Local Government (General) Regulation 2005. It is considered important for the community to have access to this information so it can better understand how Council has been performing both as a service provider and a community leader.

In a separate document, Section 1 of the Annual Report focuses on Council's implementation of its Delivery Program and Operational Plan – the plans that are wholly Council's responsibility under the NSW Integrated Planning and Reporting (IPR) Framework. This represents an overview of the effectiveness of Council activities in implementing the strategies and achieving the objectives of the *Coffs Harbour 2030* Community Strategic Plan.

Also tabled separately, Section 3 of the Annual Report contains Council's annual financial statements, as required by the Local Government Act 1993 - Section 428 (4) (a). The Annual Financial Statements were adopted by Council on 13 November 2014.

The Annual Report is a component of the performance monitoring provisions of the IPR legislation which also requires councils to a six-monthly progress report on the Delivery Program and an "End of Term" Report at the conclusion of the term of each elected council. All sections of the Annual Report – along with the other IPR-related documents - can be accessed at Council's website: [www.coffsharbour.nsw.gov.au](http://www.coffsharbour.nsw.gov.au)

## Compliance with Special Variation Approval Conditions.

### ▪ **Community Facilities Program (2006)**

In response to community demands, Council developed a \$21.5m schedule of capital infrastructure works - called the Community Facilities Program – as part of the 2006/2009 Management Plan. Council applied for a special variation in rates to assist in funding the program.

On 26 June 2006, the Minister for Local Government approved Coffs Harbour City Council's application for a **9.56%** special variation to General Income for 2006/2007 (see *DLG Reference A49996*). The approval was subject to the following conditions:

1. The Council will raise **\$1,390,970** of the increase by additional rates for the costs associated with the infrastructure projects in Council's Community Facilities Program, and
2. The Council clearly report in its Annual Report for the period 2006/2007 to 2015/2016 information on the total income received, expenditure per project/program and outcomes achieved, and
3. The Council develops a comprehensive Asset Management Plan linked to a long-term financial plan. Council is to report to the Department of Local Government on the progress of the Asset Management Plan's development by 31 December 2006.

The table on the following pages provides information on the total income received and expenditure per project/program.

#### **Outcomes Achieved**

The completion of the eleven infrastructure projects from the Community Facilities Program's original schedule of works has been reported in previous Annual Reports.

Through the Community Facilities Program, the Rate Variation revenue has subsequently assisted in funding the upgrade of drainage at Richardson Park, the installation of lighting at Fitzroy Oval, the new Coffs Harbour Regional Museum in Harbour Drive and the new Skate Plaza at Brelsford Park.

It is also contributing funds associated with the following projects:

- Upgrade of the Woolgoolga netball courts;
- Continuation of upgrades to public amenities;
- Jetty Foreshores Revitalisation and
- The Community Capital Infrastructure Grants Program

*(Continued Next page)*

**Compliance with Special Variation Approval Conditions (Continued)**

<b>Rate Variation Program – 2006/2014 - Community Facilities Program</b>			
<b>Financial Report - Commencement to 30 June 2014</b>			
	<b>To 30/6/13</b>	<b>2013/14</b>	<b>To 30/6/14</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Income</b>			
Rate revenue (additional from rate variation)	<b>11,152,885</b>	<b>1,811,382</b>	<b>12,964,267</b>
Loan funds raised - Community Facilities Program	<b>8,558,153</b>		<b>8,558,153</b>
Grants:			
Hogbin Drive Extension Stage 2	10,279,943		10,279,943
Nana Glen Swimming Pool	450,000		450,000
City Park (Brelsford)	1,068,000		1,068,000
Middle Creek Bridge	570,289		570,289
NSW Sport & Rec (Woolgoolga Netball Courts)		25,000	25,000
NSW Sport & Rec (Skate Plaza)		50,000	50,000
<b>Total Grants</b>	<b>12,368,232</b>	<b>75,000</b>	<b>12,443,232</b>
Contributions:			
Private Works Reserve (Public Amenities Upgrade)	281,426	18,574	300,000
Nana Glen Swimming Pool (from NG Community)	200,000		200,000
Hogbin Drive (Country Energy)	49,762		49,762
Sawtell Town Improvement Program	8,368		8,368
<b>Total Contributions</b>	<b>539,556</b>	<b>18,574</b>	<b>558,130</b>
Sale of Land - Hogbin Drive	<b>88,972</b>		<b>88,972</b>
Other Council contributions (loans, revenue, reserves)	<b>2,129,158</b>	<b>138,400</b>	<b>2,267,558</b>
Interest earned	<b>479,846</b>	<b>65,597</b>	<b>545,443</b>
<b>Total Income</b>	<b>35,316,802</b>	<b>2,108,953</b>	<b>37,425,755</b>

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**Compliance with Special Variation Approval Conditions (Continued)**

<b>Rate Variation Program – 2006/2014 - Community Facilities Program</b>			
<b>Financial Report - Commencement to 30 June 2014 (Continued)</b>			
	<b>To 30/6/13</b>	<b>2013/14</b>	<b>To 30/6/14</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Expenditure</b>			
<b>Works:</b>			
Hogbin Drive Extension Stage 2	16,811,634		16,811,634
City Park (Brelsford)	1,466,513	22,130	1,488,643
City Park (Brelsford) Skate Plaza		987,560	987,560
Museum Development	372,674	77,326	450,000
Netball Courts Woolgoolga			0
Richardson Park Drainage & Fitzroy Oval Lighting	194,806		194,806
Public Amenities Upgrade	281,426	187,536	468,962
Nana Glen Swimming Pool	852,654		852,654
Jetty Structure Restoration	1,500,001		1,500,001
Coffs Coast Sport & Leisure Park Works	52,638		52,638
Middle Creek Bridge	847,893		847,893
Coral Street Bridge Replacement	762,698		762,698
Nana Glen Improvements	358,814		358,814
Woolgoolga Town Improvements	390,569		390,569
Sawtell Headland Improvements	379,726		379,726
Sawtell Town Improvements	344,675		344,675
Jetty Strip Improvements	68,459		68,459
Community Grants Funding		100,000	100,000
<b>Total Works</b>	<b>24,685,180</b>	<b>1,374,552</b>	<b>26,059,732</b>
<b>Operating:</b>			
Nana Glen Swimming Pool	608,834	110,201	719,035
City Park – Skate Plaza		41	41
City Park - Playground	207,109	68,613	275,722
<b>Total Operating</b>	<b>815,943</b>	<b>178,855</b>	<b>994,798</b>
Loan Repayments	7,629,313	1,127,783	8,757,096
<b>Total Expenditure</b>	<b>33,130,436</b>	<b>2,681,190</b>	<b>35,811,626</b>
<b>Funds on Hand at 30 June</b>			
Loan funds on Hand - Community Facilities Program	1,209,132	-1,009,690	199,442
Other funds	977,235	437,453	1,414,688
<b>Total Funds on Hand</b>	<b>2,186,367</b>	<b>-572,237</b>	<b>1,614,130</b>

## Compliance with Special Variation Approval Conditions *(Continued)*

### ▪ ***Flood Mitigation and Drainage Works (2010)***

On 24 June 2010, the Minister for Local Government approved a special variation of **7%** for Coffs Harbour City Council commencing in 2010/2011.

The approval was subject to the following conditions:

1. The Council will raise **\$1,373,358** of the increase by additional rates for the costs associated with flood mitigation and drainage works, as defined by Council; for a period of ten years; and
2. Council will reduce its general income for the 2021/2022 rating year by \$1,373,358 plus the equivalent cumulative proportion of this increase from any general variation increases or any special variation increases approved for the 2010/2011 to 2020/2021 rating years inclusive; and
3. Council clearly reports in its annual report for the period 2010/2011 to 2020/2021 information on the total income received, expenditure per project/program and outcomes achieved.

This rate variation assists in funding a ten-year program of flood mitigation and drainage works in and around Coffs Harbour.

Funding for the program is augmented by the Stormwater Management Charge levied by Council.

#### ***Outcomes Achieved***

The works are designed to help address a long-standing need to protect significant areas of the city from inundation and damage in times of high rainfall and extreme storm events. The necessity to fast-track these works was made clear in 2009 when the city experienced a number of flash-flooding incidents.

Work is progressing well, although land acquisition issues have slowed the pace on a number of the larger projects. Fortunately there has been no repeat of the severe weather events of 2009; however the completed works have performed according to design in accommodating rainfall experienced to date. There is confidence that the ongoing implementation of the works program will bring a new level of flood security to Coffs Harbour.

In relation to approval condition 3 above, the table on the following page provides information on the total income received and expenditure per project/program in 2013/2014 and the outcomes achieved.

*(Continued Next page)*

### Compliance with Special Variation Approval Conditions *(Continued)*

#### *Flood Mitigation and Drainage Works Program 2013/2014*

Project	Project Estimate (\$)	Funding Source			Expenditure to 30/06/14 (\$)	Allocation of Revotes			Comments
		Works Funded by Stormwater Levy (\$)	Works Funded by Rate Variation (\$)	Works Funded by Grants & Section 94 (\$)		Stormwater Levy Funds (\$)	Rate Variation Funds (\$)	Grant & Section 94 Funds (\$)	
Unallocated Drainage Works	4,104,620	3,957,029	147,591	0	0	3,957,029	147,591	0	On-going
Construction of Flood Detention Basin (Upper Shepards Lane)	3,381,316	0	3,381,316	0	0	0	3,381,316	0	Construction yet to be started
Early flood warning system / 2D flood modelling	16,357	1,040	1,040	14,277	16,357	0	0	0	Completed
Minor Capital Flooding & Drainage Works	18,554	9,277	9,277	0	18,554	0	0	0	On-going
Construction of Flood Detention Basin (Spagnolos Road)	2,850,000	0	950,000	1,900,000	12,755	0	945,748	1,891,497	Construction commenced
CBD Drainage Works	18,475	14,780	3,695	0	18,475	0	0	0	At design stage
Trafalgar Lane, Woolgoolga - Drainage Works	33,425	33,425	0	0	33,425	0	0	0	Completed
Beach Street, Woolgoolga - Drainage Works	74,323	74,323	0	0	74,293	30	0	0	Completed
Loaders Lane Levee Works	150,000	90,000	60,000	0	0	90,000	60,000	0	Construction yet to be started
Creek Clearing & Drainage Works	6,335	1,901	4,435	0	6,335	0	0	0	On-going
Construction of Flood Detention Basin (Bennetts Road)	404,928	0	372,617	32,311	404,928	0	0	0	Completed
Prince Street, Coffs Harbour - Drainage Works	30,000	30,000	0	0	0	30,000	0	0	Construction yet to be started – awaiting design
York Street, Coffs Harbour - Drainage Amplification Works	40,000	40,000	0	0	0	40,000	0	0	Construction yet to be started – awaiting design
Drainage Improvements - Investigation & Design	96,772	96,772	0	0	96,772	0	0	0	On-going

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### Compliance with Special Variation Approval Conditions *(Continued)*

#### *Flood Mitigation and Drainage Works Program 2013/2014 (Continued)*

Project	Project Estimate (\$)	Funding Source			Expenditure to 30/06/14 (\$)	Allocation of Revotes			Comments
		Works Funded by Stormwater Levy (\$)	Works Funded by Rate Variation (\$)	Works Funded by Grants & Section 94 (\$)		Stormwater Levy Funds (\$)	Rate Variation Funds (\$)	Grant & Section 94 Funds (\$)	
Marcia Street, Coffs Harbour Drainage Works	200,000	200,000	0	0	403	199,597	0	0	At design stage
Bakers Road Surveillance Report	10,000	0	10,000	0	10,000	0	0	0	Completed
Moore Street, Coffs Harbour - Drainage Works	7,895	7,895	0	0	0	7,895	0	0	Construction yet to be started – awaiting design
Floodplain Studies, Plans & Design	1,538	769	769	0	1,538	0	0	0	On-going
Marvis Street, Coffs Harbour - Pipe Repair Works	7,000	7,000	0	0	0	7,000	0	0	Construction yet to be started – awaiting design
Polaris Close / Antaries Avenue Drainage Works	50,000	50,000	0	0	0	50,000	0	0	At design stage
Gale Street, Coramba - Drainage Works	49,153	49,153	0	0	49,153	0	0	0	Completed
Campbell Street, Safety Beach - Drainage Works	9,015	9,015	0	0	9,015	0	0	0	Completed
Coffs Creek - Infilling & Hydraulic Capacity	8,663	2,166	2,166	4,332	6,804	465	464	929	On-going
	<b>11,568,369</b>	<b>4,674,544</b>	<b>4,942,905</b>	<b>1,950,920</b>	<b>758,807</b>	<b>4,382,016</b>	<b>4,535,119</b>	<b>1,892,426</b>	



## Compliance with Special Variation Approval Conditions *(Continued)*

### ***City Centre Capital Works Program (2013/2023)***

Council initiated a City Centre revitalisation program in 2000/2001, funded by a twelve-year City Centre Special Rate (referred to as the CBD Special Rate). In June 2012, Coffs Harbour City Council secured approval - via the Independent Pricing and Regulatory Tribunal (IPART) – to continue the CBD Special Rate in 2012/2013 to allow work (including the preparation of the City Centre Masterplan) to be carried out to support an application for a further ten-year extension of the Special Rate from 2013/2014.

In June 2013, Council received notification from IPART that its application to extend the CBD Special Rate for a further ten-year period from 2013/2014 was approved – this approval represented an increase of **5.43%** in Council's general income for 2013/2014

The approval was subject to the following conditions:

1. The council uses the 'Additional Income' for the purposes of funding a program of City Centre capital works, including improving City streetscapes and upgrading car parking and pedestrian and traffic flows. The program of works was listed in IPART's determination, dated June 2013. *Additional Income* – means the additional general income generated above the rate pegging increase allowance.
2. The council reports in its annual report for each rating year over the period from 2013/2014 to 2022/2023 on:
  - a) The program of expenditure that was actually funded by the special variation and the reasons for any significant differences from the program listed in IPART's determination; and
  - b) The outcomes achieved as a result of the special variation.
3. The council reduces its general income for the 2023/2024 rating year by:
  - a) **\$691,640** (Initial Reduction Amount); and
  - b) The cumulative additional income derived for the 2014/2015 to 2022/2023 rating years on the application of:
    - Any special variation percentage approved under section 508(2) or 508A of the Act for the council for each rating year during the period 2014/2015 to 2022/2023; and
    - Any general variation percentage approved under section 506 of the Act for the council for each rating year during the period from 2014/2015 to 2022/2023,
 to the 'Reduction Amount'.
 

*Reduction Amount* - means the Initial Reduction Amount as increased by the additional income derived for each previous rating year relating to the Initial Reduction Amount.
4. The council reports to the Office of Local Government, Department of Premier and Cabinet, by 30 November each year on its compliance with these conditions for each rating year over the period from 2013/2014 to 2022/2023.

In relation to approval condition 2 above, the table on the following pages provides information on the total income received and expenditure per project in 2013/2014 and the outcomes achieved.

## Compliance with Special Variation Approval Conditions *(Continued)*

### City Centre Works Program 2013/2014

Project Description	Budget 2013/14 (\$)	Expenditure 2013/14 (\$)	Budget Revotes 2013/14 (\$)	Budget 2014/15 (includes revotes) (\$)
Marketing	40,000	618	-	40,000
Saturday Markets	50,000	-	-	50,000
Sunday Activation	25,000	1,154	-	25,000
Christmas Activation	20,000	6,008	-	20,000
Maintenance Costs (New Assets)	-	-	-	-
Depreciation (New Assets)	-	-	-	184,500
<b>TOTAL OPERATING EXPENDITURE</b>	<b>135,000</b>	<b>7,780</b>	<b>-</b>	<b>319,500</b>
Repaving City Square	200,000	34,206	165,794	165,794
City Square Upgrade - awning, lighting & landscaping	1,000,000	29,714	970,286	970,286
City Square Amphitheatre	250,000	-	250,000	250,000
Duke Street Road Extension	300,000	-	300,000	300,000
City Centre Signage	175,000	-	175,000	175,000
Light show, decorative lighting, CCTV	300,000	2,445	297,555	297,555
Street Furniture	100,000	-	100,000	100,000
Landscaping	100,000	-	100,000	100,000
Lighting	50,000	-	50,000	100,000
Park Avenue Artist Lane	-	-	-	100,000
Riding Lane Toilet upgrade	150,000	13,352	136,648	286,648
Castle Street Car Park - upgrade, painting, signage	-	-	-	150,000
Park Avenue Car Park - upgrade, painting, signage	-	-	-	75,000
Relocate City Square shade sail to Park Avenue	150,000	-	150,000	150,000
Install shade sails to Vernon Street	-	-	-	150,000
West High Street Sail	-	-	-	150,000
Harbour Drive Sail	-	-	-	150,000
Moonee Street Sail	-	-	-	150,000
Moonee Street Entry Statement	-	-	-	30,000
Sunday Activation (capital component)	50,000	-	50,000	50,000
Christmas Activation (capital component)	100,000	-	100,000	100,000
Park Avenue upgrade and landscaping	-	-	-	-
Masterplan Works (previous SRV) Harbour Dr/ Gordon Street	414,248	46	414,202	414,202
Contingency (capital)	200,000	34,844	165,156	100,000
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>3,539,248</b>	<b>114,607</b>	<b>3,424,641</b>	<b>4,514,485</b>
<b>TOTAL EXPENDITURE</b>	<b>3,674,248</b>	<b>122,387</b>	<b>3,424,641</b>	<b>4,833,985</b>

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## Compliance with Special Variation Approval Conditions *(Continued)*

### *City Centre Works Program 2013/2014 (Continued from previous page)*

Project Description	Budget 2013/14 (\$)	Expenditure 2013/14 (\$)	Budget Revotes 2013/14 (\$)	Budget 2014/15 (includes revotes) (\$)
CBD Special Rate Variation	(691,640)	(691,640)	-	(707,548)
Interest on Investments	(32,000)	(40,242)	-	(200,000)
Contribution - Riding Lane Toilet Upgrade	(150,000)	(150,000)	-	-
<b>TOTAL INCOME</b>	<b>(873,640)</b>	<b>(881,882)</b>	<b>-</b>	<b>(907,548)</b>
<b>FUNDING DEFICIT / (SURPLUS)</b>	<b>2,800,608</b>	<b>(759,495)</b>	<b>3,424,641</b>	<b>3,926,437</b>

The primary project in the City Centre capital works program is the City Square Upgrade project. The project includes the City Square Amphitheatre and the City Square repaving allocations as well as funding allocated to lighting, signposting, street furniture and landscaping.

An early determination of the City Centre Master Plan Committee was that the City Square Upgrade project should set the design theme for the total package of City Centre works. Thus, planning and design for the majority of projects outside the City Square have been deferred pending adoption of the City Square Upgrade design concept. Given the primacy of the City Square in the City Centre Master Plan, the Committee endorsed a design process which included a design competition, judging and reporting on design concepts by a panel of eminent architects and urban designers and the Committee is now in the process of finalising the final concept design for adoption by Council. Forecast expenditure in the 2015 calendar year will be in the order of \$2.5 million.

## Overseas Visits

Local Government Act 1993 - Section 428 (4) (b)

Local Government (General) Regulation 2005 - Section 217 (1) (a)

1 July 2013 to 30 June 2014.

Coffs Harbour City Council was not represented in any overseas activities in 2013/14.

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## Elected Members' Expenses

Local Government Act 1993 - Section 428 (4) (b)  
 Local Government (General) Regulation 2005 - Section 217 (1) (a1)  
 1 July 2013 to 30 June 2014.

Expense	Amount (\$)
Mayoral Allowance	37,230
Councillor fees	153,538
Mayor vehicle expenses	10,000
Provision of dedicated office equipment allocated to councillors	4,579
Telephone calls made by councillors	4,013
Attendance by Councillors at conferences and seminars (excluding overseas and interstate)	19,412
Training of councillors and provision of skill development	7,850
Interstate visits by councillors, including transport, accommodation and out-of-pocket expenses	5,679
Overseas visits by councillors, including transport, accommodation and out-of-pocket expenses	-
Expenses of any spouse, partner or other person who accompanied a councillor	286
Expenses involved in the provision of care for a child or an immediate family member of a councillor	-
Other councillor expenses (catering, election, stationery, etc)	9,551
<b>Total</b>	<b>252,138</b>

## Major Contracts (Greater than \$150,000) Awarded

Local Government Act 1993 - Section 428 (4) (b)  
 Local Government (General) Regulation 2005 - Section 217 (1) (a2)  
 1 July 2013 to 30 June 2014.

Contract No.	Contract	Supplier	Commencement Date	Revised Contract Sum (\$)
RFT-592	Request for Tenders Hire of Equipment (Plant & Trucks) 2013/2014	Panel of Suppliers	3-Jul-13	Schedule of Rates
RFT-582-TO	Supply & Delivery of Diesel Powered Generator for Sawtell Pump Station	All Diesel Equipment Sales and Service Pty Ltd	9-Jul-13	294,304.55
RFT-588-TO	Supply & Delivery of One CCF Class 20 Excavator	Hitachi Construction Machinery P/L	9-Jul-13	322,576.00
RFT-581	RMS DRIVES Access Agreement	RMS	10-Jul-13	Schedule of Rates
RFT-587-TO	Naming Rights Sponsorship for International Sports Stadium 2013-2018	Coffs Ex Services Memorial & Sporting Club Ltd	1-Aug-13	250,000.00
RFT-593-TO	Minor Maintenance Street & Facilities Cleaning Coffs Harbour Central Business District	Coffs Professional Cleaners	1-Aug-13	251,930.95
RFT-596-TO	Supply of Non-Contestable Electricity for Small Mass Metered Sites	ERM Power Retail Pty Ltd	1-Aug-13	1,176,264.00
RFT-600-TO	Castle St Car park Supply & Installation of Lifts (Duplex Configuration)	KONE Elevators Pty Ltd	12-Aug-13	295,583.64
RFT-568-TO	Stage 1 West Woolgoolga Sports Complex - Bulk Earthworks	J K Williams Contracting	27-Sep-13	546,083.60
RFT-608-TO	Timber Supply for Davies Bridge, Brooklana & Secombs Bridge, Dairyville	Leonard J Williams (Timber) P/L	18-Nov-13	223,471.00
RFT-577-TO	Coffs Harbour Regional Museum Redevelopment	Ware Building Pty Ltd	22-Nov-13	686,569.25

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**Major Contracts (Greater than \$150,000) Awarded (Continued)**

Contract No.	Contract	Supplier	Commencement Date	Revised Contract Sum (\$)
RFT-597-TO	Sawtell Pump Station & Assoc Structures	Ledonne Constructions P/L	19-Dec-13	3,806,084.88
RFT-618-TI	Supply & Deliver 6x4 Prime Mover	K & J Trucks	20-Dec-13	222,260.00
RPT-640	T231314MNC Supply & Delivery of Passenger, Truck & Earthmover Tyres	Panel of Suppliers	1-Jan-14	Schedule of Rates
RFT-612-TO	Construction of Brelsford Park Skate Park & Youth Space	Precision Skate Parks Pty Ltd	13-Jan-14	923,770.00
RFT-604-TO	Underbore of Diamond Head Drive, Sandy Beach	Coffs Coast Under Road Boring	14-Feb-14	187,308.00
LGP-650	LGP213- State-wide Asphaltic Concrete Materials & Related Services	Panel of Suppliers	1-Mar-14	0.00
RFT-621-TI	Cook Drive Intersection Upgrade - Telstra Infrastructure Relocations	Telstra Corporation Ltd	10-Mar-14	307,391.65
RFT-622-TO	Cook Drive Intersection Upgrade - Electrical Infrastructure Relocations	Gosling Electrical	31-Mar-14	700,370.00
RFT-619-TO	Management of Coffs Harbour Regional Airport	Coffs Aviation and Travel Services	1-Apr-14	626,600.00
RFT-629-TO	Supply and Delivery of Landfill Compactor	WesTrac Pty Ltd	2-Apr-14	480,531.82
RFT-623-TI	Cook Drive Intersection Upgrade - Traffic Signals Infrastructure Relocations	Corrigan Electrics	7-Apr-14	312,000.00
RFT-602-TO	Provision of Aviation Security Screening Services at Coffs Harbour Airport	MSS Security Pty Ltd	1-May-14	5,128,534.55
RFT-606-TO	Advertising Services at Coffs Harbour Regional Airport Terminal	Interspace Airport Advertising Australia Pty Ltd	1-May-14	193,030.91
RFT-633-TO	Cook Drive Intersection Roundabout - Concrete Component	FJE and J Farlow P/L	12-May-14	210,032.45

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**Major Contracts (Greater than \$150,000) Awarded (Continued)**

Contract No.	Contract	Supplier	Commencement Date	Revised Contract Sum (\$)
RFT-637	Orara River Rehabilitation Project, Bush Regeneration 2014-2015	-	14-May-14	Schedule of Rates
RFT-645-TO	Supply 5,300m of 600mmdia DICL pipe and fittings Karangi Dam to Red Hill	Tyco Water	26-May-14	2,119,581.82
RFT-669-TI	World Rally Championships Rally Australia Sponsorship Agreement	Rally Australia Pty Ltd	12-Jun-14	224,500.00
RFT-643-TO	Supply & Installation of Villas at Park Beach Holiday Park & Sawtell Beach Holiday Park	East Coast Homes and Park Cabins	16-Jun-14	1,451,250.00
RFT-642-TO	Spagnolos Road Stormwater Detention Basin Construction	Flintstone Group Pty Ltd	27-Jun-14	1,900,992.14
RAT-663	RA341213CHCC Electricity for contestable metered sites	ERM Power Retail Pty Ltd	1-Jul-14	1,201,482.00
RFT-652-TO	Purchase & Supply 2 x 15,000kg GVM Trucks with Tipping Bodies	Southside Truck Centre Coffs Harbour	1-Jul-14	248,363.64
RFT-654	Hire of Equipment 2014/2016 (Plant & Trucks)	Panel of Suppliers	1-Jul-14	Schedule of Rates
RFT-672-TI	Supply of Bulk Fuels & Associated Products	United Petroleum	1-Jul-14	Schedule of Rates
RPT-659	T051415MNC Supply & Delivery of Bulk Water Treatment Chemicals	Panel of Suppliers	1-Jul-14	505,790.00
RPT-661	T071415MNC Traffic and Safety Signage	Panel of Suppliers	1-Jul-14	0.00
RPT-662-TO	T041415MNC Hardware Products	Panel of Suppliers	1-Jul-14	Schedule of Rates
RFT-655-TO	Provision of Cleaning Services Coffs Harbour Airport	Menzies International Aust Pty Ltd	1-Aug-14	433,502.73
RFT-624-TO	Supply and Delivery of Sealing Aggregates	Holcim (Australia) Pty Ltd	1-Jul-14	576,650.00

*(Continued next page)*



**Major Contracts (Greater than \$150,000) Awarded (Continued)**

Contract No.	Contract	Supplier	Commencement Date	Revised Contract Sum (\$)
RFT-628-TO	Supply & Delivery of Asphalt Road Maintenance Unit on a Crew Cab 15,000 KG GVM Truck	Paveline International P/L	12-May-14	290,317.27
RFT-630-TO	Supply and Delivery of a Blower Type Road Maintenance Unit on a 22,500 KG GVM Truck	Paveline International P/L	12-May-14	386,345.45

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## Legal Proceedings

Local Government Act 1993 - Section 428 (4) (b)  
 Local Government (General) Regulation 2005 - Section 217 (1) (a3)  
 1 July 2013 to 30 June 2014.

Case Name	Court (NSW)	Total Costs 2013/2014 (\$)	Status	Date of Decision
Lehman Bros Australia Limited (in liq) - class action		6,725.57	Ongoing	n/a
Coffs Harbour City Council v The Minister for Planning and Infrastructure and Others	Court of Appeal - Supreme Court - 11/40219	191,447.26	Appeal dismissed	6.3.2013
McAuley v Northern Joint Regional Planning Panel and Others	Land & Environment Court - 12/41068	984.54	Appeal dismissed	2.8.2013
Iris May Hoy v Coffs Harbour City Council	Land & Environment Court - 13/30426	213,676.05	Ongoing	n/a
G&M Cuthbert v Coffs Harbour City Council	Land & Environment Court - 13/10616	15,429.57	Appeal upheld	14.4.2014
Darren O'Connor v Coffs Harbour City Council	Local Court	750.00	Withdrawn	17.9.2013
Paul Robert Hay & Arabella Louise Hay v Coffs Harbour City Council	Land & Environment Court - 13/30576	14,367.00	Finalised	17.12.13
Community Housing Limited v Coffs Harbour City Council	Land & Environment Court - 13/40927	7,109.53	Ongoing	n/a
Moonee Beach Properties Pty Limited v Coffs Harbour City Council	Supreme Court - 14/6455	14,109.30	Ongoing	n/a
Peter Ryan v Coffs Harbour City Council	Land & Environment Court - 14/10094	35,789.40	Ongoing	n/a

(Continued next page)

## Legal Proceedings *(Continued)*

Case Name	Court (NSW)	Total Costs 2013/2014 (\$)	Status	Date of Decision
Woopee Beach Pty Limited v Coffs Harbour City Council	Land & Environment Court - 14/10109	15,868.64	Appeal upheld	17.6.2014
Coffs Harbour City Council v Matthias Schultz	Local Court	2,232.00	Withdrawn	21.7.2014
Amberstar Pty Limited v Coffs Harbour City Council	Land & Environment Court - 14/10211	5,302.00	Ongoing	n/a
Telstra Corporation Limited v Coffs Harbour City Council	Land & Environment Court - 14/10300	1,682.20	Ongoing	n/a
Coffs Harbour City Council v Sukhdev Singh Malhi	Local Court	5,135.00	Ongoing	n/a
Chris Bramley v Coffs Harbour City Council	Land & Environment Court - 14/10350	24.14	Appeal upheld	23.9.2014

## Works Subsidised On Private Land

Local Government Act 1993 - Section 428 (4) (b)  
Local Government (General) Regulation 2005 - Section 217 (1) (a4)  
1 July 2013 to 30 June 2014.

No resolutions were made during this period concerning work subsidised by Council and carried out on private land.

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## Donations and Contributions

Local Government Act 1993 - Section 428 (4) (b)  
 Local Government (General) Regulation 2005 - Section 217 (1) (a5)  
 Amounts granted under Section 356 of the Act  
 1 July 2013 to 30 June 2014.

RECIPIENT	AMOUNT(\$)	RECIPIENT	AMOUNT(\$)
Donations Unallocated (Mayor and GM)	4,800	Reimbursement of Legal Fees for Leases	1,423
Schools Annual Presentations	5,300	State Emergency Services – Contribution	109,296
North Coast Academy of Sport	5,500	Visual & Performing Arts Groups	25,299
Westpac Rescue Helicopter	500	Woolgoolga Sports Council Inc	61,850
Relay for Life (rehabilitation of fields)	5,145	Sawtell & Toormina Sports & Recreation Club	15,516
Coffs Harbour Spring Garden Festival	1,000	Coramba Sportsground	25,000
Southern Cross University Presentations	400	Counselling Services Inc.	800
TAFE Presentations	350	Variety Special Children's Christmas Party	227
Event Subsidies (road closures)	463	Woolgoolga Seniors Centre Inc.	6,544
Woolgoolga Volunteer Sea Rescue	587	TS Vendetta (Access Charge)	475
D A Fees	534	NSW Fire Brigades Subsidy	435,710
Other Health Services – Life Education Van	6,128	RFS Subsidy	561,809
Coffs Harbour Agricultural Show	5,000	Rotary Club Coffs Coast Cycle Challenge	4,000
Christmas Carols	1,500	BCU Coffs Triathlon	13,000
Hope Bears Charity	250	Coffs Coast Ocean Swim	2,000
Sawtell & Woolgoolga Chambers of Commerce	18,700	Coffs Coast Running Festival	5,000
Rates Subsidy – Sporting & Cultural Groups	56,722	Blanket the City in Love – Heartbeat Mission	500
Surf Life Saving Clubs – Subsidy & Rates	52,693		
<i>(Continued next column &gt;)</i>		<b>TOTAL</b>	<b>1,434,021</b>

## Rates and Charges Written Off

Local Government Act 1993 - Section 428 (4) (b)  
 Local Government (General) Regulation 2005 - Clause 132  
 1 July 2013 to 30 June 2014.

The total value of rates and charges written off for the year 2013/2014 was **\$3,384,761.62**

Item	Amount (\$)
Pension Rebates	-2,987,023.26
Postponed Rates	-206,806.09
Interest > \$50	-1,875.84
Water Usage Charges	-130,483.51
Sewer Usage Charges	-49,618.29
Trade Waste Usage Charges	-8,954.63
<b>TOTAL</b>	<b>-3,384,761.62</b>

**Notes:**

- A Government subsidy is provided for part of the Pension Rebates.
- Postponed Rates are amounts abandoned as required under Section 595 (Local Government Act)

(The total value of rates and charges written off for the year 2012/2013 was **\$3,316,973.91**.)

## Functions Delegated by Council

Local Government Act 1993 - Section 428 (4) (b)  
Local Government (General) Regulation 2005 - Section 217 (1) (a6)  
1 July 2013 to 30 June 2014.

External bodies that exercised functions delegated by Council were:

- **Coffs Harbour International Stadium Limited**  
Company exists, but does not have any Council delegation.
- **Coffs Harbour Sports Advisory Committee Incorporated**  
Delegation includes managing the opening and closing of sports fields.
- **Woolgoolga Sports Council Incorporated**  
Delegation includes managing the opening and closing of sports fields.

## Companies in Which Council Held a Controlling Interest

Local Government Act 1993 - Section 428 (4) (b)  
Local Government (General) Regulation 2005 - Section 217 (1) (a7)  
1 July 2013 to 30 June 2014.

Prosper Coffs Harbour Limited

## Partnerships, Cooperatives or Other Joint Ventures

Local Government Act 1993 - Section 428 (4) (b)  
Local Government (General) Regulation 2005 - Section 217 (1) (a8)  
1 July 2013 to 30 June 2014.

- **Statecover Mutual Limited**
- **Coffs Harbour Technology Park**

## Equal Employment Opportunity Management Plan (Human Resources Activities)

Local Government Act 1993 – Section 428 (4) (b)

Local Government Act (General) Regulation 2005 – Section 217 (1) (a 9)

1 July 2013 to 30 June 2014.

### Activities Undertaken to Implement Council's Equal Employment Opportunity Management Plan

- Council continued with training and development for all staff.
- Council continued work through the Women's Development Team to improve the work environment for women.
- Council supported staff with disabilities throughout the year, providing flexible employment where required and equipment needs.
- Support and encouragement for Aboriginal and Torres Strait Islander (ATSI) staff to participate in National Aboriginal and Islander Day Observance Committee (NAIDOC) celebrations and take a NAIDOC-related day off work.
- Pursuit of suitable provider to facilitate ATSI cultural awareness training.
- Council continued to actively support staff with mental health issues including support of "RU OK" Day.
- Council entered a team in the Local Government Managers Australia (LGMA) management challenge which is an international challenge day set up by the LGMA National and the NZ equivalent. In putting the Council team together, the participation of Council female staff was encouraged as this program presents an opportunity for skill development and networking among local Government professionals. This year's team consisted of six women, including five members who had been involved in the previous and current Emerging Leaders Program.
- Individual coaching was provided for staff seeking assistance with interview skills; emphasis was placed on staff with special needs or those from Aboriginal and Cultural and Linguistically Diverse (CALD) backgrounds.
- Preliminary development of pilot general cultural awareness program to be delivered to Council front line staff.
- Council continued its Emerging Leaders Program which seeks to enhance the skills and give opportunities to staff seeking to progress their careers. Female staff were particularly encouraged to apply for the program and the final gender balance was four females and four males.
- Emerging Leaders Program 2014 - has an emphasis on Culture and Diversity in Leadership.
- Council continued Code of Conduct Training for staff and volunteers, ensuring all these groups were familiar with the code and the appropriate behaviour required in the workplace in relation to ethics, bullying and harassment and respect for staff and diversity.
- The review of the Equal Employment Opportunity (EEO) Plan 2012 – 2014 was commenced.
- 2014 Employee Satisfaction Survey was launched in May 2014 - results to be reported in late August 2014.



## General Manager Remuneration

**Local Government Act 1993 - Section 428 (4) (b)**  
**Local Government (General) Regulation 2005 - Section 217 (1) (b)**  
**1 July 2013 to 30 June 2014.**

The remuneration package total effective for the position of General Manager at 30 June 2014 was \$269,936.35. The statement includes the total of the following:

- (i) the total value of the salary component of the package,
- (ii) the total amount of any bonus payments, performance payments or other payments made to the general manager that do not form part of the salary component of the general manager,
- (iii) the total amount payable by the council by way of the employer's contribution or salary sacrifice to any superannuation scheme to which the general manager may be a contributor,
- (iv) the total value of any non-cash benefits for which the general manager may elect under the package,
- (v) the total amount payable by the council by way of fringe benefits tax for any such non-cash benefits.

## Senior Staff Remuneration

**Local Government Act 1993 - Section 428 (4) (b)**  
**Local Government (General) Regulation 2005 - Section 217 (1) (c)**  
**1 July 2013 to 30 June 2014.**

The remuneration package total effective for all four Senior Staff positions at 30 June 2014 was \$816,914.93. The statement reflects the total remuneration comprised in the remuneration packages of all senior staff members (other than the general manager) employed during the year, expressed as the total remuneration of all the senior staff members concerned (not of the individual senior staff members) and including totals of each of the following:

- (i) the total of the values of the salary components of their packages,
- (ii) the total amount of any bonus payments, performance payments or other payments made to them that do not form part of the salary components of their packages,
- (iii) the total amount payable by the council by way of the employer's contribution or salary sacrifice to any superannuation scheme to which any of them may be a contributor,
- (iv) the total value of any non-cash benefits for which any of them may elect under the package,
- (v) the total amount payable by the council by way of fringe benefits tax for any such non-cash benefits.

## Stormwater Management Services

**Local Government Act 1993 - Section 428 (4) (b)**

**Local Government (General) Regulation 2005 - Section 217 (1) (e)**

**1 July 2013 to 30 June 2014.**

From 1 July 2007, Coffs Harbour City Council has levied an annual charge for stormwater management services.

Information on the revenue and expenditure associated with that charge is included in the table on Page 6 - "Flood Mitigation and Drainage Works Program 2013/2014."

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## Companion Animals Act - Compliance

**Local Government Act 1993 - Section 428 (4) (b)**  
**Local Government (General) Regulation 2005 Clause 217 (1)(f)**  
**1 July 2013 to 30 June 2014.**

### Overview

Coffs Harbour City Council Ranger Services has been active in Companion Animal Management during 2013/2014. The main focus has again been a steady and constant approach to companion animal owners and their responsibilities when taking their pets into public places and/or not properly restraining them within their properties to prevent their animals escaping. This has seen an increase in dog fines issued throughout the reporting period (totalling 198 infringements issued, well up on 125 issued in 2012/2013).

Regular programs ("Dog Blitzes" and "Microchipping and Registration Follow Up") have been run throughout the year, focussing on breaches of control requirements for all dogs in public places and non-identified and unregistered Companion Animals. These programs have taken the form of very high profile patrols during business hours and out-of-hours periods. These blitzes have been promoted on occasions with appropriate media coverage. During the period Council's Ranger Services handled more than 1,835 companion animal complaints.

The tables below identify certain aspects of Council's activities and have been prepared in accordance with statutory reporting requirements.

<b>Companion Animal Seizure (As per 2013/14 seizure survey submitted to DLG)</b>	
Seized by Council Rangers	599
Seized by members of the public	348
<b>Total animals seized</b>	<b>947</b>
Companion Animals returned by Rangers (not impounded)	251
Companion Animals returned from Council's Pound Facility	212
<b>Total Companion Animals returned to owners</b>	<b>463</b>
<b>Total Companion Animals re-homed</b>	<b>218</b>
<b>Total Number of Animals Euthanized (including carry over 2013) This figure is down from 360 from last year.</b>	<b>294</b>

*(Continued next page)*

## Companion Animals Act – Compliance *(Continued)*

### Dog Attacks

There were 100 reported dog attacks in 2013/2014, a 16% increase on last year's figures. (In 2012/2013 there were 84 reported dog attacks; in 2011/2012 there were 74 reported dog attacks.) It is noted the incidence of dog attack has been on the increase over the last three years.

Dog attacks reported during this period varied in severity, from dogs acting aggressively without biting, through to several incidents of biting which required hospitalisation. The majority of incidents were minor.

A number of dangerous dogs were destroyed as a result of these reported incidents. (10 dogs in total destroyed)

### Companion Animal Management Funding

Companion animal complaints and tasks made up approximately 57% of the Ranger Services workload.

<b>Expenditure</b>	<b>\$</b>
Staffing	252,965
Plant vehicles	23,335
General Dog Seizure Expenses	737
RSPCA Pound Facilities Contract	195,485
Office Accommodation / Sundry Expenses	6,126
Equipment Purchases	1,168
<b>Total Expenditure</b>	<b>479,816</b>
Slight increase from last year's figure (\$443,088)	
<b>Income</b>	
Companion Animals Registrations Commissions*	91,657
Impounding Fees and Charges	29,456
Fines (Net income amount after service fees)	28,339
<b>Total Income</b> (Up by \$7,624 on last year's figure.)	<b>149,452</b>

*(Continued next page)*

## Companion Animals Act – Compliance *(Continued)*

### Companion Animal Community Education (Including De-Sexing of Cats & Dogs)

- High profile patrols with a concentration on education and enforcement
- Regular media reports and stories highlighting companion animal issues
- Coffs Harbour City Council's website ([www.coffsharbour.nsw.gov.au](http://www.coffsharbour.nsw.gov.au)) is a major source of information
- Tourist publications
- Information brochures and flyers sent with registration papers

### Strategies for alternatives to Euthanasia for Unclaimed Animals

Coffs Harbour City Council area is fortunate to have a large-scale RSPCA facility located at Dowsett Drive, Coffs Harbour. Council has an arrangement whereby the RSPCA undertakes Council's impounding responsibilities. This agreement also covers unclaimed animals - it sees ownership passed to the RSPCA, which makes every effort to find new owners for unwanted pets.

### Dog Off-Leash Areas

Coffs Harbour City currently provides eight (8) leash-free areas for dogs at:

- Park Beach South
- Thompsons Road Dog Exercise Area
- Boambee Beach
- Hearn's Lake Beach
- Darkum Beach
- Corindi/Pipe Clay Beach
- Emerald Beach North
- Woolgoolga Back Beach

## Assets Acquired, Assets Held and Condition of Public Works

Local Government Act 1993 - Section 428 (4)(a)  
1 July 2013 to 30 June 2014.

Special Schedule No.7 Report on Infrastructure Assets as at 30 June 2014										
Asset Class	Asset Category	Estimated cost to bring to a satisfactory standard \$'000	Required annual maintenance \$'000	2013/14 Actual maintenance \$'000	Written Down Value \$	Assets in a Condition as a % of Written Down Value (See Notes page 32)				
						1	2	3	4	5
<b>Buildings</b>	Council offices/ admin centres	237	245	190	9,199	1	95	3	1	-
	Council Works Depot	238	27	22	2,678	82	6	5	7	-
	Council Public Halls	101	38	93	1,818	73	4	21	3	-
	Libraries	-	10	34	1,848	100	-	-	-	-
	Cultural facilities	273	31	17	2,200	30	13	29	28	-
	Other Buildings	5,455	1,174	358	61,628	38	37	18	7	-
	Specialised Buildings (airport)	548	370	454	16,726	73	4	21	2	-
	<b>Sub total</b>	<b>6,852</b>	<b>1,895</b>	<b>1,168</b>	<b>96,097</b>					
<b>Other Structures</b>	Other Structures	1,259	72	-	730	40	19	28	1	12
	<b>Sub total</b>	<b>1,259</b>	<b>72</b>	<b>-</b>	<b>730</b>					

(Continued next page)

### Assets Acquired, Assets Held and Condition of Public Works (Continued)

Special Schedule No.7 Report on Infrastructure Assets as at 30 June 2014 (Continued)										
Asset Class	Asset Category	Estimated cost to bring to a satisfactory standard \$'000	Required annual maintenance \$'000	2013/14 Actual maintenance \$'000	Written Down Value \$	Assets in a Condition as a % of Written Down Value (See Notes page 32)				
						1	2	3	4	5
<b>Public Roads</b>	Sealed Roads Surface	6,997	1,500	1,452	8,8437	59	29	10	2	-
	Sealed Roads Structure	35,120	2,000	1,151	250,175	21	54	19	5	1
	Unsealed Roads	9,432	850	850	5,639	3	21	38	35	3
	Bridges	267	100	141	61,817	95	3	2	-	-
	Footpaths & Cycleways	2,061	200	176	41,893	71	11	16	2	-
	Kerb and Gutter	3,539	100	35	17,396	35	23	37	5	-
	Other road assets	534	150	165	25,981	52	29	14	4	1
	<b>Sub total</b>	<b>57,950</b>	<b>4,900</b>	<b>3,970</b>	<b>491,338</b>					
<b>Water Supply Network</b>	Dams/Weirs	-	450	443	49,911	-	100	-	-	-
	Mains	-	1,500	1,527	129,579	45	33	17	5	-
	Reservoirs	-	350	339	22,252	71	23	6	-	-
	Pumping Station/s	-	350	364	4,145	29	70	1	-	-
	Treatment	-	2,000	1,887	71,460	87	13	-	-	-
	Buildings	N/A				-	-	-	-	-
	Other	-	2	2	152	-	100	-	-	-
<b>Sub total</b>	<b>0</b>	<b>4,652</b>	<b>4,562</b>	<b>277,499</b>						

(Continued next page)

### Assets Acquired, Assets Held and Condition of Public Works (Continued)

Special Schedule No.7 Report on Infrastructure Assets as at 30 June 2014 (Continued)											
Asset Class	Asset Category	Estimated cost to bring to a satisfactory standard \$'000	Required annual maintenance \$'000	2013/14 Actual maintenance \$'000	Written Down Value \$	Assets in a Condition as a % of Written Down Value (See Notes page 32)					
						1	2	3	4	5	
<b>Sewerage</b>	Mains	2,439	1,000	776	243,879	55	15	21	8	1	
	Pumping Station/s	-	2,500	2,403	47,783	-	76	22	2	-	
	Treatment	-	4,500	4,686	144,631	73	-	27	-	-	
	Buildings	N/A	-	-	-	-	-	-	-	-	-
	Other	-	25	23	2,693	87	8	5	-	-	
	<b>Sub total</b>		<b>2,439</b>	<b>8,025</b>	<b>7,888</b>	<b>438,986</b>					
<b>Stormwater Drainage</b>	Retarding Basins	-	10	-	11,067	56	40	4	-	-	
	Outfalls	N/A	-	-	-	-	-	-	-	-	
	Stormwater Conduits	1,375	300	318	150,530	34	54	12	-	-	
	Inlet and Junction Pits	290	30	-	18,995	61	27	12	-	-	
	Head Walls	175	6	-	3,419	23	44	32	1	-	
	Outfall Structures	N/A	-	-	-	-	-	-	-	-	
	Stormwater Converters	N/A	-	-	-	-	-	-	-	-	
	Other (Gross Pollutant Traps/Warning System)	44	55	-	972	90	4	6	-	-	
<b>Sub total</b>		<b>1,884</b>	<b>401</b>	<b>318</b>	<b>184,983</b>						

(Continued next page)



## Assets Acquired, Assets Held and Condition of Public Works (Continued)

Special Schedule No.7 Report on Infrastructure Assets as at 30 June 2014 (Continued)										
Asset Class	Asset Category	Estimated cost to bring to a satisfactory standard \$'000	Required annual maintenance \$'000	2013/14 Actual maintenance \$'000	Written Down Value \$	Assets in a Condition as a % of Written Down Value (See Notes below)				
						1	2	3	4	5
Open Space / Recreational Assets	Swimming Pools	1,363	100	96	2,564	-	77	23	-	-
	Other Open Space/ Recreational Assets	2,149	5,500	5,102	5,337	18	37	27	10	8
Other Infrastructure Assets										
	<b>Sub total</b>	<b>3,512</b>	<b>5,600</b>	<b>5,198</b>	<b>7,901</b>					
<b>Total classes</b>	<b>Total - all assets</b>	<b>73,896</b>	<b>25,545</b>	<b>23,104</b>	<b>1,497,534</b>					

Notes:

1. Satisfactory refers to estimated cost to bring the asset to a satisfactory condition as deemed by Council. It does not include any planned 'enhancement(s)' to the existing asset.
2. Required Annual Maintenance is what should be spent to maintain assets in a satisfactory standard.
3. Current Annual Maintenance is what has been spent in the current year to maintain assets.
4. Asset Condition Assessment (DLG Integrated Planning and Reporting Manual) – Councils are strongly encouraged to use these asset condition rankings.

Level Condition Description - as per NSW Local Government Code of Accounting Practice		
1.	Excellent	No work required (normal maintenance).
2.	Good	Only minor maintenance work required.
3.	Average	Maintenance work required.
4.	Poor	Renewal required.
5.	Very Poor	Urgent renewal/upgrading required.

## Public Interest Disclosures

### Public Interest Disclosures Act 1994 - Section 31 1 July 2013 to 30 June 2014.

Agencies are required to prepare and submit an annual report on their obligations under the PID Act. The Public Interest Disclosures Regulation 2011 sets out the information that agencies must include in their PID Act Annual Reports. Those requirements are as follows:

#### 1. Statistical Information on Public Interest Disclosures (PIDs)

Reporting Period July 2013 to June 2014	Made by public officials performing their day to day functions	Under a statutory or other legal obligation	All other PIDs
Number of public officials who made PIDs	0	0	0
<b>Number of PIDs received</b>	<b>0</b>	<b>0</b>	<b>0</b>
Of PIDs received, number primarily about:			
Corrupt conduct	0	0	0
Maladministration	0	0	0
Serious and substantial waste	0	0	0
Government information contravention	0	0	0
Local government pecuniary interest contravention	0	0	0
<b>Number of PIDs finalised</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### 2. Commentary on PID Obligations

2.1 Coffs Harbour City Council has an established internal reporting policy. This policy was adopted by Council on 12 April 2012.

2.2 The General Manager of Coffs Harbour City Council (as head of the public authority) has taken action to ensure that staff have been made aware of their obligations under the PID Act. These actions include training conducted by the NSW Ombudsman, training provided by our organisation, links to information on Council's intranet site and the display of posters identifying officers who can receive reports.

**Coffs Harbour City Council 2013/2014 Annual Report - Section 2 – Statutory Information**

ECM Internal Reference: 5301414

Last modified 14 November 2014

Inquiries about the Annual Report should be directed to:

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## WOOLGOOLGA MENS SHED - AMENDMENT TO LICENCE AGREEMENT

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### **Purpose:**

This report is in response to Council's motion 14/12 from the meeting of 9 October 2014 that a report be presented to Council regarding the requirements of the Woolgoolga Men's Shed.

### **Description of Item:**

In 2006 Council purchased an operational compound from the then RTA known as the Pound Yard site. This site is north of the Woolgoolga township, adjacent to the Woolgoolga Sports Ground off Centenary Drive. The acquisition of the site was in preparation for the expansion of the northern beaches area and would provide a base from which Council could deliver maintenance services.

The Woolgoolga Men's Shed approached Council to provide suitable land for a facility in 2010. After thorough investigations no suitable Council owned land was found. As an alternative in 2011 Council licenced 450m<sup>2</sup> of the operational Pound Yard site to the Men's Shed. In leasing this land to the Men's Shed the future maintenance and operational requirements of the Northern Beaches was considered and it was thought that 450m<sup>2</sup> could be spared.

In October 2014 Councillor Arkan submitted a Notice of Motion to Council as follows:

- 1. That Council consider expanding the space available for the Men's Shed at Woolgoolga.*
- 2. That Council liaises with members of the Woolgoolga Men's Shed and discuss the space requirements necessary for their good work to continue.*
- 3. That a report be brought back to Council detailing those requirements.*

Council staff have met with the President of the Woolgoolga Men's Shed and advises that the Woolgoolga Men's Shed are requesting an extension to the licenced area of 225m<sup>2</sup>. The request is to extend the eastern boundary by 15 metres to allow for vehicle access from the playing fields and an outdoor storage area for materials. This extension is to be administered under the existing licence arrangement with the amended area included.

With the completion of the Highway upgrade it is expected that the northern beaches population and associated infrastructure will grow steadily requiring an increased operational effort. Operational planning identified the need for a functional depot in Woolgoolga which led to the purchase of the Pound Yard site. It is imperative that the land be kept to enable Council to deliver the on ground services required by residents in the northern beaches area.

### **Sustainability Assessment:**

- **Environment**

The proposed extension to the licenced area does not impact negatively on the environment. There is a large eucalypt tree in the extension area but the president of the Men's Shed advises that it not their intention to apply for removal of this tree.

- **Social**

The Woolgoolga Men's Shed caters for the northern beaches community and is well patronised. The operation has up to 70 men attending per week and provides a friendly environment where retired men can enjoy camaraderie and utilise their skills. The Woolgoolga Men's Shed is a strong contributor to the community in providing a meeting place and support function to those who attend.

- **Civic Leadership**

By supporting the operation of the Woolgoolga Men's Shed Council is acting to implement the following Community Plan strategies:

LC2.1.1 Build respect through interaction and communication

LC2.3.2 Create facilities and services that allow the community to reach its full development potential.

- **Economic**

**Broader Economic Implications**

The licence agreement period is 20 years and after this time the shed and permanent facilities on the land revert back to Council. It is doubtful that the proposed extension to the licence will impact Council's maintenance operations from the depot and will not affect service delivery or costs.

**Delivery Program/Operational Plan Implications**

The proposed extension to the licenced area will be at nil cost to Council other than administration costs.

**Risk Analysis:**

The delineation of operational areas away from areas used by the Mens Shed will reduce risks from traffic and pedestrians.

**Consultation:**

Council staff met with the president of the Woolgoolga Men's Shed on site to discuss the proposed extension and clarify the request.

**Related Policy and / or Precedents:**

Council has approved a similar arrangement with the Coffs Harbour Men's Shed where it is proposed to licence Council owned land for the operation of their facility, however the arrangements in this case were to do with a "stand alone" parcel of land rather than a "shared" space.

**Issues:**

With the completion of the Highway upgrade it is expected that the northern beaches population and associated infrastructure will grow steadily resulting in an increased operational demand. Operational planning identified the need for a functional depot in Woolgoolga which led to the purchase of the Pound Yard site in 2006. There is an operational concern that the Woolgoolga Men's Shed will require more land in the future which will negatively impact the ability for Council staff to provide services to the Northern Beaches from the Pound Yard Depot. At the meeting with the president of the Woolgoolga Men's Shed it was emphasised that this current request should allow for the median to long term requirement of the Woolgoolga Men's Shed. The president of the Woolgoolga Men's

Shed assured staff that no more land would be requested in the future. On this basis Council's operational area can plan around the Men's Shed licenced area and develop the depot as operational needs require.

In the past the patrons of the Men's Shed have used the Pound Yard Depot for access to the Shed. This presents a liability risk to Council in that there are members of the public walking through an operational area where there are risks and opportunity for injury. In discussions with the Woolgoolga Men's Shed president he has stated that the patrons of the Men's Shed will use the designated access from the adjacent playing fields.

With these issues resolved there is no obstacle in granting an extension to the licenced area as requested.

**Implementation Date / Priority:**

Upon approval by Council the existing licence agreement can be amended to include the 225m<sup>2</sup> extension.

**Recommendation:**

**That Council:**

- 1. Approve an amendment to the existing Woolgoolga Men's Shed Licence Agreement, dated 18 April 2014 for Lot 5 DP 873485, Pacific Highway Woolgoolga to extend the existing 425m<sup>2</sup> by an area of 15m by 15m to the east of the existing licenced area.**
- 2. Amend the licence agreement to include appropriate conditions to manage safety and access to the Woolgoolga Men's Shed.**

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## CONTRACT NO. RFT-614-TO - SLOPE REMEDIATION WORKS AT FOUR SITES WITHIN THE COFFS HARBOUR LGA

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### **Purpose:**

To report on the tender negotiations for supply and installation of slope remediation works at four sites within the Coffs Harbour LGA, and to gain Council's approval to accept a tender.

### **Description of Item:**

Following submissions of tenders for the supply and installation of slope remediation works at four sites in April 2014, Council declined to accept any of the tenders, and on 26<sup>th</sup> June 2014 resolved to enter into negotiations with preferred tenderers, regarding alternate construction methods that provided a more advantageous outcome. The resolution was as follows:

1. *In accordance with clause 178(1)(b) of the Local Government (General) Regulation 2005, Council decline to accept any tenders submitted for Contract RFT-614-TO.*
2. *In accordance with Clause 178(4) of the Local Government (General) Regulation 2005, the following reasons for Council declining to invite fresh tenders be noted:*
  - (i) *Alternate submissions have been provided by numerous tenderers, which have been assessed as being more advantageous.*
  - (ii) *The alternate tender submissions provide a different work method to achieve the desired results at a significantly lower cost.*
3. *In accordance with Clause 178(3)(e) that Council delegate to the General Manager to enter into negotiations with the preferred tenderers with a view to entering into a contract for the slope remediation works, in accordance with the alternate work methods proposed.*
4. *A report be brought back to Council recommending acceptance of the preferred alternative tender*

Following Council's resolution, staff have been in negotiation with a preferred tenderer and alternate designs and construction methods have been selected. Finalisation of the design will commence upon the award of the contract.

The sites that require restoration works are located on the following roads

- Eastern Dorrigo Way.
- Whitney's Road.
- Convincing Ground Road.
- Woolgoolga Creek Road.

The damage caused to the roads include down slope instability, scour caused by excessive rainfall run off sheeting across the road and over the downhill embankment and also heightened creek levels scouring the roadside embankment. The project consists of stabilising these sections of road using techniques such as soil nailing into unstable batters to prevent landslips and providing scour protection on the face of the batter.

**Sustainability Assessment:**

- **Environment**

Once final designs have been completed, Council will carry out the environment assessments required for the works. The contractors will be working under their own Environmental Management Plan, however, as a condition of contract, it must include all the recommendations and conditions set forth in Councils environmental assessment. The proposed alternate designs and work methods have not changed any environment factors or issues compared to the original works.

- **Social**

The slips are still sectioned off from the travelling lanes and are not causing access issues for residents at the moment.

Whilst the works are undertaken there will be restrictions to access, however these will be advised to the community and works scheduled to cause as little disruption as possible.

Following the remediation works, the local community will have more reliable access, and the risk of road failure will be decreased.

- **Civic Leadership**

The slope remediation works align with outcomes identified within the Coffs Harbour 2030 Community Strategic Plan and is directly connected to the theme "Moving Around".

Relevant strategies include:

- MA3.1 We have a system of well maintained and safe roads for all users

- **Economic**

**Broader Economic Implications**

Council has been successful in receiving a Natural Disaster relief funding grant for the repair of these slips. The grant will cover all costs to remediate the slips at the various locations required. The Natural Disaster relief grant is administered by the Roads and Maritime Services (RMS).

The grant funding expires on 30 June 2015. The tenderers program indicates that onsite works will take approximately 16 weeks, therefore finishing around late April 2015.

**Delivery Program/Operational Plan Implications**

These remediation works will have negligible effect on Council's Operation Plan. Council resources will be used to complete smaller portions of the work, however the majority of the remediation works will be completed under this contract.



**Risk Analysis:**

In accordance with Council's enterprise risk management framework the consequences of a road embankment failure is major to extreme. By repairing the slips at these locations Council is mitigating the likelihood of a failure and reducing the associated risk.

**Consultation:**

Ongoing consultation with the preferred tenderer regarding the revised designs and alternate work methods have been underway since July 2014. The preferred tenderer was asked to provide further information regarding the proposed alternate designs and work methods. Subsequently to receiving this information, it was assessed that these proposed alternate designs would provide an advantageous result for Council. This process has taken longer than expected, but staff are confident that the right repair method has been chosen.

**Related Policy and / or Precedents:**

As previously mentioned, tenders were closed on 29 April 2014, and a report of the received tenders was included in the agenda for the Council Meeting of 26 June 2014.

**Statutory Requirements:**

The calling, receiving and reviewing of tenders was carried out in accordance with Section 55 of the Local Government Act (the Act) and Part 7 Tendering of the Local Government (General) Regulations 2005, (the Regulations).

**Issues:**

Due to the grant funding expiring on 30 June 2015, there is a potential risk of funding shortfall if the works are delayed, and continue beyond the funding expiration date. All expenditure incurred prior to 30 June 2015 will still be eligible; however expenditure after this date will not be covered under the grant. At present, the current time frames are adequate to complete the works before the funding expiration.

**Implementation Date / Priority:**

It is anticipated that all preliminary works and finalisation of designs will occur in December 2014, with onsite work commencing January 2015, finishing April 2015.

**Recommendation:**

**That Council consider tenders received for the Slope Remediation Works at Four Sites Within Coffs Harbour LGA Contract No. RFT-614-TO, and move the motion as detailed in the confidential attachment.**

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## **CONTRACT NO. RFT-677-TO: LINING & CLEANING OF SEWER PIPES & STORMWATER PIPES**

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### **Purpose:**

To report on tenders received for Contract RFT-677-TO for the cleaning and internal lining of various sewer pipes and stormwater pipes and to gain Council approval to accept a tender.

### **Description of Item:**

Sections of Council's sewer system have deteriorated to a point which is creating operational issues, service disruption and, in some cases, failure. This situation is shared by all water authorities. Industry best practice is to repair such sewers by less disruptive, non-excavation methods such as internal lining.

Council has prioritised sewer infrastructure that is in need of urgent rehabilitation and has included them in the scope of work for this contract.

Similarly, Council has identified stormwater drainage pipes that are in need of urgent rehabilitation. These too are included in this contract.

The work comprises:

- Clean and CCTV approximately 12km of pipes and prepare condition reports.
- Where necessary, internally line or patch various size sewer pipes (150, 225, 300 and 375 diameters).
- Where necessary, internally line or patch various stormwater pipes (375, 450, 600, 900 and 1800 diameters).
- The repair of damaged connections (laterals) to the sewer main.

Open tenders were called for a combined Lump Sum and Schedule of Rates contract in local and capital city newspapers and via Council's electronic Tenderlink portal. The deadline for submission of tenders was 3:30pm on Tuesday 21 October 2014.

Tenders were evaluated on the following criteria:

- Financial capacity
- Tender price
- Experience in similar work
- Details and logic of construction program
- OH & S management systems and safety management performance
- Technical details of the systems offered

Three tenders were received:

- a) Insituform Pacific Pty Ltd
- b) Interflow Pty Ltd
- c) Abergeldie Watertech Pty Ltd

### **Sustainability Assessment:**

- **Environment**

By installing internal lining to damaged and deteriorated sewer and stormwater pipes the efficiency of the systems will be improved and will minimise, if not eliminate, the infiltration of groundwater and tree roots. Some of the subject sewers have very difficult access, and any failure would be difficult to repair in a timely manner. The approximate 3 km of sewer pipe work system that will be lined, represents only 0.6% of the 502 km of gravity sewer pipes that Council owns. Priority has been given to sections that are the most critical, in the worst condition and/or with a history of problems.

Lining will also eliminate the failure of the deteriorated sewer system which, if not repaired, would result in service interruption and adverse environmental effects.

Pipe lining will also reduce the amount of groundwater infiltration into the sewer system. This in turn will reduce the load on the Water Reclamation Plant, reducing the volume of treated effluent discharged to the environment.

Repair and lining of stormwater pipes will control unintended discharges and overflows and will ensure flows are directed to the appropriate drainage system.

- **Social**

Lining of the sewer pipes will eliminate periodic blockages that can cause sewage overflows at residential and business properties. These overflows are often quite distressing for the property owners involved.

Repair of stormwater pipes will eliminate the possibility of road and property collapse due to washouts.

- **Civic Leadership**

As Council is the provider of sewerage and stormwater drainage infrastructure for the community, this work is consistent with Council's 2030 Strategic Plan.

- **Economic**

#### **Broader Economic Implications**

Pipe lining will significantly reduce the number of sewer blockages and failures that Council has to deal with, often on a daily basis. This will allow other sewer maintenance activities to be done.

Lining of sewers is the most economic method of rehabilitation. Industry experience has shown that preventative rehabilitation is more economical than emergency repair.

Stormwater repair will ensure the security of infrastructure above the pipes and will extend the life of the pipes, avoiding costly replacement,

### **Delivery Program/Operational Plan Implications**

Expenditure for this work is accounted for in the Sewer Rehabilitation Capital Budget and the Drainage Improvements and Nuisance Flooding Renewal Budget for the current financial year.

The tender price includes GST and is not the net cost to Council.

### **Risk Analysis:**

The contract is regarded as low risk as the recommended tenderer has a long history of successful delivery of similar projects.

The risk of engaging a “new” company is addressed in the confidential section of this report.

### **Consultation:**

No consultation has occurred with the community as there will be very little, if any, disruption. However, where properties have to be entered to allow pipe lining activity then property owners will be informed, in writing, several days before access is required.

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

Tender procedures and analysis were carried out in accordance with Council policy, in particular the ‘Tender Value Selection System’.

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.

### **Issues:**

Refer to the confidential section of this report concerning the financial capacity of the recommended tenderer.

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

A contract can be awarded upon Council’s resolution to accept a tender. Completion time for the contract is 18 working weeks. Assuming contract commencement of mid-January 2015, a forecast completion date of approximately late May 2015 is expected.

### **Recommendation:**

**That Council consider tenders received for the cleaning, internal lining and patching of various sewer pipes and stormwater pipes - Contract No. RFT-677-TO - and move the motion as detailed in the confidential attachment.**

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## **CONTRACT NO. RFT-683-TO: DESIGN, SUPPLY & DELIVERY OF A PRECAST REINFORCED CONCRETE BRIDGE, KELLETS BRIDGE**

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### **Purpose:**

To report on tenders received for the design, supply and delivery of prefabricated components for the replacement of Kellets Bridge on South Island Loop Road, Upper Orara, and to gain Council's approval to accept a tender.

### **Description of Item:**

Kellets Bridge is a single lane, two span timber structure which had major repairs in 2009 to prolong its useful life.

Inspections in 2014 identified that major repairs are no longer feasible, and that a full replacement is required. The inspection also identified that a Level 3 structural assessment should be carried out due to its poor condition.

In April 2014, Council engaged Integrity Testing to carry out a Level 3 structural assessment, and the structural report recommended that a 9T load limit be placed on the bridge. Subsequently the load limit was placed on the bridge, and reported to Council at the meeting of 22 May 2014.

The project consists of replacing the existing 18m, single lane, two span timber bridge, with a reinforced concrete bridge of 24m long. Two options were requested for the replacement bridge, these being a single or a dual lane bridge.

Open tenders were called for the design, supply and delivery of a pre-fabricated bridge for the replacement of Kellets Bridge, advertising in local and capital city newspapers and on Council's Tenderlink portal. Tenders closed 3:30pm on Tuesday, 21 October 2014. Three tenders were received as follows:

1. Barnson Pty Ltd
2. Jarvis Norwood Constructions Pty Ltd
3. Waeger Constructions Pty Ltd

### **Sustainability Assessment:**

- **Environment**

During timber bridge replacement works appropriate environmental assessments are undertaken and environmental controls carried out for the duration of the project to ensure that environmental effects are minimal.

The proposed bridge is a single span and will clear the waterway, therefore no bridge works are required within the waterway.

The proposed bridge is 24m in length, as opposed to the existing 18m length bridge, effectively increasing the existing waterway area. The height of the proposed bridge will be at the same level as the existing bridge, and will be located in the same position as the existing bridge.

From local knowledge, it is understood that flood waters do not inundate the existing bridge, however the roads in either direction of the bridge do become inundated, making the bridge inaccessible.

- **Social**

Kellets Bridge currently has a 9T load limit imposed, limiting access to the surrounding community. Unrestricted access is still available via an alternate access option via North Island Loop Rd though.

Replacement of the bridge will remove the currently enforced load limit.

Replacing the existing single lane timber bridge with a reinforced concrete bridge will benefit the community through improvements to safety, accessibility and longevity.

During the replacement the road will be closed at the bridge's location. All access beyond the bridge will be made via North Island Loop Road. The closure is expected to be in place for two to three months.

- **Civic Leadership**

This replacement bridge works towards achieving the outcomes identified within the Coffs Harbour 2030 Community Strategic Plan and is directly connected to the theme "Moving Around".

Relevant strategies include:

- MA1.1.4 Improve the effectiveness of the existing transport system
- MA3.1.1 Ensure effective policies and processes exist for prioritizing road maintenance and renewal.

- **Economic**

**Broader Economic Implications**

The cost/benefit ratio for further repair works and regular maintenance to extend the life of the bridge are not favorable compared to a bridge replacement.

**Delivery Program/Operational Plan Implications**

Funding has already been allocated within the 2014/15 Delivery Program, as part of Council's Priority Infrastructure Program.

**Risk Analysis:**

In accordance with Council's enterprise risk management framework the consequences of a bridge failure is major to extreme. By replacing the bridge, Council is mitigating the likelihood of a failure and reducing the associated risk.

**Consultation:**

The bridge replacement has been assessed in consultation between Council's Branches CityWorks, Strategic Asset Planning and Infrastructure Programs.

Community consultation was previously undertaken in May 2014 via letters and newspaper notices, advising that a 9T load limit was being implemented and a new replacement bridge would be constructed as soon as possible.

A variable message sign will be erected closer to the replacement date, to inform residents of the works. Consultation with farm businesses will be undertaken prior to closing the road.

**Related Policy and / or Precedents:**

Tendering procedures were carried out in accordance with Council policy. Council's Tender Value Selection System was applied during the tender review process.

**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 Regulations).

**Issues:**

All offers were subjected to Council's Tender Value Selection System using the assessment criteria in the invitation document. From the proposed concept designs submitted by each of the tenderers, the construction costs and site specific constructability issues were examined and quantified for each offer. Each offer was assessed against a whole project cost estimate.

**Implementation Date / Priority:**

It is anticipated that onsite works will commence early March/April 2015 and be completed by late June 2015 barring unforeseen delays.

A proposed works schedule is set out below:-

- |                                                  |                            |
|--------------------------------------------------|----------------------------|
| • Design and review                              | December / January 2015/16 |
| • Manufacture of bridge components               | February 2016              |
| • Commencement of works on site by Council staff | March 2016                 |
| • Completion of works by Council staff           | June 2016                  |

**Recommendation:**

**That Council consider tenders received for the design, supply and delivery of precast concrete bridge, Kellets Bridge, Contract No. RFT-683-TO, and move the motion as detailed in the confidential attachment.**

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**MONTHLY BUDGET REVIEW FOR OCTOBER 2014**

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**Purpose:**

To report on the estimated budget position as at 31 October 2014.

**Description of Item:**

Estimated budget position as at 31 October 2014:

	<b>General Account \$</b>	<b>Water Account \$</b>	<b>Sewer Account \$</b>
Original Budget adopted 22 May 2014	(1,557) (S)	3,237,535 (D)	2,536,225 (D)
Approved Variations to 30 September 2014	Nil	Nil	400,000 (D)
Recommended variations for October 2014	(51,359) (S)	(219,967) (S)	156,985 (D)
Estimated result as at 31 October 2014	<u>(52,916) (S)</u>	<u>3,017,568 (D)</u>	<u>3,093,210 (D)</u>

**General Account**

**Deficit/(Surplus)**

Increase of legal fees budget for additional litigation, funded from Legal Expenses Contingency allocation	150,000 (D)
Reduce Legal Expenses Contingency allocation to fund above	(150,000) (S)
Estimated dividend to be received from Telecommunications & Technology Group based on a profit forecast of \$330,000 with 75% distributed back to general fund as approved in the Technology Group Business Plan	(247,500) (S)
Revision of anticipated general rating income, surplus primarily due to increase growth in properties above that estimated	(103,193) (S)
Revision of anticipated interest on investments related to General Account (excluding reserves) from \$500,000 to \$260,700	239,300 (D)
Southern Phone shareholder actual dividend greater than anticipated	(21,500) (S)
Revised annual allocation for property rentals income	(25,000) (S)
Shortfall in anticipated rental received for Rigby House building due to ongoing vacancy	100,000 (D)
Reflect Rural Fire Service approved 2014/15 allocations per Commissioners advice against those applied and originally budgeted for	6,534 (D)
Increased funding required for North Sapphire Road Sharepath than originally estimated - Section 94 funded	30,024 (D)
Section 94 reserve funding	(30,024) (S)
<b>Total</b>	<b><u>(51,359) (S)</u></b>



**Water Account**

Revision of anticipated water access charges income and pensioner rebates expenses resulting in net surplus	(5,867) (S)
Revision of anticipated interest on investments related to water account (excluding reserves) from \$825,000 to \$1,039,100	(214,100) (S)
<b>Total</b>	<b><u>(219,967) (S)</u></b>

**Sewer Account**

Revision of anticipated sewer non-residential access charges income due to increase in commercial sewer	(20,815) (S)
Revision of anticipated interest on investments related to sewer account (excluding reserves) from \$1,750,000 to \$1,572,200	177,800 (D)
<b>Total</b>	<b><u>156,985 (D)</u></b>

**Sustainability Assessment:**

- **Environment**

There are no perceived short or long-term environmental impacts.

- **Social**

There are no perceived short or long term social impacts.

- **Civic Leadership**

Council strives to reach a balanced budget position by 30 June each year in conjunction with meeting its short term priorities.

- **Economic**

**Broader Economic Implications**

When dealing with increased community demands Council has to focus on the balance of providing services with the limited funds available. Council must also ensure that a healthy financial position is maintained to ensure ongoing viability of the organisation.

**Delivery Program/Operational Plan Implications**

The original budget for the General Account adopted on the 22 May 2014 provided for a surplus of \$1,557.

For substantial budget adjustments the associated council reports have addressed the triple bottom line factors independently in 2014/15.

**Risk Analysis:**

Not applicable.

**Consultation:**

Managers and their relevant staff have been provided with electronic budget reports for each program on a monthly basis. Requested variations and variations adopted by Council have been included in the report.

**Related Policy and / or Precedents:**

The Director Corporate Business has provided guidelines to staff regarding their responsibilities relating to effective and transparent budget review and assessment processes. This framework provides guidance in achieving the objective of a year end balanced budget in the General Fund.

**Statutory Requirements:**

Under local government regulations Council is required to submit a quarterly budget review to Council. Therefore Council is under no obligation to provide monthly reviews but has recommended they be completed as part of prudent financial management.

The Responsible Accounting Officer believes this report indicates the financial position of the Council is satisfactory, having regard to the original estimate of income and expenditure.

**Issues:**

Currently any major budget issues are collated and addressed on a monthly basis via a separate report to the Corporate Development Team.

**Implementation Date / Priority:**

Management will continue to monitor the organisation's performance with a view to improving service delivery.

**Recommendation:**

**That the budget adjustments be approved and the current budget position be noted.**

**Estimated Budget Position as at 31 October 2014:**

	General Account \$	Water Account \$	Sewer Account \$
Original Budget adopted 22 May 2014	(1,557) (S)	3,237,535 (D)	2,536,225 (D)
Approved Variations to 30 September 2014	Nil	Nil	400,000 (D)
Recommended variations for October 2014	(51,359) (S)	(219,967) (S)	156,985 (D)
<b>Estimated result as at 31 October 2014</b>	<b><u>(52,916) (S)</u></b>	<b><u>3,017,568 (D)</u></b>	<b><u>3,093,210 (D)</u></b>

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## **BANK BALANCES AND INVESTMENT FOR OCTOBER 2014**

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### **Purpose:**

To list Council's Bank Balances and Investments as at 31 October 2014.

### **Description of Item:**

A copy of the state of Bank Balances and Investments as at 31 October 2014 is attached.

It should be noted that Council is required to account for investments in accordance with the Australian International Financial Reporting Standards. Term deposits are shown at face value and all other investment balances at the end of each month reflect market value movements which would be inclusive of accrued interest.

Interest when paid, say quarterly, would result in reductions in the market value of the investments.

The Investment Report reflects the above requirements and reflects the interest earned (or accrued) on each investment, based on the acquisition price.

Reports written by Council's investment portfolio advisors CPG Research & Advisory Pty Ltd (CPG) which examine economic and financial markets data for October 2014, and review the performance of Council's investment portfolio for the month ended 31 October 2014 and Quarter ended 30 September 2014, are available in the Councillors' Resource Centre.

### **Sustainability Assessment:**

- **Environment**

There are no perceived current or future environmental impacts.

- **Social**

There are no perceived current or future social impacts.

- **Civic Leadership**

Council invests surplus funds to maximise investment income and preserve capital to assist with funding requirements for projects listed under the Coffs Harbour 2030 Community Strategic Plan.

- **Economic**

#### **Broader Economic Implications**

Council's investments are held according to the requirements stated within Council's investments policy and the returns are acceptable in relation thereto. In the long term earnings from investments can vary due to economic conditions and financial markets. Council constructs its investment portfolio with consideration of current conditions and to comply with the Office of Local Government (OLG) investment policy guidelines.

**Delivery Program/Operational Plan Implications**

For October 2014 it is noted that after, deducting from the total bank and investment balances of \$144,912,278 the estimated restricted General, Trust, Water and Sewerage cash and investments (\$144,733,721) the unrestricted cash is \$189,557.

**Risk Analysis:**

The likelihood of risks associated with New South Wales Local Government’s investing funds is now remote due to the conservative nature of investments permitted under statutory requirements. The risks of capital not being returned in relation to each individual investment Council owns is indicated in the attachment.

The main risks for Council’s investment portfolio are liquidity and credit risk, both of which are being managed under the advice of CPG. Liquidity risk is the risk that the investor is unable to redeem the investment at a fair price within a timely period and thereby incurs additional costs (or in the worst case is unable to execute its spending plans). Credit risk is the risk of loss of principal stemming from a financial institutions failure to repay that principal when that principal is due. Investors are compensated for assuming credit risk by way of interest payments from the financial institutions issuing the investment security.

Credit risk is rated by various rating agencies. Investment securities in Council’s current portfolio are rated by either Standard and Poors or Fitch, with the majority of the portfolio rated by Standard and Poors. Standard and Poors credit ratings and an explanation of their ratings are as follows:

<b>Rating</b>	<b>Ratings Explanation</b>
AAA	Extremely strong capacity to meet financial commitments. Highest Rating.
AA	Very strong capacity to meet financial commitments.
A	Strong capacity to meet financial commitments, but somewhat susceptible to adverse economic conditions and changes in circumstances.
BBB	Adequate capacity to meet financial commitments, but more subject to adverse economic conditions.
BBB-	Considered lowest investment grade by market participants.
BB+	Considered highest speculative grade by market participants.
BB	Less vulnerable in the near term but faces major ongoing uncertainties to adverse business, financial and economic conditions.
B	More vulnerable to adverse business, financial and economic conditions but currently has the capacity to meet financial commitments.
CCC	Currently vulnerable and dependent on favorable business, financial and economic conditions to meet financial commitments.
CC	Currently highly vulnerable.
C	Currently highly vulnerable obligations and other defined circumstances.
D	Payment default on financial commitments.

Ratings from ‘AA’ to ‘CCC’ may be modified by the addition of a plus (+) or minus (-) sign to show relative standing within the major rating categories.

Types of investment securities by credit risk ranking from highest to lowest are as follows:

- Deposits/covered bonds – these share first ranking
- Senior debt – floating rate notes/fixed coupon bonds.
- Subordinated debt
- Hybrids
- Preference shares
- Equity shares (common shares).

Subordinated debt, hybrids, preference and equity shares are not a permitted investment under the current Ministerial Order. Term deposits of \$250,000 or less per financial institution are covered under the Commonwealth Government Deposit Guarantee Scheme and therefore by default have the same credit rating as the Commonwealth Government, ie AAA.

All credit unions, building societies and mutual banks are Authorised Deposit-taking Institutions (ADI's) and are regulated in the same way as all other Australian banks. ADI's are regulated by the Australian Securities and Investment Commission (ASIC) under the Corporations Act 2001, and by the Australian Prudential Regulatory Authority (APRA) under the Banking Act 1959.

**Consultation:**

Council's investment advisors, CPG Research & Advisory Pty Ltd have been consulted in the preparation of this report.

**Related Policy and / or Precedents:**

Council funds have been invested in accordance with Council's *Investment Policy* (POL-049), which was adopted on 22 August 2013.

**Statutory Requirements:**

Local Government Act 1993 – Section 625  
Local Government Act 1993 – Investment Order (dated 12 January 2011).  
Local Government General Regulation 2005  
The Trustee Amendment (Discretionary Investments) Act 1997 – Sections 14A(2), 14C(1) and 14C(2).

**Issues:**

Nil.

**Implementation Date / Priority:**

Nil.

Further details are provided as a note on the attachment.

**Recommendation:**

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 four million, nine hundred and twelve thousand, two hundred and seventy eight dollars (\$144,912,278) as at 31 October 2014 be noted.
2. That the general fund unrestricted cash and investments totaling one hundred and eighty nine thousand, five hundred and fifty seven dollars (\$189,557) as at 31 October 2014 be noted.


BANK BALANCES AND INVESTMENTS AS AT 31 OCTOBER 2014								
	Credit Rating at 31/10/14	Legal Maturity	Acquisition Price \$	Market Value as at 1/10/14 \$	Market Value as at 31/10/14 \$	Income Earned (net of fees) Financial Yr to Date \$	Annualised Monthly Return/ Current Coupon	Risk of capital not being returned
<b>OVERNIGHT FUNDS:</b>								
<b>Cash - Fair Value movements through profit &amp; loss</b>								
NAB - Bank Accounts	AA-			3,213,468	4,135,562	30,921	2.33	Low
UBS Cash Management Trust	AAA			175,716	22,502	2,253	1.60	Low
Members Equity Bank - Business Investment Account	BBB+			73	72	1	3.25	Low
NAB Professional Funds Account	AA-			2,115,979	2,876,804	45,178	2.90	Low
Delphi Bank - Cash M'ment Acc't	A-			121,908	129,583	783	1.75	Low
Rabo Direct - High Interest Savings Account	AA			153	0	0	3.00	Low
Suncorp Business Saver	A+			(4)	0	(3)	2.75	Low
ANZ Negotiator Saver - Trust A/c	AA-			135,148	135,503	1,463	3.20	Low
Credit Union Australia Prime Access	BBB+			82	82	-	0.01	Low
<b>Total</b>				<b>5,762,521</b>	<b>7,300,107</b>	<b>80,594</b>		
<b>BENCHMARK RATE - 11 AM INDICATIVE CASH RATE</b>								
							2.50	
<b>BENCHMARK RATE - AUSBOND BANK BILL INDEX</b>								
							2.76	
<b>Term Deposits - Fair Value movements through profit &amp; loss</b>								
AMP 24/5/16	A+	24/05/2016	5,000,000	5,000,000	5,000,000	123,842	7.35	Low
AMP 7/5/15	A+	7/05/2015	1,000,000	1,000,000	1,000,000	12,805	3.80	Low
Arab Bank 7/5/18	BBB-	7/05/2018	1,500,000	1,500,000	1,500,000	23,758	4.70	Low
Arab Bank 10/9/15	BBB-	10/09/2015	2,000,000	2,000,000	2,000,000	28,644	4.25	Low
NAB 9/3/15	AA-	9/03/2015	2,000,000	2,000,000	2,000,000	30,127	4.47	Low
NAB 12/3/15	AA-	12/03/2015	2,500,000	2,500,000	2,500,000	37,995	4.51	Low
NAB 18/8/15	AA-	18/08/2015	1,000,000	1,000,000	1,000,000	7,461	3.68	Low
NAB 4/3/16	AA-	4/03/2016	2,000,000	2,000,000	2,000,000	27,498	4.08	Low
NAB 13/5/16	AA-	13/05/2016	1,500,000	1,500,000	1,500,000	20,118	3.98	Low
NAB 2/9/15	AA-	2/09/2015	1,000,000	1,000,000	1,000,000	5,948	3.68	Low
NAB 14/4/15 - Regional Parks Trust	AA-	14/04/2015	1,220,000	-	1,225,696	5,696	3.55	Low
Delphi Bank 29/1/15*	A-	29/01/2015	2,000,000	2,000,000	2,000,000	29,828	4.39	Low
Delphi Bank 5/8/15*	A-	5/08/2015	2,000,000	2,000,000	2,000,000	45,156	6.70	Low
Bank of Queensland 4/8/17	A-	4/08/2017	2,000,000	2,000,000	2,000,000	37,770	5.65	Low
Bank of Queensland 5/2/18	A-	5/02/2018	3,000,000	3,000,000	3,000,000	52,064	5.15	Low
Bank of Queensland 5/3/18	A-	5/03/2018	2,000,000	2,000,000	2,000,000	34,373	5.10	Low
Bank of Queensland 17/5/17	A-	17/05/2017	1,000,000	1,000,000	1,000,000	15,670	4.65	Low
Bank of Queensland 20/2/18	A-	20/02/2018	1,000,000	1,000,000	1,000,000	15,838	4.70	Low
Bank of Queensland 17/11/14	A-	17/11/2014	8,000,000	8,000,000	8,000,000	203,001	7.53	Low
Bank of Queensland 29/8/15	A-	29/08/2015	1,000,000	1,000,000	1,000,000	25,173	7.47	Low
Bank of Queensland 8/7/15	A-	8/07/2015	1,000,000	1,000,000	1,000,000	24,297	7.21	Low
Bank of Queensland 8/8/16	A-	8/08/2016	2,500,000	2,500,000	2,500,000	55,903	6.69	Low
Bank of Queensland 6/6/17	A-	6/06/2017	2,000,000	2,000,000	2,000,000	36,664	5.44	Low
Bank of Queensland 14/8/15	A-	14/08/2015	1,800,000	1,800,000	1,800,000	39,003	6.43	Low
Bankwest 3/11/14	AA-	3/11/2014	2,000,000	2,000,000	2,000,000	11,153	3.45	Low
Rabo Direct 24/3/16	AA	24/03/2016	5,000,000	5,000,000	5,000,000	120,473	7.15	Low
Rabo Direct 10/8/15	AA	10/08/2015	1,000,000	1,000,000	1,000,000	22,762	6.70	Low
Rabo Direct 13/4/15	AA	13/04/2015	1,000,000	1,000,000	1,000,000	15,164	4.50	Low
Rabo Direct 17/8/18	AA	17/08/2018	1,500,000	1,500,000	1,500,000	12,468	4.10	Low
ING 17/8/17	A-	17/08/2017	2,000,000	2,000,000	2,000,000	40,835	6.01	Low
ING 6/9/17	A-	6/09/2017	2,000,000	2,000,000	2,000,000	37,742	5.90	Low
ING 7/5/18	A-	7/05/2018	1,500,000	1,500,000	1,500,000	23,555	4.66	Low
ING 26/11/14	A-	26/11/2014	2,000,000	2,000,000	2,000,000	25,813	3.83	Low
ING 2/3/18	A-	2/03/2018	2,000,000	2,000,000	2,000,000	30,666	4.55	Low
Wide Bay 29/7/16	BBB	29/07/2016	1,000,000	1,000,000	1,000,000	23,926	7.10	Low
Wide Bay 8/8/16	BBB	8/08/2016	1,000,000	1,000,000	1,000,000	23,926	7.10	Low
ME Bank 18/2/19	BBB+	18/02/2019	3,000,000	3,000,000	3,000,000	51,053	5.05	Low
ME Bank 7/5/19	BBB+	7/05/2019	2,000,000	2,000,000	2,000,000	32,418	4.81	Low
ME Bank 3/8/19	BBB+	3/08/2019	2,000,000	2,000,000	2,000,000	31,340	4.65	Low
ME Bank 11/8/19	BBB+	11/08/2019	1,500,000	1,500,000	1,500,000	23,505	4.65	Low
ME Bank 2/8/17	BBB+	2/08/2017	1,500,000	1,500,000	1,500,000	20,977	4.15	Low
ME Bank 2/9/19	BBB+	2/09/2019	2,000,000	2,000,000	2,000,000	13,804	4.27	Low
Police Credit Union 26/2/15	NR	26/02/2015	1,000,000	1,000,000	1,000,000	15,602	4.63	Low
Police Credit Union 17/5/16	NR	17/05/2016	500,000	500,000	500,000	7,599	4.51	Low
Police Credit Union 1/3/19	NR	1/03/2019	1,000,000	1,000,000	1,000,000	17,018	5.05	Low
Police Credit Union (SA) 30/10/18	NR	30/10/2018	500,000	-	500,000	112	4.10	Low
Old Police Credit Union 16/5/16	NR	16/05/2016	2,000,000	2,000,000	2,000,000	27,970	4.15	Low
WAW Credit Union 27/5/16	NR	27/05/2016	1,000,000	1,000,000	1,000,000	13,985	4.15	Low
BCU 2/6/17	NR	2/06/2017	1,000,000	1,000,000	1,000,000	14,322	4.25	Low
Bank of Sydney 4/3/15	NR	4/03/2016	1,000,000	1,000,000	1,000,000	13,142	3.90	Low
CBA 16/5/16	AA-	16/05/2016	1,000,000	1,000,000	1,000,000	15,164	4.50	Low
CBA 17/5/16	AA-	17/05/2016	1,000,000	1,000,000	1,000,000	15,164	4.50	Low
CBA 23/5/16	AA-	23/05/2016	1,000,000	1,000,000	1,000,000	15,333	4.55	Low
CBA 30/5/16	AA-	30/05/2016	1,000,000	1,000,000	1,000,000	15,333	4.55	Low
CBA 6/6/16	AA-	6/06/2016	1,000,000	1,000,000	1,000,000	15,333	4.55	Low
CBA 29/10/17	AA-	29/10/2017	1,947,411	2,234,315	1,947,411	19,054	2.61	Low
<b>Total</b>			<b>98,967,411</b>	<b>97,534,315</b>	<b>98,973,107</b>	<b>1,705,345</b>		

	Credit Rating at 31/10/14	Legal Maturity	Acquisition Price \$	Market Value as at 1/10/14 \$	Market Value as at 31/10/14 \$	Income Earned (net of fees) Financial Yr to Date \$	Annualised Monthly Return/ Current Coupon	Risk of capital not being returned
<b>Floating Rate Notes:</b>								
<i>Fair Value through Profit &amp; Loss Accounting - movements through profits &amp; loss.</i>								
CBA	AA	24/12/2015	2,068,006	5,351,189	2,323,007	69,387	3.76	Low
Macquarie Bank	A	9/03/2017	5,000,000	5,271,750	5,287,190	72,898	5.53	Low
Arab	BBB-	12/12/2014	5,000,000	5,010,235	5,027,855	70,378	4.14	Low
Bendigo Bank	A-	14/11/2018	1,010,880	1,023,180	1,025,490	20,839	3.91	Low
Bendigo Bank	A-	17/09/2019	1,000,000	1,001,090	1,003,350	3,350	3.56	Low
Credit Union Australia	BBB+	20/03/2017	1,500,000	1,510,005	1,509,705	19,630	3.96	Low
Police Bank Limited	BBB+	21/08/2017	1,000,000	1,006,100	1,011,080	11,080	3.74	Low
Suncorp Metway Limited	A+	20/08/2019	3,000,000	3,024,870	3,032,700	32,700	3.58	Low
UBS	A-	27/08/2019	2,000,000	2,009,120	2,014,440	14,440	3.58	Low
<b>Total</b>			<b>21,578,886</b>	<b>25,207,539</b>	<b>22,234,817</b>	<b>314,703</b>		
<b>Capital Protected Notes</b>								
<i>Fair Value through Profit &amp; Loss Accounting - movements through profits &amp; loss.</i>								
Lehman #	D	15/06/2009	300,000	-	-	-	0.00	High
Lehman #^	D	15/06/2009	500,000	-	-	26,103	0.00	High
<b>Total</b>			<b>800,000</b>	<b>-</b>	<b>-</b>	<b>26,103</b>		
<b>Floating Rate Term Deposits:</b>								
Bank of Queensland	A-	28/02/2016	1,500,000	1,500,000	1,500,000	20,748	4.13	Low
ING	A	27/02/2015	2,000,000	2,000,000	2,000,000	27,831	4.13	Low
<b>Total</b>			<b>3,500,000</b>	<b>3,500,000</b>	<b>3,500,000</b>	<b>48,579</b>		
<b>Fixed Coupon Bonds</b>								
Heritage Bank	BBB+	20/06/2017	10,606,888	10,676,190	10,879,546	168,824	7.25	Low
<b>Total</b>			<b>10,606,888</b>	<b>10,676,190</b>	<b>10,879,546</b>	<b>168,824</b>		
<b>Floating Rate Transferrable Certificate of Deposit</b>								
Greater Building Society	BBB	15/04/2016	2,000,000	2,038,740	2,024,700	33,334	4.21	Low
<b>Total</b>			<b>2,000,000</b>	<b>2,038,740</b>	<b>2,024,700</b>	<b>33,334</b>		
<b>Other:</b>								
Southern Phone Company Shares	N/A	N/A	2	2	2	-	N/A	Low
Securities No Longer Held			-	6,393,301	-	103,569		
<b>Total</b>			<b>2</b>	<b>6,393,303</b>	<b>2</b>	<b>103,569</b>		
<b>GRAND TOTAL (before fees)</b>				<b>151,112,609</b>	<b>144,912,278</b>	<b>2,481,051</b>		
<b>Less Portfolio Fees (Advice &amp; Salary)</b>						<b>(56,759)</b>		
<b>GRAND TOTAL</b>				<b>151,112,609</b>	<b>144,912,278</b>	<b>2,424,292</b>		

# Capital Guaranteed at maturity, ^ Ex Infrastructure IMP, \* Fitch Rated  
 The dates quoted alongside the name of the product for FRN's and Fixed Bonds are first call dates.  
 First call dates for FRN's & fixed bonds are the likely date of maturity because the investment issuer is severely penalised if monies are not redeemed by that date, via damage in the market to their reputation, increased coupon rates and additional capital requirements by APRA.  
 Term deposits of \$250,000 or less per financial institution are covered under the Commonwealth Government Deposit Guarantee Scheme & therefore by default have the same credit rating as the Commonwealth Government i.e. AAA.

Income to Profit & Loss	<b>\$ 2,424,292</b>
<b>TOTAL CASH &amp; INVESTMENTS AS AT 31 OCTOBER 2014</b>	<b>\$ 144,912,278</b>
<b>LESS ESTIMATED RESTRICTED EQUITY FOR WATER &amp; SEWER FUNDS</b>	
Water Fund	\$ 32,698,963
Sewer Fund	<u>\$ 49,305,353</u>
	<b>\$ 82,004,316</b>
<b>GENERAL FUND CASH &amp; INVESTMENTS</b>	<b>\$ 62,907,963</b>
<b>LESS TRUST FUND BALANCES AS AT 31 OCTOBER 2014</b>	<b>\$ 1,479,011</b>
<b>LESS ESTIMATED RESTRICTED EQUITY FOR GENERAL FUND (\$94 contributions, grants, reserves).</b>	<b>\$ 61,239,394</b>
<b>ESTIMATED GENERAL FUND UNRESTRICTED CASH &amp; INVESTMENTS AS AT 31 OCTOBER 2014</b>	
Unrestricted Cash & Investments as at 30 June 2014	\$ 188,000
Add 2014/15 Budget Surplus as at 30/9/14 (adopted 23/10/14)	<u>\$ 1,657</u>
<b>ESTIMATED GENERAL FUND UNRESTRICTED CASH &amp; INVESTMENTS AS AT AS AT 31 OCTOBER 2014</b>	<b>\$ 189,657</b>

I hereby certify that Council's investments have been made in accordance with the Local Government Act 1993, Regulations and Council's Investment Policy.

  
 Responsible Accounting Officer.



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## INVESTMENT POLICY

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### **Purpose:**

For Council to adopt the revised Investment Policy.

### **Description of Item:**

The purpose of this policy is to establish the framework within which investment principles are to apply to the investment of Council funds.

### **Sustainability Assessment:**

- **Environment**

This is not applicable to this report.

- **Social**

This is not applicable to this report.

- **Civic Leadership**

The purpose of Council's policies is to ensure transparency and accountability in local government. The implementation enables Council to identify and respond to the community. This is consistent with the *Coffs Harbour 2030 Community Strategic Plan strategy LC3.1 Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour.*

- **Economic**

The successful implementation of the policy will have positive economic outcomes. This will be achieved by ensuring that returns on Council's investments are maximised, whilst having due consideration of risk and security for that investment type and ensuring that liquidity requirements are met.

### **Broader Economic Implications**

There are no broad economic impacts associated with the implementation of the recommendations.

### **Delivery Program/Operational Plan Implications**

The ongoing development and review of Council policies and plans are accommodated within Council's budget structure. This expenditure is monitored through Council's monthly and quarterly budget reviews.

### **Risk Analysis:**

This policy includes risk management strategies to address the risks to Council associated with investment whilst ensuring that maximum returns are achieved.

**Consultation:**

Council's investment advisor (CPG Research and Advisory Pty Ltd).

**Related Policy and / or Precedents:**

This policy replaces the Investment Policy last adopted on 22 August 2013.

**Statutory Requirements:**

Section 625 of the Local Government Act 1993 specifies how councils may invest. The Office of Local Government Investment Policy Guidelines specify that Council's Investment Policy should be reviewed annually and that any amendments should be approved by resolution of the Council.

**Issues:**

The review of this policy resulted in a number of minor amendments which include:

- Replacing references to Division of Local Government (DLG) with Office of Local Government (OLG).
- Removal of references to Investment Strategy as this process is now covered in the monthly and quarterly Investment Portfolio Performance reviews.
- Fitch added to the permissible rating agencies for institutions holding Coffs Harbour City Council securities in safe custody (section 7)
- Major banks added to the AA Category in Credit Quality Limits as per investment advisors advice (section 10)

**Implementation Date / Priority:**

Implementation is immediate.

**Recommendation:**

**That Council adopts the Investment Policy.**

Locked Bag 155, Coffs Harbour, NSW 2450 ABN 79 126 214 487	<b>COFFS HARBOUR CITY COUNCIL</b>		
<h2 style="margin: 0;">Investment Policy</h2>			
<b>Policy Statement:</b>			
This document outlines Coffs Harbour City Council's policy for the investment of funds.			
<b>Director or Manager Responsible for Communication, Implementation and Review:</b>			
Executive Manager Finance			
<b>Related Legislation, Office of Local Government Circulars or Guideline:</b>			
All investments are to comply with the following:			
<ul style="list-style-type: none"> <li>• Local Government Act 1993 - Section 625</li> <li>• Local Government Act 1993 - Order (of the Minister) dated 12 January 2011</li> <li>• The Trustee Amendment (Discretionary Investments) Act 1997 Sections 14A(2), 4C(1) &amp; (2)</li> <li>• Local Government General Regulation 2005</li> <li>• Office of Local Government Circulars</li> <li>• Office of Local Government Investment Policy Guidelines</li> <li>• Local Government Code of Accounting Practice and Financial Reporting</li> <li>• Australian Accounting Standards.</li> </ul>			
<b>Does this document replace an existing policy?</b>		<b>Yes</b>	
Investment Policy adopted 22/8/13			
<b>Other Related Council Policy or Procedure:</b>			
Nil.			
<b>Application:</b>			
It is mandatory for all staff, councillors and delegates of council to comply with this policy.			
<b>Distribution:</b>			
This policy will be provided to all staff, councillors and delegates of council by:			
<input checked="" type="checkbox"/> Internet <input checked="" type="checkbox"/> Intranet <input checked="" type="checkbox"/> ECM			
<b>Approved by:</b>	<b>Signature:</b>		
<b>Executive Team :</b>	_____		
<b>Council :</b>	<b>General Manager</b>		
<b>Council Branch Responsible: Finance</b>	<b>Date of next Review: November 2015</b>		

**Key Responsibilities**

<b>Position</b>	<b>Directorate</b>	<b>Responsibility</b>
Mayor	Council	To lead Councillors in their understanding of, and compliance with, this Policy.
General Manager	Executive	To lead staff (either directly or through delegated authority) in their understanding of, and compliance with, this Policy.  To approve resources to develop, implement and review this Policy.
Executive Manager Finance	Corporate Business	To implement Council's Investment Policy.
Management Accountant - Expenditure	Corporate Business	To implement Council's Investment Policy.
Management Accountant – Strategic Projects	Corporate Business	To implement Council's Investment Policy.
Directors	All Directorates	To communicate, implement and comply with this Policy.
All Council officials	Council	To comply with this Policy.

## 1. Introduction

The purpose of this document is to establish the framework within which investment principles are to apply to the investment of Council funds. It details

- Council's funds covered by this Investment Policy;
- Council's objectives for its investment portfolio/s;
- How investments are to be undertaken;
- The applicable risks to be managed;
- Governance and delegations;
- Any constraints and other prudential requirements to apply to the investments of Funds having regard to the applicable legislation and regulations governing Council investments;
- The manner in which compliance with the Policy and related Strategy will be monitored and reported;
- Appropriate benchmarks for each category of investments.

## 2. Definitions

<b>ADI</b>	Authorised Deposit-Taking Institutions (ADI) are corporations that are authorised under the Banking Act 1959 (Cth) to take deposits from customers.
<b>Bill of Exchange</b>	A bill of exchange is an unconditional order in writing, addressed by one person to another, signed by the person giving it, requiring the person to whom it is addressed to pay on demand, or at a fixed or determinable future time, a sum certain in money to or to the order of a specified person, or to bearer.
<b>BBSW</b>	The Bank Bill Swap reference rate (BBSW) is the average of mid-rate bank-bill quote from brokers on the BBSW Panel. The BBSW is calculated daily and is a forward looking rate. Floating rate securities are most commonly reset quarterly to the 90-day BBSW.
<b>Bond</b>	A fixed rate obligation guaranteed by an eligible counter party.
<b>Council Funds</b>	Surplus monies that are invested by Council in accordance with section 625 of the Act.
<b>Debenture</b>	A debenture is a document evidencing an acknowledgement of a debt, which a company has created for the purposes of raising capital. Debentures are issued by companies in return for medium and long-term investment of funds by lenders.
<b>OLG</b>	NSW Office of Local Government, Department of Premier and Cabinet, or any successor.
<b>FRN</b>	A Floating Rate Note (FRN) is a medium to long term fixed interest investment where the coupon is a fixed margin ("coupon margin") over a benchmark, also described as a "floating rate". The benchmark is usually the BBSW and is reset at regular intervals – most commonly quarterly.
<b>Grandfathered</b>	A provision in the Ministerial Order dated 31 July 2008 that exempts Council's from the new regulations for those funds invested before the date of the 31 July 2008 Ministerial Order.
<b>Hourglass</b>	A range of managed investments offered by T Corp.

**Attachment**

<b>IPS</b>	The Investment Policy Statement provides the general investment goals and objectives of Council and describes the strategies that must be employed to meet these objectives. Specific information on matters such as asset allocation, risk tolerance, and liquidity requirements are also included in the IPS.
<b>LGGR</b>	Local Government (General) Regulation 2005 (NSW).
<b>Major Bank</b>	<p>The ADI deposit or senior guaranteed principal and interest ADI securities issued by the major Australian Banking Groups:</p> <ul style="list-style-type: none"> <li>➤ Australia and New Zealand Banking Group Limited</li> <li>➤ Commonwealth Bank of Australia</li> <li>➤ National Australia Bank Limited</li> <li>➤ Westpac Banking Corporation</li> </ul> <p>Including ADI subsidiaries (such as Bank of Western Australia Ltd) whether or not explicitly guaranteed, and brands (such as St George).</p>
<b>NCD</b>	Is a short term investment in an underlying security being a negotiable certificate of deposit (NCD) where the term of the security is often for a period of 185 days or less), but occasionally longer. NCDs are generally discounted securities, meaning they are issued and on-sold to investors at a discount to their face value.
<b>T-Corp</b>	New South Wales Treasury Corporation.
<b>UBS BBI</b>	UBS Australia calculates a daily Bank Bill index representing the performance of a notional parcel of bills averaging 45 days. This is a historical rate. The UBS Australian Index family has been acquired by Bloomberg from the third quarter, of the 2013-14 Financial Year. Whilst branding will change the benchmark methodology is currently expected to be unaltered.

**3. Objectives**

The purpose of this Policy is to provide a framework for the investment of Coffs Harbour City Council's funds at the most favourable rate of interest available to it at the time and maximising capital gains, whilst having due consideration of risk and security for that investment type and ensuring that its liquidity requirements are being met.

While exercising the power to invest, consideration is to be given to the preservation of capital, liquidity, and the return on investment. Council therefore has four primary objectives for its investment portfolio:

- The preservation of the amount invested.
- To ensure there is sufficient liquid funds to meet all reasonably anticipated cash flow requirements.
- To generate income from the investment that exceeds the performance benchmarks mentioned later in this document.
- Compliance with legislation, regulations, the prudent person tests of the Trustee Act and best practice guidelines.

Council's Quarterly and Monthly Investment Portfolio Performance reviews will run in conjunction with its Investment Policy and will outline:

**Attachment**

- Councils current cash flow expectations and the implications for deviations from a long-term liquidity profile;
- Market conditions and the appropriate responses – particularly relative positioning within IPS limits;
- Relative return outlook, risk-reward considerations, assessment of the market cycle and hence constraints on risk;
- Diversification: Target allocation of investment type, credit quality, counterparty exposure and term to maturity profile; and
- Appropriateness of overall investment types for Council's portfolio.

**4. Policy Statement / Key Principles**

Council's Investment Policy is underpinned by the following principles:

**Prudent Person Standard**

The investments will be managed with the care, diligence and skill that a prudent person would exercise. As trustees of public monies, officers are to manage Council's investment portfolios to safeguard the portfolio in accordance with the spirit of this Investment Policy, and not for speculative purposes.

**Ethics and Conflicts of Interest**

- Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. This policy requires officers to disclose any conflict of interest to the General Manager.
- Independent advisors are also to declare that they have no actual or perceived conflicts of interest.

**Authorised Investments**

All investments must be denominated in Australian Dollars. Authorised Investments are limited to those allowed by the Ministerial Investment Order and include:

- Commonwealth / State / Territory Government securities e.g. bonds;
- Interest bearing deposits / bonds / debentures which are senior securities issued by an eligible ADI;
- Bills of exchange, (< 200 days duration) guaranteed by an ADI;
- Debentures issued by a NSW Council (under Local Government Act 1993);
- Deposits with T-Corp &/or Investments in T-Corps Hour Glass Facility; and
- Investments grandfathered under the Ministerial Investment Order.

**Prohibited Investments**

This investment policy prohibits the following types of investments, but prohibited investments are not limited to the list below and extend to any investment carried out for speculative purposes:

- Derivative based instruments;
- Principal only investments or securities that provide potentially nil or negative cash flow; and
- Stand alone securities issued that have underlying futures, options, forwards contracts and swaps of any kind.
- The use of leveraging (borrowing to invest) of an investment - however, nothing in the policy shall prohibit the short-term investment of loan proceeds where the loan is raised for non-investment purposes and there is a delay prior to the spending occurring.

## Risk Management Related Strategy

Investments obtained are to have the following key criteria considered:

- **Counterparty:** The risk that a party to a transaction will fail to fulfil its obligations. In the context of this document it relates to Council's Policy of limiting its exposure to any one ADI based on its credit rating as well as transactional counterparties (e.g. brokers and custodians);
- **Rollover Risk:** the risk that income will not meet expectations or budgeted requirement because interest rates are lower than expected in future.
- **Diversification:** the requirement to place investments in a broad range of products so as not to be over exposed to a particular sector of the investment market;
- **Liquidity Risk:** the risk an investor is unable to redeem the investment at a fair price within a timely period and thereby incurs additional costs (or in the worst case is unable to execute its spending plans);
- **Market Risk:** the risk that fair value or future cash flows of an investment will fluctuate due to changes in market prices or benchmark returns will unexpectedly overtake the investment's return;
- **Maturity Risk:** the risk relating to the length of term to maturity of the investment. The longer the term, the greater the length of exposure and risk to market volatilities; and
- **Preservation of Capital:** the requirement for preventing losses in an investment portfolio's total value.
- **Legal Risk:** the risk that contractual obligations are overturned or cannot be enforced.

## 5. Investment Advisor

- Council's Investment Advisor must be approved by Council and licensed by the Australian Securities and Investment Commission.
- Independent advisors are required to provide written confirmation that they do not have any actual or potential conflicts of interest in relation to investments they are recommending or reviewing, including that they are not receiving any commissions or other benefits in relation to the investments being recommended or reviewed.
- Council officers may seek advice from a source other than the Council approved advisor, provided that they are ASIC licensed and meet independence requirements.

## 6. Accounting

- Council will comply with appropriate accounting standards in valuing its investments and quantifying its investment returns.
- In addition to recording investment income according to accounting standards, published reports may show a break-down of its duly calculated investment returns into realised and unrealised capital gains and losses.
- Other relevant issues will be considered in line with relevant Australian Accounting Standards, such as discount or premium to their face value, designation as held-to-maturity or on a fair value basis, and impairment.



## 7. Safe Custody Arrangements

Where necessary, investments may be held in safe custody on Council's behalf, as long as the following criteria are met:

- Council must retain beneficial ownership of all investments;
- Adequate documentation is provided, verifying the existence of the investments;
- The Custodian conducts regular reconciliation of records with relevant registries and/or clearing systems; and
- The Institution or Custodian recording and holding the assets will be:
  - Austraclear;
  - An institution with an investment grade Standard and Poor's, Fitch or Moody's rating; or
  - An institution with adequate insurance, including professional indemnity insurance and other insurances considered prudent and appropriate to cover its liabilities under any agreement.

## 8. Reporting

- Documentary evidence must be held for each investment and details thereof maintained in an investment register. The documentary evidence must provide Council's legal title to the investment.
- For audit purposes, certificates must be obtained from the banks/fund managers/custodian confirming the amounts of investment held on Council's behalf at 30 June each year.
- All investments are to be appropriately recorded in Council's financial records and reconciled at least on a monthly basis.
- A monthly report will be provided to Council. The report will detail the investment portfolio in terms of holdings and impact of changes in market value since the previous report. The monthly report will also detail the investment performance against the applicable benchmark, investment income earned versus budget year to date and confirm compliance of Council's investments within legislative and policy limits. Council may nominate additional content for reporting.

**9. Performance Benchmarks**

The performance of each investment will be assessed against the benchmarks listed in the table below. It is Council’s expectation that the performance of each investment will be greater than or equal to the applicable benchmark.

Investment	Performance Benchmark	Time Horizon
11 am Account, short dated bills, NCD's issued by financial institutions, term deposits with a maturity date 90 days or less, maturing securities.	UBS Bank Bill Index (BBI)	3 months or less
Term Deposits with a maturity date between 90 days and 1 Year, ADI FRN's bought on the secondary market.	UBS Bank Bill Index (BBI)	3 months to 12 months
Term Deposits with a maturity date between 1 and 2 Years, ADI FRN's bought on the secondary market.	UBS Bank Bill Index (BBI)	1 to 2 years
ADI FRN's, Bonds, securities (senior ADI Debt instruments), Term deposits with a maturity date between 2 and 5 Years.	UBS Bank Bill Index (BBI)	2 to 5 Years
T-Corp Hour Glass Managed Funds, Inflation Linked Bonds	Fund's Internal Benchmark or UBS Bank Bill Index (BBI)	5 years and greater

It is Council's expectation that the performance of each investment will be greater than or equal to the applicable benchmark by sufficient margin to justify the investment taking into account its risks, liquidity and other benefits of the investment.

Council will seek information about both current and historical reward for the investments contemplated in the current monthly and quarterly investment portfolio performance reviews—where insufficient, it will hold cash and not impose a minimum out performance obligation as to do so mandates risk-seeking at times of minimal reward.

It is also expected that Council will take due steps to ensure that any investment, notwithstanding a yield above the benchmark rate, is executed at the best pricing reasonably possible.

Grandfathered investments (*i.e.* managed funds and securities) are allocated a performance benchmark to the appropriate time horizon based on expected maturity date and should be taken into account when allocating the rest of the portfolio.

The decision when to exit such investments are based on a range of criteria specific to the investments – including but not limited to factors such as:

- Those criteria as outlined in OLG Circular 08-10:
  - Whether the downgrade of the rating is a short term market fluctuation or long term market correction
  - The likelihood of the rating of the security changing
  - The maturity date of the investment
  - The preservation of capital if the investment was held to maturity
  - The assessment of independent quotes for the market value of the investment
  - The effect of interest received from the investment, and
  - The capital loss incurred if the investment was sold.
- Competing investment opportunities
- Costs of holding

- Liquidity and transaction costs
- Outlook for future investment values.

In general, it is expected that professional advice will be sought before transacting in “grandfathered” investments.

**10. Credit Quality Limits**

The portfolio credit guidelines to be adopted will reference the Standard & Poor’s (S&P) ratings system criteria and format - however, references to the Minister’s Order also recognised Moody’s and Fitch Ratings and any of the three ratings may be used where available.

However, the primary control of credit quality is the prudential supervision and government support and explicit guarantees of the ADI sector, not ratings.

The maximum holding limit in each rating category and the target credit quality weighting for Council’s portfolio shall be:

Long Term Rating Range	Short Term Credit Ratings	Maximum Holding
AAA Category	A-1+	100%
AA Category or Major Bank	A-2	100%
A Category	A-2	60%
BBB Category & unrated ADIs	A-3	40%

**11. Counterparty Limits**

Exposure to individual counterparties/financial institutions will be restricted by their rating so that single entity exposure is limited, as detailed in the table below. It excludes any government guaranteed investments. Investments not explicitly rated, but issued by an ADI, will be grouped according to the highest rating of the parent ADI.

This table does not apply to any grandfathered managed fund or structured investment where it is not possible to identify a single counterparty exposure.

Individual Institution or Counterparty Limits	
Long Term Rating Range	Limit
AAA Category <sup>1</sup>	40%
AA Category	30%
A Category	15%
BBB Category	10%
Unrated Category <sup>2</sup>	2%

<sup>1</sup> 100% Commonwealth Government-guaranteed deposits and securities are included in this category, but without any upper limit applying to the government as counterparty.

<sup>2</sup> This category includes unrated ADI’s such as some Credit Unions and Building Societies where falling outside deposit guarantees to the extent of the uncovered exposure.

**12. Term to Maturity**

Council’s investment portfolio shall be structured around the time horizon of investment to ensure that liquidity and income requirements are met.

Once the primary aim of liquidity is met, Council will ordinarily diversify its maturity profile as this will ordinarily be a low-risk source of additional return as well as reducing the volatility of Council’s income. However, Council always retains the flexibility to change the allocation of funds from longer term to shorter term investments as per internal requirements or the economic outlook.

The factors and/or information used by Council to determine minimum allocations to the shorter durations include:

- Council's liquidity requirements to cover both regular payments as well as sufficient buffer to cover reasonably foreseeable contingencies;
- Medium term financial plans and major capital expenditure forecasts;
- Known grants, asset sales or similar one-off inflows;
- Seasonal patterns to Council's investment balances.

Investment Horizon Description	Investment Horizon - Maturity Date	Minimum Allocation	Maximum Allocation
Working capital funds (includes short term deposits)	0-3 months	10%	100%
Short term funds	3-12 months	0%	100%
Short-Medium term funds	1-2 years	0%	70%
Medium term funds	2-5 years	0%	50%
Long term funds	5 years and greater.	0%	25%

Within these broad ranges, Council relies upon assumptions of expected investment returns and market conditions that have been examined by its investment advisor.

**13. Consultation**

Council's Investment Advisor.

**14. References**

Not applicable.

**15. Appendices**

**16. Table of Amendments**

Amendment	Authorised by	Approval reference	Date

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## NSW PUBLIC LIBRARY FUNDING CAMPAIGN UPDATE INCLUDING DAY OF ACTION

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### **Purpose:**

To update Council on the NSW Public Library Funding Campaign and to seek approval to participate in a proposed day of action.

### **Description of Item:**

As Council is aware, the NSW Public Library Association (NSWPLA) has been coordinating a statewide campaign since the start of the year to improve the current library funding situation from the State Government. At the 27 March 2014 Council resolved to:

*Provide support to the campaign mounted by the NSW Public Library Associations for increased State funding to local government for public libraries by:*

- a. *Making representation to the local State Member in relation to the need for additional funding from the NSW State Government for the provision of public library services;*
- b. *Writing to the Hon. George Souris, Minister for the Arts, calling upon the Government to implement the Reforming Public Library Funding submission of the Library Council of NSW in 2012 for the reform of the funding system for NSW public libraries;*
- c. *Approving the distribution of NSW Public Library Associations campaign information in Council libraries;*
- d. *Taking a lead role in activating the campaign locally, including identifying opportunities, where appropriate, to advocate on the issue.*

There has been widespread support by Councils across the State for the NSW Library Funding Campaign. Launched on 7 April 2014, this targeted campaign has benefited from exceptional community support and has also met with some success in bringing the critical library funding situation to the attention of politicians and funding decision makers to address the problem.

As resolved, correspondence was sent the local State Member, Mr Andrew Fraser MP, in April and again in June, and also to the Minister for the Arts, the Hon Troy Grant MP in August.

The NSW Public Library Funding Campaign is clearly influencing state government funding decisions. Over 100 NSW Councils have formally resolved to support the Campaign. In the 6 months between the launch of the Campaign and the end of September, over 70,000 NSW residents had signed the Campaign petition which were tabled in Parliament – with 3,469 of the petition signatures from the Coffs Harbour LGA. This number provides irrefutable evidence of the interest, support and concern of residents across the state about the future of their libraries.

Local Government NSW (LGNSW) and the Australian Library and Information Association (ALIA) are assisting NSWPLA in this campaign, and local supporters of public libraries including Friends of the Library groups and library users have been engaged in the campaign to lobby State Members.

The most recent NSWPLA Executive Update to NSW Councils (November 2014) containing further details on the campaign is attached to this report and details recent and upcoming campaign activities which are summarised below:

- A successful NSWPLA trade stand was held at the Local Government NSW Conference in Coffs Harbour (19-21 October) – supported by Council library staff. LGNSW and several councils put motions to the Conference highlighting the concern across the state about the funding issue.
- A Pre-Election Forum was held on Tuesday 28 October at Customs House, Sydney.
- The annual NSWPLA conference at Mudgee on 11-14 November will provide an opportunity to further promote the Campaign, with Minister for the Arts the Hon. Troy Grant, attending to address conference delegates.

A Day of Action is proposed for Friday 5 December to draw attention to the urgent need for increased library funding at the local level. Council support to enable their libraries to be involved with the Day of Action will assist to aggregate capacity across the state.

#### **Sustainability Assessment:**

- **Environment**

There are no environmental impacts as a result of this report.

- **Social**

As outlined in the previous report to Council regarding this public library services can have a significant social impact on the communities they serve through free and open access to information and related technologies for all, their role as local knowledge banks and through the provision of resources and programs to support lifelong learning, literacy and literary culture.

- **Civic Leadership**

There are no additional Civic Leadership impacts beyond those outlined in the previous report to Council on this campaign.

- **Economic**

#### **Broader Economic Implications**

As stated in the report to Council for the 27 March, 2014 meeting research published in 2013 into the economic value of public libraries in Australia found that for every \$1 invested in public libraries, there was a return of \$2.90.

#### **Delivery Program/Operational Plan Implications**

There are no Delivery Program/Operational Plan implications in relation to further support of this campaign.

#### **Risk Analysis:**

The risk in relation to this matter has been assessed as minor and insignificant.

**Consultation:**

Consultation with representatives of other library services has been undertaken through Coffs Harbour City Council's active membership of NSWPLA.

**Related Policy and / or Precedents:**

There are no current related policies in relation to this.

**Statutory Requirements:**

Statutory Requirements: Public library services, including State Government subsidy and grants administration for public libraries, are governed by the Library Act 1939 (NSW) and the Library Regulation 2010 (NSW).

**Issues:**

The NSW State budget, announced on 17 June 2014, delivered a \$15m infrastructure public library grant program over the 4 years from 2014-15 to 2017-18. Whilst this is welcome news, it only reinstates the grant funding program to the level that it was in 2005-06 and is a fixed-term program that needs to be recurrent to provide the certainty required for this all-important annual grants program.

As outlined in the attached update the Minister for the Arts, Hon. Troy Grant circulated a Letter to the Editor via media outlets across the state on 30 September 2014. The Minister's letter challenged the case put by the NSWPLA and LGNSW in relation to the state government shifting costs for the provision of public library services and the need for a more sustainable funding model. The response circulated by NSWPLA includes information, which provides the real funding picture.

The next target for the Funding Campaign is to address the problem of the recurrent elements of library funding and this is also outlined in the NSWPLA update.

*The update indicates that - the current pre-State Government election phase will be the most critical period for the NSW Library Funding Campaign. NSWPLA advises that it is the time for all NSW councils to redouble their Campaign lobbying efforts and that this really is the "last-ditch effort" to ensure that NSW public libraries achieve the sustainable state government funding base that they so badly need to continue providing current levels of service to communities across the state. NSW is seeing examples of library service reductions in many councils, ranging from decreased levels or qualifications of staff; diminished collections budgets; shortened opening hours, less public programs, and reduced mobile library service schedules. Without increased state funding, the situation is likely to deteriorate further.*

Further action is therefore required and the focus areas of the Campaign for November and December are:

- To ensure that councils across the state are updated on the status and progress of the Campaign.
- Supporting the Day of Action in libraries across the state on 5 December 2014 with the primary objective of engaging community members and attracting the attention of local media. The NSWPLA Campaign Committee will develop a Day of Action Kit to provide a range of activities that could be undertaken in libraries.

- Encouraging councils, community groups and individuals to make representations to their local Member of Parliament about supporting the urgent need for increased and sustainable funding for NSW libraries. Community agitation at the local level will ensure that the library funding issue becomes a relevant issue for MPs in the lead up to elections in March 2015.

Continuing the action already underway by Council is seen as important in an attempt to address the ongoing uncertainty regarding the level of State Government funding for public libraries in NSW.

**Implementation Date / Priority:**

The recommendation, if approved by Council is to be actioned immediately.

**Recommendation:**

**That Council continues its support of the campaign mounted by the NSW Public Library Association for increased State funding to local government for public libraries by:**

- **Supporting the Day of Action in libraries across the state on 5 December 2014 with the primary objective of engaging community members and attracting the attention of local media.**
- **Requesting a meeting between the local Member of Parliament and senior Council officials to garner local political support for the urgent need for increased and sustainable funding for NSW libraries.**
- **Encouraging community groups and individuals to make representations to their local Member of Parliament about supporting the urgent need for increased and sustainable funding for NSW libraries to ensure that the library funding issue becomes a relevant issue for Members of Parliament.**
- **Taking a lead role in activating the campaign locally and encouraging community participation.**



**DEVELOPMENT APPLICATION NO. 0961/14 – DEMOLISH EXISTING DWELLINGS AND CONSTRUCT SERVICE STATION, COMMERCIAL BUILDING AND ADVERTISING STRUCTURE - LOT 20 DP 1034831, LOT 3 DP 564731, LOT 16 DP 22513 - 208-212 PACIFIC HIGHWAY NORTH COFFS HARBOUR**

**Purpose:**

The purpose of this report is present Development Application (DA) No. 961/14 for Council's determination, which is an application to demolish three existing dwellings and construct a service station, commercial building and advertising structure.

The following locality plan illustrates the existing development site, which comprises three allotments.



At its meeting of 22 August 2013, Council resolved:

1. *That development applications for approval involving substantial aspects of the following elements be referred to Council for determination:*
  - *Significant public interest and community input;*
  - *Substantial non-compliance with relevant strategic controls;*
  - *Significant land use;*
  - *Major environmental issue(s);*

In accordance with this resolution, the application is reported to Council for determination, as the proposed development has attracted significant public interest and community input and the proposal includes a variation to the maximum building height required by clause 4.3 of Coffs Harbour Local Environmental Plan (LEP) 2013.

The DA is recommended for approval subject to conditions.

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

- **The Site**

The development site comprises three allotments, each containing a dwelling which will be demolished. The combined site area of the land is 3,274m<sup>2</sup>. The site has frontage to the Pacific Highway and forms part of the B6 Enterprise Corridor zone.

- **The Development**

The proposed development involves:

- consolidation of allotments;
- demolition of three existing dwellings;
- earthworks and filling of the site above the 1:100 flood level;
- installation of underground fuel storage and storm water detention tanks;
- construction of a service station and kiosk/convenience store (operational hours 24/7) and commercial building including basement car parking, signage and landscape areas; and
- works external to the site involve the construction of driveway entrance and exit to the Pacific Highway and environmental restoration and rehabilitation works within the Council reserve, under an approved Vegetation Management Plan.

The development has an estimated construction value of \$2,000,000.

Plans of the proposed development are included in this report as Attachment 2.

### **Sustainability Assessment:**

- **Environment**

The site is flood prone and bushfire prone and adjoins a Council reserve on the southern and western boundaries. The reserve contains a creek (Tree Fern Creek) and riparian vegetation identified as primary koala habitat. A detailed ecological assessment was submitted with the application to identify and address the likely impacts of the development on biodiversity values. The report concluded that the proposed development will not contribute to the loss of any koala habitat and no species impact statement was required. However, in recognition of the sensitivity of adjoining land, it was recommended that certain restoration and rehabilitation works be undertaken by the proponent. The works will form part of a comprehensive Vegetation Management Plan which will be submitted to Council for approval.

During site works, appropriate sediment and erosion controls will be implemented. The project will incorporate storm water storage tanks and water sensitive design features. The project adequately addresses natural hazards including bushfire, acid sulfate soils and flood risk.

- **Social**

The proposed development is a significant commercial development that will provide employment during construction and operation of the service station and commercial premises. The development will assist in supporting other commercial businesses and industries.

The impacts of the development on the amenity of adjoining residential properties is considered in the Section 79C Assessment Report.

- **Civic Leadership**

The proposed development has been assessed in accordance with the provisions of the Environmental Planning and Assessment (EPA) Act 1979 and all relevant Council controls and policies. The proposed development is consistent with the aims and objectives of the Coffs Harbour 2030 Community Strategic Plan.

- **Economic**

#### **Broader Economic Implications**

The proposed development will have positive economic impacts and be a potential catalyst for further development of the B6 Enterprise Corridor lands.

#### **Delivery Program/Operational Plan Implications**

There are no implications for Council's Delivery Program/adopted Operational Plan.

### **Risk Analysis:**

A risk analysis has been undertaken and it is considered that approval of the DA as recommended does not pose a significant risk to Council.

### **Consultation:**

The application was publicly exhibited and notified to adjoining and nearby property owners from 26 June, 2014 to 25 July, 2014 and a total of 27 submissions were received objecting to

the development. Of these submissions 16 were individual submissions and 11 were pro-forma template letters. The issues raised and a response to those concerns is summarised in the Section 79C Assessment Report.

A full copy of all submissions is a confidential attachment to this report (Attachment 4) as the submissions may contain personal or private information or other considerations against disclosure as prescribed under the *Government Information (Public Access) Act 2009*.

- **Internal Consultation**

The application has been reviewed by Council's Engineering Services, Building Services, Environmental Services and Finance divisions. Advice received from all sections has been incorporated into the assessment of the development and the recommended conditions of development consent (Attachment 3).

- **Statutory Consultation**

The DA was referred to the Department of Primary Industries (NSW Office of Water) as Integrated Development, requiring approval under the *Water Management Act 2000*. General Terms of Approval have been issued and have been incorporated into the recommended conditions of development consent.

The application was referred to Roads and Maritime Services (RMS) as a *traffic generating development* under State Environmental Planning Policy (Infrastructure) 2007. The RMS advised that a 'Works Authorisation Deed' was to be obtained prior to commencement of works in or near the Pacific Highway. This requirement has been included in the recommended conditions of consent.

The application was reviewed by the Office of Environment and Heritage (OEH), as the site adjoins land identified as being primary koala habitat under Council's Koala Plan of Management. The OEH raised no objection to the proposal and provided standard comments and conditions in relation to ecological and Aboriginal Cultural Heritage matters, which have been included in the recommended conditions of consent.

**Related Policy and / or Precedents:**

There are no related policy and/or precedents that require consideration in respect of the application.

**Statutory Requirements:**

- **Section 79C Evaluation**

Section 79C of the EPA Act 1979 specifies the matters which a consent authority must consider when determining a DA.

A section 79C evaluation is provided as Attachment 1.

- **Relevant Statutory Instruments**

- State Environmental Planning Policy No 55 – Remediation of Land
- State Environmental Planning Policy No 64 - Advertising and Signage
- State Environmental Planning Policy No 71 - Coastal Protection
- State Environmental Planning Policy (Infrastructure) 2008
- Coffs Harbour LEP 2013
- Coffs Harbour Development Control Plan 2013

Each of these relevant statutory instruments is considered in detail in the Section 79C assessment appended to this report.

**Issues:**

- **Building Height**

The DA proposes a variation to the maximum building height of 8.5m, required by clause 4.3 of Coffs Harbour LEP 2013. The variation to the height limit occurs for the proposed commercial building which is 9.6m above natural ground level and the proposed advertising structure for the service station, which is 13m above natural ground level.

A variation request under Clause 4.6 of the Coffs Harbour LEP 2013 has been submitted and detailed consideration of the variation is provided in the Section 79C assessment appended to this report.

In summary, it is noted that the commercial building comprises two levels of commercial floor space, above an excavated basement car park. The height of the building is consistent with other modern commercial premises in the locality and will not dominate the site, overshadow neighbouring properties or obstruct the view of existing vegetation located around the perimeter of the site. Both the commercial building and sign are also setback a considerable distance from the Pacific Highway, which lessens their visual appearance when viewed from the road.

An assessment was undertaken of other recently approved advertising structures which front the Pacific Highway. The assessment confirmed that the most recent and comparable sign approved by Council was for a large bulky goods and home hardware premise and the sign was limited to 11m in height. To ensure consistency in the height, bulk and scale of advertising signage, it is recommended that the height of the proposed sign be limited to 11m. A condition of consent will address this issue.

It is recommended that Council agree to the request by the proponent to allow a variation to the height of the commercial building and advertising sign and that the height of the sign be limited to 11m.

**Implementation Date / Priority:**

In the event that Council adopts the recommendation, a formal notice of determination will be issued for the DA and persons who made a submission will also be notified. A formal notice of determination is valid for five years and the applicant can act on the development consent at any time within that period, subject to meeting any relevant conditions of the consent.

**Recommendation:**

1. **That 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. **That Development Application No. 0961/14 to demolish existing dwellings and construct service station, commercial building and advertising structure at Lot 20 DP 1034831, Lot 3 DP 564731, Lot 16 DP 22513, 208-212 Pacific Highway, North Coffs Harbour be approved subject to the conditions on Attachment 3.**
3. **That persons who made a submission on Development Application No. 0961/14 be informed of Council's decision.**

**Section 79C Evaluation  
Development Application 0961/14**

**a. the provisions of,**

**i. any environmental planning instrument, and**

**• State Environmental Planning Policy (SEPP) No. 55—Remediation of Land**

The state policy requires that the consent authority must not consent to the carrying out of any development unless it has considered whether the land is contaminated. The land is zoned B6 Enterprise Corridor, but has been used historically as residential land. The proponent has undertaken a preliminary site assessment which concluded that there is minimal likelihood of any previous potentially contaminating land uses and it is reasonable to consider that the land is not contaminated and is suitable for its intended use.

**• SEPP No. 64 – Advertising and Signage**

The policy applies to all signage in NSW which is visible from a public place or public reserve. Clause 8 of the SEPP requires Council to be satisfied that:

- (a) the signage is consistent with the objectives of the Policy as set out in clause 3(1)(a), and
- (b) the signage the subject of the application satisfies the assessment criteria specified in Schedule 1.

The proposed development incorporates typical business identification signs attached to the building and one free standing pylon sign at the northern driveway exit. To ensure consistency in the height, bulk and scale of advertising signage, it is recommended that the height of the proposed sign be reduced from 13 metres to 11 metres.

It is considered that if limited to 11 metres in height, the proposed signage will satisfy Schedule 1 for the following reasons:

- the proposed signage is not incompatible with the desired amenity and visual character of the area as a business precinct;
- the proposal is unlikely to compromise important views or vistas, and is unlikely to dominate the skyline;
- the proposed signage is appropriate in relation to streetscape, setting, and landscaping;
- the signage is compatible with the site attributes;
- sign content and attributes directly relate to the nature of the proposed development;
- illumination is proposed in accordance with relevant light emission standards; and
- the signage is unlikely to pose a risk for traffic safety, pedestrians, or cyclists.

**• SEPP No. 71 - Coastal Development**

The proposed development meets the relevant provisions and is consistent with the aims of this policy.

Clause 7 of the SEPP requires Council to take matters as listed in Clause 8 into consideration when determining development applications. Clause 8 matters have been taken into consideration in the assessment of the proposed development.

- The proposed development does not have frontage to a beach, estuary, coastal lake, headland, and cliff or rock platform. The proposed development will therefore have

**Attachment 1**

minimal impact on these locations. The site does adjoin Tree Fern Creek. Environmental works and compensatory plantings will be undertaken within the riparian corridor.

- The proposed development does not change, impede or diminish public access to or along the coastal foreshore.
- The development is considered suitable given its type, location and design and its relationship with the surrounding area.
- The proposed development will not result in a detrimental impact on the amenity or scenic qualities of the coastal foreshore, including significant overshadowing of the coastal foreshore and no significant loss of views from a public place to the coastal foreshore. There is no expected impact on existing wildlife corridors, animals, fish or plants and their inhabitants.
- The proposed development is not affected by coastal processes or coastal hazards. The proposed development will not result in potential for conflict between land-based and water-based coastal activities.
- No current records exist of any items of heritage, archaeological, Aboriginal or historic significance existing on the site. A condition will be imposed however requiring building/excavation works to cease should any Aboriginal artefacts be discovered and the Office of Environment and Heritage be contacted immediately.
- The proposed development will be connected to Council's sewer.
- The proposed development will discharge stormwater through a treatment system involving initial storage in a SPEL tank, which will drain to bio-retention gardens and discharge to Tree Fern Creek. A condition of consent will require water testing to ensure the discharge storm water does not pollute or contaminate the receiving waterway.

• **SEPP (Infrastructure) 2007**

The application was referred to Roads and Maritime Services (RMS) as a *traffic generating development* under SEPP (Infrastructure) 2007. The RMS advised that a 'Works Authorisation Deed' is to be obtained prior to commencement of works in or near the Pacific Highway. This requirement has been included in the recommended conditions of consent.

• **Environmental Planning and Assessment (EP&A) Act 1979 – Section 79BA – Bushfire Prone Land**

The land is identified as being bushfire prone. A bushfire safety authority is not required to be obtained in this instance, as the proposal does not involve subdivision for residential purposes and is not a special fire protection purpose under section 100B of the Rural Fires Act 1997. A bushfire assessment report was submitted with the development application (DA) to address section 79BA of the EP&A Act 1979 and 'Planning for Bushfire Protection 2006'. The aims and objectives of Planning for Bushfire Protection 2006 are to:

- afford occupants of any building adequate protection from exposure to a bushfire;
- provide for a defensible space to be located around buildings;
- provide appropriate separation between a hazard and buildings which, in combination with other measures, prevent direct flame contact and material ignition;
- ensure that safe operational access and egress for emergency service personnel and residents is available;

**Attachment 1**

- provide for ongoing management and maintenance of bushfire protection measures, including fuel loads in the asset protection zone; and
- ensure that utility services are adequate to meet the needs of fire fighters (and others assisting in bushfire fighting).

The proposed development is considered to meet the aims and objectives of 'Planning for Bushfire Protection 2006'. The proposed commercial building and kiosk will be constructed of pre-cast concrete panels, windows with powdercoat finish and aluminium frames. Defendable space is proposed around the buildings. The site adjoins a creek and a Council managed reserve. The site has access and egress to the Pacific Highway, allowing for evacuation of occupants and effective access for emergency service personnel. The development will be connected to all utilities to allow fire fighting to occur.

- **EP&A Act 1979 – Section 91 – Integrated Development**

The DA was referred to the Department of Primary Industries (NSW Office of Water) as Integrated Development, requiring approval under the *Water Management Act 2000*. The creek restoration and rehabilitation works have been endorsed and General Terms of Approval have been issued and included in the recommended conditions of consent.

- **Coffs Harbour Local Environmental Plan (LEP) 2013**

***Zoning***

The three sites to be developed are zoned B6 Enterprise Corridor. The proposal involves "demolition" and construction of "service station", "commercial building" and "advertising structure" which are permissible with consent in the zone. The construction of access driveways is permissible with consent in the SP2 Infrastructure zone. The works in the Council reserve are "environmental protection works" which are permitted with consent in the RE1 Public Recreation zone.

The following clauses of the Coffs Harbour LEP are relevant to the proposal:

***(1.2) Aims of Plan***

The development is consistent with the aims of the Coffs Harbour LEP 2013; in particular, the development supports a strong and diverse economy, provides permitted commercial development, is appropriate to its setting and relevant site attributes and incorporates a range of sustainable features.

***(2.3) Zone objectives and land use table***

The proposed development is consistent with the objectives of the B6 Enterprise Corridor Zone.

***(4.3) Height of buildings***

The Height of Buildings Map specifies a maximum building height of 8.5 metres for the development site.

The DA proposes a variation to the maximum building height for the commercial building which is 9.6 metres above natural ground level and the advertising structure which is 13 metres above natural ground level. The application is accompanied by a request to vary the development standard in accordance with clause 4.6 of Coffs Harbour LEP 2013. It is noted that a condition of consent requires that the height of the sign be reduced from 13 metres to 11 metres.



It is considered that the proposed variations are minor and will not have an adverse impact on adjoining properties. There is no potential for any residential properties to be adversely affected in terms of overshadowing, privacy or obstruction of views. The height of the buildings does not exceed the height of the vegetation which forms a backdrop to the development.

**(4.4) Floor Space Ratio**

The site is subject to a maximum floor space ratio of 0.8:1. The combined gross floor area of the commercial building (1120m<sup>2</sup>) and the kiosk/convenience store (214m<sup>2</sup>) is 1334m<sup>2</sup>, which equates to a FSR of 0.38:1.

**(4.6) Exception to Development Standards**

The proponent has submitted a request to vary the height limit under Clause 4.6 of Coffs Harbour LEP 2013.

In support of the variation request it is noted:

- The variation in height for the commercial building is minor and does not significantly add to the overall height, bulk and scale of the commercial building and will be imperceptible from most perspectives.
- The variation in height is unlikely to cause any concern regarding overshadowing, view loss or amenity issues for adjoining properties.
- The land to the south and west is a heavily vegetated reserve. The height of the building does not exceed the height of the vegetation.
- Both the commercial building and sign are setback a considerable distance from the Pacific Highway, which lessens the visual appearance of the buildings.
- In the circumstances it is considered that compliance with the development standard is unreasonable or unnecessary and there are sufficient planning grounds to justify contravening the development standard for the commercial building. However it is considered reasonable to require the advertising structure to be reduced in height, to be consistent with other recently approved signage fronting the Pacific Highway.

In conclusion, the request to vary the development standard has been assessed and is considered reasonable in the circumstances and it is therefore recommended that Council use its delegation under Clause 4.6, to vary the development standard accordingly.

**(5.5) Development within the coastal zone**

The matters under this clause have been addressed under SEPP 71 – Coastal Development

**(5.10) Heritage Conservation**

The subject land is not listed in Schedule 5 of Councils LEP 2013 and no sites were identified by way of a “AHIMS” Web Service (AWS) Search. The land was inspected by the Coffs Harbor and District Local Aboriginal Land Council (CHDLALC) and no objects of Aboriginal origin were identified, however a request was made for a further inspection to be undertaken following removal of the dwellings. The recommended conditions of consent will ensure the Land Councils’ request is adhered to.

**(7.1) Acid Sulfate Soils**

The site is identified as being low risk, Acid Sulfate Soils (ASS) Level 4. The proposal involves excavation works for construction of the basement car park for the commercial building. Geotechnical investigations were undertaken over the site consisting of borehole sampling, which recommended that additional testing and sampling be undertaken for any piling located more than 3 metres below existing ground level. A recommended condition of consent will require further assessment of ASSs during construction and where any ASSs are identified, an ASS Management Plan will be prepared as required.

**(7.2) Earthworks**

The proposed earthworks involve filling of approximately 1.2 metres – 1.7 metres in the northern part of the site and excavation to approximately 1.2 metre depth in the southern part of the site. The recommended conditions include mitigation and management measures for erosion and sediment control and the development is considered satisfactory on consideration of the requirements of the clause.

**(7.3) Flood Planning**

The site is flood liable and subject to inundation in the 1:100 year flood event. A flood impact assessment was submitted with the DA and concluded that the site is capable of supporting the proposed development, with specific mitigation measures being adopted such as filling to elevate buildings and hardstand floor levels, adequate stormwater drainage and the design of the basement car park allowing for conveyance of flood water and compensatory flood storage.

Councils Engineering Services Division has assessed flooding impacts, by taking into account compatibility with adjoining land uses, flood levels and site constraints. It was recommended that the development maintain a minimum finished floor level of 5.0 metres Australian Height Datum (AHD), and that the basement car park include design features to avoid floodwaters dislodging vehicles in the event of a flood. A condition of consent is recommended to ensure the building complies with this requirement.

In conclusion, the development is responsive to flood impacts and is not likely to result in unsustainable social and economic costs to the community as a consequence of flooding.

**(7.4) Terrestrial biodiversity**

The development site does not contain significant terrestrial biodiversity values, however the land adjoining the southern and western boundaries and located within the council reserve, is identified as having biodiversity significance.

The ecological assessment identified the predominant vegetation communities likely to be impacted by the development.

The report concludes that the proposed development will result in the loss of some trees on the site, consisting of casuarinas and isolated native and introduced species, but will not have a significant adverse impact on the ability of the vegetation to continue to provide a habitat corridor. The subject site is not identified as containing an endangered ecological community.

A key finding of the report was that the adjoining land was in places disturbed, weed infested and degraded. A positive outcome of the development will be the rehabilitation and restoration works proposed by the Proponent, which will improve the ecological

value and biodiversity of the surrounding area. These works have the support of Council staff and other relevant government agencies.

***(7.6) Riparian land and watercourses***

The subject site is within 40 metres of Tree Fern Creek, which is a defined watercourse. Creek bank scour protection and rehabilitation and restoration works designed by a certified engineer, will be undertaken to improve the watercourses ecological function and natural environmental attributes. The development will include design measures to ensure water quality standards are maintained by addressing any contamination issues with hydrocarbons and other synthetic compounds associated with service stations. All runoff from hardstand areas will be contained within a SPEL 20,000 litre on-site detention tank, before draining into bio-retention gardens and being discharged into Tree Fern Creek. A recommended condition of consent will require regular water quality control testing, to ensure the discharged storm water complies with relevant standards to avoid potential contamination or pollution of the creek.

***(7.8) Koala Habitat***

The subject site does not contain any significant koala habitat; however it does adjoin land on its southern and western boundaries which is identified as being 'primary koala habitat' under Council's Koala Plan of Management.

A targeted search was completed on the subject site for scratches, scats and other evidence of koala usage of the site. The search failed to record any evidence of koala activity; however it did confirm preferred koala feed trees on the adjoining council land. No koala habitat or feed trees will be removed as part of the proposed development. The Vegetation Management Plan (VMP) will ensure that koala feed tree species are replanted to compensate for any tree loss and ensure a net gain in the number of koala habitat trees.

The ecological assessment in relation to Koalas did identify that the impacts of the proposed development could include a minor increased risk of death or injury by motor vehicle strikes, restricted opportunity for movement and fragmentation of habitat corridor linkages. A number of amelioration measures were identified to address these concerns and these measures have been incorporated into the recommended conditions of consent, where appropriate.

***(7.11) Essential services***

The proposed development will be provided with essential services including water, sewer, electricity, drainage and appropriate access.

***(7.12) Design excellence***

The proposed development addresses the relevant design excellence provisions in its design, siting and construction.

***(7.13) Central business district***

It is not considered likely that the proposed development will have an adverse impact on the primacy of the CBD as the principal business, office and retail hub of the Coffs Harbour City.

**(7.14) Commercial premises in certain business zones**

The clause is designed to protect the primacy of the City Centre by limiting the maximum gross floor area of a business or office premises to 600m<sup>2</sup> on land in the B6 zone that existed as at 16 December 2010. The proposed commercial building will exceed 600m<sup>2</sup> in gross floor area, however the DA is proposed over three lots and is seeking consent for the consolidation of the existing lots into one allotment. The consolidation of the land after the appointed date effectively means that the maximum floor area restriction will be complied with and the clause is satisfied.

**ii. The provisions of any draft environmental planning instrument**

There are no draft environmental planning instruments that require consideration.

**iii. any Development Control Plan (DCP)**

- **Coffs Harbour Development Control Plan 2013**

The following components of the DCP are relevant to the proposal:

- **A2 Notification and Public Participation**

The proposed development was publicly exhibited in accordance with the requirements of this component and submissions were received.

- **B3 Business Development Requirements**

The proposal generally complies with the development controls under this Plan in relation to building design, density, setbacks, parking and access, flooding, services and landscaping.

- **B7 Biodiversity Impacts**

The proposal will require the removal of all vegetation within the boundaries of the development site, however this area is highly disturbed and the vegetation consists primarily of introduced species and isolated native species that do not have a high ecological value. The removal of some vegetation will occur on land external to the site for the purpose of constructing the access driveways and the creek bank rehabilitation works. No preferred koala food trees will be removed on the site, as part of this proposal.

In recognition that there is limited opportunity to compensate for tree loss within the boundaries of the development site, the Proponent has agreed to undertake rehabilitation and restoration works on the adjoining council reserve to compensate for any tree loss. These works will be detailed in a VMP prepared by the Proponent and approved by Council.

A condition of consent is recommended, that will require the final design of the entrance driveway to minimise impacts on existing native vegetation located in the road reserve.

- **C2 Access, Parking and Servicing Requirements DCP**

The DCP requires 38 car parking spaces to be provided to satisfy the combination of uses on the site. The application proposes a total of 40 spaces, 19 of which are located in the basement car park, with the remaining 21 spaces located adjacent to the commercial building and kiosk. A recommended condition of consent will ensure that an adequate proportion of car parking is dedicated as disabled accessible.

The proposed ingress and egress arrangements will provide for safe access to the site by all vehicles likely to use the development. The internal access arrangements provide sufficient internal turning and efficient flow-through of vehicles. Clear sight distances are maintained at both driveways. Pedestrian footpaths will be constructed to connect the development site to the existing footpath along the Pacific Highway.

- **C3 Landscaping Requirements**

A concept landscape plan has been submitted with the DA and a condition is recommended for a detailed landscape plan to be submitted to Council for approval, prior to the issue of a construction certificate.

- **C4 Signage Requirements**

The proposed business identification signage satisfies the relevant assessment criteria and is consistent with other business identification signage in the locality.

The proposed advertising structure is recommended to be reduced in height, consistent with other recently approved signage fronting the Pacific Highway.

- **C7 Waste Management Requirements**

A waste management plan has been submitted in accordance with this DCP component. A suitably sized waste enclosure is required to be constructed as part of the development. A recommended condition of consent will require details of the proposed waste management enclosure to be submitted to Council and approved prior to the issue of a construction certificate.

- **D3 Flooding and Coastal Hazards Requirements**

The site is flood liable and subject to inundation in the 1:100 year flood event, at which point the flood height would be approximately 4.8 metres AHD. The proposed filling of the site will ensure that the forecourt and kiosk maintain a finished floor level above 5.0metres AHD and the finished floor level of the commercial building will be 6.6 metres AHD. The flood responsive design of the basement car park will allow for conveyance of floodwater through the car park and also allow for flood storage to compensate for site filling.

**iiia any planning agreement that has been entered into under section 93F, or any draft planning agreement that a developer has offered to enter into under section 93F, and**

No Planning Agreement has been offered or entered into for this DA.

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

There are no matters as required by the regulations that relate to the proposed development and would require consideration under this section.

**v. any coastal zone management plan (within the meaning of the [Coastal Protection Act 1979](#)), that apply to the land to which the DA relates,**

Council at its meeting of the 14 February 2013 adopted the Coffs Harbour Coastal Zone Management Plan. The proposed development is consistent with the plan. The proposed floor level of the development is above the predicted flood level for the year 2100.

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

**The natural and built environment**

The proposal will involve some environmental disturbance during demolition and construction works. A comprehensive ecological assessment concluded that that actual development site was degraded by its previous uses and has limited environmental value. It is considered that the proposal is unlikely to have a significant impact on threatened species, ecological communities or their habitats and therefore a species impact statement is not required.

The key environmental impacts of the development are off-site impacts associated with Tree Fern Creek and the riparian corridor which occurs on Council's reserve. A positive environmental outcome of the development will be the restoration and rehabilitation works to be undertaken by the Proponent in the form of a VMP.

The urban design of the development meets safer by design principles for minimising crime risk by providing opportunities for surveillance, access control, territorial reinforcement and space management.

**Social impacts**

The proposed development will provide employment opportunities during construction and operation and will support other commercial development.

Concerns have been raised in regard to noise impacts associated with the proposed use of the land. In response, a detailed Noise Impact Assessment was undertaken for the development to establish the noise levels generated by the Service Station and associated retail outlets on neighbouring residences and the background noise levels at the nearest affected properties.

The acoustic assessment noted that the proposed service station is designed for the delivery of domestic fuel, not as a truck stop. In addition the nearby residential properties already exist within an elevated and disturbed background noise environment due to close proximity to the Pacific Highway and will therefore be less impacted by the proposed development. The acoustic assessment concluded that the proposed development will not exceed sleep arousal criteria at sensitive receivers.

Notwithstanding, the following recommendations were made and have been included in the recommended conditions of consent:

- to minimise noise impacts during the evening and night it is recommended that truck delivery and waste collection be restricted to the day time period (7.00am until 6.00pm Monday to Friday and 8.00am until 6.00pm Saturdays);
- signs limiting speed to 15 km/h be installed at the entry and exit;
- signs are to be installed requesting that heavy vehicles do not use air brakes when entering or leaving the site; and
- an acoustic barrier/enclosure with adequate ventilation is to be designed and installed by suitable qualified person/s to mitigate noise from the refrigeration motors

**Economic Impacts**

The proposed development will provide employment during construction and operation of the service station and commercial premises and assist in supporting retail competition and providing greater consumer choice.

Concerns have been raised about the perceived negative effects of competition between fuel retailers, however commercial viability of proposed commercial development is not a matter

that may be taken into consideration by a consent authority for the purposes of determining a DA. The proposed development is not likely to unreasonably impact on the existing extent and adequacy of business facilities and services within the City Centre area and the DA has been evaluated accordingly.

**c. the suitability of the site for the development,**

The site has extensive frontage and high exposure to the Pacific Highway, which allows for a range of commercial and service orientated activities. The zoning of the land was changed to B6 Enterprise Corridor for the expressed purpose of promoting diverse commercial uses to encourage private investment, activate streetscapes, revitalise public domains and support existing commercial centres located to the north and south of the site. The current application is indicative of the range of commercial uses expected by the zoning of the land

The environmental site constraints have been recognized in the preparation of the development and the design is responsive to these issues. It is considered that the site is suitable for the proposed development.

**d. any submissions made in accordance with this Act or the regulations,**

The DA was placed on public exhibition for a period of 30 days from 26 June, 2014 to 25 July, 2014 and there were 27 submissions which raised objections to the development. Of these submissions, 16 were individual submissions and 11 were pro-forma template letters. The issues raised in the submissions include traffic, noise, flooding and biodiversity impacts, site suitability, appropriateness of the development and adverse economic impacts to other commercial operators and competing businesses.

A summary of the issues raised and Councils response is provided as follows:

***Traffic access, congestion and parking impacts***

***Comment:***

Due to the proposed use of the site and its location fronting the Pacific Highway, it is expected that the development will not generate significant additional traffic movements on the Pacific Highway, but will draw traffic from the highway. The key design aspects of the development are therefore related to the driveway entrances and exits and internal circulation and car parking.

A Traffic Impact Assessment was undertaken for the proposed development, which concluded that the proposed development will have no adverse effects of the traffic flow of the Pacific Highway and the driveway and internal circulation allowed for adequate access and egress. A recommendation was made for the relocation of the bus stop and shelter further northwards from its current location, to avoid the potential for any traffic conflict. This recommendation has been endorsed. The traffic assessment has been reviewed by Council officers and is considered satisfactory.

***Noise impacts***

***Comment:***

A noise impact assessment been submitted with the DA to identify and address potential noise impacts on residential properties in proximity to the site. The noise assessment confirms that noise produced from the proposed development will not exceed sleep arousal criteria at sensitive receivers.

The acoustic assessment has been reviewed by Council officers and is considered satisfactory.

***Flooding impacts***

***Comment:***

The site is flood liable and subject to inundation in the 1:100 year flood event. A flood impact assessment was submitted with the DA and concluded that the site is capable of supporting the proposed development, with specific mitigation measures being adopted such as filling to elevate buildings and hardstand floor levels, adequate stormwater drainage and the design of the basement car park allowing for conveyance of flood water and compensatory flood storage.

The flood assessment has been reviewed by Council officers and is considered satisfactory.

***Biodiversity impacts in the area***

***Comment:***

The development site adjoins areas identified as being 'primary koala habitat' under Council's Koala Plan of Management. An ecological assessment was submitted with the application to identify and address likely impacts on biodiversity. The report concluded that the environmental impacts of the proposal were acceptable, subject to the implementation of the recommended amelioration measures. A condition of consent has incorporated these measures, where appropriate.

The ecological assessment has been reviewed by Council officers and is considered satisfactory.

***Potential adverse economic impacts to other commercial operators***

***Comment:***

Commercial viability of proposed commercial development is not a matter that may be taken into consideration by a consent authority for the purposes of determining a DA. The proposed development is not likely to unreasonably impact on the existing extent and adequacy of business facilities and services within the City Centre area and the DA has been evaluated accordingly.

***Site suitability***

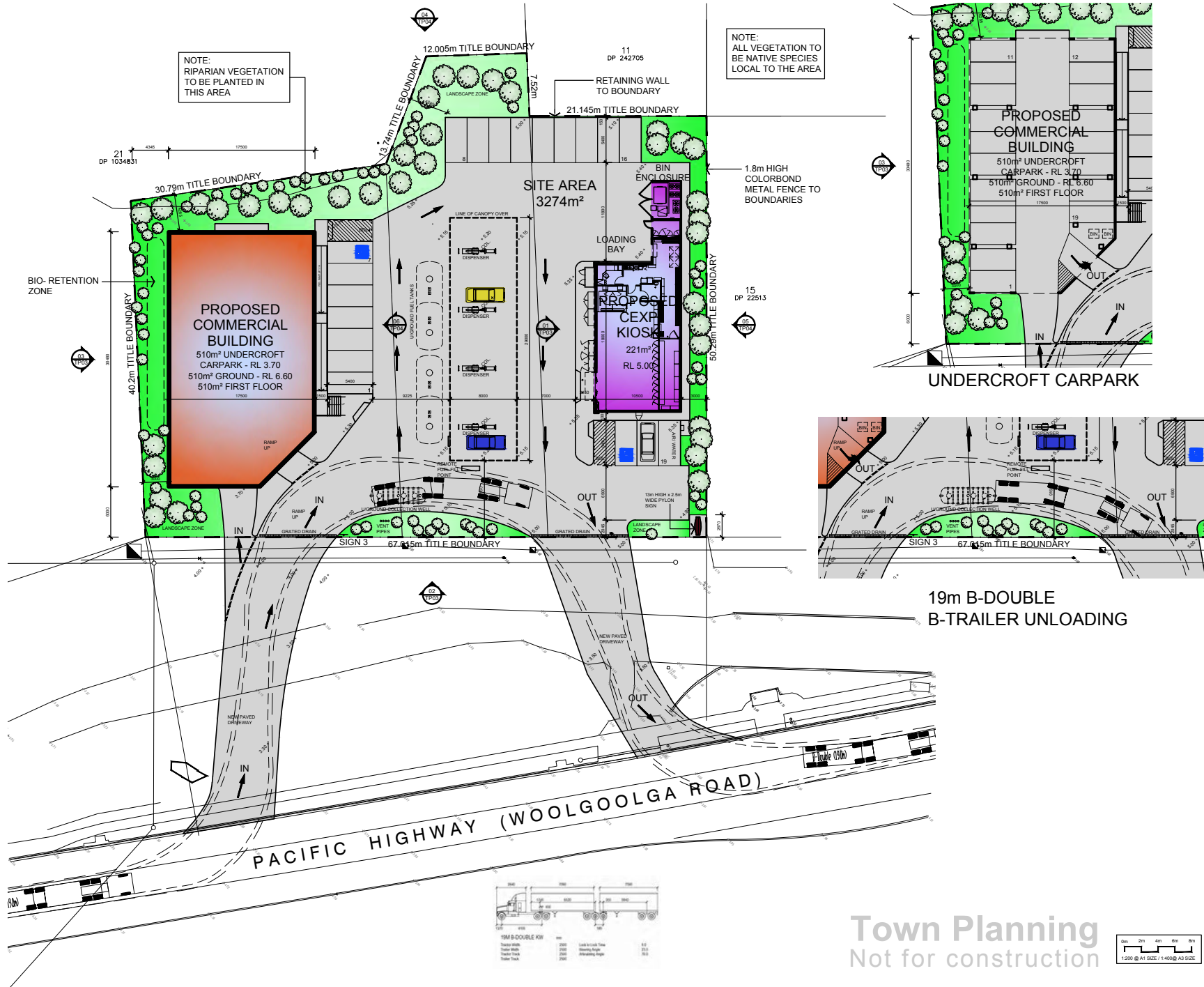
***Comment:***

The environmental site constraints have been recognized in the preparation of the development and the design is responsive to these issues. It is considered that the site is suitable for the proposed development.

**e. the public interest:**

The assessment of the application has considered the public interest matters and determined that the proposal is acceptable and the impacts can be effectively managed by appropriate conditions. Approval of the application is considered to be in the public interest.





REV	AMENDMENT DETAILS	BY	DATE
F	EXIT FROM CARPARK AMENDED	PW	28-10-14
E	ROAD SIGNS ADDED	AB	21-10-14
D	2 CAR SPACES DELETED FROM 5TH WEST CORNER TO INCREASE LANDSCAPING, 1 EXTRA CAR SPACE ADDED TO NORTH WEST END RIPARIAN LANDSCAPING NOTED. FIRST FLOOR NOTED	AB	09-08-14
C	EXIT FROM UNDERCROFT CARPARK AMENDED TO EAST END PARKING RELOCATED FROM IN FRONT OF KIOSK TO IN FRONT OF COMMERCIAL BUILDING, 2 EXTRA SPACES ADDED. FUEL CANOPY RELOCATED TO SUIT	AB	28-08-14
B	18M OBBLE TANKER PATH UPDATED, CROWSOVERS REVISSED TO SUIT	AB	12-08-14
A	FIRST FLOOR DELETED, RL IS REVISED	PW	07-07-14
G	TOWN PLANNING ISSUE	PW	28-05-14



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RBP No. DP-AD1869

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PROJECT  
PROPOSED MIXED USE DEVELOPMENT

PROJECT ADDRESS  
208 - 210 PACIFIC HIGHWAY

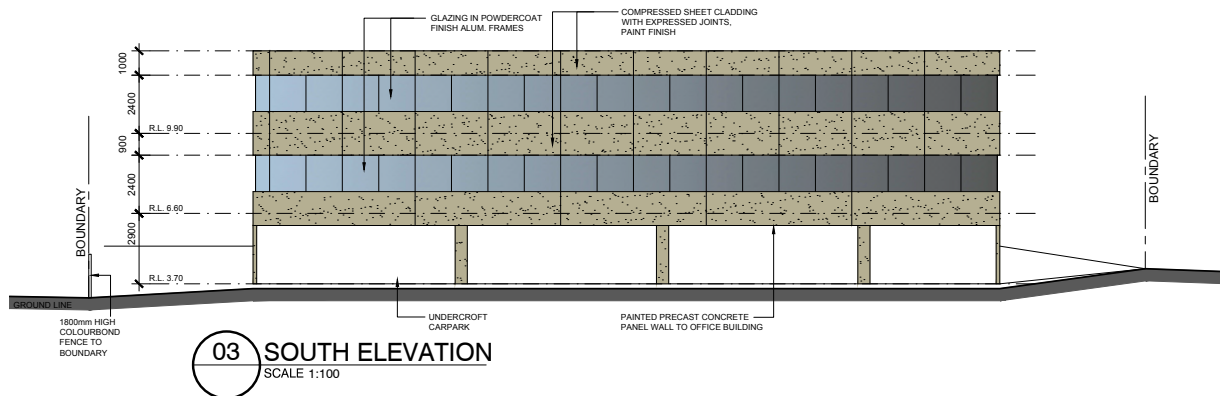
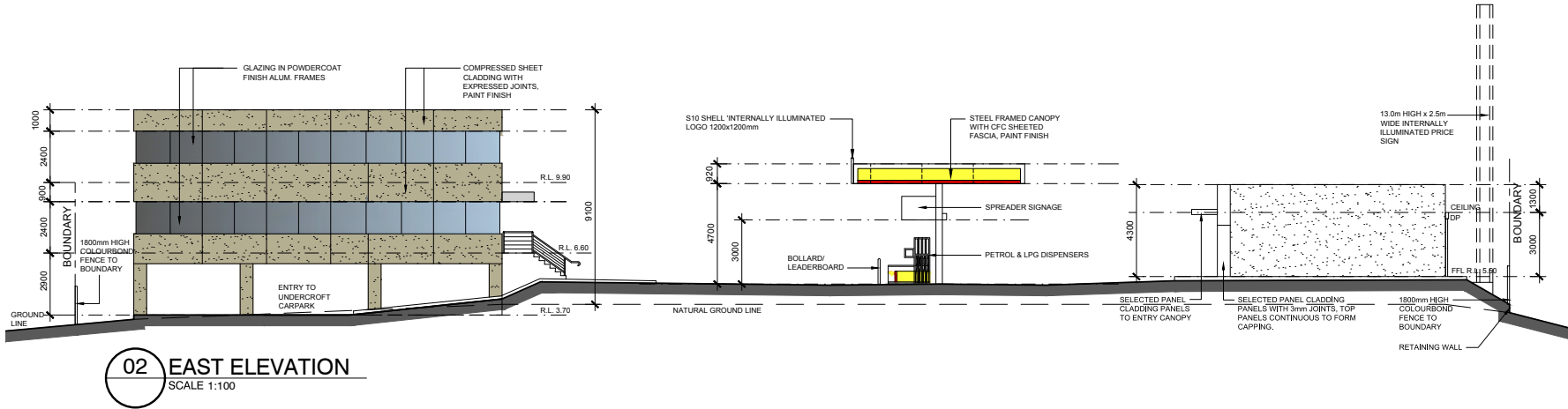
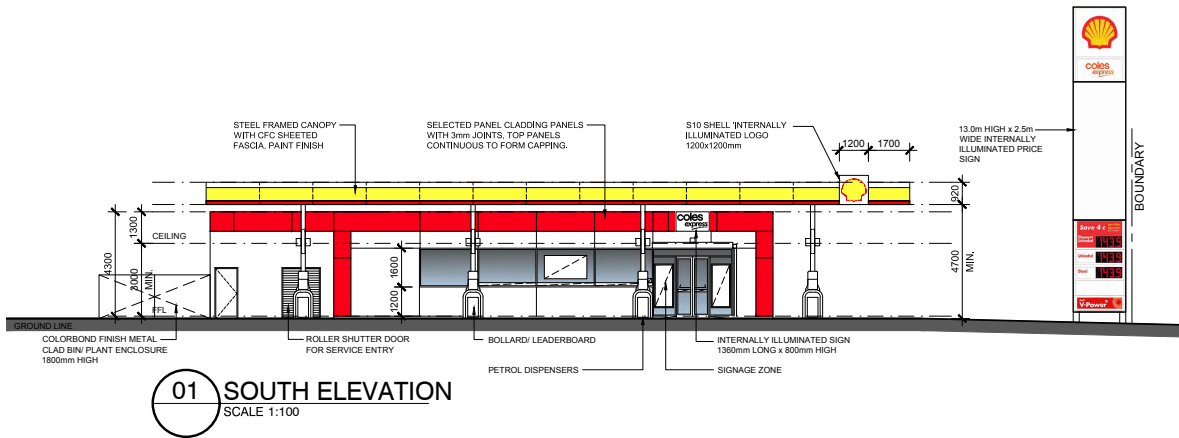
COFFS HARBOUR NSW 2452

DRAWING TITLE  
PROPOSED SITE PLAN

CLIENT  
BROADEN MANAGEMENT PTY LTD

DATE	SCALE	NORTH
MAY '14	@ A1	
DRAWN	CHECKED	
PW	AB	
ISSUE		
PLANNING		
PROJECT No.	DRAWING No.	REVISION No.
14034	TP02	F
		SHEET
		02 of 04

Town Planning  
Not for construction



REV	AMENDMENT DETAILS	BY	DATE
D	HEIGHT OF COMMERCIAL BUILDING REDUCED BY 200mm	AB	18-09-14
C	FIRST FLOOR RE-INSTATED, FUEL CANOPY RELOCATED	PW	03-09-14
B	FIRST FLOOR SELECTED R.L.S REVISED	PW	07-07-14
A	PLANNING APPLICATION ISSUE	PW	26-05-14
0	PLANNING APPLICATION ISSUE	PW	26-05-14



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**PROPOSED MIXED USE DEVELOPMENT**

PROJECT ADDRESS  
**208 - 210 PACIFIC HIGHWAY**

**COFFS HARBOUR NSW 2452**

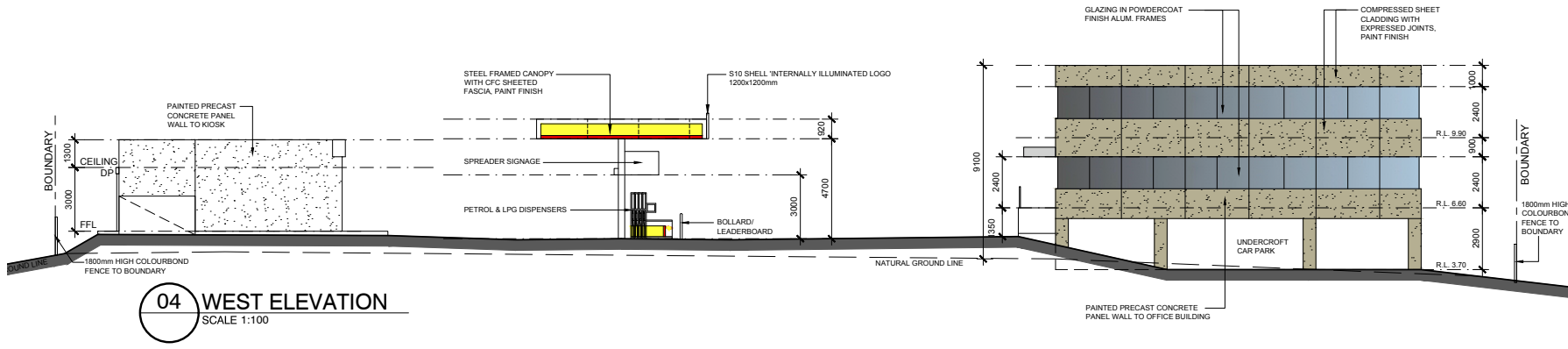
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**PROPOSED ELEVATIONS SHEET 1**

CLIENT  
**BROADEN MANAGEMENT**

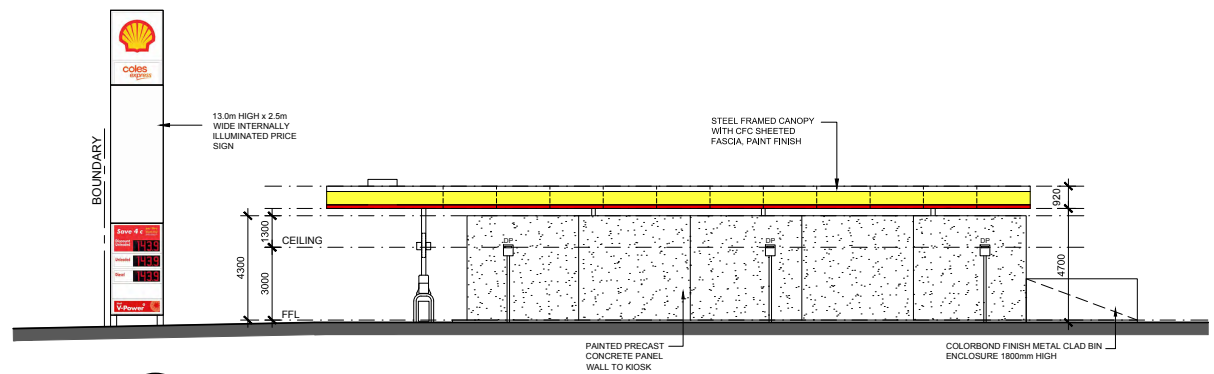
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MAY, '14	1:100	
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ISSUE PLANNING		
PROJECT No. 14034	DRAWING No. TP03	REVISION No. D SHEET 03 of 04

Town Planning  
Not for construction

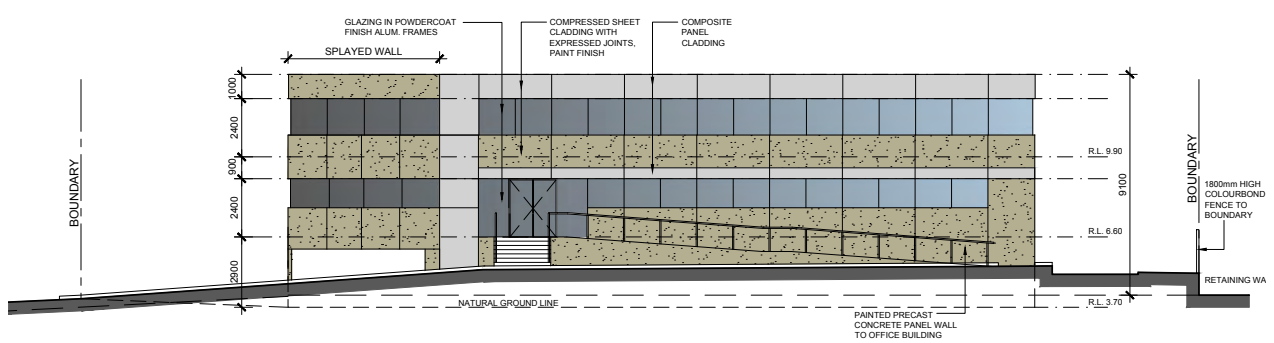




**04 WEST ELEVATION**  
SCALE 1:100



**05 NORTH ELEVATION**  
SCALE 1:100



**06 NORTH ELEVATION**  
SCALE 1:100

REV	AMENDMENT DETAILS	BY	DATE
D	HEIGHT OF COMMERCIAL BUILDING REDUCED BY 200mm	AB	18-05-14
C	FIRST FLOOR RE-INSTATED, FUEL CANOPY RELOCATED.	PW	03-09-14
B	FIRST FLOOR SELECTED, R.L.S REVISED	PW	07-07-14
A	PLANNING APPLICATION ISSUE	PW	25-05-14
0	PLANNING APPLICATION ISSUE	PW	25-05-14



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**PROPOSED MIXED USE DEVELOPMENT**

PROJECT ADDRESS  
**208 - 210 PACIFIC HIGHWAY**

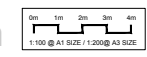
**COFFS HARBOUR NSW 2452**

DRAWING TITLE  
**PROPOSED ELEVATIONS SHEET 2**

CLIENT  
**BROADEN MANAGEMENT**

DATE	SCALE @ A1	NORTH
MAY, '14	1:100	
DRAWN PW	CHECKED AB	
ISSUE <b>PLANNING</b>		
PROJECT No. 14034	DRAWING No. TP04	REVISION No. D
		SHEET 04 of 04

Town Planning  
Not for construction





LEGEND

- existing trees to be retained
- existing trees in riparian zone to be removed as per tree removal/retention plan included in JWA Ecological Assessment
- existing tree to road reserve to be removed. Refer to schedule below.
- tree - *Brachychiton acerifolius* (Flame Tree)
- tree - *Cupaniopsis anacardioides* (Tuckeroo)
- tree - *Elaeocarpus reticulatus* (Blueberry Ash)
- tree - *Glochidion ferdinandi* (Cheese Tree)
- palm - *Archontophoenix cunninghamiana* (Bangalow Palm)
- tree fern - *Cyathea australis* (Rough Tree Fern)
- shrub planting
- groundcover planting
- riparian weed removal & revegetation (subject to future VMP)

NOTES

- ① turfed/grassed road reserve
- ② Flame Trees, palms & succulents groundcovers
- ③ retained Casuarinas on neighbouring property, screen planting to development with Blueberry Ash & *Syzygium Resilience*
- ④ batter planted with Cheese Trees, Palms, Tree Ferns, Palm Lily and riparian groundcovers
- ⑤ 'landscaped' edge to riparian revegetation with Flame Trees, Tuckeroos and *Dianella* spp.
- ⑥ bio-retention area planted with native groundcovers

TREES TO ROAD RESERVE

- T1 *Glochidion ferdinandi* (Cheese Tree)
- T2 *Araucaria cunninghamii* (Hoop Pine)
- T3 *Pinus elliotti* (Slash Pine)
- T4 *Araucaria cunninghamii* (Hoop Pine)
- T5 *Glochidion ferdinandi* (Cheese Tree)
- T6 *Pinus elliotti* (Slash Pine)
- T7 *Pinus elliotti* (Slash Pine)
- T8 *Pinus elliotti* (Slash Pine)

Proposed Mixed Use Development  
208 - 210 Pacific Highway, Coffs Harbour  
for Retail Fuel Development

DEVELOPMENT APPLICATION



1428-03 LANDSCAPE MASTERPLAN  
issue: B  
scale 1:400 @ A3

jackie amos landscape architect  
ph 02 6654 3000  
fax 02 6654 3000  
m 0427 667748  
1345 Bucca Road  
NANA GLEN NSW 2450



- Property House Numbers
- Land Parcels
- Road Names
- Roads
- Creeks
- State Forest
- National Parks
- 2009 50cm

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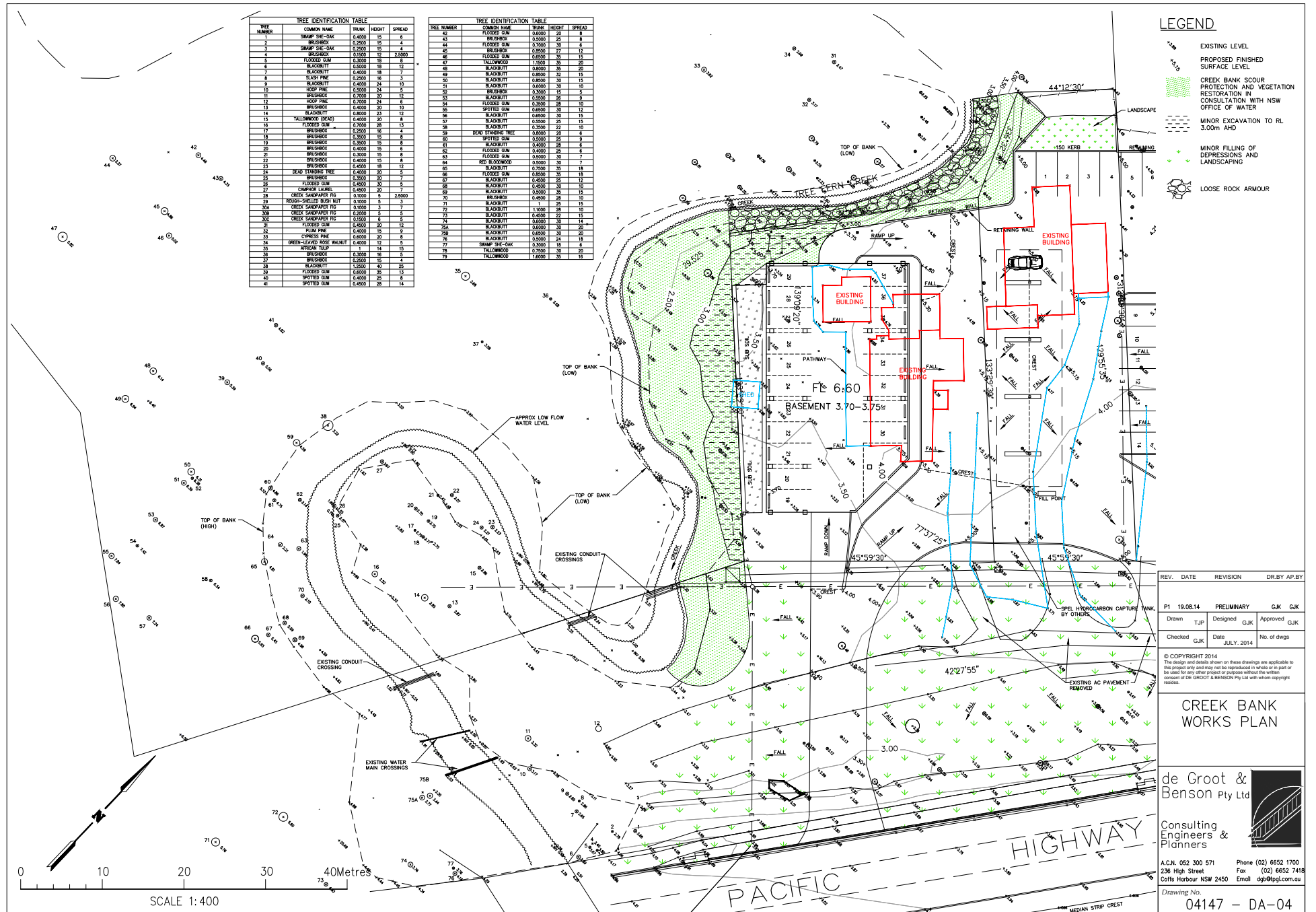
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Projected Coordinate System- GDA 1994, MGA Zone 56





**DRAFT Conditions for Council Report****Development Application No. 0961/14****Schedule of Conditions****ADMINISTRATIVE CONDITIONS****Development Description:**

1. Development consent is granted only to carrying out the development described in detail below:
  - ***Demolish existing dwellings and construct Service Station, Commercial Building and Advertising Structure***

**Prescribed Conditions:**

2. The proponent shall comply with the prescribed conditions of development approval under Clauses 97A, 98, 98A - E of Environmental Planning and Assessment Regulation 2000 as are of relevance to this development.

**Development is to be in accordance with approved plans:**

3. The development is to be implemented in accordance with the plans set out in the following table except where modified by any conditions of this consent (Development Consent No. 0961/14).

<b>Plan No. / Supporting Document(s)</b>	<b>Dated</b>
Project No. 14034, Drawing No/ TP02, Rev F, prepared by TRG	May 2014
Project No. 14034, Drawing No's TP03 and TP04, Rev D, prepared by TRG	May 2014

In the event of any inconsistency between conditions of this development consent and the plans referred to above, the conditions of this development consent prevail.

The approved plans and supporting documents endorsed with the Council stamp and authorised signature must be kept on site at all times while work is being undertaken.

**Development in Accordance with Documents:**

4. The development shall be undertaken in accordance with the following documents:

## Planning Documentation

- (1) Flood Impact Assessment, prepared by de Groot & Benson Pty Ltd, dated July 2014.
- (2) Noise Impact Assessment and Addendum's, prepared by Tim Fitzroy and Associates, dated 23 September 2014 and 4 November 2014.
- (3) Revised Ecological Assessment, prepared by JWA Ecological Consultants, dated August 2014.
- (4) Geotechnical Assessment, prepared by Coffey Geotechnics, dated 11 July 2014.

**Development Application No. 0961/14****Schedule of Conditions**

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**PRIOR TO THE ISSUE OF CONSTRUCTION CERTIFICATE****Construction Certificate:**

5. No building work is to commence on site until a Construction Certificate has been issued for the work and Council has been notified that a Principal Certifying Authority has been appointed.

Note: Separate Construction Certificates are to be obtained for the **building works** and any **civil works**.

**Equitable Access:**

6. The building is to be provided with access and facilities for people with disabilities.

The applicants' attention is directed to the *Disability (Access to Premises - Buildings) Standards 2010* and the Building Code of Australia.

Details indicating compliance must be submitted and approved by the certifying authority **prior to the issue of a Construction Certificate**.

**Stormwater Management Plan:**

7. A Stormwater Management Plan complying with the relevant controls of Council's Water Sensitive Urban Design Policy being submitted to and approved by Council **prior to issue of the Construction Certificate**.

Please refer to the WSUD Information Sheet, Policy and Guideline available on Council's web site [www.coffsharbour.nsw.gov.au](http://www.coffsharbour.nsw.gov.au).

The design is to incorporate a detention system that achieves compliance with the Coffs Harbour City Council WSUD Policy targets. Design details are to include calculations showing the effect of the proposed development on design stormwater run-off flow rates and the efficiency of proposed measures to limit the flows.

The design shall be accompanied by an Operation and Maintenance Plan for the system.

**Stormwater Management (On-Site Detention):**

8. An application for the proposed on-site management of stormwater being submitted to and approved by Council **prior to the issue of a Construction Certificate**.

The application is to be accompanied by stormwater disposal details designed by an appropriately qualified hydraulic engineer, demonstrating that all stormwater from hard stand areas and roof areas can be disposed on site in such a way that the estimated peak flow rate from the site for the average recurrence interval (ARI) of the receiving system is no greater than that which would be expected from the existing vacant lot.

Calculations showing the effect of the proposed development on design stormwater runoff rates and the efficiency of proposed measures to limit the flows set out in this condition are to be submitted with the design details.

The design details for on-site detention shall confirm that the water quality of discharge water from the bio-retention gardens meets acceptable standards and will not pollute the receiving waterway.



**Development Application No. 0961/14****Schedule of Conditions**

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**Car Parking Plan:**

9. A car parking plan providing for a minimum of 38 car parking spaces, designed in accordance with the provisions of Australian Standard AS 2890.1 "Parking Facilities: Off-Street Car Parking" and the provisions of AS/NZS 2890.6:2009 "Parking Facilities: Part 6: Off-Street parking for people with disabilities" being submitted with the Construction Certificate Application.

**Consolidation:**

10. The lots subject to this application, being Lot 20, DP 1034831, Lot 3, DP 564731, Lot 16, DP 22513 being consolidated to ensure that all existing and proposed works are located within the property boundaries of the one lot. Evidence of lodgement of a plan of consolidation being submitted to Council or the certifying authority **prior to issue of the Construction Certificate.**

**Trade Waste:**

11. An *Application for Approval to Discharge Liquid Trade Waste* under Section 68 of the Local Government Act, being submitted and approved by *Coffs Harbour Water* **prior to release of the Construction Certificate.**

All trade waste discharges are to conform with effluent acceptance criteria as stipulated in Coffs Harbour Water's Trade Waste Policy (Schedule A) and or any standards applied by the Environment Protection Authority for the discharge.

Please Note: Depending upon your individual circumstances, some trade waste pre-treatment equipment may need to be incorporated into the building work.

Coffs Harbour Water (Trade Waste Section) should be contacted for the issue of a Liquid Trade Waste Application Form. Please note once all the relevant information has been supplied, up to 30 days is required for approval.

**Erosion and Sedimentation Control Plan:**

12. An erosion and sediment control plan, together with a management strategy, detailing soil erosion and sediment control measures, shall be prepared by a qualified environmental or engineering consultant in accordance with the document *Managing Urban Stormwater – Soils & Construction Volume 1 (2004)* by Landcom. Details being submitted and approved by the Certifying Authority **prior to issue of a Construction Certificate.**

**Food Premises - Fitout:**

13. The food premises fitout is to comply with the Food Act 2003 and the National Food Safety Standard 3.2.3 (Food Premises and Equipment) and Australian Standard AS 4674-2004 (Design, Construction and Fitout of Food Premises). Design details of the food premises fitout, conforming to the Act and Standards, are to be submitted to and approved by Council's Environmental Health Officer or another suitably qualified Environmental Health Officer / Consultant. A copy of the approved details must be submitted to the Accredited Certifier **prior to the issue of the Construction Certificate for the work.**

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**Water Management Act 2000:**

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

The current contribution rate is:

	<b>Amount/m<sup>2</sup></b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>
Works to satisfy increased demand within the area for 1,020 square metres of commercial development - offices		
Water	63.68	64,953.60
Sewer	60.90	62,118.00
<b>SUB TOTAL</b>		<b>127,071.60</b>

The current contribution rate is:

	<b>Amount/m<sup>2</sup></b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>
Works to satisfy increased demand within the area for 221 square metres of commercial development – Fast Food outlet		
Water	97.97	21,651.37
Sewer	93.69	20,705.49
<b>SUB TOTAL</b>		<b>42,356.86</b>

The current contribution rate is:

	<b>Total</b>
	<b>\$</b>
Works to satisfy increased demand within the area for a commercial development – Service Station – 2.7 ET's	
Water	26,451.39
Sewer	25,295.02
<b>SUB TOTAL</b>	<b>51,746.41</b>
<b>LESS CREDIT FOR EXISTING USE</b>	<b>57,496.02</b>

**TOTAL AMOUNT PAYABLE 163,678.85**

**Retaining Works:**

15. A construction certificate is required for retaining walls exceeding 600mm in height. Timber retaining walls exceeding 600mm in height are not to be permitted within 1 metre of the boundary.

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**Works on Pacific Highway:**

16. **Prior to the issue of a Construction Certificate**, a 'Works Authorisation Deed' (WAD) is to be obtained from the Roads and Maritime Service for all roadworks on the Pacific Highway. A copy of the WAD being provided to Council **prior to issue of Construction Certificate**.

**Road Design and Services (Building):**

17. The following works:

- (a) Site entry and exit;
- (b) Basement entry and exit;
- (c) Stormwater drainage including WSUD requirements;
- (d) footpath works, including a footpath design for the footpath fronting the Pacific Highway to the boundary of the development site;
- (e) Rock armouring works on toe of creek bank designed to provide scour protection to the creek bank for all events up to the 100 year ARI. The extent of the rock armouring works is to be the minimum required through design. The interface of the rock armouring with unprotected areas of the natural creek is to be designed to ensure the potential for scour is not transferred to the natural creek;
- (f) The development boundary structures that could be impacted by scour are to be designed to be scour proof for all flood events up to the 100 year ARI event. The structures are to be designed based on the creek bank scour protection works do not provide the designed protection to the bank on the creek side of the boundary;
- (g) Driveway locations to be modified to avoid impact on any trees and infrastructure in the road reserve;
- (h) Sewer main through property to be made redundant and main terminated at dead end and shaft inside north-western boundary of Lot 16 DP 22513;
- (i) Water;
- (j) The existing bus stop and shelter being relocated further north-west of its current location,

shall be provided to serve the development with the works conforming with the standards and requirements set out in Council's Development Design and Construction specifications and relevant policies (Water Sensitive Urban Design).

**Note:**

- (1) Trees T2 and T4 as indicated on Dwg No. 1428-03, Issue B, prepared by Jackie Amos are not approved to be removed. Driveway(s) should be appropriately designed/located to prevent damage to these trees.
- (2) grades in and out of the basement car park must comply with AS 2890. Vehicles must have sufficient sight distance and have opportunity to give way to service station customers.

Plans and specifications are to be submitted to Council and approved **prior to issue of the Construction Certificate**. Plan submissions are to be accompanied by payment of prescribed fee.

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Plans and specifications submitted later than six (6) months from the date of development consent shall comply with Council's current specifications at a date six (6) months prior to submission.

All work is to be at the developer's cost.

**Flooding:**

18. A 'Business Flood Safe Plan' prepared in accordance with SES Guidelines is to be submitted to Council and approved **prior to the issue of a Construction Certificate**. **Note:** The plan is to include an evacuation plan for the basement car park allow for the free flow of flood waters but has bollards or fencing to prevent movement of vehicles off the site during a flood.

**Vegetation Management Plan:**

19. **Prior to the issue a Construction Certificate**, a detailed vegetation management plan (VMP) prepared in accordance with Council's Development Control Plan Component – B7 Biodiversity Requirements is to be submitted to Council and approved. The VMP will also detail the scope of environmental protection works proposed within the Council Reserve. **Note:** The VMP shall ensure adequate compensatory plantings and provide justification for removal of any trees located within the road reserve.

**Landscape Plan:**

20. **Prior to the issue a Construction Certificate**, a detailed landscape plan prepared in accordance with Council's Development Control Plan Component – C3 Landscaping Requirements is to be submitted to Council for approval. The landscape plan must include details of fencing, include 1 additional 'Flame Tree' in the north-east garden bed.

**Waste Management:**

21. **Prior to the issue of a Construction Certificate**, a waste management plan prepared in accordance with Council's Development Control Plan Component – C7 Waste Management Requirements is to be submitted to Council and approved. **Note:** The waste enclosure for the commercial building should not be in the basement carpark. Waste management enclosures are to be roofed, have a drain to sewer via a dry basket arrestor and have a tap for washing. Provision is to be made for management of organics waste for the both the commercial building and kiosk.

**Underground Petroleum Storage System:**

22. **Prior to the issue of a Construction Certificate**, detailed specifications and plans demonstrating compliance with mandatory minimum requirements of the NSW EPAs Protection of the Environment Operations (Underground Petroleum Storage Systems) Regulation 2014 and associated guidelines and industry best practice Australian Standard AS 4897-2008 are to be submitted to Council and approved.

The detailed specification shall be appropriately prepared by a duly qualified person for the purposes of the UPSS regulation and associated guidelines.

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**PRIOR TO COMMENCEMENT OF WORKS****Site Notice:**

23. Prior to commencement of works a site notice(s) shall be prominently displayed at the boundaries of the site for the purposes of informing the public of the development details including but not limited to:
- (1) Details of the Principal Contractor and Principal Certifying Authority for all stages of the development;
  - (2) The approved hours of work;
  - (3) The name of the site/project manager, the responsible managing company (if any), its address and 24 hour contact phone number for any inquiries, including construction noise complaints are to be displayed on the site notice; and
  - (4) To state that unauthorised entry to the site is not permitted.

**Demolition Works:**

24. All works including (where relevant) the handling and disposal of materials containing asbestos, are to be undertaken in accordance with the relevant requirements of WorkCover NSW, the Work Health and Safety Act 2011 and Australian Standard AS 2601-2001 "The Demolition of Structures".

Prior to demolition all services are to be disconnected and capped off. Disconnection of any sewer drainage lines shall be sealed to prevent ingress of water and debris into the sewerage system.

Where water and sewerage services are no longer required the required fee for disconnection being paid to Coffs Harbour Water prior to the commencement of any demolition work.

**Sanitary Plumbing and Draining:**

25. A separate application is to be made to Council by the licensed plumber and drainer prior to the commencement of any sanitary plumbing and drainage work on site.

**Acid Sulfate Soils:**

26. An acid sulphate soils assessment is to be carried out prior to commencement of construction of the basement car park to determine if acid sulfate soils are present in areas of excavation. Where acid sulphate soils are identified, an Acid Sulfate Soils Management Plan is to be prepared in accordance with ASSMAC manual and is to be approved by Council prior to the commencement of works.

**DURING CONSTRUCTION****Protection of Trees On-Site:**

27. All trees on site that are to be retained are to be suitably protected in accordance with Australian Standard AS 4970-2009 '*Protection of Trees on Development Sites*' by way of tree guards, barriers or other measures as necessary to protect root system, trunk and branches, during construction of any stage of the project.

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**Waste and Contamination:**

28. The exportation of waste (including fill or soil) from the site must be in accordance with the provisions of the *Protection of the Environment Operations Act 1997* and the Office of Environment and Heritage "*Waste Classification Guidelines*".

Any new information that comes to light during remediation, demolition or construction works which has the potential to alter previous conclusions about site contamination must be immediately notified to the Council and the Principal Certifying Authority.

**Erosion and Sediment Control:**

29. All erosion and sediment control measures, as designed in accordance with the approved plans are to be effectively implemented and maintained at or above design capacity for the duration of the construction works for each stage of the project, and until such time as all ground disturbance by the works has been stabilised and rehabilitated so that it no longer acts as a source of sediment.

**Erosion and Sediment Control (Minor Works):**

30. Where excavation works or removal of vegetation is to take place on the site, control measures in accordance with the document *Managing Urban Stormwater – Soils & Construction Volume 1 (2004)* by Landcom are to be undertaken at each appropriate construction stage to prevent erosion of soil.

**Dust Control Measures:**

31. Adequate measures shall be taken to prevent dust from affecting the amenity of the neighbourhood during construction. In particular, the following measures must be adopted:
- (1) All materials shall be stored or stockpiled at the best locations;
  - (2) The surface should be dampened slightly to prevent dust from becoming airborne but should not be wet to the extent that runoff occurs;
  - (3) All vehicles carrying spoil or rubble to or from the site shall at all times be covered to prevent the escape of dust or other materials;
  - (4) Cleaning of footpaths and roadways shall be carried out regularly;
  - (5) Rumble grids being installed at access points to the site.

**Hours of Work:**

32. Construction works are to be limited to the following hours:

Monday to Friday	7.00 a.m. - 6.00 p.m.
Saturday	7.00 a.m. - 1.00 p.m. if inaudible from adjoining residential properties, otherwise 8.00 a.m. - 1.00 p.m.

No construction work is to take place on Sunday and Public Holidays.

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**Cultural Heritage:**

33. Immediately following demolition works the Coffs Harbour & District Local Aboriginal Land Council shall be notified and provided with an opportunity to make further investigation of the site. In the event that future works during any stage of the development disturb Aboriginal Cultural materials, works at or adjacent to the material must stop immediately. Temporary fencing must be erected around the area and the material must be identified by an independent and appropriately qualified archaeological consultant. The Office of Environment and Heritage (OEH), Northern Aboriginal Heritage Unit and the Aboriginal Stakeholder groups must be informed. These groups are to advise on the most appropriate course of action to follow. Works must not resume at the location without the prior written consent of the OEH and Northern Aboriginal Heritage Unit and the Aboriginal Stakeholder groups.

**Finished Floor Level:**

34. The finished floor level of the ground floor of the building is to be a minimum of 4.9 metres Australian Height Datum and a registered surveyor's certificate certifying such level is to be submitted to the Principal Certifying Authority prior to works proceeding beyond ground floor level.

**Note:** All wiring, power outlets, switches, etc. to be located a minimum of 0.5m above finished floor level.

**Acid Sulfate Soils:**

35. The recommendations of the approved Acid Sulfate Soils Management Plan being implemented during construction.

**Underground Petroleum Storage System:**

36. All work undertaken, and subsequent operation of the storage system, shall accord with relevant legislation, industry standards and guidelines, including but not limited to the:
- Protection of the Environment Operations (Underground Petroleum Storage Systems) Regulation 2008; and associated "Guidelines for the Implementation of the POEO (UPSS) Regulation".
  - Australian Standard AS 4897 – 2008: The design, installation and operation of underground petroleum storage systems.
  - Australian Standard AS 1940 – 2004: The storage and handling of flammable and combustible liquids.

**PRIOR TO ISSUE OF OCCUPATION CERTIFICATE OR COMMENCEMENT OF USE****Environmental Amelioration measures:**

37. The recommended amelioration measures in the Revised Ecological Assessment, prepared by JWA Ecological Consultants, dated August 2014, shall be implemented to the satisfaction of Council **prior to the issue of the Occupation Certificate.**

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**Advertising Structure:**

38. The advertising structure shall be limited to a maximum height of 11m above natural ground level. Written confirmation from a registered surveyor is to be submitted to the Principal Certifying Authority confirming the height limit has been adhered to.

**Underground Petroleum Storage System:**

39. **Prior to issue of an Occupation Certificate**, the following information shall be forwarded to Council within 60 days of the successful commissioning of the modified UPSS:
- Any relevant Certifications required under Australian Standard AS 4897-2008 and associated legislation and guidelines.
  - Copy of the "as built" drawings for the work.

All work is to be conducted by suitably qualified and experienced professionals.

**Access Works:**

40. Sealed driveways being constructed over the footpath at right angles to the road in accordance with Council's standard drawings. Any existing driveways which are not required for the development are to be removed and the footpath reinstated. All such work is subject to a separate driveway application, fees and approval by Council.

These works are to be completed **prior to the issue of an Occupation Certificate** for the development.

**Stormwater Management Certification:**

41. **Prior to the issue of an Occupation Certificate** the consultant design engineer / landscape architect shall issue a certificate to the Principal Certifying Authority to the effect that the stormwater treatment system has been installed and complies with the approved design.

**Individual Council Water Meters:**

42. Individual Council water meters are to be provided to all units and common areas **prior to issue of an Occupation Certificate**.

**Road Design and Services:**

43. The following works:
- (a) Site entry and exit;
  - (b) Basement entry and exit;
  - (c) Stormwater drainage including WSUD requirements;
  - (d) footpath works, including a footpath design for the footpath fronting the Pacific Highway to the boundary of the development site;



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- (e) Rock armouring works on toe of creek bank designed to provide scour protection to the creek bank for all events up to the 100 year ARI. The extent of the rock armouring works is to be the minimum required through design. The interface of the rock armouring with unprotected areas of the natural creek is to be designed to ensure the potential for scour is not transferred to the natural creek;
- (f) The development boundary structures that could be impacted by scour are to be designed to be scour proof for all flood events up to the 100 year ARI event. The structures are to be designed based on the creek bank scour protection works do not provide the designed protection to the bank on the creek side of the boundary;
- (g) Driveway locations to be modified to avoid impact on any trees and infrastructure in the road reserve;
- (h) Sewer main through property to be made redundant and main terminated at dead end and shaft inside north-western boundary of Lot 16 DP 22513;
- (i) Water;
- (j) Relocation of existing bus stop and shelter,

being provided to serve the development with the works conforming with the standards and requirements set out in Council's Development Design and Construction specifications and relevant policies (WSUD).

These works are to be completed **prior to the issue of an Occupation Certificate**.

All work is to be at the developer's cost.

**Landscaping Works:**

- 44. **Prior to the issue of an Occupation Certificate** a works as executed plan is to be submitted to the Principal Certifying Authority certifying that all landscape works have been carried out in accordance with the approved plan.

**Food Premises – Registration:**

- 45. The food premises being registered with Council and the NSW Food Authority **prior to the issue of an Occupation Certificate**.

**Food Premises Fitout - Certification:**

- 46. Written certification from Council's Environmental Health Officer or another suitably qualified Environmental Health Officer / Consultant must be submitted to the Principal Certifying Authority **prior to the issue of the Occupation Certificate** to confirm that the food premises fitout has been constructed in accordance with the Food Act and specified Standards.

**Food Premises - Food Safety Supervisor:**

- 47. A Food Safety Supervisor being appointed and the NSW Food Authority being notified of such appointment **prior to the issue of an Occupation Certificate**.

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**Car Parking Spaces:**

48. Thirty-eight (38) car parking spaces as shown on the plan approved in accordance with condition number 10 of this consent being provided on the development site **prior to the issue of an Occupation Certificate**.

All car parking and manoeuvring areas being constructed in accordance with the provisions of Australian Standard AS 2890.1 "Parking Facilities: Off-Street Car Parking" and the provisions of AS/NZS 2890.6:2009 "Parking Facilities: Part 6: Off-Street parking for people with disabilities".

**Occupation Certificate:**

49. A person must not commence occupation or use of the new building **prior to obtaining an Occupation Certificate** from the Principal Certifying Authority.

**Liquid Trade Waste Approval:**

50. Certification from the Trade Waste Section that a Liquid Trade Waste Approval has been granted and the pre-treatment equipment has been installed in accordance with the conditions of the approval is to be provided to the Principal Certifying Authority **prior to issue of the Occupation Certificate**.

**Vegetation Management Plan:**

51. The works (other than maintenance works) prescribed in the approved Vegetation Management Plan (VMP) being completed **prior to issue of the Occupation Certificate**. A report from the consultant who prepared the VMP or other suitably qualified consultant being submitted to the Principal Certifying Authority with the Occupation Certificate application to the effect that the initial works have been completed in accordance with the approved VMP.

**Works on Pacific Highway:**

52. **Prior to issue of an Occupation Certificate**, a pre-qualified contractor will be required to complete all road works under 'works authorisation deed' to practical completion as determined by the Roads and Maritime Service. Certification of completion being provided to Council **prior to issue of an Occupation Certificate**.

**Noise Mitigation:**

53. Noise mitigation measures outlined in the Noise Impact Assessment, prepared by Tim Fitzroy and Associates, dated 4 November, 2014 are to be implemented into the development and completed subsequently certified by an appropriately qualified person. A copy of such certification is to be submitted to the Principal Certifying Authority **prior to the issue of an Occupation Certificate**.

**Positive Covenant:**

54. Register a positive covenant, on terms prescribed by Council, for the future maintenance, repair and replacement of the rock armouring works on the creek bank in perpetuity. All expenses are to be at the developer's cost.

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**OPERATIONAL MATTERS****Loading and Unloading:**

55. All loading and unloading activities associated with the use of the premises being carried out wholly within the site at all times.

**Use:**

56. Separate development applications shall be submitted to Council for the use and fitout of the commercial building.

**Noise:**

57. Noise emanating from the premises shall at all times be in accordance with the provisions of the *Protection of the Environment (Operations) Act 1997*.

**External Lighting:**

58. External lighting shall comply with *Australian Standard AS 4282: 1997 Control of Obtrusive Effects of Outdoor Lighting*. Upon installation of lighting, but before it is finally commissioned, the Applicant shall submit to Council evidence from an independent qualified practitioner demonstrating compliance in accordance with this condition.

**Waste Management:**

59. Provision being made on the site (*or within the premises*) for the separation of recycling and organic waste, including food waste and other putrescible wastes from the general waste stream in accordance with Council's requirements. The waste management practices of the premises should provide for the continued separation of recycling and organic waste from the general waste stream.

**Fuel Deliveries:**

60. Deliveries and waste collection by trucks shall only occur during the hours of 7am till 6pm Monday to Friday and 8am till 6pm on Saturday and Sunday.

**Water Quality Control:**

61. The on-site stormwater detention system and bio-retention gardens shall be regularly maintained to ensure water quality control. Testing of the discharge water to Tree Fern Creek shall be undertaken at 3 month intervals, with reports being submitted to Council to ensure that acceptable water quality control standards are maintained.

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**INTEGRATED TERMS OF APPROVAL CONDITIONS****General Terms of Approval:**

62. The General Terms of Approval (GTA) listed below apply to the controlled activities described in the plans and associated documentation relating to Development Application No. 0961/14 and provided by Council.

Any amendments or modifications to the proposed controlled activities may render these GTA invalid. If the proposed controlled activities are amended or modified the NSW Office of Water must be notified to determine if any variations to these GTA will be required.

63. These General Terms of Approval (GTA) only apply to the controlled activities described in the plans and associated documentation relating to DA 0961/14 and provided by Council. Any amendments or modifications to the proposed controlled activities may render these GTA invalid. If the proposed controlled activities are amended or modified the NSW Office of Water must be notified to determine if any variations to these GTA will be required.
64. Prior to the commencement of any controlled activity (works) on waterfront land, the consent holder must obtain a Controlled Activity Approval (CM) under the Water Management Act from the NSW Office of Water. Waterfront land for the purposes of this DA is land and material in or within 40 metres of the top of the bank or shore of the river identified.
65. The consent holder must prepare or commission the preparation of:
- (i) Vegetation Management Plan
  - (ii) Erosion and Sediment Control Plan
66. All plans must be prepared by a suitably qualified person and submitted to the NSW Office of Water for approval prior to any controlled activity commencing. The plans must be prepared in accordance with the NSW Office of Waters guidelines located at [www.watersw.gov.au/Water-Licensing/Approvals/default.aspx](http://www.watersw.gov.au/Water-Licensing/Approvals/default.aspx)
- (i) Vegetation Management Plans
  - (ii) Riparian Corridors
  - (iii) Outlet structures
67. The consent holder must (i) carry out any controlled activity in accordance with approved plans and (ii) construct and/or implement any controlled activity by or under the direct supervision of a suitably qualified professional and (iii) when required, provide a certificate of completion to the NSW Office of Water.
68. The consent holder must carry out a maintenance period of two (2) years after practical completion of all controlled activities, rehabilitation and vegetation management in accordance with a plan approved by the NSW Office of Water.

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69. The consent holder must reinstate waterfront land affected by the carrying out of any controlled activity in accordance with a plan or design approved by the NSW Office of Water.
70. The consent holder must ensure that no materials or cleared vegetation that may (i) obstruct flow, (ii) wash into the water body, or (iii) cause damage to river banks; are left on waterfront land other than in accordance with a plan approved by the NSW Office of Water.
71. The consent holder is to ensure that all drainage works (i) capture and convey runoffs, discharges and flood flows to low flow water level in accordance with a plan approved by the NSW Office of Water; and (ii) do not obstruct the flow of water other than in accordance with a plan approved by the NSW Office of Water.
72. The consent holder must stabilise drain discharge points to prevent erosion in accordance with a plan approved by the NSW Office of Water.
73. The consent holder must establish all erosion and sediment control works and water diversion structures in accordance with a plan approved by the NSW Office of Water. These works and structures must be inspected and maintained throughout the working period and must not be removed until the site has been fully stabilised.
74. The consent holder must ensure that no excavation is undertaken on waterfront land other than in accordance with a plan approved by the NSW Office of Water.
75. The consent holder must ensure that (i) river diversion, realignment or alteration does not result from any controlled activity work and (ii) bank control or protection works maintain the existing river hydraulic and geomorphic functions, and (iii) bed control structures do not result in river degradation other than in accordance with a plan approved by the NSW Office of Water.
76. The consent holder must establish a riparian corridor along Tree Fern Creek in accordance with a plan approved by the NSW Office of Water.
77. Before commencing any works or using any existing works for the purpose of dewatering an approval under Part V of the Water Act 1912 must be obtained from the Department if the take of water exceeds 3ML/yr. The application for the approval must contain sufficient information to show that the development is capable of meeting the objectives and outcomes specified in these conditions.
78. An approval will only be granted to the occupier of the lands where the works are located, unless otherwise allowed under the Water Act 1912.
79. When the Department grants an approval, it may require any existing approvals held by the applicant relating to the land subject to this consent to be surrendered or let lapse.
80. All works subject to an approval shall be constructed, maintained and operated so as to ensure public safety and prevent possible damage to any public or private property.

**Development Application No. 0961/14****Schedule of Conditions**

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81. All works involving soil or vegetation disturbance shall be undertaken with adequate measures to prevent soil erosion and the entry of sediments into any river, lake, waterbody, wetland or groundwater system.
82. The destruction of trees or native vegetation shall be restricted to the minimum necessary to complete the works.
83. All vegetation clearing must be authorised under the Native Vegetation Conservation Act 1997, if applicable.
84. The approval to be granted may specify any precautions considered necessary to prevent the pollution of surface water or groundwater by petroleum products or other hazardous materials used in the construction or operation of the works.
85. A license fee calculated in accordance with the Water Act 1912 must be paid before a license can be granted.
86. The water extracted under the approval to be granted shall be used for the purpose of dewatering and for no other purpose. A proposed change in purpose will require a replacement license to be issued.
87. Works for construction of a bore must be completed within such period as specified by the Department.
88. Within two months after the works are completed the Department must be provided with an accurate plan of the location of the works and notified of the results of any pumping tests, water analysis and other details as are specified in the approval.
89. The Department has the right to vary the volumetric allocation or the rate at which the allocation is taken in order to prevent the overuse of an aquifer.
90. The licensee must allow authorised officers of the Department, and it's authorised agents reasonable access to the licensed works with vehicles and equipment at any time for the purposes of:
  - (i) inspecting the said work
  - (ii) taking samples of any water or material in the work and testing the samples.
91. The licensee shall within 2 weeks of being notified install to the satisfaction of the Department in respect of location, type and construction an appliance(s) to measure the quantity of water extracted from the works. The appliance(s) to consist of either a measuring weir or weirs with automatic recorder, or meter or meter(s) of measurement as may be approved by the Department. The appliance(s) shall be maintained in good working order and condition. A record of all water extracted from the works shall be kept and supplied to the Department upon request. The licensee when requested must supply a test certificate as to the accuracy of the appliance(s) furnished either by the manufacturer or by some person duly qualified.

**Development Application No. 0961/14**

**Schedule of Conditions**

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92. The authorised work shall not be used for the discharge of polluted water into a river or lake otherwise than in accordance with the conditions of a licence granted under the protection of the Environment Operations Act 1997. A copy of the licence to discharge is to be provided to the Department.
93. The maximum term of this licence shall be twelve (12) months.
94. The volume of groundwater extracted from the work authorised by this licence shall not exceed 5 megalitres for the term of the licence.
95. The authorised work shall not be used for the discharge of water unless the ph of the water is between 6.5 and 8.5, or the water has been treated to bring the ph to a level between 6.5 and 8.5 prior to discharge, or the water is discharged through the council's sewerage treatment system.
96. The licensee shall test the ph of any water extracted from the work prior to the commencement of discharge and at least twice daily thereafter and record the date, time and result of each test in the site log. A copy of the records of the ph testing is to be returned with the form 'AG'.
97. The work shall be managed in accordance with the constraints set out in a Dewatering Management Plan approved by the Department.
98. The retention or holding pond must be lined with an impermeable material (such as clay or geotextile) to prevent seepage, leakage or infiltration of treated water.

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## SALE OF POTENTIAL CARBON CREDITS - LANDFILL GAS EXTRACTION PROJECT

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### Purpose:

For Council to resolve, because of extenuating circumstances, that a satisfactory result would not be achieved by inviting tenders for the sale of Australian Carbon Credit Units which may be generated from the Landfill Gas Extraction Project.

The extenuating circumstances are due to an impending timing challenge. Initially, Council received advice that our data sets were non-compliant but this has been subsequently addressed through a new compliant data logger.

### Description of Item:

Council operates a landfill gas extraction and flaring system at the Englands Road landfill. Council is currently working with consultants to obtain 'carbon credits' under the Carbon Farming Initiative of the Federal Government, for the greenhouse gas abatement achieved by the operation of the Landfill Gas Extraction Project. The timing of this process has been impacted by a number of factors. The number of carbon credits, known as Australian Carbon Credit Units (ACCU), which may be generated is currently not clearly established due to the work in hand, however, it is estimated to be up to 30,000 ACCUs of potential abatement (equivalent to up to 30,000 tonnes of abated carbon dioxide equivalent).

Initially, Council's consultants advised that the data set obtained for the project was non-compliant, in terms of the relevant CFI Methodology for calculating credits. However, our consultants have worked to seek a potential alternative to have the data set made compliant with the CFI Methodology. An additional compliant data logger was required to be installed, and this occurred recently. This has resulted in the new timing challenge with selling the potential carbon credits.

Whilst the Federal Government recently repealed the 'Carbon Tax', the process associated with the reporting and acquittal of carbon credits by the 'liable entities', which were required to directly pay the 'Carbon Tax', will continue until the final acquittal required by 1 February 2015. There remains a slight possibility that any successfully generated ACCUs (if and when agreed to by the Federal Government's Clean Energy Regulator) for Council's project may be able to be sold to a 'liable entity' either directly or via an agent, under the 'Carbon Tax' prior to 1 February 2015, at a price approaching the legislated price under the 'Carbon Tax' of \$23/tonne.

Alternatively, if any ACCUs generated cannot be sold prior to 1 February 2015, the price achieved is likely to be significantly less as the sale would form part of the Federal Government's 'Direct Action Plan'. Timing therefore, may prove to be critical if a higher sale price is to be achieved. As the possible value of such a sale of any carbon credits may exceed \$150,000, the Tendering provisions of Section 55 of the Local Government Act 1993 would be called up by the Council's 'Disposal of Assets Policy', unless an alternative process is endorsed by Council.

Section 55(3) of the *Local Government Act 1993* provides an exemption to the requirement to call tenders in the case of the following contracts:

- "a contract where, **because of extenuating circumstances**, remoteness of locality or the unavailability of competitive or reliable tenderers, a council decides by resolution (which



*states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders”*

In accordance with section 55 (3) (i) of the *Local Government Act 1993*, this report seeks Council resolution that due to extenuating circumstances, being the tight timeframe, a satisfactory result would not be achieved by inviting tenders.

#### **Sustainability Assessment:**

- **Environment**

There are no environmental impacts as a result of this report. The Landfill Gas Extraction Project continues to operate to abate greenhouse gas emissions from the landfill.

- **Social**

There are no social impacts as a result of this report.

- **Civic Leadership**

The operation of the Landfill Gas Extraction Project is consistent with the Coffs Harbour 2030 Community Strategic Plan strategy LE 2.2 Reduce our carbon footprint.

The implementation of this report is consistent with the Coffs Harbour 2030 Community Strategic Plan strategy LC3.1: Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour.

- **Economic**

This report attempts to facilitate achieving the highest return of funds to the Waste Reserve, by way of meeting the tight timeframe for the sale of any carbon credits able to be created due to the abatement of greenhouse gases from the Landfill Gas Extraction Project. Delaying the potential sale by the requirement to seek Tenders for the sale of the carbon credits, would significantly impact any potential return. Any funds achieved due to the sale of carbon credits resulting from the Landfill Gas Extraction Project will be directed to the Waste Reserve.

#### **Broader Economic Implications**

There are no broad economic impacts associated with the implementation of the recommendations.

#### **Delivery Program/Operational Plan Implications**

Any proceeds achieved due to the sale of carbon credits resulting from the Landfill Gas Extraction Project will be directed to the Waste Reserve. Existing budgets are allocated to fund the current works required to gain carbon credits under the Carbon Farming Initiative.

#### **Risk Analysis:**

In the event that Council can successfully facilitate the generation of carbon credits for the Landfill Gas Extraction Project within the tight timeframes of the final acquittal period of the now repealed 'Carbon Tax', a substantial risk exists that the Tender process called up by Council's Disposal of Assets Policy, would unnecessarily delay and potentially jeopardise the sale of those carbon credits at a higher price under that scheme. This report facilitates the removal of that risk.

If in the event that the carbon credits are unable to be generated and sold prior to 1 February 2015, the sale would default to the processes established under the 'Direct Action Plan' likely to be at a considerably lower price, as the projects with the 'lowest cost of abatement' as part of a 'reverse auction' will be the ones to be funded.

**Consultation:**

Not applicable to this report.

**Related Policy and / or Precedents:**

- Council's Disposal of Assets Policy
- Local Government Act 1993

**Statutory Requirements:**

The total estimated value of the proposed sale of carbon credits will hopefully exceed the threshold under Section 8 of Council's Disposal of Assets Policy at which tenders are required to be called in accordance with Section 55 of the *Local Government Act 1993*.

However, Section 55(3) of the *Local Government Act 1993* provides an exemption to the requirement to call tenders in the case of the following contracts:

- *"a contract where, **because of extenuating circumstances**, remoteness of locality or the unavailability of competitive or reliable tenderers, a council decides by resolution (which states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders"*

This report seeks to rely on section 55(3), due to the tight timeframe involved.

Alternatives are available which maintain the objective of ensuring effective competition.

The proceeds of any sale will be returned to the Domestic and Non Domestic Waste reserves, as inter alia, these reserves funded the Landfill Gas Extraction Project.

**Issues:**

In order to attempt to ensure the highest return to Council's Waste Reserve from proceeds of the sale of carbon credits, timing is critical. By avoiding the extensive time delays caused by the Tendering process, and relying instead on an alternative process for ensuring competition, Council has an opportunity to potentially maximise the financial return for the Waste Reserve.

The alternative process will be seeking up to three quotes from registered agents, with a reliance on the generic contract provisions of the Australian Financial Markets Association (AFMA) standard form Spot Contract for Sale of Environmental Products or similar. This will achieve value, and reduce associated risks.

**Implementation Date / Priority:**

Implementation is the remainder of 2014. Sale of potential carbon credits will hopefully be achieved prior to 1 February 2015.

**Recommendation:**

- 1. That Council with reference to section 55(3) of the Local Government Act resolves because of extenuating circumstances, being the tight timeframe, that a satisfactory result would not be achieved by inviting tenders for the sale of Australian Carbon Credit Units generated for the Landfill Gas Extraction Project.**
- 2. That Council delegate authority to the General Manager to negotiate with and accept a quotation or quotations from one or more registered agents for the sale of any Australian Carbon Credit Units issued for the Landfill Gas Extraction Project.**
- 3. The proceeds of sale be returned to the Domestic and Non Domestic Waste reserves.**

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**PLANNING PROPOSAL - PP\_2014\_COFFS\_006\_00 FOR PART LOT 104 DP1077682, 65A-65C STADIUM DRIVE, COFFS HARBOUR**

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**Purpose:**

The purpose of this report is to present to Council a Planning Proposal (PP) for Council's consideration. The subject PP will allow multi-dwelling housing development to be a permitted use on the subject land.

The report also seeks Council's endorsement to progress the PP to NSW Planning and Environment (P&E) requesting a Gateway Determination which will allow it to be publicly exhibited. The PP is included as Attachment 1 to this report.

The following locality plan illustrates the subject site.



**Background:**

On 27 September 2013, the Standard Instrument Coffs Harbour Local Environmental Plan (LEP) 2013 was made and is now the Principal Planning Instrument which applies to the land. The Residential 2A Low Density zone was changed to R2 Low Density Residential, which is the equivalent zone prescribed by Coffs Harbour LEP 2013.

The subject land is currently zoned R2 Low Density Residential under the provisions of Coffs Harbour LEP 2013. Multi-dwelling housing is not a permissible activity under this zone. However, it was permissible with development consent under the previous zone that applied to the subject land i.e. 2A Residential (Low Density) under Coffs Harbour LEP 2000.

The land use table for the R2 zone currently includes multi-dwelling housing as a prohibited land use. Coffs Harbour LEP 2013 defines multi-dwelling housing as:

***multi dwelling housing** means three or more dwellings (whether attached or detached) on one lot of land, each with access at ground level, but does not include a residential flat building.*

The rationale for multi-dwelling housing being prohibited in this zone is to ensure that the R2 Low Density zone retains its integrity by limiting the scale of residential development to

dwelling houses and dual occupancies. These types of development generally have relatively low impact in terms of built form, neighbourhood amenity and functionality.

The current zoning provisions do not allow for more than two dwellings to be built on this land parcel, which is 2.29 hectares in area. Council has received a PP, prepared by Geoff Smyth & Associates, requesting that multi-dwelling housing be permitted on the land. The mechanism to achieve this outcome is to amend Coffs Harbour LEP 2013, to include the subject land in Schedule 1 Clause 2.5 - Additional permissible uses for particular land. The precise wording of the PP is shown in the 'Description of Item' section of this report.

**Description of Item:**

The subject land is located on the southern side of Stadium Drive, Coffs Harbour, adjacent to the recently opened Medical Centre. The Christian Outreach Centre is located east of the land.

A map of the current zoning of the land is shown below:



An aerial photograph of the land is shown below:



The PP requests:

Amendment to the Coffs Harbour LEP 2013 by adding to Schedule 1 to Clause 2.5 – Additional permitted uses for particular land, the following:

**19** *Use of certain land at Stadium Drive, Coffs Harbour*

- (1) *This clause applies to land at Stadium Drive, Coffs Harbour being a Lot 1 in subdivision of Lot 104 DP1077682, shown as “19” in the Additional Permitted Uses Map.*
- (2) *Development for the purposes of multi-dwelling housing not exceeding one dwelling per 400m<sup>2</sup> of site area is permitted with development consent.*

The PP also requires amendment to the Additional Permitted Uses Map of Coffs Harbour LEP 2013 (Sheet APU\_006B).

**Sustainability Assessment:**

Any amendment to the Coffs Harbour LEP 2013 must address environmental, social, civic leadership and economic sustainability criteria.

• **Environment**

The subject land is largely cleared of vegetation and has little value in terms of biodiversity and habitat significance.

• **Social**

Social sustainability issues which are addressed by the PP include:

- Positive contribution to growth (social and economic);
- visual amenity and urban design; and

- new housing opportunities in close proximity to existing sports facilities and Coffs Harbour Education Campus.

- **Civic Leadership**

Engagement with the community, by way of the exhibition of the PP, provides an opportunity to achieve outcomes which are identified in the Coffs Harbour 2030 Community Strategic Plan. These include:

- **Places for Living**
  - Our infrastructure and urban development is designed for sustainable living.
- **Looking after our Environment**
  - We reduce our impact on the environment.

- **Economic**

**Broader Economic Implications**

The PP aims to create an enhanced residential option for Coffs Harbour's urban precincts and provides a liveable residential area which is sensitive to the surrounding environment. The location is close to existing services and will not impact on Council's Operational Plan.

**Delivery Program/Operational Plan Implications**

There are no implications to Council's current Operational Plan. The PP is being funded by the land owner.

**Risk Analysis:**

This PP represents a minor amendment in the context of Council's Local Government Area (LGA) wide planning instrument, namely Coffs Harbour LEP 2013.

The land can be serviced from Council's existing reticulated water and sewer networks. Services on the subject land will be required to be extended from Council's main networks. Internal roads will also be required to be constructed to provide vehicular access within the proposed residential development.

These issues can be addressed at the DA stage and are to be funded by the applicant in accordance with the current rate of developer contributions applicable to the land.

**Consultation:**

The PP was referred to all relevant Council departments and input has been received from those departments.

Furthermore, should Council endorse the PP, and should NSW P&E ratify the gateway process, further consultation with the general public, State government authorities and/or stakeholders will be necessary.

**Related Policy and / or Precedents:**

Council is undertaking this process in accordance with the guidelines associated with PPs. All statutory requirements will be complied with in a timely and transparent manner.

This PP has been commissioned in response to a landowner's request and at the landowner's expense. It has been prepared to accommodate the preferred future design for multi-dwelling residential development on the subject land which is currently prohibited.

The following policies and statutory documents are relevant to this report, and have been addressed by the PP:

- Coffs Harbour LEP 2013;
- Our Living City Settlement Strategy 2009;
- Planning for Bush Fire Protection 2006;
- Mid North Coast Regional Strategy and Growth Area Maps;
- State Environmental Planning Policies (SEPPs);
- NSW P&E Section 117 Ministerial Directions;
- Environmental Planning and Assessment Act 1979 and Regulations; and
- Coffs Harbour 2030 Plan.

At present, there are no precedents similar to this PP contained within Coffs Harbour LEP 2013 – Schedule 1 Clause 2.5 - Additional permissible uses for particular land.

#### **Statutory Requirements:**

The statutory processes under the EP&A Act 1979 and Regulations must be followed on the preparation of the PP and its exhibition.

#### **Issues:**

- **Development Application 238/15**

Council has given Development Consent to a DA for a two lot subdivision of Lot 104 DP1077682. The proposed subdivision plan is attached to this report (Attachment 2). This PP applies to proposed Lot 1 in the subdivision plan. The development scenario described in the Concept Masterplan will be confined to proposed Lot 1. Proposed Lot 2 (the remainder) will be retained by the Christian Outreach Centre. DA 238/15 has been lodged (and subsequently approved) with intent to carry out development which is consistent with a Concept Plan (see below).

- **Concept Plan**

The applicant has supplied a Concept Plan as supporting information to this PP, as follows:





The intention of the Concept Plan is:

- To excise an area of 2.29 hectares from Lot 104 DP1077682;
- Construct a multi-dwelling residential development on the excised lot, at a density not exceeding one dwelling per 400m<sup>2</sup> of site area.
- The proposed development will include a central amenities building and communal open space.
- The proposed built facility is intended to be managed under Community Title.
- It is proposed that dwellings will be of two storey construction not exceeding 8.5m in height and be owned separately under a community title plan with shared community facilities in a lifestyle village. Due to the attached type of construction it is considered unlikely that individual vacant lots as part of the community title could be created prior to the construction and as such the concept will initially involve more than three dwellings on one lot of land and hence be defined as multi-dwelling housing. The end result will be a series of nine or 10 buildings comprising a total of 50 dwellings on an area of 2.29 hectares that will be subdivided into separate lots under a community title.
- The Concept Plan and DA 238/15 make provision for the construction of a collector road; this is consistent with the provisions of Coffs Harbour Development Control Plan (DCP) 2013.

**Comment:**

The proposed density of one dwelling per 400m<sup>2</sup> is consistent with the provisions of Coffs Harbour LEP 2013.

The contents of the Concept Plan will require further refinement of the DA stage (for construction of dwellings). The Concept Plan includes general information concerning urban design, open space, landscaping and the internal traffic network, which is considered to be sufficient for the purposes of supporting a PP.

- **Potential Implications of this PP**

Progression of this PP may set a precedent for such proposals, in that there are other examples of land zoned R2 Low Density Residential which are located close to established services and facilities.

***Comment:***

All applications lodged with Council are assessed on their merits and on a case-by-case basis. Consistency with Council's prevailing planning strategies and associated relevant legislation is an important consideration when assessing the merits of the proposal. However, departures from these strategies can be supported if sufficient justification is provided, as with the subject PP.

Council has recently commenced its revision of its Local Growth Management Strategy (LGMS). The findings of that review may adopt a more holistic approach to the issue of permissible land uses on parcels of land such as this, which may facilitate amendment to Coffs Harbour LEP 2013.

**Implementation Date / Priority:**

The timeframe for a PP is established in the EP&A Act 1979. The timeframe is triggered once the matter is sent to NSW P&E by Council (i.e. after Council endorsement).

**Recommendation:**

1. That Council endorse and forward the subject Planning Proposal (Attachment 1 to this report) to NSW Planning and Environment seeking a "Gateway Determination" to allow for multi-dwelling housing on part of Lot 104 DP1077682, 65A-65C Stadium Drive, Coffs Harbour.
2. That subject to the "Gateway Determination" from NSW Planning and Environment, Council place the Planning Proposal on public exhibition.
3. That a further report be considered by Council following the outcome of the public exhibition.
4. That the landowner be informed of Council's decision.

# PLANNING PROPOSAL

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LOT 1 IN SUBDIVISION OF LOT 104 DP 1077682  
65A-65C STADIUM DRIVE, COFFS HARBOUR

OCTOBER 2014



TOWN PLANNERS & DEVELOPMENT ADVISERS

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Reference No: GS1344.2  
21 October 2014

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# PLANNING PROPOSAL

## 1 OBJECTIVES OR INTENDED OUTCOMES

To enable multi dwelling housing on a Lot 1 in a subdivision of Lot 104 DP 1077682 Stadium Drive, Coffs Harbour comprising 2.29ha at a density of one (1) dwelling per 400m<sup>2</sup>.

## 2 EXPLANATION OF PROVISIONS

Amendment of the Coffs Harbour Local Environmental Plan 2013 by adding to Schedule 1 to Clause 2.5 - Additional permitted uses for particular land. The following:-

### 19 Use of certain land at Stadium Drive, Coffs Harbour

- (1) This clause applies to land at Stadium Drive, Coffs Harbour being a Lot 1 in subdivision of Lot 104 DP 1077682, shown as "19" in the Additional Permitted Uses Map.
- (2) Development for the purposes of multi dwelling housing not exceeding 1 dwelling per 400m<sup>2</sup> of site area is permitted with development consent.

Figure 1 – Aerial of Lot 104 DP 1077682



### 3 BACKGROUND

The subject land is wholly within Zone R2 Low Density Residential under the Coffs Harbour Local Environmental Plan 2013 (LEP). Within this zone various types of residential accommodation is permitted with Council consent including dwelling houses, dual occupancies, boarding houses, group homes, hostels, semi detached dwellings, seniors housing and shop top housing. Multi dwelling housing and residential flat buildings are prohibited. The definition of each of these uses is as follows:-

**“multi dwelling housing”** means 3 or more dwellings (whether attached or detached) on one lot of land, each with access at ground level, but does not include a residential flat building.

**“residential flat building”** means a building containing three (3) or more dwellings, but does not include an attached dwelling or multi dwelling housing.

In addition to the foregoing the subject land has a minimum subdivision lot size of 400m<sup>2</sup> as shown on the Lot Size Map to clause 4.1 of the LEP although this clause does not apply to subdivision of individual lots in a strata plan or community title plan. The subject land also has a maximum building height limit of 8.5m as shown on the Height of Building Map to clause 4.3 of the LEP.

It is proposed to subdivide Lot 104 DP 1077682 to excise an area of 2.29ha and it is then proposed to erect dwellings on the subject land at a density not exceeding 1 dwelling per 400m<sup>2</sup> of site area. The design concept is to attach dwellings in separate buildings comprising a minimum of (four) 4 dwellings and upto ten (10) dwellings with a central amenities building and shared communal open space. A copy of the initial concept is enclosed in Annexure A and a preliminary subdivision plan is enclosed in Annexure B.

Each dwelling will be contained on a lot of less than 400m<sup>2</sup> each under a community title, however, the overall housing density will not exceed 1 dwelling per 400m<sup>2</sup>. The future occupants will not be limited to seniors or other occupants that might satisfy the definition of ‘seniors housing’ under the LEP.

It is proposed that dwellings will be of two (2) storey construction not exceeding 8.5m in height and be owned separately under a community title plan with shared community facilities in a lifestyle village. Due to the attached type of construction it is considered unlikely that individual vacant lots as part of the community title could be created prior to the construction and as such the concept will initially involve more than three (3) dwellings on one lot of land and hence be defined as multi dwelling housing.

The end result will be a series of nine (9) or (10) buildings comprising a total of 50 dwellings on an area of 2.29ha that will be subdivided into separate lots under a community title.

### 4 JUSTIFICATION

#### SECTION A – Need for the planning proposal

##### 1. Is the planning proposal a result of any strategic study or report ?

No. The need for the Planning Proposal has arisen from the preferred design for residential development on this site that is prohibited because it will comprise more than three (3) dwellings on one lot of land. Otherwise the development complies with the existing strategic aim of low density housing at a density not exceeding one (1) dwelling per 400m<sup>2</sup>.

2. Is the planning proposal the best means of achieving the objectives or intended outcomes ?

The Planning Proposal will retain the existing R2 Low Density Residential zone and the housing density and building height limits. Community and strata title are excluded from the minimum subdivision lot size. Adding the multi dwelling housing use to the additional permitted uses schedule is the best means of maintaining the integrity of the R2 Low Density Residential zone while recognising a variation in residential housing design.

It is not possible for an alternative to create separate vacant lots first under a community title and as such the result is three or more dwellings on a lot to comprise multi dwelling housing.

An objective of the R2 Low Density Residential zone is “to provide for the housing needs of the community within a low density residential environment”. The proposal will maintain the low density environment at one (1) dwelling per 400m<sup>2</sup> of site area.

There is the alternative available to identify the land within the R3 Medium Density Residential zone. This would allow the type of development proposed and the Lot Size Map would maintain a lot size of 400m<sup>2</sup> and would still exempt community and strata title from this minimum lot size requirement.

The alternative of the R3 zone would highlight this site in an otherwise R2 zone area and is not considered the best option.

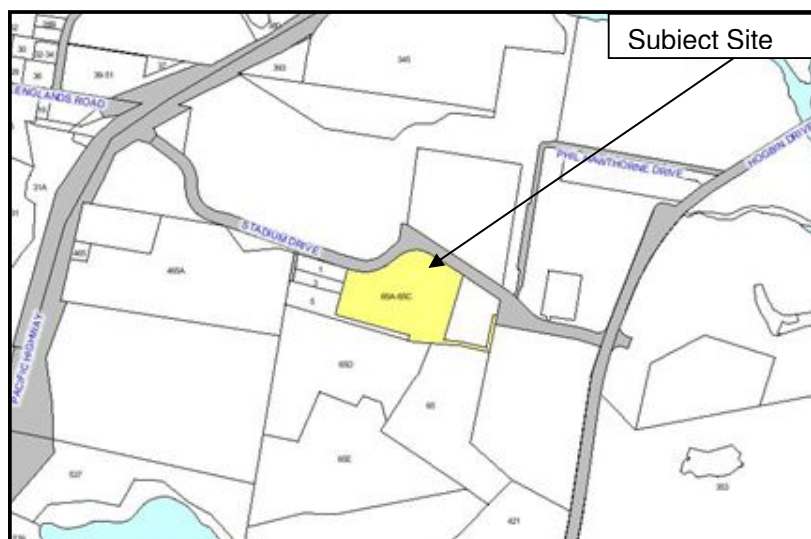
The Planning Proposal does not propose ‘seniors housing’ however, it is noted that a greater density of housing could be achieved under the State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004.

3. Is there a net community benefit ?

The community benefits are summarised as follows:-

- Increasing the choice of low density housing opportunities.
- Provision of a clustered style of design with community facilities to suit students and employees at the nearby hospital and education campus.
- Reducing vehicle access points to the collector road for improved traffic safety.

Figure 2 – Site Locality Plan



**SECTION B – Relationship to strategic planning framework**

4. *Is the planning proposal consistent with the objectives and actions contained within the applicable regional or sub regional strategy ?*

The Planning Proposal is consistent with the objectives and strategic actions outlined in the Mid North Coast Regional Strategy and maintaining the anticipated housing density for the area. Only the design of buildings will change from detached housing to attached multi dwelling housing.

5. *Is the planning proposal consistent with the local Councils Community Strategic Plan, or other local strategic plan ?*

The proposal is consistent with Our Living City Settlement Strategy and the desired density of housing as identified in the Coffs Harbour Local Environmental Plan 2013 and Component E10-South Coffs of the Coffs Harbour Development Control Plan 2013. In particular, all guidelines and controls detailed in Component E10 for this area are satisfied with the design change from detached housing to multi dwelling housing being altered. It is noted that the minimum target density of this locality under Component E10 is nineteen (19) lots where fifty (50) are proposed. The density is based on Torrens title lots and excludes much of the site that is not constrained. The target density does not reflect the potential for 1 dwelling per 400m<sup>2</sup>.

6. *Is the planning proposal consistent with applicable state environmental planning policies ?*

STATE POLICY (SEPP)	OBJECTIVE	CONSISTENCY
SEPP (Affordable Rental Housing) 2009	Provides incentives for new affordable rental housing	Complies. Provisions will apply.
SEPP (Exempt & Complying Development Codes) 2008	Streamlines assessment process for exempt and complying development	Complies. Provisions will apply.
SEPP (Infrastructure) 2007	Provide a regime for infrastructure and services across NSW.	Complies. Provisions will apply to development on this land.
SEPP(Temporary Structures) 2007.	Provides for erection of temporary structures and public entertainment.	Complies. Provisions will apply to development of this land.
SEPP (Major Developments) 2005	Defines projects to which Part 3A applies.	Complies. Provisions will apply to development of this land.
SEPP (Building Sustainability Index) 2004.	Ensures the introduction of BASIX in NSW	Complies. BASIX will apply to new dwellings.
SEPP (Housing for Seniors or People with a Disability) 2004	Encourages accommodation for ageing population.	Complies. Provisions will apply to residential zone.
SEPP 71 Coastal Protection	To ensure appropriate development on the coast.	Complies. Provision will apply to this site.
SEPP 60 Exempt and Complying Development.	To provide an improved process for various development.	Complies. Provision will apply to development on this site.
SEPP 55 – Remediation of Land	Controls remediation of contaminated Lands.	Complies. Assessment process applies to development of this site.

PLANNING PROPOSAL - STADIUM DRIVE COFFS HARBOUR

STATE POLICY (SEPP)	OBJECTIVE	CONSISTENCY
SEPP 36 Manufactured Home Estates.	Provides design criteria for manufactured home estates.	Complies. Provisions apply to this site and future development.
SEPP 14 – Coastal Wetlands.	Protects coastal wetlands.	Complies. No wetlands likely to be affected.
SEPP 1 – Development Standards	Provides flexibility in development standards.	Complies. Provisions apply to this site. Generally replaced by Clause 4.6 of LEP.

7. Is the Proposal consistent with applicable Ministerial Directions ?

A summary of the current Section 117 Directions and their relevance to the residential rezoning is provided as follows:-

Direction	Objectives	Requirements	Consistency
<b>1 Employment and Resources</b>			
1.1 Business & Industrial Zone	To encourage and protect employment growth in business and industrial zones	To retain and not reduce business and industrial zones.	Complies Proposal will not impact on existing zones but will provide additional potential employees to support growth of employment lands. Not applicable.
1.2 Rural Zones	To protect agricultural production value of rural land	To not rezone rural zone to residential unless of minor significance.	Land is currently zoned residential.
1.3 Mining, Petroleum Production and Extractive Industries	To protect future reserves of extractive materials	To identify any extractive resources and land use conflicts	The site is an area of former rural activities on the lower slopes and not in an area known to contain extractive material.
1.4 Oyster Aquaculture	To protect oyster aquaculture from impacts on water quality.	To consider likely impacts from incompatible uses and evaluate measures to avoid impact.	Reticulated sewerage services will be extended to each dwelling. Stormwater runoff controls can be provided by rainwater tanks, bioswales in access roads and gross pollutant traps to ensure a nil or beneficial impact.
1.5 Rural Lands	To protect agricultural values	To retain rural lot sizes in accordance with rural planning principles and State Policy	Not applicable.



Direction	Objectives	Requirements	Consistency
<b>2 Environment and Heritage</b>			
2.1 Environment Protection Zones	To protect and conserve environmentally sensitive areas	To include provisions to protect and conserve environmentally sensitive areas.	There are no aspects of this site that could be considered to be environmentally sensitive. Potential impacts can be controlled within the development of the land to ensure a nil or beneficial impact.
2.2 Coastal Protection	To implement the principles in the NSW Coastal Policy	To include coastal protection provisions in a planning proposal	The land to be developed is inland of the coast. Design guidelines can protect any visual impact. The site is removed from any ocean impacts.
2.3 Heritage Conservation	To conserve aspects of heritage significance	To ensure provisions to conserve heritage items are included.	There are no known heritage items to protect in this locality.
2.4 Recreation Vehicle Access	To protect sensitive land and conservation areas from impacts from recreation vehicles.	To prevent land from being developed for recreation vehicle areas within environmental protection zones or beach and dune area.	Not applicable.
<b>3 Housing, Infrastructure and Urban Development</b>			
3.1 Residential Zones	To encourage variety in housing, make efficient use of infrastructure and minimise impacts.	To prevent residential development unless land is adequately serviced. To reduce consumption of land on the urban fringe. To broaden the choice of locations.	Complies The development of this land will make efficient use of the extension of services. The design provides a variety in housing to provide wider choice of housing.
3.2 Caravan Parks and Manufactured Home Estates	To provide for a variety of housing choice and opportunities for caravan parks and manufactured home estates.	To retain provisions that permit caravan parks and identify locations for manufactured home estates.	The subject site could readily accommodate either a caravan park or manufactured home estate.
3.3 Home Occupations	To encourage low impact small businesses in dwelling houses.	To permit home occupations without development consent.	Future dwellings can include a home occupation.
3.4 Integrating Land Use and Transport	To ensure the subdivision and street layout improves access, walking, cycling and public transport choices and to reduce travel distances.	To locate zones for urban purposes to satisfy improved transport choices and in proximity to business and services.	Complies. The site adjoins the public transport route and is close to cycle ways on Hogbin Drive.
3.5 Development Near Licensed Aerodromes	To ensure the effective and safe operation of aerodromes.	To control development in the vicinity of aerodromes.	The site is not within the flight path for Coffs Airport.
3.6 Shooting Ranges	To ensure safety and maintain amenity for rezoning for .....	To require consideration of issues prior to rezoning.	Not applicable. No shooting range in existence or proposed.

Direction	Objectives	Requirements	Consistency
<b>4 Hazard and Risk</b>			
4.1 Acid Sulfate Soils	To avoid significant impacts from acid sulfate soils	To consider and regulate works in acid sulfate soils	Acid sulfate soils will be investigated and managed where necessary.
4.2 Mine Subsidence and Unstable Land	To prevent damage on land identified as unstable	To prevent development on unstable land.	The topography of the development area is gently undulating and unlikely to be unstable.
4.3 Flood Prone Land	To ensure consideration of potential flood impacts.	Not rezone land within flood planning areas to residential. Not permit development in floodway or result in significant flood impacts.	Land is zoned residential and is not flood prone.
4.4 Planning for Bushfire Protection.	To protect life, property and environment from bushfire hazards.	To comply with Planning for Bushfire Protection 2006.	Site does not contain any vegetation likely to be a bushfire risk and has a small section within the buffer to bushfire vegetation.
<b>5 Regional Planning</b>			
5.1 Implementation of Regional Strategies	To give legal effect to regional strategies.	To ensure consistency with Mid North Coast Regional Strategy	The land is included as a 'Growth Area'.
5.2 Sydney Drinking Water Catchments	To protect water quality in Sydney water catchment.	Applies to certain council areas near Sydney.	Not applicable
5.3 Farm land of State and Regional Significance on the NSW Far North Coast	To protect the best agricultural land in certain Council areas on north coast.	Applies to certain Council areas in north coast.	Land is already zoned for residential purposes.
5.4 Commercial and Retail Development along the Pacific Highway North Coast.	To manage commercial and retail development along the Pacific Highway.	New commercial and retail development must be concentrated in district centres for 'within town' segments of the Pacific Highway and not in 'out of town' locations likely to impact on highway efficiency.	Not applicable.
5.5 Development in vicinity of Ettalong, Paxton and Millford.	To ensure consistency with Cessnock City Wide Settlement Strategy.	Prevent inconsistent rezoning.	Not applicable.
5.6 Sydney to Canberra Corridor	Resolved 10 July 2008		
5.7 Central Coast	Revoked 10 July 2008.		
5.8 Second Sydney Airport Badgerys Creek.	To avoid incompatible development near future airport site.	Prevent inconsistent rezoning.	Not applicable.

PLANNING PROPOSAL - STADIUM DRIVE COFFS HARBOUR

Direction	Objectives	Requirements	Consistency
<b>6 Local Plan Making</b>			
6.1 Approval and Referral Requirements	To encourage efficient and appropriate assessment of development.	Minimise concurrence and referral of applications to Minister and public authority and not classify designated development unless significant impact is likely.	New LEP 2013 has addressed this issue. Subject land is included in residential zone under LEP.
6.2 Reserving land for Public Purposes.	To facilitate reserving land for public purposes and removal where no longer required.	Adhere to directions of Department of Planning, Minister or public authority when considering reserve land.	Land is included in residential zone and will not propose new reserves or alter existing reserves.
6.3 Site Specific Provisions.	To discourage unnecessarily restrictive site controls.	To rezone land to maintain existing zones and controls in principal LEP.	Land has adopted a standard residential zone. Variation is required to permit low density housing in a multi dwelling housing design.
<b>7 Metropolitan Planning</b>			
7.1 Implementation of Metropolitan Strategy	To give legal effect to the Metropolitan Strategy.	To require consistency from certain city Councils to Metropolitan Strategy	Not applicable

## SECTION C – Environmental, Social and Economic Impact

8. *Is there any likelihood that critical habitat or threatened species, populations or ecological communities or their habitats, will be adversely affected as a result of the proposal ?*

The area has been retained as mown pasture land with only a few scattered trees and zoned for residential use . It is inconceivable that any flora or fauna could be adversely affected by the proposal. Impacts of development for multi dwelling housing purposes can be contained within the site with services readily extended. Existing trees will be preserved where possible, however, the trees are not part of any vegetation corridor.

9. *Are there any other likely environmental effects as a result of the planning proposal and how are they proposed to be managed ?*

Stormwater runoff will be controlled by detailed design as part of the development process. There are no other known potential impacts.

10. *How has the planning proposal adequately addressed any social and economic affects ?*

The proposal will make a positive contribution to the economic growth of Coffs Harbour and provide accommodation for students, teachers and hospital staff to support the economic stability of these services.

The proximity to the Education Campus, hospital and existing urban services and infrastructure will ensure that the proposal should have a positive social and economic effect. In addition, the proposal will complement the surrounding low density zoned area.

## SECTION D – State and Commonwealth Interests

### 11. Is there adequate public infrastructure for the planning proposal ?

The site is in proximity to the Education Campus and hospital and public transport. The area is already serviced by Council. The proposal is within the anticipated capacity of low density residential usage.

### 12. What are the views of State and Commonwealth public authorities consulted in accordance with the gateway determination ?

This consultation has yet to be undertaken, however, the proposal is within the density and controls of the low density residential zone. Only the configuration of the buildings will change to a multi dwelling housing classification.

## 5 COMMUNITY CONSULTATION

The proposal has not been exhibited for public consultation, however, the area has been zoned for residential use for some time.

Low density housing is permitted on this site. The proposal will maintain the low density zone standards with only the configuration of dwelling design changing to a multi dwelling housing category.

# ANNEXURE A

## Coffs Community Concept

# Coffs Community Concept

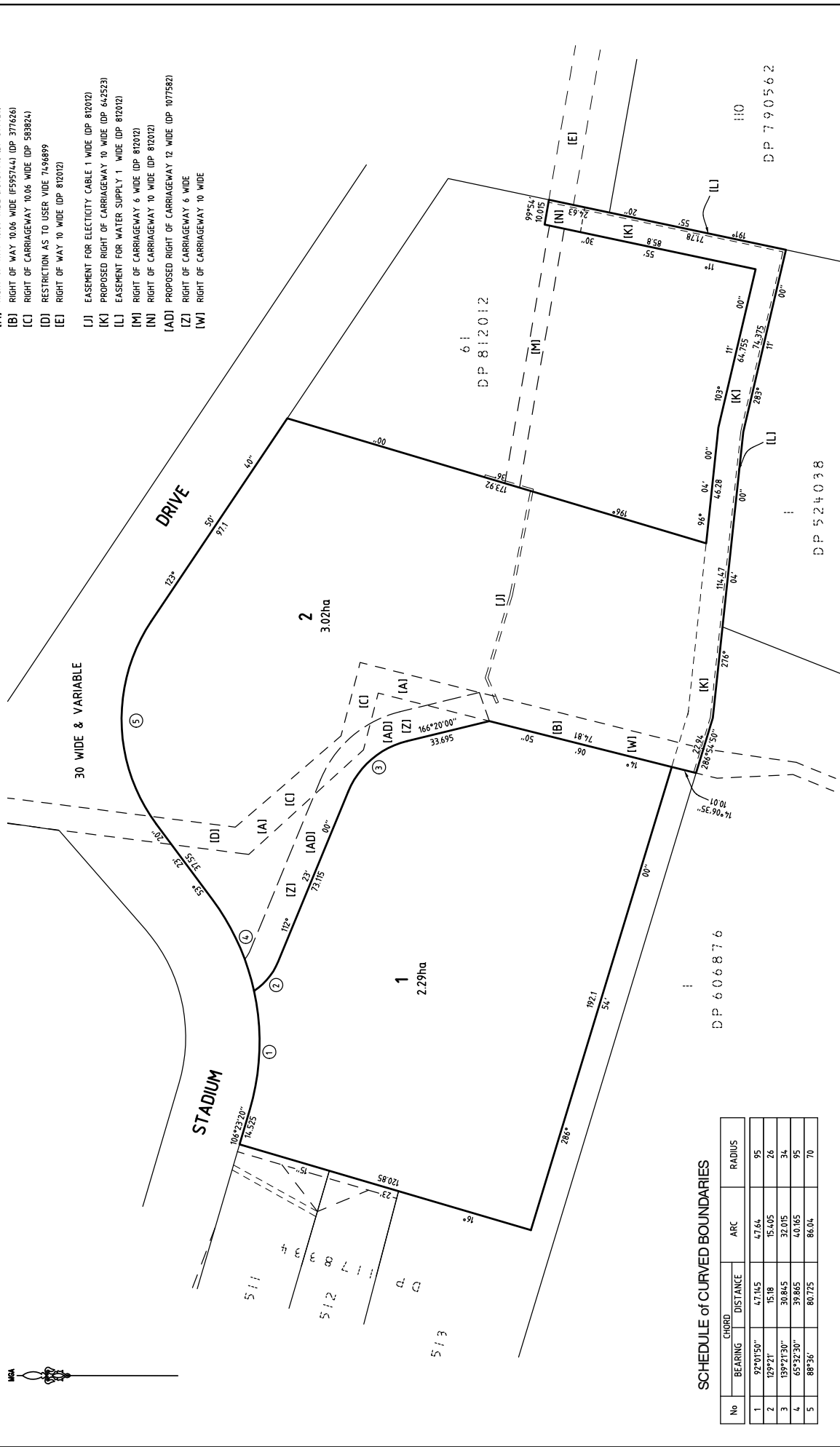


ANNEXURE A – COFFS COMMUNITY CONCEPT

# ANNEXURE B

## Subdivision Plan

- (A) RIGHT OF WAY 10.06 WIDE (F595744) (DP 377626)
- (B) RIGHT OF WAY 10.06 WIDE (F595744) (DP 377626)
- (C) RIGHT OF CARRIAGEWAY 10.06 WIDE (DP 583824)
- (D) RESTRICTION AS TO USER WIDE 7.496899
- (E) RIGHT OF WAY 10 WIDE (DP 812012)
- (J) EASEMENT FOR ELECTRICITY CABLE 1 WIDE (DP 812012)
- (K) PROPOSED RIGHT OF CARRIAGEWAY 10 WIDE (DP 442523)
- (L) EASEMENT FOR WATER SUPPLY 1 WIDE (DP 812012)
- (M) RIGHT OF CARRIAGEWAY 6 WIDE (DP 812012)
- (N) RIGHT OF CARRIAGEWAY 10 WIDE (DP 812012)
- (AD) PROPOSED RIGHT OF CARRIAGEWAY 12 WIDE (DP 1077582)
- (Z) RIGHT OF CARRIAGEWAY 6 WIDE
- (W) RIGHT OF CARRIAGEWAY 10 WIDE



SCHEDULE of CURVED BOUNDARIES

No	BEARING	CHORD	DISTANCE	ARC	RADIUS
1	37°01'50"	47.145	47.64	95	95
2	129°21'15"	15.18	15.405	26	26
3	159°27'30"	30.845	32.015	34	34
4	65°32'30"	39.865	40.165	95	95
5	88°36'	80.725	86.04	70	70

Surveyor: MARTIN PUNDYK  
 Date of Survey: 17 JULY 2014  
 Surveyor's Ref: 8807

PLAN OF  
 SUBDIVISION OF  
 LOT 104 DP 1077682

LGA: COFFS HARBOUR  
 Locality: COFFS HARBOUR  
 Subdivision No: 100  
 Lot Area: 5.316788 ha

Registered

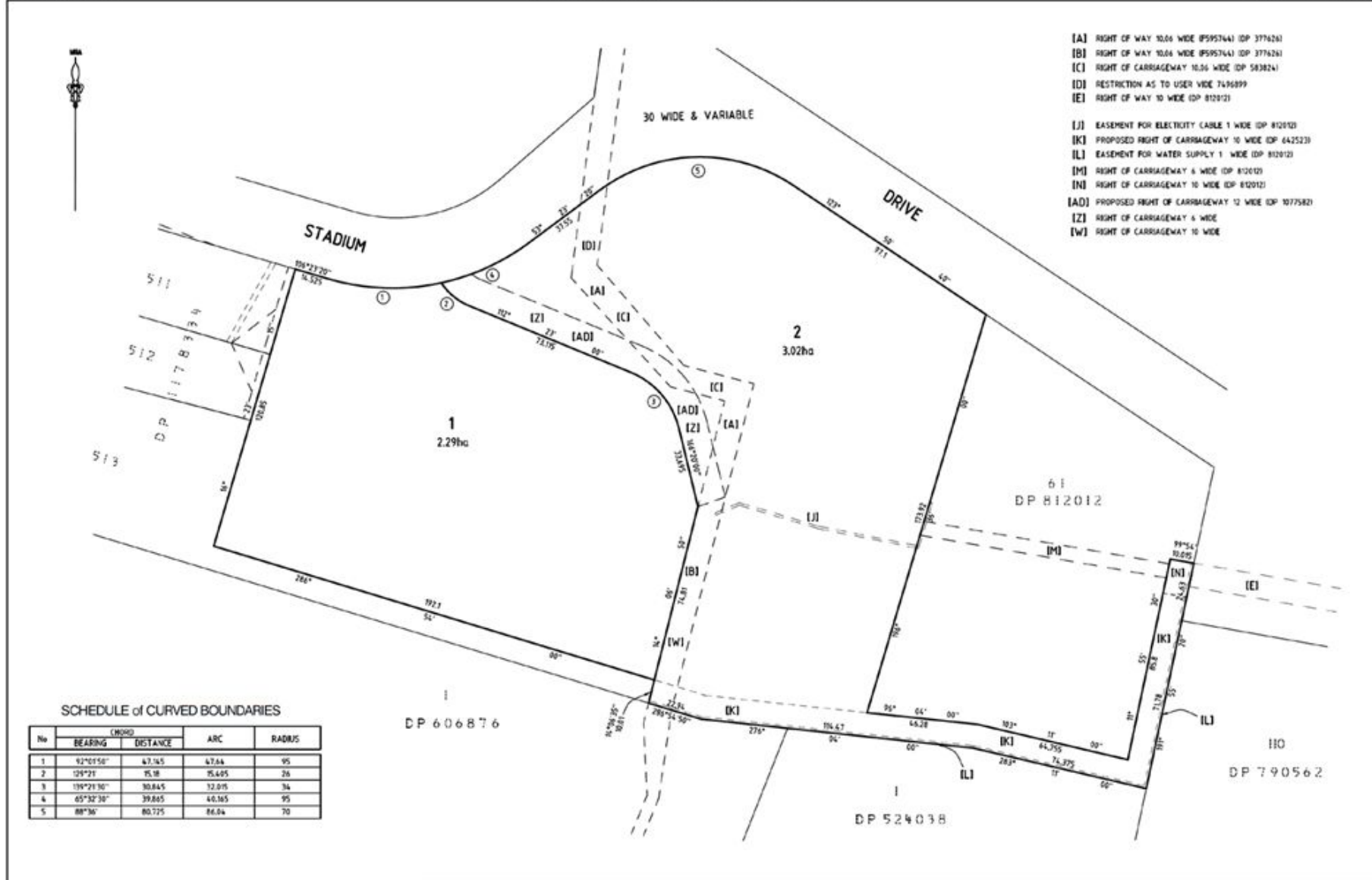
PRELIMINARY



PLAN FORM 2 (A2)

WARNING: CREASING OR FOLDING WILL LEAD TO REJECTION

Sheet 1 of 1 sheets



- [A] RIGHT OF WAY 10.66 WIDE (P595744) (DP 377626)
- [B] RIGHT OF WAY 10.66 WIDE (P595744) (DP 377626)
- [C] RIGHT OF CARRIAGEWAY 10.66 WIDE (DP 583824)
- [D] RESTRICTION AS TO USER WIDE 74.96899
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- [O] PROPOSED RIGHT OF CARRIAGEWAY 12 WIDE (DP 1077582)
- [Z] RIGHT OF CARRIAGEWAY 6 WIDE
- [W] RIGHT OF CARRIAGEWAY 10 WIDE

SCHEDULE of CURVED BOUNDARIES

No	CHORD			ARC	RADIUS
	BEARING	DISTANCE	ANGLE		
1	92°01'56"	67.165	67.66	95	
2	129°21'	75.18	75.495	26	
3	119°21'30"	30.845	32.075	34	
4	65°52'30"	39.865	40.165	95	
5	88°36'	80.725	86.04	70	

Surveyor: MARTIN PUNDYK Date of Survey: 17 JULY 2014 Surveyor's Ref: 8807	PLAN OF SUBDIVISION OF LOT 104 DP 1077682	LGA: COFFS HARBOUR Locality: COFFS HARBOUR Subdivision No: Large numbers Red circle: 100	Registered	PRELIMINARY
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1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100

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## LOCAL ENVIRONMENTAL STUDY: KORORA, WEST SAPPHIRE, MOONEE LARGE LOT RESIDENTIAL INVESTIGATION AREA - TENDER BRIEF

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### **Purpose:**

The purpose of this report is to seek Council's endorsement of the Tender Brief for the preparation of environmental studies and associated planning documents which will inform a Planning Proposal (PP) for lands at Korora, West Sapphire and Moonee. These lands were identified for further investigation for large lot residential purposes (i.e. rural residential) in Council's Rural Residential Strategy (2009).

### **Background:**

Council adopted its Rural Residential Strategy on 26 November 2009. At its meeting, Council resolved:

1. *That Council adopt the revised Rural Residential Strategy 2009 as provided under separate cover to the Councillors, and endorse Bonville as the Priority Release area.*
2. *That the revised Rural Residential Strategy 2009 be progressed to the Department of Planning for endorsement as an agreed strategy.*
3. *Upon Department of Planning's endorsement of the Strategy, Council place an advertisement to notify the community of the status of the Strategy.*
4. *That any LEP amendment process undertaken in accordance with the Rural Residential Strategy include a sunset clause limiting the rezoning to a set timeframe of five years.*
5. *The Rural Residential Strategy 2009 be reviewed either:*
  - *upon completion of the Sapphire to Arwarra Pacific Highway Upgrade; or*
  - *when the Census data from 2011 is made available by the ABS; or*
  - *in five years time when the sunset clause becomes effective**whichever occurs first.*
6. *That Council inform all submissions writers of Council's decision.*

The PP for the Bonville locality has been progressed and is expected to be finalised in 2015.

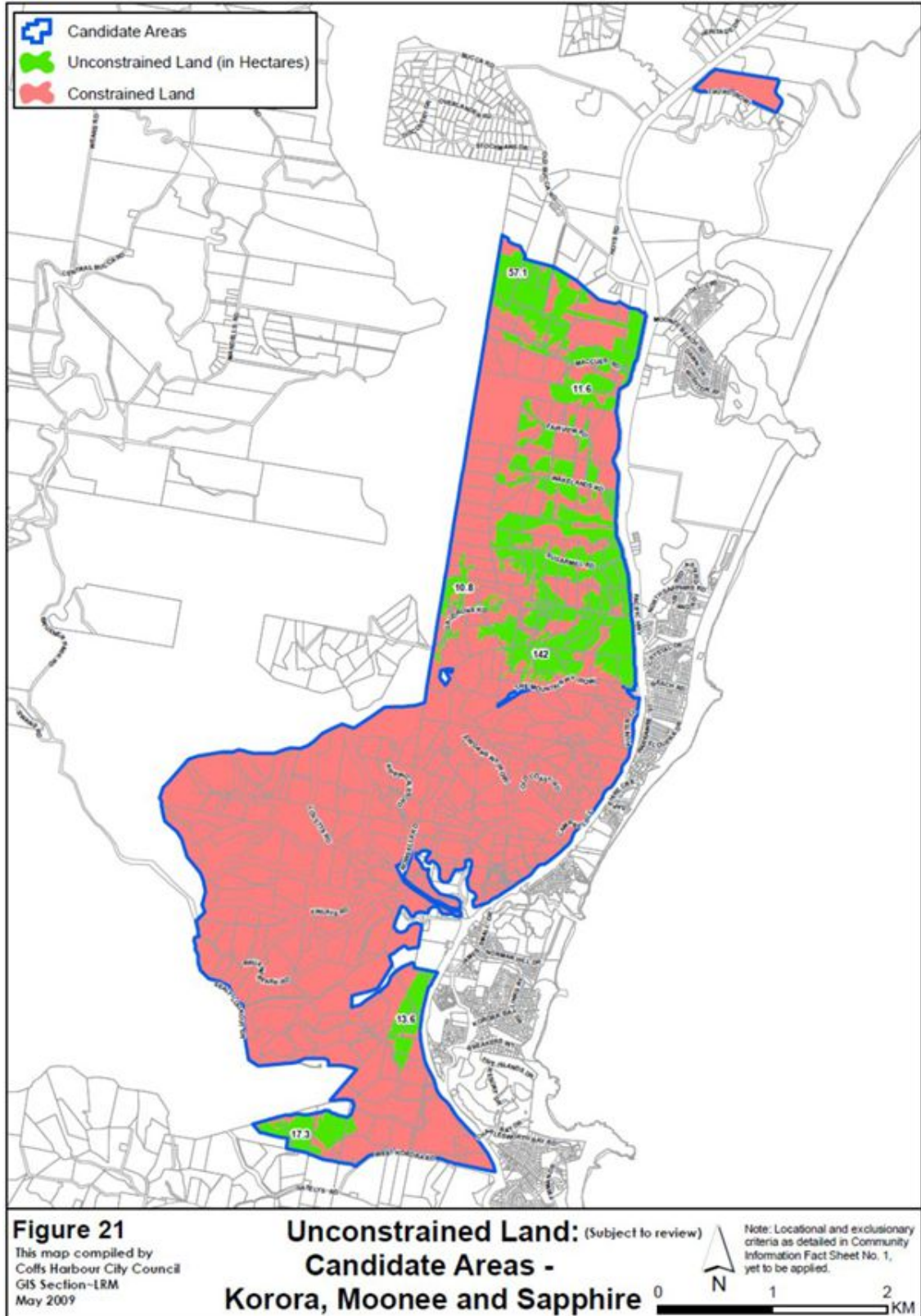
At its meeting of 25 July 2013, Council resolved that:

*Council forward allocate the sum of \$150,000 from the 2014/15 budget for the purpose of a Local Environment Study for the West Sapphire, West Kororo and Moonee areas.*

A Brief (Attachment 1) has been prepared, containing the description of the required studies, to place on open tender with a view to engage a suitable consultant to carry out the required work.

**Description of Item:**

A map of the Korora, Moonee and Sapphire locality (the subject of this report) follows:



The map is an extract from Council's Rural Residential Strategy 2009.

The Brief requires the successful consultant to prepare:

- the equivalent of a Local Environmental Study (LES);
- a PP in accordance with the provisions of Coffs Harbour LEP 2013 and associated State Government legislation;
- a Development Control Plan (DCP); and
- a Section 94 Developer Contributions Plan.

**Sustainability Assessment:**

• **Environment**

The Tender Brief requires the successful consultant to address the following environmental considerations:

- Flora and Fauna/Biodiversity;
- Acid Sulfate Soils;
- Geotechnical Assessment;
- Bush Fire Risk;
- Topography;
- Flood Liable Land/Hydrology;
- Acoustic Assessment;
- Contaminated Lands; and
- Water Quality.

• **Social**

The Tender Brief requires the successful consultant to address the following social considerations:

- Traffic Network;
- Infrastructure Standards; and
- Visual Analysis.

• **Civic Leadership**

The preparation of environmental studies will ensure that appropriate land use planning frameworks are applied to the subject land and ensure transparency in the decision making process.

The tender process is undertaken by the use of tendering policy guidelines and legislative requirements, to ensure that the process is open, transparent and equitable.

Civic leadership is also demonstrated in this report by the Planning Proposal addressing the following themes and objectives of Coffs Harbour 2030 Community Strategic Plan:

– ***Places for Living***

- We have vibrant rural communities.
- We reduce our impact on the environment.
- We have designed our built environment for sustainable living.

– ***Moving Around***

- We have a system of well-maintained and safe roads for all users.

– ***Looking After Our Environment***

- Our natural environment is protected and conserved for future generations.
- We maintain and conserve our flora and fauna through a protected, connected network of well-managed corridors and reserve systems.
- We manage and develop our resources sustainably.

• **Economic**

**Broader Economic Implications**

This project has been allocated \$150,000 in Council's 2014-2015 Operational Plan. The project is being fully funded by Council.

Council's Developer Contributions Plans will continue to facilitate a 'user-pays' system for the provision of services and facilities.

**Delivery Program/Operational Plan Implications**

There are no implications to Council's Delivery Program or Operational Plan. The project is included in Council's Sustainable Planning Program for 2014-2015.

**Risk Analysis:**

The subject land is a Council-endorsed Investigation Area identified in the Coffs Harbour Rural Residential Strategy (2009). The land has been identified as a Stage 2 (2019+) release area by that Strategy. Accordingly, it is acknowledged that the Large Lot Residential Investigation Area does not align with this suggested timeline. That is, any proposed rezoning which may occur, via a PP, represents this Investigation Area being 'brought forward' in priority. This represents an inconsistency with Council's adopted Strategy that will need to be addressed in the investigation to ensure State Government endorsement.

While infrastructure such as reticulated water and sewer services will not be required, the potential increase in dwellings and population will require:

- construction of roads in new developments; and
- upgrading of existing major access roads.

All infrastructure upgrades will be funded by the Developer Contributions Plan prepared for the study area.

**Consultation:**

The attached brief has been reviewed by all relevant Council Departments prior to being reported to Council.

Once the relevant local environmental studies for the Korora, West Sapphire and Moonee area have been completed, the outcomes will be reported back to Council. Any subsequent exhibition process will be undertaken in accordance with the Environmental Planning and Assessment Act 1979.

**Related Policy and / or Precedents:**

The following policies are relevant to this report:

- Coffs Harbour LEP 2013;
- Coffs Harbour DCP 2013;
- Our Living City Settlement Strategy 2009;

- Coffs Harbour Rural Residential Strategy 2009;
- Mid North Coast Regional Strategy and Growth Area Maps;
- State Environmental Planning Policies (SEPPs);
- NSW Planning and Environment Section 117 Ministerial Direction;
- EP&A Act 1979 and Regulations;
- Coffs Harbour 2030 Plan; and
- Land Use Conflict in Rural Areas.

**Statutory Requirements:**

The calling, receiving and assessment of tenders will be carried out in accordance with the Local Government (General) Regulations 2005 (Section 7 – Tendering).

The EP&A Act and Regulations establish the statutory processes to be followed in the preparation of the necessary LES to enable a PP to be progressed.

**Issues:**

There are no specific issues associated with the engagement of a consultant relating to the attached Tender Brief.

**Implementation Date / Priority:**

Should Council resolve to endorse the contents of the Tender Brief, the Brief will be advertised in the appropriate media and TenderLink as soon as possible.

A Panel will be formed to assess all responses from consultancies following the closure of the Tender.

**Recommendation:**

1. That Council endorse the attached Tender Brief for the preparation of environmental studies and associated planning documents for the Korora, West Sapphire, Moonee Large Lot Residential Investigation Area.
2. The landholders within the Korora, West Sapphire, Moonee Large Lot Residential Investigation Area be advised of Council's decision on this matter.
3. A further report be presented to Council regarding the outcome of the Tender process.



## Korora/West Sapphire/Moonee Large Lot Residential Investigation Area

---

**Tender Brief to prepare relevant studies that cover a broad range of issues/constraints identified for the Korora/West Sapphire/Moonee Large Lot Residential Investigation Area to accompany a Planning Proposal for the rezoning of these lands.**

**The services are to prepare:**

- **The equivalent of a Local Environmental Study and Planning Proposal;**
- **A Development Control Plan; and**
- **A Section 94 Developer Contributions Plan.**

Coffs Harbour City Council

ABN 79 126 214 487

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- Administration Building, 2 Castle Street, COFFS HARBOUR • DX 7559
- Telephone (02) 6648 4000 • Facsimile (02) 6648 4199
- Email: [coffs.council@chcc.nsw.gov.au](mailto:coffs.council@chcc.nsw.gov.au)
- Internet: [www.coffsharbour.nsw.gov.au](http://www.coffsharbour.nsw.gov.au)

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## PART 1 - BACKGROUND

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### PURPOSE OF THE PROJECT

Council endorsed its Rural Residential Strategy (RRS) on 26 November 2009. The Department of Planning (DoP), now known as the NSW Planning and Environment (NSW P&E) endorsed the RRS on 3 May 2010 to enable additional lands to be rezoned for rural residential purposes to meet market demand.

This document identifies a range of issues/constraints that require further investigation to enable the zoning of lands at Korora, West Sapphire and Moonee for large lot residential (i.e. rural residential) development.

This project involves the preparation of a planning proposal (PP) that will inform an amendment to Coffs Harbour Local Environmental Plan (LEP) 2013, as well as the preparation of a Development Control Plan (DCP) and a Section 94 Developer Contributions Plan (CP) for the investigation area.

Council is seeking applications, by Open Tender, for these services from firms capable of completing the tasks required.

### BACKGROUND

Rural residential development in Coffs Harbour prior to 1999 was generally carried out in an ad hoc manner. Rural residential allotments were created through 'concessional allotment' provisions and, to a lesser extent, merit based small lot subdivision developments. Concessional allotments consisted of entitlements created through subdivision rules that allowed rural land to be subdivided for family members of the owner of the land. Typically three allotments were created within the primary allotment.

In 1999, a more strategic approach to rural residential development was sought to address the negative stigma attached to concessional allotments being environmental damage; adverse impacts on agriculture and quarrying; constraints to urban development; high costs and inefficient servicing patterns.

Council's Rural Residential Strategy 1999 outlined a short term (2000-2005), medium term (2005-2015) and long term (2015 +) release program for a yield of 890 lots. Areas within Korora, Nana Glen, and Coramba were subsequently rezoned for large lot residential purposes (large lot residential land is currently zoned R5 Large Lot Residential under Coffs Harbour LEP 2013).

Subsequent to the preparation of the Rural Residential Strategy in 1999, the Local Government Area (LGA) of the City of Coffs Harbour was expanded to include the villages of Red Rock, Corindi and Upper Corindi. During this phase, Council prepared a city-wide settlement strategy called "Our Living City (OLC) Settlement Strategy". The expanded LGA and preparation of the OLC Settlement Strategy resulted in the identification of additional candidate areas within Corindi Beach, Nana Glen, Coramba, Karangi and Moonee.

The additional candidate areas were generally selected on the basis of their location within two kilometres of the village centres and through the outcomes of the OLC Settlement Strategy.

Council, at its meeting of 4 December 2008, resolved to adopt the draft Rural Residential Strategy (RRS) for exhibition purposes for an extended period until the end of January 2009. However, due to requests from landowners and the community, Council, on 22 January 2009, resolved to further extend the exhibition until the end of February 2009. At the conclusion of the exhibition period, approximately 82 submissions were received and were referred to Council's consultants for assessment and to provide recommendations to revise the Strategy. The consultants provided Council with a report on the submissions and a recommended revised document.

The draft Strategy was put before Council on three separate occasions for adoption (i.e. 11 June 2009, 9 July 2009 and 26 November 2009). Council endorsed the revised RRS on 26 November 2009. An important part of this resolution involved the revised Strategy being progressed to the DoP (now NSW P&E). The DoP endorsed the RRS as an agreed strategy on 3 May 2010.

The land has been identified as a Stage 2 (2019+) release area by that Strategy. Any proposed rezoning which may occur, via a PP, represents this Investigation Area being 'brought forward' in priority. This may influence the timing and implementation of the recommendations of the overall Rural Residential Strategy.

At its meeting of 25 July 2013, Council resolved as follows:

*That Council forward allocate the sum of \$150,000 from the 2014/15 budget for the purpose of a Local Environment Study for the West Sapphire, West Kororo and Moonee areas.*

The abovementioned sum of money was included in Council's 2014-2015 Operational Plan, and will fund the Environmental Studies, PP and other work described in this brief.

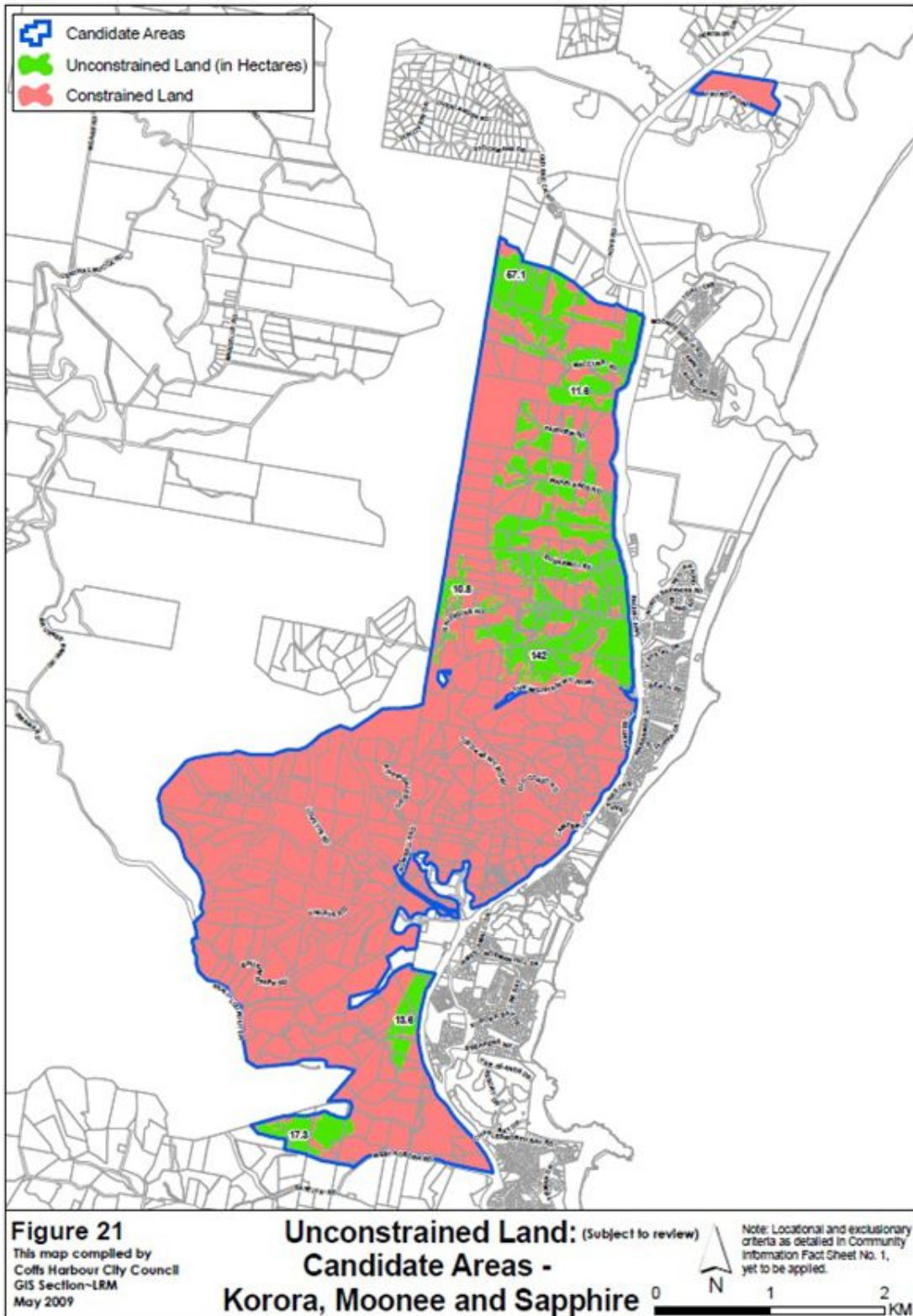
All relevant Council reports and resolutions discussed above have been provided as an attachment to this document.

To enable the subject lands to be rezoned for large lot residential purposes, environmental studies need to be prepared to inform the process. The preparation of a DCP and CP is also a requirement of this brief.

It should be noted that this project will inform Coffs Harbour LEP 2013 (prepared under the provisions of the Standard Instrument (LEPs) Order 2006) in the form of a PP.

**STUDY AREA**

A map of the Study Area is shown below. The map is an extract from Council’s Rural Residential Strategy (2009).



With the recent completion (2014) of the Sapphire –Woolgoolga Pacific Highway upgrade, a safe and efficient road network is available to service the area. This is further enhanced by the availability of new connections to the Pacific Highway at The Mountain Way, Sugarmill Road, Wakelands Road, Maccues Road, Moonee Beach Road and Tiki Road. The subject lands are in close proximity to shopping centres and services at Park Beach Plaza (for lands in the southern part of the precinct) and Moonee Beach Shopping Centre (for lands in the northern part of the precinct). Other services in proximity to the Korora locality include Kororo Public School and several major tourist resorts.

The subject lands feature significant natural landscapes that provide a diversity of environments including coastal estuarine settings, wetlands, eucalypt woodlands, littoral rainforests, and rural/agricultural landscapes. In the Korora and West Sapphire precincts, the western boundaries of the land adjoin State Forests.

### COFFS HARBOUR LEP 2013 – Current Land Use Zones

A map of the current land use zones is included as an attachment to this brief.

#### Summary of existing zones

##### **Korora:**

The majority of this land is already zoned R5 Large Lot Residential, while lands of Environmental significance are zoned E2 Environmental Conservation. This land was rezoned in 2004 as Amendment No.3 to Coffs Harbour City LEP 2000. There is some land located in the southern part of the Korora precinct which is zoned RU2 Rural Landscape, which will be assessed as part of this PP. This land was deferred from the 2004 Amendment process due to the alignment of the Pacific Highway being unresolved at the time. There is a parcel of land zoned R1 General Residential in the south eastern extent of the Korora locality.

##### **West Sapphire:**

This land is zoned RU2 Rural Landscape in its entirety.

##### **Moonee:**

This land is zoned RU2 Rural Landscape in its entirety.

### STUDY OBJECTIVES

The environmental studies will address the environmental, social and economic issues described in this brief, assessing the general suitability of the Study Area for large lot residential development purposes and the appropriateness of zonings that would be complementary to surrounding land uses. The studies will inform a PP to appropriately zone the subject land.

The consultant is to also prepare a DCP and a CP for the area.

## STATUTORY CONSIDERATIONS

There is a hierarchy of statutory planning instruments and policies that will affect rural residential/large lot residential development in Korora/West Sapphire/Moonee including:

- Environmental Planning and Assessment Act, 1979 (EP&A Act);
- State Environmental Planning Policies (SEPPs);
- Section 117 Ministerial Directions;
- Mid North Coast Regional Strategy 2009;
- Coffs Harbour Local Environmental Plan 2013;
- Coffs Harbour Development Control Plan 2013;
- Section 94 Developer Contributions Plans; and
- Other relevant legislation e.g. Rural Fires Act 1997, Native Vegetation Act 2003, Water Management Act 2000, National Parks and Wildlife Act 1974, Threatened Species Conservation Act 1995, etc.

At the local level there are several planning strategies, which guide the implementation of these statutory and policy documents as they apply to Korora/West Sapphire/Moonee. These include:

- Coffs Harbour City Rural Residential Strategy 2009;
- Coffs Harbour Local Growth Management Strategy;
- Rural Lands Strategic Plan 2002;
- Coffs Harbour City Council Our Living City Settlement Strategy 2008;
- State Environmental Planning Policy (SEPP) No.71 – Coastal Protection;
- Mid North Coast Regional Strategy 2009;
- Settlement Planning Guidelines, 2007;
- Mid North Coast Farmland Protection Project 2007;
- Catchment Action Plan (Northern Rivers Catchment Management Authority - CMA);
- Fine-scale Vegetation mapping layer, Coffs Harbour City Council;
- High Value Arboreal Habitat mapping layer, Coffs Harbour City Council; and
- Ecologically Endangered Communities mapping layer, Coffs Harbour City Council.

## PART 2 – IDENTIFIED ISSUES/CONSTRAINTS

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### FLORA AND FAUNA

Large parts of the study area are vegetated and potentially provide habitat suitable to a range of threatened flora and fauna species and ecological communities. The consultant must:

- prepare a detailed vegetation map using the Fine-scale vegetation mapping as the basis, to identify major plant assemblages in the study area and connective importance of vegetation;
- identify areas of significant vegetation in the study area from existing studies and field investigations were deemed necessary. Significant flora would include species listed on the Schedules to the Threatened Species Conservation Act 1996, or on the Schedules of the Environmental Protection and Biodiversity Conservation Act 1999.
- identify measures for the conservation of existing and potential wildlife corridor values and/or any connective importance of vegetation within the study area and adjoining lands, including buffer zones to protect remnant vegetation and riparian areas;
- identify all threatened species populations, High Value Arboreal Habitat, over-cleared vegetation types, endangered ecological communities or critical habitat;
- specifically, investigate the conservation significance of Moonee Quassia (*Quassia* sp. Moonee Creek) known to be at its southern most distribution at this location;
- conduct a limited fauna survey utilising camera trap, spotlighting and Anabat detection techniques;
- assess the conservation significance of all fauna identified habitats, particularly their importance as habitat or linkages in a local and regional context, and their resilience to potential development;
- identify measures for the conservation of flora and fauna (within the meaning of the Threatened Species Conservation Act 1995 and the Fisheries Management Act 1994) and their habitats;
- outline measures for the long-term management of conservation/open space areas proposed within the study area, including measures for revegetation and rehabilitation, ownership and access; and
- Identify all High Value Arboreal Habitats and hollow bearing trees in the study area and map their location.

- **Existing Information**

Fine-scale Vegetation Mapping has been completed and endorsed for use in December 2012 by Coffs Harbour City Council and this is available to the consultant.

Coffs Harbour LGA contains important habitat for a diverse array of native fauna and flora. Certain areas have high conservation value and contain a number of endangered ecological communities and regionally significant vegetation communities. The location of flood prone

lands, the retention of vegetation corridors and their associated buffers establish the basis for a network of habitat links and/or corridors within the area.

The Threatened Species Conservation Act 1995 and Environment Protection and Biodiversity Conservation Act 1999 aim to protect threatened species and significant flora and fauna corridors. It is therefore necessary to incorporate appropriate constraints for vegetation management. It is also a requirement of the Mid North Coast Regional Strategy (2009) that significant vegetation be protected. It is therefore necessary to incorporate appropriate constraints for vegetation management in any land suitability analysis.

The Coffs Harbour City Council Koala Plan of Management (KPoM) (1999) provides a consistent approach to koala management and planning throughout the LGA. Koala habitat has been defined and mapped in this plan and specific management and planning guidelines established. Council's planning policy is designed to protect koala habitat, reduce threats to koala survival and health, allow for free movement of koalas across the development site where appropriate and provide enhancement planting where possible.

A KPoM has been prepared for the Coffs Harbour LGA in accordance with SEPP No. 44. The KPoM outlines the primary, secondary and tertiary habitat within the LGA. The KPoM also identifies appropriate assessment techniques and actions where koala habitat is identified.

- Primary Koala Habitat aims to prevent further clearing, disturbance, fragmentation or isolation of this habitat and the planning controls have zero net loss in these areas.
- Secondary Koala Habitat aims to minimise further loss, fragmentation or isolation of this habitat and the planning controls have a minimal net loss of this habitat.
- Tertiary Koala Habitat encourages minimal removal or disturbance to preferred koala tree species and reduces barriers to koala movement.

## TRAFFIC AND ACCESS

### Scope of Work

The consultant will review the current construction standards of the existing road network which applies to the Korora/West Sapphire/Moonee Study Area, and identify any upgrades to those roads which may be required to adequately service any proposed Large Lot Residential Precincts which are identified by the PP. The revised road network will demonstrate its relationship with the Sapphire-Woolgoolga Pacific Highway upgrade, Solitary Islands Way (the former Pacific Highway), all access/egress points, proposed intersections, road hierarchy, and relationship with any existing or proposed cycleway and pedestrian networks.

The main roads which are relevant to this project are:

<b>All Precincts:</b>	Pacific Highway, Solitary Islands Way.
<b>Korora:</b>	West Korora Road, Bruxner Park Road.
<b>West Sapphire:</b>	The Mountain Way (Right-of-Way), Gaudrons Road, Sugarmill Road, Wakelands Road, Fairview Road, Maccues Road.
<b>Moonee:</b>	Tiki Road (Right-of-Way).

## ACID SULFATE SOILS (ASS)

### Scope of Work

The consultant must:

- investigate and identify ASS map soil groups within the study area and its immediate surrounds;
- assess soil susceptibility to ASS and erosion; and
- identify where and what controls would be needed to minimise the possibility of ASS and erosion.

### Existing Information

ASS commonly occurs on coastal floodplains below five metres AHD (Australian Height Datum).

ASS are likely to occur when soils are drained, excavated or dredged. These soils include those that are producing acid (actual ASS) and those that could become acid producing (potential ASS).

Potential ASS are naturally occurring soils containing iron sulfides (pyrite). They become actual ASS when the pyrite is exposed to air, usually because of human activity. Once oxidised the addition of water results in the production of sulfuric acid.

The Coffs Harbour City Council LEP 2000 states that any ASS areas that may be disturbed, due to development, will require Council's consent and an ASS management plan in accordance with the Acid Sulfate Soil Manual. Coffs Harbour City Council has adopted the former Department of Land and Water Conservation, *Guidelines for the Use of Acid Sulfate Soil Risk Maps* (1998).

ASS areas are divided into three primary map classes which indicate the risk of encountering problems with it and the depth in the soil profile at which it is likely to occur. The classes include high probability of occurrence of ASS, low probability of occurrence of ASS and no known occurrence of ASS. The mapping has been designed to provide information on ASS distribution and indicate land uses, which are likely to create an environmental risk by disturbing ASS.



## GEOTECHNICAL ASSESSMENT

### Scope of Work

The consultant must:

- undertake a geotechnical assessment of geology and geomorphology of the site and assess the subsurface profile and depth to bedrock;
- prepare a geotechnical report presenting the results of the investigation and a slope stability risk assessment in accordance with the Australian Geomechanics guidelines; and
- comment on the geotechnical suitability of the site for development and identify any geotechnical issues which will require detailed assessment during the design phase.

## BUSHFIRE HAZARD MANAGEMENT

### Scope of Work

The consultant must undertake a bushfire assessment of the study area, in accordance with Section 117(2) of the EP&A Act 1979 as amended, and the Rural Fire Service publication *Planning for Bushfire Protection* (2006).

### Existing Information

The *Rural Fires Act 1997* and *EP&A Act 1979* ensure all development must comply with the requirements of these documents. These requirements include the identification of bushfire-prone areas and the provision of Asset Protection Zones (APZ's).

Bushfire protection can be seen as a major development constraint, especially land located within or adjacent to bushfire prone areas. The slope of the land, aspect and the vegetation types present, determines the level of bushfire hazard.

Coffs Harbour City Council categorises bushfire prone land into Vegetation Category 1 and Vegetation Category 2. Vegetation Category 1 is bushfire prone land is that land within (or within 100 metres) of a high risk bushfire hazard area. Category 2 bushfire prone land is that land within (or within 30 metres) of a medium risk bushfire hazard area. These maps are available on Council's website <http://maps.coffsharbour.nsw.gov.au/eview-html/index.html> (Note: Commercial use of any of Council's data should be subject to a Data Licence Agreement - refer to page 19 of this Brief).

## TOPOGRAPHY

### Scope of Work

The consultant must:

- investigate and map soil groups, underlying geological formations, and slope classes within the study area and its immediate surrounds;
- assess soil susceptibility to erosion, to identify where and what controls would be needed to minimise the possibility of erosion; and
- map the study area to delineate areas with risk of soil instability such as high erosion potential.

### Existing Information

Slope is a significant factor influencing soil erosion, drainage and bushfire hazard. Slopes greater than 14 degrees (15.5%) are likely to have geological constraints and are susceptible to mass movement and high to very high erosion hazard. In addition, slopes greater than 14 degrees can cause installation problems for effluent treatment systems, from being evenly distributed across the site therefore affecting the performance of the system.

Protected lands are listed under the Native Vegetation Conservation Act 1997 and represent land that generally has a slope greater than 18 degrees (20%) from the horizontal; and land situated in, or within 20 metres of the bed or bank of any specified river or lake or land that is in the opinion of the Minister, environmentally sensitive, effected or liable to be effected by soil erosion.

Relatively flat grades (less than 10 degrees (11%) significantly reduce costs associated with the installation of infrastructure to service proposed development. Therefore due to the cost efficiency of lesser grades for industrial and commercial development a ranking of 1 will be used for slopes less than 10 degrees (NSW PEC: 1978).

## FLOOD LIABLE LAND

### Scope of Work

The consultant must:

- identify and map local and catchment drainage characteristics for the study area and its immediate surrounds;
- prepare a flood study that outlines the 1:100-year ARI\* flood extents for the catchment area; and
- undertake a land capability assessment to determine the suitability of the study area for development.

### Existing Information

Flood liable land presents a constraint to development as it has implications with regard to the provision of infrastructure and cost implications applying to hydraulic infrastructure, roads and services installed within floodplains.

The flood constraint is based on the 100-year ARI flood level and extent. Planning controls for the constraint are outlined in *Coffs Harbour LEP 2013, and preliminary draft 'Part E – Environmental Controls, E4 Flooding' of Coffs Harbour DCP 2013.*

Coffs Harbour City Council's Flood planning objectives are:-

- to minimise the flood risk to life and property associated with the use of land;
- to allow development on land that is compatible with the land flood hazard, taking into account projected changes as a result of climate change;
- to avoid significant adverse impacts on flood behaviour and the environment.

The study area includes the following catchments, as per councils GIS Coastal Catchments layer, and a brief summary of available flood information: -

- Jordan's Creek – flood report, not by council, for part of the catchment;
- Korora Bay south – no flood information;
- Pine Brush Creek – some flood information for east of the highway;
- Campbell's Beach catchments – no flood information;
- Moonee Creek – flood information mainly east of highway from 'Moonee Creek Flood Study, Paterson Consultants June 1998'.

\*Note: ARI (Average Recurrence Interval) – is a term used to describe flood size (measured in years). It is the long term average number of years between the occurrence of a flood as big as or larger than the selected event. For example a 100-year ARI flood is a flood that occurs or is exceeded on average once every 100 years.

## ACOUSTIC ASSESSMENT

### Scope of Work

The study area is located in close proximity to the alignment of the Pacific Highway. The successful consultant is required to provide:

- A Road Traffic Noise Impact assessment using NSW Department of Planning 'Development Near Rail Corridors and Busy Roads – Interim Guideline', NSW State Environmental Planning Policy (Infrastructure) 2007 and AS 2107:2000 will be used as guidelines to identify areas with road traffic noise levels that may require amelioration.
- If necessary, recommend preliminary amelioration measures to mitigate road traffic noise on any proposed large lot residential land which may be detrimentally affected by acoustic issues.

## VISUAL ANALYSIS

### Scope of Work

The study area is positioned in a visually sensitive location. It is therefore important to maintain and enhance the visual quality of the area throughout any development of the area. The consultant must:

- prepare a visual assessment of the site to establish key features that contribute toward the scenic value of the study area. Of particular importance will be an assessment of all existing vegetation to determine visual (and ecological) significance and importance having regard to the overall natural heritage of the city;
- identify visual impact in the context of adjoining and surrounding development in relation to its setting, density, built form, aesthetics and building mass as viewed from the public domain;
- identify locations that may be particularly sensitive to visual impact, such as ridgelines and steep slopes; and
- identify view corridors and key sources of views, particularly in relation to the recently upgraded Pacific Highway alignment and Solitary Islands Way; including addressing landscape treatment and visual buffers to those roads.

### Existing Information

The Local Environmental Study prepared for Coffs Harbour City LEP 2000 contains information relating to the Visual Qualities of the LGA. There is also some information available in the Local Environmental Study which informed Coffs Harbour City LEP 2000 (Amendment No.3) Korora Rural Residential Lands.

## ARCHAEOLOGY

### Scope of Work

The consultant must undertake an assessment as to the items or areas of Aboriginal cultural heritage, as well as post-European settlement heritage.

Appropriate management strategies must be provided if Aboriginal or post-European settlement sites of significance are found.

The consultant will need to liaise with the Office of Environment and Heritage and Coffs Harbour and District Local Aboriginal Land Council.

### Existing Information

The study area has been disturbed, though areas may exist where potential for Aboriginal cultural heritage may remain.

A list of European Heritage and potential European Heritage Items can be supplied.

## CONTAMINATED LANDS

### Scope of Work

Some of the study area has either previously been used, or currently is being used, for banana growing. Therefore the consultant must undertake an assessment of the subject site to confirm the likelihood of contamination, in accordance with:

- SEPP No. 55 – Remediation of Land;
- EPA Guidelines for Assessing Banana Plantation Sites; and
- Council's Contaminated Land Management Policy.

This assessment would also determine the nature and extent of any contamination and provide suitable options for remediation. The consultant must:

- undertake a review of past land uses for the study area and any relevant documents associated with past activities on the site;
- develop a preliminary soil sampling strategy, incorporating the analysis of soils for organo-phosphates, organo-chlorines, pesticides and heavy metals to determine if any portions of the site are not suitable for future development or require remediation;
- map the extent and nature of any contamination; and
- develop a management plan for potential contamination issues outlining further investigation requirements and remediation options.

### Existing Information

Parts of the Study Area have been identified as having potentially contaminated land due to the former use of the land for banana cultivation. Banana cultivation formally used arsenic and dieldrin as insecticides.

The EP&A Act 1979 and SEPP No. 55 require Coffs Harbour City Council to consider the suitability of land for a proposed development. The risk to health and the environment from contamination must be included in a preliminary assessment, which includes a preliminary site inspection of the contaminated lands. SEPP No. 55 requires that Council be satisfied that a site is suitable for its proposed use or can and will be made suitable. A site can be made suitable through measures such as site remediation.

## WATER QUALITY

### Scope of Work

The consultant must:

- address the potential impacts on the water quality of surface and groundwater, on watercourses, and on ground water dependent ecosystems, including erosion and sediment impacts; and
- investigate the requirement for buffers or environmental buffers or other suitable strategies to maintain the integrity of any significant creeks and waterways, or tributaries to maintain suitable water quality standards.

### Existing Information

Council holds Water Quality data for Moonee Creek (1999 – present) and Pine Brush Creek (1999 – 2010). The health status of Moonee Creek is also addressed in the Moonee Creek Estuary Management Plan. Contact Malcolm Robertson on 6648 4000 for further information.

## **PART 3 – OTHER CONSIDERATIONS**

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### **PROVISION OF SERVICES**

The consultant will provide an outline of requirements for the provision of services (electricity, telephone, broadband, etc) for any recommended Large Lot Residential environments. The services network will demonstrate its relationship with the existing services network adjacent to and within the study area.

## **PART 4 – RECOMMENDATIONS**

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### **PLANNING PROPOSAL**

The consultant will make recommendations for the future zoning of the land consistent with Coffs Harbour LEP 2013, and prepare a PP to amend that Plan based on the findings of studies undertaken.

The consultant will also supply a map showing where the recommended zones apply, and relevant attribute maps which are supplementary to the zoning map. All of these maps must be consistent with the LEP (Standard Instrument) mapping specifications of the NSW Department of Planning and Environment. The relevant maps may include, but may not be limited to:

- LEP Land Zoning (LZN);
- Minimum Lot Size (LSZ);
- Maximum Height of Buildings (HOB); and
- Terrestrial Biodiversity (CL2).

### **DEVELOPMENT CONTROL PLAN (DCP)**

The consultant will prepare a DCP for the land consistent with Coffs Harbour LEP 2013, as well as the requirements of the EP&A Act 1979, based on the findings of the PP. The DCP is to address the following considerations:

- define and establish the character of the area;
- pedestrian connections within and surrounding the study area;
- habitat restoration, rehabilitation and landscaping;
- significant vegetation, flooding, slope/topographical constraints;
- geotechnical considerations; and
- other site specific natural hazards.

The final product will be in a form that is easy to understand and implement. The format of the DCP must be consistent with Council's Amended DCP 2013, and must conform to the requirements of the EP&A Act 1979 (including Section 94) and EP&A Regulations.

### **DEVELOPER CONTRIBUTIONS PLAN (CP)**

The consultant will prepare a CP to ensure developers meet the cost of servicing demand generated by the development. The CP is to be consistent with Coffs Harbour LEP 2013, as well as the requirements of the EP&A Act 1979, and based on the findings of the PP.



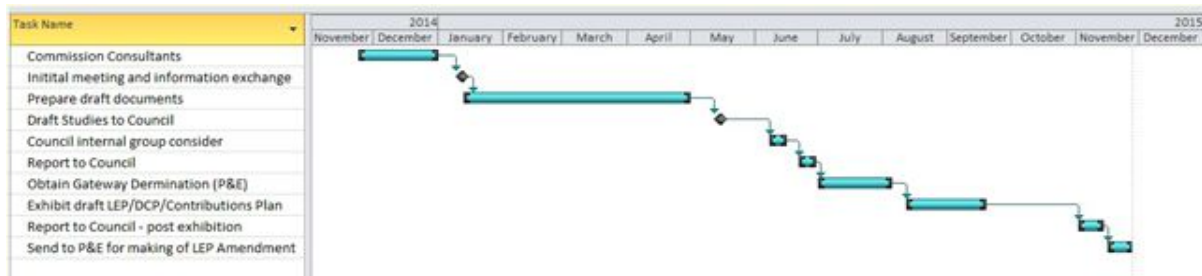
## PART 5 - ADMINISTRATION AND REPORTING

### COUNCIL CONTACT

Grahame Fry is the Project Manager, and can be contacted on 6648 4654 or [grahame.fry@chcc.nsw.gov.au](mailto:grahame.fry@chcc.nsw.gov.au).

The Consultant shall nominate a representative responsible for all consultancy matters relating to this project.

### TIMING



### REPORTS

Draft documents - the consultant will provide two draft copies of the documents at draft stage for assessment by Council prior to exhibition. Two hard copies and one digital copy of each draft document are to be provided for exhibition purposes.

Final documents – The consultant will incorporate comments from Council and the public exhibition process and produce the final documents.

Two hard copies and one digital copy of each of the final documents, plus digital copies of any required images/drawings/plans are to be provided to Council. Electronic format will be discussed with Council to ensure the files are readily accessible and readable (for web access).

### MEETINGS AND LIAISON

An initial meeting between the consultant and Council staff is to be held within the first week of commissioning of the study, with progress meetings to be held following commencement of the project. The consultant is to nominate a suitable timeframe for such meetings.

**PROCESS**

The consultant will recommend an appropriate process (examples include flowchart, Gantt chart, etc) describing the process involved in the preparation of the Draft PP, DCP and CP for the Study Area. The process description will include time estimates where possible.

**COFFS HARBOUR CITY COUNCIL DATA LICENCE AGREEMENT**

1. Spatial data is to be distributed to third parties only under the usage and disposal terms of a Coffs Harbour City Council Data Licence Agreement.
2. **Full** disclosure of the project duration, spatial data users (including legal names of all contractors and sub consultants), key contacts and required data (including data format) to be provided, for generation of the relevant Council Data Licence Agreement to occur.
3. The provision of spatial data to third parties is to be made under the understanding that Council may only distribute information for which it is the holder of the relevant intellectual property (e.g. Copyright), or for data whereby Council has obtained relevant written distribution permission from the Copyright holder.
4. Spatial data is to be provided to third parties according to Council's current software data format capabilities. Any required conversion of spatial data outside of this capability is to be undertaken at the responsibility of the data recipients.
5. The return of spatial data (e.g. model outcomes) is to be within a format acceptable by Council, and is to be accompanied by relevant metadata (including an indication of accuracy, purpose and constraints), and a clear, **contractualised** understanding of intellectual property ownership and usage terms.
6. Council's GIS Turnaround times are to be factored into project management and third party expectations. Note that the drafting of Data Licence Agreements, sourcing non-Council data, extracting data, undertaking file conversions, etc. are all typical GIS tasks, each with their own turnaround time targets.

## **PART 6 – CONSULTANCY PROPOSALS AND CONDITIONS OF ENGAGEMENT**

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### **FEE PROPOSAL**

Proposals to undertake this brief are to include:

- (a) an itemised consulting fee for each module;
- (b) the consultant shall state any adjustment that needs to be made for GST in its fee proposal;  
and
- (c) a description of the method for undertaking the scope of work, and any recommended variations or refinements.

Two copies of proposals are to be submitted.

### **GST**

The consultant must provide Council with its Australian Business Number (ABN) and indicate that it is registered for GST.

### **PAYMENT**

Upon submission of the draft documents, the consultant may lodge a claim for payment for up to 50% of the agreed cost. The balance of the fee may be claimed with submission of the final report.

Council will only make payments if it is satisfied the work meets the requirements of the brief.

Council must agree to any claims for extras in writing before undertaking the extra work.

## CONSULTANT SELECTION

The selection of a consultant will be based on Council's value selection process. The following criteria will be used by the Client to assess proposals.

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### Criteria

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#### Relevant Experience

- Track record, reputation for competence.

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#### Personnel to be used for this engagement

- Relevant technical skills, experience.

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#### Methodology and Coverage of Brief/Tender requirements

- Demonstrated understanding of the brief
  - Clear outline of the works required.
  - Additional recommended approach
- 

## TERMINATION

The consultant's commission may be terminated due to non-performance or inability to meet set target dates. The consultant will be informed in writing of such termination, which will not be subject to further correspondence.

## INSURANCES AND LICENCES

Consultants must specify that they have the following insurances and be able to produce certificates of currency upon request.

- Workers Compensation Insurance;
- Motor Vehicle Insurance;
- Public Liability Insurance \$10 million; and
- Professional Indemnity Insurance \$5 million.

Consultants undertaking the koala and threatened species module must be licensed by National Parks and Wildlife Service to undertake trapping specified in the brief.

## **CONFIDENTIALITY, OWNERSHIP AND COPYRIGHT**

Investigations and reports will remain confidential unless or until released by Council.

Where any matter within the report relates to private property the consultant shall provide, when requested by a land owner, a copy of the specific information relating only to the particular private property, to the landowner and advise Council of any such provision.

Where as a result of carrying out the study the consultant or any sub consultant obtains information regarding any matter not related to the study the information shall not be used or disseminated elsewhere.

Ownership and copyright at all times shall be vested in the Council and any distribution whether for money or otherwise of the Study should only be with the authority of the Council. Details of the content and progress of the Study shall be confidential and shall not be made available to any third party without the authority of Council.

Council will have complete ownership of the content of the report and the reproduction and/or distribution of the report, in part or full, is prohibited without Council permission.

Council may permit the consultant to utilise information gained in the course of the Study for the purpose of learned papers or other publications provided that these are appropriately acknowledged and that confidentiality is respected.

## Attachment

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### **Council reports and minutes of Meetings:**

- 11 June 2009;
- 9 July 2009; and
- 25 July 2013

### **Map:**

- Coffs Harbour Local Environmental Plan 2013:  
Current land use Zones

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**L16 REVIEW OF COFFS HARBOUR'S RURAL RESIDENTIAL STRATEGY**

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**Purpose:**

The purpose of this report is to provide Council with feedback from the exhibition of the draft Rural Residential Strategy.

The Strategy has been revised after assessment of the submissions received.

Council's endorsement of the revised Strategy is sought.

**Background:**

Council's existing Rural Residential Strategy was produced over nine years ago, in 1999. It did not include the newly amalgamated lands of Red Rock, Corindi Beach and Corindi Plateau. Much of the advice and information in the 1999 Strategy is outdated, with many of the listed areas now already rezoned.

**Description of Item:**

The Strategy will be used to inform:

- (i) the Standard Local Environmental Plan (SLEP), currently being prepared by Council staff; and
- (ii) the Agreed Growth Management Strategy to be presented to the Department of Planning (DoP) for endorsement.

Council, at its meeting of 4 December 2008, resolved to:

1. Council adopt the draft Rural Residential Strategy for exhibition purposes.
2. The draft Rural Residential Strategy be exhibited for an extended period until the end of January 2009.
3. If any submissions are received, they be reported back to Council for consideration.
4. If no submissions are received during the exhibition period, that the Rural Residential Strategy becomes Council's Strategy and comes into force after the completion of the exhibition period.

On the 22 January 2009 Council resolved that the draft Rural Residential Strategy be further exhibited until the end of February 2009.

At the conclusion of the exhibition period some 82 submissions had been received. These were referred to Council's consultants for assessment and recommendation to revise the Strategy.

The consultants have provided Council with a report on the submissions and a recommended revised document. Major issues and recommendations are discussed in the Issues section of this report. These were distributed separately to all Councillors.

**Cont'd**

**L16 Review of Coffs Harbour's Rural Residential Strategy ...(Cont'd)**

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**Sustainability Assessment:**

- **Environment**

The candidate areas have had initial broad assessments based on constraints such as flooding, water resources, ecological significance, bushfire hazard, scenic qualities, land capability, acid sulfate soils, contaminated soils, regionally significant farmland (as based on the DoP's Farmland Mapping project), and resource protection.

A Local Environmental Study (LES) or equivalent would be required prior to rezoning.

Any areas, identified within the candidate area, with significant environmental constraints would be protected by an appropriate environmental protection zone.

- **Social**

The Strategy aims to provide a balance of rural residential land across the LGA, thereby enhancing housing choice.

Development Control Plans (DCP) and Section 94 Contributions Plans will need to be prepared to guide development and provide suitable facilities and works within any area rezoned.

- **Economic**

**Broader Economic Implications**

The Strategy is consistent with the objectives of the Our Living City Settlement Strategy (OLCSS) and the DoP's Mid North Coast Regional Environmental Plan and Mid North Coast Regional Strategy.

The provision of sufficient rural residential land within the LGA to cater for future population growth is a priority of Council, the Strategy addresses supply and demand issues to beyond 2023 and recognises the need to monitor and review the Strategy every five years.

**Management Plan Implications**

Council resolved to fund the Rural Residential Strategy Review from monies allocated to the SLEP project.

While there are no other immediate implications on the Management Plan, the Strategy will identify timeframes to consider rezoning candidate areas in the future – this may impact future management plan processes.

The cost of preparing any environmental studies required would be funded from allocation of Council resources in future budgets or from landowners wishing to fund progress of rezoning their land.

**Consultation:**

The draft Strategy was exhibited from the 11 December 2008 to 27 February 2009 and a total of 82 submissions were received.

**Cont'd**



## L16 Review of Coffs Harbour's Rural Residential Strategy ...(Cont'd)

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Five of these submissions were received from Government agencies, namely,

- NSW Rural Fire Service (RFS);
- NSW Department of Primary Industries (DPI);
- Department of Planning (DoP);
- Department of Environment and Conservation (DEC); and
- NSW Roads and Traffic Authority (RTA).

Submissions were also received from the Coffs Harbour Chamber of Commerce and the Coffs Harbour Branch of the NSW Farmers Federation; the remainder of submissions received were from individual community members.

As part of the community engagement program Council also conducted five community shopfronts. The shopfront presence provided opportunity for the public to view the information and ask Council staff or the consultant's questions about the draft Strategy. They were also able to provide feedback on forms available on the day. These shop fronts included:-

- Saturday, 28 February 2009 at Coramba Hall from 9.00am until 12.00 noon;  
Thirty two (32) people registered their name at this session.
- Saturday, 28 February 2009 at Nana Glen Hall from 2.00pm until 5.00pm;  
Fourteen people (14) registered their name at this session
- Wednesday, 4 March 2009 at Corindi Hall from 6.00pm until 9.00pm;  
Fifteen (15) people registered their name at this session
- Saturday, 7 March 2009 at Bonville Hall from 9.00am until 12.00 noon;  
Thirty (30) people registered their name at this session
- Saturday, 7 March 2009 at Moonee Beach Hall from 2.00pm until 5.00pm.  
Twenty five (25) people registered their name at this session

The feedback from these sessions has been assessed in the preparation of the revised strategy. The major issues raised are discussed below.

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

The Rural Residential Strategy Review will inform the SLEP and the Growth Management Strategy in accordance with the directions of the Minister for Planning and the DoP.

Council is preparing the SLEP in accordance with the Standard Instrument (LEP) Orders 2006 and must comply with all statutory requirements.

### **Statutory Requirements:**

The Environmental Planning and Assessment Act and Regulations establish the statutory procedures to be followed in the preparation and exhibition of the draft Strategy. The following documents also have requirements for the preparation of the Strategy:

- the DoP Standard Instrument (LEP) Orders 2006;
- the North Coast Regional Environmental Plan;
- the Mid North Coast Regional Strategy; and
- various Ministerial Directions under Section 117 of the Act.

**Cont'd**

## L16 Review of Coffs Harbour's Rural Residential Strategy ...(Cont'd)

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### Issues:

A copy of all the submissions received, have been provided separately, in the Councillors Room. The Consultants submissions report (also provided separately in the Councillors Room) assesses the issues raised in the submissions and comments on how they may be resolved.

The following is a summary of the major issues raised in community consultation.

#### • Release Program

Twenty two (22) submissions raised issues in relation to the overall release program including:

- support for strategic approach;
- questioning sustainability of rural residential development;
- suggesting rural residential development be allowed in all areas on a case by case (merit) basis;
- request to release Korora/Sapphire/Moonee in short term;
- request to release Karangi in short term;
- minimum lot size:
  - support for minimum lot size,
  - suggestion for 6,000m<sup>2</sup> lot size,
  - suggestion for property specific lot sizes; and
- a number of submissions seeking inclusion of their land and/or early release of their land.

#### **Comment:**

A strategic approach to rural residential release is required to meet State Government Requirements.

#### **Recommendation:**

- The Strategy be modified to provide for the release of Bonville in the short term.
- Any future evaluation of the Karangi area be considered as a separate locality from Coramba.
- Korora/Sapphire/Moonee, Coramba, Karangi, Corindi and Nana Glen areas be deferred from the Strategy and reviewed in five years.
- A one hectare minimum lot size be set for future rural residential land.
- Future rural residential land to be zoned R5 Large Lot Residential in accordance with the Standard LEP instructions.

#### • Constraints Mapping

The Strategy used the following "hard" constraints to exclude land from further consideration:

- regionally significant farmland;
- land within extent of 1:100 year flood;
- land mapped as Class 1 and 2 acid sulfate soils;
- regionally significant scenic quality;
- prominent ridgelines;
- ecological significant land; and
- land with slope exceeding 20%.

Cont'd

**L16 Review of Coffs Harbour's Rural Residential Strategy ...(Cont'd)**

Fourteen (14) submissions received raised issues relevant to constraints including:

- gold and other minerals/extractive resources should be considered;
- errors in ecological mapping;
- concerns over accuracy of data base used;
- constraints need to be ground truthed;
- inaccurate flood mapping;
- water catchment should not be constraint;
- contamination at Coramba – potential impact on release areas; and
- incorrect mapping in Corindi area.

***Comment:***

The constraint mapping process used available data to detail the extent of constraints. These constraints may be progressively refined with additional studies and as such considered through the five yearly review process.

***Recommendation:***

- Suitable detailed LES (or equivalent) environmental studies be prepared as part of any rezoning process.
  - As flood investigations or studies are undertaken they be noted and considered to refine the Strategy in the five year review.
  - Vegetation and habitat mapping, currently being prepared by Council, be used to update the Strategy.
- **Land Use Conflicts**

While the Strategy identifies potential conflicts (i.e. Part 5 Physical Catchment Assessment); appropriate mechanisms to offset conflicts can be employed through the rezoning and DCP preparation process.

Ten submissions raised issues relating to potential land use conflict related matters including:

- conflict between rural residential and agricultural practices;
- buffers to environmentally sensitive locations;
- buffers to on site effluent disposal systems;
- regionally significant farmland should not apply to 1999 identified lands; and
- opposing 50m buffer to fourth and fifth Order Streams.

***Comment:***

The DPI's Living and Working in Rural Areas Handbook establishes methods to avoid or reduce the risk of land use conflicts including the introduction of buffers.

These types of resources are best introduced with development controls, i.e. DCPs and at rezoning stage.

**Cont'd**

**L16 Review of Coffs Harbour's Rural Residential Strategy ...(Cont'd)**

---

***Recommendation:***

- That new rural residential development be serviced by aerated waste water treatment systems.
- That consideration be given to application of buffers to environmentally sensitive lands at rezoning and DCP preparation stages.

• **Farmland Mapping**

Five submissions raised issues relating to the Farmland Mapping from the broad principles of agriculture down to individual property level.

***Comment:***

Although Coffs Harbour has very limited good quality agricultural land, agriculture contributes to the City's economy. Exclusion of regionally significant farmland from consideration for rural residential is appropriate. Consideration of frost free horticultural land in any rezoning process will also assist in protecting that part of the industry.

***Recommendation:***

- Exclude lands mapped as Regionally Significant Farmland under the Farmland Mapping Project from being identified in the Rural Residential Strategy 2009 except those lands previously identified in the 1999 Rural Residential Strategy.
- Frost free horticulture, including bananas and blueberries, be considered in any environmental study being carried out as part of a rezoning process.

• **Demand and Supply**

Seven submissions raised this issue.

***Comment:***

Balancing the supply of rural residential land with demand is a major challenge for Council.

There was general support from the government agencies and some sectors of the community for the release of Bonville first, but concerns were raised in the submissions relating to the late release of the other areas.

The Bonville locality has been recommended to remain as the preferred area for release because of its accessibility to the nearby centres of Boambee and Sawtell/Toormina and proximity to the City Centre. The release of this land will also enable it to take advantage of the facilities and services that will be provided to support the new urban population forecast for this area that the rural residential areas will surround.

***Recommendation:***

That Council amend its Strategy to endorse only Bonville as Stage 1 Investigation Area. Any subsequent investigation areas be determined within a five year review process.

**Cont'd**

## L16 Review of Coffs Harbour's Rural Residential Strategy ...(Cont'd)

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- **Pacific Highway**

Ten submissions raised concerns with impacts of the Pacific Highway on the Strategy. The majority of these sought to elevate the status of the Korora/Sapphire/Moonee area despite the RTA's assertion that the highway is operating at, or near, capacity in this area.

***Comment:***

Given the recent approval to the Highway upgrade in this location, it is appropriate to delay the release of the Korora/Sapphire/Moonee area until the RTA indicate the upgrade is at a point of functioning efficiently and safely.

***Recommendation:***

That the Korora/Sapphire/Moonee area be delayed pending a review in five years, to allow for changes in demand for rural residential land and further assessment of the status of the Pacific Highway Upgrade.

Concerns have been raised in a number of submissions in relation to:

- the release of land in the remaining localities in terms of the demand for land;
- the currency of the constraints data used particularly in relation to flooding; and
- more general issues concerning sustainability.

- **Zoning Recommendations**

- The Strategy recommends a LES (or equivalent level of environmental investigation) be prepared for short term release areas (Bonville).
- Areas deemed suitable for rural residential housing should be zoned "R5 Large Lot Residential" under future Coffs Harbour LEPs.
- Any areas within the candidate areas with significant environmental constraints should be protected by relevant environmental protection zones under future LEPs.

The Strategy recommends that a DCP be prepared for the Bonville candidate area.

- **Contributions Plans**

Detailed Contributions Plans should be prepared for the Bonville candidate area as part of the rezoning process.

The Contributions Plans should include a works schedule detailing the work to be undertaken; the type of facility that is to be provided or work to be carried out, and be accompanied by figures showing the locations for the facility/work. Costs for the facility/work should also be provided, as well as the delivery timing. This may, for instance, be linked to a date or population figure.

The works schedules within Contributions Plans should be regularly updated, so that completed works are removed, and reviews should occur at least every five years.

**Cont'd**

**L16 Review of Coffs Harbour's Rural Residential Strategy ...(Cont'd)**


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- **Monitoring and Review**

The Strategy will require monitoring and review at least every five years with the review being undertaken to oversee population change, published in the form of Census data; the next Census is to be held in 2011.

A formal register of rural residential land subdivisions and applications for development of dwelling houses on newly created allotments should be established. This process is in accordance with the DoP's draft Mid North Coast Housing and Land Monitor which is currently being established. This will enable a monitoring of land take up rates, dwelling yields and the release program generally.

Should the demand for rural residential development exceed the expectations in the Release Action Plan additional land could be brought forward; the bringing forward of any lands needs to allow for the lag time in the preparation of environmental studies and the rezoning process.

**Implementation Date / Priority:**

Council needs to have the Rural Residential Strategy endorsed by the DoP to enable further lands to be rezoned for rural residential purposes to meet market demand.

Council endorsement is sought to progress a draft to the DoP as soon as practicable and to request the DoP endorse the Strategy as a component of the Growth Management Strategy for Coffs Harbour City Council as required by the Mid North Coast Regional Strategy.

**Conclusion:**

A strategic approach to release of rural residential land is required to meet State policy and legislative requirements.

Adopting a planning horizon to the year 2031 and implementing a Strategy flexible enough to balance land supply to that timeframe is a major challenge for Council.

The existing 700 hectares of rural residential zoned land provides, on current take up rate of 55 lots per year, some 12.8 years supply.

Endorsement of Bonville as the priority release area over the next 10 years potentially provides another 425 hectares of land for rural residential purposes. This area, based on the current take up rate, provides a further 7.7 years supply.

Given this 20 year supply, it is not appropriate to identify further release areas now. It is therefore recommended to defer the Korora/Sapphire/Moonee, Coramba/Karangie, Corindi and Nana Glen areas from the Strategy program for further consideration in subsequent reviews taking into account Pacific Highway upgrade, environmental constraints, rural residential land demand, census data and other relevant sustainability factors.

**Cont'd**

**L16 Review of Coffs Harbour's Rural Residential Strategy ...(Cont'd)**

---

**Recommendation:**

1. That Council adopt the revised Rural Residential Strategy 2009 as provided under separate cover to the Councillors, and in accordance with recommendations detailed in the Issues section of this report.
2. That the revised Rural Residential Strategy 2009 be progressed to the Department of Planning for endorsement as an agreed Strategy.
3. Upon Department of Planning endorsement of the Strategy, Council place an advertisement to notify the community of the status of the Strategy.
4. That Council inform all submissions writers of Council's decision.

**Mark Salter**  
Director  
Land Use, Health & Development

**L15 Development Application 1153/06 – Staged Subdivision (Stage 1: Lots 1 to 19) – Lot 5 DP 1068129, Bluff Road, Emerald Beach ...(Cont'd)**

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**FORESHADOWED AMENDMENT**

**MOVED** (Degens/Graham) that Lots 15, 16, 17, 18 and 19 be deferred subject to further investigation.

**VOTED FOR**

Knight  
Degens  
Graham

**VOTED AGAINST**

Templeton  
Hines  
Bonfield  
Rhoades  
Palmer

The **FORESHADOWED AMENDMENT** on being put to the meeting was **LOST**.

**VOTING ON THE MOTION**

**VOTED FOR**

Templeton  
Hines  
Bonfield  
Rhoades  
Palmer

**VOTED AGAINST**

Knight  
Degens  
Graham

The **MOTION** on being put to the meeting was declared **CARRIED**.

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**L16 REVIEW OF COFFS HARBOUR'S RURAL RESIDENTIAL STRATEGY**

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**Cr Degens declared a pecuniary interest in the following item, vacated the chamber at 6.26pm and took no part in the discussion or voting.**

**Cr Rhoades and Cr Hines declared a non pecuniary interest in the following item, vacated the chamber at 6.26pm and took no part in the discussion or voting.**

**Councillor Palmer assumed the Chair.**

The purpose of this report is to provide Council with feedback from the exhibition of the draft Rural Residential Strategy.

The Strategy has been revised after assessment of the submissions received.

**72** **MOVED** (Bonfield/Knight) that Council defer the Coffs Harbour Rural Residential Strategy 2009 and that it be presented at the next Land Use, Health and Development meeting.

**VOTED FOR**

Knight  
Bonfield  
Graham

**VOTED AGAINST**

Templeton  
Palmer

**Cr Rhoades, Cr Degens and Cr Hines returned to the meeting, the time being 6.39pm.**

**The Mayor resumed the Chair.**



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## L18 REVIEW OF COFFS HARBOUR'S RURAL RESIDENTIAL STRATEGY

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### **Purpose:**

The purpose of this report is to refer the Rural Residential Strategy Review 2009 to Council for endorsement to become an adopted Strategy of Council.

### **Background:**

The Strategy was reported to the 11 June 2009 Land Use, Health and Development meeting of Council, at that time Council resolved:

*“That Council defer the Coffs Harbour Rural Residential Strategy 2009 and that it be presented at the next Land Use, Health and Development meeting.”*

The Strategy is therefore placed before Council again for consideration. The 11 June 2009 report is attached to this report.

No additional community feedback has been received by Council during the one month deferral.

### **Recommendation:**

- 1. That Council adopt the revised Rural Residential Strategy 2009 as provided under separate cover to the Councillors, and in accordance with recommendations detailed in the Issues section of this report.**
- 2. That the revised Rural Residential Strategy 2009 be progressed to the Department of Planning for endorsement as an agreed Strategy.**
- 3. Upon Department of Planning endorsement of the Strategy, Council place an advertisement to notify the community of the status of the Strategy.**
- 4. That Council inform all submissions writers of Council’s decision.**

**Attachments:**

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**L16 REVIEW OF COFFS HARBOUR'S RURAL RESIDENTIAL STRATEGY**

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**Purpose:**

The purpose of this report is to provide Council with feedback from the exhibition of the draft Rural Residential Strategy.

The Strategy has been revised after assessment of the submissions received.

Council's endorsement of the revised Strategy is sought.

**Background:**

Council's existing Rural Residential Strategy was produced over nine years ago, in 1999. It did not include the newly amalgamated lands of Red Rock, Corindi Beach and Corindi Plateau. Much of the advice and information in the 1999 Strategy is outdated, with many of the listed areas now already rezoned.

**Description of Item:**

The Strategy will be used to inform:

- (i) the Standard Local Environmental Plan (SLEP), currently being prepared by Council staff; and
- (ii) the Agreed Growth Management Strategy to be presented to the Department of Planning (DoP) for endorsement.

Council, at its meeting of 4 December 2008, resolved to:

1. Council adopt the draft Rural Residential Strategy for exhibition purposes.
2. The draft Rural Residential Strategy be exhibited for an extended period until the end of January 2009.
3. If any submissions are received, they be reported back to Council for consideration.
4. If no submissions are received during the exhibition period, that the Rural Residential Strategy becomes Council's Strategy and comes into force after the completion of the exhibition period.

On the 22 January 2009 Council resolved that the draft Rural Residential Strategy be further exhibited until the end of February 2009.

At the conclusion of the exhibition period some 82 submissions had been received. These were referred to Council's consultants for assessment and recommendation to revise the Strategy.

The consultants have provided Council with a report on the submissions and a recommended revised document. Major issues and recommendations are discussed in the Issues section of this report. These were distributed separately to all Councillors.

Cont'd

**L16 Review of Coffs Harbour's Rural Residential Strategy ...(Cont'd)**

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**Sustainability Assessment:**

- **Environment**

The candidate areas have had initial broad assessments based on constraints such as flooding, water resources, ecological significance, bushfire hazard, scenic qualities, land capability, acid sulfate soils, contaminated soils, regionally significant farmland (as based on the DoP's Farmland Mapping project), and resource protection.

A Local Environmental Study (LES) or equivalent would be required prior to rezoning.

Any areas, identified within the candidate area, with significant environmental constraints would be protected by an appropriate environmental protection zone.

- **Social**

The Strategy aims to provide a balance of rural residential land across the LGA, thereby enhancing housing choice.

Development Control Plans (DCP) and Section 94 Contributions Plans will need to be prepared to guide development and provide suitable facilities and works within any area rezoned.

- **Economic**

**Broader Economic Implications**

The Strategy is consistent with the objectives of the Our Living City Settlement Strategy (OLCSS) and the DoP's Mid North Coast Regional Environmental Plan and Mid North Coast Regional Strategy.

The provision of sufficient rural residential land within the LGA to cater for future population growth is a priority of Council, the Strategy addresses supply and demand issues to beyond 2023 and recognises the need to monitor and review the Strategy every five years.

**Management Plan Implications**

Council resolved to fund the Rural Residential Strategy Review from monies allocated to the SLEP project.

While there are no other immediate implications on the Management Plan, the Strategy will identify timeframes to consider rezoning candidate areas in the future – this may impact future management plan processes.

The cost of preparing any environmental studies required would be funded from allocation of Council resources in future budgets or from landowners wishing to fund progress of rezoning their land.

**Consultation:**

The draft Strategy was exhibited from the 11 December 2008 to 27 February 2009 and a total of 82 submissions were received.

**Cont'd**

**L16 Review of Coffs Harbour's Rural Residential Strategy ...(Cont'd)**

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Five of these submissions were received from Government agencies, namely,

- NSW Rural Fire Service (RFS);
- NSW Department of Primary Industries (DPI);
- Department of Planning (DoP);
- Department of Environment and Conservation (DEC); and
- NSW Roads and Traffic Authority (RTA).

Submissions were also received from the Coffs Harbour Chamber of Commerce and the Coffs Harbour Branch of the NSW Farmers Federation; the remainder of submissions received were from individual community members.

As part of the community engagement program Council also conducted five community shopfronts. The shopfront presence provided opportunity for the public to view the information and ask Council staff or the consultant's questions about the draft Strategy. They were also able to provide feedback on forms available on the day. These shop fronts included:-

- Saturday, 28 February 2009 at Coramba Hall from 9.00am until 12.00 noon;  
Thirty two (32) people registered their name at this session.
- Saturday, 28 February 2009 at Nana Glen Hall from 2.00pm until 5.00pm;  
Fourteen people (14) registered their name at this session
- Wednesday, 4 March 2009 at Corindi Hall from 6.00pm until 9.00pm;  
Fifteen (15) people registered their name at this session
- Saturday, 7 March 2009 at Bonville Hall from 9.00am until 12.00 noon;  
Thirty (30) people registered their name at this session
- Saturday, 7 March 2009 at Moonee Beach Hall from 2.00pm until 5.00pm.  
Twenty five (25) people registered their name at this session

The feedback from these sessions has been assessed in the preparation of the revised strategy. The major issues raised are discussed below.

**Related Policy and / or Precedents:**

The Rural Residential Strategy Review will inform the SLEP and the Growth Management Strategy in accordance with the directions of the Minister for Planning and the DoP.

Council is preparing the SLEP in accordance with the Standard Instrument (LEP) Orders 2006 and must comply with all statutory requirements.

**Statutory Requirements:**

The Environmental Planning and Assessment Act and Regulations establish the statutory procedures to be followed in the preparation and exhibition of the draft Strategy. The following documents also have requirements for the preparation of the Strategy:

- the DoP Standard Instrument (LEP) Orders 2006;
- the North Coast Regional Environmental Plan;
- the Mid North Coast Regional Strategy; and
- various Ministerial Directions under Section 117 of the Act.

Cont'd

**L16 Review of Coffs Harbour's Rural Residential Strategy ...(Cont'd)**

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**Issues:**

A copy of all the submissions received, have been provided separately, in the Councillors Room. The Consultants submissions report (also provided separately in the Councillors Room) assesses the issues raised in the submissions and comments on how they may be resolved.

The following is a summary of the major issues raised in community consultation.

• **Release Program**

Twenty two (22) submissions raised issues in relation to the overall release program including:

- support for strategic approach;
- questioning sustainability of rural residential development;
- suggesting rural residential development be allowed in all areas on a case by case (merit) basis;
- request to release Korora/Sapphire/Moonee in short term;
- request to release Karangi in short term;
- minimum lot size:
  - support for minimum lot size,
  - suggestion for 6,000m<sup>2</sup> lot size,
  - suggestion for property specific lot sizes; and
- a number of submissions seeking inclusion of their land and/or early release of their land.

**Comment:**

A strategic approach to rural residential release is required to meet State Government Requirements.

**Recommendation:**

- The Strategy be modified to provide for the release of Bonville in the short term.
- Any future evaluation of the Karangi area be considered as a separate locality from Coramba.
- Korora/Sapphire/Moonee, Coramba, Karangi, Corindi and Nana Glen areas be deferred from the Strategy and reviewed in five years.
- A one hectare minimum lot size be set for future rural residential land.
- Future rural residential land to be zoned R5 Large Lot Residential in accordance with the Standard LEP instructions.

• **Constraints Mapping**

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- land within extent of 1:100 year flood;
- land mapped as Class 1 and 2 acid sulfate soils;
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- contamination at Coramba – potential impact on release areas; and
- incorrect mapping in Corindi area.

**Comment:**

The constraint mapping process used available data to detail the extent of constraints. These constraints may be progressively refined with additional studies and as such considered through the five yearly review process.

**Recommendation:**

- Suitable detailed LES (or equivalent) environmental studies be prepared as part of any rezoning process.
  - As flood investigations or studies are undertaken they be noted and considered to refine the Strategy in the five year review.
  - Vegetation and habitat mapping, currently being prepared by Council, be used to update the Strategy.
- **Land Use Conflicts**

While the Strategy identifies potential conflicts (i.e. Part 5 Physical Catchment Assessment); appropriate mechanisms to offset conflicts can be employed through the rezoning and DCP preparation process.

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- conflict between rural residential and agricultural practices;
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- regionally significant farmland should not apply to 1999 identified lands; and
- opposing 50m buffer to fourth and fifth Order Streams.

**Comment:**

The DPI's Living and Working in Rural Areas Handbook establishes methods to avoid or reduce the risk of land use conflicts including the introduction of buffers.

These types of resources are best introduced with development controls, i.e. DCPs and at rezoning stage.

Cont'd

**L16 Review of Coffs Harbour's Rural Residential Strategy ...(Cont'd)**

---

**Recommendation:**

- That new rural residential development be serviced by aerated waste water treatment systems.
- That consideration be given to application of buffers to environmentally sensitive lands at rezoning and DCP preparation stages.

• **Farmland Mapping**

Five submissions raised issues relating to the Farmland Mapping from the broad principles of agriculture down to individual property level.

**Comment:**

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**Recommendation:**

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• **Demand and Supply**

Seven submissions raised this issue.

**Comment:**

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There was general support from the government agencies and some sectors of the community for the release of Bonville first, but concerns were raised in the submissions relating to the late release of the other areas.

The Bonville locality has been recommended to remain as the preferred area for release because of its accessibility to the nearby centres of Boambee and Sawtell/Toormina and proximity to the City Centre. The release of this land will also enable it to take advantage of the facilities and services that will be provided to support the new urban population forecast for this area that the rural residential areas will surround.

**Recommendation:**

That Council amend its Strategy to endorse only Bonville as Stage 1 Investigation Area. Any subsequent investigation areas be determined within a five year review process.

Cont'd

**L16 Review of Coffs Harbour's Rural Residential Strategy ...(Cont'd)**

---

• **Pacific Highway**

Ten submissions raised concerns with impacts of the Pacific Highway on the Strategy. The majority of these sought to elevate the status of the Korora/Sapphire/Moonee area despite the RTA's assertion that the highway is operating at, or near, capacity in this area.

**Comment:**

Given the recent approval to the Highway upgrade in this location, it is appropriate to delay the release of the Korora/Sapphire/Moonee area until the RTA indicate the upgrade is at a point of functioning efficiently and safely.

**Recommendation:**

That the Korora/Sapphire/Moonee area be delayed pending a review in five years, to allow for changes in demand for rural residential land and further assessment of the status of the Pacific Highway Upgrade.

Concerns have been raised in a number of submissions in relation to:

- the release of land in the remaining localities in terms of the demand for land;
- the currency of the constraints data used particularly in relation to flooding; and
- more general issues concerning sustainability.

• **Zoning Recommendations**

- The Strategy recommends a LES (or equivalent level of environmental investigation) be prepared for short term release areas (Bonville).
- Areas deemed suitable for rural residential housing should be zoned "R5 Large Lot Residential" under future Coffs Harbour LEPs.
- Any areas within the candidate areas with significant environmental constraints should be protected by relevant environmental protection zones under future LEPs.

The Strategy recommends that a DCP be prepared for the Bonville candidate area.

• **Contributions Plans**

Detailed Contributions Plans should be prepared for the Bonville candidate area as part of the rezoning process.

The Contributions Plans should include a works schedule detailing the work to be undertaken; the type of facility that is to be provided or work to be carried out, and be accompanied by figures showing the locations for the facility/work. Costs for the facility/work should also be provided, as well as the delivery timing. This may, for instance, be linked to a date or population figure.

The works schedules within Contributions Plans should be regularly updated, so that completed works are removed, and reviews should occur at least every five years.

Cont'd



**L16 Review of Coffs Harbour's Rural Residential Strategy ...(Cont'd)**

---

• **Monitoring and Review**

The Strategy will require monitoring and review at least every five years with the review being undertaken to oversee population change, published in the form of Census data; the next Census is to be held in 2011.

A formal register of rural residential land subdivisions and applications for development of dwelling houses on newly created allotments should be established. This process is in accordance with the DoP's draft Mid North Coast Housing and Land Monitor which is currently being established. This will enable a monitoring of land take up rates, dwelling yields and the release program generally.

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**Implementation Date / Priority:**

Council needs to have the Rural Residential Strategy endorsed by the DoP to enable further lands to be rezoned for rural residential purposes to meet market demand.

Council endorsement is sought to progress a draft to the DoP as soon as practicable and to request the DoP endorse the Strategy as a component of the Growth Management Strategy for Coffs Harbour City Council as required by the Mid North Coast Regional Strategy.

**Conclusion:**

A strategic approach to release of rural residential land is required to meet State policy and legislative requirements.

Adopting a planning horizon to the year 2031 and implementing a Strategy flexible enough to balance land supply to that timeframe is a major challenge for Council.

The existing 700 hectares of rural residential zoned land provides, on current take up rate of 55 lots per year, some 12.8 years supply.

Endorsement of Bonville as the priority release area over the next 10 years potentially provides another 425 hectares of land for rural residential purposes. This area, based on the current take up rate, provides a further 7.7 years supply.

Given this 20 year supply, it is not appropriate to identify further release areas now. It is therefore recommended to defer the Korora/Sapphire/Moonee, Coramba/Karangie, Corindi and Nana Glen areas from the Strategy program for further consideration in subsequent reviews taking into account Pacific Highway upgrade, environmental constraints, rural residential land demand, census data and other relevant sustainability factors.

Cont'd

L16 Review of Coffs Harbour's Rural Residential Strategy ...(Cont'd)

---

**Recommendation:**

1. That Council adopt the revised Rural Residential Strategy 2009 as provided under separate cover to the Councillors, and in accordance with recommendations detailed in the Issues section of this report.
2. That the revised Rural Residential Strategy 2009 be progressed to the Department of Planning for endorsement as an agreed Strategy.
3. Upon Department of Planning endorsement of the Strategy, Council place an advertisement to notify the community of the status of the Strategy.
4. That Council inform all submissions writers of Council's decision.

**L18 REVIEW OF COFFS HARBOUR'S RURAL RESIDENTIAL STRATEGY**

Cr Degens declared a pecuniary interest in the following item, vacated the Chamber at 6.04pm and took no part in the discussion or voting.

Cr Rhoades, Cr Arkan and Cr Hines declared a non pecuniary interest in the following item, vacated the Chamber at 6.04pm and took no part in the discussion or voting.

Cr Palmer assumed the Chair.

The purpose of this report is to refer the Rural Residential Strategy Review 2009 to Council for endorsement to become an adopted Strategy of Council.

**MOTION**

**MOVED** (Graham/Bonfield) that Council prohibit further rural residential development because of the permanent loss of agricultural production and the very high reliance of residents on fossil fuels for their transport needs.

**VOTED FOR**

Templeton  
Graham

**VOTED AGAINST**

Knight  
Bonfield  
Palmer

The **MOTION** on being put to the meeting was declared **LOST**.

**FORESHADOWED MOTION**

**98** **MOVED** (Bonfield/Knight) that Council modifies the Rural Residential Strategy and progress the release of the following areas:

1. Moonee, Sapphire and Korora
2. Bucca, Karangi, Coramba and Nana Glen
3. Bonville

and report back to Council.

**VOTED FOR**

Templeton  
Knight  
Bonfield  
Palmer

**VOTED AGAINST**

Graham

The **FORESHADOWED MOTION** on being put to the meeting was declared **CARRIED**. It then became the **MOTION**.

Cont'd

**L18 Review of Coffs Harbour's Rural Residential Strategy ...(Cont'd)**

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**VOTING ON THE MOTION**

**VOTED FOR**

Templeton  
Knight  
Bonfield  
Palmer

**VOTED AGAINST**

Graham

The **MOTION** on being put to the meeting was declared **CARRIED**.

**Cr Rhoades, Cr Degens, Cr Arkan and Cr Hines returned to the meeting, the time being 6.29pm.**

**The Mayor resumed the Chair.**

**CORPORATE BUSINESS DEPARTMENT REPORTS**

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**C40 APPOINTMENT OF FREEDOM OF INFORMATION OFFICERS**

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To formally appoint Freedom of Information Officers to deal with applications submitted to Council under the Freedom of Information Act 1989 (FOI Act).

**99 RESOLVED** (Palmer/Bonfield) that:

1. Council appoints its Administration Officers as Freedom of Information Officers to deal with FOI applications on behalf of Coffs Harbour City Council.
2. Council appoints Executive Manager Legal and Governance as an FOI Officer to undertake internal review functions of applications on behalf of Coffs Harbour City Council.

***The General Manager advised he would distribute information on the review process for FOI applications.***



## COFFS HARBOUR CITY COUNCIL

### ORDINARY MEETING

25 JULY 2013

Mayor and Councillors

#### NOTICES OF MOTION

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#### NOM13/8 AMEND THE RURAL RESIDENTIAL STRATEGY

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##### **Purpose:**

Councillor John Arkan has given notice of his intention to move:

1. That Council amends the Rural Residential Strategy 2009 to bring forward the inclusion of lands at Korora, Moonee and Sapphire for rezoning from Rural 1A to full Rural Residential.
2. That the forthcoming review of the Local Growth Management Strategy include the commencement of local environmental studies for those lands at Korora, Moonee and Sapphire with the completion of the initial studies at Sapphire to coincide with the completion of the Pacific Highway upgrade during 2014.

##### **Rationale:**

1. Council resolved in 26 November 2009 to review the Rural Residential Strategy when one of the following events occurred:
  - a) Completion of the Pacific Highway upgrade.
  - b) When census data 2011 is made available by the Australian Bureau of Statistics or
  - c) In five years' time when the "sunset clause" becomes effective.whichever comes first.  
The census data was received.
2. Korora, Moonee and Sapphire forms part of the number one ranked area for release from a socio-economic point of view. Take-up of rezoned lands at Korora, Moonee and Sapphire will add benefits to the Moonee retail centre as well as to Coffs Harbour shopping areas.
3. Providing a selection "choice" to residents to live and build their homes/communities.

**Staff Comment:**

Council's current Local Growth Management Strategy (LGMS) consists of the Urban Lands Component 'Our Living City Settlement Strategy' 2008, the Rural Residential Component 2009, the Industrial Lands Component 2009 and the Business Lands Component 2010. The LGMS is a strategic framework that guides the development of the Local Government Area (LGA) to 2030 and beyond.

Five yearly reviews are an inherent part of any LGMS process. A total budget of \$50,000 has been allocated in the 2013/14 Operational Plan to commence a review of the LGMS, with additional funds proposed for subsequent years. No funds are currently available for any environmental investigations. It is estimated that the subject environmental investigations would cost in the order of \$150,000?

The LGMS review will include the Rural Residential Strategy (RRS). A Project Plan for the review of the LGMS has been programmed to be presented to the Council meeting of 22 August 2013, outlining the steps to be undertaken to commence this review process. An analysis of landstock supply and demand relative to the various landuse types is an initial step in the policy review.

The risk in prioritising the RRS in advance of any assessment of landuse type availability throughout the LGA, acknowledging fiscal constraints, is that Council may not be allocating priorities based on the highest demand or the most pressing land use issues?

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**PUBLIC ADDRESS**

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Time	Speaker	Item
5.00pm	Grenville Duce and Peter Wardman	NOM13/8 - Amend the Rural Residential Strategy

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**CONFIRMATION OF MINUTES**

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- 172 **RESOLVED** (Sultana/Degens) that the minutes of the Ordinary meeting held on 11 July 2013 be confirmed as a true and correct record of proceedings.

**NOTICES OF MOTION**

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**NOM13/8 AMEND THE RURAL RESIDENTIAL STRATEGY**

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**MOTION**

- 173 **RESOLVED** (Arkan/Townley) that Council forward allocate the sum of \$150,000 from the 2014/15 budget for the purpose of a Local Environment Study for the West Sapphire, West Kororo and Moonee areas.

**AMENDMENT**

**MOVED** (Rhoades/Innes) that Council consider the allocation of funds from the 2014/15 budget for the purpose of a Local Environment Study for the West Sapphire, West Kororo and Moonee areas.

The **AMENDMENT** on being put to the meeting was **LOST**.

---

**DIVISION**

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A division was duly called for, and those members voting for and against the motion were recorded:

**FOR**

Cr Rhoades  
 Cr Palmer  
 Cr Knight  
 Cr Innes

**AGAINST**

Cr Cowling  
 Cr Sultana  
 Cr Arkan  
 Cr Townley  
 Cr Degens

**NOM13/8 - Amend the Rural Residential Strategy (Cont'd)**

The **MOTION** on being put to the meeting was **CARRIED**.

---

**DIVISION**

---

A division was duly called for, and those members voting for and against the motion were recorded:

**FOR**

Cr Cowling  
Cr Sultana  
Cr Arkan  
Cr Townley  
Cr Degens  
Cr Palmer

**AGAINST**

Cr Rhoades  
Cr Knight  
Cr Innes

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**NOM13/9 SMOKING EXCLUSION ZONES AROUND CAFES IN THE CITY CENTRE**

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- 174** **RESOLVED** (Townley/Arkan) that CHCC implement a non smoking policy applying to outdoor eating areas in the CBD. An outdoor eating area is each eating area defined by an Outdoor Eating Licence as issued under the Roads Act 1993. The CBD is defined as that area described in CHCC's CBD Masterplan.



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## **DRAFT COFFS HARBOUR CITY COUNCIL COMMUNITY BASED HERITAGE STUDY 2014 - NON-STATUTORY EXHIBITION**

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### **Purpose:**

To present the recently completed draft Community Based Heritage Study 2014 (the Heritage Study) for Council's consideration. The Heritage Study is included as Attachment 1 to this report.

The report recommends that Council publicly exhibit (non-statutory public exhibition) the Heritage Study for a period of 28 days (four weeks), commencing immediately following the Christmas school holiday period.

### **Background:**

Council has undertaken or received a number of heritage studies over the last 25 years, including:

- Coffs Harbour Shire Heritage Study (Coffs Harbour Shire Council 1986);
- Sawtell Precinct Study (DCP) (Jamison Architects Pty Ltd 1992);
- Coffs Harbour Heritage Study – Stage One (EJE Town Planning 1997);
- Coffs Harbour Heritage Study – Stage Two (EJE Town Planning 1998);
- Heritage and Building Design Guidelines – Coramba (Hansen Partnership Pty Ltd 2002);
- Heritage and Building Design Guidelines (Sawtell Masterplan) (Hansen Partnership Pty Ltd 2002);
- Heritage Report and Mapping of Red Rock and Corindi (Kayandel Archaeological Services 2007);
- Statement(s) of Heritage Impact – submitted to accompany Development Applications that affect the Sawtell and Coramba Conservation Areas and individually listed items; and
- Conservation Management Plans – Jetty Theatre, Lowanna Railway Station, Coramba Bridge etc.

The Heritage Study presented herein draws upon this pool of information and collates, expands and updates it.

### **Description of Item:**

The preparation of the Heritage Study is in accordance with Council's Heritage Strategy 2011-2014 which was endorsed by Council on 10 February 2011.

Council secured a grant of \$50,000 from the NSW Office of Environment and Heritage (OEH) to undertake a community based heritage study. The grant was awarded on 15 December 2011.

Eight heritage consultancies were approached to provide an Expression of Interest to undertake the project. Two consultancies responded and Council commissioned an experienced heritage consultant to undertake the project. Following invitation by way of a public notice, a heritage study community working group was formed comprising of the consultant, Council staff and community members. The heritage study community working group undertook research and contributed to the list of potential properties for consideration. This information, along with that contained in the numerous previous heritage studies, conservation management plans and heritage impact statements undertaken in the area, contribute to the comprehensive body of work that is the subject of this report to Council.

One of the conditions of the funding agreement was to include all properties identified in any future LEP to be included within an OEH administered web based database – the State Heritage Inventory (SHI). The SHI database includes all of the information required for a thorough heritage assessment of each item, including:

- summary inventory sheets for each significant heritage item, including a heritage assessment and statement of significance;
- research and field work that describe the identified heritage items and a condition survey (where known) for each heritage item identified during the study;
- specific heritage item management and promotional recommendations.

The Heritage Study is included as Attachment 1 of this report.

### **What is a Community Based Heritage Study?**

A heritage study investigates the history of a local government area (LGA), identifies, and then assesses items and places of heritage significance that demonstrate this history. The study explains why the items are significant and recommends ways to manage and conserve this significance. A heritage study contains:

- a history of the area using the NSW historic themes;
- research and field work that describe the identified heritage items and a condition survey for each heritage item identified;
- summary inventory sheets for each significant heritage item, including a heritage assessment and statement of significance;
- study wide and specific heritage item management and promotional recommendations.

A heritage study provides information to support:

- the community's sense of identity – including its beginnings, the present and its potential;
- future management of heritage items;
- education programs to raise awareness about the community's heritage assets, for better understanding and appreciation;
- community engagement and sense of ownership of its heritage assets;
- a range of special heritage places that Council can support and promote to visitors (eg. the Sawtell Heritage Conservation Area);
- Council's cultural plan. A cultural plan provides a framework for a Council to manage its cultural built assets, cultural organisations and other cultural resources within the community.

A major premise of the community-based approach is that it provides an affordable means for communities to make a valuable contribution to the heritage study, with appropriate guidance from a heritage consultant.

Members of the community work alongside the consultant for the duration of the project, undertaking research, nominating items and considering recommendations for the future management and promotion of their local heritage items.

Unlike other heritage study methodologies, ongoing community involvement gives an opportunity for the community to understand heritage management and Council processes and to take substantial ownership of the study and its findings. This can reduce the

likelihood of community conflict when the study's list of heritage items is recommended for adoption by Council for inclusion in its local environmental plan (LEP).

The objectives of this community based heritage study are to:

- Consolidate information contained in numerous previous heritage reports and studies into a single accessible document.
- Identify further heritage resources for future protection and acknowledgement of significance.
- Update outdated heritage inventory sheets on existing heritage resources in response to new criteria under the Heritage Act.
- Update the assessment criteria, statements of significance and heritage inventory records to support heritage listings under the Standard Instrument Coffs Harbour LEP 2013 and its subsequent amendments.

### **What was included in the study?**

Coffs Harbour's heritage is often understated, but it contains a rich and diverse range of historically significant buildings, sites and landscapes that have been influenced by factors such as climate, socio economic issues and being in a relatively remote location.

The Heritage Study focuses on built heritage, landscapes, European archaeology and movable heritage sites. Particular attention has been given to identifying Coffs Harbour's local sense of place, post-contact historical and cultural development, and the various phases in Coffs Harbour's history, including World War II (WWII) and early / mid / late 20<sup>th</sup> Century historic phases.

In all 551 additional individual heritage items and 18 additional heritage conservation areas have been identified in the study. These items are listed in Part 4 of the attached Heritage Study. State Heritage Inventory database entries have been prepared for each item and each heritage conservation area providing a detailed assessment undertaken in accordance with NSW Heritage Branch assessment criteria. Examples of some of the types of items identified during the study process include:

- **Timber buildings and weatherboard houses**

Until WWII, the predominant building material was timber. Private houses, schools, shops, public buildings, local halls, hotels, police stations, courthouses and bridges were all made out of timber. The buildings and structures represent the early historical phases in the history of Coffs Harbour, make use of the dominant local building material, and display the skills and construction details of their time. Due to the hardness and durability of north coast hardwoods, many of these buildings are still in a good state of repair.

- **Relocated buildings**

Another phenomenon associated with the predominant use of timber is the common practice of relocating timber buildings. Private houses, schools, churches, community buildings etc. have all been relocated at different times. It is a longstanding practice that began in the early years of settlement (frequently noted in local histories) and has been ongoing ever since. A large number of relocated buildings within the Coffs Harbour LGA were identified in the Heritage Study. In most cases these relocated buildings came from within the Coffs Harbour area.

It is also relatively easy to do. Lightweight, all-timber construction and the traditional technique of building level houses resting on short piers or stumps means that timber

houses are easy to pick up and move. The larger ones are cut through and moved in sections and, of the myriad of examples uncovered in the course of the Heritage Study, many large houses have been successfully relocated 'lock, stock and barrel' including verandahs. Thus, many relocated houses retain a high level of integrity.

While conventional heritage wisdom generally dismisses building relocation as a form of conservation due to the loss of context and original setting, it can be argued such a practice does achieve good heritage outcomes. Relocated buildings continue to demonstrate their technical aspects or knowledge, they continue to display architectural and design qualities, and they continue to be rare or representative examples of their kind. In their new locations, these buildings are usually adapted to new uses, which mean repair and maintenance ensuring their survival. In the case of churches and school buildings, their social and historical function can also be maintained in new locations.

Relocated buildings also gain the additional significance that their retention by relocating demonstrates the high regard in which they are held by the contemporary community. Also, more recent buildings relocations usually have a documentary record of their relocation by way of development applications and photographs.

- **Banana packing sheds**

Banana packing sheds were identified as a distinctive local building type by the heritage study community working group. These sheds are held in great esteem by the community, many of whom have fond memories of them as part of childhood experiences and they are well-known objects in the local rural landscape. They also engender a high level of local pride as symbols of Coffs Harbour's signature industry and are a key component of Coffs Harbour's sense of identity.

- **Timber bridges**

The construction of two railway lines (NSW North Coast railway and the Glenreagh to Dorrigo branch line) through the LGA in the 1920s coincided with a major period of timber bridge construction in NSW. Local bridge construction also flourished and the Coffs Harbour area, as a result, has a large number of surviving timber trestle bridges. The road and rail bridges display typical and common designs but due to the removal of these bridges elsewhere in the state, they are becoming rare.

- **Dairy buildings**

Dairying was an important early industry which is now largely defunct and many disused and abandoned dairy buildings survive around Coffs Harbour. They often survive as farm complexes with associated stockyards, piggeries, silos and other buildings and share many of the same heritage issues as banana packing sheds. They are easily recognisable as they conform to standard designs; they are prominent in being located close to the road for access to transport and they represent an important phase in the historical development of Coffs Harbour.

- **Fibro houses**

Coffs Harbour has a large stock of fibro houses. These houses are an immediately recognisable and a well-loved feature of towns up and down the NSW coast. They are indelibly associated with seaside holidays and coastal living, and to simpler ways of life.

Perhaps the most loved but the most difficult to retain are the small fibro beach houses. They were built as small, simple, low-cost, low-maintenance houses, often by owner-builders. They frequently occupy large blocks of land. They have acquired an iconic status as of vernacular architecture and have a high level of social significance.

They are also under threat from demolition and development, by the desire for more sophisticated housing and by new materials and construction techniques. They are also under threat from fears about the health risks associated with asbestos fibro.

- **Heritage Conservation Areas**

Heritage Conservation Areas (HCAs) are typically defined by historical or architectural consistency. Coffs Harbour differs because its historical development has created areas with no single prevailing historical layer and buildings from many historical periods sit in close proximity. Many areas known to be historically significant do not display high levels of consistency or intactness. This was particularly true of the Coffs Jetty area where there is a high concentration of early buildings and more recent development.

When it came to identifying and recommending HCAs, it was necessary within the study to give less weight to architectural consistency and more to identifying high concentrations of early buildings. 'Early' was understood to be from before WWII up to the mid-1960s, and as a result some of the proposed HCAs capture groups of buildings that cover a wide span of time and display variety in built form. This approach captures the character of Coffs Harbour's development. This led to the proposing of a large number of individual items and a limited number of small HCAs as the means of best capturing the most significant buildings and streetscapes.

- **Private graves**

The settlement of the area was spread out and often rural communities were difficult to access. People were often born on the farm and in many cases, due to the remote location and lack of refrigeration, were buried on the farm when they died. The study has identified a significant number of private graves, some still intact and fenced off, others in need of repair. These graves are seen as very important in understanding and interpreting the history and progress of the area.

- **Wartime and maritime heritage**

The area's well documented World War I and II involvement provides a rich variety of war and maritime heritage that is viewed by many to be highly significant.

- **Cultural - migration**

Coffs Harbour's growth has involved the migration of many people to the area including those from Indian, German and Dutch origins. They have contributed to the cultural development of the area and evidence of this is seen in the landscape (e.g. Sikh temple, big windmill, the clog barn etc.). These items are viewed as being highly significant.

- **Iconic / landmark sites**

Coffs Harbour's growth has involved big ideas and new innovative designs and building techniques. They have contributed to the overall appreciation of the area by locals and tourists alike and evidence of this is seen in the landscape (e.g. Sikh temple, big windmill, the big banana etc.). These items are viewed as being highly significant.

**Sustainability Assessment:**

- **Environment**

The findings and recommendations of the Heritage Study will not adversely impact on threatened species, populations, or ecological communities.

- **Social**

Coffs Harbour has many European / non-Aboriginal heritage items from the mid-19th century. These items provide first-hand information about how Coffs Harbour developed, who played a part in their development, how they lived their lives and how they built their living environment. These items form a part of Coffs Harbour's built heritage and are, therefore, deemed worthy of passing on to future generations.

Acknowledging significant properties, and the consideration given to the development of these sites, will ensure that the development of the land is undertaken in a socially responsible manner.

- **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 recommendations contained in the Heritage Study seek to implement appropriate and relevant strategies of the Coffs Harbour 2030 Plan and a number of its objectives.

- **Economic**

Maintenance of heritage items can be beneficial to the economic development of the City by attracting visitors to the city and surrounds, and can provide scope for the employment of people with specialist skills and training.

**Broader Economic Implications**

Heritage items can readily be promoted and become an integral component of local business attraction. An example being the Sawtell Heritage Conservation Area which continues to attract niche businesses such as restaurants and coffee shops that are drawn to the unique environment that this area provides. This has the potential to have a positive impact in terms of broader economic implications for Council and the wider community.

**Delivery Program/Operational Plan Implications**

This Heritage Study project was funded by the OEH (\$50,000). Council provided in-kind support through the use of Council meeting rooms, computers and printers etc., as well as the presence of Council staff at meetings and for general assistance.

**Risk Analysis:**

The evolution of the Heritage Study has already involved community engagement. The information will also be subjected to further community consultation prior to any decisions being made about the items identified in the study, therefore reducing risks. Additional risk analysis will be undertaken prior to Council committing to any further progression of the study and its contents.

**Consultation:**

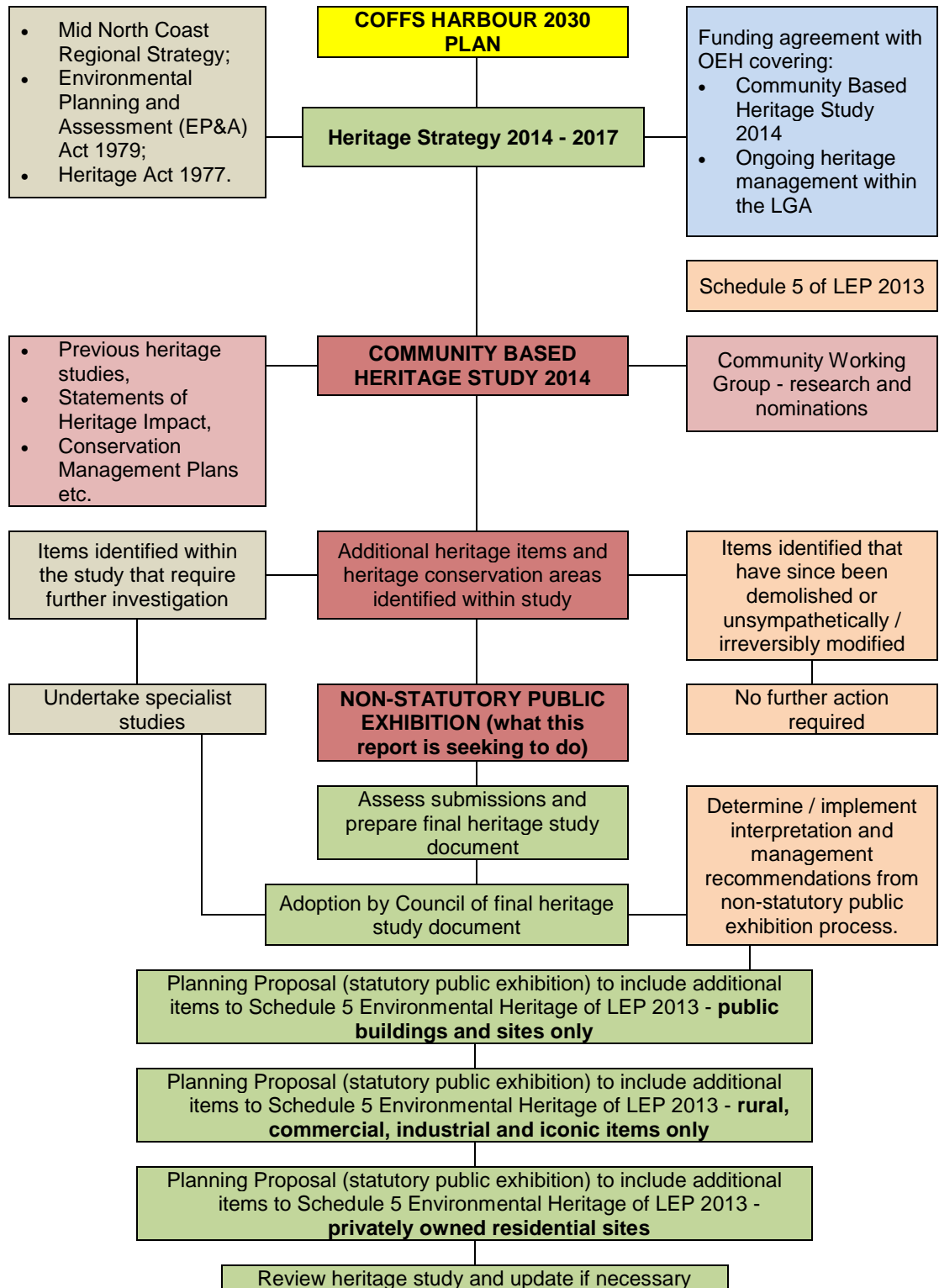
- **Staged adoption of heritage study findings**

Given the number and wide variety of heritage items identified by the Heritage Study, it is recommended that a staged approach be taken to its implementation, to:

- allow for greater consultation with the community over a longer period of time;
- allow the public to contribute to the final outcome/s of the Heritage Study;
- increase the opportunities to explain the process of heritage listing;
- allow for further assessment of some items; and
- create more opportunities to educate the public and individual property owners on the benefits of owning a heritage property.

The staged approach to the implementation of the Heritage Study is summarised in Figure 1.

**Figure 1 – Suggested steps for the progression of the Heritage Study**



• **Non-statutory public exhibition**

Stage one of the process would involve a “non-statutory” public exhibition process of the Heritage Study. The purpose of the non-statutory exhibition period is to give the whole community the opportunity to comment on the Heritage Study and to make a contribution to the final outcomes.



The Heritage Study would be publicly exhibited for a period of 28 days (four weeks). The results of the exhibition will be separately reported to Council and in accordance with the staged implementation outlined on the previous page. This will ensure a clearer way forward in regard to further inclusions in Schedule 5 Environmental Heritage of LEP 2013 and/or other management strategies.

The public exhibition of the Heritage Study will include promotional and supporting material which will include the following methods:

- Discussion Paper;
  - media - website / newspaper;
  - letters to all relevant property owners including supporting brochures;
  - provide internal development assessment staff access to, and training in, the Heritage Branch database software and the SHI sheets; and
  - community information sessions.
- **Heritage study community working group**

A heritage study community working group was established early in the process following two advertisements in local newspapers calling for expressions of interest. The heritage study community working group was made up of approximately 10 local community members and council staff, with representatives from the Coffs Harbour Regional Museum and Coffs Harbour Historical Society, the Sawtell Historical Society and other members of the public. The group met with the heritage consultant on a regular fortnightly basis and provided wide-ranging and extensive advice on potential items and assistance with site visits around the LGA.

**Related Policy and / or Precedents:**

- **Council's Adopted Heritage Strategy**

Council's Heritage Strategy 2011-2014 (endorsed by Council on 10 February 2011) included the following recommendation and associated outcome:

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

Council's Heritage Strategy 2014-2017 (endorsed by Council on 12 June 2014 and the OEH on 25 July 2014) also contains the same recommendation and outcome.

**Statutory Requirements:**

Local government responsibility for heritage management is specifically enshrined within two acts - the Heritage Act 1977 and the EP&A Act 1979. Together, they establish the legislative framework for heritage management in New South Wales (NSW) and ensure that heritage forms an integral part of the planning system.

The Local Government Act 1993 also indirectly contains provisions relating to the protection of heritage resources.

- **The NSW Heritage Act 1977**

The NSW Heritage Act 1977 provided the first systematic means of protecting heritage in the State. It provides for the delegation of certain Heritage Council functions and the authorisation to make Interim Heritage Orders to local councils.

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

The EP&A Act 1979 enables 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 LEPs and development control plans.

It is the council's statutory responsibility under the EP&A Act 1979 to take appropriate action to list and manage heritage items in its area. To this effect, the then NSW Department of Planning required Council to undertake a review of heritage in the LGA as part of the preparation of its principal LEP. This was undertaken as part of the recently completed Standard Instrument LEP process, with 25 previously identified significant items being added to Schedule 5 Environmental Heritage of LEP 2013. The endorsement of the Heritage Study provides Council with an opportunity to continue this pro-active approach.

- **The Local Government Act 1993**

By implementing the recommendations of the Heritage Study, Council is fulfilling its obligations as outlined in the Local Council Charter of Section 8 of the Local Government Act 1993.

- **The Mid North Coast Regional Strategy**

The Mid North Coast Regional Strategy 2009 contains the following statement about heritage items within LGAs; *"The Department of Planning and councils will review the scope and quality of the existing statutory lists of heritage items and ensure that all places of significance are included in the heritage schedules of local environmental plans."*

By implementing the recommendations of the Heritage Study in regard to the progression of heritage listings, Council is fulfilling its obligations as outlined in the Mid North Coast Regional Strategy.

Any future planning proposal recommending additional heritage listings will need to be prepared in accordance with the EP&A Act 1979 and be consistent with relevant State Environmental Planning Policies, the Mid-North Coast Regional Strategy and Ministerial Directions.

**Issues:**

- **Mixed character of Coffs Harbour**

Through the course of the Heritage Study, it became clear that the historical development of Coffs Harbour is characterised by mixed development. In its early decades, Coffs Harbour's population was small, and development was fragmented and loosely controlled. The early industries of shipping, timber getting and gold mining were transitory, and the focus of towns such as Coffs Harbour and Woolgoolga was divided between coastal shipping and the development of roads (e.g. the Pacific Highway).

As a result, the growth of Coffs Harbour area was uneven, sporadic and mixed. Few areas can be read as distinctive to one particular historical period of development. This

is particularly true of residential housing where it is hard to find consistent or cohesive streetscapes or precincts from any one period. Instead, streets typically contain a mix of housing styles over several historical periods.

Coffs Harbour's historic significance is often misunderstood. One commonly expressed view is that Coffs Harbour has no 'proper heritage'. Proper heritage is thought to exist in Grafton, Bellingen and Port Macquarie in older settlements with grander government and civic buildings. Coffs Harbour lacks the types of buildings that many consider typically 'heritage' i.e. bank buildings, civic buildings, court houses, cinemas, grand brick or stone buildings, consistent main streets, etc.

This sense of historic disenfranchisement is difficult to dismantle. It has led to a pervasive underestimation of Coffs Harbour's age and historical individuality. It has generated a belief in many that the built environment lacks quality, is provisional and does not tell any stories from the past, and consequently is not of heritage value. It has led to many distinctive local building types being undervalued, and an over-valuing of historical structures such as the tramlines and the gold mines which are now largely archaeological ruins or remnants.

Another common and related belief is that Coffs Harbour is not old enough to have heritage buildings. For many, Coffs Harbour is seen as a post-WWII town and the depth of historical evidence in surviving early buildings is greatly under-estimated.

To address this, the Heritage Study has not only focused on post-WWII development but has also revisited early historical periods and identified many new potential heritage items. There is much surviving historical evidence that dates to the early years of permanent settlement in the Coffs Harbour area (post-1880) which helps redress the prevailing historical perception.

- **State Heritage Inventory Database**

The SHI is a web database of heritage items of local and State significance in NSW. The information is provided by local councils and State government agencies. It was a condition of the funding agreement with the OEH that any future heritage items identified through the study (both listed and un-listed items) be inserted into the SHI.

The SHI Web App is an internet based information system for the inventory and management of identified heritage items. It is easy for the layperson to navigate and is a dynamic tool in that it allows new information to be added and material amended (by an administrator) as new items are identified and existing items reassessed. It should be noted that the summary inventory sheets for each significant heritage item, identified in the study area, are separately available to Councillors and the public.

**Implementation Date / Priority:**

It is recommended that the public exhibition period commence immediately following the Christmas school holiday period (February 2015).

Following public exhibition, a summary of all submissions received will be reported to Council prior to any further action being taken toward the implementation of the study's recommendations.

**Recommendation:**

1. **That Council endorse the draft Community Based Heritage Study 2014 as contained in Attachment 1 to this report.**

2. That Council publicly exhibit the draft Community Based Heritage Study 2014 for a non-statutory public exhibition period of 28 days (four weeks), commencing February 2015.
3. That Council write to all affected landowners at the commencement of the non-statutory public exhibition period of the draft Community Based Heritage Study 2014.
4. That following the non-statutory public exhibition period, Council consider a further report which will provide a summary of any submissions received.
5. That Council staff write to the individual members of the heritage study community working group thanking them for their contribution toward the project.

# Coffs Harbour 2014 Heritage Study

Consultation Draft – July 2014



Bullock team hauling logs to Coffs Jetty, c1915 (Coffs Harbour Regional Museum image no: mus07-3223)

Prepared by  
Robin Hedditch  
Heritage Consultant

For Coffs Harbour City Council  
2 Castle Street  
Locked Bag 155  
Coffs Harbour NSW 2450

2014 Coffs Harbour Heritage Study (Final July 2014)

Attachment 1



Robin Hedditch, Heritage Consultant

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<b>Part 5: State Heritage Inventory (SHI) sheets (SHI database)</b>	
Not included – see note on page 7.	

## Executive Summary

- Prepared in accordance with the NSW Heritage Branch’s publication, *Community-Based Heritage Studies: A Guide*.
- Took as its starting point the two previous CHCC heritage studies (1987 and 1998).
- Created a revised, enlarged and updated Thematic History of the LGA.
- Provided for wide-ranging community input via a Heritage Study Working Group.
- Addressed an expanded understanding of Coffs Harbour’s cultural heritage to take in post-WWII development, iconic sites, the contribution of multicultural groups, newly identified types of heritage and newly identified historic themes.
- Prepared detailed inventory sheets for all existing and new proposed heritage items.
- Provided the following recommendations:
  - Adopt the Heritage Study in planned stages
  - Provide concurrent promotion and explanation of the Heritage Study findings
  - Provide public access to the Heritage Study
  - Nominate state significant items for the SHR
  - Further assessment is required for the following:
    - ❖ the list of deferred potential items included within this Heritage Study
    - ❖ timber beam road bridges
    - ❖ timber trestle road and rail bridges
    - ❖ surviving early stockyards
    - ❖ former timber-logging tramlines
    - ❖ historic gold mining sites.
- Address the ongoing, future management of Coffs Harbour’s heritage by developing detailed DCP polices and controls for the following:
  - Retention of early houses (timber and fibro) in medium and high density zones
  - Alterations and additions to existing early houses and buildings, including pre-WWII and post-WWII timber and weatherboard structures, and fibro houses and holiday/beach cottages
  - Dairy buildings – conservation and adaptive reuse
  - Banana packing sheds – conservation and adaptive reuse
  - Rear lanes and early subdivision layouts throughout the LGA
  - Historic rural landscapes
  - Soft and hard road verges and street edges, footpaths or lack of
  - Specific DCP for each proposed HCA.



## Part 1: Introduction

### Background

This LGA-wide heritage study was initiated by Coffs Harbour City Council (CHCC) in early 2012. Funding for the project was provided by the NSW Heritage Branch and Coffs Harbour City Council.

The first LGA-wide heritage study for CHCC was undertaken in 1986-1987. This study identified 25 local heritage items and seven items with higher (regional or state) significance.

The second LGA-wide heritage study, by EJE Consulting, was completed in 1997-1998 which identified more than 50 additional heritage items. This was done by inviting the community to nominate potential items and reviewing the 1986-1987 heritage study, recent reports and published histories. Many of the newly identified items were subsequently added to Schedule 5 of the Local Environment Plan (LEP).

In April 2002 following the amalgamation of Corindi and Red Rock (from the former Pristine Waters local council area) within Coffs Harbour City Council, an Aboriginal and historic cultural heritage assessment of the Red Rock and Corindi was undertaken by Kayandel Archaeological Services which led to additional heritage items included in Schedule 5 of the CHCC LEP.

The current LGA-wide heritage study was commissioned in 2012 in accordance with NSW Heritage Branch local government guidelines that recommend local councils prepare new heritage studies every 5-10 years.

### Project brief and objectives

Following the guidelines set out in the Heritage Branch publication, *Community-Based Heritage Studies: A Guide*, the two key objectives were:

1. Prepare a Thematic History based on the work of the council's two previously commissioned LGA-wide heritage studies in 1986 and 1998
2. Prepare a Heritage Study with proposed heritage items and conservation areas, and including individual SHI inventory sheets.

### ***Thematic History objectives***

- Take as its starting point the council's two previously commissioned LGA-wide heritage studies in 1987 and 1998.
- Draw upon published histories and site-specific heritage reports, and incorporate new information from early maps, land title information, historic photographs, early newspapers, archive materials, information held in local archives and information provided by the community.
- Focus on built, landscape, European archaeology and movable heritage sites, with particular attention paid to identifying Coffs Harbour's local sense of place, post-contact historical development, and the various phases in Coffs Harbour's history, including WWII and late twentieth century historic phases.
- Create a revised, enlarged and updated Thematic History of the LGA using the NSW historic themes.

### ***Heritage Study objectives***

- Follow the guidelines set out in the Heritage Branch publication, *Community-Based Heritage Studies: A Guide*.
- Provide for wide-ranging input by the local community in the identification and assessment of local heritage items and conservation areas via a Heritage Study Working Group made up of community members and council staff.
- Consult extensively with the Heritage Study Working Group and other community groups throughout the project.
- Address an expanded understanding of Coffs Harbour's cultural heritage to take in post-WWII development, iconic sites, the contribution of multicultural groups, newly identified types of heritage and newly identified historic themes.
- Compile a list of known and new proposed heritage items, archaeological sites and conservation areas based on existing heritage registers, previously identified sites, and new proposals.
- Locate, research, assess and photograph all proposed new items.
- Prepare detailed inventory sheets using current SHI software for existing and new proposed heritage items, archaeological sites and conservation areas.
- Update existing inventory sheets to reflect changes to the Heritage Branch assessment criteria since the previous Heritage Studies were completed.
- Provide recommendations for forwarding the nomination of proposed items and for the ongoing, future management of Coffs Harbour's heritage.

## Limitations

Due to the limitations of the timeframe and budget, the Thematic History was not able to include extensive research of original archive materials held at the state and national levels.

Due to the specialist skills required and issues of cultural sensitivity, the Thematic History did not address in detail pre-contact and post-contact Aboriginal history and archaeology.

## Report format/structure

This Heritage Study is presented in five parts:

- Part 1: Introduction
- Part 2: Thematic History
- Part 3: Results and recommendations
- Part 4: Lists of proposed items and HCAs, demolished and deferred sites
- Part 5: State Heritage Inventory (SHI) sheets (SHI database).

### Note on Part 5: State Heritage Inventory (SHI) sheets

The inventory sheets for all of the proposed items and HCAs have been entered into the SHI database software provided by the NSW Heritage Branch. This CHCC database will eventually be incorporated within the state-wide SHI database and available online through the website of the NSW Heritage Branch.

Hard copies of the individual listing sheets for the recommended heritage items and conservation areas within this Heritage Study are available through Coffs Harbour City Council. They are not included in this report due to the large number (approximately 600 individual listing sheets).

## Author

The author of this report is Robin Hedditch, heritage consultant.

## Heritage Study Working Group

A Heritage Study Working Group was established in April 2012 following two advertisements in local newspapers calling for expressions of interest. Between May and August, the committee made up of approximately 10 community members and local council staff met with the heritage consultant on a regular fortnightly basis and provided wide-ranging and extensive advice on potential items and assistance with site visits around the LGA.

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**Attachment 1**

Then followed a period of several months where the author, assisted by the members of the Heritage Study Working Group, travelled extensively around the LGA locating and photography proposed items.

The author then prepared SHI forms for each individually nominated property and proposed conservation areas. The author also conducted supplementary historical research and comparative analyses with similar items in the local area and in the NSW Heritage Branch SHI database.

The author was also assisted by many members of the community outside the Heritage Study Working Group who nominated possible items and provided information and photographs.

## **Acknowledgements**

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Heritage Study Working Group members: Karen Filewood, Terrie Beckhouse, Pam Worland, Jan Arnett, David Greenhalgh, Sikiki Paufa-Rex, Ann Kennett, Clyde Treadwell, Marten Bouma.

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## Part 2: Coffs Harbour Thematic History

### **Notes**

This Thematic History relies heavily on the Thematic History prepared by Cynthia Hunter for the 1997-1998 Heritage Study prepared by EJE Planning, as well as Neil Yeates' history of Woolgoolga and his two-volume history of Coffs Harbour. A complete list of sources appears at the end.

Due to the specialist knowledge required, this Thematic History does not address Aboriginal pre-contact and post-contact history.

The focus is on the European settlement of Coffs Harbour (built, landscape, European archaeology and movable heritage sites) with particular attention paid to identifying Coffs Harbour's local sense of place, post-contact historical development, and distinctive phases in Coffs Harbour's history, including WWII and late twentieth century historic phases.

Each section includes a list of State and Local Themes under the NSW Historic Themes framework.

### **Early European settlement (1840s – 1870s)**

The Coffs Harbour area was explored and settled relatively late in the nineteenth century. Maritime exploration of the northern NSW coastline was difficult due a lack of natural harbours north of Port Stephens, and land-based exploration was hindered by dense forests and the large number of rivers that needed crossing.

Few northern rivers were navigable or allowed easy landings. Exceptions were the Clarence River explored in 1839 and the Bellinger River discovered in 1841.

Early coastal shipping routes between the convict settlements of Sydney, Newcastle, Port Macquarie and Brisbane bypassed this area of the coast, and the inland exploration of northern NSW and southern Queensland after Allan Cunningham's expedition of 1827 led to an inland road linking Kempsey to Grafton by way of Ebor.

As a result, the northern coastline of NSW was generally overlooked, and the area broadly covered by the modern-day Coffs Coast remained remote and sparsely settled by Europeans until well into the nineteenth century.

### ***John Korff (1799-1870)***

The first European known to visit Coffs Harbour was John Korff in the 1840s (after whom Coffs Harbour is named).

John Korff was born in London of part-German ancestry on 7 September 1799 and was apprenticed to the Royal Naval Dockyard at Deptford, qualifying in shipbuilding and naval architecture. He later ran a private shipyard, building and repairing ships, before emigrating to NSW in 1835.

He arrived with a letter of introduction to a local shipping entrepreneur, Edey Manning and his first major task was to salvage the hull and machinery from the steamship, *Ceres*, which had been wrecked at Norah Head in 1836. The two men then set up a shipbuilding yard on the Hunter River where Korff built a new hull to house the *Ceres*' refurbished machinery. This and other vessels were built at this yard around 1841, with the salvaging of two other wrecks, the *SS Clonmel* in 1841 and the *SS Phoenix* in 1850.

Korff's wife and children arrived in 1840 and his sons joined him in shipbuilding. It appears that Manning also had shipbuilding yards in Port Jackson, on the Clarence and possibly also in Brisbane. Manning's ketch, *Brothers*, worked the north-coast shipping route for many years in the 1840s, and in 1841 Manning's steamship, the *SS Phoenix*, became the first regular steamship to ply the route between Sydney and the north coast.

John Korff's association with the place later to bear his name occurred in the 1840s when he and his ship, *Brothers* took shelter during a gale in the lee of South Coff Headland. He is said to have remained there for four days during which time his sons, Frederick and Gordon, went ashore.

It has been variously claimed this event took place in 1845, 1847 and 1850. Some even claim the event never took place at all.

Despite the historical uncertainty, John Korff is generally credited as the 'discoverer' of Coffs Harbour, and several other local places bear his name: North Coff Island now known as Muttonbird Island, South Coff Island now known as Corambirra Point, Korff's Islet, Coffs Creek and Korff Street. 'Korff's Harbour' became Coffs Harbour through a spelling error in the *NSW Government Gazette* which declared Reserve 15 at Coffs Harbour comprising 960 acres on 24 December 1861.

Following Korff's visit, no European settlement occurred. However, the governments' decision some 20 years after Korff's visit to reserve land for a harbour and future township

suggest that the area's suitability as a shipping port and harbour had not escaped the notice of authorities.

### ***Cedar-getting and the first European arrivals (1860s–1870s)***

The first Europeans arrived in the Coffs Harbour area in the 1860s. This was relatively late compared to nearby settlements along the Clarence, Macleay, Nambucca and Bellinger Rivers. Once again, the late development of Coffs Harbour was due to geographical factors – the lack of a navigable river, difficult sea and land access, and the barrier of the Great Dividing Range escarpment which, at Coffs Harbour, reaches down to the coast.

Cedar-getters had been gradually working up the coast from Port Macquarie and down the coast from the Clarence from the 1820s and through the 1840s and 1850s. Working north from Port Stephens in the 1820s, cedar-getters reached the Hastings River in 1823, the Manning River in 1828 and the Macleay River in 1830. By the 1840s they had reached the Nambucca and the Bellinger Rivers. From the north, the Richmond River was logged in the 1840s. By 1845 timber-getters had come as far south as the Bellinger River and in the 1850s they began working the Dorrigo plateau.

The first two cedar-getters to reach the Coffs Harbour area reflect this pattern of convergence from the north and south. Walter Harvie (1844-1932) arrived in the area from the Bellinger via Bongil (Bonville) Creek, while John Bayldon and his family (who had emigrated from Yorkshire in 1855) came overland from the north in 1871, via hauling their belongings by bullock dray from the Clarence.

Walter Harvie is considered the area's first settler and it is thought he arrived around 1865-1866 (the date is sometimes given as 1870). He first logged Bongil Creek, setting up his camp in what is now Sawtell Reserve. He was then directed to Coffs Creek by local Aboriginals where he set up his second camp on the north side of Coffs Creek near the present-day showground. From there he worked up Coffs Creek to the Red Hill area.

John Bayldon bought land between Bongil and Boambee Creeks which he named 'Boambi Run'. He built a large slab house and planted vegetable gardens and an orchard.

Both men are closely associated with what later became Sawtell. The site of Walter Harvie's campsite is marked by a plaque in Sawtell Reserve, and the site of John Bayldon's house, possibly the first European building in the area, was nearby, overlooking Bongil Creek, on what is now Lyons Road.

In addition, the site of Walter Harvie's campsite on Coffs Creek is now known as 'Walter Harvie's tilting ground' (where sawn logs were lowered into the creek using a winch and pulley to be floated out to sea). Walter Harvie logged cedar in Coffs Harbour for 6-7 years. Bullock teams were used to pulled cut logs down to the Coffs Creek campsite where they were squared and cut into seven-foot lengths. This length was useful for joinery and furniture. From the camp, the logs were floated down to the mouth of Coffs Creek and hauled by bullock team across the beach. A ship waited at anchor near North Coff Island and the logs were winched out to sea and loaded onto the ship using a derrick.

After leaving Coffs, Walter Harvie returned to the Bellinger River, settled in Raleigh to become a farmer and ferry operator. He then moved to Bonville and later lived in Coffs Harbour where he retired and wrote a valuable account of his early days of Coffs Harbour. He died in 1932.

In the 1870s more cedar-getters arrived and generally followed Harvie's practice of hauling logs out of the forest using bullock teams and then floating them down Coffs Creek to the beach and waiting ships. Many timber loads came to grief on the steep sides of Red Hill but one of the greatest difficulties was floating the logs down the creek as loggers had to wait for a high tide, often at night, and needed to bind the logs together with chains to form a floatable raft.

Later, to avoid the procedure of rafting logs, a new road was cut, roughly following present-day Albany and Victoria Streets to Beacon Hill where the logs were rolled down the hill to the beach at the south corner of the harbour.

In the 1870s, cedar-getters also worked their way up the Orara Valley. From there, the cut logs took a different route. They were rafted down the Orara River, following heavy rain, to Coutts Crossing, near Grafton. From there, they were hauled overland by bullock team to South Grafton and floated down the Clarence River.

Much romance, now and then, surrounds the activities of the cedar-getters. They were definitely precursors to more permanent settlement by others, but their activities attracted a great deal of criticism, especially what was considered the profligate squandering of natural resources. Fortunes could be made by harvesting 'red gold'. For example, it was estimated in the 1860s that the cedar within a 300-acre area on the Tweed River was worth between £8000 and £10,000. The industry was largely unregulated. While the Government attempted to regulate the industry via licenses and quotes, this was difficult to control given the remoteness from capital cities.



In 1841 it was estimated that over 200 licensed cutters were working on the north coast but the unofficial figure was almost certainly many more than that, and quantity restrictions set by the government went unheeded. Not only was there concern over the uncontrolled quantities being harvested, the amount of unnecessary wastage was also a major issue.

The historian James Jervis writing in the twentieth century, quotes a complaint made about cedar-getters in the 1860s: 'Sawyers are a wasteful set of men. They destroy more timber that they use. They cut and square only the very best parts of the tree, leaving great masses of cedar which would fetch a great price in the market, to rot unheeded ... They destroy young trees too, with most culpable carelessness, ... wishing to seize on the present advantage ...'

Squaring logs was seen as a major problem. Logs were squared before transporting them to make them safer because they could not roll so easily. However, squaring wasted much valuable timber.

Concern over the depletion of forest timbers and the failure of the system of quotas and licences led the NSW Government to gazette the first forest reserves in the 1870s. In 1877 the Forestry Conservation Branch was set up within the Lands Department, and tracts of land were withdrawn from conditional purchase by selectors. The intention was to preserve the remaining cedar reserves, an early example of government-managed forestry.

However, by this time, the cedar reserves were running out and land clearance had begun in earnest by early settlers who followed in the wake of the cedar-getters. The devastation of the forests which had begun with the cedar-getters was accelerated by pioneers clearing land for farming. Large-scale tree felling, burning and ringbarking took place and the raw landscapes of tree stumps and burnt earth created by clearing are visible in many early photographs.

By 1881 there were 461 forest reserves in NSW and by 1888, there were 1000 reserves totalling two million hectares. The success of these reserves, however, was limited by the lack of any defined policy for their management or protection, and there continued much illegal logging and land clearing, and lobbying by settlers for land to be surveyed and released for selection.

### ***The discovery of gold (1881)***

The other significant event of the early development of the Coffs Harbour area was the discovery of gold in the 1880s. It resulted in a sudden, large influx of people and represents the second wave of European arrivals to this part of the north coast.

Gold was discovered in 1881 when two brothers called Sharpe, discovered a nugget of gold-bearing quartz in an abandoned campsite in the Orara Valley. They located the mother lode and the Lady Matilda mine was the first gold mine operation in the area.

Other reefs were quickly discovered and the Illabo, Caledonian, Jubilee and other mines came into operation. The Orara Goldfield was proclaimed on 12 August 1881 and a mining warden's office opened at the new settlement of Nana Glen to process mining licences (this office was later transferred to Coramba when the new police station opened in 1898).

Some mines were rich and profitable; others not. 1897 is considered to have been the best year for gold mining in the Orara, with almost 9000 ounces retrieved, and an overall total of nearly 38,000 ounces recovered by 1961. Intense and short-lived as are many gold rushes, the effect on Coffs Harbour was immediate in drawing new people to the area and increasing the supply and demand for roads, services, food and supplies.

However, like the cedar-getters before them, the miners and their families were not necessarily permanent arrivals and many left once the gold petered out in search of fortunes elsewhere.

### ***Heritage items and locations***

This period of Coffs Harbour's development was characterised by a small number of itinerant and semi-permanent settlers, a great deal of timber getting and frantic gold mining, basic communication, and transport primarily by sea with roads little more than bush tracks.

The result is few surviving built remains. The evidence of European activities tend to survive as archaeological sites, with the known locations of Walter Harvie's campsite, his tilting ground on Coffs Creek, the site of Bayldon's house on Lyons Road, the line of early tracks and roads, and the remains of gold mining activities, often abandoned workings in the bush.

One exception to this is early pioneer gravesites. Recent dedicated research has uncovered a number of pioneer gravesites from this early period of white settlement in the Coffs Harbour area. These sites, where they can be located and verified, form an invaluable record of pioneer settlement and some of the earliest built relics. They are of the highest local significance.

### ***Historic Themes***

3 Developing local, regional and national economies Exploration

3 Developing local, regional and national economies Forestry

3 Developing local, regional and national economies Mining

9 Marking the phases of life Birth and Death

## First permanent settlements (1880s–1905)

In the first volume of his history of Coffs Harbour, Neil Yeates reproduces from a 1926 publication, 'Hats off to the old pioneers', a list of the settlers who arrived in the first 10 years (ie 1880 to 1890). With the exception of Walter Harvie, who according to the booklet, arrived in 1870 (and who was still alive in 1926), all the other settlers arrived no earlier than 1880, with James Small the first man to select land in Coffs Harbour in 1880.

Contemporary accounts in 1883 by visitors to Coffs Harbour, arriving via Glenreagh and the Orara valley from Grafton, note the number of small farms already established with crops such as sugar cane, bananas, vines, fruit trees and maize (quoted in Yeates, Volume 1, page 22).

The Government Surveyor, H A Evans laid out a town plan for a new village at present-day Coffs Harbour in 1886. He acted under instructions from the District Surveyor, William Braylesford Greaves, after whom it appears Evans wished to name the new town. When the plan was published in the *Government Gazette* in 1886, the town's name appeared as 'Brelsford'. By this time, the fledgling settlement was informally known as Coffs Harbour and the official name of Brelsford was dropped in 1897. The first sales of land were held in Kempsey on 8 February 1888 when 20 half-acre lots were offered, bounded by High, Albany, Gordon and Earl Streets.

With the uptake of rural land cleared after logging and the laying out of Coffs Harbour village, the small pioneer population expanded and permanent settlers started arriving and setting up small farms. A common pattern was for a selector to arrive first as a timber-getter and, as their selection was progressively cleared, turned it over to farming.

From information in Neil Yeates, Volume 1, the first shop appeared in the early 1880s to service the small town and farming communities. The first was Rudolph Graff's at the northern end of Castle Street, across the creek from Walter Harvie's tilting ground. Another serving wines and meals was set up by Lawrence McKenna north of Coffs Creek which was later transferred to the site of the Fitzroy (Coast) Hotel and became the Cricketers Arms. One of the most well-known shops was Carrall's Cottage which stood on present-day Gordon Street. In 1880 it was the delivery point for the once-weekly return mail run between Grafton and Fernmount.

### ***The first postal and telegraph services***

With the success of farming, residents began agitating for better services. Petitions were made in September 1880 and April 1881 for the establishment of a regular postal service with a Postmaster General. At this time a weekly return mail service operated between Fernmount and Grafton via Glenreagh but it was unreliable due to the condition of the road and the weather. In February 1882 Coffs Harbour gained a Receiving Office and, despite petition by locals for this to be upgraded to full Post Office status, this didn't occur until August 1890.

The reasons for the government's refusal of the requests is quoted in Neil Yeates, volume 1, page 29:

'One has only to visit Coffs Harbour, so called, to realise the absurdity of the application. There are no signs of even a village settlement yet, the one roadside inn doing a very small business. The store is mostly closed and the traffic on the road is very limited, the only signs of activity being when the timber-getters bring the logs occasionally to be floated down the tidal creek to the bay to be shipped.'

This reveals that during the 1880s timber-getting was still the major activity and, while the population was growing, it was mostly via sparse settlement in rural areas rather than by the concentration of people in small villages.

### ***Early sugar milling***

One of the first crops grown by local farmers in the frost-free coastal areas at Coffs Harbour was sugar cane. However, harvested canes were bulky and difficult to transport and its as a crop success relied on local milling and sugar extraction. Various small sugar mills were set up at Boambee, North Boambee Creek, Moonee and Woolgoolga.

One of the most successful was James Small's mill at Korora which began in 1885. He planted 30 acres of sugar cane and this, when combined with the same amount from neighbouring farms, was enough to make the mill economically viable. Another successful sugar mill was established by William Pullen in Woolgoolga.

Without a jetty at this time, transporting sugar cane to Sydney was difficult as it required loading it onto ships from the water which was risky. This early experiment in farming and fluctuations in the price of sugar in the 1880s eventually put Coffs Harbour's small sugar mills out of business while the larger Colonial Sugar Refining Company on the Clarence prospered.

### ***Early banana farming experiments***

Coffs Harbour's first banana plantation was set up in the 1880s by Hermann Rieck. Another was planted at Korora around 1911 which grew to about 20 acres by 1918. These were the first attempts to grow to what would later become Coffs Harbour's signature fruit crop. However, at this stage while profitable, the industry remained small and local.

### ***Dairying***

Following in the wake of the cedar-cutters came the dairy farmers, often the same men, who after cutting out the cedar from their selections, cleared the land and turned it over to dairying. In doing, so they become the area's first permanent settlers. Cows were plentiful as they had been used to breed bullocks for the cedar-getting teamsters, and the rich soils exposed after forest clearing were ideal for raising dairy herds.

The success of dairying on the north coast at this time was also assisted by technological advances. NSW's first imported mechanical Laval cream separator (patented in 1878) was in operation in Kiama in 1884, revolutionising the local industry. Its introduction meant that farmers didn't have to wait a whole day for the cream to separate and be skimmed off by hand. It also meant that separated cream and butter, which survived transport better than untreated milk, could be produced at greater distances from the markets, ie Brisbane and Sydney, cost less to transport and made the industry much more profitable. This led to the rapid expansion of the dairy industry to the Illawarra, far south coast, central coast and finally the north coast.

The other big factor in the development of north-coast dairying was the rise of the co-operative movement. The co-operative movement was particularly successful among dairy farmers (eg the Mid-Co and Norco co-operatives) but it extended into many industries, some of which still survive, such as fishing co-operatives, retail co-operatives, the Banana Growers Federation (BGF), and local community credit unions. In the case of dairy farmers, the co-operative movement led to the setting up of butter factories for large-scale milk and butter processing and organised long-distance transport, all of which helped the profitability of the industry.

In the Coffs area, Coramba was the centre of the dairy industry. According to Neil Yeates, vol 1 p 62, Colin Buchanan of Karangi was the first farmer to acquire a cream separator in 1898 and following his sudden death a few months later, local farmers banded together and began making butter using his separator on a co-operative basis.

The Orara Dairy Farmers Cooperative Society was formed in 1897. In 1901 they built a butter factory on Gale Street near the Orara River at Coramba where St Therese Roman

Catholic Church now stands. By 1908 the factory was averaging 6 tons of butter per week. Production increased as more land was turned over to dairying. By 1915 there were 115 farms supplying milk. In 1925 a bigger factory was built across the river. By this time, 140 local farms were supplying cream. The building of the new butter factory coincided with the arrival of the North Coast train line in 1922 and the opening of the Dorrigo-Glenreagh branch line in 1924 which meant local farmers could easily and quickly transport their butter beyond Coramba to the Sydney and Brisbane markets.

In 1906 Cecil Herdegen set up a cheese factory at Bonville which he later moved to Fridays Creek, and in 1910 a butter factory was set up in Coffs Harbour on the corner of Edgar and Mildura Streets and later moved to a site on the road to the jetty. Milk in cans was collected by horse-drawn carriage. By 1917 there were 80-90 suppliers within a 15-mile radius of Coffs and the factory was averaging 200 tons of butter a week. Of this amount, 60 tons was sold locally, 100 tons went to Sydney and 40 tons exported to London. This average was maintained through the 1920s.

### ***The Fernmount–Grafton road (1885)***

By early 1884 a new section of road from Moonee to Grafton had been completed with tenders accepted for the section from Moonee to Coffs Harbour. It was also noted in the *Clarence and Richmond Examiner* that the road from Fernmount to Coffs Harbour had been cut but not yet trafficable due to a lack of crossing over the Bellinger River. By 1885 bridges at Pine Creek (present-day Korora) had been completed and the road was open between South Grafton and Coffs Harbour.

### ***Government jetties: Coffs and Woolgoolga***

A great deal is already known about the jetties at Coffs Harbour and Woolgoolga through government records and previous research by local historians. Their histories will only be summarised here with more detailed information available through published and government records.

As loading places along the lucrative north-coast shipping route, both Coffs and Woolgoolga suffered from a lack of convenient port facilities. Goods had to be loaded and unloaded via surf boats to and from steamships at anchor in deeper water which was slow and dangerous, especially in rough seas.

From 1885 onwards a constant stream of representations were made for government-built jetties to be provided.

The jetty at Coffs Harbour was approved in late 1889 with the tender closing in January 1890. The tender and construction of the Woolgoolga jetty ran concurrently.

The tender for the Coffs Harbour jetty was won by Thomas Lawson who arrived in 1890 with a team of 12 construction workers. Work was sometimes hampered by bad weather, at one time, 300 feet of the jetty was washed away in a violent storm, but work continued without interruption until August 1892 when the jetty was completed and included a narrow-gauge train line and 5-ton steam-operated crane at the seaward end for loading vessels.

The jetty was made of local hardwood and measured 1641 feet long and 21½ feet wide. The total cost, while subject to some debate, is usually quoted as £12,482.

In 1897–1898 a small crane was installed at the shore end to help with the loading and unloading of drays, and the original 5-ton crane was replaced with 10-ton steam-powered derrick crane. The use of a crane with a jib allowed boats to be loaded at some distance from the jetty, to avoid them bumping against the jetty in stormy weather.

Later, various improvements included the widening of the narrow gauge train line to standard gauge, widening and strengthening of the jetty, and in 1914, lengthening the jetty by a further 320 feet. The steam-powered cranes were eventually replaced with electric ones in the 1940s as well as flood lighting added in 1947.

The government jetty at Woolgoolga was approved and put out to tender at the same time as the Coffs Harbour jetty. It was similar in construction and included a single railway line and steam crane. Work started in 1889 and the jetty was completed in 1892. It was slightly shorter than the Coffs jetty, being 475 metres (1425 metres long) and was 10 metres wide (30 feet wide).

The two jetties, at Coffs and Woolgoolga, did not provide the instant boon to the development of the Coffs area as expected, though they did improve loading facilities. For example, Coffs Harbour was only visited by one vessel per week even after the construction of the jetty.

In 1890 Commander F Howard of the Royal Navy was commissioned to survey both Coffs Harbour and Woolgoolga harbours for future improvement works and it had long been thought that Coffs Harbour would eventually require breakwalls to protect the harbour against strong seas. Howard's plan also realigned the road from the jetty to Harbour Street (present-day Park Avenue).

### ***Hardwood timber milling and associated tramlines***

One of the main prompts for the further development of Coffs Harbour was the growth of hardwood timber milling, as opposed to the early cedar-getting which, by 1885, was mostly defunct.

There were existing nearby milling operations at Raleigh and further north in the Northern Rivers area and there had been two early local small-scale timber mills in Coffs Harbour – one set up by George Mills in Moonee Street in the early 1890s to cut and supply timber for the construction of the jetty and another at the jetty set up by William Best, but both mills were temporary and had ceased operations by 1903. Best's mill was marked on Commander Howard's 1890 plan of the jetty as 'Travelling Saw Mill camped thereabouts'.

The emerging hardwood timber industry had very different requirements to those of the earlier cedar-getters. For large-scale permanent timber operations, better roads, local sawmilling operations and transport by rail to modern loading facilities were all required.

As a result, much more capital was needed and the industry moved away from local travelling sawmilling and logging operations to large venture-capital experiments and company-based operations. One of the first was the Commonwealth Lumber and Shipping Co Ltd which issued a prospectus and advertised a public share issue in the late 1890s. Part of the plan involved the acquisition of a lease of 20 acres at Coffs Harbour jetty and over 3,00 acres of dense forest in the Nymboida area with tramlines linking the two. The plans never materialised but, as Neil Yeates has observed, the later development of the hardwood timber industry closely followed these first proposals.

The first permanent hardwood timber mill in the area was in Coramba, established in January 1903 by William Shaw. It was cutting 22,000 super feet of ironbark per week for export to New Zealand via Sydney. It was loaded at Coffs Harbour which, at the time, was visited by two ships a week, the 'Dorrigo' and the 'Cavanba', each travelling north and south.

Later in 1903 a mill was set up in Coffs Harbour by George Wallace Nicholl. About a year later, Nicholl died and his business was bought first by the North Coast Steam Navigation (NCSN) Co and soon after by the British Australian Timber (BAT) Co. Nicholl's timber mill was located a short distance from the jetty on the road to Coffs Harbour and was soon joined by another mill, Pike and Co, which burnt down in 1906.

The BAT Co, after acquiring Nicholl's mill, began constructing tramlines to transport logs from the surrounding forests to the jetty. The first tramline went northwards from the jetty



across Coffs Creek and to the base of Macauleys Headland and continued for a mile or so after, crossing what was then known as Woolgoolga Road near the present-day Big Banana. The line was extended as areas were logged. In 1908 it was extended to West Korora and the Bucca Creek Basin, and was extended again in 1912.

In 1905 a local entrepreneur Henry Edgar Day applied for a tramline lease to build a tramline running south from Coffs Harbour jetty across the north arm of Boambee Creek and west towards present-day Englands Road. In 1906 he applied for extensions to go further into Upper Boambee. These were part of a larger plan to construct a timber depot and private jetty near South Coff Island which never eventuated and, after building the tramlines to the Boambee forests, Day forfeited his leases in September 1911 and the tramlines were taken over by the Coffs Harbour Timber Co which had established timber mills at Bonville and Boambee.

Logs from Bonville and Boambee were then taken to Coffs jetty via these tramlines and many locals have since confused the ownership of these tramlines as BAT Co tramlines.

According to Neil Yeates, from about 1905 these large-scale timber milling operations gave such an enormous boost to the growth of Coffs Harbour that the term 'the lift of 1905' was coined to describe the impact. Shipping visits increased. From two ships a week in both directions in 1903, Coffs Harbour jetty was receiving about eight a week (over 400 a year) in 1906 and traffic remained at this level for the next 10 years. In 1905 a direct shipping route between Coffs, Woolgoolga and Sydney was set up by Langley Brothers who had timber milling interests in the area, and a specially built vessel, the *SS Fitzroy*, entered service from 1912. It has been estimated that the quantities of hardwood shipped from Coffs Harbour increased from 2.75 million super feet in 1907-1908 to 7.5 million super feet in 1916.

Numerous sawmilling operations sprang up around the Coffs area and some timber was cut and transported the old-fashioned way using loggers and bullock teams, but the BAT Co operations at both Coffs Harbour and Woolgoolga remained the largest and most influential. Two more BAT sawmills and associated tramlines were built at Boambee and Bonville in 1912. The Boambee mill was on Englands Road and closed in about 1917, and the Bonville mill was opposite the present-day Crossmaglen Public School and continued until March 1931. When the North Coast railway line came through in 1915, the BAT Co took up some of their tramlines and relaid them from the Boambee and Bonville mills to two special sidings called Nondaville and Mahratta.

Prior to the First World War the timber industry suffered a downturn and at the outbreak of war, timber exports were disrupted. This meant the busy shipping routes slowed down and

timber mills closed. The Coffs Harbour Timber Mill at Boambee closed in 1914 and the BAT Co sawmill at Coffs Harbour jetty has been closed for about a year before it was destroyed by fire in January 1915.

According to Neil Yeates in his history of Woolgoolga, the main reason for the local campaign by Woolgoolga residents for a government jetty was for the export of sugar cane, which held great promise for the future. However, shortly after the jetty was finished in 1892, the price of sugar fell suddenly to an unprofitable level and local sugar mill owner, William Pullen converted his mill to timber. The BAT Co had built a mill in 1888 and by 1892 there were four other timber mills in the area.

Like it did in Coffs Harbour, the BAT Co built a narrow-gauge tram line in 1907 which brought timber down from the forest to the mill at the jetty and then to the jetty itself. Another was built by the Great Northern Timber Company whose 1912 mill was near the present bowling club.

Woolgoolga's hey day as a timber export town was relatively short-lived. Timber stocks were quickly depleted and, as in Coffs Harbour, milling operations began winding down before WWI, with the trend accelerating after the war.

### ***The North Coast Railway (1911–1922)***

Once again the history of the coming of the railway to Coffs Harbour has been extensively researched and has only been summarised here, with information taken from already published sources.

The push to extend the North Coast railway from Maitland to South Grafton began with a Parliamentary Inquiry in 1903 with the economic case for a railway being debated along with the route it should take. Locals giving evidence at the inquiry which convened at Coramba and Coffs Harbour, cited the growth of the sugar cane, dairying and timber industries and the unreliability of coastal shipping to press their case. Most locals, except from Woolgoolga, favoured the inland route via Glenreagh rather than the coastal route via Bucca Bucca Creek and Woolgoolga.

Construction began in 1911 with Coffs Harbour the meeting point of two sections, one built north from Raleigh between 1911 and 1915, and the other south from Grafton down through Glenreagh and Coramba completed between 1915 and 1922.

Once completed, the new section from Raleigh to Coffs allowed dairy farmers from the Bellinger Valley to send their milk and butter to Sydney via Coffs Harbour. The train made two trips a day, taking one hour to cover the distance between Raleigh and Coffs.

Finishing the section between Coffs and Glenreagh involved a steep ascent at Red Hill and several tunnels. This slowed down work and required a great many additional workers. For a short time, a temporary township, Coffs Heights, was set up to house the railway workers. Single men were housed in tents and men with families housed in huts built from timber and tarpaulins with a kitchen chimney at the back. A social hall which also doubled as a school room was built by the construction company, Norton Griffith, and water was pumped to tanks and fed by gravity to the camp sites. There was even a short-lived public school, Coffs Heights Public School, operating from April 1916 to June 1918. As work progressed, the campsites of the workforce moved, from Coffs to Coramba to Glenreagh until the section was complete in 1922 (the section from South Grafton to Glenreagh having been completed in 1915).

### ***The Glenreagh–Dorrigo branch line (1924)***

During the early 1900s, the settlers on the Dorrigo Plateau began an intensive campaign to link the area to the projected North Coast Railway Line. In 1903, Public Works Committee considered a line from the North Coast to Dorrigo and thence inland to Guyra, in connection with the proposed Casino-Tenterfield line. Three possible routes for the coastal portion of the line were investigated: Coramba-Dorrigo, Coffs Harbour-Dorrigo (the 'Bonville Route'); and Glenreagh-Dorrigo, via Bushman's Range.

The Glenreagh to Dorrigo route was ultimately chosen. On 28 December, 1910, the *Glenreagh to Dorrigo Railway Act* was passed but construction by Norton Griffiths didn't begin until 17 August 1914. Over the next few years the work progressed but stopped on 28 March 1917 with the suspension of Norton Griffiths' contract. Work resumed on 12 March, 1920, almost three years later, with only 4.75 miles (7.6 km) laid. The weather and the terrains required heavier works and materials and as a result, costs increased. The line would be among the most expensive lines to be constructed in New South Wales.

Upon completion, the Dorrigo Branch was 43 miles 16.5 chains (69 km) long, with 11 stops, 12 sidings (mostly servicing timber mills), 15 bridges and 2 tunnels. The first (unofficial) train to Dorrigo arrived at the incomplete station on 27 September, 1924, and the complete Glenreagh to Dorrigo line was officially opened on 23 December, 1924.

The main stops along the line were, from Glenreagh to Dorrigo:

- Glenreagh: opened in October 1915 and the junction with the North Coast Line.
- Timber Top.
- Reids Siding.

- Moleton: was located near Mole Creek and had a small platform and siding.
- Lowanna Station.
- Ulong.
- Brooklana Station.
- Mulhearn's (later Lloyd's (1942)) Siding.
- Cascade.
- Briggsvale: had a 100 ft platform and one dead-end siding serving a local saw mill.
- Wild Cattle Creek (later Megan).
- Leigh: the highest station on the line.
- Dorrigo: the terminus.

Lowanna Station was the largest and only attended intermediate station on the line, and was primarily a goods (timber) station.

Little changed until 1956, though rumours of large losses and possible closure constantly circulated. From 1 December, 1957, passenger services ceased and diesel replaced steam locomotives in the late 1950s.

In October 1972, after a series of washaways, it was decided to do no further repairs, effectively closing the line. The last freight train to run on the line was on 27 October 1972 and line was officially closed on 20 September 1975.

### ***The Coffs Harbour breakwalls (1913-1928)***

The need to create calmer waters to assist Coffs Harbour's development as a shipping port had been recognised in the late nineteenth century and noted by Commander Howard in his 1890 maritime surveys of Coffs Harbour and Woolgoolga. In the early years of the twentieth century the idea was put forward several times by various advocates and in 1912, the scheme proposed by engineers, Messrs de Burgh and Keele was accepted. (Mr de Burgh was Chief Engineer for Harbour and Water Supply.)

The scheme involved linking North and South Coff Islands to the mainland and building an additional ocean breakwall from South Coff Island in a north-eastern curve to create a sheltered harbour. Additional jetties were proposed at South Coff Island but these were never built.

Work began on the south side of the harbour in 1913 with the construction of a timber viaduct (trestle bridge) linking South Coff Island to the mainland in order to set up a quarry at South Coff Island to supply the rock for the northern breakwall. By 1915 the quarry was in full operation and a tramline had been built to transport rock from South Coff Island along the shoreline to the northern breakwater. This tramline also utilised part of the existing Coffs Harbour Timber Company tramline that had been built by Henry Edgar Day in 1905.

At the same time, the viaduct was progressively covered over with fill from the quarry until the sea was closed off and South Coff Island was joined to the mainland. This work was completed in 1928.

The northern breakwall involved linking North Coff Island (Muttonbird Island) to the mainland. Originally the contract was issued to Norton Griffith but the arrangement fell through and NSW Department of Public Works took over the work in May 1917 with about half of the northern breakwall completed.

The work was completed on 24 May 1924. For several years following, the stonework was left to settle before being capped with concrete. This was done over time until July 1935.

Work on the curved eastern breakwall began in 1918 but there were major delays and setbacks as the breakwall was washed away several times in storms.

In 1926 the works were inspected by visiting UK engineer, Sir George Buchanan, who was inspecting Australia ports on behalf of the Commonwealth Government. Buchanan had several concerns with the plans. The concrete blocks and the stone from the quarry were not large enough, the sea face of the northern breakwall required additional protection, and the overall plan would not provide sufficient shelter as the created harbour enclosure would still be exposed to storms from the ENE to ESE directions. At the time of his visit both breakwalls suffered damage from storms.

His advice was to use larger, 100-ton concrete blocks and to curve the eastern breakwall further eastward and extend it to 2,300 feet in order to leave only an entrance gap of 650 feet between North Coff Island and the eastern breakwall. Buchanan also anticipated the problem of sand build up within the harbour.

Only part of Buchanan's advice was heeded. Larger 40-ton concrete blocks were deployed and the eastern (ocean) breakwall was extended to 1,530 feet but his suggestion to rebuilt it on a different alignment was not taken up. On 6 October 1939 the eastern breakwall was completed with the concrete capping occurring in stages over the next 2-3 years.

### ***South Solitary Lighthouse (1880)***

Detailed information on the design and construction of South Solitary Lighthouse can be found in many published sources and a Conservation Management Plan had been prepared. Only the main details are included here.

Construction of the South Solitary Lighthouse began in July 1878. Thoughts of a lighthouse for coastal shipping had been initially suggested in 1856 and again in 1863. Following the wreck of the ship 'Carry Well' in 1865 pressure from locals for a lighthouse increased as ships began bypassing the area because of the dangers. It wasn't until 1876 that the decision was made to proceed. Designs were drawn up by the Colonial Architect (James Barnett) after a visit to the island in 1877. Tenders were called in June 1878 and the contract awarded to John Macleod.

For two years from 1878 a temporary light was ignited every night, presumably by the construction team who were living on the island. The difficulties of embarking and disembarking on the island, construction during bad weather and the supply of materials to the island are well-known. The design of the lighthouse and the headkeepers and assistant keepers living quarters follow the typical pattern of many lighthouses built at this time, with the exception that South Solitary lighthouse buildings are made from concrete. This was presumably due to the difficulty of hauling materials onto the island because of its steep sides and lack of landing place and so it was easy to mix concrete onsite than to supply stone or bricks from the main land. Work was completed in early 1880 and the first lighthouse keepers arrived in March 1880. The lighthouse optic began operation on 15 March 1880.

On 8 December 1886 two ships, the 'Kielawarra' and the 'Helen Nichol' collided in the waters north of South Solitary Island. Forty-eight lives were lost, and following a commission of inquiry, it was decided the lighthouse needed better communication with the mainland.

In 1887 a signal station was set up on what is now known as Look-At-Me-Now Headland near Emerald Beach. The first Signal Master was George Damerell and messages were sent between the lighthouse and the signal station by flags during the day and Morse lamps at night. The signal station was also connected to the north-south telegraph that ran between Coffs and Grafton. In the 1920s, stronger powered lamps allowed the lighthouse to signal Coffs Harbour directly, and at the outbreak of WWII, a radio-telephone link was established with Smokey Cape. The oil-burning lamp and original optic were replaced with an automatic light in 1975, and the island ceased to have live-in lighthouse keepers.

### ***First villages and townships***

Coffs Harbour and its surrounding towns and villages follow a similar pattern of development. With the end of cedar-getting and more permanent settlement in the 1880s and 1890s, the area relied heavily on agriculture via small farms and a spread out population. This led to the establishment of many small villages.

2014 Coffs Harbour Heritage Study (Final July 2014)

**Attachment 1**

The overall population was not high. According to Neil Yeates, the 5 April 1891 census recorded only 299 white inhabitants in 55 dwelling with a further 12 uninhabited dwellings (ie public schools etc) in the counties of Raleigh and Fitzroy (an area larger than the current Coffs Harbour LGA).

By 1903, the population was not much higher. The 1903 electoral roll (which included women for the first time) records the voting population for the district of Cowper. Neil Yeates, vol 1, pp60-62, reproduces the complete list from the Coffs Harbour polling station and has extracted the following numbers:

Central Coffs Harbour	27
Coffs Jetty	7
Bonville	33

There were additional small numbers of voters in Boambee Creek, Karangi and Pine Creek (Korora). These figures don't include towns such as Woolgoolga, Coramba etc but do indicate that by 1903 the population of Coffs Harbour and the surrounding area was still very small.

In January 1908 the *Coffs Harbour Advocate* lists the population of Coffs Harbour as 770, an increase of 252 on the year before. In July 1912, the *Advocate* gives the population as 2,244.

A similar pattern of settlement for the villages and small settlements around Coffs Harbour have led to a common set of building types visible across towns and villages. First came the farmhouses of the more prosperous and successful farmers; followed by small public schools as the number of families and children increased, a surprisingly high number of churches by all denominations, early shops, may be a hotel along the main road leading to Coffs Harbour, Dorrigo and Grafton, a police station, a post office and frequently a large hall for community events and public occasions. Up to World War II the universal building material was timber, and everything was built out of local north-coast hardwoods.

Here follows a brief summary of the history of Coffs Harbour's surrounding towns and villages.

**Woolgoolga**

The early development of Woolgoolga ran in parallel with Coffs Harbour in that European settlers arrived at approximately the same time and for the same reasons. Its late development, like Coffs Harbour, can be attributed to difficult access by road and the lack of

navigable rivers. The first road in the area went inland from Kempsey to Grafton bypassing the Coffs area.

The first settler came from the Clarence. On 1 January 1875 Thomas Small of Ulmarra took out a five-year Crown lease of 25,000 acres called 'Weelgoolga', though there is evidence that the land was already unofficially occupied by Small as early as 1872. It was managed as a single cattle run until 1880s after the lease expired and smaller selections became available for agriculture. From 1880 the first farmer was William Snare and following him other farmer-settlers began arriving in numbers from around 1883, and the names still closely associated with Woolgoolga start appearing in the records (Hofmeir, Hearne, Pullen etc). These first settlers came down from Grafton, a journey which took three days, and like those farmers in Coffs Harbour one of the first crops was sugar cane. Timber was also being harvested and small local sugar mills were set up by William Snare and William Pullen. To load boats and to unload machinery acquired for his new, larger sugar mill, William Pullen built a jetty slide or boat ramp at the eastern end of Woolgoolga beach which allowed punts to be winched out to sea to waiting ships and to be pulled back by bullock teams. William Pullen later converted his sugar mill to a timber mill following the sharp fall in sugar prices in the late 1880s. By September 1884 Pullen's sugar mill was processing 8000 gallons of juice per day from locally grown sugar cane.

The first shops to set up in Woolgoolga were located near Woolgoolga Creek in an area marked today by a mature fig tree. There was a mounted police camp and stock yard, a general store and a tinsmiths shop. A half-time school with Corindi was opened in 1882-1883 for 17 children and moved to its current location with a permanent new school building in 1889. A post office was established in 1884 and the town's first hotel, the Seaview Hotel, was built by William Pullen in 1888. With a growing farming population and the beginnings of shops, schools and post office, locals campaigned for the establishment of a town. A plan for the village of Woolgoolga was laid out by the government surveyor on 6 November 1885 with another drawn up on 30 November 1886 which closely resembles the current town layout. On 18 February 1888 the village of Woolgoolga was gazetted. Originally spelt 'Woogoolga' by the first two surveyors, it was always thought this was a mistake and the spelling was finally corrected by a government notice in January 1966.

Following the completion of the government jetty in 1892, the main products exported from Woolgoolga was timber and sugar cane. The 1891 census gives Woolgoolga's population at 181 people inhabiting 45 dwellings.

In 1907 the BAT Co took over the Pullen sawmill at the jetty and began upscaling timber activities from a small local concern to that of a major activity using modern methods of



harvesting and transport. Like it did in Coffs Harbour, the BAT Co built a 6 ½ mile long narrow-gauge tramline into the forest and the first steam locomotive ran in July 1907. In 1912 the Great Northern Timber (GNT) Co built another tramline north from Woolgoolga towards Corindi. Both these lines brought timber down to Woolgoolga jetty for loading onto ships.

According to Neil Yeates in his history of Woolgoolga, the locomotive on this line could haul 12 logs at a time and if necessary make two trips a day. With work having started on the North Coast Railway line in 1911, the supply of hardwood sleepers boosted the local timber industry. At the beginning of 1916 GNT had cut and stockpiled 3500 sleepers over three weeks and the mill, at once time considered the largest in Australia, provided most of the employment in the small town.

However, at this fast rate of harvesting, the timber supplies soon ran out, and the timber industry around Woolgoolga was well into decline by WWI. Like other towns and villages in the Coffs area, dairying was profitable for a time, and the Woolgoolga Butter Factory, run as a co-operative was built near the jetty on Wharf Street. However, dairying was never the major local industry in Woolgoolga that it was for other north-coast towns. The butter factory operated through the 1920s until dairying too went into decline.

### **Coramba**

Timber-getters arrived in the 1860s looking for cedar or 'red gold' of which the area had a plentiful supply. The cut logs were rafted down the Orara and Nymboida Rivers after heavy rain to Coutts Crossing to be shipped to Sydney from Grafton. Later they were carted overland to Coffs Creek and floated out to sea.

In 1880s government surveyors arrived in the Orara and the area was made available for selection in parcels of 50-60 acres (20-30 ha). The first selector was Eugene Rudder followed by a group of five settlers from Wollombi in the Hunter Valley. William Gale was another early settler whose selection included the future site of Coramba township (the main street bears his name). The rich soils were ideal for dairy farming and in 1886 gold was discovered, prompting the creation of Coramba township as the permanent location for a police constable and a mining warden's office. Following the end of cedar-gathering, the area became known for its large reserves of native hardwoods.

In 1906 a new local government area was formed called the Dorrigo Shire. Coramba was chosen as the township for the new council chambers because it was the geographical centre of the new shire and Coffs Harbour was still primarily a port servicing a rural hinterland. New council chambers were built in 1914.

Gale Street includes several weatherboard houses and shops built between the wars. The development of Coramba was given a big economic boost in the 1920s with the construction of the North Coast Railway. Work started in July 1915, and Coramba accommodated many railway workers. Coramba Station opened in July 1922 with the Coramba platform located near the former butter factory on the other side of the Orara River. At roughly the same time, work on the Dorrigo-Glenreagh branch line took place and the line opened on 23 December 1924. (The Dorrigo-Glenreagh branch line ceased services in 1972 and officially closed in December 1993.)

Today Coramba is a quiet, residential village surrounded by small farms and has retained much of its historic charm and character. The most significant building period goes up to WWI following the dairying and the discovery of gold, with the police station and courthouse (1896 and 1899), Coramba Public School (1910), St Pauls Anglican Church (1899), and Coramba Community Hall (1914) along with several timber posted shopfronts and weatherboard houses. The current Hampden Hotel with its striking modern facade was built in 1940 replacing an earlier hotel destroyed by fire.

### **Corindi and Corindi Beach**

Now called Upper Corindi, the original Corindi was first permanently settled in the 1880s when John Franklin and his family moved from Coldstream on the Clarence to Portion 63 in the Parish of Corindi. The area had been logged for its timber and progressive clearing encouraged the establishment of dairy farms.

In the 1880s more families moved into the area following the granting of land leases primarily as grazing runs, for example Station Creek and Glenugie Station. The names of families included Skinner, Shaw, Taylor, Casson, Boyle, Wall etc, many of which are preserved in the current place names.

Settlement at Corindi Beach occurred around 1888 which had been set aside for residential use since the early 1880s.

The earliest legible gravestone at the Upper Corindi cemetery records the death of John Henry Eaves in 1911. The cemetery lies next to the first Corindi Public School grounds, of which no physical remains survive.

By the late 1880s most of the available agricultural land had been taken up and commercial crops included cotton, arrowroot, bananas, tobacco and sugar cane. Sugar cane from Corindi was processed at William Pullen's sugar mill at Woolgoolga. With the success of dairying, a cheese factory was set up in 1909 and there were many small banana farms. In 1913, the Great Northern Timber (GNT) Co tram line extended from Woolgoolga to Corindi

Creek passing through what is now Sherwood Forest Reserve south of modern-day Corindi, and transported cut logs to the timber mills and jetty at Woolgoolga.

One of the oldest surviving built structures in the Corindi area is Fed Casson's house at 3 Coral Street, off the Pacific Highway. It is thought it was built in 1884.

After WWI the original industries of cattle grazing, dairying, timber logging, sugar cane and bananas went into gradual decline to be replaced with recreational and post-WWII holiday pursuits, such as fishing, camping, swimming and rural residential hobby farms.

### **Red Rock**

Like Sawtell, Red Rock started as a popular camping and fishing ground. Corindi fisherman Tom Richards first discovered Red Rock in 1898 and within two years it had become a camping ground for the Richards, Cowan and Ford families. These families built the road which connects Red Rock to Corindi. In 1903 200 acres were officially set aside and gazetted as a recreation area to try to limit development of the area. In 1908 recollections by Verdi Schwinghammer noted that there were no houses at Red Rock, and in 1934 the area became a Public Recreation Reserve. Many of the town's buildings date from the post-WWII period when the families long-associated with Red Rock built simple fibro houses as permanent holiday residences.

### **Nana Glen**

The local Aboriginal word 'Nana' means two tailed and the Nana Creek near present-day Nana Glen forks, resembling a two-tailed lizard which was also called Nana by Aboriginals.

Two Crown Land Acts were passed in 1861, enabling areas held by leases, whether surveyed or not, to be available for selection and sale. Only a few selections were made, in the 1860s and 1870s, such as in the Woolgoolga area, and near the Orara River. Between 1883 and 1885, surveyors measured all the Orara River and creek frontages from Coramba to the head waters, in 40 to 150 acre blocks which were characterised by fertile soil and thickly timbered. Blocks were surveyed along Bucca Creek also.

Gold was discovered in the Orara River area in 1881. In May of 1881, two Sharpe brothers, looking for strayed bullocks, found gold in a block of quartz beside a campfire which Andrew and John Nicholson had just left. They searched the area and found the mother lode; but other prospectors who had heard the news made counterclaims and a year elapsed before the Sharpes won legal right to what became the 'Lady Matilda' mine. Other reefs were located nearby, resulting in mines such as the 'Illabo', 'Caledonian' and 'Jubilee' coming into operation. A Mining Warden's Office was established at Nana Glen in 1881.

Many prospectors came into the area, increasing the existing population of timber getters and creating both demand for leases or sale. In 1897, about 800 miners were in the Coramba, Orara and Karangi areas. Rural settlements, such as Nana Glen, Coramba and Karangi, experienced rapid growth following gold discoveries. During the following years, areas of agricultural land were taken up by former goldminers and others attracted to the area. Dairying around the river flats of the Orara Valley was particularly successful as a result of the influx of miners. This success hastened the development of Coffs Harbour.

The first permanent European settler in the area was Edward Sharpe who named his property 'Nana Glen'. The first post office was opened in Sharpe's property in 1892 and so the emerging village acquired the name, Nana Glen.

Many of the first settlers in the Nana Glen area were pioneers families that come down from the Clarence to make land selections and many of their descendents still live in the area. Familiar names include the Morrows, Sharpes, Jarratts, Cowlings and Sherwoods. The number of roads that converge on Nana Glen (Orara Way, East Bank Road, Bucca Road, Central Bucca Road, Weirs Road) attest to the early importance of Nana Glen.

A post office was established on 1 January 1892 and a mail service began between Bucca, Nana Creek, Coramba and Coffs Harbour in 1895. A telephone service for telegrams was set up in October 1905 and expanded to include private telephone subscribers in 1914. The first private telephone subscribers in Nana Glen were the properties 'River Byn' owned by the O'Connells on the Coramba Road and 'Edgefern' owned by the Jarretts on East Bank Road.

The dairy farmers followed the cedar getters and the goldminers, after which came the hardwood mills assisted by the opening of the Coffs-Glenreagh section of the North Coast rail line in 1922. The area became a large hardwood timber milling and dairying area and continued to prosper well into the 1920s and 1930s.

After WWII both the timber and dairy industries went into prolonged decline and Nana Glen stagnated while coastal centres such as Coffs Harbour, Sawtell and Woolgoolga fared much better with the boost provided by the post-war holiday boom. Today Nana Glen, like Coramba and Glenreagh, are picturesque villages surrounded by quiet farming districts.

### **Bonville**

Like Coffs Creek and the Orara River, Bonville Creek was used to bring logs down from the forests and float them to the sea.

The first white settlers in Bonville were the Keogh family who selected on Pine Creek in 1880. Four years later came Joseph Turnbull, Moran, the Fitzpatrick Brothers and Richard Goulding. In 1885 Charles and Henry Williams, Ted Archer, William Thompson. Robert Pollack and Thomas Duncan followed. Robert Mulley, Henry Jarrett and James Reedy arrived in 1886.

After 1890 there was a further influx of settlers making their homes between the two creeks (Bonville and Pine Creeks). With the decline of cedar-getting, the area around Bonville became a large dairy farming area. The Bonville area did not experience the growth of the local hardwood timber industry due to its greater distance from Coffs Harbour jetty and so dairying remained the single most important industry. By the late 19th century, the area's greater emphasis on dairying led to the establishment of district factories to process dairy products.

Local farmers sent their milk and cream to the butter factories at Coramba and Coffs Harbour and in 1906 local cheesemaker, Cecil Herdegen set up a cheese factory at Bonville. In about 1915, Herdegen moved to Fridays Creek. During the twelve years it was in operation, Herdegen's cheese factory flourished, having the full support of the farmers in the Bonville area where dairy farming was the main industry.

### **Lowanna**

In 1909 Lowanna's main street was a track through forest on land then owned by C S Wilson. By 1914 there were a number of inhabitants mainly in the Ulong settlement, as it was the oldest section of the Eastern Dorrigo. Other small villages soon emerged, such as Gundarene, Ashton, Brooklana and Lowanna, with only a few miles travel between each place. The reason for the establishment of these villages was the construction of the Glenreagh to Dorrigo Railway line, which was begun in 1914 and finished in 1924.

All stations and sidings en route from Glenreagh to Dorrigo involved sawmills. Mulhearns' sawmill was close to the station, and was one of the first sawmills in this part of the plateau. There were others owned by the Mulhearns at BoBo, Ulong and Lloyds Siding. In 1911, Brooklana's former Receiving Office became a fully-fledged post office. The Post Office at Lowanna opened as a receiving office on 1 July 1919, in the charge of Mr E Wilkes. The status of the office was raised to that of Allowance Post Office from 1 June 1921. Mr Edwin Ellis was appointed Postmaster. Prior to 1919 postal duties were conducted by the telephone office keeper, FW Thorne, when the telephone office opened in 1917.

Lowanna with its post office and store, church and school, was provided with an attended railway station, which offered many benefits to the plateau.

### **Ulong**

The settlement of Ulong began around 1907 following a visit by Mr Tom Timms senior of Albion Park. The area was dense bushland with the only road into the area from Coramba which went as far as Bo Bo Creek.

The name Ulong was given by the area's surveyor, Mr W N Small, one of the councillors elected at the first Dorrigo Council and by 1912 there were a number of settlers (Timms, Mulhearn, Easy, Corfe, etc) living in the area in roughly built weatherboard and vertical slab houses using timber from Coramba.

Around 1914 a sawmill was set up at Ulong Creek, with a houses for employees. The growth of Ulong Creek area required a store, which was opened by Mr Abe Jennings and a small hall was built near Jennings's store. These buildings were near Ulong Creek near Corfe's mill.

Meanwhile, work on the Glenreagh to Dorrigo railway line had begun, with all stations and sidings en route designed to have associated sawmills. Ulong station was completed by Sid Hooson. It was of 'unattended siding' status. Ulong Post Office commenced with a receiving office opened on 17 February 1912. In 1912 the Post Office was in the main street of Ulong.

St Andrews Presbyterian Church was erected in 1911, in 1915 a barbers shop was opened by Mr W C Drake and in 1909 Ulong School opened. It was originally built on the hill overlooking what was to become the main street of Ulong some years later but was moved after some time to a more convenient position near the corner of Troys Road, or as it is known today, Rhodes Road.

In 1917, businesses already established in Ulong included: O'Hanlan Bros Cash Store: and J R Walker, Wheelwright and General Blacksmith: while in 1925, the list included Lou Davis, Builder and Ulong Bakery, with proprietor, E Balzer. A number of the original main street buildings still stand.

### **Upper Orara and Dairyville**

Cedar cutting on a small scale extended to the minor creeks in the Coffs Harbour area. When the weather was suitable, timber was shipped out from Coffs Harbour, the logs floated out to vessels anchored off the coast. Two Crown Land Acts were passed in 1861, enabling areas held by leases, whether surveyed or not, to be available for selection and sale. Free selection created a new class of small farmers - the selectors. Only a few selections were made in the 1860s and 1870s, such as in the Woolgoolga area, and near the Orara River.

In 1881, land east of the Orara goldfield and on the coast was available for conditional purchases, such as the Moonee Creek settlement. Between 1883 and 1885, surveyors measured all Orara River and creek frontages from Coramba to the headwaters, in 40 to 150 acre blocks. Blocks were surveyed along Bucca Creek also. The discovery of gold in the Orara River area occurred in 1881. Many prospectors came into the area, increasing the existing population of timber getters and creating both demand for leases or sale. In 1897, about 800 miners were in the Coramba, Orara and Karangi areas.

Rural settlements, such as Nana Glen, Coramba and Karangi, experienced rapid growth following gold discoveries. A Mining Warden's Office was established at Nana Glen in 1881. During the following years, areas of agricultural land were taken up by former gold miners and others attracted to the area. Dairying around the river flats of the Orara Valley was particularly successful. In 1902 a butter factory was set up in Coramba. In 1906, the factories at Bonville and Nana Glen were making cheese.

### **Sawtell**

The Government Reserve which became Sawtell Reserve was first surveyed in 1861. Walter Harvie arrived as a cedar-getter in 1863 and set up his campsite in Sawtell Reserve. A few farmers and permanent settlers arrived after this, setting up farms around Bonville, but it was a beach and holiday destination for families from Dorrigo and Bellingen that Sawtell Reserve became known. Holidaymakers first starting arriving in 1884, travelling down from the Bellinger Valley along what is now Lyons Road. The 102-acre reserve was formally gazetted in 1902 and the first recreation hall was built. By 1912, it was reported that over 300 visitors stayed on the reserve during the holiday period, and by 1920 over 1000 people stayed and the reserve had its own store, post office and caretaker. The current Reserve Hall was built in the 1920s.

Local entrepreneur, Osie Sawtell, saw an opportunity to buy up the neighbouring cattle farm and create a residential and township subdivision. In 1923 he offered lots for sale in the new township of 'Bonnie Bonville'. With the arrival of the North Coast railway in 1924, Sawtell gained a railway station named after Osie Sawtell and the fame of being one of the few places in New South Wales where you could travel by train and walk to the beach. The new town was officially gazetted as Sawtell in 1927, and its reputation as a seaside destination has continued to grow, with a large number of recreation, club and sporting facilities clustered around the Reserve camping ground.

The two most significant building periods were the 1920s–1930s with the Hilltop Store (1925), Sawtell Hotel (1932), St Nicholas Anglican Church (c1935), and the First Avenue

shops, and the 1950s, with Sawtell Cinema (c1957), Catholic church (c1952) and a large number of holiday cottages and apartments.

### ***The first schools***

In 1885 the first approaches were made by local residents to the NSW Department of Education for public schools. Residents could apply for a school and teacher to be provided once there were 12 students.

As the early development of Coffs Harbour was via timber-getters and settlers on small farms, this led to a series of schools serving those small communities, and the survival today of many early public schools throughout the LGA. Many of the schools were originally part-time, in that they shared a teacher between two until student numbers rose and more teachers became available.

From research undertaken for this study and information in the NSW Department of Education publication, *Government Schools of NSW 1848-2003*, the following is a list of known early schools within the present-day LGA. (The date shown takes the creation of a half-time or provisional school as the date of the school's establishment.)

1884	Woolgoolga
1884	Corindi
1885	Coffs Harbour
1886	Moonee (closed 1925) (called Moonee Creek until 1909)
1886	Bucca Lower (closed 1978) (called Bucca Creek until 1919)
1888	Bonville
1888	Coramba
1891	Upper Orara (called Dunvegan until 1919)
1892	Massey (closed in 1893)
1892	Karangi
1892	Nana Glen (called Bagawa until 1911)
1893	Kororo
1897	Beacon Mines (closed 1899)
1902	Boambee
1907	Orara (closed 1912)
1909	Dairyville (closed 1909)
1909	Corindi Creek (closed 1962)
1910	Ulong (called Eulong until 1914)
1910	Bucca Central (closed 1963)
1912	Lowana (called Gundar until 1936)



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**Attachment 1**

1916	Tunnel Camp (closed 1917)
1916	Coffs Heights (closed 1918)
1920	Brooklana (closed 1949)
1920	Red Hill Camp (closed 1921)
1924	Sawtell (called Bonnie Bonville until 1928)
1927	Moleton (closed 1955)
1928	Timmsvale (closed 1970)

All established in the 1880s, Bonville, Coffs Harbour, Coramba, Corindi, Lower Bucca and Woolgoolga Public Schools are the earliest surviving public schools in the Coffs Harbour LGA.

### ***Early churches***

The Coffs Harbour area had, and still has, a large number of early timber churches, all built within a short period of time following the first wave of permanent European settlement in the 1880s, and all in a similar simplified ‘carpenters Gothic’ style out of local hardwood by local tradesmen. They are a highly significant group of surviving early buildings.

While their histories are tied up with the specific communities and denominations that built them, it is also useful to consider them as a group. This reveals their close similarities in style and construction and their importance as an early building type in this area of the coast. It is also useful to include demolished churches to indicate the original large number built and their role in forging early communities.

1898	St Johns Anglican church, Maclean St, Coffs Harbour (relocated to the Jetty in 1911 and renamed St Aidens; demolished in 1973)
1899	St Pauls Anglican church, 15 Dorrigo St, Coramba
c1900	Uniting church, 15 Nana St, Nana Glen
c1900	St Augustines Anglican church, Scarborough St, Woolgoolga (demolished in 1970s)
c1904	St Peters Anglican church, Orara Rd, Nana Glen
1905	Catholic church, 1021 Coramba Rd, Karangi (now a private residence)
1906	Methodist church, Trafalgar Street, Woolgoolga (demolished after 1957)
1907	St Andrews Presbyterian church, High St, Coffs Harbour (demolished in 1983)
1907	St Anthony’s Catholic church, Coffs Harbour (rebuilt in 1909 and renamed St Augustine’s; demolished in 1962)
1908	Methodist church, 2 Duncans Bridge Rd, Coramba (now part of a private residence)
c1910	All Saints Anglican church, Upper Orara Rd, Upper Orara
1911	St Johns Anglican church, Maclean St, Coffs Harbour (demolished in 1972)

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**Attachment 1**

1911	St Andrews Presbyterian church, Ulong (now a private residence)
1914	Holy Faith Anglican church, Gleniffer Rd, Bonville
1915	Methodist church, Gordon St, Coffs Harbour (now part of the church hall)
1916	Presbyterian church, Coffs Harbour Jetty (demolished)
1927	St Therese of the Little Flower Roman Catholic Church, 6-10 Gale St, Coramba
1931	Catholic Church, 11 Pine Ave, Ulong
1934	St John the Evangelist Anglican Church, 29 Grafton St, Lowana (now a private residence)
1935	Anglican church, 19 Pine Ave Ulong (now a community church)
c1935	St Nicholas Anglican church, 15 Elizabeth St, Sawtell (now the church hall)
1935	Mary Immaculate Star of the Sea Catholic church, 66 Mildura St, Coffs Harbour jetty (relocated to John Paul College)
1951	Mary Help of Christians, Fourth Avenue, Sawtell
1957	Methodist, later the Uniting church, Trafalgar Street, Woolgoolga

***Community halls***

Coffs Harbour’s community halls are a small but highly significant group of surviving early timber public buildings. Like public schools and churches, these community halls were built at roughly the same time by groups of local residents. As such, they represent the typical development of the Coffs Harbour area through its villages and farming communities. At the time they were built, they were easily the largest buildings in their locations and intended as central meeting places and venues for community events (dances, weddings, concerts, etc). In this regard, these building are of the highest local significance as buildings around which early communities and local identities formed.

1907	Nana Glen community hall
1907	Upper Orara community hall
1909	Coffs Harbour School of Arts (remodelled in 1927, demolished 1970s)
1910	Bonville community hall
1914	Coramba community hall
1920s	Sawtell Reserve recreation hall
c1920s	Timmsvale community hall
1926	Masonic Temple, Gordon Street (demolished 19??)
1927	St Johns Anglican church hall, Maclean St, Coffs Harbour
1928	Soldiers Memorial Hall (now the Jetty Memorial Theatre)
1930s	Lowana community hall
1949	Ulong community hall (Melody Theatre)
1955	Boambee community hall

### ***Early public buildings***

While Coffs Harbour has had a number of public buildings to serve the growing population, these buildings have tended to be relatively simple, made out of timber, often provisional and short-lived as population centres shifted, requiring the re-location of services and government functions. This diverse group of buildings (and a perceived lack of quality and substance) has contributed to the current-day sense that Coffs Harbour's heritage lacks architectural presence. Compared to Grafton, with its stone banks, courthouse, gaol, large hotels, brick churches and cathedral, and larger government buildings, Coffs Harbour appears to fare badly.

However, there is a small group of surviving public buildings (mainly police stations and courthouses) in the Coffs Harbour area from before WWI which, when viewed as a group, demonstrate the historical development of Coffs Harbour and are important in the creation of local identity.

### ***Heritage items and locations***

The period from 1880 to 1914 was the first major phase of permanent European settlement following the earlier, more transient activities of gold mining and cedar-getting which left few built remains. Cattle grazing, dairying and fruit and vegetable growing centred around small rural communities with transport primarily by sea. Major government projects such as the South Solitary lighthouse, the jetties at Coffs and Woolgoolga, the harbour breakwalls and the North Coast Railway led to Coffs Harbour becoming a busy coastal shipping port with a larger township developing to service these activities with schools, shops, churches and public buildings.

With the development of a heavily capitalised local hardwood timber industry after 1905, Coffs Harbour became a relatively prosperous town and the population steadily rose.

This period in the history of Coffs Harbour has left behind many important built features that trace the area's development, from early rural farmhouses, to schools and churches, to larger structures such as the Coffs jetty and breakwalls and potential archaeological relics such as the timber tramlines. Timber was the dominant building material because it was cheap and plentiful.

Often the first generation of buildings in the area, all surviving timber buildings from this period are potentially of very high local heritage significance, as are pioneer gravesites and cemeteries, early industrial relics and infrastructure works.

## ***Historic Themes***

- 3 Developing local, regional and national economies Agriculture
- 3 Developing local, regional and national economies Commerce
- 3 Developing local, regional and national economies Forestry
- 3 Developing local, regional and national economies Transport
- 4 Building settlements, towns and cities Towns, suburbs and villages
- 6 Educating Education
- 7 Governing Government and administration
- 7 Governing Law and order
- 8 Developing Australia's cultural life Religion
- 9 Marking the phases of life Birth and Death

## **First World War (1914-1918)**

The First World War had a sudden economic impact upon Coffs Harbour. Intensive hardwood harvesting had already depleted much of the timber resources of the area. Much of this timber was exported and Germany was a large purchaser. With the outbreak of war, timber exports dropped off suddenly. Even traditional trade routes such as to New Zealand and South Africa were disrupted. Employment in Coffs Harbour was affected as many jobs and small communities relied on the local timber industry.

The impact was lessened, to some extent, by the numbers of young local men who enlisted and by the construction of the North Coast Railway which continued throughout the war except for a brief period in 1917-1919 and the Glenreagh-Dorrigo branch line. These public works provided local employment and income for the timber mills. Other works such as the harbour breakwalls also helped the economic pressures.

A North Coast Recruiting March was held in January 1916. It started at Grafton with 27 men and passed through Coramba and Karangi to reach Coffs Harbour on 22 January. By the time the march reached Maitland, it was 200-strong and finally swelled to 235. Fifty enlisted on the march, with 23 of those coming from Coffs Harbour.

At the end of the war, a branch of the Returned Soldiers and Sailors Imperial League of Australia (RSSILA) (forerunner of the RSL) was formed and discussion took place on the form of an appropriate memorial. A stone monument, an avenue of trees along High Street (Harbour Drive), even a memorial ward in the hospital were suggested but the popular choice was for a Memorial Hall which could be used for public events and as a gathering place for veterans. Delays ensued regarding funds and a suitable locations and it wasn't until February 1928 that the new Soldiers Memorial Hall at the corner of High and Edinburgh Streets was opened. In the 1930s it was leased as a cinema and in the 1980s it was given to

Coffs Harbour City Council. Restoration and additional work was done on the building and it re-opened as the Jetty Memorial Theatre on 3 December 1988.

The Woolgoolga branch of the RSL erected a sandstone monument to the nine men from Woolgoolga who lost their lives. It was originally located on Allotment 3, Section 37 in Scarborough Street opposite the public school and fenced with a timber and wire fence. It was later moved to Beach Street in front of the RSL Club. It was later dismantled (in the 1990s) and the marble tablets that record the names of both WWI and WWII servicemen were installed in the new entrance to the RSL Club. The stone monument survives intact but in pieces with local plans to restore and reinstate the monument.

Coffs Harbour was the site of several soldier settlements after the end of World War I. These were an initiative of the NSW Lands Department to provide for returned servicemen, and local councils were approached to suggest possible locations.

In April 1919 the Minister for Lands visited Coffs Harbour to inspect land at Korora and within a month 20 blocks of 30 acres each were approved as a soldier settlement for citrus and banana growing. Local farmers gave advice to the returned servicemen on how to establish their farms. Several other soldier settlements in the Coffs Harbour area included one settlement of four blocks ranging from 206-254 acres at Bonville designed for dairy farming.

Following both world wars many honour boards were placed in churches, schools and public halls recording the names of local men who enlisted and who died. These boards form a significant collection of war memorabilia and need to be catalogued and recorded. *Oorrara et al* provides photographs and the transcribed names of many of these honour boards.

### ***Heritage items and locations***

The Jetty Theatre and the sandstone monument at Woolgoolga are two highly significant heritage items from World War I, as are the honour boards as a collection of movable heritage items. The soldier settlement subdivisions, where their allotment subdivision patterns survive intact, are also an important reminder of this period in Coffs Harbour's history.

### ***Historic Themes***

- 3 Developing local, regional and national economies Events
- 3 Developing local, regional and national economies Transport
- 7 Governing Defence

## **Between the wars (1919-1939)**

In his two-volume history of Coffs Harbour, Neil Yeates makes heavy use of contemporary newspaper accounts of Coffs Harbour and district, from the *Coffs Harbour Advocate* (begun in 1907 and the *Grafton and Clarence Valley Examiner*. As early as the 1920s, Coffs Harbour was thought by its own residents to be ugly and untidy, and in the words of the *Advocate's* editor, 'Let us admit that Coffs today is a town almost hideous in its ugliness' (4 June 1921).

Coffs Harbour's 'ugliness' was due to a combination of a small, often transient population, long distances to major centres, poor roads and no significant economic booms to date. As Neil Yeates observes, Coffs Harbour was a town of battlers and largely unregulated urban development, leading to a sparse sprawl of small timber houses, vacant blocks and ring-barked trees. (Interestingly, this perception of Coffs Harbour's ugliness continues today with many locals comparing Coffs Harbour unfavourably with Grafton as a town of traditional architecture and a wealthier population).

### ***Domestic housing***

The typical house built in Coffs Harbour changed during the interwar period. Before WWI, practically every building was timber. The typical form was that of a simple nineteenth-century bungalow: symmetrical in elevation, square in plan form with a verandah on one, two or three sides and a bungalow roof of corrugated iron sheets. Nearly all were weatherboard, even down to the verandah balconies. There were few or no decorative features that required imported cast iron lace, stained glass, slate etc. Everything was made from local hardwood.

After the war, Coffs Harbour followed the changes in domestic architecture and embraced new building materials. Domestic houses of this period were still made primarily of timber, but the increasing use of bricks and fibro is evident. Typical houses of the 1920s and 1930s became asymmetrical, acquired more complex roof forms with gables and dormers, windows changed from sashes to casements, verandahs were often enclosed to create sleepouts and there was an overall increase in decorative detail and design sophistication. Bricks became available but were used sparingly for piers etc. There were few wholly brick buildings constructed at this time. One of the most obvious changes was the use of fibro in conjunction with weatherboards, creating the very recognisable pattern of weatherboarding to the sill height with fibro sheeting above.

### ***Hotels, shops and shopping strips***

Coffs Harbour's commercial shopping streets emerged during this time, as well as in Coramba, Sawtell and Woolgoolga. As the population of Coffs and its surrounding villages

grew, more people arrived in the towns to provide services such as shops, bakeries, chemists, banks, tailors, hotels etc to the growing resident populations. The towns and villages emerged as small urban centres with a commercial life of their own, rather than acting as service centres for the surrounding timber, dairying and farming communities.

The development of two distinct commercial strips of the Jetty shops and Top Town around Moonee, Grafton and High Sts in Coffs Harbour continued. The rows of shops along these strips became more or less continuous as more businesses were set up, and early photographs show each as a series of single-storey shops with posted verandahs, facades above and large timber-framed, shopfront windows.

Sawtell's First Avenue developed along similar lines following Osie Sawtell's subdivision in 1923, and Coramba benefited enormously from the railway workers posted to the town in the 1920s during the construction of the Coffs Harbour-South Grafton line.

A significant number of shop buildings from the inter-war period survive in Harbour Drive, Sawtell's First Avenue, Coramba's Gale Street, Woolgoolga's River Street (Top Town) and Beach Street, Coffs Jetty, and several notable examples on West High Street (Coramba Road). The original character and continuity of these shopping strips have been lost with later demolitions and modern infill buildings. However, these surviving shops and shopfront facades, when seen as a group across the wider LGA, emerge as a distinctive and important building type from this period of Coffs' history.

The other major commercial building type from this period are the hotels, of which Coffs Harbour has surprisingly few given its history as a tough-living, hard-drinking timber-getting, gold mining, sawmilling and railway town.

- 1914 Pier Hotel, Harbour Drive, Coffs Jetty
- 1932 Sawtell Hotel
- 1937 Coffs Hotel, Pacific Highway, Coffs Harbour
- 1941 Fitzroy (now the Coast) Hotel, Pacific Highway, Coffs Harbour
- 1940 Hampden Hotel, Gale Street, Coramba
- 1954 Plantation Hotel, Pacific Highway, Coffs Harbour

### ***Growth of recreation and leisure activities***

One of the most significant changes of this period was the emergence of Coffs Harbour as a major holiday and leisure destination. Numbers of visitors rose dramatically and the inter-war period saw the beginnings of the social and economic shift from timber, agriculture and

shipping to tourism and leisure that would occur in full after WWII and change Coffs Harbour's identity and economy forever.

The need to set aside coastal and bush reserves for the enjoyment of future generations was recognised early, as was Coffs Harbour's tourism potential because of its scenic appeal and long beaches.

- Bonville Reserve, later Sawtell Reserve, was gazetted on 20 August 1920.
- Red Rock Reserve was gazetted in 1903 and became a Public Recreation Reserve in 1934.
- Coffs Creek Reserve, later Park Beach, was dedicated as a Recreation Reserve on 24 November 1916.
- Woolgoolga Beach Reserve (pre-1931, exact date of dedication not known).

The first pre-WWI visitors were local: families coming down from Grafton, the Clarence, Dorrigo and Bellingen to escape hot, sticky inland summers and enjoy annual seaside camping holidays.

As transport links improved in the 1920s and especially after the opening of the North Coast Railway in 1924, visitors came in greater numbers from as far away as Sydney and beyond. Many camped as before but more and more families chose rented holiday accommodation or built holiday houses for themselves on the reserves or on their own allotments.

The creation of permanent holiday accommodation and the holiday industries that grew up around the annual influx visitors started to change the character of the Coffs Harbour area

The growth of Sawtell provides a good example of this process. By the 1920s up to 1000 people camped on Sawtell Reserve over the Christmas holidays. Entrepreneur Osie Sawtell from Dorrigo saw a business opportunity and bought the neighbouring cattle farm to create a village subdivision. Following the creation of Sawtell township, local businesses and leisure facilities grew to service the lucrative holiday trade, and today Sawtell Reserve is ringed by sport and leisure facilities: tennis courts, golf course, rock pool, surf club, bowling club, croquet club, cinema, etc.

### ***Community and sporting facilities, clubs and services***

The increasing population based in Coffs Harbour and the surrounding towns led to the rapid increase in the number of clubs and local organisations as permanent residents organised in local activities and events. A strong sense of Coffs Harbour as a place emerged at this time.



Neil Yeates' two-volume history of Coffs Harbour and other histories of the area provide more details of these clubs and associations.

### ***Banana Growing***

The first commercially successful farming of bananas was in Korora, north of Coffs from about 1911, taking over Hermann Rieck's early farm and near the soldier settlements set up after WWI. Bananas were already established in the Richmond-Tweed area and in south-east Queensland, but an outbreak of bunchy-top, a disease carried by the banana aphid, in 1922 destroyed plantations further north, while Coffs Harbour's remained disease-free. This boosted the local crop enormously through increased sales and requests for disease-free suckers to rebuilt plantations.

This crisis also prompted banana-growers to band together for mutual interest and protection, and in 1927 a north-coast branch of the Fruitgrowers Association was formed which included a variety of fruit growers. In 1931 the Fruitgrowers Association met to form a District Council of the Banana Growers Federation of NSW, and at this time in Coffs Harbour there were 1815 acres of bananas under cultivation. This was followed in the next year by the creation of the Banana Growers Federation (BGF) Co-op Co Ltd.

### ***Heritage items and locations***

The inter-war period in the history of Coffs Harbour was marked by steady urbanisation and consolidation, helped by the completion of several major infrastructure projects: the North Coast Railway, the Glenreagh-Dorrigo branch line, the two harbour breakwalls, the building of the Pacific Highway and the introduction of electricity.

There was a large increase in the number of local facilities and services such as shops, hospitals, schools, police stations, hotels etc and from this emerged a sense of place as a permanent town and community rather than as primarily a shipping port. Other important developments were the arrival of the private motor car and early air transport. Recreation facilities and local clubs increased in number as the attractions of the area became more widely known and holiday makers starting arriving from further afield.

The surrounding towns and villages grew but tended to maintain their individual character. Some remained primarily timber towns (Lowanna, Ulong, Timmsvale); some dairy centres (Coramba, Nana Glen, Bonville, Dairyville) while others became seaside holiday destinations (Sawtell, Woolgoolga, Corindi, Red Rock).

Coffs Harbour, with its all-powerful combination of jetty, harbour, railway, highway and beaches quickly became the largest urban centre and the central focus of the area, displacing Grafton, Dorrigo and Coramba as the area's main economic and administrative centre.

Timber continued to be the dominant building material and used for private and public buildings alike. This dominance was beginning to be challenged, however, with the establishment of brickworks at Coffs, Grafton and Kempsey, the economic decline of the timber industry, and the rise of the new wonder material, fibro.

These changes are clearly reflected in the surviving buildings from this period. While still expensive, bricks were used for piers, footings, shop facades and, in a few cases such as the Tasma Cinema and the rebuilding of the Pier Hotel, for large-scale building works.

Fibro had been available in Australia since around 1910, but according to Neil Yeates, not used in the Coffs Harbour area until 1923. Many private houses, following the current architectural fashions, employed a combination of timber weatherboarding and fibro.

Development remained generally small-scale: individual private homes, small community facilities and modest government buildings. The majority of buildings were single or two-storey and simple in construction (timber framed, iron roof etc). Development tended to be scattered and piecemeal, and early photographs show large subdivided areas of Coffs, Sawtell and Woolgoolga with few houses and many plots of vacant land.

This period (1919-1945) was the second major building phase in the growth and development of Coffs Harbour. The surviving buildings from this inter-war period are potentially of high local heritage significance as the population, while it was growing, was still relatively small so there were correspondingly few buildings and many have not survived. A large number of buildings from this period have been relocated or demolished to make way for later, larger, developments.

### ***Historic Themes***

3 Developing local, regional and national economies Agriculture

3 Developing local, regional and national economies Forestry

3 Developing local, regional and national economies Transport

4 Building settlements, towns and cities Towns, suburbs and villages

6 Educating Education

8 Developing Australia's cultural life Religion

## Second World War (1939–1945)

The Second World War was a closer and much more real phenomenon for Coffs Harbour than the First World War. This was due to the immediate threat of Japanese invasion and the key strategic role that Coffs Harbour played in coastal surveillance. According to Neil Yeates, the potential of Coffs Harbour as a defence base was recognised by the Defence Force as early as 1935 when preparations for another major war were underway.

Local preparations included the creation of a local volunteer militia, the formation of a High School Cadet unit, and the reformation of groups such as the Red Cross, CWA and a branch of the National Emergency Service. Following the outbreak of the war in Europe, men from the Coffs Harbour enlisted, as they did throughout Australia, and fought overseas.

Following Japan's attack on Pearl Harbour in December 1941 and subsequent progress of the Japanese Army through south-east Asia, capturing Singapore in February 1942 and New Guinea shortly after, Coffs Harbour became part of Australia's local system of coastal defence in anticipation of a Japanese mainland invasion.

According to Ted Ovens in *Coffs Harbour on Full War Alert 1942-1943*, the strategic importance of Coffs Harbour to Australian mainland defence was only surpassed by Sydney and Townsville. Coffs Harbour was conveniently located midway between Sydney and Brisbane, it had a well-developed sea port, proximity to the North Coast railway and Pacific Highway, and it had an airport.

After 1941, Australian Defence Department activities around Coffs Harbour intensified. The army set up a jungle training warfare centre for 600 trainees at Lowanna (October 1942 – March 1943) and deployed the 12<sup>th</sup> Australian Light Horse Regiment to Coffs Harbour, the navy used the harbour as a base for MLs (Motor Launches) used to track enemy submarines, and several RAAF squadrons were based at the airport. Locals were given training in emergency evacuations, there were blackouts every night, barbed wire entanglements were erected along the beaches and headlands, and emergency plans were put in place, for example, to destroy major infrastructure such as major roads and the jetty in the event of Japanese occupation.

Coffs Harbour became an even busier port than usual during the war. Regular commercial trade along the coastal shipping routes continued and the harbour received many visits from naval ships. Boats from the North Coast Steam Navigations (NCSN) Co were requisitioned for wartime service and the harbour was visited by many boats carrying timber, food and cargo for troops in New Guinea, MLs for submarine surveillance, and convoys of 10-12 ships accompanied by corvettes for protection.

Following Pearl Harbour in late 1941, the RAAF established No 12 Operational Base at Coffs Harbour airport. This saw the relocation of RAAF squadrons and personnel to Coffs and associated building works. A cottage in the triangle formed by Victoria and Katoomba Sts was used as a mess hall. In 1942 a combined hangar-operations room was built at the airport and prefabricated housing near City Hill, and in January 1943 an underground bomb-proof Operations Centre was built on City Hill. Also constructed was a series of related structures – underground bunkers near the Pacific Highway, on the eastern side of the airport, on Howard Street, as well as new airport runways, and three gun emplacements at South Coff Headland.

The immediate threat to Australia was from Japanese submarines attacking local cargo ships, and Coffs Harbour Airport was used as a base for dawn-to-dusk aerial surveillance of coastal waters to protect shipping lanes. Avro-Anson planes were first used, followed by Beauforts and Lockheed Ventura planes. The longer-range Lockheed Venturas were able to sweep up and down the coast from Moreton Island to Nowra, and 30 miles offshore.

Both RAN vessels and the RAAF surveillance planes attacked several Japanese submarines in Australian waters and assisted in the rescue of survivors from torpedoed US boats. With the retreat of the Japanese from early 1943, the immediate threat to Australian waters diminished and the RAAF Operational Base at Coffs Harbour was disbanded on 8 January 1944.

The intensity of Coffs Harbour's wartime activities is also reflected in the continued life of several regiments and military organisations up to the present day:

- Fitzroy Barracks, Duke Street, Headquarters of Charlie Company, 41<sup>st</sup> Battalion, Royal NSW Regiment
- 27 Australian Army Cadet Unit
- Australian Air League
- 331SQN Air Force Cadets
- Naval Cadets, Training Ship Vendetta, Coffs Jetty
- RAAF Association, made up of ex-Air Force personnel and aviation enthusiasts.

### ***Heritage items and locations***

The threat of a Japanese invasion of Australia was real for a brief time between early 1942 and early 1943. The need to defend the Australian coastline saw the use of Coffs Harbour as a strategic base for RAN and RAAF surveillance activities. Particularly in the case of the

RAAF, this led to a series of buildings and inter-connected installations that mostly survive and tell the exciting story of Coffs Harbour's participation in World War II. These include:

- underground bunkers at City Hill, Howard St and the airport
- three gun emplacements on South Coffs Headland
- surviving wartime runway at Coffs Airport.

At the end of WWII, war memorials were erected to honour those who served. These memorials took a variety of forms and include remembrance gardens, plaques, honour boards, ANZAC Park and the Coffs Harbour Memorial Swimming Pool.

### ***Historic Themes***

3 Developing local, regional and national economies Events

3 Developing local, regional and national economies Transport

7 Governing Defence

## **Post-WWII expansion**

### ***Housing***

The immediate post-war period in Australia was one of austerity. Rationing for petrol, some basic foods and clothes continued after the war and there was a severe shortage of all building materials. Most building work other than that needed for the war had been suspended between 1939 and 1945 and the post-war supply of building materials was closely monitored by the Ministry of Building Materials with priority given to the construction of homes.

Through the 1930s and 1940s the population of Coffs Harbour had grown steadily. According to Neil Yeates, it doubled from 2509 in 1932 to 5110 in 1947. At the same time, the number of households doubled from 425 to 863.

The combination of shortages in building materials, little construction during the war, the return of servicemen, an influx of migrants as well as the growth of the local population created a severe housing shortage, not only in Coffs Harbour but throughout Australia. Many people resorted to living with relatives, squatting, camping or living in self-built shacks on public land. Neil Yeates in Volume 2 of his history of Coffs Harbour quotes Don Patterson's estimate that at one time shortly after the war there were 365 families in Coffs Harbour without homes.

From this emerged the phenomenon of the owner-builder: people who built their own homes often to their own designs after taking inspiration from newspapers and magazines on what the latest trends were. Many bought vacant blocks and initially built a garage in which the whole family lived until the main house was completed. Known as 'garage dwellers', they were largely tolerated by local councils but often progress on the houses was slow and many families lived in garages for years. In 1952, *The Advocate* reported that there were 116 garage dwellings in Coffs Harbour housing 367 people.

Permanent campers were another distinctive phenomenon in Coffs Harbour at this time. Huts and shanty towns sprang up in several places in Coffs Harbour: along the jetty foreshores east of the railway line and Park Beach Reserve. According to Neil Yeates, there were 65 makeshift shacks on Park Beach Reserve before the council assumed responsibility for the reserve and gradually removed them between 1951 and 1955.

There was also a well-known Aboriginal camping area on the creek reserve at the northern end of Duke and Gordon Streets. The need to find suitable accommodation for the Aboriginal community eventually led to the establishment of 'The Mission', a six-acre reserve on the Pacific Highway just north of Coffs Harbour on which eight cottages for Aboriginals were built in 1956.

Similarly, on Sawtell Reserve shacks and small cottages had been built in the 1920s and 1930s as both holiday and permanent houses. In the 1950s, many were removed and many were alienated from the reserve with the realignment of Lyons Road. Some survive along what is now Bayldon Road.

For those with enough money to engage a builder in the 1950s, a simple two-bedroom house of fibro with plywood lining could be built for about £800, and there were several local builders and financiers able to arrange it. Fibro was cheap, there was a brickworks in Sawtell, several local hardwood timber mills in the area and Seccombe's timber mill and plywood factory at the Jetty. In 1948 the Coffs Harbour Brick and Tile Company in Shepherds Lane began production and by March 1949 was producing 40,000 bricks a week (it closed in 1953).

For people with more ambitious plans for a new house, the post-war period of one of great experimentation in domestic housing and a love of all things new and modern. Since the 1930s a series of 'Ideal Homes Exhibitions' had been held in Britain and widely reported in the Australian press. After the Second World War, these exhibitions became bigger and caught the mood for new and daring designs and colours. Magazines, now in colour, also promoted new ideas and products. The emphasis was on domestic architecture creating

happier lives and better futures. Three local Ideal Homes Exhibitions were held in Sydney in late 1952, 1953 and 1954, showcasing overseas trends, modern ideas in architecture and building and the new wonder products of Laminex, foam rubber, colourful plastics and self-assembly furniture.

These ideas, combined with greater affluence and more readily available materials, changed the built form of Coffs Harbour. Houses became more architecturally sophisticated and the desirable building materials were brick with rendered or stuccoed walls and tiled roofs. The emphasis was on horizontality. Rounded corners and curved glass were popular, as were bigger windows, matching dwarf brick fences, attached garages and feature stone walls. Many triple-fronted brick homes were built in Coffs Harbour, marking a large shift from the almost exclusive use of timber before the war.

Fibro housing also underwent an increase in sophistication. Small fibro beach shacks continued to be built, but increasingly fibro was used for permanent houses and adopted some of the 'moderné' architectural details of the new brick houses, some triple fronted, some with skillion roofs or butterfly roofs, matching garages, front porches etc.

This building boom, which lasted into the 1960s, contributed many new houses to Coffs Harbour's building stock and a much greater degree of diversity and architectural experimentation.

### ***Local government changes***

Building restrictions on non-housing projects were lifted in 1950, and immediately the then-Dorrigo Shire made plans to relocate its Council Chambers from Coramba to Coffs Harbour, which it did in 1951. However, money was still in short supply and instead of a new building, the council opted for the cheaper alternative of adapting an existing house in High Street.

At this time there was much agitation and widespread desire for Coffs Harbour to become its own local government area. This was achieved in November 1956 when the new Shire of Coffs Harbour was gazetted. Sawtell, Bonville and Boambee had, up to this time, been part of Bellingen Shire, and became part of the Coffs Shire. (Also included were Corindi, Pipe Clay Beach and Corindi Beach, which were later put under the control of the Ulmarra/Pristine Waters Shire Council to be reunited with Coffs Harbour City Council in 2002).

In the 1940s and 1950s major progress was made in supplying town water, a sewerage scheme, roads and footpaths, tree planting, parks and playing fields and broader planning for Coffs' future as a regional centre.

### ***Port facilities***

After the war, Coffs Harbour continued to be a busy working port, with much timber, dairy, fruit and vegetables being loaded and shipped. Coffs Harbour jetty was extended by 300 feet in 1943-1946 and according to Neil Yeates, in the four months to April 1948, 41 ships visited Coffs Harbour and 32,000 tons of timber was loaded. By the end of April, a further 9 ships had taken away an additional 8000 tons of timber.

However, in the decades following World War II, commercial shipping gradually declined, largely linked as it was to the fortunes of the hardwood timber industry which was rapidly winding down. Where newer industries arose, such as the banana industry, the preference was for transport by rail or road. Commercial use of the jetty gradually declined until 22 July 1979 when the last commercial ship was loaded.

The jetty and loading facilities at Woolgoolga suffered a similar demise. Use of the jetty had been declining since the 1930s and the NSW Maritime Services Board closed Woolgoolga as a working port in 1945. Without regular repairs and maintenance, the condition of the jetty deteriorated. The seaward end of the jetty was destroyed in a severe storm in 1947. It was repaired despite coastal shipping everywhere being in decline. Finally, the structure was declared unsafe and several heavy storms washed sections away. Despite calls to retain the jetty as a fishing and tourist attraction, it was progressively demolished until all traces of the jetty had been finally removed by late 1970.

### ***Banana growing***

Before World War Two, banana growing had become a well-established local industry and the BGF was formed. In the post-WWII period, banana-growing seriously took off and became Coffs Harbour's dominant agricultural crop. Its growth had been given a huge boost by an outbreak of the disease bunchy-top in 1922 which destroyed banana plantations further north in the Richmond-Tweed area, lifting the price and demand for Coffs Harbour's bananas.

By July 1947 there was a record 3656 acres under production. So successful was banana production that there were concerns about oversupply so in 1947 the BGF instituted a levy on all cases of bananas sold to fund the marketing of bananas to safeguard demand.

Most bananas were transported to city markets by train (for example, in the last week of January 1948, 14,870 cases of bananas were sent to Sydney by train).



In the early 1950s plastic covers were introduced to protect the fruit on the vine. They are still used and recognisable for their red, white and blue colours, and aerial spraying of bananas began in 1958.

Today, while still a major agricultural crop, bananas do not figure so prominently in Coffs Harbour's economy. This is due to the overall decline of Coffs Harbour's agricultural industries as urban growth and tourism have taken over, and the growth of the Queensland banana industry and long-haul refrigerated transport.

### ***Dairying***

Once a major industry for Coffs Harbour, Coramba, Bonville and surrounding districts, dairying fell in economic importance after the Second World War. The urban spread of Coffs Harbour absorbed many small dairy farms, many turned to beef production, and pasteurisation and bottled milk and overall consolidation of the industry saw the closure of small local butter factories. According to Neil Yeates, in the 20 years following the end of WWII, there was a 45% drop in butter production. Today, there are a few surviving dairy farms but dairying is no longer a major industry and there are no local milk or butter factories.

### ***Air travel***

At the end of the Second World War and the removal of RAAF troops, Coffs Harbour was left with vastly improved airport facilities. The new owner of the airport was the Department of Civil Aviation. Commercial flights to Coffs Harbour from Sydney began in 1946 operated by two companies: New England Airways and Butler Air Transport. Ansett began flights in 1948, by 1952 Coffs Harbour was still a refuelling stop for flights from Sydney to Brisbane, and new airport terminal buildings were opened by Earle Page in 1954.

Today Coffs Harbour Airport, with its newer terminal building and longer runways, is a major regional airport, and the airport facilities and services have made a big contribution to the commercial and tourist development of the Coffs Coast.

### ***Commercial development***

In the 1950s and 1960s, High Street at Top Town fully emerged as Coffs Harbour's main CBD, closely followed by the Jetty. This was due to the rise of the private motor car and a series of improvements to the Pacific Highway, leaving the jetty shopping strip behind, despite its proximity to the harbour and the train line.

Most of the retail and commercial development at this time centred on High Street where it intersects with the Pacific Highway. Two imposing buildings of this period were the Rural Bank (1954) and the Commercial Bank of Australia (1956), now demolished. Both were two-storey, brick buildings and sat side-by-side on High Street, west of the highway. They were near the Post Office on the corner, also in brick, and were joined by the new Commonwealth Bank building on the intersection with Moonee Street in 1955. The Coffs Hotel had been built in 1948, and the Plantation Hotel (next door and originally face brick) opened in 1955.

These developments were driven by several phenomena: the lifting of post-war building restrictions, the increased numbers of motor cars, and greater overall affluence. The streets around the Pacific Highway – High, Moonee, Grafton, Vernon, Gordon and Park Ave – became the cluster of shopping streets we know today.

A distinctive feature of Coffs Harbour emerged at this time: shopping arcades. Confined to a small grid of streets, Coffs Harbour's main shopping area became criss-crossed with covered shopping arcades that led from High Street to either Vernon Street or Park Avenue. The first was Henderson's arcade built in 1958 between High and Vernon Sts, followed by the Fitzroy Arcade in 1960. These and later arcades were augmented by the new Woolworths store built in 1962 which also ran through to Vernon Street, as did Mick Simmons store built in 1962 and Fosseys in 1960. Most other north-coast towns developed with traditionally long main-street shopping strips, for example, Taree, Kempsey and Grafton. Coffs Harbour is unusual, if not unique, in the number of arcades it has, concentrating retail activities in a tight set of streets with an emphasis on pedestrian passageways and a large number of small retailers.

### ***The rise of tourism***

The holiday and recreational appeal of the mid-north coast had been known since the late nineteenth century but in the post-WWII period, the area was deliberately marketed as a holiday destination. Coffs Harbour and other north-coast local councils initially promoted the area as the 'Pacific Beautizone' and the Mid-North Coast Tourist Authority was set up in 1956 funded by local councils. The concept was short-lived with the demise of the authority in mid-1964. However, the holiday appeal of the region was never in doubt and visitors started coming in increasing numbers.

Before World War II, visitors came by train and stayed in guesthouses or camped at Woolgoolga, Sawtell, Red Rock, Corindi and Park Beach Reserve.

After the war, visitors began arriving by bus and in private motor cars towing caravans. The first caravan park was the Banana Bowl Tourist Park at Korora which opened in December 1960 followed by Sapphire Gardens a little further north in 1962. (Both of these sites, north of the Big Banana have now been redeveloped.)

The first 'motel' in Coffs Harbour opened in 1958. It was called the Coffs Motel and situated on the corner of the highway and Bray Street (where the Greenhouse Tavern is now). It was reputedly the second motel in Australia and where the Queen stayed during her visit in 1960. According to Neil Yeates, the owner, Sam Lemmon was invited to speak at a local Rotary meeting to explain the new concept of 'motel' and its derivation from 'motorists hotel'.

Many motels followed within a short period of time as the concept took hold. The second in Coffs Harbour was the Rex Motel, next door to the Plantation, which opened on 27 June 1960 and continues today as the Bentleigh Motel. Next was the Major Motel (July 1960), the Star Motel and the Midway Motel (both late 1960) and the Astor Motel (Jan 1961). With the Pacific Highway cutting through the centre of town and its closeness to the beach, Coffs Harbour became an even more popular holiday destination than it was before, and many motels were built through 1960s and 1970s, with the most prominent row being that along the highway near the corner of Combine/Albany Streets.

However, the event that changed Coffs Harbour for forever was the construction and opening of the Big Banana in December 1963. Built by John Landi and John Enevoldson on their Macauleys Headland banana plantation, the Big Banana was inspired by a trip to Hawaii and American 'big things'. It was designed by Allan Chapman, a consulting engineer in Coffs Harbour and built by Alan Harvey. It measures 40 feet long, 14 feet high and 9 feet across. The surrounding banana plantation was also presented as part of the tourist experience with walks through the bananas to see them at close range and to view flora and fauna along the route.

The Big Banana was an instant success and saw 2000 visitors a day in its first week of operation. It has entered Australian popular consciousness as a kitsch icon, the first of the 'big things' and interchangeable with Coffs Harbour.

### ***Post-war churches***

As already noted, Coffs Harbour's original churches were, in nearly all cases, small, Gothic-Revival, weatherboard churches built of local timber and dating before WWII. Possibly the last timber church is Sawtell's large Roman Catholic church built in the early 1950s. While

not in the traditional Gothic style, it continued the pre-war preference for weatherboard construction.

After the Second World War, there occurred a period of church building which has contributed a very different architectural heritage to Coffs Harbour. As Neil Yeates has noted, the period between 1958 and 1962 was a period of intense church building which saw the following churches built:

- The new St Augustines Roman Catholic Church, Albany Street (1962)
- St Andrews Presbyterian Church, Harbour Drive (1962)
- New Methodist (now Uniting) Church, corner of Gordon Street (1970)
- Seventh-Day Adventists, Pacific Highway and Valley St (1973)
- St Johns Church of England, Maclean Street (1972)
- St Francis Xavier Roman Catholic church, Woolgoolga (1968)
- Bethel Foursquare Church, now the Wesleyan Methodist Church, Bray St (1983).

These churches are notable for their sophisticated designs with several featuring tall central spires, their overall size, and the use of modern materials: brick, tiles, copper, mosaics etc. They incorporate new liturgical ideas with large, in-the-round spaces, increased glazing, and non-traditional internal layouts. They form an important group of post-war buildings.

### ***Migrant communities***

#### **The Sikh community in Woolgoolga**

It has been estimated that half of Woolgoolga's population is Sikh or of Sikh descent (approximately 2500), and the local Sikh community owns 90 per cent of the local banana farms.

Sikhs first came to Australia in small numbers through the nineteenth century. They were mainly from the Punjab and arrived as indentured labourers working in the cane fields of northern New South Wales and north Queensland.

Sikhs arrived in Woolgoolga in the 1940s, initially as labourers on local banana plantations, but later success led to them acquiring leasehold and freehold title to banana plantations, forming a small permanent resident population. This led to a further influx of Sikh migrants from other parts of Australia once knowledge of an established Sikh community became known.

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**Attachment 1**

The first permanent Sikh residents in Woolgoolga were Labu Singh from Belga and Booja Singh from Malpar Arkan district Jalandhar. Booja Singh was the first Sikh to purchase a banana plantation in Holloways Road and a residence in Beach Street.

Currently, Woolgoolga has two gurdwaras or places of worship. The first Sikh temple in Australia was built in Hastings Street, Woolgoolga in 1967. It was followed shortly after by another in 1970 on River Street (which was at the time part of the Pacific Highway which was replaced with a larger Sikh temple in 1991 which has become a local landmark, prominently situated above the highway.

In the 1996 census, 12,017 Australians identified their religion as Sikh. There are currently about 12 Sikh temples in NSW.

**Dutch**

Coffs Harbour has a large Dutch population, following large-scale migration after the Second World War. There continues a strong feeling of community among Dutch residents with an active association of Dutch descendents. There are two highly visible Dutch tourist attractions in Coffs Harbour: the Windmill Motel and the Clog Barn.

The Windmill Motel on the Pacific Highway south of Coffs Harbour is the result of the efforts of two Dutch men. In 1968 Mr Franz De Keever, a Dutch architect and his wife Rie bought the six-acre site with a view to build a motel and authentic Dutch windmill to house a restaurant. The windmill was began in 1972 but halfway through, tragedy struck in 1974 when Mr De Keever was killed when he fell while working on the frame of the mill. The windmill remained half finished until 1977 when Hans Eecen and his family called in to stay at "De Windmolen" as it was then named. They purchased the motel and Hans set about completing the windmill. The blades or "wicken" were made in Holland by Harry Dercke, who came out to assist in the assembly. It was finally officially opened in 1982, by the ambassador from the Netherlands.

The Clog Barn is a holiday park built by Dutch-born Tom Hartsuyker in the 1990s and is a celebration of Dutch culture 'down under'. It features a clog-making workshop, gift shop and cafe specialising in authentic Dutch food. The main attraction is the model Dutch village. One visitor records her emotions during a visit: 'I actually fought back tears when I saw the tiny world inhabited by tiny people connected by their tiny model railway; the delight of seeing someone's passion manifested in such a carefully and laboriously constructed tribute to his cultural heritage was palpable.'

‘Though a lesser-known attraction on the scale of Australian icons, the Clog Barn belongs in the pantheon of “big” monuments alongside the banana, the merino, the prawn, the pineapple and the countless other eccentric tributes to the diversity of our great land.’

### **Other migrant communities**

There have been, and still are, sizable communities of Greek, Italian, German, Thai, Vietnamese, and most recently Sudanese based in Coffs Harbour.

### ***Heritage items and locations***

In the post-WWII period, Coffs Harbour has undergone a series of transformations to become a regional city. These transformations have involved the decline of the area’s originating industries – shipping, gold, timber, dairying – and their replacement with residential development, tourism and a new consciousness of city status. Rail and shipping have been superseded by road and air travel. Timber houses have been replaced by brick. Shopping streets have lost their eminence to shopping plazas, and shifts in the demographic composition have seen sea-changers and retirees emerge as significant population groups alongside the more traditional small farmers, small business owners and families.

Perhaps the most obvious development after WWII was the redefining of Coffs Harbour as a holiday destination. Since the late 1950s and early 1960s, Coffs Harbour has actively promoted an image of itself as a beachside recreational place with an emphasis on the unspoilt coastline, sports such as surfing, sailing, fishing and golf, and family holiday fun against a backdrop of bananas. During this time, well-known tourist icons such as the Big Banana appeared as well as motels, fibro beach houses, caravan parks, holiday apartments and an array of sports facilities. Coffs Harbour’s sense of self changed from a remote shipping, semi-industrial and farming centre to that of a strategically placed coastal, urban centre.

More recently, another change appears to be taking place with a further redefining of Coffs Harbour as a regional business centre and educational hub, focused around its schools and university, its airport, and its location mid-way between Sydney and Brisbane.

Heritage items from this major period of Coffs Harbour’s history are many and varied. The list includes its icons and ‘big things’, the holiday shacks, motels and other tourist facilities, examples of modern architecture in houses and several of its churches, and items representing the contribution of its migrant groups. While relatively young, these buildings and sites represent one of the defining period of Coffs Harbour’s evolution and are important in recording the more recent past and the diversity which is now a major aspect of Coffs Harbour’s identity.

### **Historic Themes**

- 2 Peopling Australia Ethnic influences
- 3 Developing local, regional and national economies Agriculture
- 3 Developing local, regional and national economies Transport
- 4 Building settlements, towns and cities Towns, suburbs and villages
- 8 Developing Australia's cultural life Leisure
- 8 Developing Australia's cultural life Religion

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## Part 3: Results

### Methodology

#### *Heritage items*

The author, in conjunction with members of the Heritage Study Working Group and in accordance with NSW Heritage Branch guidelines, undertook the following steps:

- Reviewed previous heritage studies and histories.
- Travelled extensively throughout the LGA over several months to locate and identify potential items.
- Compiled a comprehensive list of potential items.
- Grouped the potential items according to broad themes and types (eg iconic, public buildings, cemeteries, schools, residential housing etc).
- Located and photographed all potential items, where possible.
- Undertook additional research via local history groups, local and state archives, committee knowledge, historic photos, Council records, *Coffs Harbour Advocate* newspaper articles, where known.
- Compared potential items with similar SHI items.
- Assessed each potential item according to NSW Heritage Branch criteria.
- Compiled individual SHI inventory sheets.
- Prepared statements of significance.
- Deferred potential items when unable to locate, insufficient information available or they did not reach the threshold for heritage listing.

#### *Heritage Conservation Areas (HCAs)*

The author, in conjunction with members of the Heritage Study Working Group, and in accordance with NSW Heritage Branch guidelines undertook the following steps:

- Reviewed previous heritage studies and histories.
- Prepared brief histories of the HCAs with a focus on subdivision patterns, key development periods or layers.
- Identified potential HCAs based on concentration of significant and contributory buildings, evidence of historical layers, streetscape presentation and levels of intactness.
- Visited the HCAs to record buildings, typography, streetscape, views etc.
- Ranked individual sites according to listed, significant, contributory, detracting.
- Identified and described the built and visual characteristics (key landscape, streetscape and built form, characteristics and visual elements).
- Assessed each HCA according to NSW Heritage Branch criteria.

- Compiled SHI inventory sheets for each HCA with an emphasis on describing the current built and landscape character of the HCA.
- Prepared statements of significance.

### ***HCA building contribution ratings***

The following definitions were used when assessing and mapping HCAs:

#### **Significant items (listed and proposed)**

- Individually proposed items or listed items currently on the CHCC LEP or a state-agency s170 Register.
- Places that should be retained in order to conserve the heritage significance and context of the HCA.

#### **Contributory places**

- Places that contribute to the overall heritage significance of the conservation area.
- Places that, while not individually significant, when combined with other significant and/or contributory items, are integral to the significance of the HCA.
- Places that represent an important historical layer and highly or substantially intact.
- Good representative examples of their kind (architectural type, style or period).  
Note: very good examples of their kind can be considered contributory even if they do not represent a key historical layer; for example an outstanding example of post-war architecture within an inter-war precinct can rank as contributory.)
- Intact or substantially intact and/or could be reasonably reinstated to that condition.
- Contributory places with reversible alterations and additions that do not overwhelm the building (high fence, car port, modern landscaping, aluminium windows etc).
- Contributory places with alterations and additions in keeping with (sensitive to) the building's original style, form and bulk, scale and materials.

#### **Uncharacteristic or detracting places**

- Places that have no identifiable significance or belong to any historical layer.
- New uncharacteristic development.
- Places alien or contrary to the prevailing character or context of the HCA through the use of materials, form, bulk, scale and colour.
- Places with major irreversible alterations and additions that dominate or overwhelm what might have been originally a contributory building
- Places that could be demolished or replaced without loss to the overall significance of the HCA.

**Note on the use of 'neutral'**

Neutral has not been used in the contributory mapping of the proposed HCAs. The term is frequently confusing and open to conflicting interpretations by heritage consultants and council planning staff, especially in providing guidance for council over future decisions for replacement or retention.

**Discussion*****Mixed character of Coffs Harbour***

Through the course of this Heritage Study, it became clear that the historical development of Coffs Harbour is characterised by mixed development.

In its early decades, Coffs Harbour's population was small, and development was fragmented and loosely controlled. The early industries of shipping, timber getting and gold mining were transitory, and the focus of towns such as Coffs Harbour and Woolgoolga was divided between coastal shipping and the development of roads (eg the Pacific Highway). As a result, the growth of the Coffs Harbour area was uneven, sporadic and mixed. Few areas can be read as distinctive to one particular historical period of development. This is particularly true of residential housing where it is hard to find consistent or cohesive streetscapes or precincts from any one period. Instead; streets typically contain a mix of housing styles over several historical periods.

HCAs are typically defined by historical or architectural consistency. In this, Coffs Harbour differs because its historical development has created areas with no single prevailing historical layer and buildings from many historical periods sit in close proximity. Many areas known to be historically significant do not display high levels of consistency or intactness. This was particularly true of the Coffs Jetty area where there is a high concentration of early buildings and much recent development.

When it came to identifying and recommending HCAs in this report, it was necessary to give less weight to architectural consistency and more to identifying high concentrations of early buildings. 'Early' was understood to be before WWII and continuing up to the mid-1960s and as a result some proposed HCAs capture groups of buildings that cover a wide span of time and display much variety in their built form. It was felt that this approach was suited to capturing the character of Coffs Harbour's development. This also led to the choice to propose a large number of individual items and a relatively small number of small HCAs as the means of best capturing the most significant buildings and streetscapes.

In addition, individual buildings in Coffs Harbour can be up to 120 years old and buildings of this age rarely survive their original form, fabric and style. It was acknowledged that

modifications and additions have taken place over time and many places, even those with major changes have been assessed as significant or contributory.

### ***No 'proper heritage' in Coffs Harbour***

Another issue that arose was the poor perception by local residents of their own heritage. The commonly expressed view was that Coffs Harbour has no 'proper heritage'. Proper heritage was thought to exist in Grafton, Bellingen and Port Macquarie in being older settlements with grander government and civic buildings. Coffs Harbour lacks the types of buildings that locals consider typically 'heritage': bank buildings, civic buildings, court houses, cinemas, grand brick or stone buildings, consistent main streets, etc.

This sense of historic disenfranchisement was firmly entrenched and difficult to dismantle. It has led to a pervasive underestimation of Coffs Harbour's age and historical individuality. It has generated a belief that the built environment lacks quality, is provisional and does not tell any stories from the past, and consequently is not of heritage value. It has led to many distinctive local building types being undervalued, and an over-valuing of historical structures such as the tramlines and the gold mines which are now largely archaeological ruins or remnants.

Another common and related belief was that Coffs Harbour was not old enough to have heritage buildings. For many, Coffs Harbour is seen as a post-WWII town and the depth of historical evidence in surviving early buildings is greatly under-estimated.

To address this, the Heritage Study as well as focusing on post-WWII development, has also revisited early historical periods and identified many new potential heritage items. There is much surviving historical evidence that dates to the early years of permanent settlement in the Coffs Harbour area (post-1880) which helps redress the prevailing ahistorical perception.

### ***Grouping proposed heritage items as themes or types***

The overall mixed-development character of Coffs Harbour also means that potential heritage items are spread across the LGA. It is not easy at first to recognise the number or extent of significant buildings and their historical similarities and relationships.

To overcome this problem, potential items were grouped and assessed not according to geographical location but according to building type. This has allowed for many building types to emerge very clearly as historically significant groups of buildings. Though geographically spread across the LGA, these groupings display common features and a common past. This typological approach has allowed for a much clearer appreciation of how

Coffs Harbour and its surrounding settlements grew and how surviving buildings reflect distinctive periods of development.

A good example is the large number of surviving early timber shop buildings with posted verandahs. They are scattered throughout the LGA in small villages and along previously important travel routes. It is not until they are grouped together as a building type that their number and their similarities in age, design, construction and materials become apparent.

This approach has greatly improved appreciation of several important building types – churches, shops, schools, community halls, dairy buildings and packing sheds.

### ***Building types important to Coffs Harbour***

#### **Timber buildings and weatherboard houses**

Until WWII, the predominant building material was timber. The area was known for its local hardwoods, the harvesting of which drove early industrial growth via cedar-getting, coastal shipping, the construction of the government jetties, later large-scale logging and milling, and the two rail lines (North Coast main and the Glenreagh-Dorrigo branch lines).

Private houses, schools, shops, public buildings, local halls, hotels, police stations, courthouses, bridges were all made out of timber. The buildings and structures represent the early historical phases in the history of Coffs Harbour, make use of the dominant local building material, and display the skills and construction details of their time. Due to the hardness and durability of north coast hardwoods, many of these buildings are in a good state of repair.

There are also a significant number of post-WWII timber buildings – public buildings and residential housing. Fewer in number, they are nevertheless worthy of retention. The lesser number demonstrates the rapid decline in the timber industry after WWII and the introduction of new materials and new construction techniques.

It follows that all surviving pre-WWII and post-WWII timber structures are potentially of heritage significance and should be separately investigated as a group for retention and adaptive re-use, and future heritage listing.

#### **Relocated buildings**

Another phenomenon associated with the predominant use of timber is the common practice of relocating timber buildings. Private houses, schools, churches, community buildings etc have all been relocated at different times. It is a longstanding practice that began in the early years of settlement (frequently noted in local histories) and has been

ongoing ever since. It was noted in several local school histories that the NSW Department of Education had a policy of relocating classroom buildings when they became available through the closure of smaller schools in preference to building new ones. This common practice continued up into the 1960s.

A large number of relocated buildings within the Coffs Harbour LGA were identified in this Heritage Study. In practically every case where it was known, the building came from within the Coffs Harbour area. Only two examples were found of houses relocated from further afield: a house now on Arrawarra Beach Road that originally came from Gatton and a house at Mullaway that came from Grafton.

(The CHCC's collection of historic street index cards and early BAs and DAs were helpful in identifying relocated houses. An application to relocate a house was noted as a "dwelling removal" on both the street index card and the BA/DA. Sometimes the address from which the house came was also noted.)

The 1998 Heritage Study by EJE Consulting identified a 1910 timber cottage relocated from Coffs Jetty to Sapphire Beach in c1920s-1930s. It was relocated to avoid its demolition and this was considered a gauge of the community's esteem for its early buildings. The fact of retaining the building via relocation has added to its heritage significance and become a reason for its subsequent heritage listing.

Buildings are moved for various reasons over time: to re-use a building in a new location; to maintain continuity of use and function; to relocate a building within the same allotment (ie to move a house to higher ground if flood prone), to save money, to retain homes within family ownership once land is sold, to solve conflicts with land zoning and development pressures, and to preserve the area's historic houses.

It is also relatively easy to do. Lightweight, all-timber construction and the traditional technique of building level houses resting on short piers or stumps means that timber houses are easy to pick up and move. The larger ones are cut through and moved in sections and, of the myriad of examples uncovered in the course of this Heritage Study, many large houses have been successfully relocated 'lock, stock and barrel' including verandahs. Thus, many relocated houses retain a high level of integrity.

While conventional heritage wisdom generally dismisses building relocation as a form of conservation due to the loss of context and original setting (historical and aesthetic criteria), it can be argued such a practice does achieve good heritage outcomes. Relocated buildings continue to demonstrate their technical aspects or knowledge (in the case of timber

buildings, the skills, materials and building techniques of the time); they continue to display architectural and design qualities (aesthetic); and they continue to be rare or representative examples of their kind (rare and/or representative). In their new locations, these buildings are usually adapted to new uses (adaptive re-use) which means repair and maintenance ensuring their survival. In the case of churches and school buildings, their social and historical function can also be maintained in new locations.

Relocated buildings also gain the additional significance that their retention by relocating demonstrates the high regard in which they are held by the contemporary community (social). Also, more recent buildings relocations usually have a documentary record of their relocation by way of development applications and photographs.

In the case of Coffs Harbour, the extent of the practice over time, the community's acceptance of it, the different reasons for moving buildings as well as the variety of buildings moved all demonstrate the local community's high regard and affection for its timber and weatherboard buildings and the strong desire to retain them.

Within this Heritage Study, relocated buildings with a high level of integrity were considered for heritage listing. While their ability to meet historic or aesthetic criteria has been impaired by the loss of original context, the relocated buildings in their new locations continued to meet other criteria:

- Aesthetic (often displaying distinctive or high-quality architectural features)
- Social (their relocation demonstrating a high level of community esteem)
- Technical (displaying the skills, materials and building techniques of the time)
- Rarity (sometimes)
- Representative (good examples of their kind)
- Integrity.

The community's desire to keep a building, as demonstrated by relocating it, was considered an added element to its significance.

### **Banana packing sheds**

Banana packing sheds were identified as a distinctive local building type by the Heritage Study Working Group. These sheds are held in great esteem by the community, most of whom have fond memories of them as part of childhood experiences and they are well-known objects in the local rural landscape. They also engender a high level of local pride as symbols of Coffs Harbour's signature industry and are a key component of Coffs Harbour's sense of identity.



Research into packing sheds revealed that Coffs Harbour's banana packing sheds have evolved a distinctive local form based on the specific requirements of banana growing and harvesting, the steep slopes on which they are grown, the need for the shed to be close to the road to load bananas onto trucks for road transport, and spaces for chemicals to be stored and rooms for packing cases to be made on-site.

Banana packing sheds have also been constructed in materials typical of their period. Early examples were initially made out of weatherboard (1930s-1940s), followed by fibro (1930s-1960s), followed by corrugated iron (1950-1970s).

As a result, the Heritage Study has rated highly a large number of surviving intact examples of banana packing sheds as iconic structures and important to the history of Coffs Harbour.

Many traditional banana-growing plantations are now subject to residential redevelopment – around Korora, Bennetts Road, Mackays Rd etc – and the challenge is to retain these structures within new contexts, conserve them, and find new uses for them.

### **Timber bridges**

The construction of two railway lines through the local government area in the 1920s coincided with a major period of timber bridge construction in NSW. The Coffs Harbour area, as a result, has a large number of surviving timber trestle bridges.

The bridges are either overbridges or underbridges. Overbridges span rail lines and major roads and were most likely built by the Department of Main Roads or PWD as local access or 'accommodation' roads.

Underbridges were built as part of the rail line and support the rail track. These were built by PWD. All timber underbridges on the North Coast line have been replaced. The examples surviving in the Coffs harbour area form part of the Glenreagh- Dorrigo branch line, which closed in 1975.

These road and rail overbridges and underbridges display typical and common designs but due to the removal of these bridges elsewhere in the state, they are becoming rare. They are also ageing, subject to heavier and faster traffic, and require repair and maintenance.

The other main group of timber bridges is the group of low-level timber beam bridges. These were most likely built by local councils as part of the local road network. There are many of these bridges remaining and they are picturesque elements in the rural landscape.

Like high-level timber bridges, they are also ageing, subject to heavier and faster traffic, and require repair and maintenance.

This heritage study recommends heritage listing for all surviving high-level timber underbridges and overbridges. It also recommends listing for local timber beam bridges, subject to further study and assessment.

### **Dairy buildings**

Dairying was an important early industry which is now largely defunct and many disused and abandoned dairy buildings survive around Coffs Harbour. They often survive as farm complexes with associated stockyards, piggeries, silos and other buildings.

Surviving dairy buildings around Coffs Harbour share many of the same heritage issues as banana packing sheds. They are easily recognisable as they conform to standard designs; they are prominent in being located close to the road for access to transport; they represent an important phase in the historical development of Coffs Harbour; and they are currently disused and in need of repair and maintenance.

The Heritage Study has identified many surviving and intact examples of dairy buildings and the challenge is to retain and conserve them, and to find new uses for them.

### **Fibro houses**

Coffs Harbour has a large stock of fibro buildings. It consists of several types:

- early fibro and weatherboard houses from the 1920s and 1930s
- large post-WWII fibro houses in contemporary styles
- small post-WWII fibro beach houses and holiday/fishing shacks.

These houses are an immediately recognisable and a well-loved feature of towns up and down the NSW coast. They are indelibly associated with seaside holidays and coastal living, and hark back to simpler ways of life.

Perhaps the most loved but the most difficult to retain are the small fibro beach houses. They were built as small, simple, low-cost, low-maintenance houses, often by owner-builders. They frequently occupy large blocks of land. They have acquired an iconic status as of vernacular architecture and have a high level of social significance.

They are also under threat from demolition and development, by the desire for more sophisticated housing and by new materials and construction techniques. They are also under threat from fears about the health risks associated with asbestos fibro.

This heritage study has identified many fibro houses and recommended them for heritage listing. They are generally high-quality or distinctive examples of their kind or have architectural and design merits.

This leaves a large number of simple, unassuming, representative examples of fibro housing without any heritage protection as listed items or within HCAs. As well as listing the nominated examples of fibro houses detailed in this report, is also recommended that Coffs Harbour City Council develop policies and design guidelines to retain fibro houses, to encourage sensitive alterations and additions, and to seek ways to incorporate fibro houses within larger developments.

### ***Building types needing further investigation***

Due to time and budget constraints, several important building types were not considered by this Heritage Study. These were:

- timber stockyards
- evidence and remains of gold mining activities
- tram lines relating to timber logging and milling
- rear lanes
- historic rural landscapes.

#### **Timber stockyards**

Many sets of timber stockyards survive in various states of abandonment and disrepair throughout the Coffs Harbour area. Most were constructed as part of dairy complexes (c1890s-c1930s); some may be earlier and relate to cattle grazing, and some might be later.

Their age is difficult to determine without further research. However, they form a prominent collection of rural/farming structures and important evidence of past industry, and so further research is needed to assess their significance and to suggest policies for their repair and retention.

#### **Gold mining remains**

Coffs Harbour's brief gold rush (1890s-1920s) is well known and part of local lore. Mining records exist with State Records relating to licences etc.

However, very little research has been done to date to locate, map and record the surviving physical evidence and remains of goldmining activities, and to suggest policies for their management and interpretation.

#### **Tram lines relating to timber logging and milling**

Like gold mining, Coffs Harbour's tram lines are well-known in principle but there is a lack of detail on their precise location and operation. They are a much-loved and heavily romanticised part of Coffs Harbour's history.

Most of the lines have been taken up but some physical evidence survives at former sidings and at creek crossings. For example, part of Bruxner Park Road follows the line of the former BAT tram line that ran from the jetty into the Korora forests.

Further research is needed to locate, map and record the surviving physical evidence and remains of the former tram lines and to suggest policies for their management and interpretation.

#### **Rear lanes**

Surviving in several areas within the Coffs Harbour LGA are early residential subdivisions that include rear lanes, formerly for use by night-soil carts. Woolgoolga, Sawtell, Park Beach, and Coffs Jetty all retain their early subdivision pattern with rear lanes.

These rear lanes were traditionally unsealed and unguttered. No longer used for night-soil and now used mainly for rear access, these lanes have acquired over time a picturesque quality. They are frequently used as alternative pedestrian paths and access routes and locals enjoy the sense of discovery they offer. They generally carry little car traffic and have survived intact with soft edges and no kerb and guttering. They help create the informal, relaxed, coastal feeling that characterises areas such as Woolgoolga, Sawtell and Park Beach.

For both their urban amenity, picturesque qualities and historical significance, rear lanes are worthy of retention and preservation. However, Council's current controls for large developments require rear lanes to be sealed and guttered and this will gradually erode their current urban and historic qualities.

It is recommended that council specifically consider and develop controls to retain the current historic and urban qualities of rear lanes and to find alternatives to the current controls that require progressive kerb and guttering for stormwater and vehicular access.

### **Historic rural landscapes**

During the course of this Heritage Study, it became apparent that the Coffs Harbour area includes several rural landscapes of high historic significance. These are areas that continue to display their early settlement patterns, have experienced little subsequent intrusive development and which over time have acquired picturesque as well as historic qualities that justify their preservation. Most such landscapes relate to the early concentration of dairy farms in the Coramba/Upper Orara area and include Hartleys Road, Dairyville Road, Upper Orara Loop Road, North and South Island Loop Roads, Fridays Creek Road, Eastbank Road, Coramba Road and the Orara Way.

These areas include early farmhouses, sheds, early local roads, unsealed private roads, dairy buildings, fences, timber beam bridges, and nineteenth-century tree plantings such as orchards, figs and pines. The siting of houses and buildings generally follow historic preferences. For example, houses are situated on gentle rises with views over valleys, farm outbuildings are located behind the main house, dairies are built close to roads, pine trees are planted near entrance gates or near houses; fig trees are used to provide shade for animals, historic roads generally follow the contours of the land, and private driveways taking a winding route from the main road to deliberately create a pleasing approach to the house.

With the modern desire for rural lifestyles and the decline of agriculture, especially dairy farming, these landscapes are now undergoing more rapid change. Smaller 'rural residential' allotments often mean that the land is no longer used for productive farming, farmhouses are alienated from their original landscape, and there is increasing contemporary development that no longer observes the traditional rural aesthetic. Modern houses are frequently large and conspicuously sited on the highest points to take advantage of distant views, sealed driveways take the most direct route to the house, modern farm sheds etc are located according to convenience and are often large and visually intrusive.

These historic landscapes were considered too large and unwieldy to capture as conventionally defined HCAs and there was no time in the current Heritage Study to further identify or describe these important landscapes.

In short, many of the aesthetic and historic qualities of these landscapes are increasingly threatened by modern development.

It is recommended that a specific study be made of Coffs Harbour's historic rural landscapes by a heritage specialist experienced in historic landscape assessment with the view to

devising specific planning policies and controls to help preserve their significant historic and landscape qualities.

## **Recommendations**

### ***Staged adoption of Heritage Study findings***

Given the large number of proposed heritage items and HCAs put forward by this Heritage Study, it is recommended that a staged approach be taken to its implementation.

A staged approach would allow for greater consultation with the community over a longer period of time, increase the opportunities to explain the process of heritage listing, would allow for further assessment of some items, and create more opportunities to educate the public and individual property owners on the benefits of heritage listing.

The following stages are recommended:

- An initial non-statutory public exhibition of the draft Heritage Study, with public comments and submissions reported back to the Council.
- Preparation of the final version of the Heritage Study, addressing the comments received through the public exhibition.
- Formal adoption/endorsement by the Council of the revised and finalised Heritage Study following the non-statutory public exhibition.
- Statutory public exhibition and listing of proposed items owned by CHCC and State and Commonwealth government agencies and the proposed HCAs.
- Statutory public exhibition and listing of the public, farm, commercial, iconic etc proposed items.
- Statutory public exhibition and listing of the proposed private residential items.

It is recommended that, where proposed HCAs do not progress to listing on the LEP, that the identified significant and contributory places within those HCAs be subject to further review and assessment as potential heritage items by experienced heritage consultants.

### ***Promotion and Explanation of the Heritage Study***

The Heritage Study includes many new proposed listings and item types that will be unfamiliar to many as potential heritage items. Also, the community has, generally speaking, a weak knowledge of the planning system within which heritage assessment and controls operate.

Alongside a staged adoption of the Heritage Study, CHCC needs to plan for and create opportunities to explain the Heritage Study and heritage conservation principles to the Councillors, planning staff, other Council staff, other building and planning professionals, and members of the community. This can be done in a variety of ways, such as:

- seminars and workshops, briefings etc for members of the public
- print and online media (brochures, dedicated webpages within the Council's website)
- press releases
- formal Councillor and senior staff briefings
- internal staff training
- specific seminars and training for targeted groups (property owners, private certifiers, real estate agents, consulting planners, building inspectors, etc).

### ***Public access to the Heritage Study***

The Heritage Study, as a public document, needs to be readily available in a number of formats to be consulted by the public. To this end, it is recommended:

- Print copies be placed in the Local Studies Collection of the CHCC Library and with other local archives.
- A dedicated page on CHCC's website is developed for the Heritage Study and its findings
- give internal planning staff access to, and training in, the Heritage Branch database software and the State Heritage Inventory sheets
- make the CHCC heritage database available, in read-only format, to all internal CHCC staff until the CHCC inventory sheets are fully integrated with the NSW Heritage Branch's state-wide SHI database
- A dedicated computer terminal set up in the CHCC library to give the public access to the CHCC heritage database.

### ***State significant items to be nominated for the SHR***

Several potentially state-significant items were identified in this Heritage Study and previous heritage studies. They have been noted in the table of nominations and are also listed below as places to be nominated for inclusion on the State Heritage Register:

- Arrawarra fish traps, Arrawarra Headland
- Coffs Harbour Airport
- Coffs Harbour timber jetty
- The Big Banana, Pacific Highway

- The Big Windmill, Pacific Highway
- Pratt steel truss rail underbridge over Bonville Creek
- All surviving high-level timber trestle road and rail underbridges and overbridges
- Scout Hall, Harbour Drive – home of possibly the first Scout Troup in Australia
- Sikh Temple, River Street, Woolgoolga
- Sikh Temple, Hastings Street, Woolgoolga
- Timms timber mill, Ulong.

### ***Potential items requiring further assessment***

Many nominations were received from members of the public and the Heritage Study Working Group during the preparation of the Heritage Study. In addition, the proposed listings from previous Heritage Studies which did not subsequently become heritage items were also consulted and re-assessed. Some nominations were assessed as not reaching the threshold for heritage significance while many were deferred because they were not able to be fully assessed due to time and budget constraints or could not be located.

A list of deferred proposals requiring further heritage assessment is included in Section 4.

In addition, and following on from the discussion of specific types of heritage in the previous section, it is recommended that the following types of heritage be subject to further detailed heritage studies and recommendations by experienced heritage consultants:

- pre-WWII and post-WWII timber and weatherboard structures
- timber beam road bridges
- timber trestle road and rail bridges
- early surviving stockyards
- former timber-logging tramlines
- historic gold mining sites
- historic rural landscapes
- dairy buildings – options for conservation and adaptive reuse
- banana packing sheds – options for conservation and adaptive reuse
- fibro buildings – options for retention and conservation.



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## Part 4: Proposed items and HCAs, demolished and deferred sites

### Proposed heritage items

Locality	Address	Item	Nominee	Owner	Status
<b>ABORIGINAL PLACES</b>					
Arararra	Arararra Headland	Arararra fish traps - nominate for state listing	EJE Study	Crown	listed
Coffs Jetty	South Coffs Headland	Ferguson Cottage - SHR item	SHR item	Crown	listed
<b>ARCHAEOLOGICAL SITES</b>					
Coffs Harbour	123 Pacific Highway	Walter Harvie's Tilting Ground and Jordans Pool (within the showground and caravan park)	EJE Study	Crown	
Coffs Jetty	South Coffs Headland	Buried trestle rail bridge	EJE Study	Crown	listed
Coffs Jetty	South Coffs Headland	Line of former tramway	EJE Study	Crown	listed
Sawtell	120-122 Lyons Road	Site of Boambee House in front garden and part of the footpath	community	CHCC/ Private	
Upper Corindi	Sherwood Creek Road	Bridge (pylon remains and headwall)	Kayandel Study	Private	listed
Woolgoolga	73 River Street	BAT Co relics	EJE Study	CHCC	listed

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<b>BUILT</b>					
<b>Iconic and landmark items</b>					
Boambee	25 Middle Boambee Road	concrete milestones – two	community	Private	
Boambee East	Lyons Road	Storyland Gardens Shoe House	community	Private	
Coffs Harbour	Bailey Avenue and Prince James Avenue corner	timber milestones - two	community	Private	
Coffs Harbour	7 Dalley Street	The Triton apartments	community	Private	
Coffs Harbour	189B Harbour Drive	Chance Bros Optic in the former Coffs Harbour Historical Museum	community	CHCC	
Coffs Harbour	189B Harbour Drive	concrete milestone in front of old Museum,	community	Private	
Coffs Harbour	351 Pacific Highway	Big Banana - nominate for state listing	EJE Study	Private	
Coffs Harbour	168 Pacific Highway	Big Windmill at the Windmill Inn - nominate for state listing	heritage adviser	Private	
Coffs Harbour	On road reserve in front of 393 Pacific Highway	Cunninghams Big Bunch	heritage adviser	Private	
Coffs Harbour	215 Pacific Highway	Clog Barn, Coffs Village Caravan Park	heritage adviser	Private	
Korora	Bruxner Park Road	Vincent Tree	community	Crown	
Lowanna	Camp Creek Road	Lowanna Train Station	EJE Study	Private	listed
Sawtell	Bonville Headland	Sawtell Rock Pool	EJE Study	CHCC	listed
Sawtell	Coronation Avenue	Bartlett Park; early contact site; remnant of early cattle farm	heritage adviser	CHCC	listed
Sawtell	25 First Avenue	Sawtell Cinema	EJE Study	Private	listed
Sawtell	First Ave central landscaped	Fig trees (Ficus hillii)	EJE Study	CHCC	listed

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	area				
Sawtell	First Ave central landscaped area	Noreen Anderson and Dora Climpson Memorial Garden	EJE Study	CHCC	listed
several	several	Glenreagh – Dorrigo rail corridor	heritage adviser / EJE Study	Private	listed
Ulong	Pine Avenue	Ulong Train Station	EJE Study	Private	listed
Woolgoolga	Beach Street and Wharf St corner	Two buoys at former entrance to caravan park	heritage adviser	CHCC	listed
Woolgoolga	Beach Reserve	Woolgoolga SLSC clubhouse	heritage adviser	Crown	
Woolgoolga	Featherstone Drive Industrial Estate	concrete milestone in garden of cafe,	Heritage adviser	Private	
Woolgoolga	2334 Pacific Highway	Big log, former sawmill site	community	Private	
Woolgoolga	111 Woolgoolga Creek Road	Adventure Village	community		
<b>WWI sites</b>					
Sawtell	Sawtell Reserve	Memorial Norfolk Pine	community	Crown	
Woolgoolga	Originally in Scarborough Street, then in front of RSL, now removed	Woolgoolga war memorial – sandstone; complete, in pieces and in Private storage	EJE Study	Private	

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<b>WWII sites</b>					
Coffs Harbour	Airport Drive	Underground ammunitions store on eastern side of Coffs Harbour Airport	2009 SHI Report for Coffs Airport	CHCC	listed
Coffs Harbour	City Hill Drive	Bunker Cartoon Gallery	EJE Study	CHCC	listed
Coffs Harbour	Howard Street	Underground bomb store by the roadside near Gun Club	heritage adviser	Crown	
Coffs Harbour	Vernon Street	Coffs Harbour RSL memorial	EJE Study	Private/ CHCC	
Coffs Jetty	South Coffs Headland	Gun emplacements	EJE Study	Crown	listed
Coffs Jetty	Harbour Drive	Remembrance Garden near Coffs Creek and Promenade	heritage adviser	CHCC	
Park Beach	Orlando Street	BBQ shelter near NBN	community	Crown	
Sawtell	Fourth Avenue	Lyle Rose Memorial Park in RSL Park	EJE Study	Crown	listed
Ulong	206 Timmsvale Road	Memorial plaques (three); close to the hydro mill site	community	Crown	listed
Upper Orara	610 Upper Orara Road	Orara WWII war memorial	EJE Study	Private	listed
Woolgoolga	15-17 Beach Street	Woolgoolga RSL memorial and helicopter	EJE Study	Private	
<b>Churches and Places of Worship</b>					
Bonville	8B Gleniffer Road	Holy Faith Anglican Church (1914)	EJE Study	church	listed
Coffs Harbour	9 Gordon Street	St Augustines Catholic Church and rectory – Post-WWII	heritage adviser	Church	

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Coffs Harbour	19A-21 Gordon Street	Methodist church (former - original) built in 1920s, moved back to become part of hall	Heritage adviser	church	
Coffs Harbour	187 Harbour Drive	St Andrews Presbyterian Church – Post-WWII	heritage adviser	Church	
Coffs Harbour	2 Maclean Street	St Johns Anglican Church – Post-WWII	heritage adviser	Church	
Coffs Harbour	1-3 Valley Street	Seventh Day Adventist Church – Post-WWII	heritage adviser	Church	
Coramba	Dorrigo Street	St Pauls CofE Church; c1898; earliest surviving church in the LGA	heritage adviser	church	listed
Coramba	2 Duncans Bridge Road	Former Methodist Church; opened in June 1909	heritage adviser	Private	
Coramba	6-10 Gale Street	St Therese RC Church; opened March 1927 on site of original butter factory	Coramba Bridge CMP recommendation	Church	
Karangi	1021 Coramba Road	RC Church, Karangi (former); now a residence; built 1905	EJE Study	Private	
Lowanna	29 Grafton Street	Lowanna church (former); now a residence; built 1934	heritage adviser	Private	listed
Nana Glen	47 Grafton Street	St Peters CofE church (c1904)	EJE Study	church	listed
Nana Glen	15 Nana Street	Uniting (Community) Church. Nana Glen (c1900)	EJE Study	Church	
Sawtell	2 Fourth Avenue	Catholic Church (1951)	EJE Study	Church	
Sawtell	15 Elizabeth Street	St Nicholas CofE Church (former); now the church hall	EJE Study	church	listed
Toormina	421 Hogbin Drive	Stella Maris chapel, John Paul College; built 1935 as Mary Immaculate, Star of the Sea (formerly at Coffs Jetty )	EJE Study	Church	
Ulong	11 Pine Avenue	Community Church Ulong (former RC) (1931)	EJE Study	Private	
Ulong	19 Pine Avenue	Presbyterian Church Ulong (former); now a residence; built 1911.	EJE Study	Private	

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Upper Orara	612Upper Orara Road	All Saints CofE Church (former) (c1910)	EJE Study	church	listed
Woolgoolga	14 Hastings Street	Sikh Temple (first) - nominate for state listing	heritage adviser	church	
Woolgoolga	1-13River Street	Sikh Temple (Guru Nanak) - nominate for state listing	heritage adviser	church	
Woolgoolga	14 Scarborough Street	Woolgoolga RC Church – Post-WWII	heritage adviser	Church	
Woolgoolga	5 Trafalgar Street, 5	Uniting Church	heritage adviser	church	
<b>Cemeteries/Gravesites</b>					
Bucca	Bucca Road	Bucca Cemetery	community	CHCC	listed
Coffs Harbour	North Street	Coffs Harbour Cemetery – historic section only	heritage adviser	Crown	listed
Coramba	Tiger Fire Road	Coramba Cemetery	community	CHCC	listed
Coramba	330 Eastbank Road	Four graves, Dromore – 4 graves	community	Private	
Coramba	Dorrigo Street, near Coramba School	Coramba cemetery - former	community	Private	
Corindi	Kangaroo Trail Road	Corindi Cemetery - former	Kayandel Study	Private	listed
Emerald Beach	32 Dammeral Crescent	road reserve in front of – Sarah and George Dammeral graves – 2 graves	community	Crown	listed
Emerald Beach	Moonee Nature Reserve, Look-at-Me-Now Headland	Sarah and George Dammeral memorial – 2 graves	community	Crown	listed
Emerald Beach	Moonee Nature Reserve,	Keilawarra victims – 2 graves	community	Crown	listed

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	Look-at-Me-Now Headland				
Emerald Beach	4 Kay Drive	Skinner-Cook graves – 5 graves	community	Private	
Lowanna	Bushmans Range Road	Lowanna Cemetery - former	community	CHCC	
Moonee Beach	Portion 5	Skinner-Martin graves – 4 graves	community	Private	
Nana Glen	923 Orara Way	Nana Glen Cemetery – former – 1 grave visible	community	Crown	
Nana Glen	1020 Eastbank Road	Packer grave, Sunset Cottage – 1 grave	community	Private	
Nana Glen	124 Grafton Street	Jarrett graves, Woodstock Park – 2 graves	community	Private	
Woolgoolga	15 Park Avenue	Weh-Hofmeier graves – 2 graves	community	Private	
Woolgoolga	Centenary Road	Woolgoolga Cemetery – historic section only	heritage adviser	Crown	listed
<b>Shops and service stations</b>					
Bonville	340 Pine Creek Way	Service station – Ampol; Post-WWII skillion roof building	heritage adviser	Private	
Boambee	752 Pacific Highway	Service station – Liberty; Post-WWII skillion roof building	heritage adviser	Private	
Bonville	4 East Bonville Road	Bonville General Store (former)	EJE Study	Private	
Coffs Harbour	23-29 Harbour Drive and Vernon Street	Arcade - City Boulevard; modular 1960s facade on Vernon Street	heritage adviser	Private	
Coffs Harbour	33 Harbour Drive and Vernon Street	Arcade - Jack Simmons	community	Private	
Coffs Harbour	36 Harbour Drive	Arcade - Central	community	Private	

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Coffs Harbour	85 West High Street	Shop – butcher; c1930s	EJE Study	Private	
Coffs Harbour	91 West High Street	Shop (former, now a solicitors); C1930s; see listing sheet for Victorian cottage next door at 93 or 91A West High Street	EJE Study	Private	
Coffs Harbour	120 West High Street	Shops, attached pair	heritage adviser	Private	
Coffs Harbour	127 West High Street	Cabas Store – facade; old-style family haberdashery; distinctive red brick crenellated facade	community	Private	
Coffs Harbour	10-16 Harbour Drive	1920s-1930s shopfronts	heritage adviser	Private	
Coffs Harbour	33 Frances Street	Shop; now the Deli Cafe	community		
Coffs Harbour	27 Gundagai Street	Shop; former corner shop and residence, now a business	community		
Coffs Harbour	108 Grafton Street	Dragon Restaurant	heritage adviser	Private	
Coffs Harbour	25 Combine Street	Shop and early residence	Heritage adviser	Private	
Coffs Jetty	358-376 Harbour Drive	Shops	heritage adviser	Private	
Coffs Jetty	380 Harbour Drive	Shop	heritage adviser	Private	
Coffs Jetty	382 Harbour Drive	Shop	heritage adviser	Private	
Coffs Jetty	384-386 Harbour Drive	Shops	heritage adviser	Private	
Coffs Jetty	388-396 Harbour Drive	Shops	heritage adviser	Private	
Coramba	31 Gale Street	Shop – current bakery	heritage adviser	Private	
Coramba	39-41 Gale Street	Shop (former bakery) and residence	EJE Study	Private	listed
Coramba	45 Gale Street	Shop	heritage adviser	Private	



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Karangi	992 Coramba Road	Karangi General Store and bowsers; post-WWII skillion roof building on prominent corner/bend in the road	heritage adviser	Private	
Lowanna	18 Grafton Street	Lowanna General Store and bowsers; C1934; has interior lining boards, railway seats, an intact early timber shop.	EJE Study	Private	
Nana Glen	940 Orara Way	Kafe Kookaburra	heritage adviser	Private	
Park Beach	33 Ocean Parade	Service station – BP; Post-WWII skillion roof building	heritage adviser	Private	
Sawtell	8-12 First Avenue	Shops and residence - 1940s two-storey facades	EJE Study	Private	listed
Sawtell	13 First Avenue	Shop NAB; 1920s bakery behind and 1950s small factory building	Heritage adviser	Private	
Sawtell	14-16 First Avenue	Shop (office) 1940s two-storey facades	EJE Study	Private	listed
Sawtell	18 First Avenue	Shop 1920s??? Remove from list?	EJE Study	Private	listed
Sawtell	20 First Avenue	Shop (bank) 1920s; former Commonwealth Bank building	EJE Study	Private	listed
Sawtell	21-23 First Avenue	Shop (restaurant) 1920s; Charlie Finch’s chemist and dentists	EJE Study	Private	listed
Sawtell	31-33 First Avenue	Shop 1920s, approved for demolition	EJE Study	Private	listed
Sawtell	34-36 First Avenue	Shop (office and dental surgery) 1920s	EJE Study	Private	listed
Sawtell	45-49 First Avenue	Shop 1920s; red tiled facade	EJE Study	Private	listed
Sawtell	63-67 First Avenue	Shop and dwellings 1920s; approved for demolition	EJE Study	Private	listed
Sawtell	114 First Avenue	Hilltop Store	EJE Study	Private	
Ulong	37 Pine Avenue	Ulong Butchery - former	community	Private	
Ulong	70 Pine Avenue	Easys General Store - 1920s	community	Private	listed
Ulong	74 Pine Avenue	Ulong Pie Shop	community	Private	

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Ulong	76 Pine Avenue	Shop (former barber)	community	Private	
Woolgoolga	42 Beach Street	Corner shop (formerly Meat Palace) - Inter-war	heritage adviser	Private	
Woolgoolga	44 Beach Street	Store (formerly Priors Drapery) Inter-war; built late 1930s	EJE Study	Private	
Woolgoolga	40 River Street	Shops - Inter-war pair of shops	heritage adviser	Private	
Woolgoolga	58 River Street	Shop – weatherboard, Top Town Hardware	heritage adviser	Private	
<b>Schools</b>					
Boambee	30 Lindsays Road	Boambee Public School – weatherboard building	Heritage adviser	crown	
Bonville	11 Gleniffer Road	Bonville Public School – weatherboard building	Heritage adviser	crown	
Bucca	111 Central Bucca Road	Early Dept of Education classroom building, relocated to Private land	Heritage adviser	crown	
Bucca	870-872 Bucca Road	former public school and cottage (teachers residence), now the Lower Bucca Independent School and community Hall	community	Private	
Coffs Harbour	7 Salamander Street	Coffs Harbour Public School – weatherboard buildings	EJE Study	Crown	listed
Coffs Harbour	22 Earl Street	Former Talbillilinga school buildings – now Coffs Community Village, - one former school building from Jetty High School and two other weatherboard buildings	Heritage adviser	CHCC	
Coffs Jetty	336 Harbour Drive	Coffs Harbour High School	EJE Study	Crown	listed
Coramba	6 Short Street	Coramba Public School – weatherboard buildings;	heritage adviser	Crown	listed

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		teachers residence (not included in current listing)			
Corindi	15 Coral Street	Corindi Public School – weatherboard buildings	community	crown	
Corindi	597 Sherwood Creek Road	Early Dept of Education classroom building, relocated to Private land?	Heritage adviser	Private	
Crossmaglen	384 Crossmaglen Road	Crossmaglen Public School – weatherboard buildings	heritage adviser	crown	
Karangi	1004-1006 Coramba Road	Karangi Public School – weatherboard buildings	EJE Study	Crown	
Korora	3 Korora School Road	Kororo Public School Public School – weatherboard building	heritage adviser	Crown	
Lowanna	54A Grafton Street	Lowanna Public School– weatherboard buildings	heritage adviser	crown	
Nana Glen	34 Nana Street	Nana Glen Public School – weatherboard buildings	EJE Study	Crown	
Sawtell	32 Eleventh Avenue	Sawtell Public School – weatherboard buildings	EJE Study	Crown	listed
Ulong	20 Hutchinson Street	Ulong Public School – weatherboard buildings	heritage adviser	crown	
Upper Orara	770 Upper Orara Road	Upper Orara Public School – weatherboard buildings	heritage adviser	crown	
Woolgoolga	1-11 Scarborough Street	Woolgoolga Public School – weatherboard buildings	heritage adviser	Crown	listed
<b>Hotels and motels</b>					
Coffs Harbour	88 Grafton Street	Plantation Hotel – built 1954-54	EJE Study	Private	
Coffs Harbour	11 Grafton Street	Matador Motel – great design and landmark site	Heritage adviser	Private	
Coffs Harbour	94-96 Grafton Street	Bentleigh Motor Inn (formerly the Rex). Second motel in Coffs Harbour, oldest surviving, fine facade, opened 27 June 1960.	Heritage adviser	Private	

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Coffs Harbour	2 Moonee Street	Fitzroy Hotel (now the Coast Hotel) – built 1941	EJE Study	Private	
Coffs Harbour	135 West High Street	Coffs Hotel – built 1937-1938	EJE Study	Private	
Coffs Jetty	356 Harbour Drive	Pier Hotel - Partially rebuilt after fire in 1914	EJE Study	Private	
Coramba	17-21 Gale Street	Hampden Hotel - 1940s ‘moderne’ / Functionalist	heritage adviser	Private	
Mullaway	2920 Pacific Highway	Suncoast Motel – Highly intact early (1960) motel	community	Private	
Park Beach	61 Ocean Parade	Seabreeze Apartments – c1949 seaside accommodation	EJE Study	Private	
Sawtell	51-55 First Avenue	Sawtell Hotel	EJE Study	Private	listed
Sawtell	66-68 First Avenue	Sundeck Flats - large brick apartment block built in two stages	EJE Study	Private	listed
Sawtell	95 First Avenue	Si-esta Apartments – 1940s-1950s seaside accommodation	heritage adviser	Private	
Upper Orara	79-83 North Island Loop Road	Bucca Goldfields Pub (former)	EJE Study/ community	Private	
<b>Public and community buildings</b>					
Boambee	579 Pacific Highway	Memorial Hall	Heritage adviser	Crown	
Bonville	East Bonville Road	Memorial Hall	LEP	CHCC	listed
Bonville	Pine Creek Way	Post Office (former), c1899	EJE Study /LEP		listed
Coffs Harbour	45 Grafton Street	Weatherboard building behind Ticli’s Solicitors (building fronting Studio Lane)	Heritage adviser	Private	
Coffs Harbour	215A Harbour Drive	Police Station and Courthouse (former); Coffs Regional Museum	EJE Study	CHCC	listed

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Coffs Harbour	Airport Drive	Coffs Harbour Airport - nominate for state listing	EJE Study	CHCC	
Coffs Harbour	209 Harbour Drive	Scout Hall; Coffs Scouts home of possibly the first Scout group in Australia - nominate for state listing	Heritage adviser		
Coffs Harbour	209A Harbour Drive	Guide Hall - 1950s weatherboard clubhouse building	Heritage adviser		
Coffs Harbour	4 Maclean Street	St Johns Anglican Hall	heritage adviser	church	
Coffs Harbour	20 Moonee Street	Soon-to-be former Police Station; distinctive 1960s modular facade – rare in Coffs Harbour; City Boulevard Arcade facade on Vernon Street	community	Crown	
Coffs Harbour	123 Pacific Highway	Old office and stables - small weatherboard building – Coffs Showground,	Heritage adviser	Crown	
Coffs Jetty	337 Harbour Drive	Jetty Memorial Theatre; formerly the Soldiers Memorial Hall	EJE Study	CHCC	listed
Coffs Jetty	350 Harbour Drive	Jetty Post Office	EJE Study	Crown	listed
Coffs Jetty	Jordan Esplanade	Coffs Harbour Jetty - nominate for state listing	EJE Study	Crown	listed
Coffs Jetty	1 Mildura Street	James Smith Memorial Park and pool remains	EJE Study	Crown	listed
Coffs Jetty	357 Harbour Drive	Lands Dept building	community	Crown	
Coffs Jetty	359 Harbour Drive	PWD building	Heritage adviser	Crown	
Coramba	4 Dorrigo Street	Community Hall	LEP	CHCC	listed
Coramba	71-73 Gale Street	Coramba Police Station	LEP	Crown	listed
Coramba	16-18 Gale Street	CWA Park	Heritage adviser	CHCC	
Korora	Charlesworth Bay	Jack Davis Boatshed	EJE Study	Crown	

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Lowanna	33 Grafton Street	Community Hall	Heritage adviser		
Moleton	670 Moleton Road	Telegraph station/post office	Heritage adviser		
Nana Glen	26 Grafton Street	Community Hall			
Nana Glen	20-22 Grafton Street	Tennis Courts	Heritage adviser		
Sawtell	21 Elizabeth Street	Community Hall CWA	EJE Study	Private	
Sawtell	25 Elizabeth Street	Meals on Wheels	EJE Study	CHCC	
Sawtell	Lyons Road	Scout Hall; 1950s weatherboard clubhouse building	Heritage adviser		
Sawtell	Sawtell Reserve, off Lyons Road	Sawtell Reserve Hall	EJE Study	CHCC	listed
Sawtell	89 First Avenue	Police Lock Up	EJE Study	crown	
Sawtell	5 Lyons Road	Tennis Courts – 1920s weatherboard clubhouse	1986-1987 Heritage Study		
Toormina	600A Hogbin Drive	Rex Hardacre Oval, Bowling Club – former; weatherboard and fibro clubhouse - Original Bowling Club House, Band Room, Play Group room and Radio Club House	Heritage adviser	CHCC	
Ulong	99 Timmsvale Road	Community Hall - former	community	Private	
Ulong	231 Timmsvale Road	Bush Nurses Hut/former timber mill building; small timber shed, part of former mill	Heritage adviser	Private	
Ulong	72 Pine Avenue	Melody Hall and petrol bowser	community		
Upper Orara	610 Upper Orara Road	Community Hall; 1907-1908	EJE Study		listed

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Upper Orara	645 Upper Orara Road	Rural Fire Shed - relocated forestry hut	Heritage adviser	Crown?	
Woolgoolga	35 Beach Street	Woolgoolga Community Centre (former police station); c1890; originally behind public school in Scarborough St	EJE Study	CHCC	
Woolgoolga	29 Hastings Street	Scout Hall on Public Reserve (behind public school)	community	Private	
Woolgoolga	off Hearnese Lake Road	Guide Hall – Woolgoolga – former - originally on Boundary Street near Bowling Club, relocated in 2003	community	Private	
<b>Bridges</b>					
Bonville	Over rail line on Overhead Bridge Road, within Bongil Bongil National Park	Timber overbridge – rail – 590.378 km from Sydney (built c1924) - nominate for state listing	Heritage adviser	Crown	
Bonville	Over rail line on East Bonville Road	Timber overbridge – rail – 595.278 km from Sydney (built c1924) - nominate for state listing	Heritage adviser	CHCC	
Bonville	Over Bonville Creek within Bongil Bongil National Park	Steel bridge – rail – lattice – (built c1924) - nominate for state listing	Heritage adviser	Crown	
Bonville	Over Pine Creek Way on East Bonville Road	Timber overbridge – road– (built c1924) - nominate for state listing	Heritage adviser	CHCC	
Brooklana	over Bo Bo River, Eastern Dorrigo Way	Timber overbridge – road - nominate for state listing	Heritage adviser	CHCC	

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Coffs Jetty	In reserve near cnr Jordans Esplanade and Camperdown Street	Timber bridge tram remnant	community	crown	
Coramba	Over rail line on Hartleys Road	Timber overbridge – rail – 626.996 km from Sydney (built c1924) - nominate for state listing	Heritage adviser	CHCC	
Coramba	Over rail line on ARTC access road off Eastbank Road, opp Kings Ridge Road	Timber overbridge – rail – 632.251 km from Sydney (built c1924) - nominate for state listing	Heritage adviser	Crown	
Lowanna	Over rail line at Gundarene Rd	Timber overbridge – rail - nominate for state listing	Heritage adviser	CHCC	
Nana Glen	Over rail line on Eastbank Rd	Timber overbridge – rail – 636.260 km from Sydney (built c1924) - nominate for state listing	Heritage adviser	CHCC	
Nana Glen	Over rail line on Grafton Street	Timber overbridge – rail – 639.??? km from Sydney (built c1924) - nominate for state listing	Heritage adviser	CHCC	
Nana Glen	over Bucca Creek on Morrows Road	Timber overbridge – road - nominate for state listing	Heritage adviser	CHCC	
various	Various bridges on local roads throughout LGA	Timber low-level beam bridges – group listing – Identified by their typical construction and use of North Coast hardwoods; full logs or beams resting on timber piers or short trestles provide the span and carry the timber deck which transverses the beams; often with timber side retaining walls to hold the creek bank.	Heritage adviser	CHCC	
various	Within the former Glenreagh-Dorrigo branch line rail corridor	Bridges – rail – timber trestle and steel plate riveted – Four bridges that form part of the former railway – see separate listing sheet for the Glenreagh-Dorrigo rail corridor and heritage assessment by Ray	Heritage adviser	Private	



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		Love			
<b>Dairy and farm buildings</b>					
Boambee	24-24A Butlers Road	Dairy building	Heritage adviser	Private	
Bonville	286 Gleniffer Road	Dairy building	Heritage adviser	Private	
Bonville	1234 Pine Creek Way	Dairy building – behind former Bonville Post Office; c1890s – early 1900s	EJE Study	Private	
Bonville	330 Pine Creek Way (formerly 1218 Pacific Highway)	Dairy building – Lindsays	EJE Study	Private	
Brooklana	Eastern Dorrigo Way, above Bo Bo Road	Dairy building	Heritage adviser	Private	
Bucca	240 Weirs Road	Dairy building	Heritage adviser	Private	
Bucca	591 Central Bucca Road	Dairy building – Glenvale	Heritage adviser	Private	
Coffs Harbour	134 West High Street	BGF offices and warehouse (former)	heritage adviser	Private	
Coffs Harbour	321 Harbour Drive	Butter factory – former – Coffs	EJE Study	CHCC?	listed
Coffs Harbour	5 Bennetts Road	Packing shed	community		
Coffs Harbour	83 Bennetts Road	Packing shed - Spagnolos	community		
Coffs Harbour	131 Mackays Road	Packing shed	community		
Coffs Harbour	59-61 Bennetts Road	Packing shed – now a house	community		

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Coffs Harbour	48 Spagnolos Road	Shed – weatherboard	Heritage adviser		
Coramba	1513b Coramba Road	Butter factory – former - Coramba	EJE Study / Coramba Bridge CMP	Private	
Corindi	623 Sherwood Creek Road	Stockyards	Kayandel Study	Private	listed
Crossmaglen	249 Crossmaglen Road	Dairy building – Bonville Smash Repairs	Heritage adviser	Private	
Karangie	1096 Coramba Road	Dairy building	Heritage adviser	Private	
Korora	76 Korora Basin Road	Packing shed and water tank	community	Private	
Korora	275-277 West Korora Road	Packing shed	community		
Korora	311 Old Coast Road	Packing shed – pressed metal lined exterior	community		
Korora	170 Bruxner Park Road	Packing shed – weatherboard	community		
Korora	108 West Korora Road	Packing shed - weatherboard	community		
Korora	429A-429B Pacific Highway	Packing shed - weatherboard	community		
Nana Glen	230 Brewers Road	Silo – corrugated concrete	Heritage adviser		
Nana Glen	24 Soloman Close	Silo – corrugated concrete	Community		
Nana Glen	137 Morrows Road	Dairy building	Heritage adviser	Private	
Nana Glen	789 Orara Way	Dairy buildings (several) and stockyards	Heritage adviser	Private	
Sandy Beach	111 Johnsons Road	Packing shed - iron	community	Private	
Sandy Beach	133 Holloways Road	Packing shed - weatherboard	community	Private	

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Sapphire Beach	60 The Mountain Way	Packing shed – corrugated iron	community		
Sapphire Beach	The Mountain Way (off Gaudrons Road)	Packing shed	community		
Ulong	Timmsvale Road (part Lot 6 & 7 DP 882842)	Dairy building	Heritage adviser		
Upper Orara	721 Dairyville Road	Silo – corrugated iron	Community		
Upper Orara	418 North Island Loop Road	Shed – slab – early, c1889s	EJE Study	Private	listed
Upper Orara	524 Dairyville Road	Shed – slab – early	Community		
Upper Orara	553 Upper Orara Loop Road	Dairy building	Heritage adviser	Private	
Upper Orara	55-59 Nth Island Loop Road	Dairy building – Ides farm	Heritage adviser	Private	
Upper Orara	529 Dairyville Road	Dairy building – Jenola Park	Heritage adviser	Private	
Woolgoolga	Morgans Road (part Lot 282 848751)	Packing shed - weatherboard	community	Private	
Woolgoolga	21 Arkan Avenue	Packing shed - weatherboard	community	Private	
<b>Timber mills and industrial buildings</b>					
Coffs Harbour	150-156 Pacific Highway	Isles Forge – now the Bailey Centre	community	Private	
Karangi	1099 Coramba Road	Timber mill (former)	EJE Study	Private	
Lowanna	Bushmans Range Road	Georges Gold Mine, early farmhouse, farm and dairy buildings	EJE Study	Private	listed

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Ulong	Timmsvale Road	Hydro mill – relic, C1922	EJE Study	Private	listed
Ulong	20 Timms Avenue	Timber mill, C1900; - nominate for state listing	EJE Study	Private	listed
<b>1988 Bicentennial Plaques</b>					
Arararra	Beach reserve	Arararra fish traps	community		
Bonville	Crossmaglen Road	Timber mill at Crossmaglen	community		
Coffs Harbour	Road reserve, Coramba Road	Orange Trees	community		
Coffs Harbour	near corner of Pacific Highway and Duke Street	Coffs Harbour’s first school	community		
Coffs Harbour	Fitzroy Park opp CHCC Chambers	Walter Harvie’s tilting ground	community		
Coffs Jetty	Jetty foreshore, Jordans Esplanade	William and Mary Bryant	community		
Coffs Jetty	Jetty foreshore, Jordans Esplanade	The Jetty, Coffs Harbour	community		
Coramba	Gale Street	First Coramba Police Station	community		
Coramba	Off Gale Street	Coramba Butter Factory	community		
Coramba	Gale Street	First Coramba Post Office	community		
Emerald Beach	Near the Dammeral	Signal Point, Emerald Beach	community		

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	monument				
Sawtell	Sawtell Reserve	Walter Harvie's campsite	community		
<b>Residences</b>					
<i>Pre-WWI</i>					
Bonville	350 North Bonville Road	1915 farmhouse on hill - built by Burgess family, includes an early dairy shed	community	Private	
Bonville	460-460A Crossmaglen Road	Farmhouse, barns and fig trees – 'Lone Fern' - late Victorian/pre-WWI farmhouse in rural setting with outbuildings and mature trees, including figs	Heritage adviser	Private	
Bonville	676 Pine Creek Way	Farmhouse, painted blue and recently renovated, and early dairy	Heritage adviser	Private	
Bucca	644 Bucca Road	Farmhouse and dairy buildings - early, pre-WWI timber farmhouse on bend in the road; sheds and dairy building	heritage adviser	Private	
Coffs Harbour	4 Blacker Close	C19th cottage and later weatherboard garage	EJE Study	Private	
Coffs Harbour	4 Coramba Road	1917 weatherboard house and attached workshop	EJE Study	Private	listed
Coffs Harbour	5 Korff Street	Small Victorian weatherboard cottage	Heritage adviser	Private	
Coffs Harbour	7 Korff Street	Large Victorian weatherboard cottage with pine tree	Heritage adviser	Private	
Coffs Harbour	20 Korff Street	Residence C1912	EJE Study	Private	listed
Coffs Harbour	18 Avenue Street	Victorian weatherboard cottage; behind St Augustines	Heritage adviser	Private	

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Coffs Harbour	20 North Street	Victorian weatherboard cottage C1900-1910	EJE Study	Private	
Coffs Harbour	33 William Sharpe Drive	House on hill, long drive	Heritage adviser	Private	
Coffs Harbour	41 Gundagai Street	Victorian weatherboard cottage	Heritage adviser	Private	
Coffs Harbour	82 Moonee Street	C1890, Gothic weatherboard	EJE Study	Private	
Coffs Harbour	91 West High Street	C1890s residence next door to shop at 91 West High Street	EJE Study	Private	
Coffs Harbour	96 West High Street	Small Victorian weatherboard cottage	Heritage adviser	Private	
Coffs Harbour	265 Harbour Drive	Victorian weatherboard cottage	Heritage adviser	Private	
Coffs Jetty	39 Jarrett Street	Residence; C1890s; heavily altered - Owned by George Scott Keevers and later by his daughter Isabella Keevers Requires further assessment	EJE Study	Private	
Coffs Jetty	48 Jarrett Street	Residence; C1890s - Early 1900's - Occupied from early 1930s by the Boles, Fern and Fuller families	EJE Study	Private	listed
Coffs Jetty	131 Victoria Street	pre-WWI weatherboard; also called the Red House.	EJE Study	Private	
Coffs Jetty	40 Camperdown Street	Weatherboard cottage near school oval, painted green	Heritage adviser	Private	
Coramba	1 Priors Road	Victorian farmhouse on rise, avenue of myrtles	Heritage adviser	Private	
Coramba	9 Gale Street	Victorian cottage, last of five built by Hampden Hotel publican	Heritage adviser	Private	
Coramba	15 Hartleys Road	'Hillview' - Victorian farmhouse, just past the rail line on the left	EJE Study	Private	listed
Coramba	17 Dorrigio Street	Weatherboard and fibro house, pressed metal on bay window, currently painted orange; behind Anglican church;	community	Private	

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Coramba	13 Gale Street	Victorian cottage painted blue	Heritage adviser	Private	
Coramba	32 Eastbank Road	Very dilapidated old house close to the road; very overgrown	Heritage adviser	Private	
Coramba	38 Hartleys Road	Early farmhouse near train line C1890	EJE Study	Private	listed
Coramba	40 Gale Street	Victorian weatherboard cottage	Heritage adviser	Private	
Coramba	51 Eastbank Road	Victorian weatherboard cottage; overgrown garden	Heritage adviser	Private	
Coramba	63 Gale Street	Victorian weatherboard cottage on corner of Dorrigo St; including early garage at rear	Heritage adviser	Private	
Coramba	131 Hartleys Road	Braemar, owned by the Smiths; early farmhouse overlooking valley	EJE Study	Private	
Coramba	43 Gale Street	Victorian weatherboard cottage; close to street, painted orange.	Heritage adviser	Private	
Coramba	1199 Coramba Road	Foxridge Farm	Heritage adviser	Private	
Corindi	7 Dirty Creek Road	Small farm house	community	Private	
Corindi	4 Cassons Close	Residence/homestead	Kayandel Study	Private	listed
Corindi	3 Coral Street	Residence/homestead	Kayandel Study	Private	listed
Corindi	70 Cox's Lane	Residence/homestead	Kayandel Study	Private	listed
Karangi	843 Coramba Road	Residence	EJE Study	Private	listed
Karangi	114 Mastons Road	Victorian? Weatherboard house, painted blue, possibly relocated?;	Heritage adviser	Private	
Mullaway	43 Whitton Place	Former Woolgoolga Public School headmasters residence; see Yeates Woolgoolga history	Heritage adviser	Private	
Nana Glen	4 Orara Street	Victorian cottage	Heritage adviser	Private	

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Nana Glen	6 Orara Street	Victorian cottage; early house, relocated from Murphy Drive Coffs Harbour n 1981	Heritage adviser	Private	
Nana Glen	10 Orara Street	Victorian cottage and early garage	Heritage adviser	Private	
Nana Glen	21 Nana Street	Victorian cottage; old house, vertical weatherboards	heritage adviser	Private	
Nana Glen	52 Grafton Street	Victorian farmhouse; old farmhouse set back from road, long drive and camphor laurel tree in front	Heritage adviser	Private	
Nana Glen	235 Morrows Road	Victorian farmhouse; painted light blue	heritage adviser	Private	
Nana Glen	1038 East Bank Road	early small weatherboard; possibly former dairy building, close to road; later lead light windows; Looks like it might have been a converted dairy or shed; later leadlight windows	heritage adviser	Private	
Nana Glen	59 Battery Road	Derelict house between Edgefern and railway	heritage adviser	Private	
Nana Glen	927 East Bank Road	Residence – ‘Edgefern’ including house, garden, dairy and other outbuildings and concrete silo	EJE Study	Private	listed
Nana Glen	9 Morrows Road	Victorian cottage – ‘Glen Eden’; Impressive location and garden setting	heritage adviser	Private	
Nana Glen	24 and 28 Grafton Street	Houses on either side of Nana Glen Community Hall	heritage adviser	Private	
Nana Glen	1150 Orara Way	House on hill, former teachers residence for Nana Glen Public School	heritage adviser	Private	
Nana Glen	1566 Orara Way	Large timber farmhouse and stables close to road; relocated to higher ground to avoid flooding	heritage adviser	Private	
Red Rock	14 Ford Street	Residence – Victorian weatherboard cottage	Kayandel Study	Private	listed
Sawtell	92-94 Sawtell Road	Former headmasters house, Jetty High School; Relocated; large	community	Private	



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		prominent house on curve in the road; Lot 9, DP 236856 1968 – BA360/68; 1994; BA1024/94 for a verandah.			
Ulong	21 Hutchinson Street	Victorian cottage opposite Ulong Public School	Heritage adviser	Private	
Ulong	78 Pine Avenue	Weatherboard - former BAT caretakers cottage; Built 1905 for BAT timber mill on site of later Jetty High School, bought in 1915, moved to 36 Moore Street, additions and alterations in 1940s-1950s, moved to Ulong 10 years ago	community	Private	
Upper Corindi	354 Sherwood Creek Road	Residence/homestead	Kayandel Study	Private	listed
Upper Orara	71 Mount Browne Road	Near-derelict cottage overgrown with trees, late C19th?	Heritage adviser	Private	
Upper Orara	169 Dairville Road	Residence; C1886	EJE Study	Private	listed
Upper Orara	221 Dairville Road	Residence – ‘Creeseid’; C1886	EJE Study	Private	listed
Upper Orara	63 Dairyville Road	Farmhouse; Late nineteenth century farmhouse/cottage	Heritage adviser	Private	
Upper Orara	117 Dairyville Road	Farmhouse – ‘Inglewood’; Late nineteenth century farmhouse?	Heritage adviser	Private	
Upper Orara	274 South Island Loop Road – ‘Tanglewood’	Victorian farmhouse	Heritage adviser	Private	
Upper Orara	356 North Island Loop Road - Wyndarra	Victorian house, front room used as a home church for Catholic church services; Careful extensions, stone walling	Heritage adviser	Private	
Upper Orara	429 North Island Loop Road	Victorian farmhouse; collapsed verandah, former dairy with many shed on site; two elderly brothers live there	Heritage adviser	Private	
Upper Orara	79-83 North Island Loop Road	very old house (Bucca Goldfields Pub) next to newer one, Victorian farmhouse and dairy buildings/shed etc	Heritage adviser	Private	
Upper Orara	621 Upper Orara Road	Former post office, now residence	Heritage adviser	Private	

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Woolgoolga	60 River Street	(currently solicitors); early, pre-WWI timber house	heritage adviser	Private	
Woolgoolga	2 Tomkins Avenue	early pre-WWI weatherboard	heritage adviser	Private	
Woolgoolga	5 Pacific Street	Amelie Lodge, Salvation Army hostel; relocated Victorian cottage	Heritage adviser		
Woolgoolga	9 Gordon Street	early pre-WWI weatherboard	heritage adviser	Private	
Woolgoolga	10 High Street	early pre-WWI weatherboard	community	Private	
Woolgoolga	13 Carrington Street, near Ocean Street corner	early pre-WWI? Weatherboard, original house built by the Pollack family, see Yeates Woolgoolga history	community	Private	
Woolgoolga	20 Scarborough Street	early, pre-WWI? weatherboard	heritage adviser	Private	
Woolgoolga	26 Carrington Street, at intersection with Trafalgar Lane	early pre-WWI? weatherboard	heritage adviser	Private	
Woolgoolga	30 River Street	Residence; originally two Victorian shops, now one house – see Yeates' Woolgoolga history	community	Private	
Woolgoolga	37 Pullen Street	early pre-WWI? weatherboard, original Pullen family house?	heritage adviser	Private	
Woolgoolga	56 Pullen St	Pre-WWI house	heritage adviser	Private	
<b><i>Inter-war</i></b>					
Arrawarra	2 Arrawarra Beach Road	Residence; timber relocated house in 1999	Heritage adviser	Private	
Arrawarra	18 Arrawarra Beach Road	Early weatherboard cottage	Heritage adviser	Private	
Boambee East	12 Lamberts Road	1940s timber house relocated; very good rear extension	Heritage adviser	Private	
Bucca	21 Randalls Rd	1920s farmhouse	community	Private	

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Bucca	1119 Bucca Road	Bettlerhem – 1930s farmhouse and early shed	Heritage adviser	Private	
Coffs Harbour	2 Curacoa Street	Residence; C1920; very good additions; C1920; very good additions	EJE Study	Private	listed
Coffs Harbour	2 Korff Street	Interwar timber and fibro on corner	Heritage adviser	Private	
Coffs Harbour	2 King Street	Large house with hedge	Heritage adviser	Private	
Coffs Harbour	2 Murdock Street	Weatherboard cottage; glazed front verandah	Heritage adviser	Private	
Coffs Harbour	3 Maclean Street	Residence;	EJE Study	Private	
Coffs Harbour	4 Bonville Street	1930s weatherboard cottage, elevated, textured brick perimeter walls, next door to RC presbytery	Heritage adviser	Private	
Coffs Harbour	4 Pitt Street	1930s cottages	Heritage adviser	Private	
Coffs Harbour	5 Maclean Street	Residence	EJE Study	Private	
Coffs Harbour	6 Gundagai Place	Elevated weatherboard and fibro cottage; relocated?	Heritage adviser	Private	
Coffs Harbour	8 King Street	Weatherboard cottage on corner	Heritage adviser	Private	
Coffs Harbour	12 Maclean Street	Weatherboard and fibro cottage and early garage	Heritage adviser	Private	
Coffs Harbour	16 Earl Street	Weatherboard and fibro cottage on corner; early garage behind	Heritage adviser	Private	
Coffs Harbour	16 Frances Street	Residence; Impressive interwar weatherboard	Heritage adviser	Private	
Coffs Harbour	18 Azalea Avenue	Weatherboard and fibro cottage	Heritage adviser	Private	
Coffs Harbour	22 Azalea Avenue	Weatherboard and fibro cottage	Heritage adviser	Private	
Coffs Harbour	18 Korffe Street	Weatherboard and fibro cottage	Heritage adviser	Private	

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Coffs Harbour	23 Gordon Street	Weatherboard and fibro cottage leadlight windows	community	CHCC	
Coffs Harbour	24 Hardacre Street	Inter-war cottage opp TAFE (relocated)	Heritage adviser	Private	
Coffs Harbour	26 Hardacre Street	Inter-war cottage opp TAFE (relocated)	Heritage adviser	Private	
Coffs Harbour	28 Frances Street	interwar weatherboard and fibro on corner; reversible additions	Heritage adviser	Private	
Coffs Harbour	28 Hardacre Street	Inter-war cottage opp TAFE	Heritage adviser	Private	
Coffs Harbour	30 Hardacre Street	Inter-war cottage opp TAFE	Heritage adviser	Private	
Coffs Harbour	32 Hardacre Street	Inter-war cottage opp TAFE	Heritage adviser	Private	
Coffs Harbour	42 Gundagai Street	interwar weatherboard; currently painted blue, possibly relocated	Heritage adviser	Private	
Coffs Harbour	63 Elbow Street	Built by the Cox family; Large house behind high fence and garden, C1921-1922	EJE Study	Private	
Coffs Harbour	74 Moonee Street	Weatherboard and fibro cottage; intact rear garage	EJE Study	Private	
Coffs Harbour	85 Marcia Street	interwar weatherboard; sensitive rear additions	Heritage adviser	Private	
Coffs Harbour	112 Grafton Street	interwar weatherboard behind later building; next to Creek Towers	Heritage adviser	Private	
Coffs Harbour	114 West High Street	Inter-war cottage, high-quality timber detailing, original garage	Heritage adviser	Private	
Coffs Harbour	127 Albany Street	Weatherboard with high-quality decorative detailing	Heritage adviser	Private	
Coffs Harbour	180 Pacific Highway	Fibro cottage with verandah set back from the road	Heritage adviser	Private	
Coffs Harbour	288-294 Coramba Road	Inter-war fibro and weatherboard cottage; overgrown garden including orange trees	Heritage adviser	Private	

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Coffs Harbour	303 Coramba Road	Inter-war fibro and weatherboard cottage currently painted blue and orange	Heritage adviser	Private	
Coffs Harbour	384 Coramba Road	Inter-war house	community	Private	
Coffs Harbour	Gordon Street	1920s bungalow, overgrown garden, next door to Motor Registry	community	CHCC	
Coffs Harbour	234 Pacific Highway	1930s residence behind shop on Pacific Highway, formerly 136 Woolgoolga Road and known as Fullers Store	community	Private	
Coffs Harbour	183 Harbour Drive	1920s timber cottage, painted white, possibly dairy building at backyard	Heritage adviser	Private	
Coffs Harbour	4 Azalea Avenue	Residence; C1934; Inter-war house, fine timber detailing	EJE Study	Private	listed
Coffs Jetty	3 Orlando Lane	Inter-war fibro cottage	Heritage adviser	Private	
Coffs Jetty	10 Collingwood Street	Residence; 1920; former Jetty Police Station	EJE Study	Private	listed
Coffs Jetty	10 Moore Street	Residence; C1920s - Owner 1967 - 1975 Neville J. Budge	EJE Study	Private	
Coffs Jetty	10 Short Street	Timber and fibro house on corner	Heritage adviser	Private	
Coffs Jetty	11 Collingwood Street	Inter-war fibro and weatherboard cottage; later clad with fibro	Heritage adviser	Private	
Coffs Jetty	11 Moore Street	Residence; C1920 Owners - 1943 - 1966 Thomas Mathie and from 1966 to 1985 Enid J. McCrohan nee Mathie	EJE Study	Private	
Coffs Jetty	12 Moore Street	Residence; C1910 Owner 1944 - 1972 Percy Raymond Bartlett	EJE Study	Private	
Coffs Jetty	14 Moore Street	Residence; C1910	EJE Study	Private	
Coffs Jetty	16 Nile Street	intact 1930s weatherboard, dutch gable roof	Heritage adviser	Private	
Coffs Jetty	23 Moore Street	Residence;	EJE Study	Private	listed

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Coffs Jetty	23-25 Orlando Street	Pair of inter-war cottages	Heritage adviser	Private	
Coffs Jetty	26 Collingwood Street	intact large 1930s weatherboard	Heritage adviser	Private	
Coffs Jetty	28 Moore Street	Weatherboard and fibro cottage	Heritage adviser	Private	
Coffs Jetty	29 Moore Street	Weatherboard and fibro cottage, on corner of Nile Street	Heritage adviser	Private	
Coffs Jetty	30 Moore Street	Weatherboard and fibro house	Heritage adviser	Private	
Coffs Jetty	31 Moore Street	Blue cottage, relocated in 1980, large allotment	Heritage adviser	Private	
Coffs Jetty	36 Collingwood Street	Large square fibro cottage	Heritage adviser	Private	
Coffs Jetty	37 Edgar Street	Two storey weatherboard, rear additions	Heritage adviser	Private	
Coffs Jetty	45 Jarrett Street	Residence; C1937, the Hoschkes' house; local landmark	EJE Study	Private	
Coffs Jetty	151 Edinburgh Street	Residence; C1930	EJE Study	Private	listed
Coffs Jetty	164 Edinburgh Street	large inter-war-war house; C1920s Neville's Dental Surgery and residence and Mrs. Neville Snr's Red Cross Shop.	EJE Study	Private	
Coffs Jetty	167 Edinburgh Street	Residence; c1920s , recent large rear addition	EJE Study	Private	
Coffs Jetty	343-349 Harbour Drive	Row of large distinctive two-storey weatherboard and fibro cottages; local landmarks	Heritage adviser	Private	
Coffs Jetty	333 Harbour Drive	Large weatherboard house with later enclosed front verandah	Heritage adviser	Private	
Coffs Jetty	Jordan Esplanade (ARTC land)	PWD/Railway house	Heritage adviser	crown	
Coffs Jetty	189 Edinburgh Street	Large elevated weatherboard house	Heritage adviser	Private	
Coffs Jetty	62 Brodie Drive	weatherboard and fibro cottage house	Heritage adviser	Private	
Coffs Jetty	77 Orlando Street	Two-storey weatherboard with stained glass windows	Heritage adviser	Private	

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Coramba	28 Gale Street	Weatherboard and fibro house, currently painted green and white	Heritage adviser	Private	
Coramba	11-13 Dorrigo Street	Elevated weatherboard, currently painted blue	Heritage adviser	Private	
Coramba	3-5 Dorrigo Street	Weatherboard , next door to 11-13 Dorrigo St, brick infill perimeter walls	Heritage adviser	Private	
Coramba	60 Gale Street	Large weatherboard – Attunga	Heritage adviser	Private	
Coramba	77 Gale Street	Large weatherboard – Frogmouth Hollow	Heritage adviser	Private	
Coramba	86A-86b Hartleys Road	Residence – ‘Riverview’; 1922	EJE Study	Private	
Coramba	247C Orara Way	relocated house and garage	Heritage adviser	Private	
Coramba	744 East Bank Road	Large weatherboard relocated from 4 Avenue St, Coffs	community	Private	
Corindi Beach	3540-3550 Pacific Highway	Two adjacent residences/homesteads with sheds and water tank	Kayandel Study	Private	listed
Corindi Beach	3550 Pacific Highway	Two adjacent residences/homesteads with sheds and water tank	Kayandel Study	Private	listed
Corindi Beach	3551 Pacific Highway	Two inter-war-1950s farmhouse with earlier shed	Heritage adviser	Private	
Emerald Beach	3 Bluff Road	Interwar House	Heritage adviser	Private	
Emerald Beach	51 Fiddaman Road	Interwar House	Heritage adviser	Private	
Karangi	21D Mastons Road	interwar house behind high fence and garden; Couldn't see or photograph	Heritage adviser	Private	
Karangi	4 Mastons Road	Large post-war house high on hill above tennis courts	Heritage adviser	Private	
Karangi	186 Upper Orara Road	House, dairy building – Waterview; house relocated from within the property; intact dairy building?	Heritage adviser	Private	
Korora	108 West Korora Road	Large interwar fibro	Heritage adviser	Private	

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Lowanna	5 Cavanaghs Road	Timber cottage and timber garage – former mill house	community	Private	
Lowanna	11 Lowanna Road	Relocated house from Bonville Street in 2002	community	Private	
Lowanna	17 Cavanaghs Road	Timber and fibro cottage; enclosed verandah – former mill house	community	Private	
Lowanna	670 Moleton Road	Early house – rural; C1920s; very similar to 782 Moleton Rd; has telegraph office opp; unpainted, very intact	EJE Study	Private	
Lowanna	782 Moleton Road	Owned by the Robbs, interwar house, pair with 670 Moleton Road; recently painted	Heritage adviser	Private	
Lowanna	221 Bushmans Range Rd	Kimble’s house, early dairy, shed and water tank stand	Heritage adviser	Private	
Lowanna	32 Grafton Street	Large house opposite Lowanna Hall	Heritage adviser	Private	
Lowanna	112A Cavanaghs Road	Interwar house in distance on hill above former mill	Heritage adviser	Private	
Moonee Beach	15 Rushton Ave	Interwar house	Heritage adviser	Private	
Mullaway	45A Whitton Place	Relocated inter-war weatherboard house	Heritage adviser	Private	
Nana Glen	11 Weir Street	Residence; inter-war weatherboard and fibro	Heritage adviser	Private	
Nana Glen	19 Grafton Street	‘Koonawarra’; 1920s farmhouse with dairy shed behind	Heritage adviser	Private	
Nana Glen	863-869 Eastbank Road	Interwar house; fibro and weatherboard	Heritage adviser	Private	
Red Rock	Caravan park/reserve, Park Street	‘Lynch Cottage’, small weatherboard	Kayandel Study	Crown	listed
Red Rock	2 Ford Street	Weatherboard with enclosed louvred verandahs	Kayandel Study	Private	listed
Red Rock	19 Schaffer Street	weatherboard and fibro house		Private	



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Red Rock	30 Ford Street	fibro cottage		Private	
Red Rock	31 Schaffer Street	fibro cottage		Private	
Red Rock	33 Schaffer Street	early timber house with timber louvres		Private	
Red Rock	94 Flaherty Street	weatherboard beach cottage and garage		Private	
Sandy Beach	8 Banksia Close	Large weatherboard and fibro house, relocated in 1995	Heritage adviser	Private	
Sandy Beach	13 Chestnut Avenue	Weatherboard and fibro house, relocated in 1989	Heritage adviser	Private	
Sandy Beach	38 Emerald Heights Drive	Former Harbour Masters House; Originally on cnr Collingwood and Hood Streets, Coffs Jetty; relocated to Emerald Heights	community	Private	
Sandy Beach	47 Blackbutt Avenue	Large weatherboard and fibro house, relocated in 1989	Heritage adviser	Private	
Sandy Beach	69 Blackbutt Avenue	Large weatherboard and fibro house, relocated in 1988; came from Moore Street Coffs Jetty	Heritage adviser	Private	
Sapphire Beach	18 Split Solitary Road	Residence; C1910; Relocated from the Jetty in 1920s-1930s	EJE Study	Private	listed
Sapphire Beach	39-41 Gaudrons Road	Weatherboard cottage relocated in 1983	community	Private	
Sapphire Beach	59 Gaudrons Rd, Sapphire	Relocated Queenslander; Original house relocated by Bob and Val Hunter; now owned by Chris Bowen.	Heritage adviser	Private	
Sapphire Beach	3 Reicks Close	Relocated from site of current Dragon Chinese Restaurant on highway in Coffs Harbour.	Heritage adviser	Private	
Sawtell	1 Twenty Second Avenue	Weatherboard and fibro house, elevated	Heritage adviser	Private	
Sawtell	1 Third Avenue, cnr of Fourth Avenue	Weatherboard and fibro house	Heritage adviser	Private	

Robin Hedditch, Heritage Consultant

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Sawtell	4 Bellgrove Street	1930s weatherboard and fibro house	Heritage adviser	Private	
Sawtell	5 Coronation Avenue	1930s weatherboard	Heritage adviser	Private	
Sawtell	11 Bellgrove Street	1930s weatherboard house, currently painted white	Heritage adviser	Private	
Sawtell	25 Coronation Avenue	1930s weatherboard and fibro house	Heritage adviser	Private	
Sawtell	27 Eighteenth Avenue	Large weatherboard built by the McPhersons, a prominent timber milling family	Heritage adviser	Private	
Sawtell	37A Sawtell Road	Large, two-storey weatherboard, elevated	Heritage adviser	Private	
Sawtell	98 Bayldon Rd	Corner cottage; 1930s cottage; Very intact	Heritage adviser	Private	
Sawtell	102 Lyons Road	Residence – Amaroo – early house	Heritage adviser	Private	
Sawtell	117 First Avenue	Early weatherboard; prominent corner, opposite Hilltop Store	Heritage adviser	Private	
Sawtell	155 Lyons Road	Residence – ‘Coola Beri’; prominent corner, early house	Heritage adviser	Private	
Sawtell	1 Elizabeth Street	1940s weatherboard on prominent corner, weatherboard garage	Heritage adviser	Private	
Toormina	9 Sawtell Road	Early weatherboard cottage with large remnant gums	community	Private	
Ulong	138 Pine Avenue	weatherboard house and garage, bare non-existent garden	Heritage adviser	Private	
Ulong	230 Timmsvale Road.	Residence; early timber house, varnished interior	Heritage adviser	Private	
Ulong	76 Pine Avenue	Former bush nurses home	community	Private	
Ulong	16 Hutchinson Street	Weatherboard and fibro and weatherboard garage next to Ulong Public School; overgrown garden	Heritage adviser	Private	

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Ulong	231C-231D Timmsvale Road	Mill houses – former – weatherboard; former bush nurses hut and early houses further back; former timber mill houses according to Maureen Timms	Heritage adviser	Private	
Ulong	2237 Eastern Dorrigo Way	Weatherboard farmhouse overlooking valley with dairy building	Heritage adviser	Private	
Upper Orara	106 Mount Browne Road	Inter-war weatherboard cottage, very intact	Heritage adviser	Private	
Upper Orara	201 Dairyville Road	Residence – ‘Braeside’; C1920	EJE Study	Private	listed
Upper Orara	238 Fridays Creek Road	large 1930s weatherboard set above road – painted orange and green; relocated	Heritage adviser	Private	
Upper Orara	433 South Island Loop Road	Large weatherboard on rise, formerly Boulwoods	Heritage adviser	Private	
Upper Orara	115-115A Wayper Creek Road	1920s house and early dairy building Christian Assemblies International	Heritage adviser	Private	
Woolgoolga	10 Nightingale Street	Two substantial fibro houses, one inter-war, one 1950s	heritage adviser	Private	
Woolgoolga	10 High Street	Early weatherboard, 1950s additions; see Yeates	heritage adviser	Private	
Woolgoolga	10 Scarborough Street	Inter-war weatherboard and fibro, opposite school	heritage adviser	Private	
Woolgoolga	12 Mackay Street	Interwar house	Heritage adviser	Private	
Woolgoolga	17 Fawcett Street	Inter-war cottage on timber piers	heritage adviser	Private	
Woolgoolga	21 Pullen Street	Interwar house	heritage adviser	Private	
Woolgoolga	25 Trafalgar Street	Inter-war weatherboard and fibro	heritage adviser	Private	
Woolgoolga	28 Market Street	Inter-war weatherboard and fibro; C1920s	EJE Study	Private	

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Woolgoolga	30 Market Street	Inter-war weatherboard and fibro; C1920s	EJE Study	Private	
Woolgoolga	28 Ocean Street	1950s weatherboard – ‘Blue Haven’	Heritage adviser	Private	
Woolgoolga	28 Queen Street	Inter-war fibro, below Dr Moores’s house	heritage adviser	Private	
Woolgoolga	28 Pullen Street	1928 weatherboard, relocated from Woolgoolga, believed to be the Wharfingers house	heritage adviser	Private	
Woolgoolga	30 Scarborough Street	Weatherboard; recent sensitive additions	heritage adviser	Private	
Woolgoolga	31 Carrington Street	Inter-war weatherboard	heritage adviser	Private	
Woolgoolga	32 Nelson Street	Weatherboard and fibro on corner	heritage adviser	Private	
Woolgoolga	33 Beach Street, cnr of Boundary Street	Timber cottage set well back from corner	heritage adviser	Private	
Woolgoolga	34 Trafalgar Street	Inter-war weatherboard and fibro	heritage adviser	Private	
Woolgoolga	37 Nelson Street	Early timber cottage	heritage adviser	Private	
Woolgoolga	35 Nelson Street	Weatherboard relocated in 1977	heritage adviser	Private	
Woolgoolga	36 Market Street	Inter-war fibro	heritage adviser	Private	
Woolgoolga	42 Gordon Street	Large elevated fibro	heritage adviser	Private	
Woolgoolga	2 Beach Street	Fibro and weatherboard cottage	community	Private	
<b>Post-WWII</b>					
Arararra	41 Arararra Beach Road	Two-storey fibro	Heritage adviser	Private	

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Arrawarra	4 First Avenue	Two-storey fibro	Heritage adviser	Private	
Arrawarra	17 First Avenue	Two-storey fibro	Heritage adviser	Private	
Bonville	108 Archville Station Road	1950s house, angled front wall	Heritage adviser	Private	
Boambee East	283A Sawtell Road	Green triple fronted weatherboard	Heritage adviser	Private	
Coffs Harbour	1 Ridge Street	skillion weatherboard and fibro	Heritage adviser	Private	
Coffs Harbour	1 Shepherds Lane	Early cottage with skillion adds to create butterfly roof	Heritage adviser	Private	
Coffs Harbour	3 King Street	Small weatherboard holiday house	Heritage adviser	Private	
Coffs Harbour	4 North Street	Tripled-fronted skillion fibro	Heritage adviser	Private	
Coffs Harbour	5 Earl Street	'Jerkarm'; 1950s 'Ideal Home'	heritage adviser	Private	
Coffs Harbour	13 Coramba Road	Triple-fronted fibro	Heritage adviser	Private	
Coffs Harbour	14 Frances Street	Fibro cottage – skillion roof	Heritage adviser	Private	
Coffs Harbour	14 Bray Street	Weatherboard butterfly roof – two storey	Heritage adviser	Private	
Coffs Harbour	10 North Street	Weatherboard house	Heritage adviser	Private	
Coffs Harbour	15a North Street	Weatherboard house	Heritage adviser	Private	
Coffs Harbour	17 Beryl Street	Fibro cottage – skillion roof	Heritage adviser	Private	
Coffs Harbour	18 Francis Street	1950s weatherboard house with textured brick base	heritage adviser	Private	
Coffs Harbour	19 Francis Street	1950s 'Ideal Home'	heritage adviser	Private	
Coffs Harbour	20 Glenreagh Street	Triple-fronted fibro	Heritage adviser	Private	
Coffs Harbour	22 Ann Street	1950s weatherboard	Heritage adviser	Private	

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Coffs Harbour	25 Gundagai Street	Triple-fronted fibro	Heritage adviser	Private	
Coffs Harbour	25 North Street	1950s 'Ideal Home' made out of concrete textured bricks	Heritage adviser	Private	
Coffs Harbour	29 Gundagai Street	Large 1950s weatherboard, two front doors	Heritage adviser	Private	
Coffs Harbour	32 King Street	Large weatherboard	Heritage adviser	Private	
Coffs Harbour	33 Gordon Street	Large weatherboard, porthole window	community	CHCC	
Coffs Harbour	35 Victoria Street	C1940; ocean liner house	EJE Study	Private	
Coffs Harbour	36 Combine Street	1950s weatherboard on corner	Heritage adviser	Private	
Coffs Harbour	41 Azalea Street	Triple-fronted fibro	Heritage adviser	Private	
Coffs Harbour	42 Shepherds Lane	1950s weatherboard	Heritage adviser	Private	
Coffs Harbour	45 Pitt Square	Fibro with butterfly roof	Heritage adviser	Private	
Coffs Harbour	47 Coramba Road	Brick rendered 'Ideal home'	Heritage adviser	Private	
Coffs Harbour	49 Coramba Road	Triple fronted fibro	Heritage adviser	Private	
Coffs Harbour	47 Gundagai Street	Skillion fibro	Heritage adviser	Private	
Coffs Harbour	49 Gundagai Street	Skillion fibro	Heritage adviser	Private	
Coffs Harbour	48 Shepherds Lane	Clad in aluminium weatherboards; early 1960s, possibly rare building material	Heritage adviser	Private	
Coffs Harbour	52 Azalea Avenue	Triple-fronted fibro	Heritage adviser	Private	
Coffs Harbour	57 Azalea Avenue	1950s 'Ideal Home'	Heritage adviser	Private	
Coffs Harbour	61 Howard Street	Pettit and Sevitt house; 1970s; Architect John Woolley	heritage adviser	Private	

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Coffs Harbour	70 Moonee Street	On corner; former residence, used as a commercial office	EJE Study	Private	
Coffs Harbour	72 Gundagai Street	Large 1950s weatherboard	Heritage adviser	Private	
Coffs Harbour	75 Azalea Avenue	Denton - 1950s 'Ideal Home', possibly clad with brick sheeting	Heritage adviser	Private	
Coffs Harbour	79 Azalea Avenue	1950s 'Ideal Home'	Heritage adviser	Private	
Coffs Harbour	92 Beryl Street	Skillion fibro cottage	Heritage adviser	Private	
Coffs Harbour	106 Albany Street	1950s 'Ideal Home'	Heritage adviser	Private	
Coffs Harbour	120 Albany Street	1950s weatherboard	Heritage adviser	Private	
Coffs Jetty	21 Camperdown Street	1950s 'Ideal Home'	heritage adviser	Private	
Coffs Jetty	21 Orlando Street	1950s weatherboard	heritage adviser	Private	
Coffs Jetty	24 Moore Street	Skillion fibro cottage	heritage adviser	Private	
Coffs Jetty	36 Mildura Street	Relocated inter-war house	EJE Study	Private	
Coffs Jetty	37 Orlando Street	Two-storey 1950s weatherboard semis	heritage adviser	Private	
Coffs Jetty	161 Edinburgh Street	1950s weatherboard	heritage adviser	Private	
Coffs Jetty	326 Harbour Drive	1938 stuccoed house and garage painted blue	community	Private	
Coffs Jetty	1 Lee Street	1950s skillion fibro cottage	Heritage adviser	Private	
Coffs Jetty	1 Vost Street	1950s weatherboard beach house	Heritage adviser	Private	
Coffs Jetty	112 Park Beach Road	Two-storey weatherboard beach house	Heritage adviser	Private	
Corindi Beach	6 MacDougall Street	Fibro beach house - Seaspray	Kayandel Study	Private	
Corindi Beach	42 Pacific Street	Fibro beach house	Heritage adviser	Private	

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Corindi Beach	51 Pacific Street	Fibro beach house	Heritage adviser	Private	
Corindi Beach	45 Pacific Street	Beach fibro with rear adds	Heritage adviser	Private	
Corindi Beach	59 Pacific Street	Early weatherboard cottage	Heritage adviser	Private	
Corindi Beach	30 Blackadder Road	Residence - Postwar fibro cottage – one of pair	Kayandel Study	Private	listed
Emerald Beach	29 Dammerel Crescent	Post WWII house	Heritage adviser	Private	
Korora	38 James Small Drive	Mill house – former – fibro, last remnant of timber milling in Korora; belonged to Haymes; accommodation for mill workers	community	Private	
Mullaway	37 and 39 The Boulevard	Two 1950s weatherboard cottages	Heritage adviser	Private	
Mullaway	45 Whitton Place	Relocated 1950s weatherboard house and garage	Heritage adviser	Private	
Red Rock	20 Lawson Street	Residence - Fibro seaside cottage	Kayandel Study	Private	listed
Red Rock	3 Rudder Street	Residence - Fibro seaside cottage	Kayandel Study	Private	listed
Red Rock	47 Schaffer Street	Residence - Fibro seaside cottage	Kayandel Study	Private	listed
Red Rock	50 Ford Street	1950s red and white weatherboard cottage and garage	Heritage adviser	Private	
Sandy Beach	3 Spruce Place	Beach fibro relocated	Heritage adviser	Private	
Sandy Beach	9 Wattle Close	Relocated from Coffs Harbour	Heritage adviser	Private	
Sandy Beach	11 Blackbutt Avenue	1950s weatherboard	Heritage adviser	Private	
Sandy Beach	1534 Solitary Islands Way	Post WWII – former mill house	Heritage adviser	Private	
Sapphire Beach	31 Sapphire Crescent	House with a butterfly roof – built 1961	Heritage adviser	Private	



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Sawtell	3 Boronia Street	Residence; Post-WWII house with butterfly roof	heritage adviser	Private	
Sawtell	3 Fourth Avenue	Residence; Post-WWII, skillion-roof fibro beach cottage	heritage adviser	Private	
Sawtell	15 Sawtell Road	Fibro cottage – skillion roof	Heritage adviser	Private	
Sawtell	12 Elizabeth Street	1950s green stucco	Heritage adviser	Private	
Sawtell	34 Circular Avenue	1961 weatherboard with butterfly roof	Heritage adviser	Private	
Sawtell	51 Sixteenth Avenue	Triple fibro	Heritage adviser	Private	
Sawtell	107 Sawtell Road	1950s moderne fibro	Heritage adviser	Private	
Sawtell	140 Boronia Street	1950s weatherboard	Heritage adviser	Private	
Upper Orara	32 Mount Bishop Road	Two relocated fibros?	Heritage adviser	Private	
Upper Orara	63A Dairyville Road	1950s weatherboard and fig tree on hill overlooking road	Heritage adviser	Private	
Upper Orara	163 Fridays Creek Road	Bunya Bunya – 1950s house and old dairy	Heritage adviser	Private	
Woolgoolga	17 Nightingale Street	Large brick home on prominent corner site	Heritage adviser	Private	
Woolgoolga	18 Market Street	Small weatherboard cottage	Heritage adviser	Private	
Woolgoolga	21 Carrington Street	1950s weatherboard beach house, elevated on corner	Heritage adviser	Private	
Woolgoolga	21 Fawcett Street	Small fibro cottage	Heritage adviser	Private	
Woolgoolga	21 Wharf Street	Small skillion fibro	Heritage adviser	Private	
Woolgoolga	22 Gordon Street	1950s fibro	Heritage adviser	Private	

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Woolgoolga	23 South Street	Two-storey fibro	Heritage adviser	Private	
Woolgoolga	24 Trafalgar Street	U-shaped 1950s weatherboard	Heritage adviser	Private	
Woolgoolga	27 South Street	1950s skillion weatherboard house	Heritage adviser	Private	
Woolgoolga	27 Wharf Street	Small skillion fibro	Heritage adviser	Private	
Woolgoolga	29 Ocean Street	1950s 'Moderne' fibro house	Heritage adviser	Private	
Woolgoolga	37 Trafalgar Street	1950s beach fibro	Heritage adviser	Private	
Woolgoolga	38 Gordon Street	1950s weatherboard, former bank managers house	Heritage adviser	Private	
Woolgoolga	39 Carrington Street	Blue skillion fibro	Heritage adviser	Private	
Woolgoolga	41 Beach Street	Fibro doctors surgery	Heritage adviser	Private	
Woolgoolga	44 Gordon Street	Weatherboard house	Heritage adviser	Private	
Woolgoolga	54 Pollack Esplanade	Small skillion fibro; last house on the headland	Heritage adviser	Private	
Woolgoolga	70 Pacific Highway	Post-war fibro house	Heritage adviser	Private	
Woolgoolga	CR 74543 End of Hearn's Lake Rd	Two fibro fishing shacks; several have been removed, one currently under a permissive occupancy.	community	Crown	
Woolgoolga	23 South Street	Fibro fishing shack; currently under a permissive occupancy.	community	Crown	
Woolgoolga	27 South Street	Fibro fishing shack; currently under a permissive occupancy.	community	Crown	
Woolgoolga	21 Lake Road, Woolgoolga	Fibro fishing shacks and large fig tree	community	Crown	

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Woolgoolga	23 Lake Road, Woolgoolga	Fibro fishing shack	community	Crown	

2014 Coffs Harbour Heritage Study (Final July 2014)

## Proposed heritage conservation areas (HCAs)

Locality	Name	Notes	Status
Arrawarra	Arrawarra Beach Road		
Arrawarra	First Avenue		
Coffs Harbour	Gundagai and Long Streets		
Coffs Harbour	Korff Moonee Elbow Scarba Streets		
Coffs Harbour	North and Hardacre Streets		
Coffs Harbour	Presbyterian Church Group		
Coffs Harbour	Prince James Avenue		
Coffs Harbour	West High Street		
Coffs Jetty	Mildura Edinburgh Collingwood Streets and Harbour Drive		
Coffs Jetty	Moore and Edinburgh Streets		
Coramba	Coramba Village	Extension to the existing HCA	listed
Red Rock	Red Rock Village		
Sawtell	First Avenue	Existing HCA – no change recommended	listed
Ulong	Pine Avenue (East)		
Ulong	Pine Avenue (West)		

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Upper Orara	Upper Orara Road		
Woolgoolga	Beach Street		
Woolgoolga	Carrington and Market Streets		
Woolgoolga	Woolgoolga Headland		
Woolgoolga	River Street Top Town		

2014 Coffs Harbour Heritage Study (Final July 2014)

## Proposed items demolished since identified

Locality	Address	Item	Nominee	Notes
Bucca	Central Bucca Road	Bucca Bucca Church Hall	EJE Study	Destroyed by fire
Coffs Harbour	13 Scarba Street	Residence	EJE Study	Demolished
Coffs Harbour	78 Moonee Street	Residence	EJE Study	Demolished
Coffs Harbour	36 Gordon Street	Residence	Heritage Advisor	Approved for demolition
Coffs Jetty	Beacon Hill	Beacon Hill building	EJE Study	Demolished
Coffs Jetty	16 Moore Street	Residence	EJE Study	Demolished
Coffs Jetty	36 Jarrett Street	Residence	EJE Study	Demolished
Coffs Jetty	168 Edinburgh Street	Residence	EJE Study	Demolished
Coffs Jetty	153-155 Edinburgh Street	Residence	EJE Study	Demolished
Coffs Jetty	168 Edinburgh Street	Residence	EJE Study	Demolished
Coffs Jetty	36 Mildura Street	Residence	EJE Study	Demolished
Coffs Jetty	58 Mildura Street	Residence	EJE Study	Demolished
Coffs Jetty	25 Edgar Street	Residence	EJE Study	Demolished
Coffs Jetty	45 Jarrett Street	Residence; C1937, the Hoschkes' house; local landmark	Community	Removed to Urunga
Coffs Jetty	341 Harbour Drive	Residence	Heritage Advisor	Approved for demolition

2014 Coffs Harbour Heritage Study (Final July 2014)

Coffs Jetty	326 Harbour Drive	1938 stuccoed house and garage painted blue	Community	Approved for demolition
Coffs Jetty	41 Watsonia Avenue	Residence	Heritage Advisor	Demolished
Coramba	Coramba Road	Coramba timber truss bridge	EJE Study	Demolished
Lowanna	18 Grafton Street, Lowanna	War memorial behind Lowanna Store; can't find	EJE Study	Demolished? Couldn't locate.
Sawtell	13 Twentieth Avenue	Residence; C1920s	EJE Study	Demolished by alts and adds
Sawtell	First Avenue	Post office	EJE Study	Demolished
Woolgoolga	20a Wharf Street, Woolgoolga	Water well. No trace on site; now strata home units	EJE Study	Demolished? Couldn't locate.

## Proposed items requiring further investigation

Locality	Address	Item	Notes
Arrawarra	27 Arrawarra Headland Road	'The Harbour Masters'; relocated house from Coffs Jetty, now a holiday accommodation - Extensively remodelled; little integrity	community
Arrawarra	12 Arrawarra Beach Road	Fibro cottage	Heritage adviser
Boambee	1 Hamilton Drive	WE Smith Hudson Buildings; c1970s	community
Boambee	40 Lindsays Road	House next to Boambee School, believed to be the former teachers residence Enclosed verandah; needs further assessment	community
Boambee	Pine Creek Way	United Petrol station; post-WWII skillion roof building; poor integrity; unlikely	heritage adviser

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		to be of heritage significance	
Bucca	Central Bucca Road, opp Swann's timber mill	Old Post Office	community
Emerald Beach	Eastern side of Pacific Highway, near Emerald beach turnoff	James Skinner's sugar mill site; location unknown; needs further assessment	community
Emerald Beach	Emerald Beach Caravan Park, visible at low tide	Bullock Dray crossing, c1880s; Few visible remains, outside LGA? Location unknown; needs further assessment	community
Coffs Harbour	Duke Street	Mud huts; built in the mid-1980s, architect – Jack Wyatt. Too recent to be of heritage significance.	community
Coffs Harbour	Macauleys Headland	Strong community belief that WWII bunkers were built on Macauleys Headland. No evidence for bunkers found; site was acquired for post-WWII wireless transmitting station for airport and later sold.	community
Coffs Harbour	Pacific Highway	Row of post-WWII motels – colourful grouping with motel signs, trees and garden entrances; avenue of palm trees; functions as a gateway to Coffs Harbour	heritage adviser
Coffs Harbour	3 Dalley Street	Post-war weatherboard converted to use as CWA meeting rooms, on prominent corner	Heritage adviser
Coffs Harbour	8 Blacker Close	Large skillion fibro	Heritage adviser
Coffs Harbour	8 Fitzroy Street		Heritage adviser
Coffs Harbour	11 Shepherds Lane	Post-war fibro and weatherboard with skillion roof	Heritage adviser
Coffs Harbour	13 Market Street	Large fibro block of flats and adjacent weatherboard house	



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Coffs Harbour	23 North Street	Victorian cottage with altered varandah; possibly more intact hat appears from the street	Heritage adviser
Coffs Harbour	89 Marcia Street		Heritage adviser
Coffs Harbour	24 Moonee Street	MBT Building; built c1970s	community
Coffs Harbour	Watsonia Avenue	Casuarina Community School; built about 1990? Too recent to be of heritage significance.	community
Coffs Harbour	Harbour Drive	Monterey Arcade next to Commonwealth Bank	community
Coffs Harbour	76B Bray Street	Wesleyan Methodist Church – built 1985	Heritage adviser
Coffs Harbour	Between Coffs and Coramba	North Coast Railway tunnels – five in total; built in 1920s	community
Coffs Harbour	5A Nelson St and 269 Coramba Road	Two similar weatherboard houses and garages built c1930s	community
Coffs Harbour	114 Grafton Street	Creek Towers, built in 1973, 14 storeys high	community
Coffs Harbour	Entrance to caravan park at Coffs Showground	Three palm trees; formerly on site of Masonic Lodge in Gordon St. Nominated for listing on Significant Tree Register	community
Coffs Harbour	Cnr of Moonee Street and Harbour Drive	Former CBA bank building on prominent corner site; currently Kerry Albert and co Solicitors. Erected 1955 and extensively remodelled from original in 1980s; little integrity in exterior facade.	community
Coffs Harbour	Harbour Drive	Brelsford Park; surviving feature of the original town plan for Coffs Harbour	community
Coffs Harbour	Formerly cnr of Harbour Drive	Brelsford Park gates. Erected 1947. Only concrete lintel in storage at council nursery; not known if iron gates still exist. Not a war memorial.	community
Coffs Harbour	Coff Street	CHCC Council Chambers building built 1983. Too recent to be of heritage	Heritage adviser

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		significance.	
Coffs Harbour	Coff Street	Memorial Swimming Pool	community
Coffs Harbour	Pacific Highway, south of Coffs	Major Motel, now the Arosa Opened July 1960– see Yeates Vol 2.	Heritage adviser
Coffs Harbour	44 Bellingen Road, Coffs Harbour	Astor Motel, now the Premier Motel Opened 27 July 1961 – see Yeates Vol 2.	Heritage adviser
Coffs Harbour	18 Glenreagh Street	Residence	community
Coffs Harbour	Coffs Harbour Airport – WWII hideouts, underground fuel stores; see listing sheet under Built Heritage etc	WWII hideouts, underground fuel stores; see listing sheet under Built Heritage etc	
Coffs Harbour	Coast Hotel – original cellar; see listing sheet under Built Heritage	Original cellar - see listing sheet under Built Heritage	heritage adviser
Coramba	Hampden Hotel	Original cellar - see listing sheet under Built Heritage	heritage adviser
Corindi	Blackadder Road	Mosaic sculptures	Heritage adviser
Coffs Jetty	Cnr of Harbour Drive and Edinburgh Street	Stairs below footpath; now partly covered by bitumen	community
Coffs Jetty	Two stored at eastern breakwater quarry and possibly more at Karangi depot	PWD trolleys from jetty; important items from Coffs' period as a working harbour	community
Coffs Jetty	Cnr Harbour Drive and Edinburgh Street	Post-WWII corner garage building	community

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Coffs Jetty	170 Edinburgh Street	Residence	EJE Study
Coffs Jetty	172 Edinburgh Street	Residence	EJE Study
Coffs Jetty	Beacon Hill	Concrete gun emplacement – small concrete structure	Heritage adviser
Coffs Jetty	4 Nile Street	‘Anpete’; post-war Mediterranean - Original home was residence of Lawrence Wake. This was demolished about 1972 and the existing home built by Max Spinks	heritage adviser
Coffs Jetty	Pier Hotel – original cellar; see listing sheet under Built Heritage	Original cellar - see listing sheet under Built Heritage	heritage adviser
Corindi	Opp 623 Sherwood Creek Road	Large timber and corrugated iron shed	Kayandal Study
Korora	End of Malibu Drive	Farmhouse shed etc; Banana farm, Needs investigating	community
Korora	Slots views of Pacific Ocean; view of Split Solitary Island	Views and vistas; Coffs Harbour the only place where you can see the Pacific Ocean from the Highway – Macauleys and Korora.	community
Korora	189 Old Coast Road	Packing shed now a house with tall palm tree and other mature trees, newer shed behind; picturesque site	community
Korora	End of Gaudrons Road	Packing sheds (two) and fibro house	community
Korora	Background plantations of bananas	Views and vistas; Distinctive Coffs Harbour experience under economic threat – the green background of banana plantations	community
Karangī	Coramba Road	‘Pearl Haven’, former teachers residence from Karangī School relocated there in the 1970s? Much altered	community
Lowanna	7 Cavanaghs Road	Mill house – former – weatherboard/fibro	heritage advisor

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Lowanna	Cottage behind 5 Cavanaghs Road	Mill house – former – weatherboard/fibro	heritage advisor
Lowanna	361 Gundarene Rd	‘High View’; early house on rise and stables	heritage adviser
Lowanna	398 Moleton Rd	Old cottage; isolated house, alum windows, still impressive.	
Lowanna	Off Eastern Dorrigo Road at turnoff to Lowanna	Aston army camp 1942-1943. Noted in 1986-1987 Heritage Study. Location unknown; needs further assessment.	community
Lowanna	9.3-9.5km from Coramba turnoff to Eastern Dorrigo	Water trough (need to locate tank stand)	community
Moonee	200 m north of Moonee Beach Road, Pacific Highway	Moonee Cricket Pitch Location not known; requires further assessment. Noted in 1986-1987 Heritage Study. Location unknown; needs further assessment.	community
Nana Glen	Over Bucca Creek at Morrows Road	Steel bridge – rail – plate rivetted – (built c1924)	heritage adviser
Nana Glen	1510 Orara Way	Large timber farmhouse close to road; wraparound verandah	heritage adviser
Nana Glen	789 Orara Way	Early timber cottage/farmhouse	
Park Beach	Over Coffs Creek	Steel bridge – rail – plate rivetted – one of the most photographed objects in Coffs Harbour (built c1924)	Heritage adviser
Park Beach	Park Beach	Strong community belief that WWII bunkers were built on Park Beach; more likely to have been barbed wire emplacements. No evidence for bunkers found.	community
Park Beach	Ocean Parade	Hoey-Moey; 1960? – see Yeates Vol 2.	heritage adviser

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Park Beach	121 Ocean Parade	Pacific Towers; prominent landmark	community
Park Beach	Orlando Street	Decorative perimeter wall of the Pet Porpoise Pool	community
Park Beach	18 Watsonia Avenue	Early inter-war house remaining from Park Beach Reserve?	heritage adviser
Park Beach	28 Watsonia Avenue	1950s weatherboard relocated in 1970	heritage adviser
Park Beach	29 Watsonia Avenue	1950s fibro cottage, altered	
Park Beach	29 Watsonia Avenue	1950s? fibro - remaining from Park Beach Reserve?	Heritage adviser
Red Rock	48 Schafer Street	Large two-storey weatherboard	Heritage adviser
Sandy Beach	Opposite 257 Johnsons Road	Packing shed - iron	community
Sandy Beach	8 Wattle Close	Relocated weatherboard?	Heritage adviser
Sapphire Beach	5 Sapphire Crescent	Early fibro ?	
Sawtell	Over Boambee Creek	Steel bridge – rail – plate rivetted– (built c1924)	Heritage adviser
Sawtell	2 Park Street	Two-storey moderne	Heritage adviser
Sawtell	3 Coronation Avenue	Streamlined, moderne	Heritage adviser
Sawtell	3 Seventh Avenue	Early house with verandah; possibly relocated from Reserve	Heritage adviser
Sawtell	28 and 30 Elizabeth Street	Santa Fe and Hoys Physiotherapy; Inter-war weatherboard and post-war stuccoed	Heritage adviser
Sawtell	40 and 40A Elizabeth Street	Smithy's holiday accommodation; Post-WWII cottage;	Heritage adviser
Sawtell	Not known	Remnant forest. Location unknown; needs further assessment	community
Sawtell?	Scrub Creek	Littoral forest. Location unknown; needs further assessment	1986-1987 Heritage Study

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Ulong	53 Pine Avenue	Residence - early house	community
Upper Orara	339 Dairyville Road	Dairy building	Heritage adviser
Upper Orara	Mt Browne Road	Water tower – smooth cast concrete visible from Coramba Rd	Heritage adviser
Various		Relics/remains of gold mining activities	community
Various		Relics/remains of timber tramlines at Coffs Harbour, Bonville, Macauleys, Korora, Woolgoolga and Corindi, Newports Creek, south of Coffs Harbour; need more information	community
Various		Honour boards (movable); need an inventory; ongoing project for the Heritage Executive committee.	heritage adviser
Various		Museum records, photos, Private history collection Need more information	community
Various		Upper Orara Farm machinery Equipment Collection; Need to contact Doug Hoschke – need more information	community
Various	Kratz Drive, Nth Boambee Rd, near Big Banana	Rex Sare buildings; Work of local architect; distinctive use of v-shaped steel supports; c1970s and c1980s. Needs more information on specific locations; needs further assessment.	community
Woolgoolga	7 Nightingale Street	Post-war fibro skillion cottage	Heritage adviser
Woolgoolga	15 Carrington Street	Post-war fibro with weatherboard additions	Heritage adviser
Woolgoolga	32 Clarence Street	Early weatherboard – much altered	Heritage adviser
Woolgoolga	Queen Street	Tennis courts and youth centre	Heritage adviser
Woolgoolga	Hofmeir Parade	Small weatherboard; small Victorian weatherboard with later skillion roof	Heritage adviser

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		mod?	
Woolgoolga	Pacific Street	Early cedar house, pre-WWI?, relocated from Grafton?	Heritage adviser
Woolgoolga	On highway near petrol stations	Motel at Woolgoolga	community
Woolgoolga	Above 118 Condons Road	Packing shed - iron	community
Woolgoolga	Between 109-119 Condons Road	Packing shed - iron	community
Woolgoolga	Visible from Newmans Road	Early stockyards – Younger’s farm	community
Woolgoolga	Off Hearnese Lake Road	Timber relic submerged in Hearnese Lake. Within LGA? Needs further assessment.	community
Woolgoolga	Woolgoolga Beach	Wreck of the Buster within LGA?	heritage adviser
Woolgoolga	Rocky foreshore at the southern end of Woolgoolga beach	Evidence of Pullens’ jetty slide built in 1880s-1890s	community
Woolgoolga	29 Gordon Street	Fibro cottage	
Woolgoolga	38 Gordon Street	Fibro house and garage	
Woolgoolga	Trafalgar Street, opp Uniting Church	1930s cottage, altered, still on timber piers	
Woolgoolga	Greys Road	Weatherboard packing shed now a house	Heritage adviser

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## COASTAL HAZARD PLANNING CONTROLS - POLICY FRAMEWORK AND PLANNING PROPOSAL

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### **Purpose:**

The purpose of this report is to seek Council's endorsement of the draft Coffs Harbour Coastal Hazard Planning Policy and associated documents (Planning Proposal – PP\_2014\_Coffs\_03, Development Control Plan (DCP) amendments and notations for Council's Section 149 certificates) and to seek approval for them to be exhibited.

### **Background:**

The Coffs Harbour City Local Government Area (LGA) has 79 kilometres of coastline stretching from Pebbly Beach and Red Rock in the north to Bundagen in the south. Coastal hazards, such as coastal erosion, are managed by Council and the State Government under a framework including the *NSW Coastal Policy* (1997), the *Coastal Protection Act* 1979, and the *Coastal Protection Regulation* 2011. Under the current NSW State Government, this framework involves local councils undertaking coastal hazard studies and developing coastal zone management plans which then inform land-use planning, development controls and other coastal activities.

Council has responded to this by developing and adopting a *Coffs Harbour Coastal Processes and Hazards Definition Study 2011* (Definition Study), a *Coffs Harbour Coastal Zone Management Study* (2012) (CZMS) and a *Coffs Harbour Coastal Zone Management Plan* (2013) (CZMP). The CZMP was adopted by Council on the 14 February 2013. These documents provide a basis for the prediction of impacts from coastal hazards, and a range of management strategies to inform the community about how coastal erosion and inundation will be dealt with in their locality. The documents contain a range of prioritised actions, which include the preparation of planning controls that reflect the coastal hazards for different planning timeframes and sea level rise scenarios as defined in the Definition Study.

Council adopted a general *Coastal Hazard Zone Policy* (most recently endorsed in August 2013). The policy provides a broad framework for the consideration of coastal hazards as part of the development assessment process. A Chapter of Coffs Harbour DCP 2013 also broadly deals with coastal hazards and refers to the Definition Study. However, there are currently no assessment criteria outlining how these matters should be considered in a land-use planning context, and no specific requirements under Coffs Harbour Local Environmental Plan (LEP) 2013 for their consideration.

Council has also adopted a *Climate Change Policy* in October 2013. This policy states that Council acknowledges the reality of climate change and that climate change will impact on both the current way of life of the whole Coffs Harbour community and our natural and built environment. Furthermore, it confirms that Council is committed to adapting to the effects of climate change.

### **Description of Item:**

A high priority action in the recently adopted CZMP 2013 is the formulation of updated policy and planning controls to address development in the coastal zone. Coastal hazard areas for different planning horizons and sea level rise scenarios have been defined in Council's Definition Study and CZMP.



Council's current Coastal Policy and planning controls are very simplistic and do not provide adequate guidance for the range of sea level rise scenarios, planning timeframes and hazard areas associated with the coastal zone. A new relevant Coastal Policy is required to inform a revised set of planning controls that will integrate the CZMP and Definition Study recommendations into Council's newly made Coffs Harbour LEP 2013 and Coffs Harbour DCP 2013. Section 149 certificates will also be amended to reflect the revised Policy on this matter.

The overall project is a result of the following actions identified in the CZMP and reported to Council on 14 February 2013:

*Action P.6 of the CZMP is to amend the draft LEP 2012 through a planning proposal and Action P.1 is to prepare a coastal hazards chapter in the DCP setting out the requirements for development where coastal erosion or inundation has been identified as a risk for a particular property.*

*Following adoption of the CZMP, Council will be required to undertake a planning proposal and amend the draft LEP 2012 and draft DCP 2012.*

*Again, these tasks are an unavoidable outcome of the finalization of the CZMP. It must be highlighted that there is no current resource capacity identified for this future and strategically important body of work.*

*A grant will be sought to fund the implementation of these 2 actions through the state coastal and estuary program.*

Council received State Government (Office of Environment and Heritage) funding (\$10,000) to prepare an updated Coastal Policy and associated planning controls. Council also contributed funding towards the project (\$30,000). Several planning consultancies were approached to provide an expression of interest to progress the project, and Mike Svikis Planning was awarded the contract.

Four documents are attached for Council's consideration, including:

1. Coastal Hazard Planning Policy (the Policy) (refer Attachment 1).
2. Planning Proposal (PP) – PP\_2014\_Coffs\_03 (refer Attachment 2).
3. Amendments to Chapter E2 - Coastal Hazards (refer Attachment 3), of the Coffs Harbour Development Control Plan (DCP) 2013.
4. Amended notations for Council's Section 149(2) and Section 149(5) certificate template (refer Attachment 4).

The resulting coastal management planning controls presented in this report aim to integrate coastal hazards as defined in the Definition Study and CZMP, and align Council's strategic documents with the *NSW Coastal Policy (1997)*. The coastal management planning controls also accord with the Stage 2 Reforms outlined in the NSW Office of Environment and Heritage's Coastal Reform process.

#### **Sustainability Assessment:**

- **Environment**

The coastal management planning controls will not adversely impact on threatened species, populations, or ecological communities. The controls will introduce provisions that require assessment of coastal hazard and coastal processes and the management of development that is currently already permitted under Coffs Harbour LEP 2013.

- **Social**

The coastal management planning controls contained herein result from recommendations of the adopted CZMP. The CZMP was publicly exhibited and a series of community consultation events were held to inform the community of the work that had been undertaken. The amended Development Control Plan Chapter advises future applicants and the wider community how different development proposals will be assessed depending on where they are located in relation to the coastal hazard area.

- **Civic Leadership**

In 2009 Council adopted a 20 year *Community Strategic Plan (2030)*. The plan is based on five key themes being: Learning and Prospering, Places for Living, Moving Around, Looking After our Community, and Looking After our Environment.

The coastal management planning controls are generally consistent with the following relevant Objectives:

- LC1.1 Build pride and identity in Coffs Harbour as a community and place.
- LC1.2 Develop community resilience, disaster preparedness and response mechanisms.
- LC1.3 Promote a safe community.
- LE3.2 Enhance protection of our catchments, waterways and marine areas.
- PL 1.2 Provide infrastructure that supports sustainable living and is resilient to climatic events
- PL 1.5 Encourage innovative developments that embrace our climate and local environment

Raising awareness of coastal hazards by amending Coffs Harbour LEP 2013 (supported by a coastal hazards DCP, amended 149 certificate template and other associated documents) will ensure that information is provided to relevant stakeholders to ensure that future coastal development is more resilient to coastal hazards as well as the level of risk that applies to property is better known.

- **Economic**

**Broader Economic Implications**

Under the proposed controls, where a development is proposed in a coastal hazard area, Council will require an increased level of information with the application and would expect that any development in a coastal hazard area incorporate a level of resilience to coastal hazards in its design, layout and function. Council would assess development in proportion to its level of coastal hazard, the likely life of the development and its use.

Some of these factors can increase the cost of development by increasing the information the applicant needs to compile and by impacting on the design and construction of the development. However, these costs reflect the nature of the hazard in that location and are reasonable if development is to be considered by Council in a responsible manner.

In doing so, Council will reduce the burden to future generations of inappropriate development that will generate the pressure for major public expenditure if it is affected by coastal hazards at a future date.

**Delivery Program/Operational Plan Implications**

Council is the lead agency in the majority of the actions proposed to address identified risks within the CZMP, which include the formulation of planning and development controls as presented in this report.

**Risk Analysis:**

The evolution of the CZMP 2013 and the Definition Study 2011 has involved extensive community engagement. The documents presented in this report will also be placed on exhibition prior to their final adoption, thus providing further opportunity for community engagement and therefore reducing risks. Further environmental assessments will be undertaken to ensure that additional risk analysis is undertaken prior to Council committing to any further progression of strategic documents.

**Consultation:**

Consultation has been undertaken during the progression of the current project documents with the following key players in the process:

- **Internal Consultation**

A number of meetings were conducted with Council staff regarding the project, being an Inception Meeting and Review Meeting respectively. These meetings were attended by staff from the Sustainable Planning and Development Assessment branches of Council as well as the Coastal and Environmental Engineering areas.

The documents were also referred to Council's Governance Branch, and Council's lawyer who provided extensive input on the final draft documents.

- **State Agency Consultation**

An Office of Environment and Heritage (OEH) representative with previous involvement with Council's development of the CZMP and other coastal policy documents has been present for all project meetings as outlined above. Comments were also received directly during the initial stages of the project.

The NSW Department of Planning and Environment (P&E) have been consulted, both at the Northern Region Office in Grafton as well as the central office in Sydney, in relation to the development of an appropriate LEP clause. P&E identified standard clauses that had been accepted on the basis of a CZMP having been adopted and incorporated into planning controls by other councils.

These matters have been considered where appropriate to date and will continue to form a basis for consideration as the project continues.

- **Community Consultation**

Significant community consultation was undertaken with affected communities during the preparation of the Definition Study and CZMP by Council and the consultants associated with these studies. Given that the preparation of land-use planning controls is a direct recommendation of this process, additional community consultation during the drafting of the controls was not considered necessary. However, community consultation will be undertaken as part of the public exhibition of the draft planning controls.

The gateway determination for the PP will specify the community consultation that must be undertaken on the PP.

Following endorsement of the draft DCP controls for public exhibition, a community consultation process is envisaged including written notification to affected residents and businesses, conducting of drop-in sessions in a number of affected locations, and preparation of fact-sheets/information brochures to highlight key concepts.

**Related Policy and / or Precedents:**

The draft documents included in this report are consistent with the following:

- The Mid North Coast Regional Strategy;
- State Environmental Planning Policies;
- The Coffs Harbour 2030 Plan;
- Council's Climate Change Policy (2013); and
- Planning Practice Notes and Guidelines issued by the NSW Department of Planning and Environment.

**Statutory Requirements:**

The draft planning controls and documents included in this report have been prepared in accordance with the following legislation:

- Environmental Planning and Assessment Act 1979;
- Environmental Planning and Assessment Regulation 2000;
- The Department of Planning Standard Instrument (LEPs) Orders (gazetted March 2006, amended September 2006 and July 2008);
- Relevant State Environmental Planning Policies;
- Coastal Protection Act 1979;
- Coastal Protection Regulations 2011;
- Relevant Section 117 Directions;
- NSW Government Coastal Policy and related documents; and
- Mid North Coast Regional Strategy.

**Issues:**

• **Risk Based Framework**

The Coastal Hazard Assessment stage used a risk assessment matrix, based on the likelihood and consequence of the hazards, to identify the assets (both natural and man-made) at highest risk, and any mitigating controls already in place. The risks of most concern were those generally associated with coastal erosion and recession hazard because management strategies to address this are limited at present.

Generally, the areas identified as being at risk of inundation correspond with the areas identified under flood management planning. A range of assets were identified to be at risk, including natural assets like beaches, as well as man-made assets such as surf clubs and private property. The number of private residential and commercial etc properties at risk of coastal erosion and recession based on the range of timeframes include the following:

- **Properties within the Immediate Hazard Zone** - 68 Residential properties, four Caravan Parks, eight strata developments, three commercial buildings and two Surf clubs
- **Properties within the 2050 Hazard Zone** - 116 Residential properties, three Caravan Parks, 15 strata developments, two commercial buildings and one Surf club.
- **Properties within the 2100 Hazard Zone** - 154 Residential properties, four Caravan Parks, 37 strata developments, 17 commercial buildings.

- **Properties within Special Areas** - 30 Residential properties, one Caravan Park and two Commercial buildings.

Of these properties, there are currently no urban greenfield sites that fall within these areas, and only a few substantially sized potential urban infill sites (e.g. Anuuka at Diggers Beach and Nautilus at Sapphire Beach).

- **Category Naming Protocol Within Amended DCP Chapter**

The definition and mapping of coastal hazards in the Definition Study adopts a 'probability of occurrence' or 'likelihood' of hazard extent. Following the Australian Standard for Risk Management (AS/NZS ISO 31000:2009), the likelihood scale of 'almost certain', 'likely', 'possible', 'unlikely' and 'rare' was adopted (although only 'almost certain', 'unlikely' and 'rare' have been mapped). Risk assessment is now the prescribed framework for assessing and evaluating coastal hazards and their associated risk by the NSW Government (DECCW, 2009a, 2009b, 2009c) whereby risks are determined giving consideration to both 'likelihood' and 'consequence' of occurrence.

These categories have also been used within this Council report. In the course of the preparation of the DCP amendments it was considered that there was the potential for this particular terminology to be misunderstood in the process of interpretation. In order to lessen the likelihood of such a misunderstanding it was decided to refer to these categories within the DCP amendments in the following manner:

Coastal hazard zone category:

- Immediate (Unlikely line - Yellow)
- 2050 (Unlikely line - Yellow)
- 2100 (Unlikely line - Yellow)

Revised category:

- Immediate Hazard Line
- 2050 Hazard Line
- 2100 Hazard Line

- **Format of Coffs Harbour Development Control Plan 2013**

The Coffs Harbour DCP 2013 is currently being comprehensively reviewed to ensure consistency with the Coffs Harbour LEP 2013. The DCP will also be re-structured to allow Council to deliver the Plan in an electronic format, including the ability for customers to view and interrogate the DCP controls. The Draft Coffs Harbour Coastal Hazards chapter of the DCP has been formatted to fit with the structure of the revised DCP.

**Implementation Date / Priority:**

As the Coastal Hazard Planning Policy is an overarching document, the policy can be implemented immediately following resolution of any issues arising during the public exhibition period.

The timeframe for a PP is established in the EP&A Act. The timeframe is triggered once the matter is forwarded to the NSW Department of Planning and Environment by Council (i.e. after Council endorsement).

The DCP amendments will contain the majority of the detailed controls, and are recommended to be publically exhibited following endorsement by Council through this report along with the PP document and new Policy (all documents would be exhibited once a


Gateway Determination has been made by NSW Planning and Environment). This is to allow a thorough public consultation process to be undertaken, including community drop-in sessions, and subsequent analysis of submissions. To maximise the effectiveness of community consultation, it is recommended to undertake any such consultation following Christmas School holidays.

Following resolution of any issues arising during the public exhibition period, the amended DCP chapter and the Policy will not take effect until the LEP amendment has been finalised through the PP process.

The amended notations for Council's Section 149(2) and Section 149(5) certificate template will also come into effect once the LEP amendment has been finalised through the PP process.

**Recommendation:**

1. That in accordance with Section 160 (2) of the Local Government Act 1993, Council gives public notice of its intention to adopt the Coastal Hazard Planning Policy as shown in Attachment 1, placing it on public exhibition for a period of 42 days (six weeks).
2. That Council endorse and forward the subject Planning Proposal as shown in Attachment 2 of this report to NSW Planning and Environment seeking a "Gateway Determination", and to place the Planning Proposal on public exhibition for a period of 42 days (six weeks) consistent with the Gateway Determination.
3. That Council endorse the amendments to Chapter E2 – Coastal Hazards, being an amended chapter of Coffs Harbour Development Control Plan 2013 as shown in Attachment 3.
4. That Council exhibit the amendments to DCP Chapter E2 – Coastal Hazards for a period of 42 days (six weeks) in accordance with the provisions of the Environmental Planning and Assessment Act 1979 and Environmental Planning and Assessment Regulations 2000.
5. That a further report be considered by Council following the outcome of the public exhibition of the Coastal Hazard Planning Policy, Planning Proposal and the amended DCP.
6. That Council endorse the amendments to Council's Section 149(2) and Section 149(5) certificate template as shown in Attachment 4, and that Council include hazard notations for coastal hazard risk, as detailed in the endorsed amendments to Section 149(2) and Section 149(5) certificates once the LEP amendment has been adopted.
7. That Council write to affected landowners informing them of the process and inviting them to attend community based consultation events during the public exhibition.

<p>Locked Bag 155. Coffs Harbour, NSW 2450 ABN 79 126 214 487</p>	<p>COFFS HARBOUR CITY COUNCIL</p>		
<p><b>Coastal Hazard Planning Policy</b></p>			
<p><b>Policy Statement:</b></p>			
<ul style="list-style-type: none"> <li>• To implement the risk-based management approach endorsed by Council as part of the Coffs Harbour Coastal Zone Management Plan 2013;</li> <li>• To ensure responsible land-use planning that takes account of long-term risks from Coastal Hazards;</li> <li>• To ensure internal consideration of Coastal Hazards zones in the preparation of relevant documents, plans and policies.</li> </ul>			
<p><b>Director or Manager Responsible for Communication, Implementation and Review:</b></p>			
<p>Subdivision and Contracts Manager</p>			
<p><b>Related Legislation, Division of Local Government Circulars or Guideline:</b></p>			
<p><i>Coastal Protection Act, 1979; Environmental Planning and Assessment Act, 1979; Local Government Act, 1993; Guidelines for Preparing Coastal Zone Management Plans (2010); NSW Coastal Policy (1997); NSW Coastal Planning Guideline - Adapting to Sea Level Rise (2010)</i></p>			
<p><b>Does this document replace an existing policy?</b></p>		<p><b>Yes</b></p>	
<p>Coastal Hazard Zone Policy 22 August 2013 GM 13/28 209</p>			
<p><b>Other Related Council Policy or Procedure:</b></p>			
<p>Coffs Harbour City Council LEP 2000 Coffs Harbour City Council LEP 2013 Coffs Harbour Development Control Plan 2013 Coffs Harbour Coastal Processes and Hazards Definition Study 2011 Coffs Harbour Coastal Zone Management Study 2012 Coffs Harbour Coastal Zone Management Plan 2013</p>			
<p><b>Application:</b></p>			
<p>It is mandatory for all staff, councillors and delegates of Council to comply with this policy</p>			
<p><b>Distribution:</b></p>			
<p>This policy will be provided to all staff, councillors and delegates of Council by:</p>			
<p><input checked="" type="checkbox"/> Internet <input checked="" type="checkbox"/> Intranet <input checked="" type="checkbox"/> ECM</p>			
<p><b>Approved by:</b></p>	<p><b>Signature:</b></p>		
<p><b>Executive Team [Meeting date]</b></p>	<p>_____</p>		
<p><b>Council [Meeting date &amp; Resolution No.]</b></p>	<p><b>General Manager</b></p>		
<p><b>Council Branch Responsible:</b></p>	<p><b>Date of next Review:</b></p>		

**Key Responsibilities**

<i><b>Position</b></i>	<i><b>Directorate</b></i>	<i><b>Responsibility</b></i>
Mayor	Council	To lead councillors in their understanding of, and compliance with, this policy.
General Manager	Executive	To lead staff (either directly or through delegated authority) in their understanding of, and compliance with, this policy.
Directors	All Directorates	To communicate, implement and comply with this policy.
Executive and Managers	All Directorates	To implement this policy.
All Council officials	Council	To comply with this policy.



## 1. Introduction

This policy has been developed in support of Council's approach to the management of Coastal Hazards and risks and as recommended by the Coffs Harbour Coastal Zone Management Plan 2013.

## 2. Definitions

Coastal Hazard: Has the same meaning as defined in the *Coastal Protection Act, 1979*

*Note: Definitions are provided in the relevant DCP component for many terms used in relation to Coastal Hazards.*

## 3. Policy content

- 3.1 This policy applies to all land, and any uses and activities undertaken on such land, seaward of the 'rare' 2100 Coastal Hazard Line defined by the *Coffs Harbour Coastal Processes and Hazards Definition Study (2011)*.
- 3.2 Council shall manage areas identified in the *Coffs Harbour Coastal Zone Management Plan 2013 (CZMP)* in accordance with the management processes identified in that document unless amended by a revised CZMP adopted by Council.
- 3.3 Council shall consider Coastal Hazards generally in accordance with the relevant DCP component and the CZMP in the preparation of relevant documents including:
  - Plans of Management;
  - Masterplans;
  - Review of Environmental Factors (REF) for works not requiring development consent;
  - Preparation of other DCPs;
  - At the early stages of planning new infrastructure and conducting strategic planning (e.g. designing new road networks, sewer networks etc) (i.e. prior to preparation of development applications); and
  - Any other works by Council not requiring development consent or assessment.
- 3.4 Unless an acceptable level of public good can be demonstrated, when reviewing the zoning of land using the Planning Proposal and Gateway Process, Council will not consent to the rezoning of land that is currently rural, public or private recreation, or environmental protection for residential, business, tourism or industrial uses, if that land is located seaward of the 'rare' 2100 Coastal Hazard Line as defined by the CZMP. This is a measure to reduce the potential for risk to future development.

## 4. Consultation

This policy forms part of a suite of planning and land-use controls relating to Coastal Hazards. Parties consulted include Relevant State agencies including the Office of Environment and Heritage (OEH) and NSW Department of Planning and Environment (DPE)

*Note: Public consultation is to occur as part of the exhibition of the suite of documents.*

## 5. References

Coffs Harbour Coastal Processes and Hazards Definition Study 2011

Coffs Harbour Coastal Zone Management Study 2012

Coffs Harbour Coastal Zone Management Plan 2013

Coffs Harbour City Council LEP 2013

Coffs Harbour Development Control Plan 2014.

**6. Appendices**

Nil.

**7. Table of Amendments**

Amendment	Authorised by	Approval reference	Date

DRAFT

# PLANNING PROPOSAL

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## COFFS HARBOUR CITY COUNCIL

### Planning Proposal to Identify a Coastal Hazard Planning Area Gateway Determination

November 2014

**Marten Bouma**  
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Coffs Harbour City Council  
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## INTRODUCTION

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### ***Purpose***

Coffs Harbour City Council adopted a Coastal Zone Management Plan (CZMP) in 2013 which contained a range of high priority actions. These included preparation of planning controls that reflect the coastal hazards and risks for different planning horizons and sea level rise scenarios as defined in its Coastal Processes and Hazards Definition Study.

One of the planning controls that council can use to implement its CZMP is a new clause and associated map in Coffs Harbour LEP 2013 that define the coastal hazard planning area and specify a suite of matters that should be considered in assessing any development within that coastal hazard planning area. This clause and associated maps will supersede the existing foreshore building protection clause that currently only applies to the South Park Beach, Park Beach and Sapphire Beach localities.

### ***Property details***

The planning proposal affects a wide range of private and public property along the Coffs Harbour LGA coastline. The map sheets at Figures 1 to 11 in [Appendix A](#) identify the area of land that is located seaward of the 2100 coastal hazard line. This area extends to the Mean High Water Springs (MHWS). This is the land to which the planning proposal applies.

### ***Site context and setting and current zoning***

The Coffs Harbour coastline is 79 km long extending from Pebbly Beach (Station Creek) in the north to Bundagen in the south. It includes 38 beach embayments. The land affected by the planning proposal includes beaches and the openings of waterways; public open space land held by National Parks and Wildlife Service, Council or the Crown; public land used for infrastructure such as roads, railway lines, water, sewerage, stormwater infrastructure as well as easements for power and communications infrastructure. It affects land used for coastal holiday parks and tourism accommodation both in Crown and private ownership. It also affects privately owned land used for residential, tourism, commercial (including clubs and pubs) and private recreation uses. Land use zone maps from Coffs Harbour LEP 2013 for the coastal hazard area are at Figures 1 to 11 in [Appendix B](#).

## PART 1 - OBJECTIVES OR INTENDED OUTCOMES

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The objectives of this planning proposal are to include a suite of local provisions into Coffs Harbour LEP 2013 that apply to an area identified on a map as being affected by coastal hazards. The local provisions will ensure that Coffs Harbour City Council considers a range of coastal hazard issues when it is assessing new development.

The planning proposal will also remove a foreshore building line provision and associated map that is now out dated.

## PART 2 - EXPLANATION OF PROVISIONS

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The intended outcomes of the planning proposal will be achieved by:

- Amending Coffs Harbour LEP 2013 by inserting a new map described as the “Coastal Hazard Planning Map” that will identify land that is located to the seaward side of the 2100 coastal hazard line. As identified by the adopted Coastal Processes and Hazards Definition Study, this land is known to be affected by coastal processes now or is projected to be affected by coastal processes by the year 2100. The map spans a number of sheets and is included in [Appendix A](#).
- Amending Coffs Harbour LEP 2013 instrument by adding a new clause on Coastal Hazard Planning that includes objectives, applies to the area identified on the Coastal Hazard Planning Map, and provides heads of consideration for council when dealing with development applications on the land to which the clause applies. The proposed clause is included in [Appendix C](#).
- The draft clause will supplement and apply in addition to existing clause 5.5.
- Amending the Coffs Harbour LEP 2013 instrument by deleting clause 7.7 “Limited development on foreshore area” and deleting the Foreshore Building Line Map from the LEP. The clause to be deleted is included in [Appendix D](#).

## PART 3 – JUSTIFICATION

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### *Section A - Need for the planning proposal*

#### **1. Is the planning proposal a result of any strategic study or report?**

Yes. CHCC has for a number of years been following the State Government prescribed process for investigating and managing its coastline. It produced and adopted a Coastal Processes and Hazards Definition Study (2011) (CPHDS), a Coffs Harbour Coastal Zone Management Study (2012) (CZMS) as well as a Coastal Zone Management Plan (2013) (CZMP). Within these documents coastal hazards have been defined by probabilities in the Immediate, 2050 and 2100 year planning periods, to enable Coffs Harbour City Council to manage coastal hazards within a risk based framework. A clear recommendation of the CZMP is that planning controls at all levels are an important tool in the long term management of a coastline affected by coastal hazards.

## Attachment 2

The Coastal Processes and Hazards Definition Study (2011) (CPHDS) assessed each of the Immediate, 2050 and 2100 year planning periods in terms of the likelihood of the Coffs Harbour coast being affected by coastal hazards. However, the CPHDS found that the historical beach response and other data was not comprehensive or detailed enough to be able to differentiate between all five likelihood categories (Almost Certain, Likely, Possible, Unlikely and Rare).

Rationalisation of these categories was required, with focus given to 'Almost Certain', 'Unlikely' and 'Rare' likelihood probabilities for the Immediate, 2050 and 2100 planning horizons.

The CPHDS defines these terms as:

**Almost Certain** - There is a high possibility the event will occur as there is a history of periodic occurrence

**Unlikely**- There is a low possibility that the event will occur, however, there is a history of infrequent and isolated occurrence

**Rare** - It is highly unlikely that the event will occur, except in extreme circumstances, which have not been recorded historically

The 'Almost Certain' hazard likelihood probability line for the Immediate planning horizon accounts for the average beach erosion over the last 3-5 decades. At the 2050 and 2100 planning horizons it accounts for future long term recession without sea level rise, that is, due to the harbour impact only, plus average beach erosion.

The 'Unlikely' hazard likelihood probability line for the Immediate planning horizon accounts for the maximum beach erosion over the last 3-5 decades. At the 2050 and 2100 planning horizons it is the addition of future long term recession due to predicted sea level rise of 0.4 m and 0.9 m by 2050 and 2100, the harbour impact over this timeframe, plus the maximum beach erosion hazard extent.

The 'Rare' hazard likelihood probability line for the Immediate planning horizon accounts for the extreme beach erosion over the last 3-5 decades. At the 2050 and 2100 planning horizons it is more complicated, being the maximum extent of recession due to either:

- Future long term recession due to a higher than predicted sea rise (including the harbour impact) plus the immediate maximum beach erosion extent; or
- Future long term recession due to projected sea rise (including the harbour impact) and a sustained easterly shift in average wave direction, plus the immediate maximum beach erosion extent; or
- Future long term recession due to projected sea rise (including the harbour impact) plus extreme beach erosion extent.

It also includes a 0.7 m rise in sea level by 2050 and a 1.4 m sea level rise by 2100.

The CZMS noted that planning decisions about residential development have a time frame of up to 100 years and commercial and industrial development about 50 years so it is important that planning controls look beyond the Immediate planning horizon and are based on a reasonable expectation that sea levels will rise over the long term.

**Attachment 2**

The option that looks to the long term and coincides with Council’s climate change policy and the adoption of a predicted sea level rise of 0.4 m and 0.9 m by 2050 and 2100 in the CZMP is the ‘Unlikely’ hazard lines for the 2050 and 2100 planning periods. Accordingly the ‘Unlikely’ hazard lines have been used for the 2050 and 2100 year planning periods in the associated draft DCP and the ‘Unlikely’ 2100 hazard line has been used to identify the coastal hazard planning area in this planning proposal. The ‘Unlikely’ hazard line has also been used for the Immediate planning period because it is important to be conservative in the face of an immediate threat and it is consistent with the 2050 and 2100 planning periods.

On 19 July 2013 the State government repealed the Coastline Management Manual and replaced it with Coastal Zone Management Plan Guidelines for the purposes of S.733 of the Local Government Act, 1993 and the Coastal Protection Act, 1979. This planning proposal has been prepared in a manner consistent with the ten coastal management principles in the CZMP Guidelines as follows:

Principle 1 Consider the objects of the Coastal Protection Act 1979 and the goals, objectives and principles of the NSW Coastal Policy 1997 and the NSW Sea Level Rise Policy Statement 2009	The planning proposal is an important step in implementing the objectives of the Coastal Protection Act, 1979. It is consistent with the NSW Coastal Policy 1997 and the NSW Sea Level Rise Policy Statement 2009.
Principle 2 Optimise links between plans relating to the management of the coastal zone	The Planning proposal is a recommendation of the adopted CZMP and is also associated with a Development Control Plan and Council Policy on the issue of Coastal Hazards.
Principle 3 Involve the community in decision-making and make coastal information publicly available	The community has been involved in all documents to date and the planning proposal (and associated DCP) will be publicly exhibited and submissions considered.
Principle 4 Base decisions on the best available information and reasonable practice; acknowledge the interrelationship between catchment, estuarine and coastal processes; adopt a continuous improvement management approach	Council has prepared detailed documentation on coastal processes that form a sound basis for coastal planning decisions. Council documents acknowledge the interrelationship of coast, catchment and estuary.
Principle 5 The priority for public expenditure is public benefit; public expenditure should cost-effectively achieve the best practical long-term outcomes	The planning proposal will not direct public expenditure, however the underlying objective is to ensure coastal development is more resilient to coastal hazards which should in turn minimise the need for public expenditure.
Principle 6 Adopt a risk management approach to managing risks to public safety and assets; adopt a risk management hierarchy involving avoiding risks where feasible and mitigation where risks cannot be reasonably avoided; adopt interim actions to manage high risks while long-term options are implemented	The planning proposal (and associated DCP) is based on a risk management approach.
Principle 7 Adopt an adaptive risk management approach if risks are expected to increase over time, or to accommodate uncertainty in risk predictions	The planning proposal is an important step for Council in implementing planning controls that address coastal hazards. It will need to be reviewed periodically as new information becomes available.



Attachment 2

Principle 8 Maintain the condition of high value coastal ecosystems; rehabilitate priority degraded coastal ecosystems	This planning proposal will require Council to consider the potential for coastal processes to impact on the environment when it assesses development applications in a coastal hazard area. Existing clause 5.5 of LEP 2013 also addresses this issue in the coastal zone.
Principle 9 Maintain and improve safe public access to beaches and headlands consistent with the goals of the NSW Coastal Policy	Existing clause 5.5 of LEP 2013 addresses this issue in the coastal zone.
Principle 10 Support recreational activities consistent with the goals of the NSW Coastal Policy	Recreation activities that require development consent will be considered pursuant to this planning proposal and existing clause 5.5 of LEP 2013.

Although the State government no longer prescribes sea level rise benchmarks its “NSW Coastal Planning Guideline: Adapting to Sea Level Rise” remains relevant as a guide as to how coastal risks and coastal hazards should be addressed by Local Government. The following six principles from that guideline provide a basis for evaluating this planning proposal:

Assess and evaluate coastal risks taking into account sea level rise.	The planning proposal inserts objectives and development controls that ensure Council will evaluate coastal risks and hazards in areas known to be affected. The coastal hazard lines used in this planning proposal (and the new chapter in its associated DCP) account for a 0.4m sea level rise by 2050 and a 0.9m sea level rise by 2100 as previously adopted by Council as part of its CZMP.
Advise the public of coastal risks to ensure that informed land use planning and development decision-making can occur.	All stages leading up to this point have involved public consultation and the draft planning proposal will also be exhibited for comment.
Avoid intensifying land use in coastal risk areas through appropriate strategic and land-use planning.	Applying a risk based approach, Council will use this LEP clause and the associated new chapter in its DCP to properly assess development in coastal hazard areas and avoid inappropriate intensification of land use in coastal hazard areas.
Consider options to reduce land use intensity in coastal risk areas where feasible.	Applying a risk based approach, Council will use this LEP clause and the associated new chapter in its DCP to properly assess development in coastal hazard areas and where possible (over time) reduce land use intensity in coastal hazard areas.

**Attachment 2**

<p>Minimise the exposure to coastal risks from proposed development in coastal areas.</p>	<p>Applying a risk based approach, Council will use this LEP clause and the new associated chapter in its DCP to properly assess development in coastal hazard areas and (in doing so) minimise exposure to coastal hazards.</p>
<p>Implement appropriate management responses and adaptation strategies, with consideration for the environmental, social and economic impacts of each option.</p>	<p>Council's CZMP recommends a broad range of management actions including (but not limited to) planning controls. Other actions include education, asset management, dune management, and monitoring.</p>

**2. Is the planning proposal the best means of achieving the objectives or intended outcomes, or is there a better way?**

Yes. A planning proposal is considered an integral part of council's approach to implementing coastal hazard planning controls and managing risk. In combination with a Development Control Plan, imposition of conditions of development consent and clear information on Section 149 certificates, it will ensure that future development applications are made in the context of good quality information and are assessed against relevant planning criteria. This should ensure better planning and development outcomes for both applicants and council.

**3. Is there a net community benefit?**

The Net Community Benefit Criteria is identified in the NSW Government's publication *The Right Place for Business and Services*. This policy document has a focus on ensuring growth within existing centres and minimising dispersed trip generating development. It applies most appropriately to planning proposals that promote increased residential areas or densities or increased employment areas or the like. This planning proposal will not change the existing zones in Coffs Harbour LEP 2013 or affect directly the range of land uses permitted under LEP 2013. The criteria in the Net Community Benefit test can't be properly applied to this planning proposal.

**Section B - Relationship to strategic planning framework.**

**4. Is the planning proposal consistent with the objectives and actions contained within the applicable regional or sub-regional strategy (including the Sydney Metropolitan Strategy and exhibited draft strategies)?**

The Mid North Coast Regional Strategy (MNCRS) applies to the Coffs Harbour LGA. The MNCRS lists regional challenges on page 6 that include to "better understand and manage natural hazards including flooding and coastal erosion...". This planning proposal is consistent with that challenge. The extensive work that council has undertaken to get to this point is a solid base for understanding and managing coastal erosion and risks as well as the wider range of coastal hazards.

On page 11 the "Strategy at a Glance" lists the aims which include to "limit development in places constrained by coastal processes...". Introducing coastal hazard planning clauses based on extensive studies of coastal hazards and risk will enable council to limit or condition future development where it considers it is appropriate to do so to mitigate and/or manage those risks. This is consistent with the aim of the MNCRS.

**Attachment 2**

In relation to Natural Hazards (pages 34 and 35) the MNCRS recommends “extra caution in planning and building decisions in areas subject to ocean influence to account for the effects of climate change on sea level rise, storm surge, shoreline recession, storm frequency and intensity...” This links with the outcome that “appropriate planning provisions will be incorporated in local environmental plans consistent with ... council’s risk management plan to minimise the risk from flooding and coastal erosion.” The relevant action is that “local environmental plans will zone areas subject to high hazard to reflect the limitations of the land”. The planning proposal is consistent with both these outcomes and actions in that it will introduce a coastal hazard area map and associated provisions that allow council to make decisions on future development that reflect the level of coastal hazard that affects that land.

**5. Is the planning proposal consistent with the local council’s Community Strategic Plan, or other local strategic plan?**

In 2009 Council adopted a 20 year *Community Strategic Plan (2030)*. The plan is based on five key themes being: Learning and Prospering, Places for Living, Moving Around, Looking After our Community, and Looking After our Environment.

The planning proposal is generally consistent with the following relevant Objectives:

LC1.1 We take pride in Coffs Harbour as a strong and adaptable community.	LC1.1.2 Develop community resilience to change including disaster preparedness and response mechanisms.
LE2.1 Our forests, beaches, headlands, ocean, rivers, forested mountain backdrop, plants and animals are conserved for future generations.	LE2.1.5 Implement climate change planning, adaptation and mitigation strategies.

Raising awareness of coastal hazards and risk by amending LEP 2013 (supported by a coastal hazards DCP and standard conditions of consent) will ensure that information is provided to landowners and applicants to ensure that future coastal development is more resilient to coastal hazards, risk exposure is minimised consistent with applicable guidelines and a strategic approach as well as ensuring purchasers know the level of hazard that applies to property that they may wish to purchase.

**6. Is the planning proposal consistent with applicable state environmental planning policies (SEPP)?**

The State Environmental Planning Policies relevant to the planning proposal are identified in Table 1 and discussed in the following section.

Table 1: Consistency with SEPP’s

State Environmental Planning Policy	Consistency
SEPP No 1 – Development Standards	N/A (repealed for CH)
SEPP No 4 – Development Without Consent and Miscellaneous Exempt and Complying Development	N/A (substantially repealed for CH)
SEPP No 6 – Number of Storeys in a Building	N/A
SEPP No 10 – Retention of Low Cost Rental Accommodation	N/A
SEPP No 14 – Coastal Wetlands	N/A
SEPP No 15 – Rural Landsharing Communities	N/A

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State Environmental Planning Policy	Consistency
SEPP No 19 – Bushland in Urban Areas	N/A
SEPP No 21 – Caravan Parks	N/A
SEPP No 22 – Shops and Commercial Premises	N/A
SEPP No 26 – Littoral Rainforests	N/A
SEPP No 29 – Western Sydney Recreation Area	N/A
SEPP No 30 – Intensive Agriculture	N/A
SEPP No 32 – Urban Consolidation (Redevelopment of Urban Land)	Consistent. See additional comment below
SEPP No 33 – Hazardous and Offensive Development	N/A
SEPP No 36 – Manufactured Home Estates	Consistent. See additional comment below
SEPP No 39 – Spit Island Bird Habitat	N/A
SEPP No 41 – Casino Entertainment Complex	N/A
SEPP No 44 – Koala Habitat Protection	N/A
SEPP No 47 – Moore Park Showground	N/A
SEPP No 50 – Canal Estate Development	N/A
SEPP No 52 – Farm Dams and Other Works in Land and Water Management Plan Areas	N/A
SEPP No 53 – Metropolitan Residential Development	N/A
SEPP No 55 – Remediation of Land	N/A
SEPP No 59 – Central Western Sydney Regional Open Space and Residential	N/A
SEPP No 60 – Exempt and Complying Development	N/A (repealed for CH)
SEPP No 62 – Sustainable Aquaculture	N/A
SEPP No 64 – Advertising and Signage	N/A
SEPP No 65 – Design Quality of Residential Flat Development	N/A
SEPP No 70 – Affordable Housing (Revised Schemes)	N/A
SEPP No 71 – Coastal Protection	Consistent. See additional comments below
SEPP (Affordable Rental Housing) 2009	N/A
SEPP (Building Sustainability Index: BASIX) 2004	N/A
SEPP (Exempt and Complying Development Codes) 2008	N/A
SEPP (Housing for Seniors or People with a Disability) 2004	N/A
SEPP (Infrastructure) 2007	Consistent. See additional comment below

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<b>State Environmental Planning Policy</b>	<b>Consistency</b>
SEPP (Kosciuszko National Park – Alpine Resorts) 2007	N/A
SEPP (Major Development) 2005	N/A
SEPP (Mining, Petroleum Production and Extractive Industries) 2007	Consistent. See additional comments below
SEPP (Rural Lands) 2008	N/A
SEPP (Sydney Region Growth Centres) 2006	N/A
SEPP (Temporary Structures) 2007	N/A
SEPP (Western Sydney Employment Area) 2009	N/A
SEPP (Western Sydney Parklands) 2009	N/A
SEPP (North Coast REP), 1988	N/A (repealed for CH)

**SEPP No 32 – Urban Consolidation (Redevelopment of Urban Land)**

This SEPP aims to promote the orderly and economic use and development of land by enabling urban land which is no longer required for the purpose for which it is currently zoned or used to be redeveloped for multi-unit housing and related development. Land that is excluded from this SEPP includes land identified in an LEP as being affected by a natural hazard.

Land within the coastal hazard area identified in the maps to this planning proposal will be identified as being affected by coastal hazards and this SEPP will no longer apply. This is a reasonable outcome and reflects Council's understanding of coastal hazards based on extensive studies undertaken consistent with State Government guidelines and policy.

The planning proposal is consistent with the SEPP.

**SEPP No 36 – Manufactured Home Estates**

This SEPP aims to facilitate the establishment of manufactured home estates as a contemporary form of medium density residential development that provides an alternative to traditional housing arrangements. It does not apply to land affected by hazards such as coastal hazards. Council can make this judgement based on available information and does not need the planning proposal to determine that SEPP 36 does not apply to coastal hazard land. However, identifying the land in the LEP will make this abundantly clear.

The planning proposal is consistent with the SEPP.

**SEPP No 71 – Coastal Protection**

The land affected by this planning proposal that is to be identified on a map as coastal hazard land is entirely within the coastal zone identified in SEPP 71. Key aims of SEPP 71 are:

- to manage the coastal zone in accordance with the principles of ecologically sustainable development; and
- to encourage a strategic approach to coastal management.

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The planning proposal is consistent with these aims.

In preparing the planning proposal Council must consider a range of matters identified in clause 8 of the SEPP. A brief response to those is as follows:

- The planning proposal will not affect public access to the coastal foreshore or generate the need to provide new access;
- It will not result in impacts upon the scenic qualities of the coast or any animals or fish that occur along the coast;
- The planning proposal is entirely based on the predicted effects of coastal processes and coastal hazards on the Coffs Harbour coastline.

The planning proposal is consistent with the relevant parts of the SEPP.

**SEPP (Infrastructure) 2007**

SEPP (Infrastructure) is a wide ranging document that covers a myriad of issues and processes. A key clause relevant to this planning proposal is Cl129A as follows:

**“129A Development with consent**

- (1) *Development for the purposes of a sea wall or beach nourishment may be carried out by any person with consent on the open coast or entrance to a coastal lake.*
  - (2) *If a coastal zone management plan does not apply to the land on which any such development is to be carried out, the Coastal Panel has the function of determining a development application for development to which this clause applies.*
  - (3) *Before determining a development application for development to which this clause applies, the consent authority must take the following matters into consideration:*
    - (a) *the provisions of any coastal zone management plan applying to the land,*
    - (b) *the matters set out in clause 8 of [State Environmental Planning Policy No 71—Coastal Protection](#),*
    - (c) *any guidelines for assessing and managing the impacts of coastal protection works that are issued by the Director-General for the purposes of this clause and published in the Gazette.*
- Note.** Section 55M of the [Coastal Protection Act 1979](#) sets out preconditions to the granting of development consent relating to coastal protection works.”

This planning proposal will not alter the permissibility of sea walls or beach nourishment as provided for in Cl129A of the SEPP, but it will create an additional suite of matters that must be considered by the consent authority in determining any such application. Given that Council has an adopted Coastal Zone Management Plan the consent authority for such applications will be Council. Should there be any inconsistency between its LEP and the SEPP, it is the SEPP that will prevail.

The planning proposal is consistent with the relevant parts of the SEPP.

**SEPP (Mining, Petroleum Production and Extractive Industries) 2007**

Nothing in this planning proposal will alter the permissibility of mining or extractive industries on the subject land. No underlying land use zones are proposed to be changed by this planning proposal.

The planning proposal is consistent with the SEPP.

**7. Is the planning proposal consistent with applicable Ministerial Directions (s.117 directions)?**

Consistency with the s117 Directions is assessed in the following Table 2.

Table 2 Consistency with s117(2) Directions

S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
1. Employment and Resources			
1.1 Business and Industrial Zones	Applies when a relevant planning authority prepares a planning proposal that will affect land within an existing or proposed business or industrial zone (including the alteration of any existing business or industrial zone boundary).	Some small areas of land zoned for Business use (B4 Mixed Use) and Industrial use (IN4 Working Waterfront) under LEP 2013 are located in the coastal hazard area.  The planning proposal will not alter the zone boundaries or the permissibility of any land uses. It will not alter the floor space controls or height limits.  It will require Council to consider coastal hazard issues in any application.	Consistent
1.2 Rural Zones	Applies when a relevant planning authority prepares a planning proposal that will affect land within an existing or proposed rural zone (including the alteration of any existing rural zone boundary).  Under this direction a planning proposal must: (a)not rezone land from a rural zone to a residential, business, industrial, village or tourist zone. (b)not contain provisions that will increase the permissible density of land within a rural zone (other than land within an existing town or village).	This planning proposal will not rezone any land from rural to another zone under LEP 2013. It will not increase the permissible density of development within rural zoned land.  It predominantly affects land in zones W2, E1, E2, RE1, RE2.  It also affects relatively small areas zoned R1, R2, B4, and IN4.	Consistent
1.3 Mining, Petroleum Production and	Applies when a relevant planning authority prepares a planning proposal that would have the	Nothing in this planning proposal will prohibit or restrict exploration or	Consistent

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S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
Extractive Industries	effect of: (a)prohibiting the mining of coal or other minerals, production of petroleum, or winning or obtaining of extractive materials, or (b)restricting the potential development of resources of coal, other minerals, petroleum or extractive materials which are of State or regional significance by permitting a land use that is likely to be incompatible with such development.	mining.	
1.4 Oyster Aquaculture	Applies when a relevant planning authority prepares any planning proposal that proposes a change in land use which could result in: (a)adverse impacts on a Priority Oyster Aquaculture Area or a “current oyster aquaculture lease in the national parks estate”; or (b)incompatible use of land between oyster aquaculture in a Priority Oyster Aquaculture Area or a “current oyster aquaculture lease in the national parks estate” and other land uses.	This planning proposal does not impact on a Priority Oyster Aquaculture Area.	N/A
1.5 Rural Lands	Applies when: (a) a relevant planning authority prepares a planning proposal that will affect land within an existing or proposed rural or environment protection zone (including the alteration of any existing rural or environment protection zone boundary) or (b) a relevant planning authority prepares a planning proposal that changes the existing minimum lot size on land within a rural or environment	This planning proposal does apply to land zoned Environment protection. However it is consistent with the planning principles in SEPP (Rural Lands) and no subdivision controls are proposed to be altered in LEP 2013. No extra dwelling entitlements will result from the planning proposal.	Consistent



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S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
	<p>protection zone.</p> <p>A planning proposal to which clauses (a) and (b) apply must be consistent with the Rural Planning Principles listed in <i>State Environmental Planning Policy (Rural Lands) 2008</i>.</p> <p>A planning proposal to which clause (b) applies must be consistent with the Rural Subdivision Principles listed in <i>State Environmental Planning Policy (Rural Lands) 2008</i>.</p>		
2 Environment and Heritage			
2.1 Environment Protection Zones	<p>(4) A planning proposal must include provisions that facilitate the protection and conservation of environmentally sensitive areas.</p> <p>(5) A planning proposal that applies to land within an environment protection zone or land otherwise identified for environment protection purposes in a LEP must not reduce the environmental protection standards that apply to the land (including by modifying development standards that apply to the land). This requirement does not apply to a change to a development standard for minimum lot size for a dwelling in accordance with clause (5) of Direction 1.5 "Rural Lands".</p>	<p>This planning proposal does not alter or remove any environmental protection zones. The environment protection issues relevant to the coastal hazard planning area are already dealt with in the provisions of Cl 5.5 of LEP 2013 (Development Within the Coastal Zone) as well as by the provisions of SEPP 71.</p>	Consistent
2.2 Coastal Protection	<p>Direction applies when a relevant planning authority prepares a planning proposal that applies to land in the coastal zone.</p> <p>(4) A planning proposal must include provisions that give</p>	<p>This planning proposal is entirely located within the coastal zone. The planning proposal will give effect to the NSW Coastal Policy. It will not affect public access</p>	Consistent

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S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
	<p>effect to and are consistent with:</p> <p>(a) the NSW Coastal Policy: A Sustainable Future for the New South Wales Coast 1997, and</p> <p>(b) the Coastal Design Guidelines 2003, and</p> <p>(c) the manual relating to the management of the coastline for the purposes of section 733 of the Local Government Act 1993 (the NSW Coastline Management Manual 1990).</p>	<p>to the coastal foreshore or generate the need to provide new access; it will not result in impacts upon the scenic qualities of the coast or any animals or fish that occur along the coast; the planning proposal is entirely based on the predicted effects of coastal processes and coastal hazards on the Coffs Harbour coastline.</p> <p>The information on which the planning proposal mapping is based has been produced in accordance with the NSW Coastline Management Manual and is consistent with State government policy.</p> <p>The planning proposal will not alter the relevance or effect of the Coastal Design Guidelines.</p> <p>The planning proposal was prepared with regard to the NSW Coastal Planning Guidelines (and the principles in those Guidelines). It is noted that these guidelines replace the the NSW Coastline Management Manual 1990.</p> <p>Coffs Harbour City Council adopted a 0.91metre sea level rise (based on 1990 levels) as part of its Climate Change Policy on 26/9/2013. Council has also adopted the CZMP which utilizes a predicted sea level rise of 0.4 m and 0.9 m by 2050 and 2100 respectively. This planning proposal is consistent with that adopted sea level rise.</p>	

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S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
<p>2.3 Heritage Conservation</p>	<p>A planning proposal must contain provisions that facilitate the conservation of:</p> <p>(a) items, places, buildings, works, relics, moveable objects or precincts of environmental heritage significance to an area, in relation to the historical, scientific, cultural, social, archaeological, architectural, natural or aesthetic value of the item, area, object or place, identified in a study of the environmental heritage of the area,</p> <p>(b) Aboriginal objects or Aboriginal places that are protected under the <i>National Parks and Wildlife Act 1974</i>, and</p> <p>(c) Aboriginal areas, Aboriginal objects, Aboriginal places or landscapes identified by an Aboriginal heritage survey prepared by or on behalf of an Aboriginal Land Council, Aboriginal body or public authority and provided to the relevant planning authority, which identifies the area, object, place or landscape as being of heritage significance to Aboriginal culture and people.</p>	<p>Nothing in this planning proposal will stop or inhibit the conservation of heritage items, places or relics or Aboriginal objects or places.</p>	<p>Consistent</p>
<p>2.4 Recreation Vehicle Areas</p>	<p>A planning proposal must not enable land to be developed for the purpose of a recreation vehicle area (within the meaning of the <i>Recreation Vehicles Act 1983</i>):</p> <p>(a) where the land is within an environmental protection zone,</p> <p>(b) where the land comprises a beach or a dune adjacent to or adjoining a beach,</p>	<p>The proposal does not enable land to be developed for the purpose of a recreation vehicle area.</p>	<p>N/A</p>

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S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
	<p>(c) where the land is not within an area or zone referred to in paragraphs (4)(a) or (4)(b) unless the relevant planning authority has taken into consideration:</p> <p>(i) the provisions of the guidelines entitled <i>Guidelines for Selection, Establishment and Maintenance of Recreation Vehicle Areas, Soil Conservation Service of New South Wales, September, 1985</i>, and</p> <p>(ii) the provisions of the guidelines entitled <i>Recreation Vehicles Act, 1983, Guidelines for Selection, Design, and Operation of Recreation Vehicle Areas, State Pollution Control Commission, September 1985</i>.</p>		
<p>3. Housing, Infrastructure and Urban Development</p>			
<p>3.1 Residential Zones</p>	<p>(3) This direction applies when a relevant planning authority prepares a planning proposal that will affect land within:</p> <p>(a) an existing or proposed residential zone (including the alteration of any existing residential zone boundary),</p> <p>(b) any other zone in which significant residential development is permitted or proposed to be permitted.</p> <p>(4) A planning proposal must include provisions that encourage the provision of housing that will:</p> <p>(a) broaden the choice of</p>	<p>The planning proposal does affect some small areas of residential zoned land.</p> <p>However it will not facilitate new residential development or directly affect any existing zone boundaries, permitted uses or density controls.</p> <p>It will provide that Council must consider coastal hazards when assessing residential development in a coastal hazard area but this is not inconsistent with the Direction.</p>	<p>Consistent</p>

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S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
	<p>building types and locations available in the housing market, and</p> <p>(b) make more efficient use of existing infrastructure and services, and</p> <p>(c) reduce the consumption of land for housing and associated urban development on the urban fringe, and</p> <p>(d) be of good design.</p> <p>(5) A planning proposal must, in relation to land to which this direction applies:</p> <p>(a) contain a requirement that residential development is not permitted until land is adequately serviced (or arrangements satisfactory to the council, or other appropriate authority, have been made to service it), and</p> <p>(b) not contain provisions which will reduce the permissible residential density of land.</p>		
<p>3.2 Caravan Parks and Manufactured Home Estates</p>	<p>Applies when a relevant planning authority prepares a planning proposal.</p> <p>In identifying suitable zones, locations and provisions for caravan parks in a planning proposal, the relevant planning authority must:</p> <p>(a) retain provisions that permit development for the purposes of a caravan park to be carried out on land, and</p> <p>(b) retain the zonings of existing caravan parks, or in the case of a new principal LEP zone the land in accordance with an appropriate zone</p>	<p>This proposal does not seek to permit or prohibit development for the purposes of a caravan park or manufactured homes estate.</p> <p>SEPP 36 does not apply to land affected by hazards such as coastal hazards. Council can make this judgement based on available information and does not need this planning proposal to determine that SEPP 36 does not apply to coastal hazard land. However, identifying the land in its LEP will make this abundantly clear.</p>	<p>Consistent</p>

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S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
	<p>under the Standard Instrument (Local Environmental Plans) Order 2006 that would facilitate the retention of the existing caravan park.</p> <p>In identifying suitable zones, locations and provisions for manufactured home estates (MHEs) in a planning proposal, the relevant planning authority must:</p> <p>(a) take into account the categories of land set out in Schedule 2 of SEPP 36 as to where MHEs should not be located,</p> <p>(b) take into account the principles listed in clause 9 of SEPP 36 (which relevant planning authorities are required to consider when assessing and determining the development and subdivision proposals), and</p> <p>(c) include provisions that the subdivision of MHEs by long term lease of up to 20 years or under the <i>Community Land Development Act 1989</i> be permissible with consent.</p>		
<p>3.3 Home Occupations</p>	<p>Planning proposals must permit home occupations to be carried out in dwelling houses without the need for development consent.</p>	<p>This proposal does not affect home occupation provisions under LEP 2013.</p>	<p>N/A</p>
<p>3.4 Integrating Land Use and Transport</p>	<p>Applies when a relevant planning authority prepares a planning proposal that will create, alter or remove a zone or a provision relating to urban land, including land zoned for residential, business, industrial, village or tourist purposes.</p>	<p>The planning proposal does not alter any land use zones in LEP 2013. It will not affect transport infrastructure.</p>	<p>Consistent</p>

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S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
	<p>A planning proposal must locate zones for urban purposes and include provisions that give effect to and are consistent with the aims, objectives and principles of:</p> <p>(a) <i>Improving Transport Choice – Guidelines for planning and development</i> (DUAP 2001), and</p> <p>(b) <i>The Right Place for Business and Services – Planning Policy</i> (DUAP 2001).</p>		
3.5 Development Near Licensed Aerodrome	Applies when a relevant planning authority prepares a planning proposal that will create, alter or remove a zone or a provision relating to land in the vicinity of a licensed aerodrome.	This proposal does affect land in proximity to Coffs Harbour airport which is located adjacent to the coastline between Coffs Harbour and Sawtell. However, the proposed coastal hazard area will not directly impact on airport land and will not facilitate inappropriate development in proximity to the airport.	Consistent
3.6 Shooting Ranges	Applies when a relevant planning authority prepares a planning proposal that will affect, create, alter or remove a zone or a provision relating to land adjacent to and/ or adjoining an existing shooting range.	The planning proposal does not alter any land use zones in LEP 2013. It will not affect any shooting ranges in Coffs Harbour LGA.	N/A
4. Hazard and Risk			
4.1 Acid Sulfate Soils	Applies when a relevant planning authority prepares a planning proposal that will apply to land having a probability of containing acid sulfate soils as shown on the Acid Sulfate Soils Planning Maps.	<p>Land subject to this planning proposal is identified on the Coffs Harbour LEP 2013 Acid Sulfate Soils map as containing acid sulfate soils. There is also a suite of standard provisions that apply to this land.</p> <p>The planning proposal does not alter any land use zones</p>	Consistent

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S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
		in LEP 2013. The acid sulfate soil provisions of the LEP will apply unchanged.	
4.2 Mine Subsidence and Unstable Land	<p>Applies when a relevant planning authority prepares a planning proposal that permits development on land that:</p> <ul style="list-style-type: none"> <li>(a) is within a mine subsidence district, or</li> <li>(b) has been identified as unstable in a study, strategy or other assessment undertaken:                             <ul style="list-style-type: none"> <li>(i) by or on behalf of the relevant planning authority, or</li> <li>(ii) by or on behalf of a public authority and provided to the relevant planning authority.</li> </ul> </li> </ul>	This proposal does not impact on any mine subsidence area.	N/A
4.3 Flood Prone Land	<p>Applies when a relevant planning authority prepares a planning proposal that creates, removes or alters a zone or a provision that affects flood prone land.</p> <p>A planning proposal must include provisions that give effect to and are consistent with the NSW Flood Prone Land Policy and the principles of the <i>Floodplain Development Manual 2005</i> (including the <i>Guideline on Development Controls on Low Flood Risk Areas</i>).</p> <p>A planning proposal must not rezone land within the flood planning areas from Special Use, Special Purpose, Recreation, Rural or Environmental Protection Zones to a Residential, Business, Industrial, Special Use or Special Purpose Zone.</p> <p>A planning proposal must not</p>	<p>Some of the land affected by this planning proposal is flood affected.</p> <p>However, the planning proposal:</p> <ul style="list-style-type: none"> <li>• will not permit development on flood prone land</li> <li>• will not change the zone of any land</li> <li>• will not generate additional spending on flood mitigation measures, infrastructure or services; and</li> <li>• no additional development is proposed without consent.</li> </ul>	Consistent



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S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
	<p>contain provisions that apply to the flood planning areas which:</p> <ul style="list-style-type: none"> <li>(a) permit development in floodway areas,</li> <li>(b) permit development that will result in significant flood impacts to other properties,</li> <li>(c) permit a significant increase in the development of that land,</li> <li>(d) are likely to result in a substantially increased requirement for government spending on flood mitigation measures, infrastructure or services, or</li> <li>(e) permit development to be carried out without development consent except for the purposes of agriculture (not including dams, drainage canals, levees, buildings or structures in floodways or high hazard areas), roads or exempt development.</li> </ul> <p>A planning proposal must not impose flood related development controls above the residential flood planning level for residential development on land, unless a relevant planning authority provides adequate justification for those controls to the satisfaction of the Director-General (or an officer of the Department nominated by the Director-General).</p> <p>For the purposes of a planning proposal, a relevant planning authority must not determine a flood planning level that is inconsistent with the Floodplain Development Manual 2005 (including the <i>Guideline on Development Controls on Low Flood Risk Areas</i>) unless a relevant planning authority</p>		

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S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
	<p>provides adequate justification for the proposed departure from that Manual to the satisfaction of the Director-General (or an officer of the Department nominated by the Director-General).</p>		
<p>4.4 Planning for Bushfire Protection</p>	<p>Applies when a relevant planning authority prepares a planning proposal that will affect, or is in proximity to land mapped as bushfire prone land.</p> <p>In the preparation of a planning proposal the relevant planning authority must consult with the Commissioner of the NSW Rural Fire Service following receipt of a gateway determination under section 56 of the Act, and prior to undertaking community consultation in satisfaction of section 57 of the Act, and take into account any comments so made,</p> <p>A planning proposal must:</p> <ul style="list-style-type: none"> <li>(a) have regard to <i>Planning for Bushfire Protection 2006</i>,</li> <li>(b) introduce controls that avoid placing inappropriate developments in hazardous areas, and</li> <li>(c) ensure that bushfire hazard reduction is not prohibited within the APZ.</li> </ul> <p>A planning proposal must, where development is proposed, comply with the following provisions, as appropriate:</p> <ul style="list-style-type: none"> <li>(a) provide an Asset Protection Zone (APZ) incorporating at a minimum:                             <ul style="list-style-type: none"> <li>(i) an Inner Protection Area bounded by a perimeter road or</li> </ul> </li> </ul>	<p>The proposal will affect areas of land identified as being bushfire prone. However, it will not impact on the existing planning controls that address the issue of bushfire hazard on this land.</p>	<p>Consistent</p>

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S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
	<p>reserve which circumscribes the hazard side of the land intended for development and has a building line consistent with the incorporation of an APZ, within the property, and</p> <p>(ii) an Outer Protection Area managed for hazard reduction and located on the bushland side of the perimeter road,</p> <p>(b) for infill development (that is development within an already subdivided area), where an appropriate APZ cannot be achieved, provide for an appropriate performance standard, in consultation with the NSW Rural Fire Service. If the provisions of the planning proposal permit Special Fire Protection Purposes (as defined under section 100B of the <i>Rural Fires Act 1997</i>), the APZ provisions must be complied with,</p> <p>(c) contain provisions for two-way access roads which links to perimeter roads and/or to fire trail networks,</p> <p>(d) contain provisions for adequate water supply for firefighting purposes,</p> <p>(e) minimise the perimeter of the area of land interfacing the hazard which may be</p>		

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S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
	<p>developed, (f) introduce controls on the placement of combustible materials in the Inner Protection Area.</p>		
5. Regional Planning			
5.1 Implementation of Regional Strategies	<p>Planning proposals must be consistent with a regional strategy released by the Minister for Planning.</p>	<p>The planning proposal is consistent with the Mid North Coast Regional Strategy (MNCRS) ( page 11). The “Strategy at a Glance” lists the aims which include to “limit development in places constrained by coastal processes...”. Introducing coastal hazard planning clauses based on extensive studies on coastal hazards and risk will enable council to limit or condition future development where it considers it is appropriate to do so. This is consistent with the aim of the MNCRS.</p> <p>In relation to Natural Hazards (pages 34 and 35) the MNCRS recommends “extra caution in planning and building decisions in areas subject to ocean influence to account for the effects of climate change on sea level rise, storm surge, shoreline recession, storm frequency and intensity...”</p> <p>The relevant action is that “local environmental plans will zone areas subject to high hazard to reflect the limitations of the land”. The planning proposal is consistent with both these outcomes and actions in that it will introduce a coastal hazard area map (an overlay)</p>	<p>Consistent</p>

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S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
		<p>and associated provisions that allow council to make decisions on future development that reflect the level of coastal hazard that affects that land. The standard instrument format does not permit "zoning" of coastal lands and has abandoned the old format of 7(F1) and 7(F2) zones.</p> <p>The approach taken with this planning proposal is also consistent with the recommendations of the recently released "Northern Councils E Zone Review Interim Report".</p>	
5.2 Sydney Drinking Water Catchments	Applies when a relevant planning authority prepares a planning proposal that applies to the hydrological catchment.	The proposal is not within this catchment.	N/A
5.4 Commercial and Retail Development along the Pacific Highway, North Coast	<p>Applies when a relevant planning authority prepares a planning proposal for land in the vicinity of the existing and/or proposed alignment of the Pacific Highway.</p> <p>(5) A planning proposal that applies to land located on "out-of-town" segments of the Pacific Highway must provide that:</p> <p>(a) new commercial or retail development must not be established near the Pacific Highway if this proximity would be inconsistent with the objectives of this Direction.</p> <p>(b) development with frontage to the Pacific Highway must consider impact the development has on the safety and efficiency of the highway.</p> <p>(c) For the purposes of this paragraph, "out-of-town" means areas which, prior to the draft</p>	This proposal will not affect commercial and retail land along the Pacific Highway North Coast.	N/A

Attachment 2

S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
	<p>local environmental plan, do not have an urban zone (eg: “village”, “residential”, “tourist”, “commercial”, “industrial”, etc) or are in areas where the Pacific Highway speed limit is 80km/hour or greater.</p> <p>(6) Notwithstanding the requirements of paragraphs (4) and (5), the establishment of highway service centres may be permitted at the localities listed in Table 1, provided that the Roads and Traffic Authority is satisfied that the highway service centre(s) can be safely and efficiently integrated into the Highway interchange(s) at those localities.</p>		
<p>6. Local Plan Making</p>			
<p>6.1 Approval and Referral Requirements</p>	<p>A planning proposal must:</p> <ul style="list-style-type: none"> <li>(a) minimise the inclusion of provisions that require the concurrence, consultation or referral of development applications to a Minister or public authority, and</li> <li>(b) not contain provisions requiring concurrence, consultation or referral of a Minister or public authority unless the relevant planning authority has obtained the approval of:                             <ul style="list-style-type: none"> <li>(i) the appropriate Minister or public authority, and</li> <li>(ii) the Director-General of the Department of Planning (or an officer of the Department nominated by the Director-General),</li> </ul>                             prior to undertaking community consultation in satisfaction of                         </li> </ul>	<p>The planning proposal will not include provisions that require the concurrence, consultation or referral of development applications to a Minister or public authority.</p>	<p>N/A</p>

Attachment 2

S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
	<p>section 57 of the Act, and</p> <p>(c) not identify development as designated development unless the relevant planning authority:</p> <p>(i) can satisfy the Director-General of the Department of Planning (or an officer of the Department nominated by the Director-General) that the class of development is likely to have a significant impact on the environment, and</p> <p>(ii) has obtained the approval of the Director-General of the Department of Planning (or an officer of the Department nominated by the Director-General) prior to undertaking community consultation in satisfaction of section 57 of the Act.</p>		
<p>6.2 Reserving Land for Public Purposes</p>	<p>(4) A planning proposal must not create, alter or reduce existing zonings or reservations of land for public purposes without the approval of the relevant public authority and the Director-General of the Department of Planning (or an officer of the Department nominated by the Director-General).</p>	<p>The planning proposal does not create, alter or reduce land reserved for a public purpose.</p>	<p>N/A</p>
<p>6.3 Site Specific Provisions</p>	<p>Applies when a relevant planning authority prepares a planning proposal that will allow a particular development to be carried out.</p> <p>(4) A planning proposal that will amend another environmental planning instrument in order to allow a particular development</p>	<p>The planning proposal does not allow a particular development or contain drawings that show details of a particular development.</p>	<p>N/A</p>

**Attachment 2**

S117 Direction	Application	Relevance to this planning proposal	Consistency with direction
	<p>proposal to be carried out must either:</p> <ul style="list-style-type: none"> <li>(a) allow that land use to be carried out in the zone the land is situated on, or</li> <li>(b) rezone the site to an existing zone already applying in the environmental planning instrument that allows that land use without imposing any development standards or requirements in addition to those already contained in that zone, or</li> <li>(c) allow that land use on the relevant land without imposing any development standards or requirements in addition to those already contained in the principal environmental planning instrument being amended.</li> </ul> <p>(5)A planning proposal must not contain or refer to drawings that show details of the development proposal.</p>		



**Section C - Environmental, social and economic impact****8. Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected as a result of the proposal?**

No. The planning proposal will not alter any zones or development controls in a manner such that there could be adverse impacts on threatened species, populations, or ecological communities. This planning proposal will introduce provisions that require assessment of coastal hazards and coastal processes in relation to development that is currently already permitted under LEP 2013. It will not create additional development opportunities or prohibit development.

**9. Are there any other likely environmental effects as a result of the planning proposal and how are they proposed to be managed?**

No. The coastal hazard map and coastal hazard planning clause will not create opportunities for development that are not already permitted by the existing zones under LEP 2013. It cannot therefore be considered to have any environmental effects.

**10. How has the planning proposal adequately addressed any social and economic effects?**

The planning proposal is a recommendation of the adopted Coastal Zone Management Plan (CZMP). The CZMP was publicly exhibited and a series of community consultation events were held to inform the community of the work that had been undertaken. Council considered the CZMP and adopted it in February 2013. Council has made this information available on its web site and in public exhibition locations. It is well known that Council has been undertaking this work. It is also currently preparing a draft Development Control Plan to advise landowners, future applicants and the wider community how different development proposals will be assessed depending on where they are located in relation to coastal hazard area.

There will be socio-economic effects as a result of this planning proposal. Where a development is proposed in a coastal hazard area, Council will expect an increased level of information about the potential for it to:

- cause detrimental increases in coastal risks to other development or properties;
- alter coastal processes and the impacts of coastal hazards to the detriment of the environment; and
- be affected by sea level rise

Council will expect that any development in a coastal hazard area will acknowledge the hazard, incorporate a level of resilience in its design, layout and function such that it will:

- avoid or minimise adverse effects from the impact of coastal processes and the exposure to coastal hazards, particularly if the development is located seaward of the immediate hazard line; and
- provide for the relocation, modification or removal of the development to adapt to the impact of coastal processes and coastal hazards

Council will assess development in proportion to its level of coastal hazard, the likely life of the development and its use.

**Attachment 2**

Some of these factors can increase the cost of development by increasing the information the applicant needs to compile and by impacting on the location, design and construction of the development. These costs reflect the nature of the hazard and are reasonable to enable Council to consider development applications in a responsible and sustainable manner.

In ensuring that new development is more resilient to coastal processes, Council is reducing the burden to future generations of inappropriate development that will generate the pressure for major public expenditure if it is affected by coastal hazards at a future date. Resilient development that is responsive to known and predicted risk will also be a better outcome for landowners in terms of risk to life and property.

**Section D - State and Commonwealth interests.**

**11. Is there adequate public infrastructure for the planning proposal?**

This planning proposal will not in itself generate the need for public infrastructure as it does not alter the underlying land use zones or the suite or permitted land uses. In the long term it may influence decision making on some public infrastructure that will save public money and increase the life span and usefulness of that infrastructure.

**12. What are the views of State and Commonwealth public authorities consulted in accordance with the gateway determination?**

This planning proposal has yet to achieve gateway determination and public consultation and government agency referrals have not yet been undertaken. However, Office of Environment and Heritage officers have been involved in the project management group and are aware that Council is undertaking an LEP amendment and development control plan. The officers are generally supportive of Council in this process and will make a formal submission when a draft planning proposal has been through gateway determination and is referred to them.

Early consultation with NSW Department of Planning and Environment indicates that it is also generally supportive of the planning proposal as a way of implementing the Coastal Zone Management Plan adopted by Council. However, it does prefer that Council base its LEP provision for coastal hazards on clauses that have been used by other NSW LGA's in recent times. The draft clause at **Appendix C** is similar to that gazetted in April 2014 for Tweed Shire Council.

At this stage there does not appear to be any issues of interest to Commonwealth authorities as the planning proposal does not change the underlying zone or permissibility of any development or directly affect land owned or managed by the Commonwealth.

## **PART 4 – COMMUNITY CONSULTATION**

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The gateway determination will specify the community consultation that must be undertaken on the planning proposal. However, Council considers this planning proposal should be exhibited for 28 days. It will directly affect private property and Council will write to landowners inviting them to attend community based events during the public exhibition. The wider community will also be informed of the events through Council notices and media.

The planning proposal is not a principal LEP and does not reclassify public land.

## PART 5 – INDICATIVE TIMETABLE

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The table 3 outlines the indicative timeframe for this planning proposal:

Table 3 Indicative timetable

<b>Task</b>	<b>Estimated timeframe</b>
Decision by CHCC to proceed	November 2014
Gateway Determination	December 2014 – January 2015
Finalisation of additional information as requested by Council and Gateway Determination	December 2014 – January 2015
Review and update of the planning proposal	December 2014 – January 2015
Public exhibition of PP for not less than 28 days	February – March 2015
Agency consultation	March 2015
Review submissions	March – April 2015
Report to Council	April – May 2015
Preparation of a final Planning Proposal for submission to the Planning & Infrastructure requesting the LEP amendment to be made	May 2015
Submission to Planning Minister	May 2015
Responses to Ministerial comments	May 2015

## SUMMARY AND CONCLUSIONS

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Coffs Harbour City Council has initiated a planning proposal to modify LEP 2013 to insert a map (as an overlay) that identifies a coastal hazard area. It will also include an associated coastal hazard clause. This action is a key recommendation of its adopted Coastal Zone Management Plan. It will also amend the Coffs Harbour LEP 2013 instrument by deleting clause 7.7 “Limited development on foreshore area” and deleting the Foreshore Building Line Map from the LEP.

The planning proposal is consistent with the Mid North Coast Regional Strategy and consistent with all relevant SEPP’s and Section 117 Directions. It is also consistent with Council’s Community Strategic Plan 2030.

The mapping of a coastal hazard planning area and inclusion of a coastal hazard planning clause is an approach that has been used in other NSW LGA’s including Clarence Valley Council, Tweed Shire Council, and Great Lakes Council.

When finalised, the planning proposal will increase community and landowner awareness of coastal processes and coastal hazards. It will assist in improving the resilience of new development in coastal hazard areas. It will ensure that Council has adequate information on which to base its development decisions.

## APPENDICES

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A – Coastal Hazard Planning Map (Figures 1-11)

B – Existing Land Use Zones under LEP 2013 (Figures 1-11)

C - Coastal Hazard Planning Clause

D– Clause 7.7 “Limited development on foreshore area” to be deleted

Appendix C

7.17 Coastal hazard planning

- (1) The objectives of this clause are as follows:
- (a) to avoid significant adverse impacts from coastal hazards,
  - (b) to ensure uses of land identified as coastal hazard are compatible with the risks presented by coastal hazards,
  - (c) to enable the evacuation of land identified as coastal hazard in an emergency,
  - (d) to avoid development that increases the severity of coastal hazards.
- (2) This clause applies to the land identified as “Coastal Hazard Planning Area” on the Coastal Hazard Planning Map.
- (3) Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that the development:
- (a) is not likely to cause detrimental increases in coastal hazards to other development or properties, and
  - (b) is not likely to alter coastal processes and the impacts of coastal hazards to the detriment of the environment, and
  - (c) incorporates appropriate measures to manage risk to life from coastal hazards, and
  - (d) is likely to avoid or minimise adverse effects from the impact of coastal processes and the exposure to coastal hazards, and
  - (e) provides for the relocation, modification or removal of the development to adapt to the impact of coastal processes and coastal hazards, and
  - (f) has regard to the impacts of sea level rise.
- (4) A word or expression used in this clause has the same meaning as it has in the *NSW Coastal Planning Guideline: Adapting to Sea Level Rise* (ISBN 978-1-74263-035-9) published by the NSW Government in August 2010, unless it is otherwise defined in this clause.
- (5) In this clause:
- coastal hazard** has the same meaning as in the Coastal Protection Act 1979.

## Appendix D

### 7.7 Limited development on foreshore area

- (1) The objective of this clause is to ensure that development in the foreshore area will not impact on natural foreshore processes or affect the significance and amenity of the area.
- (2) Development consent must not be granted to development on land in the foreshore area except for the following purposes:
  - (a) the extension, alteration or rebuilding of an existing building wholly or partly in the foreshore area,
  - (b) the erection of a building in the foreshore area, if the levels, depth or other exceptional features of the site make it appropriate to do so,
  - (c) boat sheds, sea retaining walls, wharves, slipways, jetties, waterway access stairs, swimming pools, fences, cycleways, walking trails, picnic facilities or other recreation facilities (outdoors).
- (3) Development consent must not be granted under this clause unless the consent authority is satisfied that:
  - (a) the development will contribute to achieving the objectives for the zone in which the land is located, and
  - (b) the appearance of any proposed structure, from both the waterway and adjacent foreshore areas, will be compatible with the surrounding area, and
  - (c) the development is not likely to cause environmental harm such as:
    - (i) pollution or siltation of the waterway, or
    - (ii) an adverse effect on surrounding uses, marine habitat, wetland areas, fauna and flora habitats, or
    - (iii) an adverse effect on drainage patterns, and
  - (d) the development is not likely to cause congestion or generate conflict between people using open space areas or the waterway, and
  - (e) opportunities to provide continuous public access along the foreshore and to the waterway is not likely to be compromised, and
  - (f) any historic, scientific, cultural, social, archaeological, architectural, natural or aesthetic significance of the land on which the development is to be carried out and of surrounding land will be maintained, and
  - (g) in the case of development for the alteration or rebuilding of an existing building wholly or partly in the foreshore area, the alteration or rebuilding is not likely to have an adverse impact on the amenity or aesthetic appearance of the foreshore, and
  - (h) sea level rise or change of flooding patterns as a result of climate change has been considered.
- (4) In this clause:

**foreshore area** means the land between the foreshore building line and the mean high water mark of the nearest natural waterbody shown on the [Foreshore Building Line Map](#).

**foreshore building line** means:



**Attachment 2**

- (a) the line that is landward of, and at the distance specified on the [Foreshore Building Line Map](#) from, the mean high water mark of the nearest natural waterbody shown on that map, or
- (b) if no distance is specified—the line shown as the foreshore building line on that map.


Appendix A - Coastal Hazard Planning Maps



**Coffs Harbour  
Local Environmental  
Plan 2013**

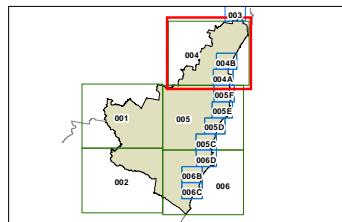
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Sheet CRP\_004

**Coastal Hazard Planning**

 Coastal Hazard

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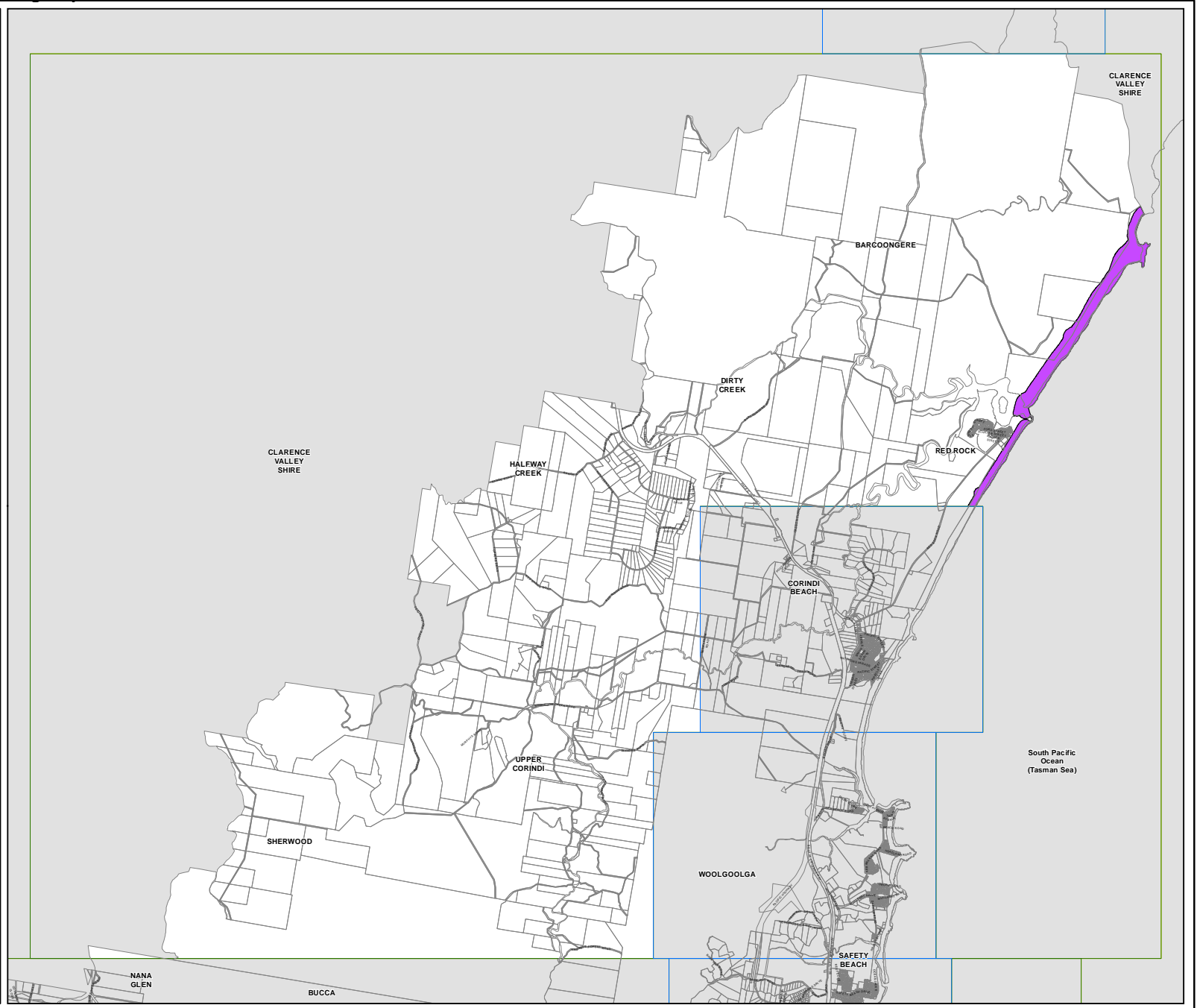


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MGA Zone 56

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Appendix A - Coastal Hazard Planning Maps



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Local Environmental  
Plan 2013**

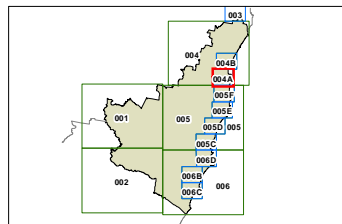
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**Coastal Hazard Planning**

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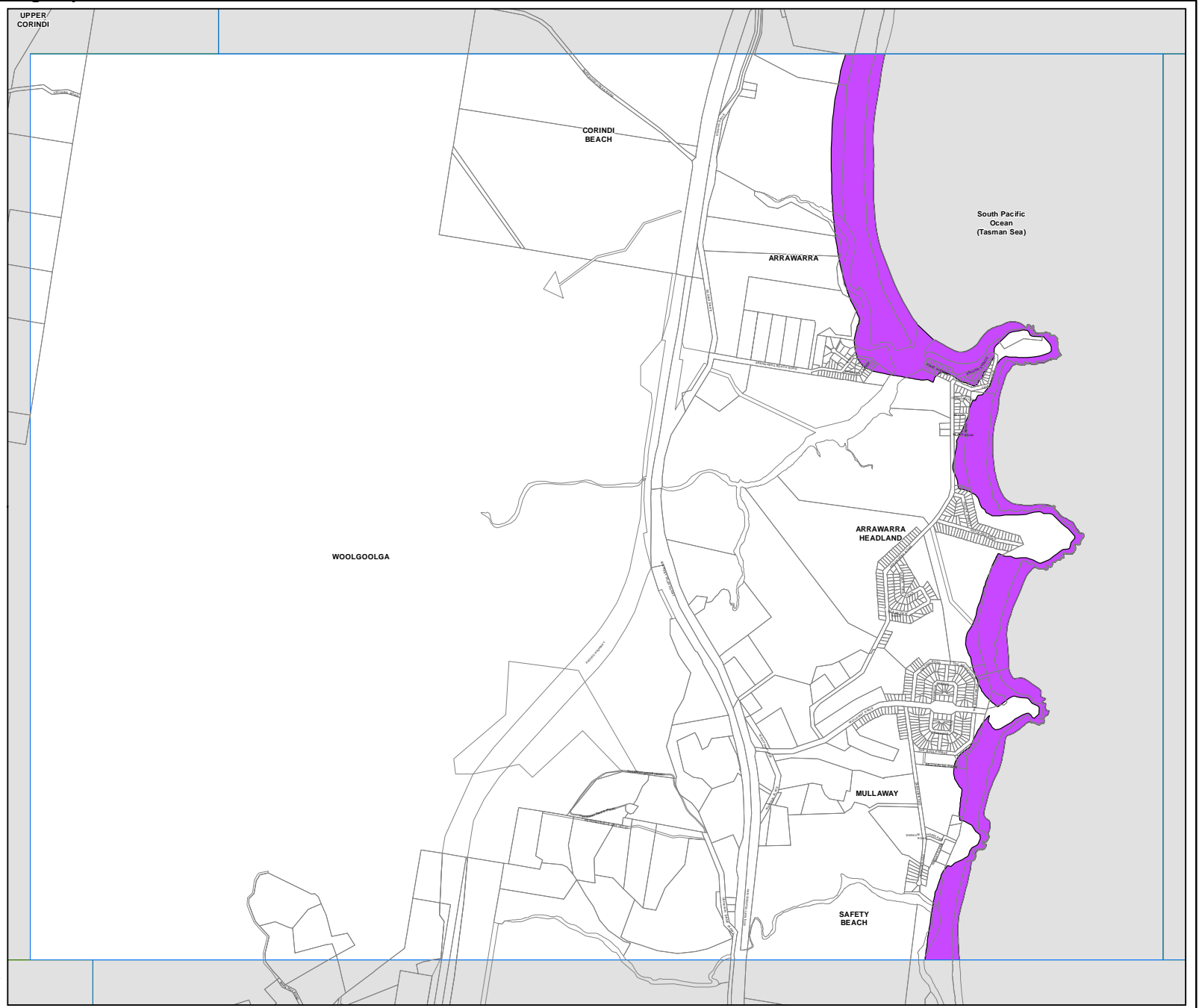


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Appendix A - Coastal Hazard Planning Maps




**Coffs Harbour  
Local Environmental  
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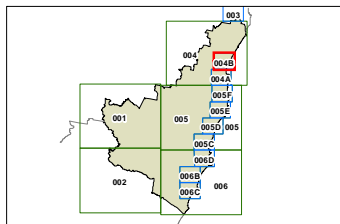
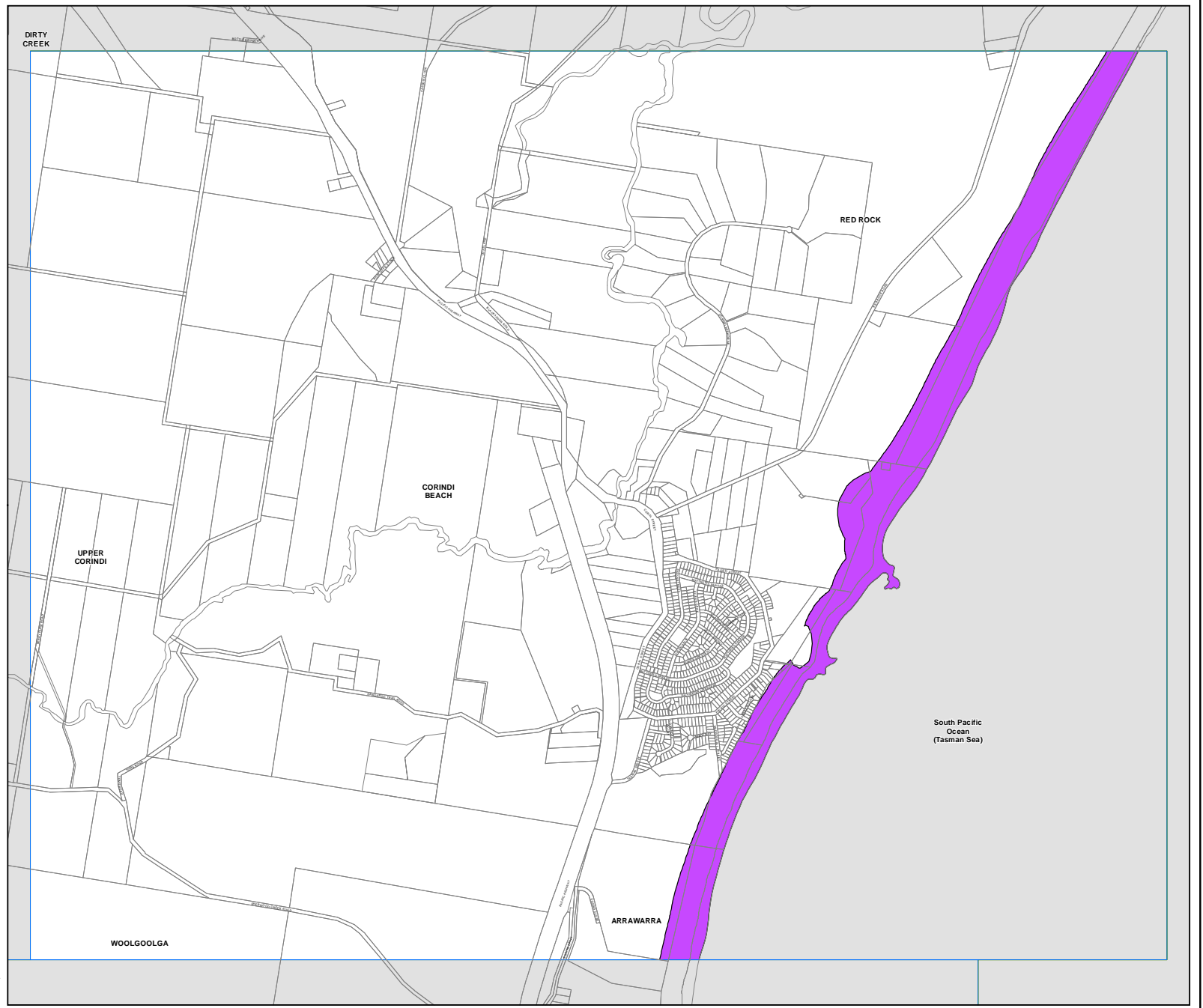
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Appendix A - Coastal Hazard Planning Maps



Coffs Harbour  
Local Environmental  
Plan 2013

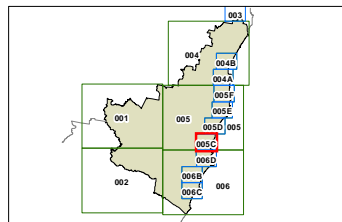
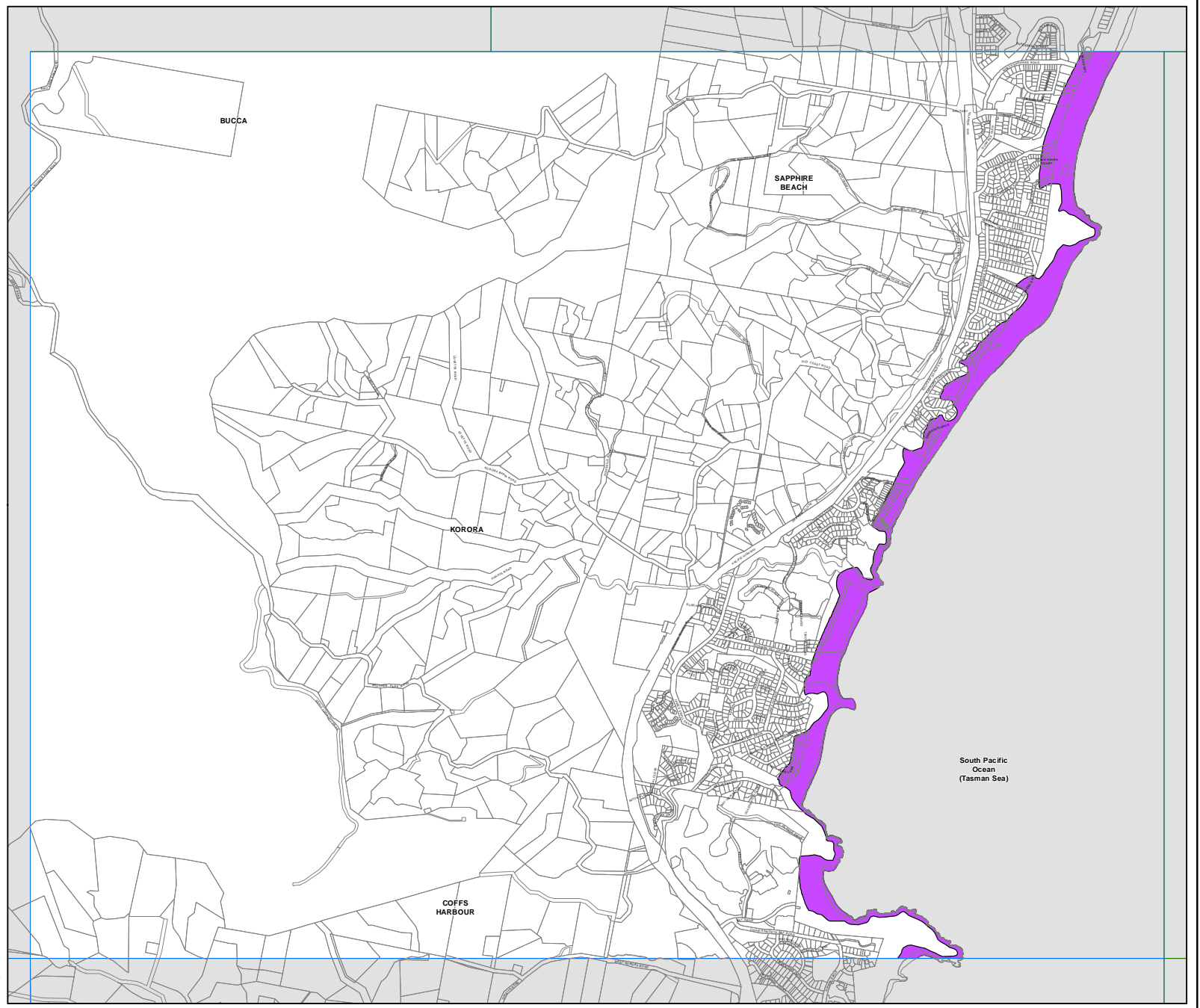
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Appendix A - Coastal Hazard Planning Maps



Coffs Harbour  
Local Environmental  
Plan 2013

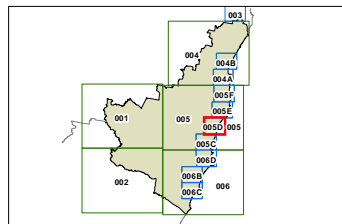
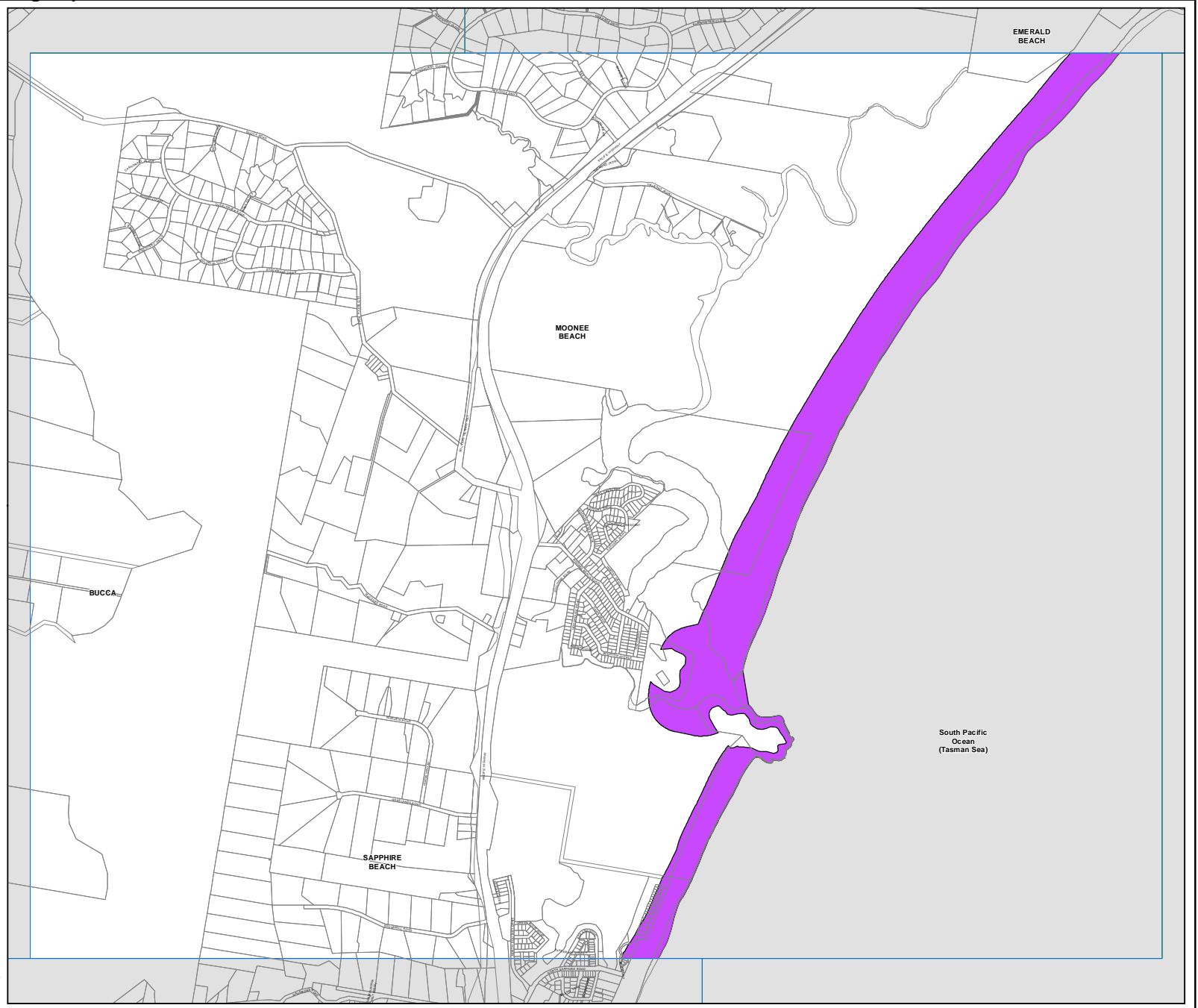
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Appendix A - Coastal Hazard Planning Maps



Coffs Harbour  
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Plan 2013

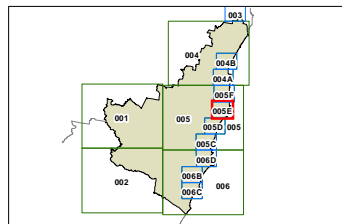
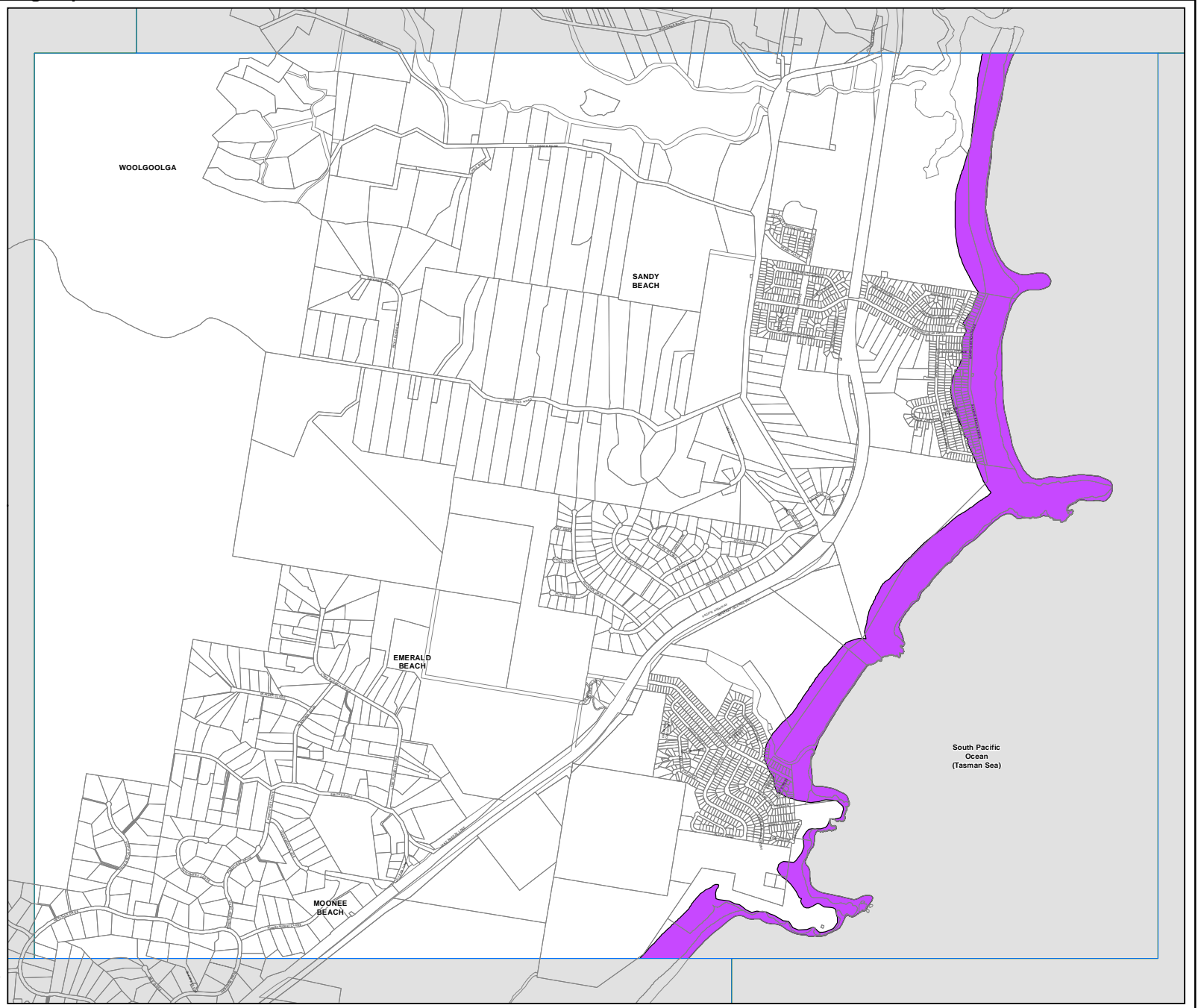
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Appendix A - Coastal Hazard Planning Maps



Coffs Harbour  
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Plan 2013

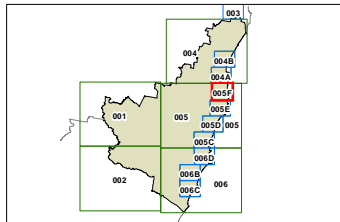
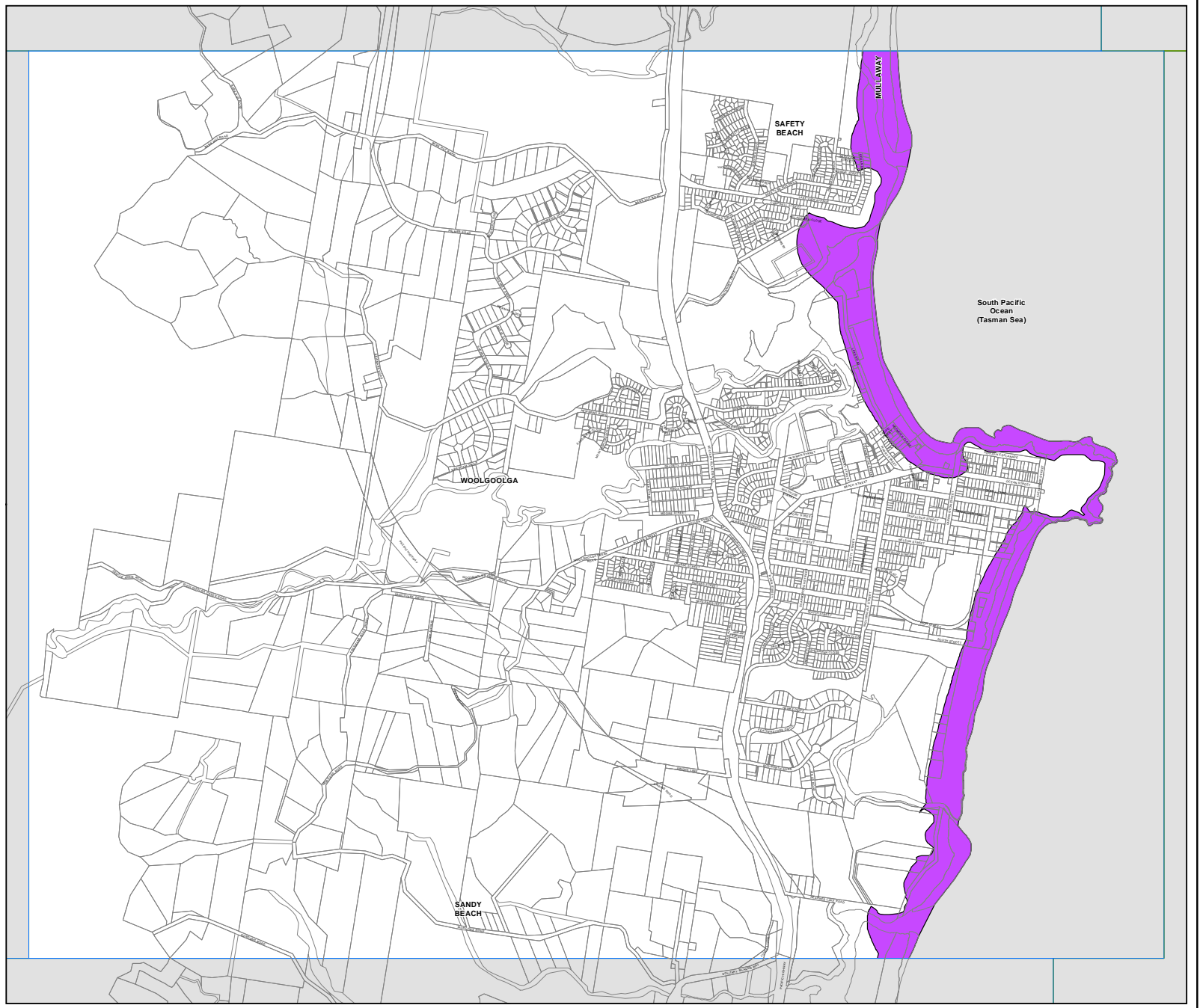
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Appendix A - Coastal Hazard Planning Maps




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Plan 2013**

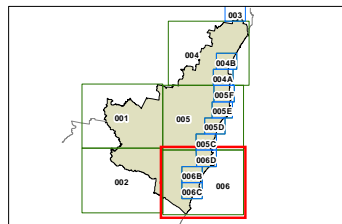
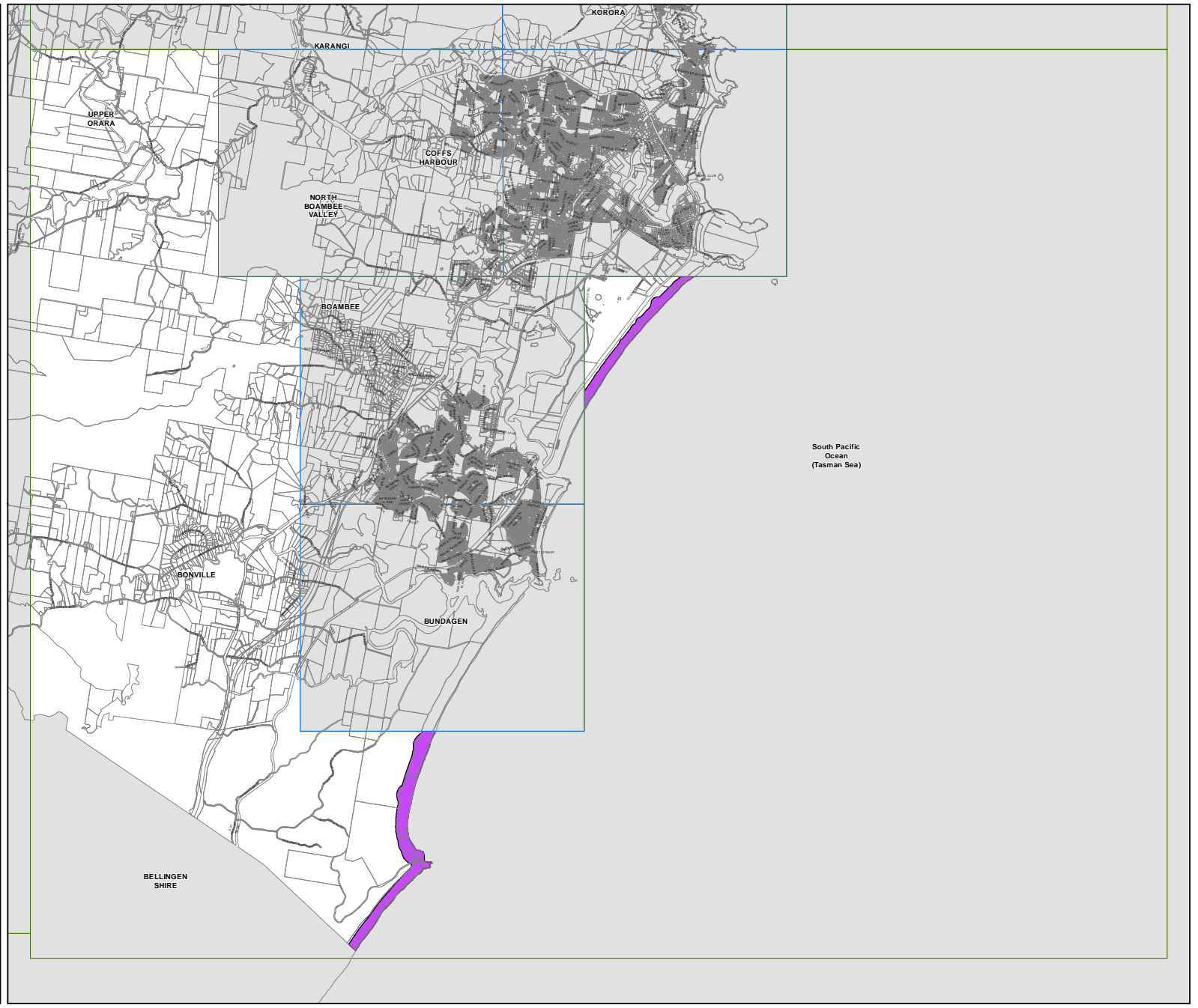
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Appendix A - Coastal Hazard Planning Maps



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Local Environmental  
Plan 2013**

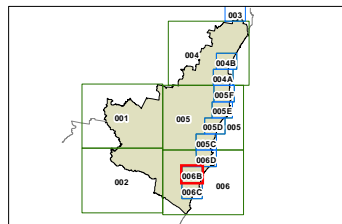
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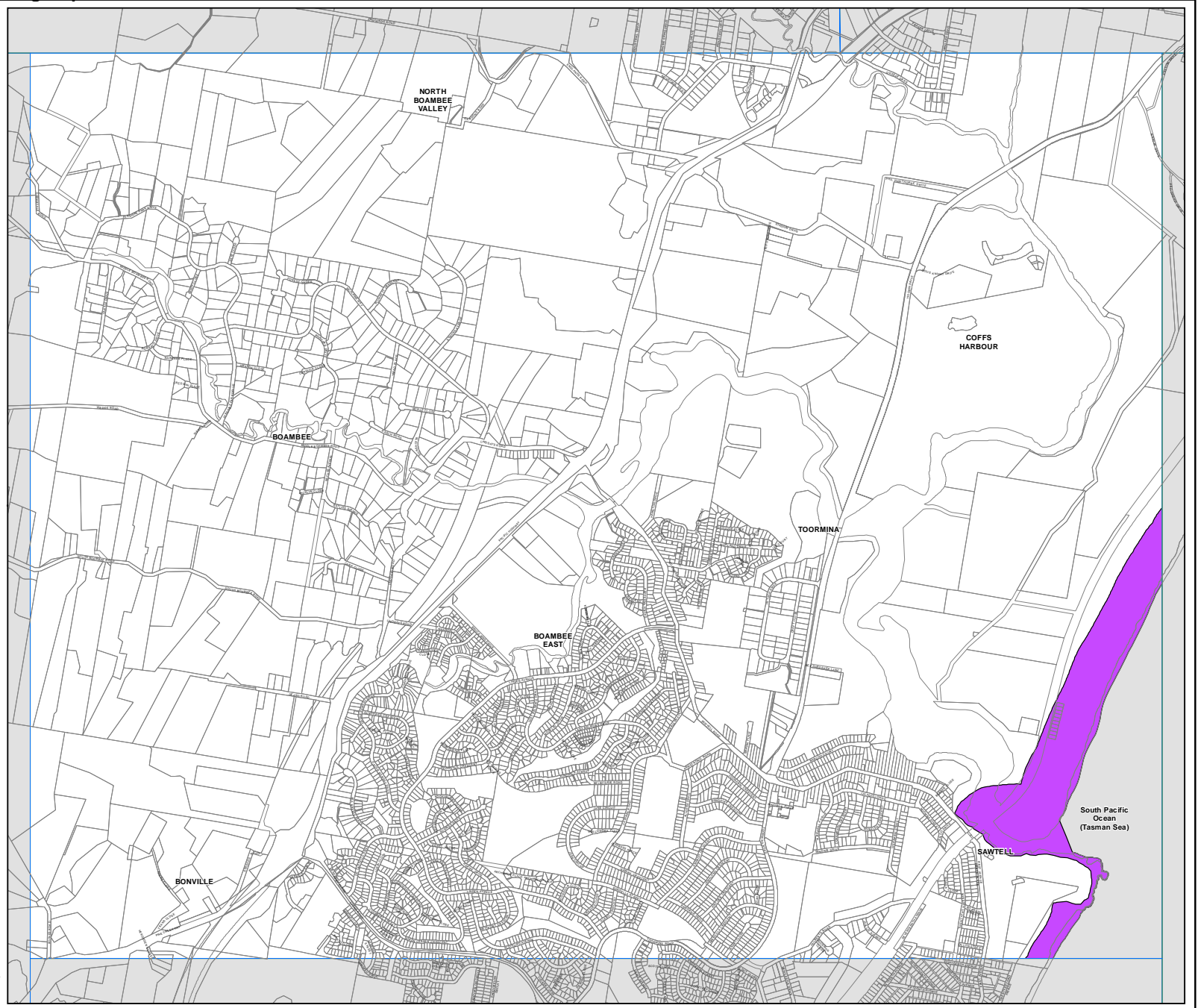


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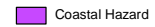
Appendix A - Coastal Hazard Planning Maps



**Coffs Harbour  
Local Environmental  
Plan 2013**

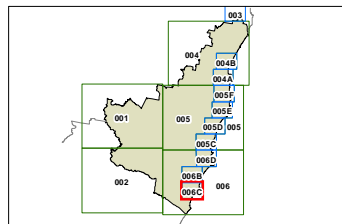
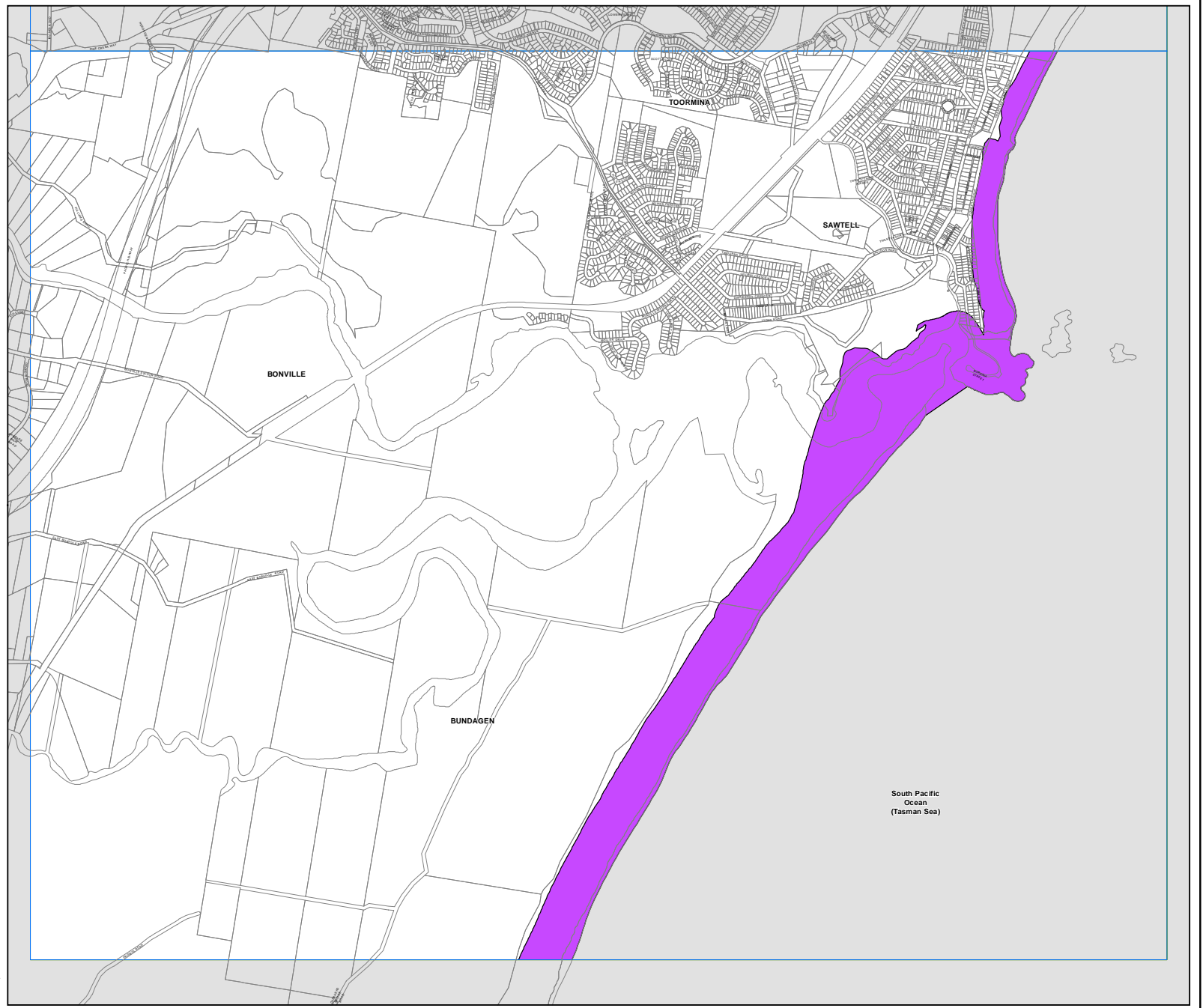
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Projection: GDA 1994  
MGA Zone 56

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Appendix A - Coastal Hazard Planning Maps



Coffs Harbour  
Local Environmental  
Plan 2013

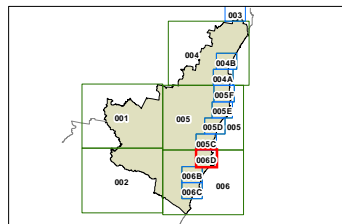
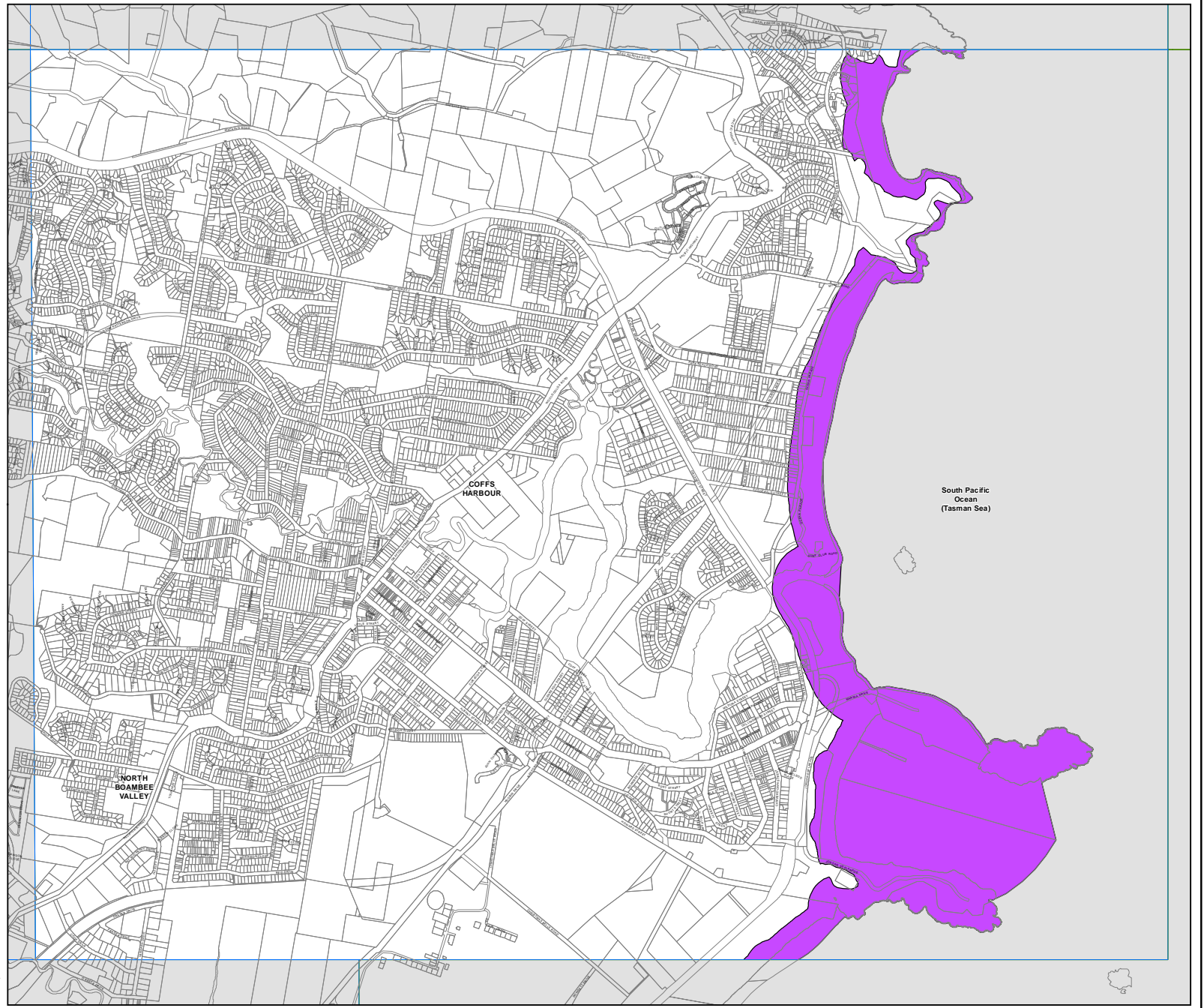
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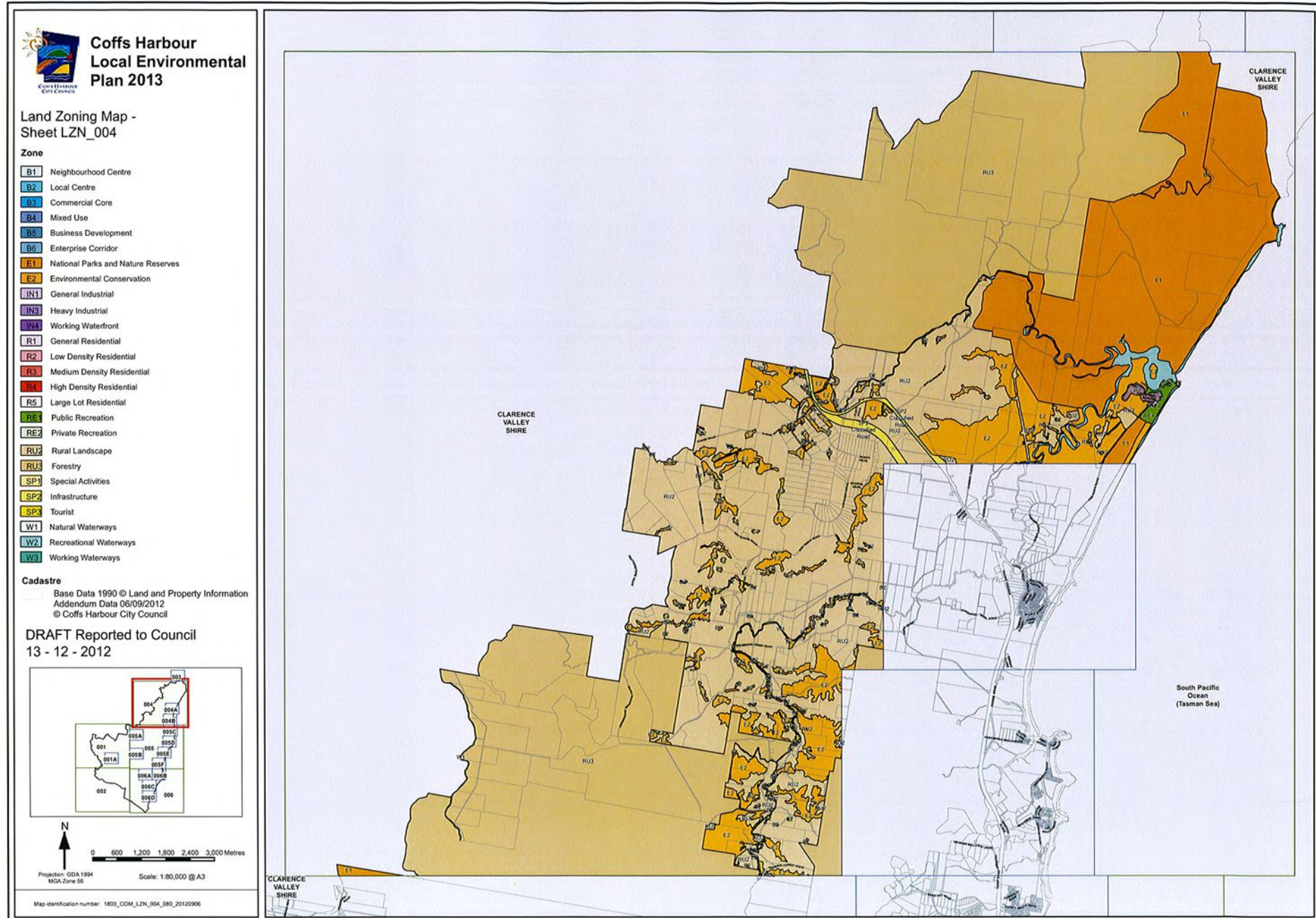
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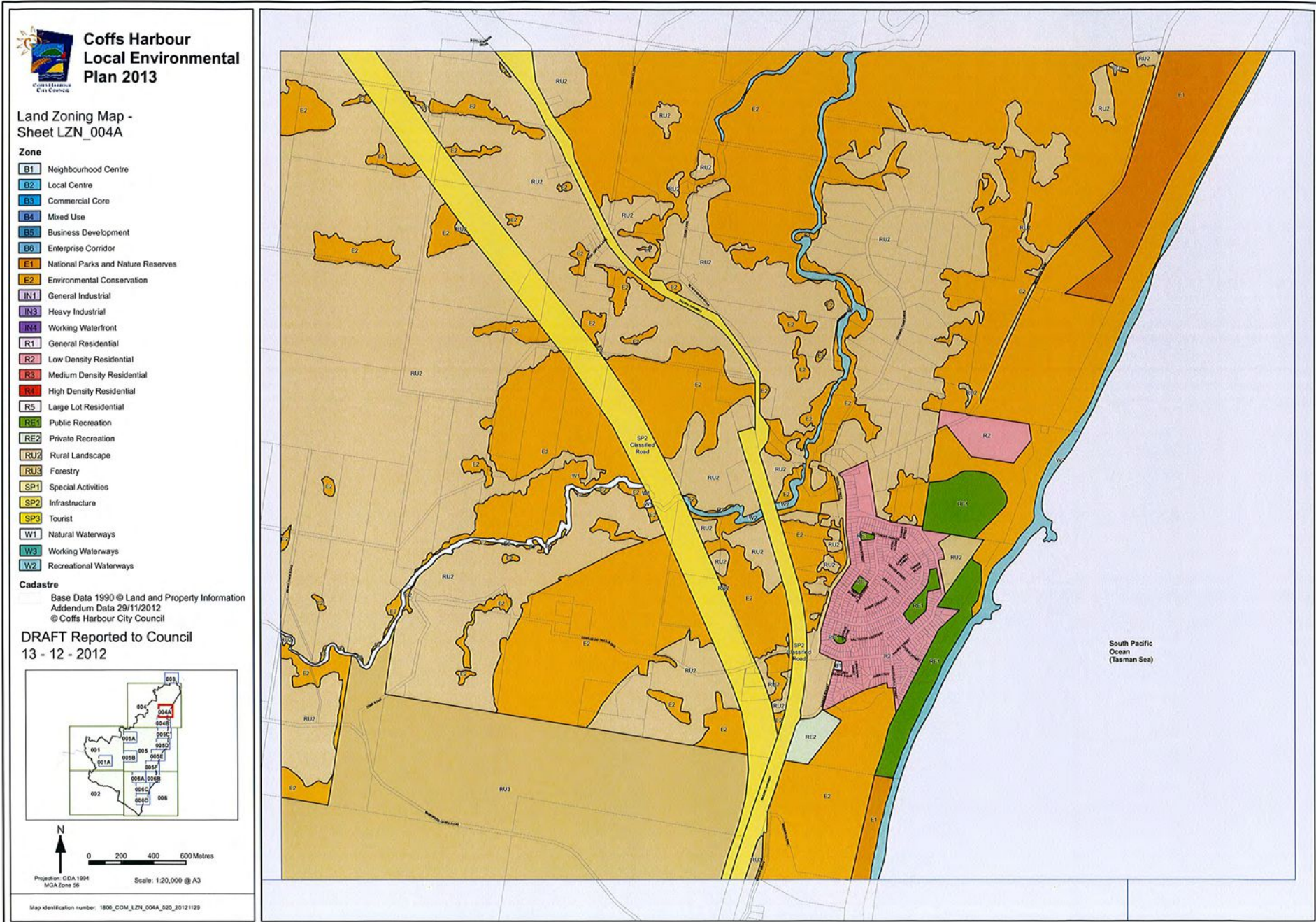
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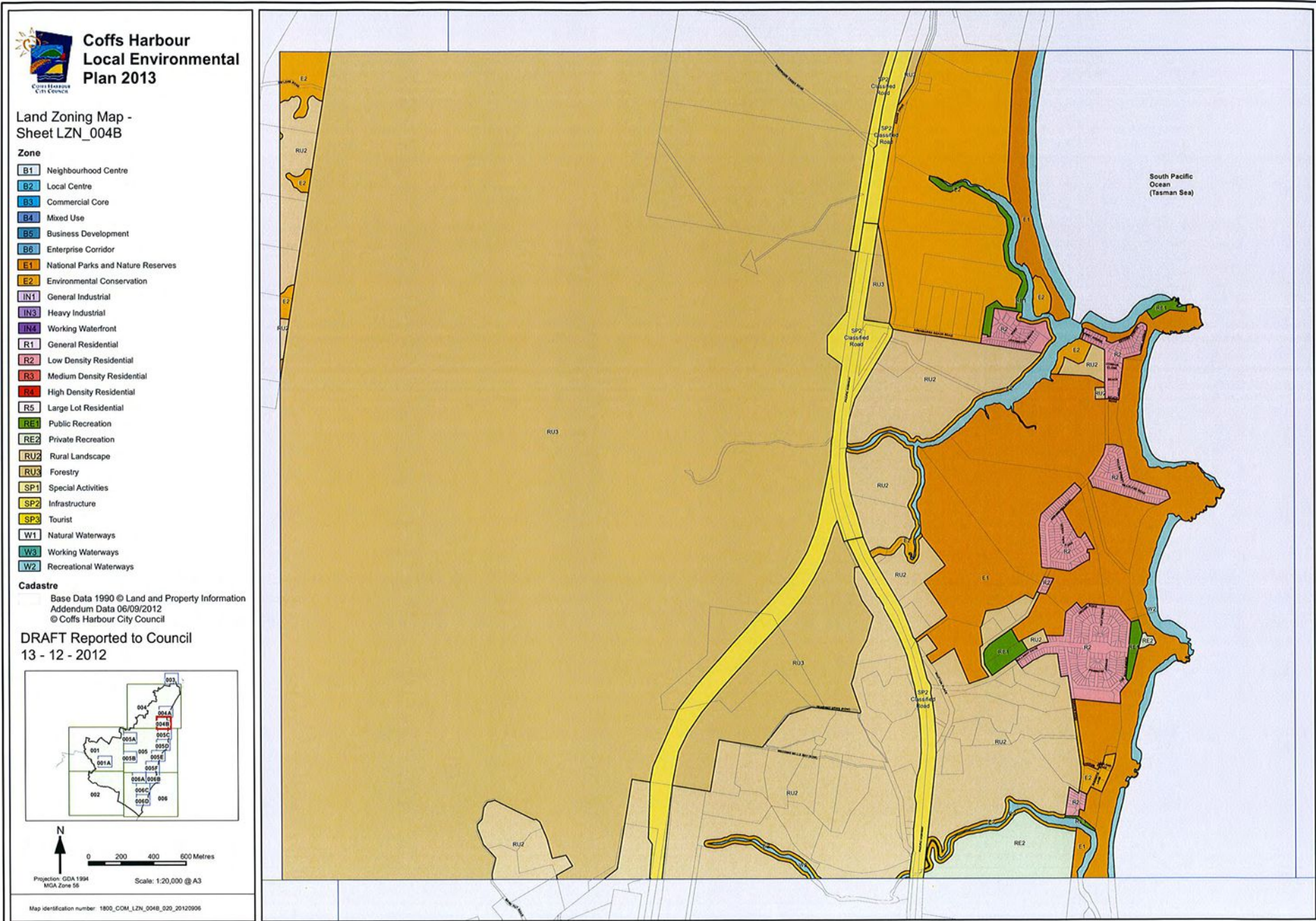
Appendix B - Existing Land Zones under LEP 2013



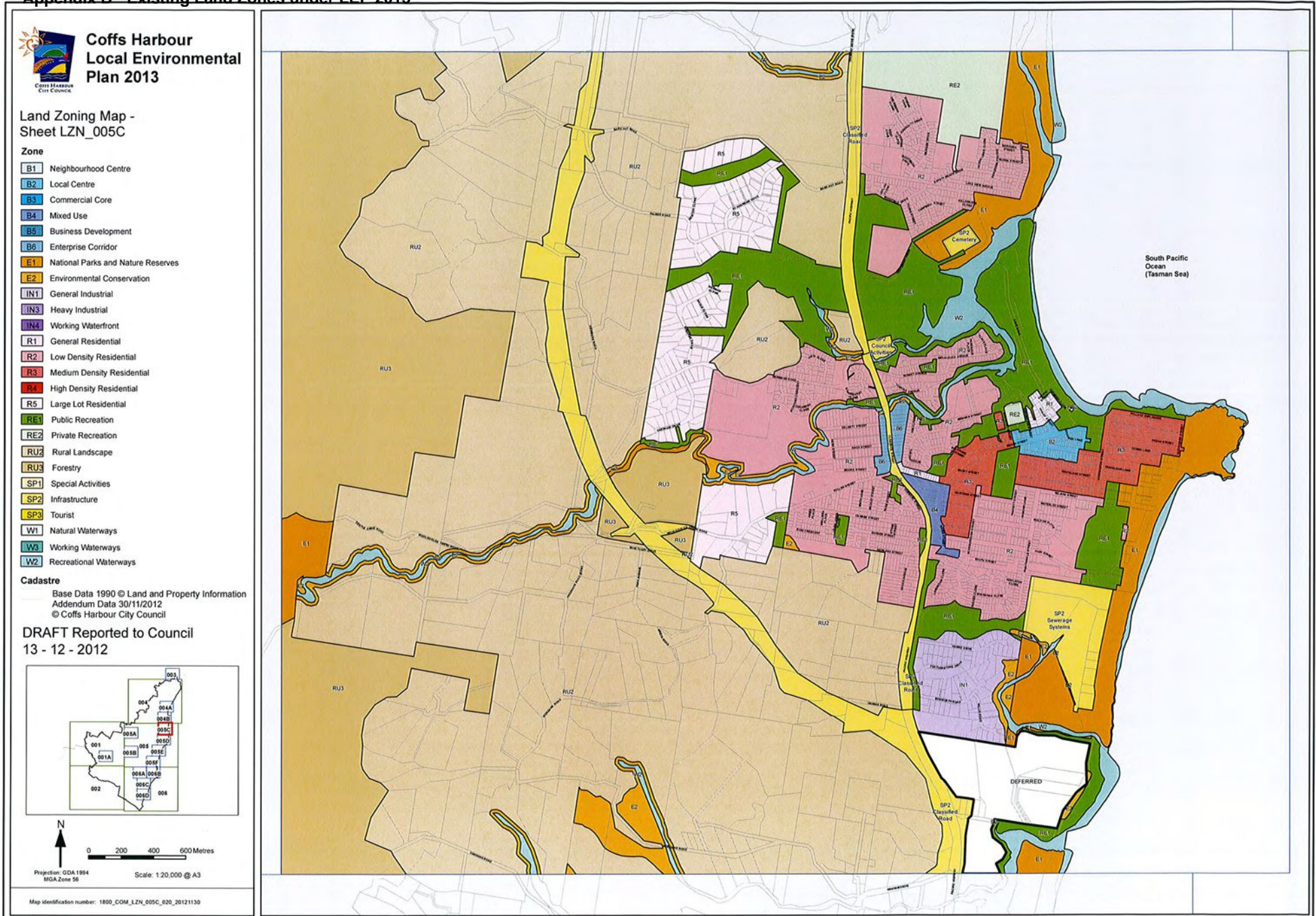
Appendix B - Existing Land Zones under LEP 2013



Appendix B - Existing Land Zones under LEP 2013



Appendix B - Existing Land Zones under LEP 2013





Appendix B - Existing Land Zones under LEP 2013



**Coffs Harbour  
Local Environmental  
Plan 2013**

Land Zoning Map -  
Sheet LZN\_005D

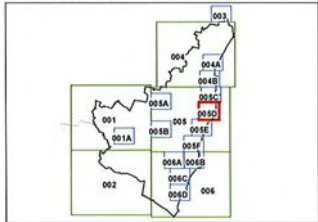
**Zone**

- B1 Neighbourhood Centre
- B2 Local Centre
- B3 Commercial Core
- B4 Mixed Use
- B5 Business Development
- B6 Enterprise Corridor
- E1 National Parks and Nature Reserves
- E2 Environmental Conservation
- IN1 General Industrial
- IN3 Heavy Industrial
- IN4 Working Waterfront
- R1 General Residential
- R2 Low Density Residential
- R3 Medium Density Residential
- R4 High Density Residential
- R5 Large Lot Residential
- RE1 Public Recreation
- RE2 Private Recreation
- RU2 Rural Landscape
- RU3 Forestry
- SP1 Special Activities
- SP2 Infrastructure
- SP3 Tourist
- W1 Natural Waterways
- W3 Working Waterways
- W2 Recreational Waterways

**Cadastral**

Base Data 1990 © Land and Property Information  
Addendum Data 12/12/2012  
© Coffs Harbour City Council

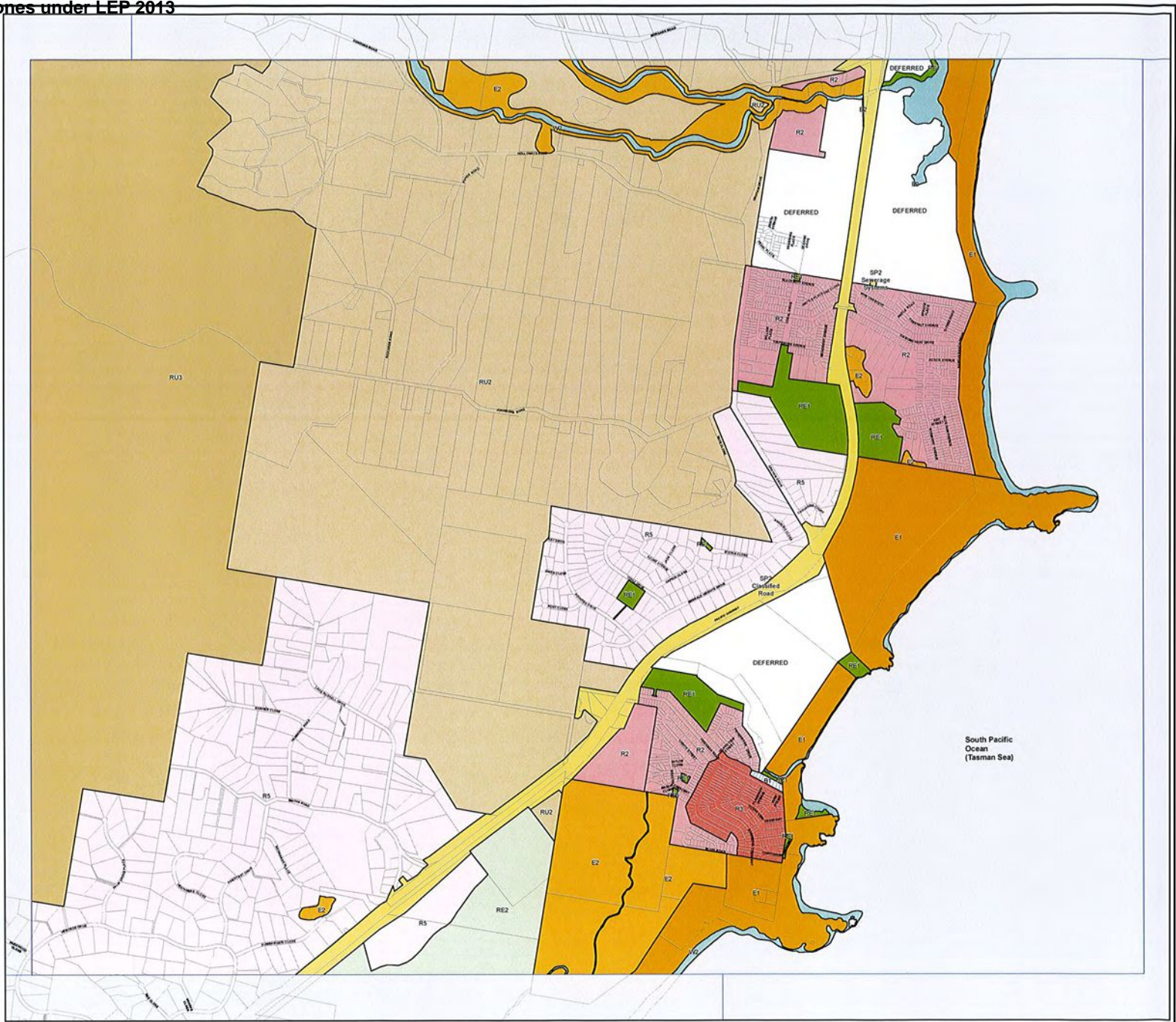
DRAFT Reported to Council  
13 - 12 - 2012



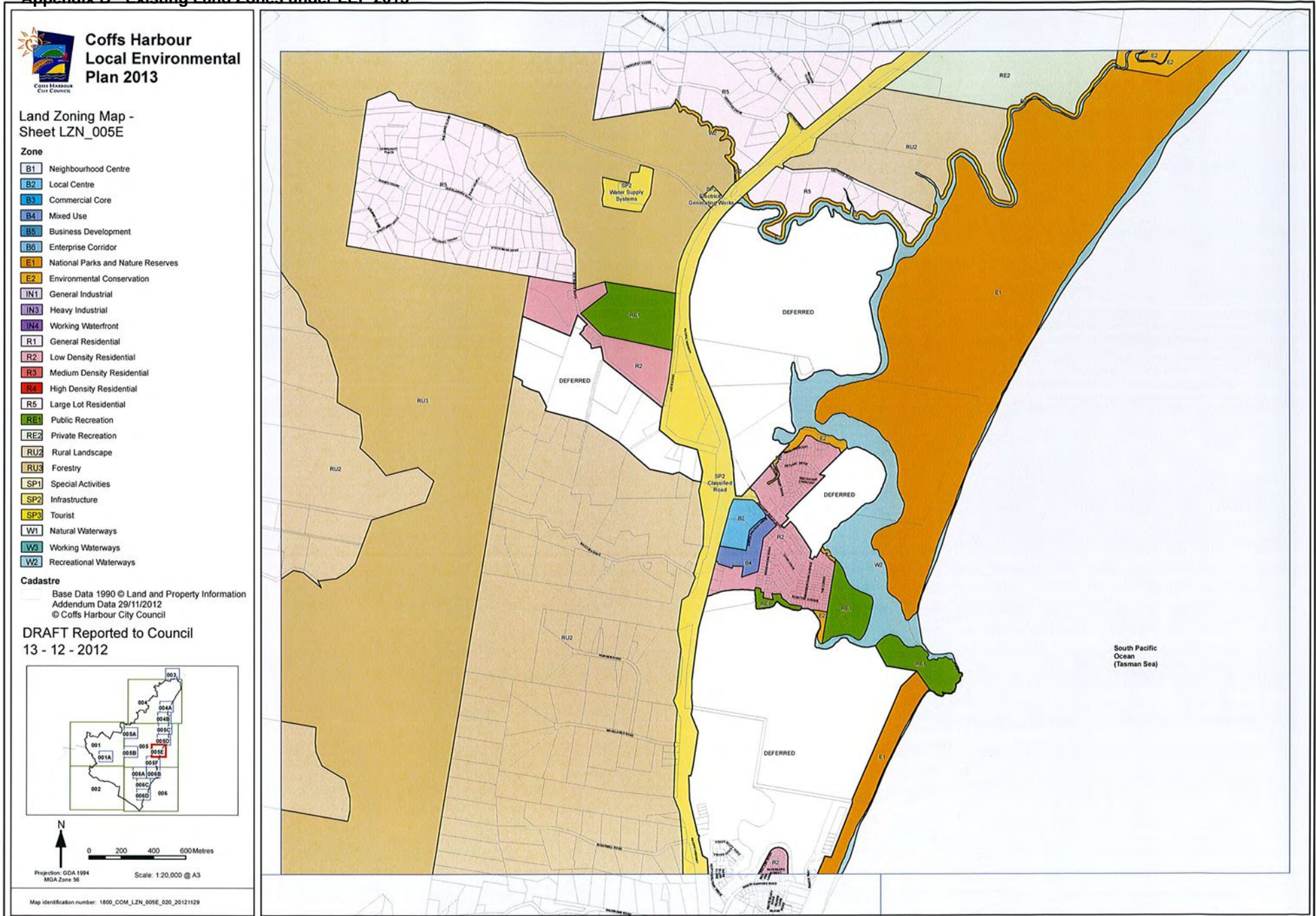
0 200 400 600 800 Metres

Projection: GDA 1994  
MGA Zone 56 Scale: 1:20,000 @ A3

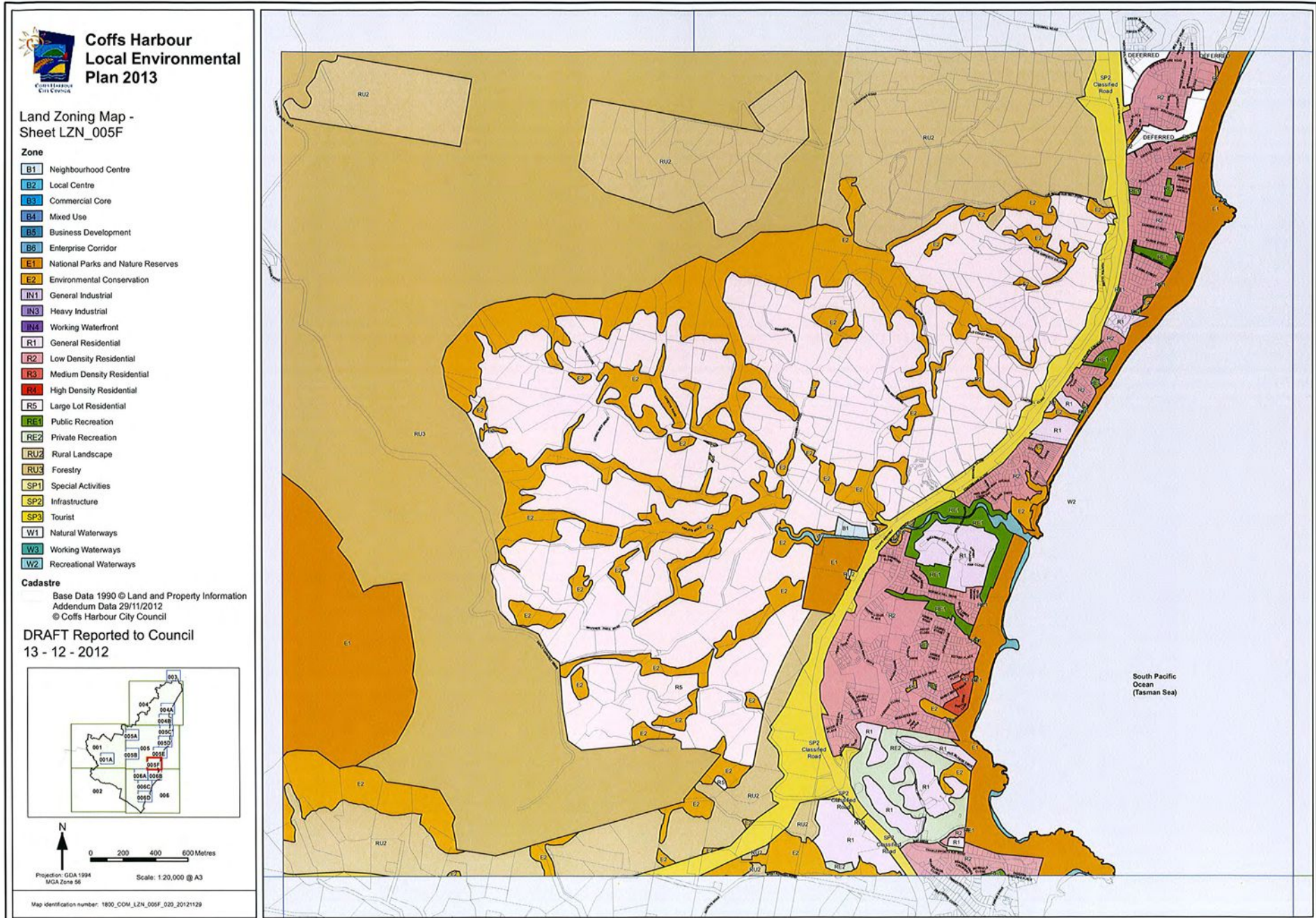
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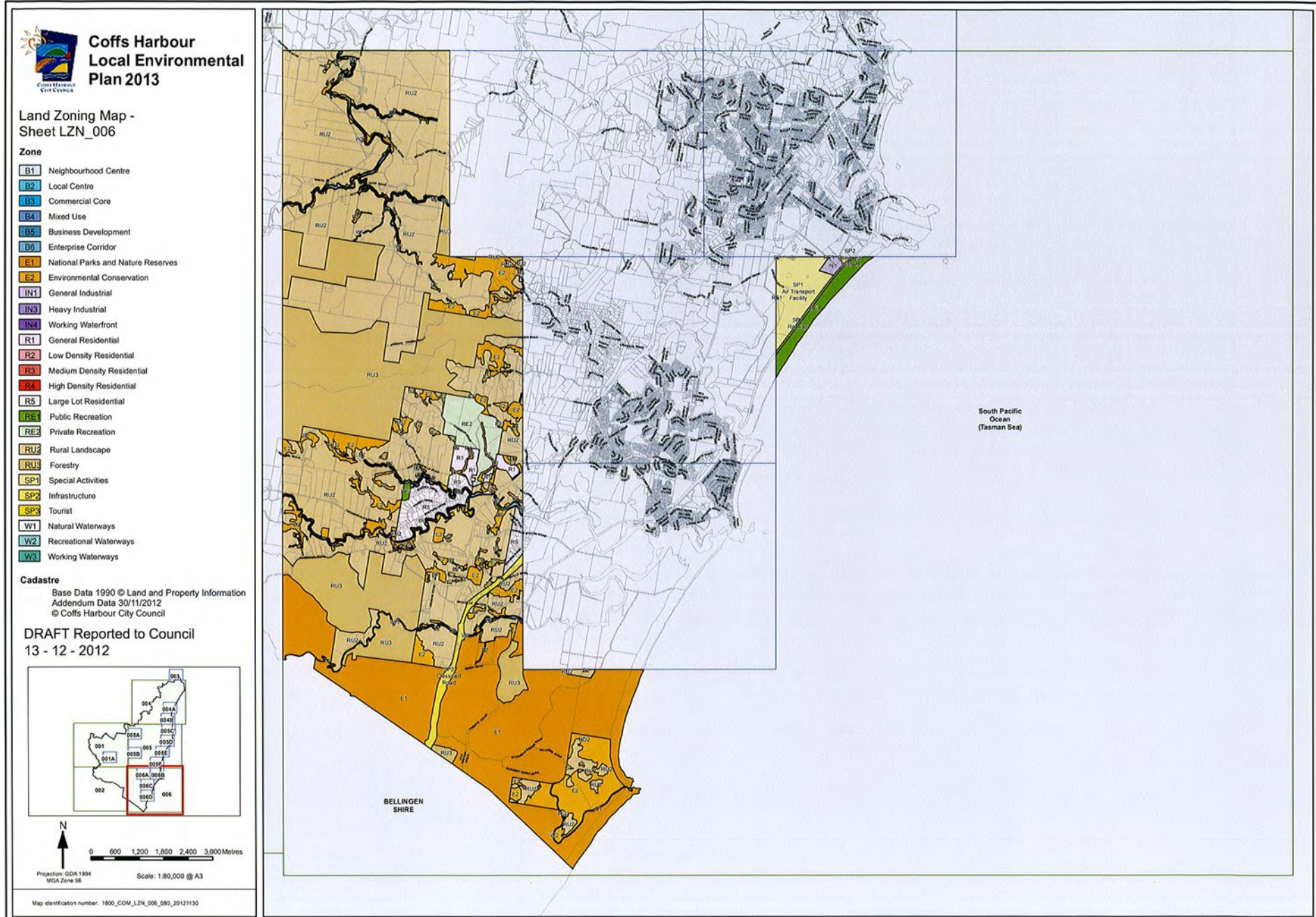
Appendix B - Existing Land Zones under LEP 2013



Appendix B - Existing Land Zones under LEP 2013



Appendix B - Existing Land Zones under LEP 2013



Appendix B - Existing Land Zones under LEP 2013



**Coffs Harbour  
Local Environmental  
Plan 2013**

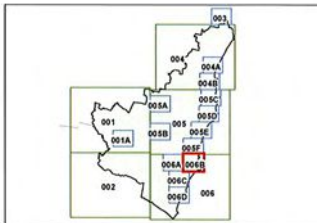
Land Zoning Map -  
Sheet LZN\_006B

**Zone**

- B1 Neighbourhood Centre
- B2 Local Centre
- B3 Commercial Core
- B4 Mixed Use
- B5 Business Development
- B6 Enterprise Corridor
- E1 National Parks and Nature Reserves
- E2 Environmental Conservation
- IN1 General Industrial
- IN3 Heavy Industrial
- IN4 Working Waterfront
- R1 General Residential
- R2 Low Density Residential
- R3 Medium Density Residential
- R4 High Density Residential
- R5 Large Lot Residential
- RE1 Public Recreation
- RE2 Private Recreation
- RU2 Rural Landscape
- RU3 Forestry
- SP1 Special Activities
- SP2 Infrastructure
- SP3 Tourist
- W1 Natural Waterways
- W3 Working Waterways
- W2 Recreational Waterways

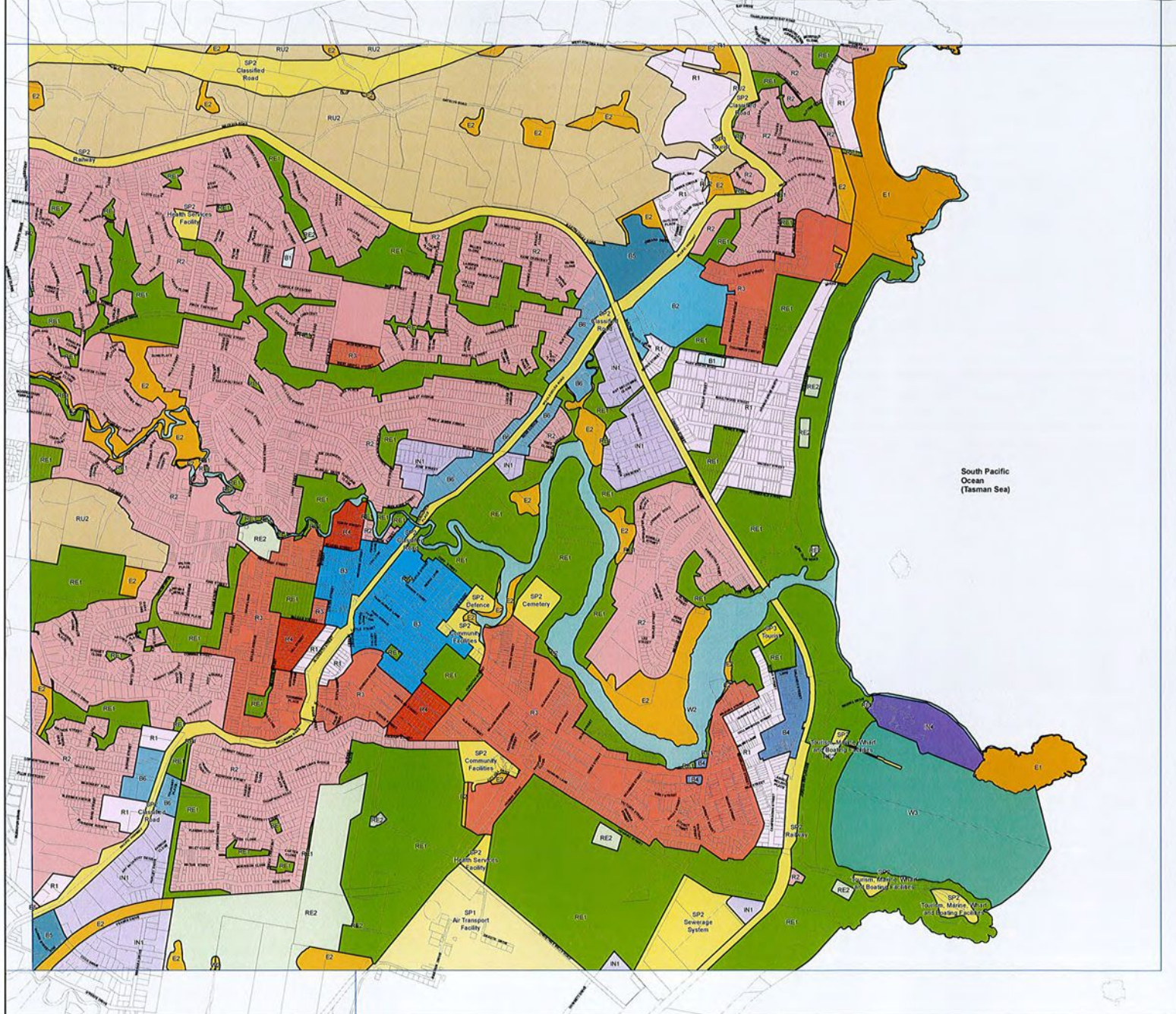
**Cadastral**  
Base Data 1990 © Land and Property Information  
Addendum Data 13/12/2012  
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DRAFT Reported to Council  
13 - 12 - 2012



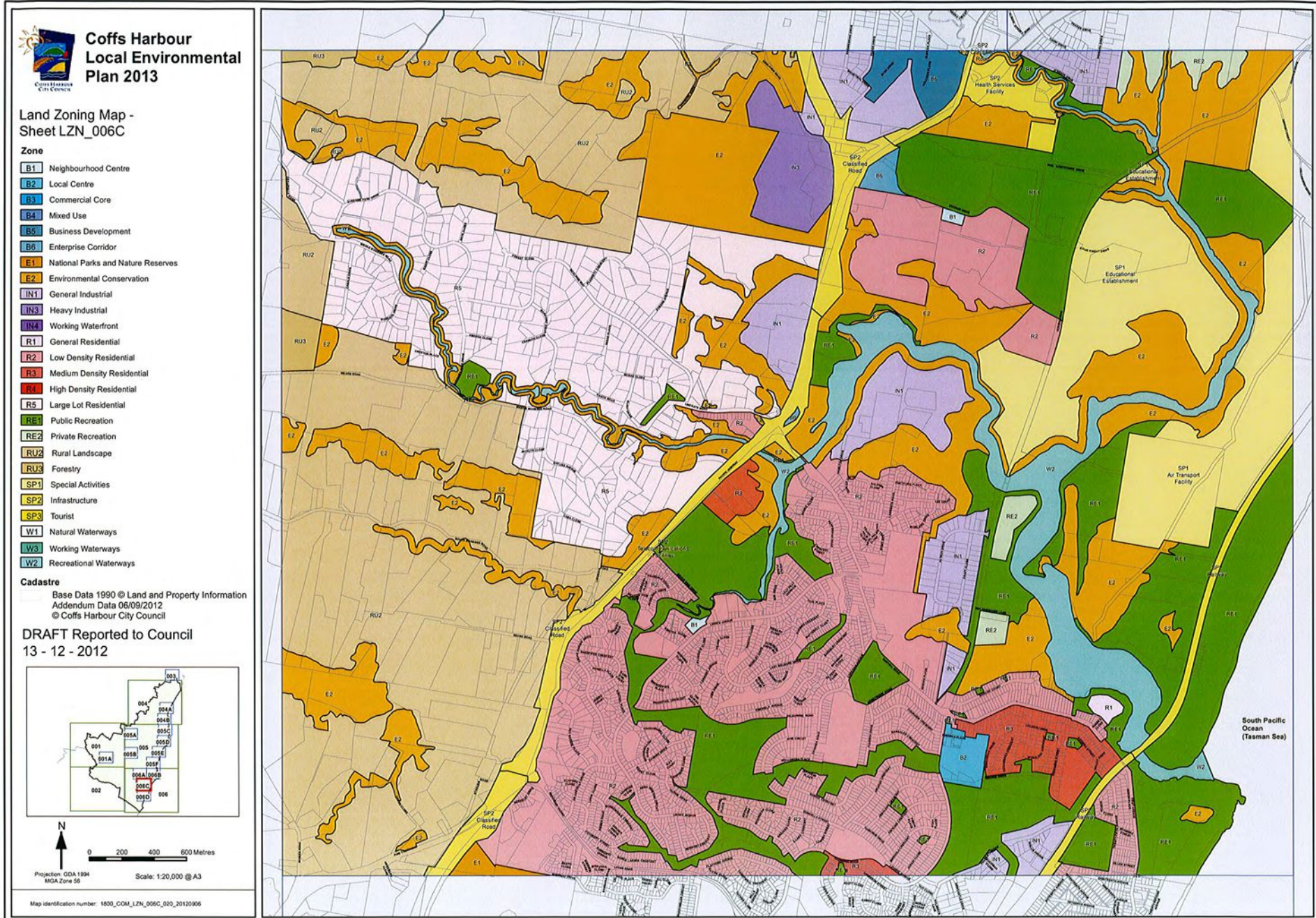
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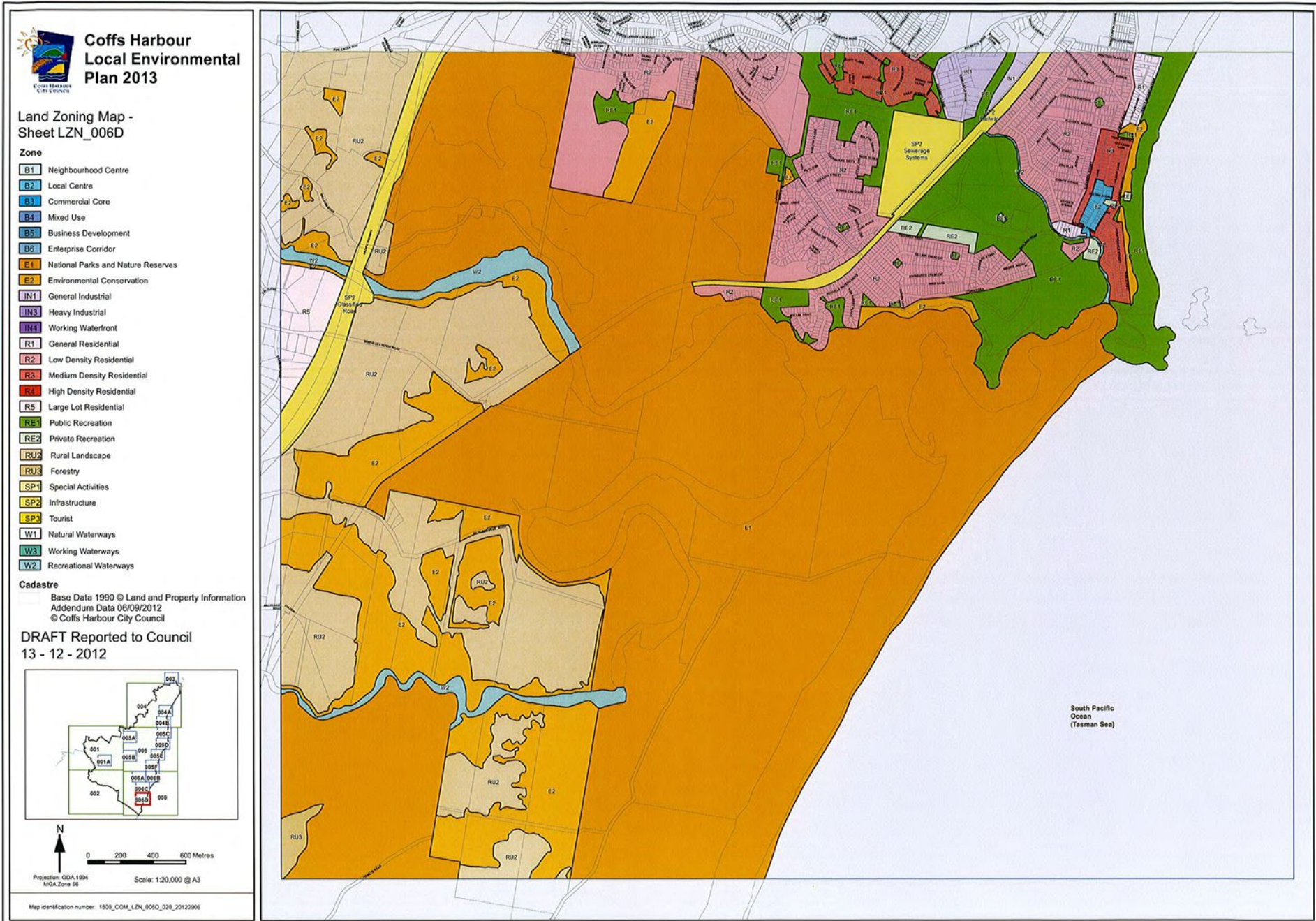


South Pacific  
Ocean  
(Tasman Sea)

Appendix B - Existing Land Zones under LEP 2013



Appendix B - Existing Land Zones under LEP 2013



## PART E – ENVIRONMENTAL CONTROLS

### E2 Coastal Hazards

#### E2.1 Coastal hazards requirements – general

##### Applies to Land

This control applies to all land seaward of any Hazard Line shown on the [Coastal Hazard Map](#).

##### Objectives

- To ensure that development is responsive to the environmental context of the site, particularly in relation to [coastal hazards](#).
- To minimise the risk to life and property from [coastal hazards](#) associated with development on land within Coastal Hazard Zones.
- To make provision for the orderly and resilient development of land within Coastal Hazard Zones.

##### Requirements

1. Development on land seaward of any Hazard Line shown on the [Coastal Hazard Map](#) must not involve any physical works that will exacerbate the impact of [coastal hazards](#) on the subject land and adjacent land.
2. No building on land seaward of any Hazard Line shown on the [Coastal Hazard Map](#) is to be located within 20 metres of the current [erosion escarpment](#).
3. Development on land seaward of any Hazard Line shown on the [Coastal Hazard Map](#) is to be designed and located to minimise risk of damage from [coastal hazards](#) and, where possible, avoid the need for physical structures to protect such development from potential for damage caused by [coastal hazards](#).
4. Where practical and reasonable, Council may restrict the installation of structures and works such as fencing, landscaping and the like, seaward of the [2050 Hazard Line](#) or [Immediate Hazard Line](#).
5. All vegetated dunes on land seaward of any Hazard Line shown on the [Coastal Hazard Map](#) within the development site, whether existing or created as part of coastal protection measures, shall be managed and maintained by the land owner so as to protect the dune system from damage both



**Attachment 3**

during construction of the development and as a result of subsequent use during the life of the development.

6. Existing vegetation on land seaward of any Hazard Line shown on the [Coastal Hazard Map](#) within the development site shall be appropriately rehabilitated and maintained by the land owner for the life of the development to stabilise the sand available as a buffer against [coastal hazards](#) and to minimise the likelihood of inundation from increased sea levels.

**Exceptions**

- This control does not cover tidal inundation risks where they occur inland of the [2100 Hazard Line](#) (for example flooding exacerbated by storm surge or tidal surge). Controls in relation to tidal inundation risk are contained in Chapter E4 – Flooding of this Plan.
- Where demonstrated to Council's satisfaction, engineering measures including approved long-term protection works and / or adequate foundation capacity (typically to bedrock) may be considered as acceptable measures to enable certain types of development on land seaward of any Hazard Line shown on the [Coastal Hazard Map](#) .

**E2.2 Coastal hazards requirements - immediate hazard zone**

**Applies to Land**

This control applies to all land seaward of the [Immediate Hazard Line](#) shown on the [Coastal Hazard Map](#).

**Objectives**

- To ensure the impact of coastal processes on potential development is minimised by acknowledging and avoiding risks, limiting development, avoiding intensification and ensuring any appropriate development is only temporary, relocatable and/or adaptable.

**Requirements**

*General*

1. Where a site contains existing buildings or structures within the [Immediate Hazard Zone](#) and the property is the subject of a development application, Council may seek to have those existing buildings or structures removed as part of the development or redevelopment of the site.

2. Buildings and structures are to be constructed in a manner, and/or to a level, which caters for the [coastal hazards](#) including wave run-up to a level of 7.0m AHD, overtopping and coastal inundation. Identification of an appropriate floor level for any proposed development must consider adjoining land-uses and levels, access constraints, as well as the proposed and existing use of the land.
3. Where development consent is granted for development on land seaward of the [Immediate Hazard Zone](#) shown on the [Coastal Hazard Map](#), it shall be conditional that if the [erosion escarpment](#) approaches within 20 metres of any habitable building subject to the consent, then the use or occupation of the habitable building will cease.
4. If the use or occupation of a habitable building is required to cease in accordance with requirement 3 of this control, then the owner(s) of the land is responsible for the demolition, removal from the site or relocation within the site of any habitable building that is within 20 metres of the [erosion escarpment](#). If the option to relocate a building within the site is planned, the proposed location must be identified as part of the [development application](#) and will be conditioned as part of any development consent.

*Subdivision*

5. Subdivision proposals comprising land within the [Immediate Hazard Zone](#) must demonstrate that buildings are able to be accommodated on the resulting lots outside of the [Immediate Hazard Zone](#).

*Residential, Commercial, Retail, Tourism and Industrial Development*

6. [Development applications](#) comprising new buildings or permanent structures on land within the [Immediate Hazard Zone](#) will not be supported by Council.
7. Modifications to existing buildings within the [Immediate Hazard Zone](#) will only be supported for additions, renovations, alterations and maintenance but only if they are in accordance with requirements 9 to 13 of this control.
8. Development will not be supported by Council if it will result in people permanently living or working within the [Immediate Hazard Zone](#).

*Additions, Renovations, Alterations and Maintenance*

**Attachment 3**

9. Additions to existing buildings within the **Immediate Hazard Zone** will not be supported by Council.
10. Renovations and alterations within the **Immediate Hazard Zone** will be considered on their merits, based on the location of the **erosion escarpment**, the type of building involved and access to the site.
11. Renovations and alterations within the **Immediate Hazard Zone** must ensure that they do not increase the risk to persons, property or buildings or increase the level of **coastal hazard** to the subject or any other land.
12. Alterations to existing buildings within the **Immediate Hazard Zone** is limited to minor works only. Alterations must not adversely impact the ability of the existing building or buildings to be removed in an emergency and where possible improve the ability of the existing building or buildings to be removed in an emergency.
13. **Maintenance** to existing buildings within the **Immediate Hazard Zone** is supported by Council.

*Car Parking*

14. Open car park areas and carports (i.e. at least three sides are open) within the **Immediate Hazard Zone** at existing ground level only will be considered. Other forms of car parking are not acceptable.
15. Basement or underground car parking within the **Immediate Hazard Zone** will not be supported by Council.

*Redevelopment of Existing Caravan Parks*

16. Redevelopment of existing caravan parks must not result in an increase in the number of sites than what currently exists within the **Immediate Hazard Zone**.
17. Redevelopment of existing caravan parks within the **Immediate Hazard Zone** must comprise short term sites only and shall exclude the erection of any cabin or similar structure within the **Immediate Hazard Zone**.
18. No new permanent building (including community buildings) associated with the redevelopment of existing caravan parks shall be located within the **Immediate Hazard Zone**.

**Exceptions**

- Development that is temporary, or can be relocated or sacrificed, such as decks, non-habitable detached lightweight structures associated with outdoor living areas, storage or landscaping may be considered within the [Immediate Hazard Zone](#) where these do not prejudice relocation of other buildings on the site.
- Development that is intended to replace a lawfully erected habitable building that is significantly damaged or destroyed (other than by coastal processes or coastal hazards) may be considered within the Immediate Hazard Zone where:
  - there is no alternative location within the site to meet the requirements of this Chapter; and
  - the footprint of the new habitable building is the same or less than the damaged habitable building; and
  - any occupation or use of that habitable building will not increase risk to life, increase the risk of damage from coastal hazards or adversely affect coastal processes.

Any habitable building must be designed and constructed to be modular, detachable and/or relocatable to enable relocation or removal of development in the future.

- Development for essential public purposes, or development which relates to the public use of the beachfront, may be considered within the [Immediate Hazard Zone](#). For example surf lifesaving and marine rescue observation structures, access structures, picnic facilities, signage, landscaping, shared paths or the like providing they do not require a major extension to a service main. Any structures must be easily removable or sacrificial in the event they are damaged by [coastal hazards](#).
- Any fencing to be located seaward of the [Immediate Hazard Line](#) must be constructed of pool-type or similar predominantly open style fencing.
- This control does not cover tidal inundation risks where they occur inland of the [2100 Hazard Line](#) (for example flooding exacerbated by storm surge or tidal surge). Controls in relation to tidal inundation risk are contained in Chapter E5 - Flooding of this Plan.

#### Notes

**Attachment 3**

- *A restriction is required on the title of any lot comprising development to which requirements 3 and 4 of this Control apply, reflecting such requirements.*
- *The relocation of a building to another part of the site will likely require additional approvals depending on its use.*

**E2.3 Coastal hazards requirements - 2050 Hazard Zone**

**Applies to Land**

This control applies to all land between the [2050 Hazard Line](#) and the [Immediate Hazard Line](#) shown on the [Coastal Hazard Map](#).

**Objective**

To ensure the impact of coastal processes on potential development and the effect of development on coastal processes is minimised by ensuring any development acknowledges risk, ceases and is readily relocatable or removable as coastal hazards encroach on the development.

**Requirements**

*General*

1. The [precautionary principle](#) is to be applied to development and subdivision proposals within the [2050 Hazard Zone](#) to identify the potential for serious or irreversible environmental damage. Development and subdivision proposals must include strategies to avoid or mitigate potential adverse environmental effects.
2. Where development consent is granted for development on land seaward of the [2050 Hazard Line](#) shown on the [Coastal Hazard Map](#), it shall be conditional that if the [erosion escarpment](#) approaches within 20 metres of any habitable building subject to the consent, then the use or occupation of the building will cease.
3. If the use or occupation of a building is required to cease in accordance with requirement 2 of this control, then the owner(s) of the land is responsible for the demolition, removal or relocation within the site, of any building that is within 20 metres of the erosion escarpment. If the option to relocate a building within the site is planned, this must be indicated as part of the [development application](#) and will be conditioned as part of any [development consent](#).

*Subdivision*

4. Consideration shall be given to the filling of land within the [2050 Hazard Zone](#) to a level consistent with the avoidance of impact resulting from wave-run up to a level of 7.4m AHD and overtopping. Identification of an appropriate level must consider adjoining land-use and levels, access constraints, as well as the proposed and existing use of the land.

*Residential, Commercial, Retail, Tourism and Industrial Development*

5. Development in the [2050 Hazard Zone](#) should be designed and constructed to be modular, detachable and/or relocatable to enable relocation or removal of development in the future when under threat from [coastal hazards](#).
6. Where a site has existing buildings or structures seaward of the [2050 Hazard Line](#) and the property is the subject of a development application, Council may seek to have those structures removed as part of the development or redevelopment of the site.
7. Habitable buildings constructed within the [2050 Hazard Zone](#) shall be set back as far landward as practicable (or be able to be moved landward as far as practicable should any habitable building become located within 20 metres of the [erosion escarpment](#)).
8. Structural elements within the [2050 Hazard Zone](#) including foundations, footings and slabs for new buildings are to be designed by a professional engineer.

*Additions, Renovations, Alterations and Maintenance*

9. Additions, renovations, alterations and maintenance works within the [2050 Hazard Zone](#) will be considered on their merits. Consideration will be given to the location of the [erosion escarpment](#), the type of building involved and access to the site.
10. Additions or alterations within the [2050 Hazard Zone](#) must not adversely impact upon the ability of the existing building or buildings to be removed in an emergency and where possible improve the ability of the existing building or buildings to be removed in an emergency.

**Attachment 3**

11. **Development applications** for development comprising a 50% or greater increase in the gross floor area (GFA) compared with that of the existing building will not be supported by Council unless the portion of any existing building which is seaward of the **2050 Hazard Line** is removed.
12. Alterations and renovations to existing buildings seaward of the **2050 Hazard Line** will not be supported by Council where more than 50% of the existing GFA is proposed to be demolished and re-built seaward of the **2050 Hazard Line**.
13. Any addition to a building within the **2050 Hazard Zone** shall be restricted to the following:
  - where the GFA of the existing building is less than 100 m<sup>2</sup> – any additional GFA shall not result in the buildings total GFA being greater than 115 m<sup>2</sup>; or
  - where the GFA of the existing building is 100 m<sup>2</sup> or more – any additional GFA shall not be more than 15% of the GFA of the existing building (measured at the date of commencement of this DCP).
14. No additions or alterations to existing buildings will be approved within the **2050 Hazard Zone** where they are within 20 metres of the current **erosion escarpment**.

*Car Parking*

15. Open car park areas and carports (i.e. at least three sides are open) may be considered at existing ground level.
16. Basement or underground car parking within the **2050 Hazard Zone** will not be supported.

*Redevelopment of Existing Caravan Parks*

19. Redevelopment of existing caravan parks must not result in an increase in the number of sites than what currently exists within the **2050 Hazard Zone**.
20. No new permanent buildings (including community buildings) shall be erected within the **2050 Hazard Zone** unless there is no alternative location landward of the **2050 Hazard Zone**.

**Exceptions**

- This control does not cover tidal inundation risks where they occur inland of the [2100 Hazard Line](#) (for example flooding exacerbated by storm surge or tidal surge). Controls in relation to tidal inundation risk are contained in Chapter E4 – Flooding of this Plan.
- The [maintenance](#) of buildings is permitted within the [2050 Hazard Zone](#).
- Development that is temporary, or can be relocated or sacrificed, such as decks, non-habitable detached lightweight structures associated with outdoor living areas, storage or landscaping may be considered within the [2050 Hazard Zone](#) where it does not adversely affect coastal processes and/or prejudice the relocation of other buildings on the site.
- Development for essential public purposes, or development which relates to the public use of the beachfront, may be considered within the [2050 Hazard Zone](#). For example surf lifesaving and marine rescue observation structures, access structures, picnic facilities, signage, landscaping, shared paths or the like providing they do not require a major extension to a service main. Any structures must be easily removable or sacrificial in the event they are damaged by [coastal hazards](#).
- The redevelopment of existing caravan parks within the [2050 Hazard Zone](#) may comprise cabins or similar structures which are temporary and readily removable.
- Where redevelopment of existing caravan parks involves permanent buildings (such as amenities and offices) and there is no alternative location landward of the 2050 Hazard Zone buildings should be designed and constructed to be modular, detachable and/or relocatable to enable relocation or removal when under threat from [coastal hazards](#).

#### Notes

- ***A restriction is required on the title of any lot comprising development to which requirements 2 and 3 of this Control apply, reflecting such requirements.***
- ***The relocation of a building to another part of the site will likely require additional approvals depending on its use.***

#### E2.4 Coastal hazard requirements - 2100 Hazard Zone

##### Applies to Land



This control applies to all land between the [2100 Hazard Line](#) and the [2050 Hazard Line](#) shown on the [Coastal Hazard Map](#).

### Objectives

- To ensure that potential development acknowledges and builds in resilience to [coastal hazards](#) and the effect of development on coastal processes is minimised by ensuring any development ceases as coastal hazards encroach on the development.

### Requirements

#### General

1. The [precautionary principle](#) is to be applied to development and subdivision proposals within the [2100 Hazard Zone](#) to identify the potential for serious or irreversible environmental damage. Development and subdivision proposals must include strategies to avoid or mitigate potential adverse environmental effects.
2. Development in the [2100 Hazard Zone](#) must be designed to:
  - avoid or minimise exposure to [coastal hazards](#);
  - provide for the safety of residents, workers or other on-site occupants from risks associated with [coastal hazards](#); and
  - accommodate natural coastal processes and [coastal hazards](#).
3. Structural elements in the [2100 Hazard Zone](#) including foundations, footings and slabs for new buildings are to be designed by a [professional engineer](#).
4. Basement car parking may be considered within this zone only if it is located as far landward of the [2050 Hazard Line](#) as practical. Basement parking, if proposed, must:
  - have all access, ventilation and any other potential water entry points at safe levels as determined by a professional engineer; and
  - have a clearly signposted inundation free pedestrian evacuation route from the basement or bunded area separate to the vehicular access ramps.

*Subdivision*

6. Consideration shall be given to the filling of land within the [2100 Hazard Zone](#) to a level consistent with the avoidance of impact resulting from wave-run up and overtopping. The wave run-up level to be considered shall be 7.7m AHD. Identification of an appropriate level shall consider adjoining land-use and levels, access constraints, as well as the proposed and existing use of the land.

**Exceptions**

- This control does not cover tidal inundation risks where they occur inland of the [2100 Hazard Line](#) (for example flooding exacerbated by storm surge or tidal surge). Controls in relation to tidal inundation risk are contained in Chapter E4 - Flooding of this Plan.

**E2.5 Coastal hazards requirements – Special Areas****Applies to Land**

This control applies to all land identified as [Special Areas](#) shown on the [Coastal Hazard Map](#).

**Objectives**

To recognise that where long-term protection works or other suitable measures are in place, the level of risk to life and property from [coastal hazards](#) may be different from that shown on the [Coastal Hazard Map](#).

**Requirements**

1. Despite controls E2.1 to E2.4, the application of [coastal hazard](#) requirements within [special areas](#) may be varied at the discretion of Council subject to:
  - adequate engineering justification; and
  - assessment against the objectives in this Chapter to Council's satisfaction.
2. Development applications for development within [special areas](#) seeking a variation to any requirements of this Chapter are to be accompanied by the following:
  - engineering justification demonstrating that adequate protection works currently exist to provide protection from [Coastal Hazards](#); and

- a [Coastal Hazard Management Report](#); and
- detailed assessment as to how the proposal meets the objectives of this Chapter.

#### Exceptions

- This control does not cover tidal inundation risks where they occur inland of the [2100 Hazard Line](#) (for example flooding exacerbated by storm surge or tidal surge). Controls in relation to tidal inundation risk are contained in Chapter E4 – Flooding of this Plan.

### E2.6 Development application requirements

#### Applies to Land

This control applies to all land seaward of any Hazard Line shown on the [Coastal Hazard Map](#).

#### Objective

- To ensure that development applications for development and subdivision proposals on land impacted by [coastal hazards](#) provide sufficient information to enable a proper assessment of the proposal in accordance with relevant legislation.

#### Requirements

1. Development applications for land seaward of any Hazard Line shown on the [Coastal Hazard Map](#) are to be accompanied by a signed acknowledgment that the proponent of the development (or the owner of the land if it is not the proponent)
  - has read Chapter E2 of this Plan; and
  - accepts the risk and responsibility of developing land affected by [coastal hazards](#); and
  - acknowledges this requirement.
2. Development applications for land seaward of any Hazard Line shown on the [Coastal Hazard Map](#) are to be accompanied by information that demonstrates the development proposal:
  - is consistent with the [Coffs Harbour Coastal Zone Management Plan \(2013\)](#) or as subsequently amended; and
  - is consistent with the objectives and controls in this Chapter.
3. Development applications for land in the [Immediate Hazard Zone](#) and [2050 Hazard Zone](#) are to be accompanied by the following:

- plans drawn to a scale of not less than 1:1500 by a licensed surveyor, showing the following information to illustrate the position and configuration of the proposed development in relation to coastal risks including:
    - location of the existing and proposed buildings in relation to the property boundaries and the relevant [Hazard Lines](#) that apply to or impact upon on the subject land;
    - the existing coastal [erosion escarpment line](#);
    - existing vegetation within the subject site;
    - levels of the existing and proposed buildings relative to AHD including foundation levels, floor levels, ceiling levels and overall height;
    - existing ground levels around the perimeter of the proposed buildings relative to AHD;
    - foundation type;
    - existing topographic levels of the site to a vertical accuracy of 0.1m and a horizontal spacing sufficient to identify all the features of the land, relative to AHD; and
    - existing topographic levels of the area seaward of the site between the seaward property boundary and the line of mean high water springs, relative to AHD.
4. At the request of Council, development applications for land seaward of any Hazard Line shown on the [Coastal Hazard Map](#) may be required to be accompanied by the following specialist information:
- a Coastal Risk Management Report prepared by a professional engineer **certifying** that the development will not increase or exacerbate [coastal hazards](#) on any other property and address the Coastal Risk Management Report Guidelines (Appendix 4).
  - a geotechnical report indicating the sub-strata and the type of foundations and footings (if proposed); and/or
  - a structural engineering report showing:
    - the materials of construction:
    - principal dimensions of the main structural elements;

**Attachment 3**

- top and bottom levels of foundations, footings or piles; and
  - illustrations of the events (erosion from the sea, wave action on the structure) considered in the design; and/or
- An evacuation plan and pedestrian / vehicular access route plans for both before and during a [coastal hazard](#) event.

**Notes**

- ***A restriction is required on the title of any lot comprising development to which requirement number 1 of this Control applies, reflecting such requirement.***
- ***Coastal Hazard Development Scenarios that may assist in the interpretation of Chapter E2 of this Plan are contained in Appendix 4. These are provided for illustration and assistance only.***

## Appendix 4 – Coastal Hazard Development Scenarios and Coastal Hazard Management Report Guidelines

Council has undertaken a number of detailed studies relating to the potential impacts of [coastal hazards](#) and how these should be managed including:

- Coffs Harbour Coastal Processes and Hazards Definition Study (2011);
- Coffs Harbour Coastal Zone Management Study (2012); and
- Coffs Harbour Coastal Zone Management Plan (2013).

These studies identify the scientific basis and understanding of [coastal hazard](#) risks along the Coffs Harbour coastline. They also identify management processes and mechanisms to be used by Council and others to manage these risks.

The provision of development controls (in the form of this Chapter) were recommended by these studies and plans and constitute part of Council's response to the risks of [coastal hazards](#). The above studies and plans should be consulted for detailed information relating to the science and potential impacts of [coastal hazards](#). The following is a brief explanation of why the [coastal hazard](#) lines in this DCP were adopted.

The 'Almost Certain' hazard likelihood probability line for the Immediate planning horizon accounts for the average beach erosion over the last 3-5 decades. At the 2050 and 2100 planning horizons it accounts for future long term recession without sea level rise, that is, due to the harbour impact only, plus average beach erosion.

The 'Unlikely' hazard likelihood probability line for the Immediate planning horizon accounts for the maximum beach erosion over the last 3-5 decades. At the 2050 and 2100 planning horizons it is the addition of future long term recession due to predicted sea level rise of 0.4 m and 0.9 m by 2050 and 2100, the harbour impact over this timeframe, plus the maximum beach erosion hazard extent.

**Attachment 3**

The 'Rare' hazard likelihood probability line for the Immediate planning horizon accounts for the extreme beach erosion over the last 3-5 decades. At the 2050 and 2100 planning horizons it is more complicated, being the maximum extent of recession due to either:

- Future long term recession due to a higher than predicted sea rise (including the harbour impact) plus the immediate maximum beach erosion extent; or
- Future long term recession due to projected sea rise (including the harbour impact) and a sustained easterly shift in average wave direction, plus the immediate maximum beach erosion extent; or
- Future long term recession due to projected sea rise (including the harbour impact) plus extreme beach erosion extent.

It also includes a 0.7 m rise in sea level by 2050 and a 1.4 m sea level rise by 2100.

The Coffs Harbour Coastal Zone Management Study noted that planning decisions about residential development have a time frame of up to 100 years and commercial and industrial development about 50 years so it is important that planning controls look beyond the Immediate planning horizon and are based on a reasonable expectation that sea levels will rise over the long term.

The option that looks to the long term and coincides with Council's climate change policy and the adoption of a predicted sea level rise of 0.4 m and 0.9 m by 2050 and 2100 in the Coffs Harbour Coastal Zone Management Plan is the 'Unlikely' hazard lines for the 2050 and 2100 planning periods. Accordingly the 'Unlikely' hazard lines have been used for the 2050 and 2100 year planning periods in this DCP. The 'Unlikely' hazard line has also been used for the Immediate planning period because it is important to be conservative in the face of an immediate threat and it is consistent with the 2050 and 2100 planning periods.

To assist in the interpretation of the coastal hazard controls in this Plan, a range of possible development proposals and outcomes are shown in the table below to demonstrate development that may be acceptable in various Coastal Hazard Zones.

**Acceptable development scenarios in various coastal hazard zones**

Scenario	Existing Development	Proposed Development	Approved Development
1	Residential dwelling which spans the Immediate Hazard Zone and the 2050 Hazard Zone and storage shed entirely within Immediate Hazard Zone.	Remove shed. Add new small deck on house frontage and room at side, both in Immediate Hazard Zone.	Shed removed. Deck (sacrificial) and addition OK to side of house within the 2050 Hazard Zone (lightweight addition). Twenty metre escarpment covenant applied.
2	Residential dwelling spanning Immediate Hazard Zone and 2050 Hazard Zone. Also has land in the 2100 Hazard Zone.	>50% increase in GFA via new second storey construction on existing footprint.	Partial demolition to remove building in the Immediate Hazard Zone and new upper storey addition (less than 50%) is located in the 2050 Hazard Zone. Twenty metre escarpment covenant applied.



**Attachment 3**

<b>Scenario</b>	<b>Existing Development</b>	<b>Proposed Development</b>	<b>Approved Development</b>
3	Two small dwellings on one lot spanning the 2050 Hazard Zone and the 2100 Hazard Zone.	Demolish both dwellings and construct a single dwelling with equivalent GFA spanning the two Hazard Zones with a large deck and new pool	Demolish dwellings and construct a single moveable dwelling with a reduced GFA with large deck and pool in the 2050 Hazard Zone. Twenty metre escarpment covenant applied. Space at rear of lot to accommodate dwelling as the escarpment encroaches.
4	Existing dwelling spanning the 2050 Hazard Zone and the 2100 Hazard Zone.	New garage and guest room in the 2100 Hazard Zone	As proposed. Twenty metre escarpment covenant applied.
5	Existing dwelling within 2100 Hazard Zone	Renovation with no additions in the 2100 Hazard Zone	As proposed
6	Existing dwelling spanning the 2100 Hazard Zone and land not subject to Coastal Risk.	Demolition of dwelling and construction of new dwelling and pool on the same footprint.	As proposed. Conditions on floor level and footings applied.
7	Existing dwelling spanning the 2100 Hazard Line	New large deck	As proposed

Scenario	Existing Development	Proposed Development	Approved Development
8	Two existing vacant residential allotments (one spanning 2050 Hazard Line) with two existing dwelling entitlements	Re-subdivision and construction of two dwellings	As proposed. Both dwellings located in the 2100 Hazard Zone. Conditions on floor level and footings applied.

EXISTING

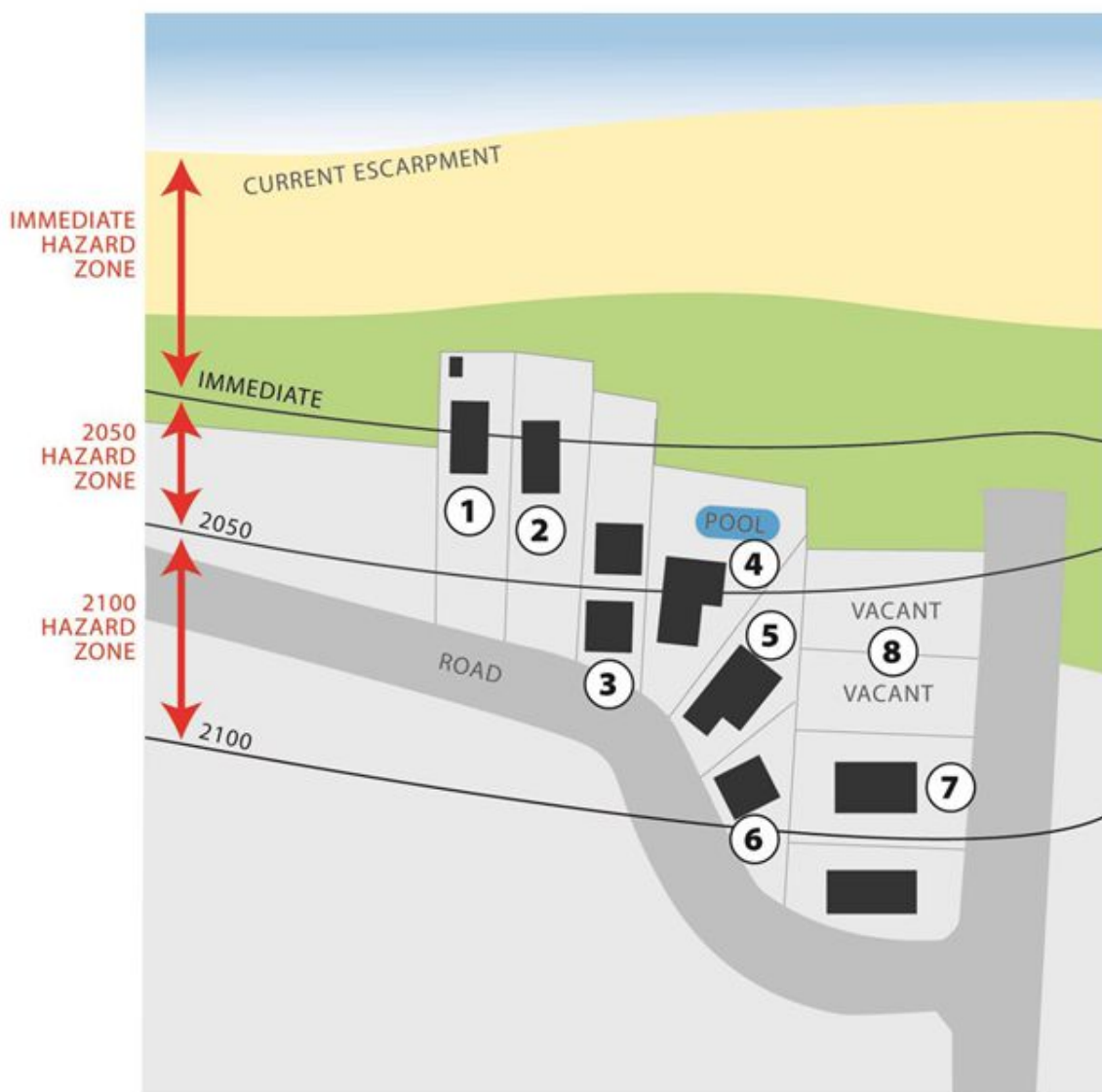


Figure 1: Existing Development Situation

PROPOSAL SOUGHT

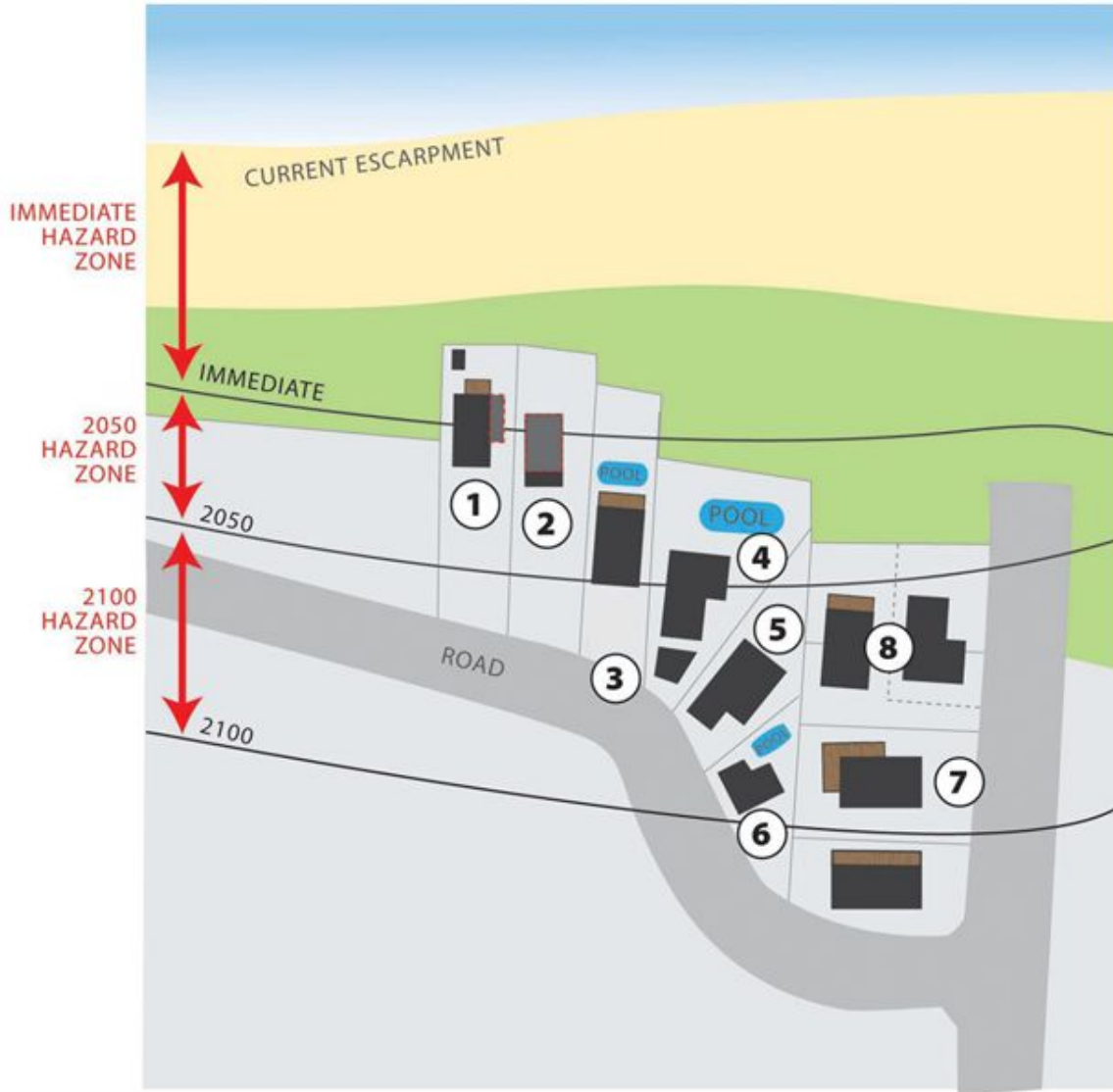


Figure 2: Proposed Development Scenario

APPROVED

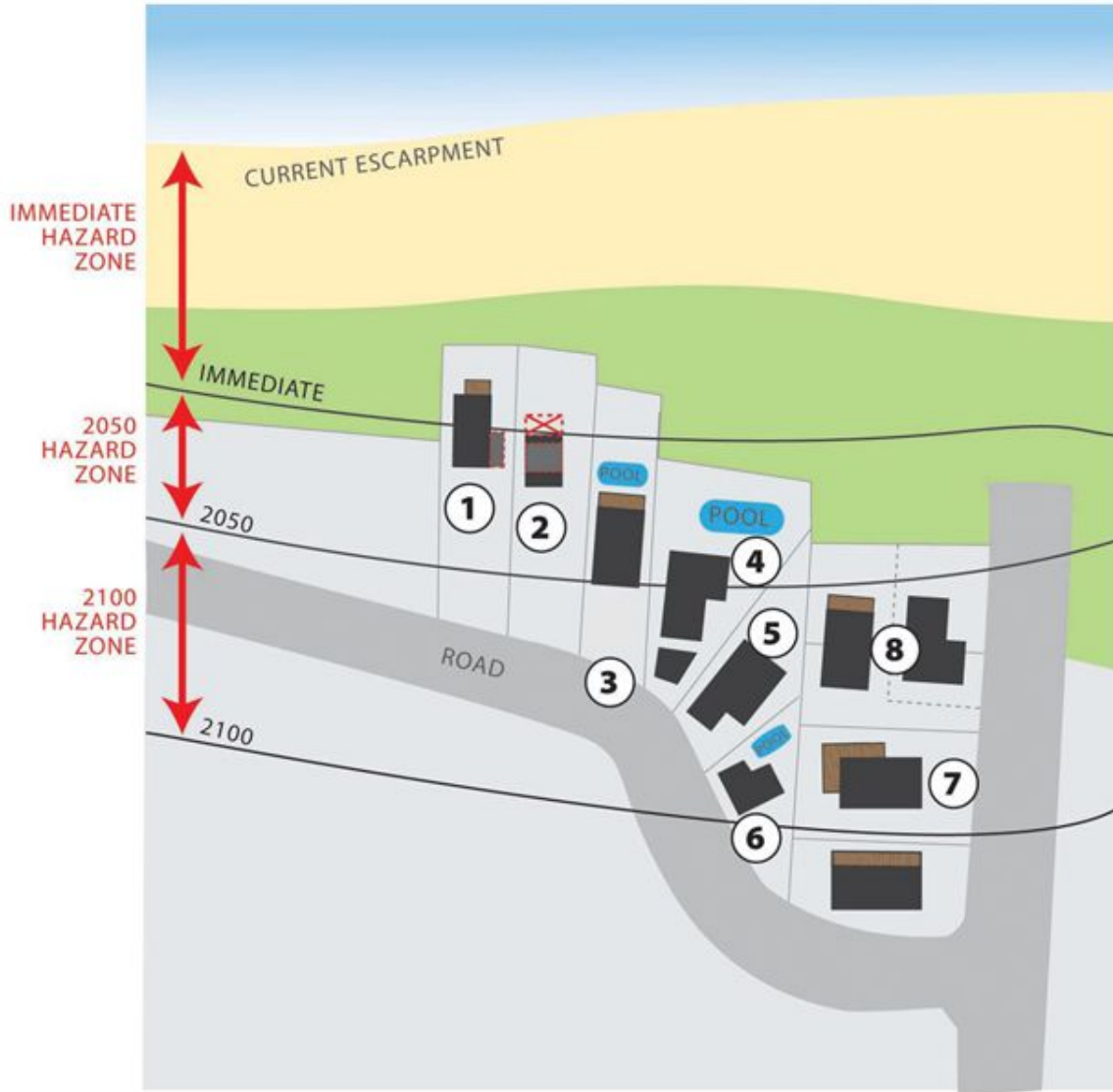


Figure 3: Approved Development Scenario



# Coastal Hazard Management Report Guidelines

A Coastal Hazard Management Report may be required for any development proposed on land that is seaward of the 2100 Hazard Line. It will be mandatory for any development in the Immediate Hazard zone.

Such a report would typically be required for all new buildings, major alterations or additions, subdivision, introduction of a new land use and where deemed necessary to enable a full assessment of a development application by Council.

The Coastal Hazard Management Report is to be prepared by a professional engineer (as defined in Chapter E2 of the DCP) and must consider and address the following:

1. Coastal Hazard Zones
  - The location of the proposed development relevant to the current Erosion Escarpment
  - The location of the proposed development relevant to the Coastal Hazard lines defined by Chapter E2 of the DCP

Note: Unauthorised, temporary or ad hoc protection structures will not be relied on to determine the erosion escarpment

2. Risks due to the impact of coastal hazards on the subject land and building(s), including an assessment of the degree of potential inundation, hazard level, impacts of waterborne debris and overtopping waves, buoyancy effects, evacuation and other emergency issues during the design storm event (100 ARI event).
3. An assessment of the zone of reduced foundation capacity as it applies to the progression of the Erosion Escarpment towards the subject land.
4. An assessment of the potential for Coastal Hazards to be made worse on adjacent or nearby land as a result of the proposed development or any proposed coastline protection structures associated with it.
5. Recommendations for the structural design and construction of the total development, including foundation design, Coastal Hazard protection measures and the structural status of any existing structures to be retained (where existing structures to be retained include approved coastline protection structures, these must be certified as being structurally adequate to withstand the design storm event).
6. Structural design must take into account the forces generated by waves and increased water levels, possible dune slumping, loss of foundation support due to erosion, slope readjustment, and changing water table as well as the normal structural and foundation considerations.
7. Recommendations for the monitoring and maintenance of all coastal protection and hazard mitigation measures proposed for the total development (including any existing structures to be retained). Recommendations are to be considered for the life of the proposed development, which is taken to be not less than 50 years unless specified and justified otherwise.
8. Recommendations on all measures and precautions to minimise risk to personal safety of occupants and the risk of property damage for the total development (including any existing structures to be retained) to address the impacts on the site for the design storm event (100 ARI event) for the life of the proposed development (taken to be not less than 50 years unless specified otherwise and justified).
9. Specify architectural/engineering plans on which the assessment is based.
10. Specify date/s of site inspection undertaken by the professional engineer/author of the report.
11. Specify professional qualifications and experience of the authors.

**Definitions**

Terminology used in this Chapter shall take the following meaning:

- Immediate Hazard Line a line defined by the adopted Coffs Harbour Coastal Processes and Hazards Definition Study, and as shown on the [Coastal Hazard Map](#).
- Immediate Hazard Zone land seaward from the [Immediate Hazard Line](#) as shown on the [Coastal Hazard Map](#).
- 2050 Hazard Line a line defined by the adopted Coffs Harbour Coastal Processes and Hazards Definition Study, and as shown on the [Coastal Hazard Map](#).
- 2050 Hazard Zone land seaward from the [2050 Hazard Line](#) and landward of the [Immediate Hazard Line](#) as shown on the [Coastal Hazard Map](#).
- 2100 Hazard Line a line defined by the adopted Coffs Harbour Coastal Processes and Hazards Definition Study, and as shown on the [Coastal Hazard Map](#).
- 2100 Hazard Zone land seaward from the [2100 Hazard Line](#) and landward of the [2050 Hazard Line](#) as shown on the [Coastal Hazard Map](#).
- Hazard Line means any of the Immediate, 2050 or 2100 Hazard Lines.
- Hazard Zone means any of the Immediate, 2050 or 2100 Hazard Zones.
- Addition means building works outside the existing footprint or that increases the total floor space. For example new rooms being constructed to the side or above an existing dwelling.
- Alteration means building works within the existing building footprint where, for example, internal walls may be removed and the building reconfigured for alternative or the same purpose, but which does not increase the total floor space. May include new or resized windows and doors or new roof design.
- Coastal Hazard means the following:

- Beach erosion
- Shoreline recession
- Coastal lake or watercourse entrance instability
- Coastal inundation
- Coastal cliff or slope instability
- Tidal inundation,
- Erosion caused by tidal waters, including the interaction of those waters with catchment floodwaters.

Coastal Hazard Map	means the Coffs Harbour Development Control Plan 2014 <a href="#">Coastal Hazard Map</a> .
Erosion Escarpment	means the vertical or near vertical drop in the profile of a beach caused by tidal or storm erosion.
Maintenance	means the upgrade or replacement of like for like materials on an existing building, but not including any increase in total floor area, such as re-painting, replacement of roof sheeting, replacement of guttering etc, typically with like for like materials.
Professional engineer	means a person: <ul style="list-style-type: none"> <li>a) who is a registered professional engineer in the relevant discipline (coastal and/or structural ) who has appropriate experience and competence in the relevant field; and</li> <li>b) who is:                         <ul style="list-style-type: none"> <li>i. A Corporate Member of the Institute of Engineers, Australia; or</li> <li>ii. Eligible to become a Corporate Member of the Institute of Engineers, Australia.</li> </ul> </li> </ul>
Special Areas	means land identified as <a href="#">Special Areas</a> shown on the <a href="#">Coastal Hazard Map</a> .



## Section 149 Notations

### Section 149(2) Notations

Land identified within the Immediate Hazard Zone:

*This land has been identified in Coffs Harbour LEP 2013 as being within a coastal hazard area. This land has been identified in Coffs Harbour Development Control Plan 2014 as having a current exposure to coastal hazards.*

Land identified in future hazard zone (2050 or 2100 Hazard Zone)

*This land has been identified in Coffs Harbour LEP 2013 as being within a coastal hazard area. This land has been identified in Coffs Harbour Development Control Plan 2014 as having a projected future exposure to coastal hazards.*

### Section 149(5) Notations

Land identified within all hazard zones are to contain the following broad information:

*This land is identified within Council's Coastal Hazard Planning Policy, and has been identified as being in a Coastal Hazard Zone under the:*

- *Coffs Harbour Coastal Processes and Hazards Definition Study (2011);*
- *Coffs Harbour Coastal Zone Management Study (2012); and*
- *Coffs Harbour Coastal Zone Management Plan (2013).*

*As a result of these studies and plan, Council has prepared development controls in relation to coastal hazards that form part of the Coffs Harbour Development Control Plan 2014. Development of the land may be restricted depending on the risk of impact from coastal hazards and the type of development being proposed.*

*The above studies predict the risk of immediate and future coastal hazards based on the historical rate of coastal recession (erosion) and the predicted impacts of climate change and sea level rise, taking into account sea level rise planning benchmarks. Those benchmarks specify an increase above 1990 mean sea level of 40cm by 2050 and 90cm by 2100.*

*Council has adopted a Coastal Zone Management Study and Plan which provide more detailed information about the properties at risk from coastal hazards and the proposed management measures that are proposed by Council. These measures are area specific and impacts may vary between areas.*