



Coffs Harbour City Council

06 May 2015

ORDINARY MEETING

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

THURSDAY, 14 MAY 2015

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 – 23 April 2015
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
14 MAY 2015

Contents

ITEM DESCRIPTION

NOTICES OF MOTION

NOM15/9 REMOVAL OF DEVELOPER CONTRIBUTIONS FOR SECONDARY DWELLINGS

SUSTAINABLE COMMUNITIES DEPARTMENT REPORTS

SC15/16 KOALA MAPPING OVER RESIDENTIAL LANDS

CONFIDENTIAL ITEMS

A number of items in the Agenda either in whole or in part may be considered in Closed Meeting for the reasons stated.

SC15/17 TENDER: PREPARATION OF ENVIRONMENTAL STUDIES AND PLANNING PROPOSAL - KORORA/WEST SAPPHIRE/MOONEE LARGE LOT RESIDENTIAL INVESTIGATION AREA - CONTRACT NO. RFT-704-TO

A portion of this report is confidential for the reason of Section 10A (2):

- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret.

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

BUSINESS SERVICES DEPARTMENT REPORTS

BS15/22 BANK AND INVESTMENT BALANCES FOR MARCH 2015

- BS15/23 ENVIRONMENTAL LEVY PROJECTS QUARTERLY REPORT TO 31 MARCH 2015
- BS15/24 WEST COFFS HARBOUR DEVELOPMENT CONTRIBUTIONS PLAN REVIEW
- BS15/25 CONTRACT NO RFT-695-TO PROVISION OF SECURITY AND MONITORING SERVICES

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 - (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.

SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORTS

- SI15/21 TRAFFIC COMMITTEE NO. 2/2015
- SI15/22 CONTRACT NO. RFT-706-TO: CONSTRUCTION AND RESTORATION OF CONCRETE WORKS

A portion of this report is confidential for the reason of Section 10A (2):

- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret.

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



COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
COUNCIL CHAMBERS
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR
23 APRIL 2015

Contents

ITEM	DESCRIPTION	PAGE
NOTICES OF MOTION		3
NOM15/8	LOT 62 DP 1143405 NORTH EMERALD BEACH	3
GENERAL MANAGER'S REPORTS		3
GM15/5	T2S PROGRAM UPDATE	3
GM15/6	DRAFT 2015/2019 DELIVERY PROGRAM	4
SUSTAINABLE COMMUNITIES DEPARTMENT REPORTS		6
SC15/12	DRAFT COFFS HARBOUR DEVELOPMENT CONTROL PLAN 2015	6
SC15/13	PLANNING PROPOSAL - PP_2014_COFFS_004_00 - LOT 1, DP417132, 2 ARRAWARRA ROAD, MULLAWAY	7
SC15/14	DRAFT COMPLIANCE RESPONSE FRAMEWORK	8
SC15/15	SCORES ON DOORS - FOOD INSPECTION PROGRAM	9
BUSINESS SERVICES DEPARTMENT REPORTS		10
BS15/20	MONTHLY BUDGET REVIEW FOR FEBRUARY 2015	10
BS15/21	CONTRACT NO RFT-694-TO SUPPLY AND DELIVERY OF DUCTILE IRON PIPE AND WATER FITTINGS	10

SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORTS		12
SI15/13	COASTAL ESTUARY MANAGEMENT ADVISORY COMMITTEE MEETING	12
SI15/14	COFFS CREEK COASTAL ZONE MANAGEMENT PLAN	12
SI15/15	DRAFT CORAMBA RECREATION RESERVE MANAGEMENT PLAN	12
SI15/16	ACQUISITION OF COUNCIL LAND BY ROADS & MARITIME SERVICES - CORINDI	13
SI15/17	DISPOSAL OF SURPLUS COUNCIL LAND - LOT 30 DP262078, TALOUMBI ROAD, COFFS HARBOUR	14
SI15/18	OCCUPANCY VISITOR INFORMATION CENTRE BUILDING	14
SI15/19	CONTRACT NO. RFT-682-TO - DESIGN, SUPPLY & INSTALLATION OF STEEL STORAGE SHEDS & CONCRETE SLABS, CHRISTMAS BELLS ROAD, COFFS HARBOUR	15
SI15/20	CONTRACT NO. RFT-691-TO - CONSTRUCTION OF DECORATIVE CONCRETE PATHWAY JORDAN ESPLANADE, COFFS HARBOUR	16
MATTERS OF AN URGENT NATURE		17
MUN15/4	REQUEST FOR SUPPORT OR FINANCIAL ASSISTANCE	17
QUESTIONS ON NOTICE		17
QON15/3	DEVELOPMENT RELATED LEGAL ACTION TAKEN AGAINST COUNCIL	17



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

23 APRIL 2015

Present: Councillors D Knight (Mayor), N Cowling, R Degens, G Innes, B Palmer, K Rhoades (from 5:16pm), and M Sultana.

Staff: Acting General Manager, Acting Director Business Services, Acting Director Sustainable Infrastructure, Director Sustainable Communities, Section Leader Compliance and Regulatory Enforcement and Executive Assistant.

Leave of Absence: Councillor J Arkan and Councillor S Townley.

The meeting commenced at 5:00pm 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.

DISCLOSURE OF INTEREST

No disclosures of interest tabled.

APOLOGY

- 64 **RESOLVED** that leave of absence received from Councillors Arkan and Townley for unavoidable absence be received and accepted.

PUBLIC ADDRESS

No Public Addresses.

PUBLIC FORUM

No Public Forum.

CONFIRMATION OF MINUTES

- 65 **RESOLVED** (Degens/Innes) that the minutes of the Ordinary meeting held on 26 March 2015 be confirmed as a true and correct record of proceedings.

DIVISION

MOVED (Cowling/Sultana) that a division be called, and those members voting for and against the motion were recorded:

VOTED FOR

Cr Degens
Cr Palmer
Cr Knight
Cr Sultana
Cr Innes

VOTED AGAINST

Cr Cowling

NOTICES OF MOTION

NOM15/8 LOT 62 DP 1143405 NORTH EMERALD BEACH

66 RESOLVED (Palmer/Sultana):

1. Council's Property Valuer prepares a report for Council with an estimated purchase value for the land known as Lot 62 DP 1143405 at North Emerald Beach.
2. 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 Local Land Services, Environmental Trust and others.
3. 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.

GENERAL MANAGER'S REPORTS

GM15/5 T2S PROGRAM UPDATE

Executive Summary

At its meeting held on 26 March 2015, Council considered a Notice of Motion (NOM15/7) and resolved:

That a complete update on the progress to date on the Transformation 2 Sustainability program be presented by the 9th April 2015 Council Meeting including:

- *Full itemised costs to date.*
- *Progress in recruitment process.*
- *Consultancy costs.*
- *Progress in relation to diagnostic plan.*
- *Are the T2S plans to schedule if not why not?*
- *Describe the progress of Industrial Relations processes to date and future plans.*
- *Is the budget on track as far as the \$1M cost for redundancies are concerned?*
- *Is the budget on track to return the \$458,000 savings as stated in the T2S Business Case?*

GM15/5 – T2S Program Update (Cont'd)

The content of the attached report provides the information requested and is identical to that presented in the staff comment addressing Notice of Motion. A briefing will also be provided to Councillors in May 2015 as previously advised.

- 67 **RESOLVED** (Sultana/Cowling) that Council note the T2S Program update.

Cr Rhoades arrived time being 5:16pm.

GM15/6 DRAFT 2015/2019 DELIVERY PROGRAM

Executive Summary

Council is required to prepare and implement a Delivery Program (to cover a four-year period) and an Operational Plan for each financial year. These documents detail the principal activities and budgets that Council proposes to pursue to help implement the strategies and achieve the objectives set out in the *Coffs Harbour 2030* Community Strategic Plan.

The Draft 2015/2019 Delivery Program and Draft 2015/2016 Operational Plan are presented at this time for consideration. The documents incorporate Council's Draft 2015/2019 Budgets and Draft Fees and Charges for 2015/2016.

A central feature of the Draft 2015/2019 Delivery Program is a proposed two-year Special Rate Variation (inclusive of 'rate pegging' allowances). These rate rises will support a long-term budget strategy to address a funding shortfall for the maintenance and renewal of city infrastructure to provide the levels of service expected by the Coffs Harbour community.

Council is also implementing the Transformation to Sustainability (T2S) Project - pursuing savings, efficiency, productivity and revenue options - to further assist the organisation to secure financial sustainability.

The Draft 2015/2016 General Fund Budget is based on a surplus of \$1,884.

This report recommends that the draft documents be adopted and placed on public exhibition for community feedback.

GM15/16 – Draft 2015/2019 Delivery Program (Cont'd)

68 RESOLVED (Palmer/Degens) that Council:

1. Adopt the following documents for public exhibition:
 - 1.1. Draft 2015/2019 Delivery Program;
 - 1.2. Draft 2015/2016 Operational Plan;
 - 1.3. Draft Division Budgets 2015/2019; and
 - 1.4. Draft Fees and Charges 2015/2016.
2. Note that the draft documents will be placed on public exhibition for a 28-day period from Friday 24 April 2015 until close of business on Friday, 22 May 2015, and that the community will be encouraged to provide feedback on the documents during that time.
3. Consider community submissions prior to adopting the final Delivery Program, Operational Plan, Division Budgets and Fees and Charges documents by 30 June 2015.
4. Note that the Draft 2015/2016 General Fund Budget will deliver a projected surplus of \$1,884, which includes Council's proposed Special Rate Variation (SRV), and investments and savings from the Transformation to Sustainability (T2S) Project.

AMENDMENT

MOVED (Cowling/Sultana) that Council:

1. Adopt the following documents for public exhibition:
 - 1.5. Draft 2015/2019 Delivery Program;
 - 1.6. Draft 2015/2016 Operational Plan;
 - 1.7. Draft Division Budgets 2015/2019; and
 - 1.8. Draft Fees and Charges 2015/2016.
2. Note that the draft documents will be placed on public exhibition for a 28-day period from Friday 24 April 2015 until close of business on Friday, 22 May 2015, and that the community will be encouraged to provide feedback on the documents during that time.
3. Consider community submissions prior to adopting the final Delivery Program, Operational Plan, Division Budgets and Fees and Charges documents by 30 June 2015.
4. Note that the Draft 2015/2016 General Fund Budget will deliver a projected surplus of \$1,884, which includes Council's proposed Special Rate Variation (SRV), and investments and savings from the Transformation to Sustainability (T2S) Project.

GM15/16 – Draft 2015/2019 Delivery Program (Cont'd)

5. That a public forum be held in the chamber at a date to be fixed in the next two weeks to allow discussion on the Draft 2015/2019 Delivery Program.

The **AMENDMENT** on being put to the meeting was **LOST**.

The **MOTION** on being put to the meeting was declared **CARRIED**.

SUSTAINABLE COMMUNITIES DEPARTMENT REPORTS

SC15/12 DRAFT COFFS HARBOUR DEVELOPMENT CONTROL PLAN 2015

Executive Summary

The purpose of this report is to present the draft Coffs Harbour Development Control Plan (DCP) 2015 to Council.

Despite its recent inception, a comprehensive review of the Coffs Harbour DCP 2013 was required to provide a more cohesive and user friendly guideline for carrying out development within the Coffs Harbour LGA and to address legislative requirements, policy changes and to integrate the DCP with Council's online planning enquiry platform.

Many aspects of the DCP have changed, with the most significant changes relating to the structure and layout of the Plan, which has been reformatted to facilitate online planning enquiries.

Draft Coffs Harbour DCP 2015 is reported to Council for adoption and to seek Council's approval to publicly exhibit the Plan in accordance with Part 3, Division 2, of the *Environmental Planning and Assessment Regulation 2000*.

69 RESOLVED (Palmer/Degens):

1. That Council adopts, for the purpose of public exhibition, the draft Coffs Harbour Development Control Plan 2015 as provided online (Attachment 1).
2. That Council in accordance with the Environmental Planning and Assessment Act, 1979, publicly exhibit and invite submissions on the draft Coffs Harbour Development Control Plan 2015 for a minimum period of 28 days.
3. That Council notes the Background Report on Draft Coffs Harbour Development Control Plan 2015 (Attachment 2)

SC15/12 – Draft Coffs Harbour Development Control Plan 2015 (Cont'd)

4. That a further report be presented to Council, in accordance with Clause 21 of the Environmental Planning and Assessment Regulation 2000, following public exhibition of the draft Coffs Harbour Development Control Plan 2015.

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

SC15/13 PLANNING PROPOSAL - PP_2014_COFFS_004_00 - LOT 1, DP417132, 2 ARRAWARRA ROAD, MULLAWAY

Executive Summary

This report informs Council of the outcome of the exhibition of a Planning Proposal (PP) at 2 Arrawarra Road, Mullaway (Lot 1, DP417132). The PP is consistent with Council's Our Living City (OLC) Settlement Strategy.

The report recommends that Council finalises the PP to rezone the subject land from part RU2 Rural Landscape and part RE1 Public Recreation to R2 Low Density Residential under Coffs Harbour Local Environmental Plan (LEP) 2013.

70 RESOLVED (Sultana/Innes):

1. That Council endorses the Planning Proposal for Lot 1 DP417132, 2 Arrawarra Road, Mullaway (Attachment 1).
2. That Council delegates to the General Manager the authority issued by the NSW Department of Planning and Environment to exercise the functions of the Minister under Section 59 of the Environmental Planning and Assessment Act 1979 for the purposes of finalising this Planning Proposal.
3. That Council continues to consult with the NSW Department of Planning and Environment on the terms of the Local Environmental Plan, to ensure its consistency with the objectives, outcomes and provisions of the Planning Proposal.
4. That the proponent and parties who made submissions to PP_2014_COFFS_004_00 be informed of Council's decision.

VOTED FOR

Cr Degens
Cr Palmer
Cr Knight
Cr Sultana
Cr Innes
Cr Rhoades

VOTED AGAINST

Cr Cowling

SC15/14 DRAFT COMPLIANCE RESPONSE FRAMEWORK

Executive Summary

A draft Compliance Response Framework (CRF) has been developed in order to establish clear information about the matters Council will action, and the service levels that it will provide.

Council receives a significant number of compliance related Customer Requests (CR) and expends considerable resources responding to them. Whilst encompassing a broad spectrum of matters, the CRs can reasonably be assigned into two categories:

1. Matters that primarily impact the self-interest of private individuals;
2. Matters that impact the broader public interest.

The framework differentiates between CR matters relating to self-interest versus public interest by providing a focus of Council's limited compliance and enforcement resources toward action that will benefit the broader public interest. This approach takes into account recognition that matters impacting the self-interest of individuals can often be resolved through alternative measures such as neighbour discussions, private legal action, mediation via a Community Justice Centre, or Police involvement.

The CRF will continue to direct some resource toward the matters that primarily impact the self-interest of private individuals however this will generally be limited to the provision of advice and direction associated with alternative avenues for seeking resolution or assistance. The CRF, in conjunction with its proposed alignment with Council's existing Enforcement Policy, will assist in the provision of clarity on Council's management approach toward compliance and enforcement action.

71 RESOLVED (Sultana/Palmer):

1. That Council endorses release of the Draft Compliance Response Framework for public exhibition and invite submissions for a period of 28 days;
2. That a report be brought back to Council on the Draft Compliance Response Framework following public exhibition.

SC15/15 SCORES ON DOORS - FOOD INSPECTION PROGRAM

Executive Summary

The NSW Government in conjunction with the NSW Food Authority has requested that Council implement the 'Scores on Doors' food inspection program. Scores on Doors is the state wide program to display onsite the results of food premises inspections for hygiene and food safety. The program is focused on retail food service businesses that process and sell food that is ready-to-eat, intended for immediate consumption and potentially hazardous if not handled correctly under the right conditions.

Council's Environmental Health Officers (EHOs) undertake annual inspection of food premises under a food regulation partnership agreement with the NSW Food Authority. The EHOs have recently commenced familiarising themselves with the NSW Food Authorities Food Premises Assessment Report. The report provides a standardised assessment tool that meets the *Australian New Zealand Food Standards Code* and is recognised by IPART as a positive initiative that will help ensure consistency and regulatory certainty for food businesses across the State. The report provides an inbuilt scoring system enabling a food premises to be rated and assigned a grade ranging from no grade, 3 stars, 4 stars or 5 stars. A 5 Star rating is the top rating and indicates the highest levels of compliance with hygiene and food safety standards.

The Scores on Doors program provides a number of benefits including:

- rewarding food premises that do the right thing by their customers;
- providing food premises with a public incentive to raise standards;
- offering the potential that higher standards in food premises could mean fewer compliance issues requiring follow up and fewer consumer complaints; and
- most importantly assisting in providing our community with clean and healthy value for money food products and services, which positively showcase the Council's many community and culinary attractions.

Council's EHOs have mapped out a staged implementation program for Scores on Doors. The staged implementation will seek to engage and educate relevant food operators and the community about the program throughout 2015/16 before issuing the Scores on Doors 'Star' ratings upon commencement of the July 2016 financial year.

72 RESOLVED (Innes/Palmer):

1. That Council notes the staged implementation program for the 'Scores on Doors' food business inspection and rating program commencing from July 1, 2015.
2. That the Scores on Doors inspection program include mobile food vendors, event food vendors and market food vendors.

BUSINESS SERVICES DEPARTMENT REPORTS

BS15/20 MONTHLY BUDGET REVIEW FOR FEBRUARY 2015

Executive Summary

To report on the estimated budget position as at 28 February 2015.

- 73 RESOLVED** (Innes/Palmer) that the budget adjustments be approved and the current budget position be noted.

Estimated Budget Position as at 28 February 2015:

	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 31 January 2015	(40,918) (S)	(219,967) (S)	628,362 (D)
Recommended variations for February 2015	46,703 (D)	Nil	Nil
Estimated result as at 28 February 2015	4,228 (D)	3,017,568 (D)	3,164,587 (D)

BS15/21 CONTRACT NO RFT-694-TO SUPPLY AND DELIVERY OF DUCTILE IRON PIPE AND WATER FITTINGS

Executive Summary

The Council called tenders for the Supply and Delivery of Ductile Iron Pipe & Various Water Service Fittings Contract No-RFT-694-TO that closed on Tuesday 17 March 2015.

The contract is for a two (2) year period commencing 1 May 2015 to 30 April 2017 with a further twelve (12) months option based on satisfactory supplier performance.

Council benchmarked pricing offered by the recommended tenderer against the current Local Government Procurement Contract LGP-908(2) for Pipes & Associated Products, and savings of between 5% to 15% were identified across nearly all categories.

BS15/21 – Contract No. RFT-694-TO Supply and Delivery of Ductile Iron Pipe and Water Fittings (Cont'd)

74 RESOLVED (Sultana/Degens):

1. That Council accepts the tender offer of Pentair Water Solutions for the Supply and Delivery of Ductile Iron Pipe and Water Service Fittings RFT-694-TO.

The recommendation is on the basis that:

- a) The tender offer is the most suitable and advantageous following the application of Council's Tender Value Selection System
 - b) Pentair Water Solutions has been a long term proven supplier to Council of Ductile Iron Pipe and Water Service Fittings and are industry leaders in product quality assurance and customer service.
 - c) The evaluation panel identified delivery lead times and customer service as critical in the delivery of our programs, and Pentair were superior in this criteria.
 - d) Whilst Pentair Water Solutions tendered rates are between 5% - 10% more expensive across most categories than the current contract pricing, due diligence was undertaken in ensuring that Council was achieving value for money in the marketplace by comparing the contract rates of Local Government Procurement LGP-908 (2). It was identified that rates offered by Pentair Water under contract RFT-694-TO, would realise savings of between 5% - 15% in nearly all categories compared to the LGP-908 (2) contract.
 - e) By actively going out to tender Coffs Harbour City Council will not breach the Local Government (General) Regulation 2005- Section 7 Tendering, for annual expenditure over \$150,000.
2. That provision is allowed for a 12 month extension based on satisfactory supplier performance which may take this tender through to 30 April 2018.
 3. That the contract documents be executed under Seal of Council.

SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORTS

SI15/13 COASTAL ESTUARY MANAGEMENT ADVISORY COMMITTEE MEETING

Executive Summary

The attached minutes provide details of the Coastal Estuary Management Advisory Committee held 31 March 2015.

- 75** **RESOLVED** (Palmer/Sultana) that Council note the minutes of the Coastal Estuary Management Advisory Committee held 31 March 2015.

SI15/14 COFFS CREEK COASTAL ZONE MANAGEMENT PLAN

Executive Summary

The purpose of the Coffs Creek Estuary Coastal Zone Management Plan (CZMP) is to provide strategic direction and specific focus for the sustainable management of the Coffs Creek estuary. The scope of the plan encompasses the Coffs Creek waterway, its tributaries and foreshores, and the wider catchment insofar as catchment activities impact on the condition of the estuary.

- 76** **RESOLVED** (Palmer/Degens) that Council adopt the Coffs Creek Coastal Zone Management Plan.

SI15/15 DRAFT CORAMBA RECREATION RESERVE MANAGEMENT PLAN

Executive Summary

The purpose of this report is to seek Council approval to place the draft Coramba Recreation Reserve Management Plan on public exhibition for a period of six weeks.

Council is the Reserve Trust Manager for the Coramba Recreation Reserve, Crown Reserve Number 87204 and has care, control and management of the Reserve.

SI15/15 – Draft Coramba Recreation Reserve Management Plan (Cont'd)

Council has prepared the Draft Plan to guide current and future use and provide direction for the management of the Reserve for the next five to ten years, and to meet the needs and expectations of the local and wider NSW Community.

A Management Plan for the Reserve will provide management direction for the Reserve Trust and give clarity to the community in terms of how the Reserve is to be managed and the range of activities and development that will be supported on the Reserve. The Management Plan will also provide clarity and direction to current and future tenants. A Management Plan will assist in seeking funding opportunities for the Reserve as it sets out a clear path for development and establishes overall management intent.

77 RESOLVED (Sultana/Cowling) that Council:

1. Publically exhibit the Draft Coramba Recreation Reserve Management Plan for a period of six weeks, commencing 1 May 2015.
2. Note that a report will be returned to Council detailing the outcome of the community consultation.

SI15/16 ACQUISITION OF COUNCIL LAND BY ROADS & MARITIME SERVICES - CORINDI

Executive Summary

The purpose of this report is to obtain formal approval to accept the compensation offered by Roads & Maritime Services (RMS) for the compulsory acquisition of Council land located at Corindi.

78 RESOLVED (Degens/Innes) that Council:

1. Accept the amount of \$185,400 as full and final compensation for the transfer and disposal of Lot 6 DP 806515 and Lots 24 & 27 DP 1196296 to Roads & Maritime Services.
2. That Council agree to the restriction as to user related to the access directly to the future highway from its retained land.
3. That Council execute under common seal all necessary documents associated with this matter.

**SI15/17 DISPOSAL OF SURPLUS COUNCIL LAND - LOT 30 DP262078,
TALOUMBI ROAD, COFFS HARBOUR**

Executive Summary

The purpose of this report is to obtain formal approval to accept an offer from an adjoining owner for the sale of a surplus parcel of Council land.

79 RESOLVED (Palmer/Innes) that Council:

1. Accept from the owner of 20 Bray Street, Coffs Harbour the amount of \$48,000 inclusive of GST for the sale of Lot 30 DP 262078.
2. Agree to each party paying their own legal costs in relation to the conveyance of the property.
3. Execute under the Common Seal all necessary documents associated with the matter.

SI15/18 OCCUPANCY VISITOR INFORMATION CENTRE BUILDING

Executive Summary

Council is the roads authority pursuant to the Road Act 1993 for the Road Reserve adjacent to Elizabeth Street, Coffs Harbour.

Constructed on the road reserve is the facility known as the Visitor Information Centre, Urara Park, Elizabeth Street, Coffs Harbour. With relocation of the Visitor Information Centre to the Big Banana the property became vacant 30 September 2014.

The business case endorsed by the Executive Team for relocation of the Visitor Information Centre to the Big Banana was premised on the basis of letting the vacated building to a commercial operator. Expressions of Interest were sought at this time accordingly.

Whilst some interest was shown no offers at market rent were received. Council have now received an offer within the re assessed acceptable market range for a professional real estate office to occupy the property.

The prospective occupant is a local and established real estate agent who has a professional, structured uniform approach to office display which suits the location and stature of Council's property.

SI15/18 – Occupancy Visitor Information Centre Building (Cont'd)

During the process of formulating requirements for preparation of the proposed lease, it was discovered that under the Roads Act 1993, a lease is only permissible to adjoining land owners or to lessee's occupying adjoining land. Council as the Roads Authority may grant consent pursuant to 139A of the Roads Act 1993 permitting the use of a structure within a road reserve for the purpose of selling any article or service and requiring payments in the nature of rent.

It is proposed that the Consent Agreement will be prepared by Council's Solicitors.

80 RESOLVED (Innes/Sultana) that:

1. The Council, as the Roads Authority for the road reserve adjacent to Elizabeth St Coffs Harbour and incorporating property No 133737 at Urara Park, Elizabeth Street, Coffs Harbour (previously known as the Visitor Information Centre), authorise a Consent Agreement to Manu Whenua Pty Ltd ABN 68 165 967 537 for the occupation of the premises for the purposes of conducting a Real Estate Office for a term of five years.
2. That Council grants a rent-free period of two months from commencement of the agreement to allow for refurbishment of property to be at Lessee's cost.
3. That the consent of part roadway, Property No 133737 at Urara Park, Elizabeth Street, Coffs Harbour between Coffs Harbour City Council and Manu Whenua Pty Ltd ABN 68 165 967 537 be executed under delegated authority by the General Manager

SI15/19 CONTRACT NO. RFT-682-TO - DESIGN, SUPPLY & INSTALLATION OF STEEL STORAGE SHEDS & CONCRETE SLABS, CHRISTMAS BELLS ROAD, COFFS HARBOUR

Executive Summary

The water, sewer, mechanical and electrical mobile assets and materials are currently stored outdoors and, due to the elements, are deteriorating rapidly. There is also a lack of convenience and security as these items are presently stored in numerous locations.

Christmas Bells Road storage facility will consist of 24 Colorbond steel framed, lockable buildings inside a fenced compound with beam security. This will provide protection from the elements in a secure convenient location.

SI15/19 - Contract No. RFT-682-TO - Design, Supply & Installation Of Steel Storage Sheds & Concrete Slabs, Christmas Bells Road, Coffs Harbour (Cont'd)

81 RESOLVED (Sultana/Palmer):

1. That Council accept the tender of Newstyle Garages & Sheds Pty Ltd, ABN 55 105 090 195, for the part Lump Sum amount of \$321,035, inclusive of GST on the basis that:
 - a) The tender is the most advantageous tender following the application of Council's Tender Value Selection System
 - b) The Tenderer has the necessary experience in similar works and its ability and performance are satisfactory
 - c) The Tenderer's financial capacity is acceptable
2. That the contract documents be executed under the Seal of Council.

SI15/20 CONTRACT NO. RFT-691-TO - CONSTRUCTION OF DECORATIVE CONCRETE PATHWAY JORDAN ESPLANADE, COFFS HARBOUR

Executive Summary

Stage 1 of the Jetty Foreshores upgrade includes the construction of a decorative concrete pathway to link the Jetty Strip to the Foreshores area. Tenders for the work were called for the project in January 2015, but none were received. Tenders were recalled in March 2015 and the results are the subject of this report

If the recommendations are adopted by Council, it is intended to enter into a Contract with the recommended Tenderer to complete the work

82 RESOLVED (Cowling/Innes):

1. That Council accepts the tender of FJE & J Farlow, ABN 49 034 845 208, for Contract No. RFT-691-TO, Construction of Decorative Concrete Pathway, Jordan Esplanade, Coffs Harbour Jetty, for the amount of \$296,320 inclusive of GST on the basis that:
 - a) The tender is the most advantageous to Council.
 - b) The tenderer has the necessary experience in similar works and its ability and performance are satisfactory.
 - c) The tenderer's financial capacity is acceptable.
2. That the contract documents be executed under the Seal of Council.

REQUESTS FOR LEAVE OF ABSENCE

No requests for leave of absence.

MATTERS OF AN URGENT NATURE

MUN15/4 Request for Support or Financial Assistance

Cr Degens advised of a prominent and respected member of the community had taken ill, and asked that Council take some role in assisting to raise the profile for fund raising or offer financial assistance of some kind.

QUESTIONS ON NOTICE

QON15/3 Development Related Legal Action Taken Against Council

The report was noted.

This concluded the business and the meeting closed at 6.01 pm.

Confirmed: 14 May 2015.

.....
Denise Knight
Mayor



REPORT TO ORDINARY COUNCIL MEETING

REMOVAL OF DEVELOPER CONTRIBUTIONS FOR SECONDARY DWELLINGS

Motion:

Cr Sultana has given notice of his intention to move the following:

That Council reduce it's contribution for secondary dwellings to 0% for buildings 60 square metres or less.

Rationale:

Council currently imposes a 40% contribution (pro rata for a single person residence) which can vary anywhere from \$7000 to well over \$10,000. As a result of these exorbitant fees, applications for these style of secondary dwellings are minimal in number across our LGA, when compared to other surrounding LGAs who have endorsed a 0% contribution. There has been a significant increase in the number of applications and approvals of these secondary dwellings in other LGAs as a direct result of introducing the 0% policy.

Council staff have indicated that residents who seek to build secondary dwellings may benefit financially by leasing the premises out and are therefore expected to pay the contributions. However, the position of many in the community is that these secondary dwellings will offer people the opportunity to keep extended family members together longer and minimise the financial burden on families. Council should be adopting a more proactive approach to generating more affordable housing options in Coffs Harbour, as a lack of affordable housing is a significant issue.

The building industry also stands to benefit with the expected increase in applications and approvals generating more employment for Coffs Harbour.

Staff Comment:

The State Environmental Planning Policy (Affordable Rental Housing) 2009 makes provision for the erection of a secondary dwelling on any residentially zoned land parcel. The secondary dwelling is to have a floor area not exceeding 60 square metres, excluding garages and decks. The Policy is designed to provide affordable rental housing and also aims to support local centers by providing housing for workers close to places of work, and facilitate development of housing for the homeless and other disadvantaged people.

Affordable housing is not traditionally a responsibility of Local Government and through introduction of the State Environmental Planning Policy (Affordable Rental Housing) 2009 pressure has been applied Local Government from the Housing Industry to take such steps as outlined in the Notice of Motion. This is clearly an example of cost shifting from State Government. The response of other Councils to this issue in relation to the setting of Developer Contributions has also been varied ranging from no change, removal or removal for a period of time.

As Local Government Rates are calculated based on Land Value, the intensification of use on current residential allotments will not see a proportionate increase in land value as the cost of providing municipal services to the increased population such a policy will result in thus increasing the burden on ratepayers throughout the City.



REPORT TO ORDINARY COUNCIL MEETING

Council's current position is to apply developer contributions to all development within the local government area. The only exemption currently in place is the application of Section 94 to aged care facilities as the residents are unable to use the infrastructure that is the subject of contributions, although water and wastewater are still applied. Contributions are applied to secondary dwellings at the rate of 40% of the lot or dwelling rate on the basis of this being equivalent to 1 person (average occupancy of a dwelling according to ABS statistics is 2.6 people).

Removal of contributions for secondary dwellings would likely have a positive effect on development and the promotion of affordable housing initiatives. This accords with Council's 2030 plan specifically items PL1.1 promote higher densities, and PL1.4 create affordable housing opportunities. It also accords with the State Government's position of promoting affordable housing. Additionally it would provide alternative investment incentives to existing residents through rental income streams, whilst assisting low income earners. However, it is considered that not all these types of developments will be used for rental accommodation.

The removal of contributions would result in reduced contribution income, although without a thorough analysis the total revenue impact cannot be quantified at this time. How this revenue reduction is compensated for in the Developer Contribution Plans also requires further consideration as it may require either:

- a) A budget to be provided by Council to make up for the foregone developer contributions; or
- b) An increase in contributions from other developers. If so, from an administrative point of view, this will necessitate a review and revision of all Council's Developer Contribution Plans (except parking and extractive industries).

It is therefore suggested that a report addressing the full impacts and implementation of this measure be provided before Council formally determines its position.



REPORT TO ORDINARY COUNCIL MEETING

KOALA MAPPING OVER RESIDENTIAL LANDS

REPORTING OFFICER:	Team Leader, Biodiversity
DIRECTOR:	Director, Sustainable Communities
COFFS HARBOUR 2030:	LE 3.1 Manage land use to conserve the region's unique environmental and biodiversity values
ATTACHMENTS:	ATT1a Koala Habitat Residential Lands ATT1b Koala Habitat Residential Lands

Recommendation:

1. That Council notes the area and location of mapped primary, secondary and tertiary koala habitat in each of the Coffs Harbour residential zones being R1 General Residential, R2 Low Density Residential, R3 Medium Density Residential and R4 High Density Residential contained within Coffs Harbour Local Environmental Plan 2013.

EXECUTIVE SUMMARY

The Coffs Harbour City Koala Plan of Management (KPoM) includes primary, secondary or tertiary koala habitat. There is currently 206 hectares of mapped koala habitat over 3,036 hectares of residential zoned land which equates to approximately 6.8%.

REPORT

Description of Item:

Council resolved at its meeting of 12 March 2015 to:

“prepare a report on detailing the size and location of lands which are zoned R1, R2, R3 or R4 which also contain vegetation mapped as Koala Habitat under the CHCC Koala Plan of Management (KPoM)”

The Coffs Harbour City Koala Plan of Management (KPoM) 1999 was the first comprehensive plan to be prepared in the State of New South Wales having regard to State Environmental Planning Policy (SEPP) No. 44 - Koala Habitat Protection. Clause 7.8 of Coffs Harbour Local Environmental Plan (LEP) 2013 gives statutory power to the KPoM. In that, development consent must not be granted to development on land to which this applies unless the development is in accordance with Coffs Harbour KPoM.

Issues:

There is a total of 205.8 hectares of koala habitat in residential zones of the Coffs Harbour Local Government Area (LGA) with the majority, 183.4 hectares (89%), occurring in the R2 Low Density Residential zone - see Table 1.

Mapping includes ranking of koala habitat as primary, secondary or tertiary with areas of primary koala habitat providing the highest level of protection. The percentage of ranked koala habitat in each residential zone is shown in Table 2.

Table 1 - Area and percentage of koala habitat in each residential zone

Zone	Zone Area (ha)	Koala Habitat in Zone (ha)	% Koala Habitat
R1 General Residential	240.9	12.7	5.3
R2 Low Density Residential	2,461.6	183.4	7.5
R3 Medium Density Residential	318.3	9.1	2.9
R4 High Density Residential	15.4	0.6	4.1
Total	3,036.2	205.8	6.8

Table 2 - Primary, secondary and tertiary koala habitat in each residential zone

Koala Habitat Ranking	R1 General Residential		R2 Low Density Residential		R3 Medium Density Residential		R4 High Density Residential	
	Area (ha)	% habitat rank	Area (ha)	% habitat rank	Area (ha)	% habitat rank	Area (ha)	% habitat rank
Primary	6.7	53	100.4	55	6.4	71	0.6	100
Secondary	5.9	47	70.8	39	2.7	29	0.0	0
Tertiary	0.0	0	12.2	7	0.0	0	0.0	0
Total	12.7	100	183.4	100	9.1	100	0.6	100

Of the 33 residential localities in the Coffs Harbour LGA, 19 have mapped koala habitat. These localities are mapped in Attachment 1 and are as follows:

- Arrawarra
- Arrawarra Headland
- Boambee
- Boambee East
- Bonville
- Coffs Harbour
- Coramba
- Emerald Beach
- Korora
- Moonee Beach
- Mullaway
- Nana Glen
- North Boambee Valley
- Safety Beach
- Sandy Beach
- Sapphire Beach
- Sawtell
- Toormina
- Woolgoolga

Options:

In accordance with Council's resolution of 12 March 2015, this report is for Council's information.

Sustainability Assessment:

• **Environment**

An understanding of the interaction between koala habitat and land zoning will improve Council's strategic planning processes.

• **Social**

The Coffs Harbour community has a desire to see their natural environment protected and conserved for future generations. This broad vision has been championed, along with other more specific goals and strategies in the Coffs Harbour 2030 Plan.

• **Civic Leadership**

Council has a statutory and leadership role to encourage the preservation and sustainable management of its native fauna. Its statutory role relates directly to habitats for threatened species and ecological communities, in this case, addressed specifically through Council's KPOM.

• **Economic**

Broader Economic Implications

The KPOM provides broad economic benefits to the community, primarily in relation to the ongoing sustainable management of this unique icon in the landscape.

Delivery Program/Operational Plan Implications

There are no financial implications associated with this report. Council's KPoM remains a fundamental and integrated statutory planning document of Council.

Risk Analysis:

In accordance with Council's resolution of 12 March 2015, this report is for Council's information.

Consultation:

Not applicable.

Related Policy, Precedents and / or Statutory Requirements:

The KPoM assists Council in meeting its obligations with respect to State of the Environment reporting and the Coffs Harbour 2030 Strategic Plan, along with meeting its primary statutory obligations under the following legislation:

- State Environmental Planning Policy 44 – Koala Habitat;
- Environmental Planning and Assessment Act 1979;
- Threatened Species Conservation Act 1995; and
- Native Vegetation Act 2003.

Implementation Date / Priority:

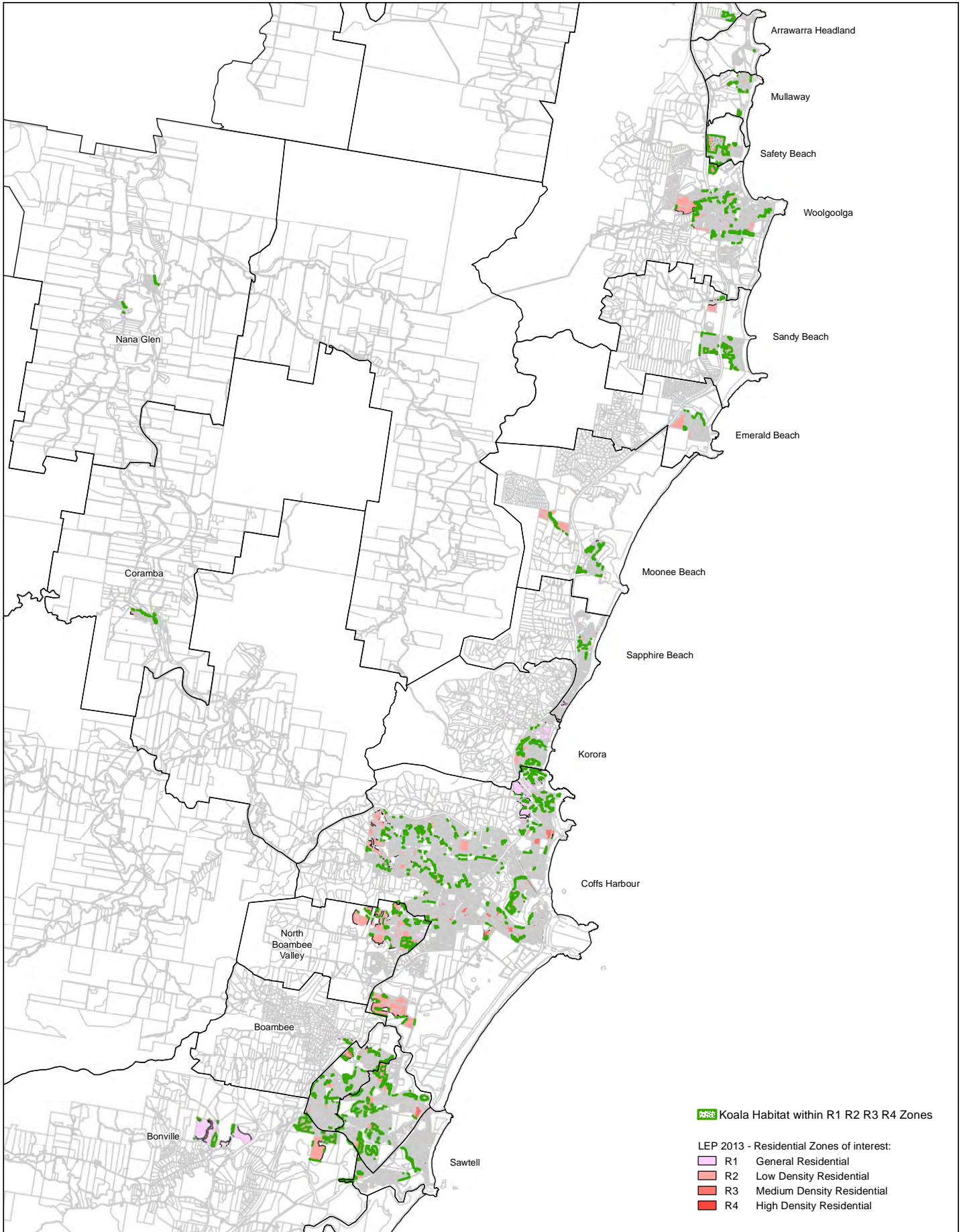
Not applicable.

Conclusion:

Council's KPoM includes primary, secondary or tertiary koala habitat. There is currently 206 hectares of mapped koala habitat over 3,036 hectares of residential zoned land which equates to approximately 6.8%.

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Coffs Harbour LGA

Attachment 1a



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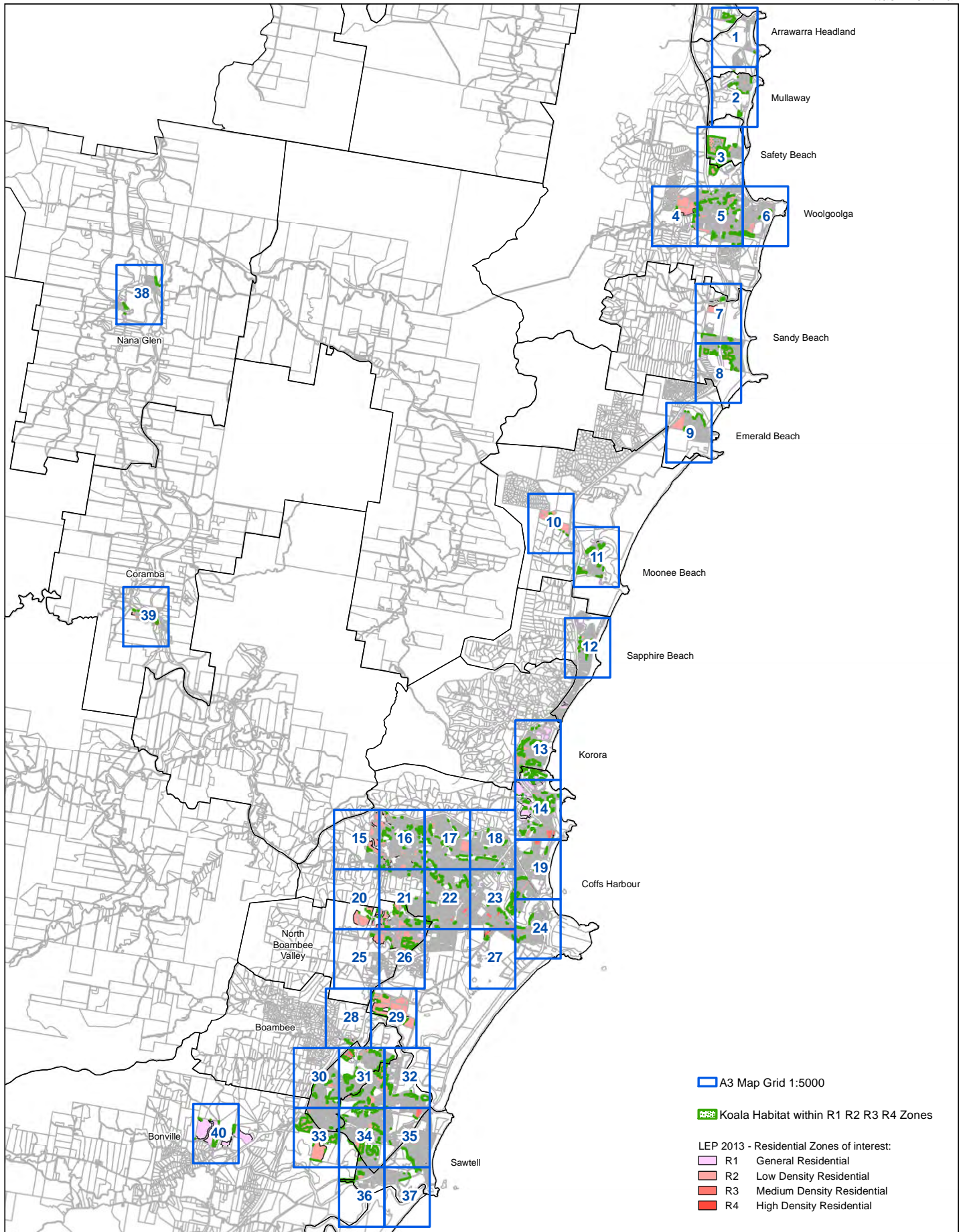
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 Projection: Transverse Mercator
 Datum: GDA 1994



Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Index Map

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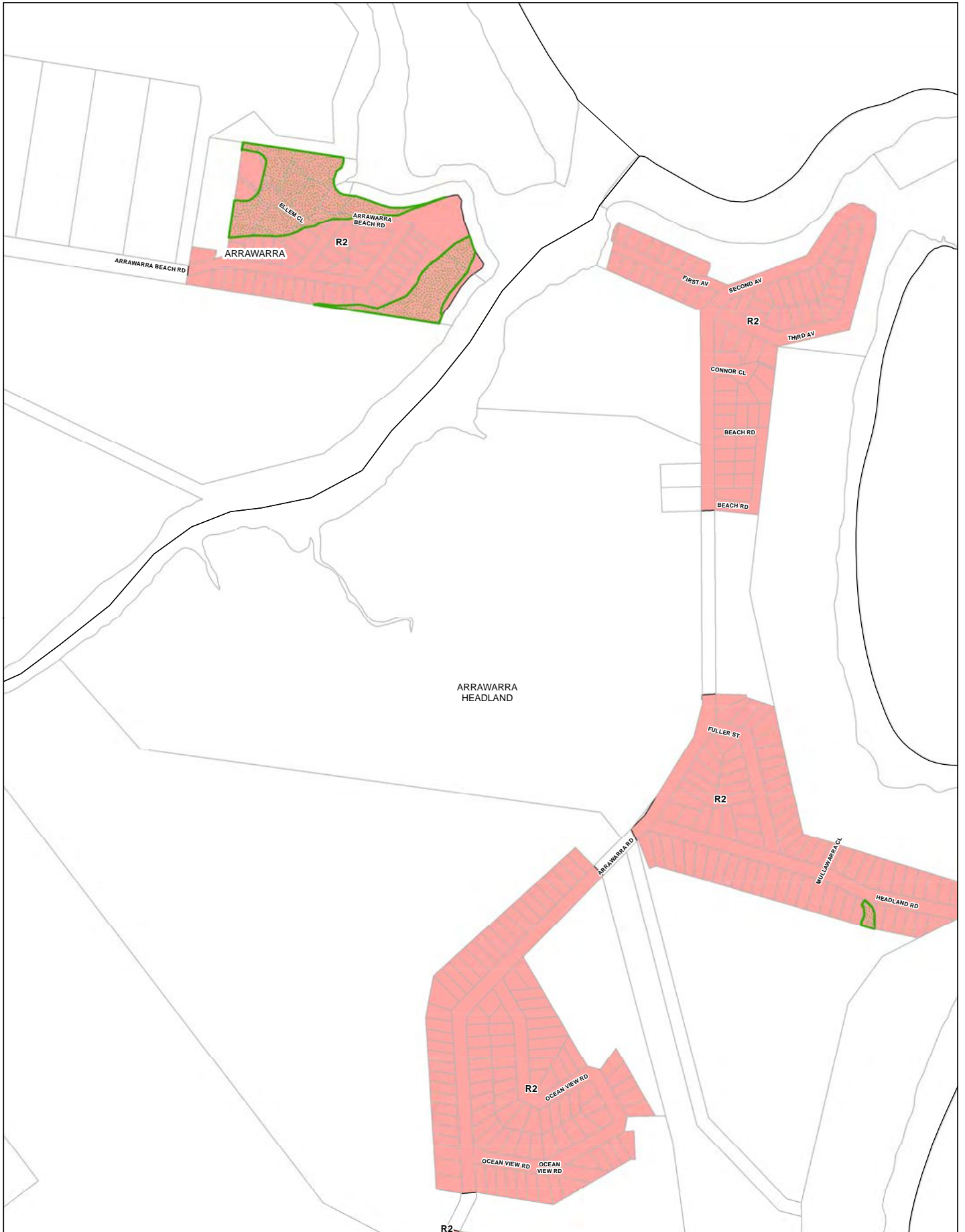
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Projection: Transverse Mercator
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Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 1

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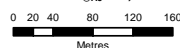
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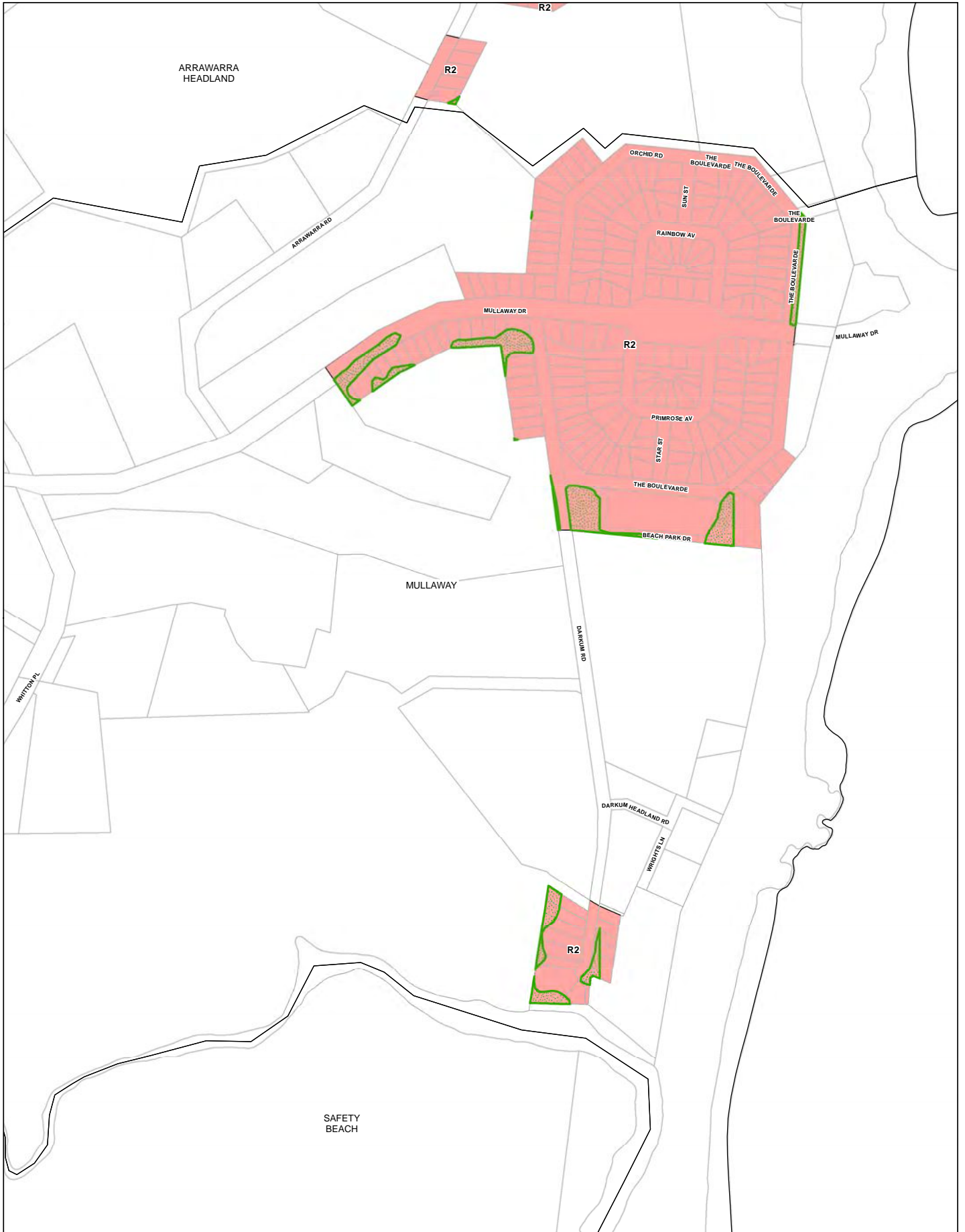


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Projection: Transverse Mercator
Datum: GDA 1994

- Koala Habitat within R1 R2 R3 R4 Zones**
LEP 2013 - Residential Zones of interest:
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 2

Attachment 1a



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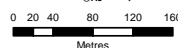
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Projection: Transverse Mercator
Datum: GDA 1994

- Koala Habitat within R1 R2 R3 R4 Zones
- LEP 2013 - Residential Zones of interest:
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 3

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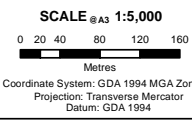
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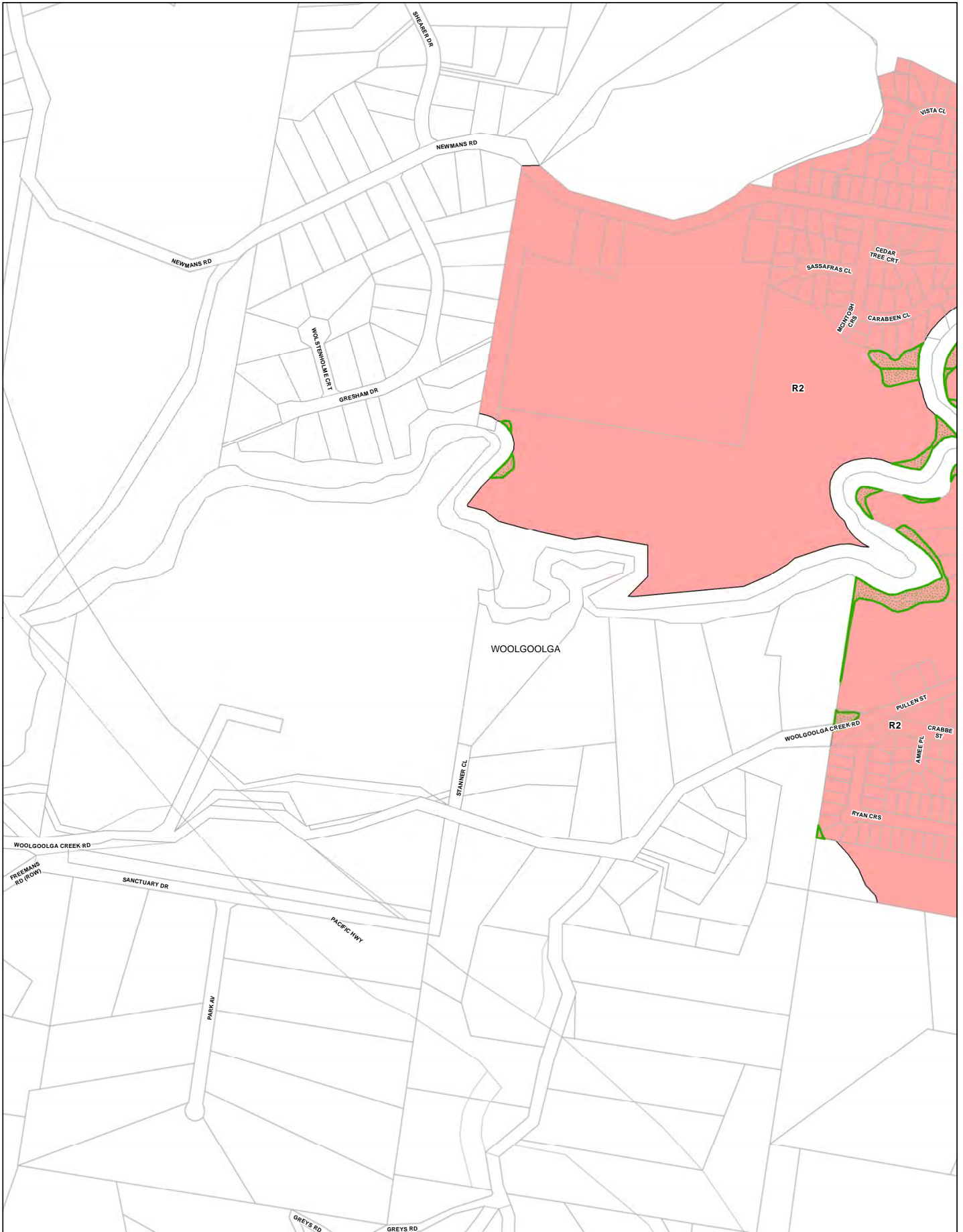
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- Koala Habitat within R1 R2 R3 R4 Zones**
- LEP 2013 - Residential Zones of interest:**
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 4

Attachment 1a



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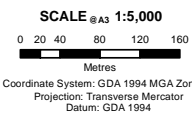
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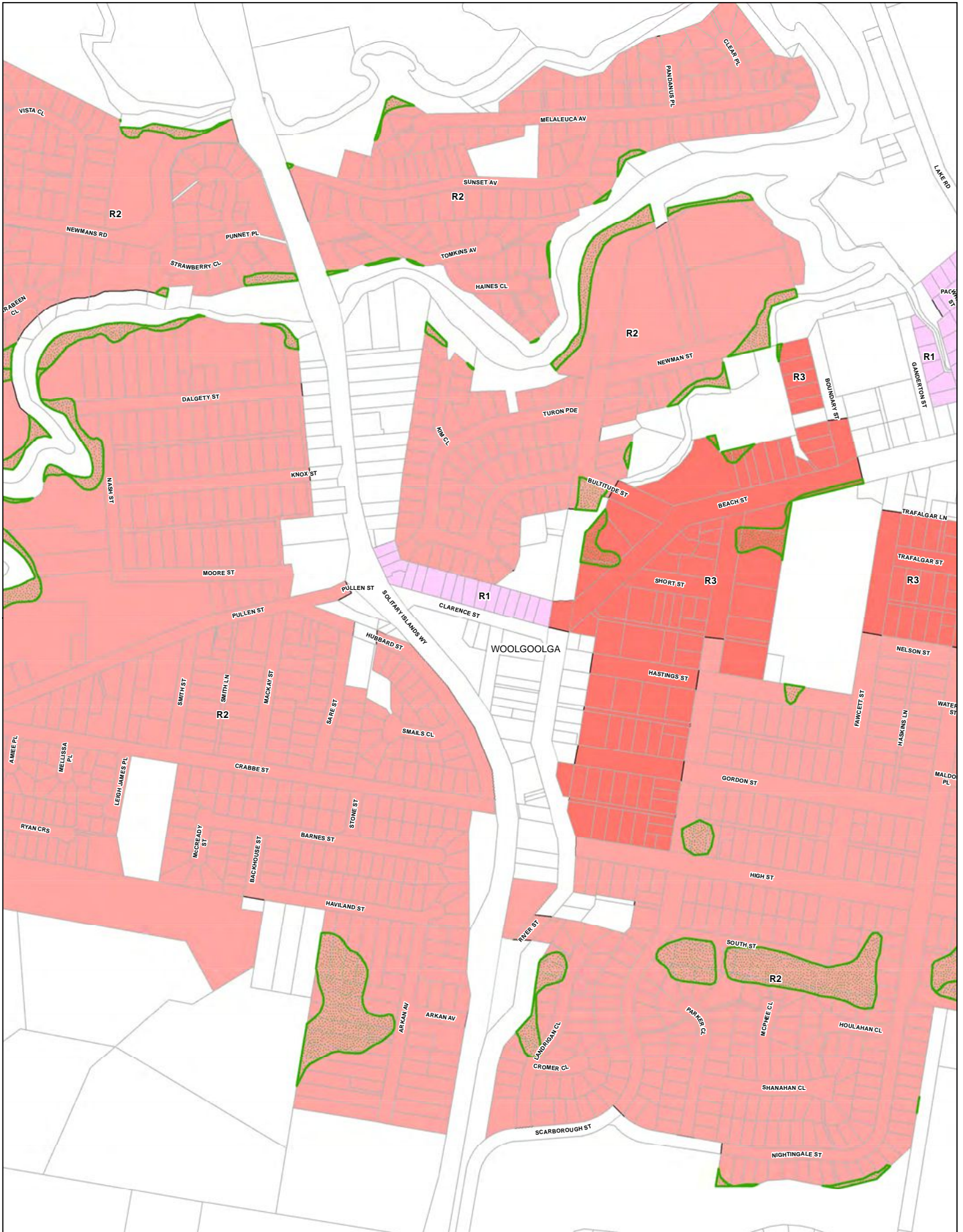
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- Koala Habitat within R1 R2 R3 R4 Zones
LEP 2013 - Residential Zones of interest:
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 5

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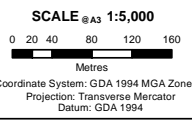
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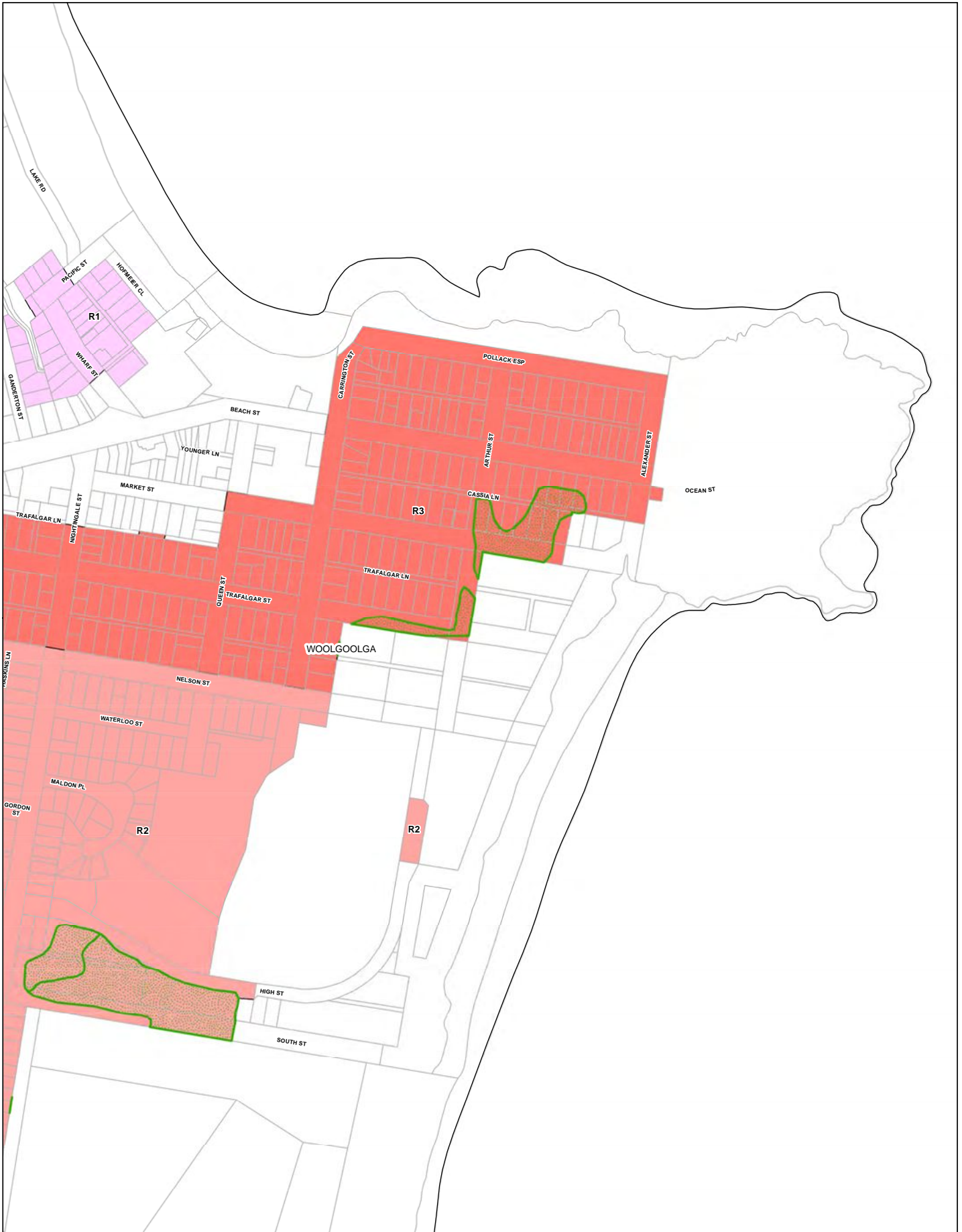
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- Koala Habitat within R1 R2 R3 R4 Zones**
LEP 2013 - Residential Zones of interest:
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 6

Attachment 1a



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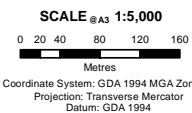
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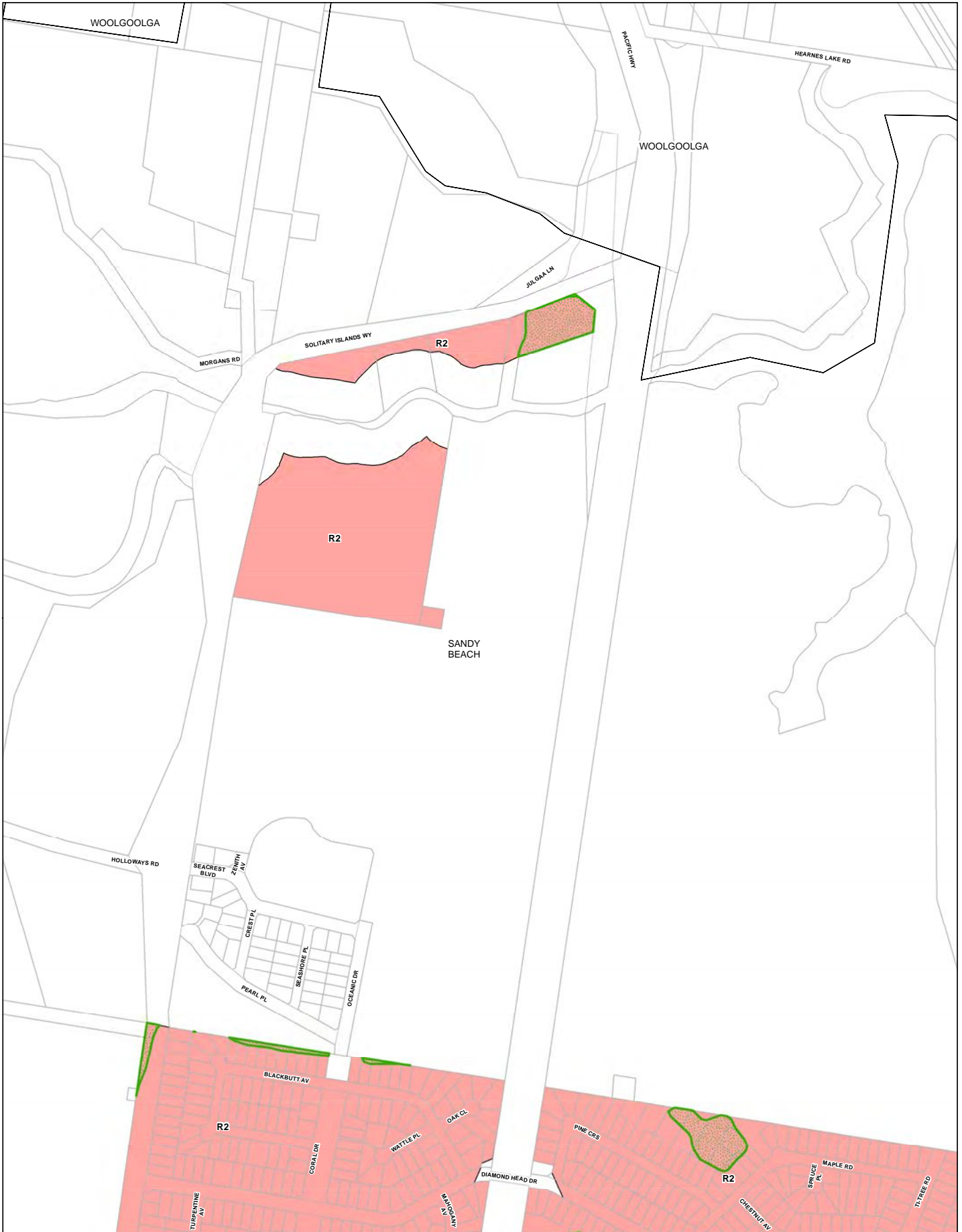


- Koala Habitat within R1 R2 R3 R4 Zones**
- LEP 2013 - Residential Zones of interest:
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Our Ref: KoalaHabitResLands_MapBook

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 7

Attachment 1a



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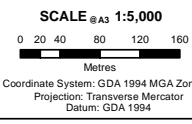
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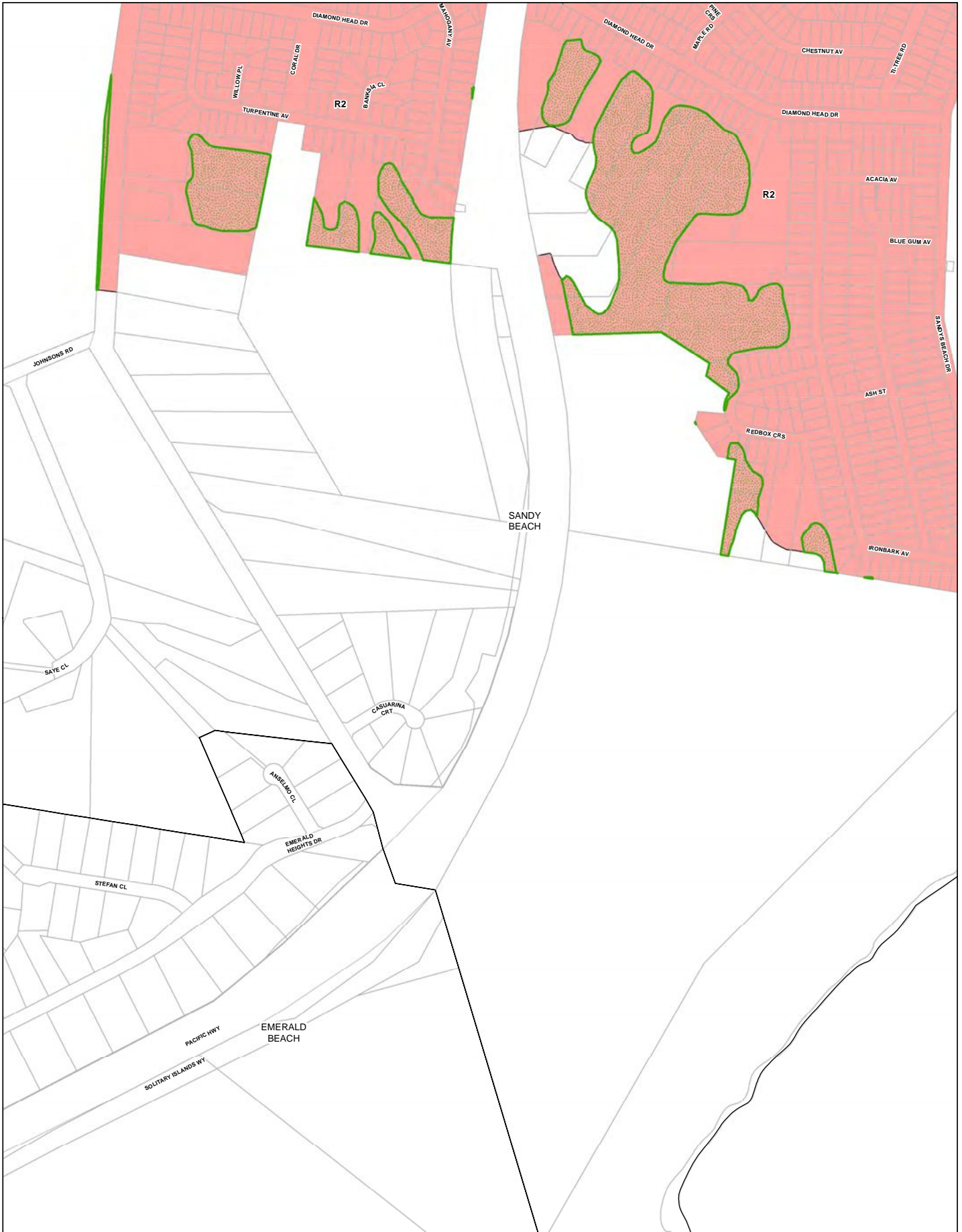
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- Koala Habitat within R1 R2 R3 R4 Zones
- LEP 2013 - Residential Zones of interest:
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 8

Attachment 1a



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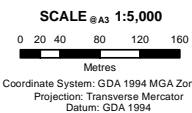
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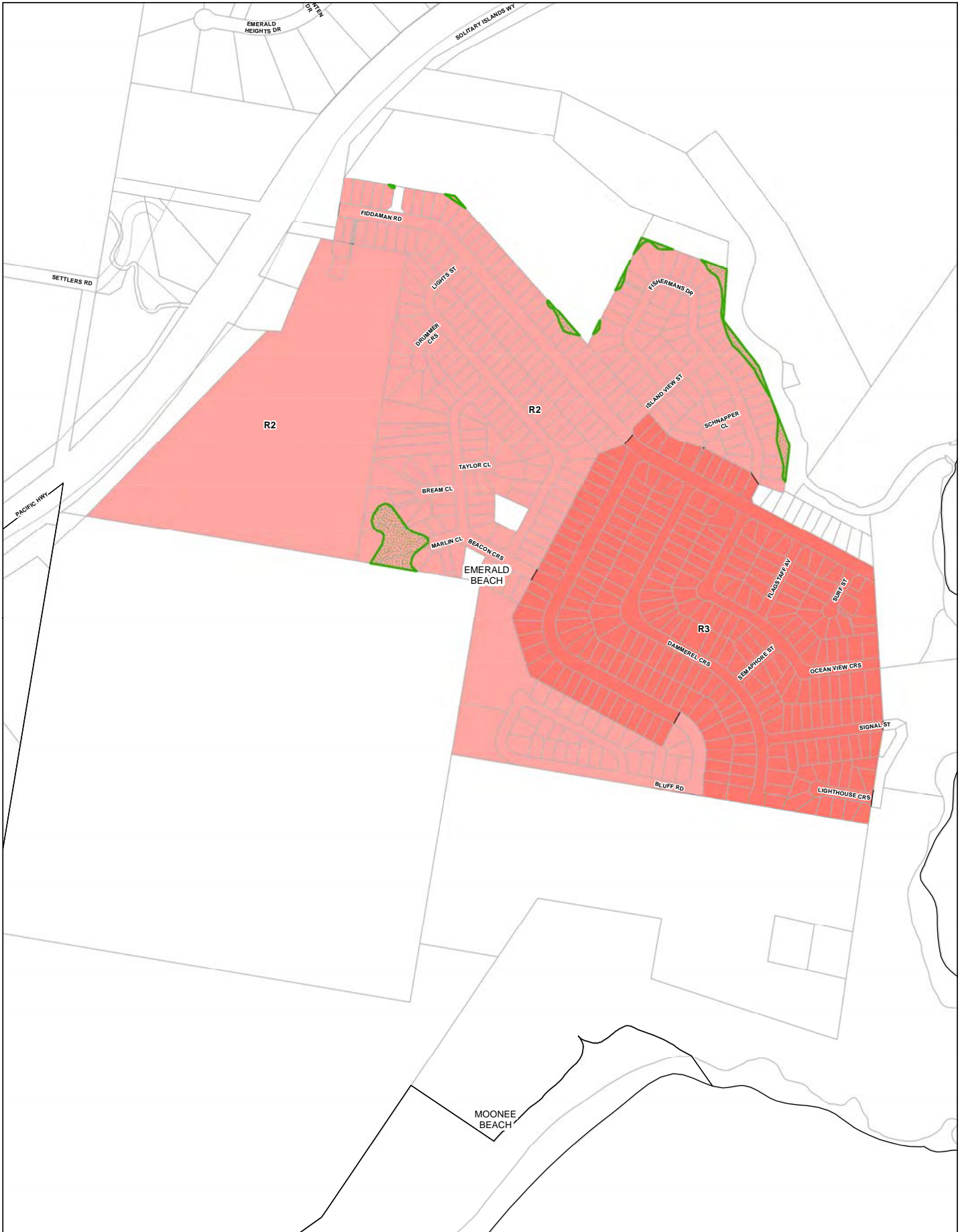
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- Legend**
- Koala Habitat within R1 R2 R3 R4 Zones
 - LEP 2013 - Residential Zones of interest:**
 - R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 9

Attachment 1a



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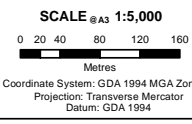
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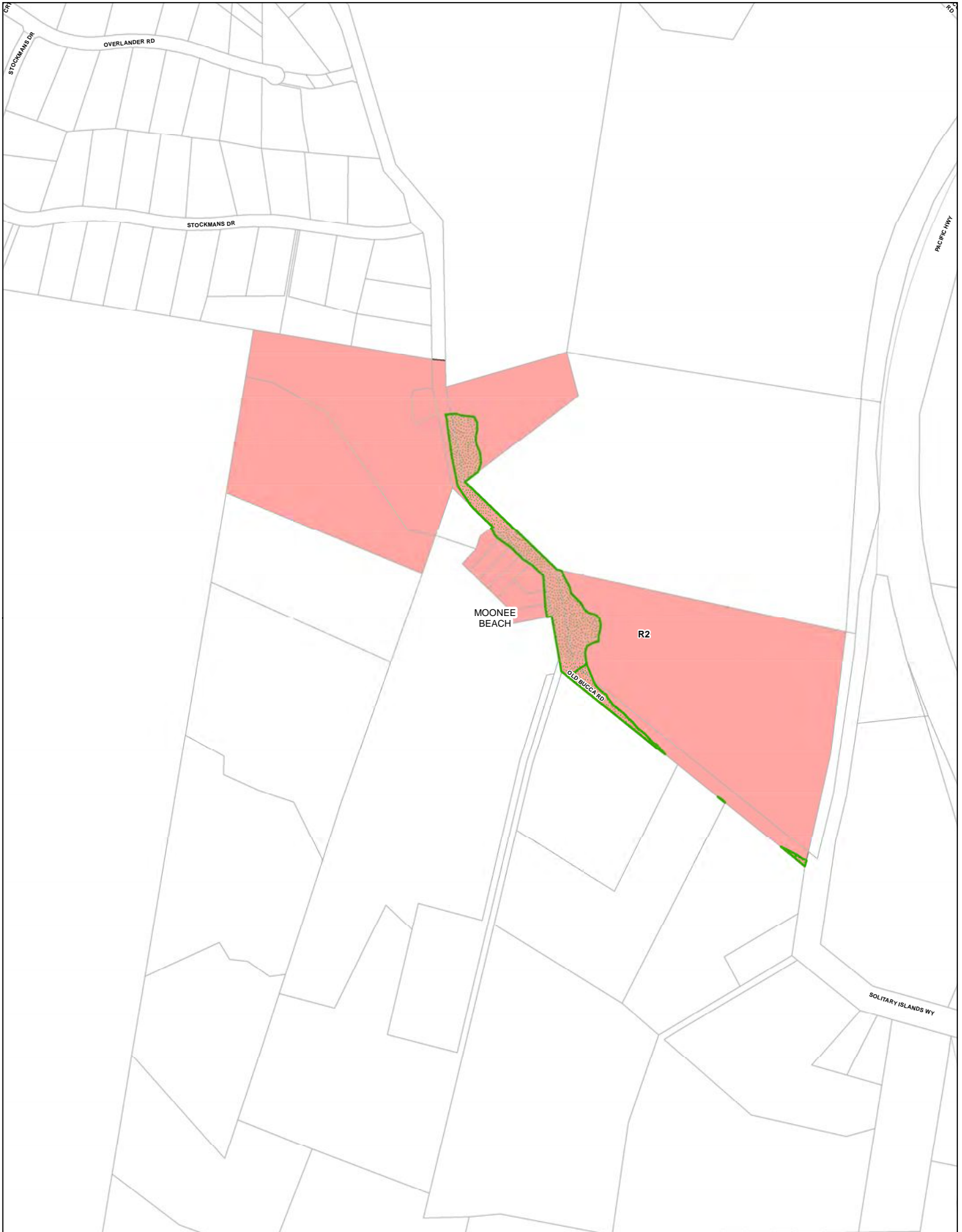
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- Koala Habitat within R1 R2 R3 R4 Zones
- LEP 2013 - Residential Zones of interest:
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 10

Attachment 1a



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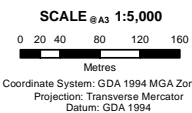
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- Koala Habitat within R1 R2 R3 R4 Zones**
- LEP 2013 - Residential Zones of interest:**
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 11

Attachment 1a



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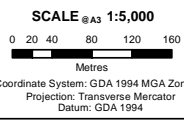
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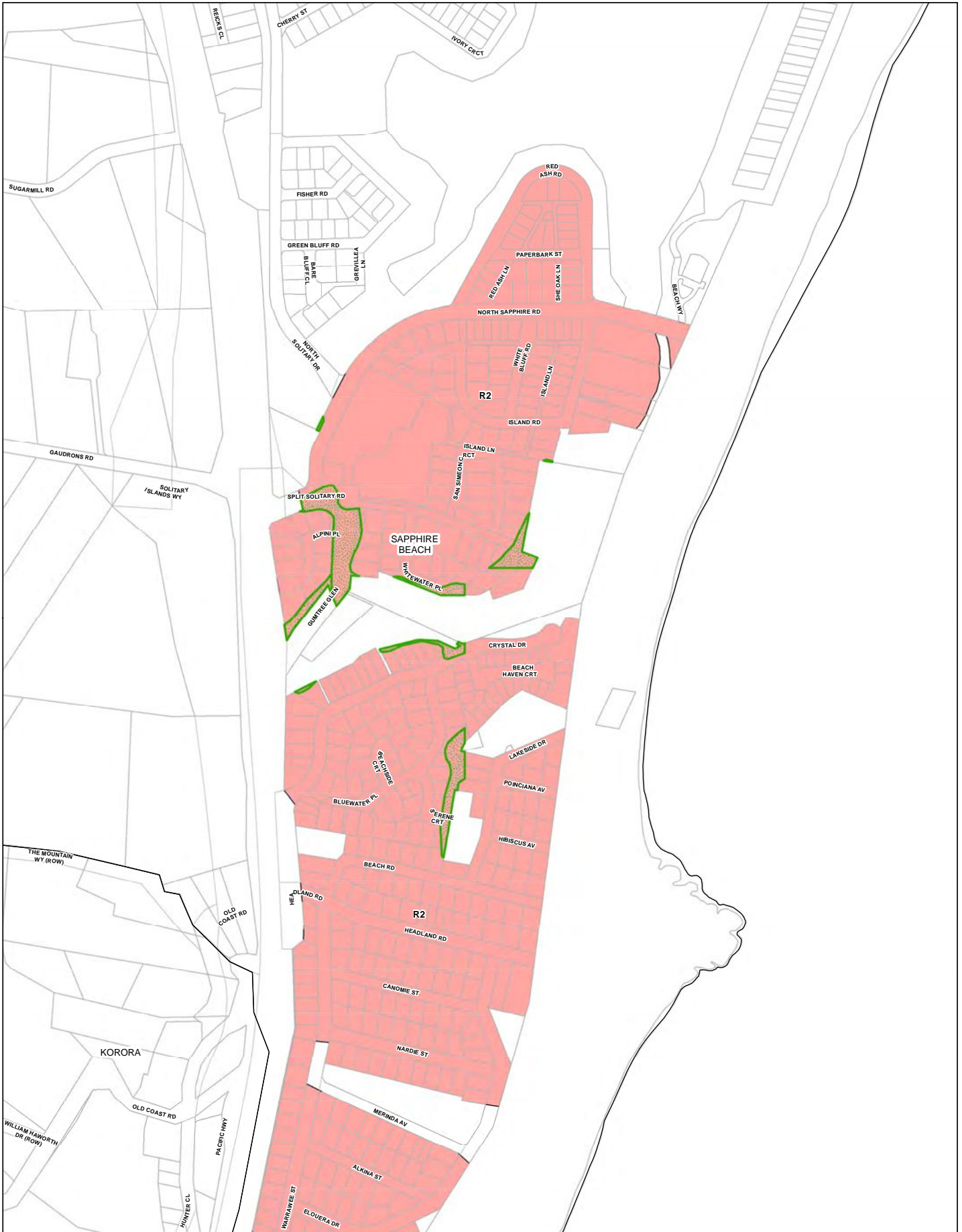
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- Koala Habitat within R1 R2 R3 R4 Zones
- LEP 2013 - Residential Zones of interest:**
- R1 General Residential
- R2 Low Density Residential
- R3 Medium Density Residential
- R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 12

Attachment 1a



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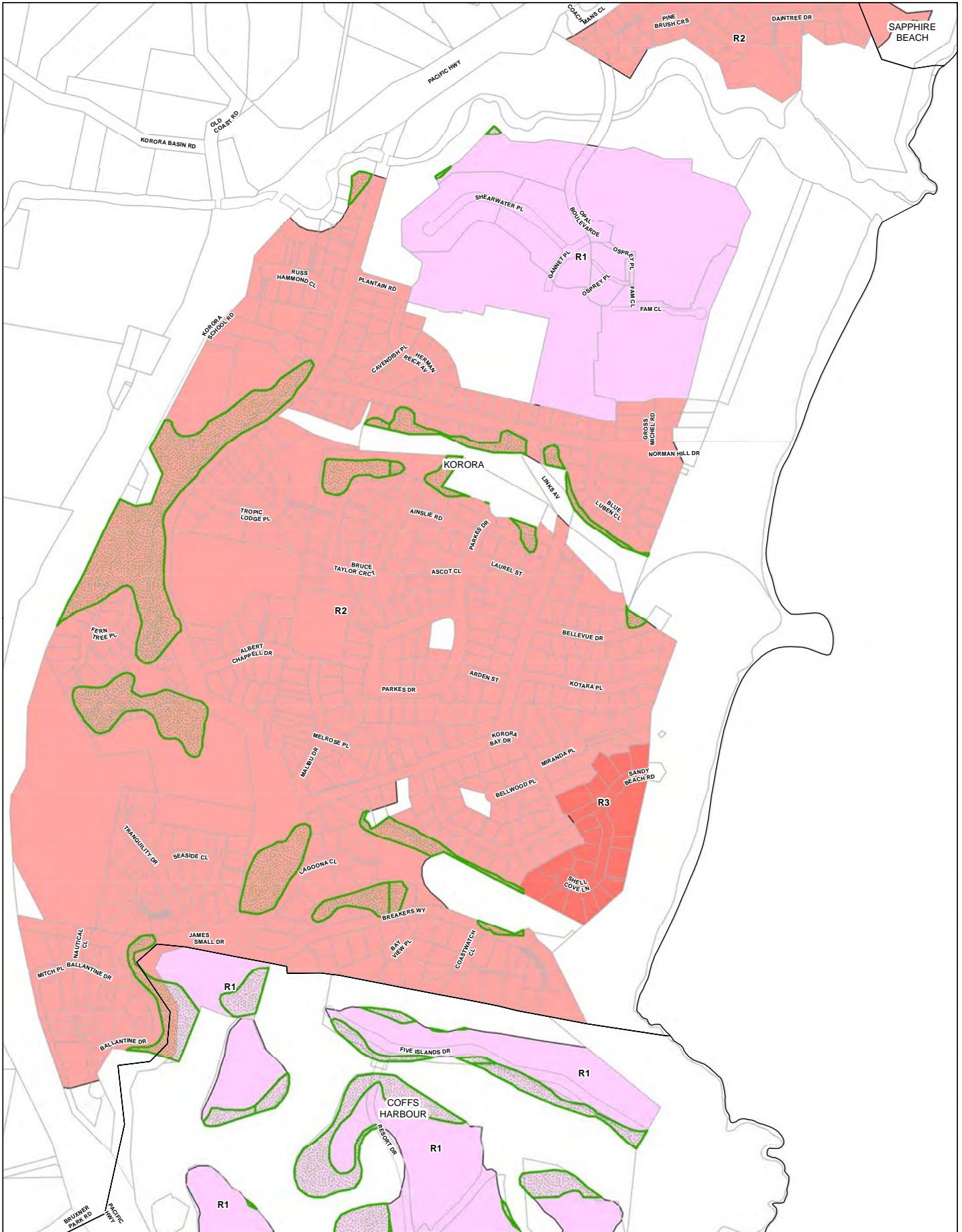
Koala Habitat within R1 R2 R3 R4 Zones

LEP 2013 - Residential Zones of interest:

- R1 General Residential
- R2 Low Density Residential
- R3 Medium Density Residential
- R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 13

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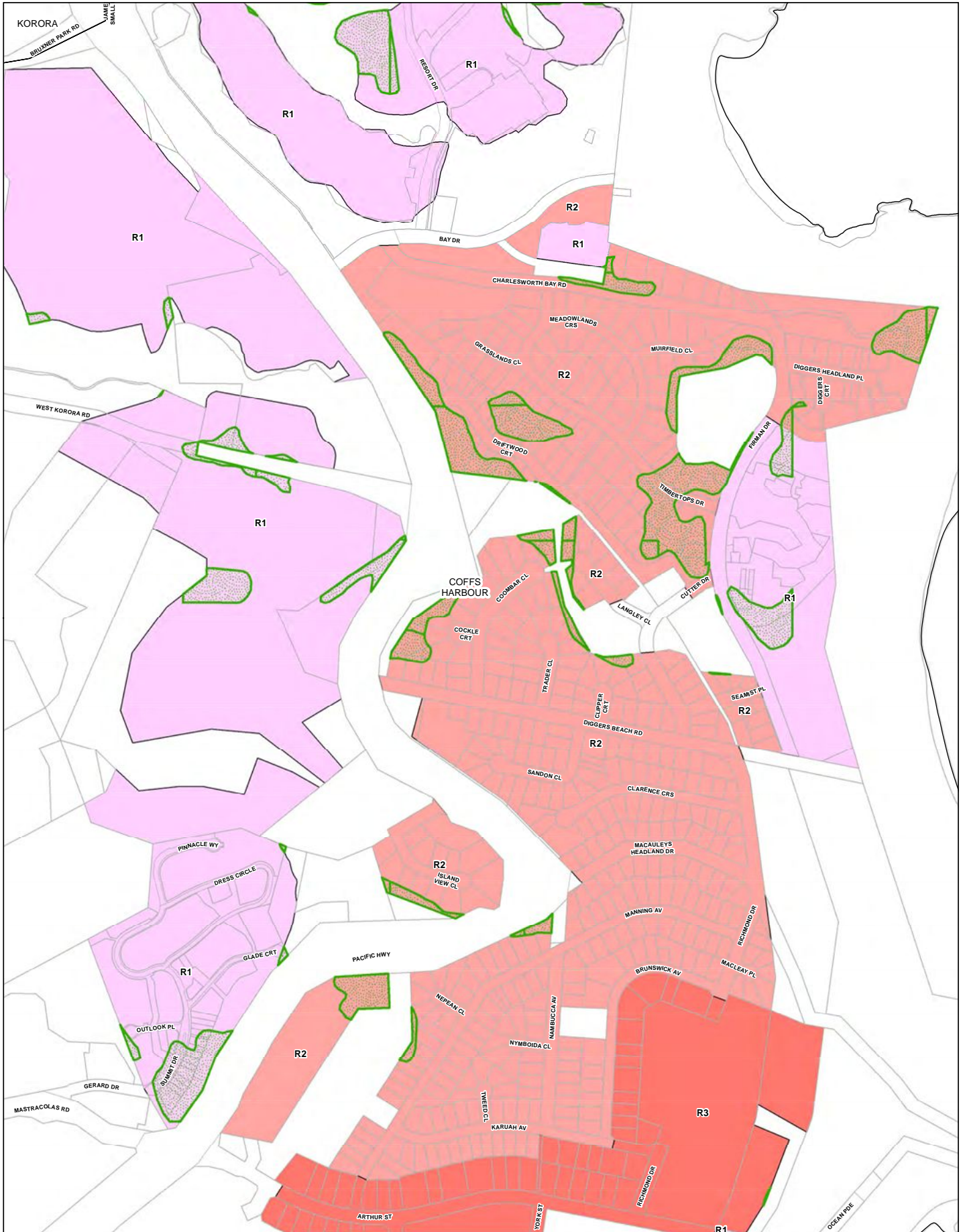
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Koala Habitat within R1 R2 R3 R4 Zones
LEP 2013 - Residential Zones of interest:
 R1 General Residential
 R2 Low Density Residential
 R3 Medium Density Residential
 R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 14

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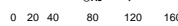
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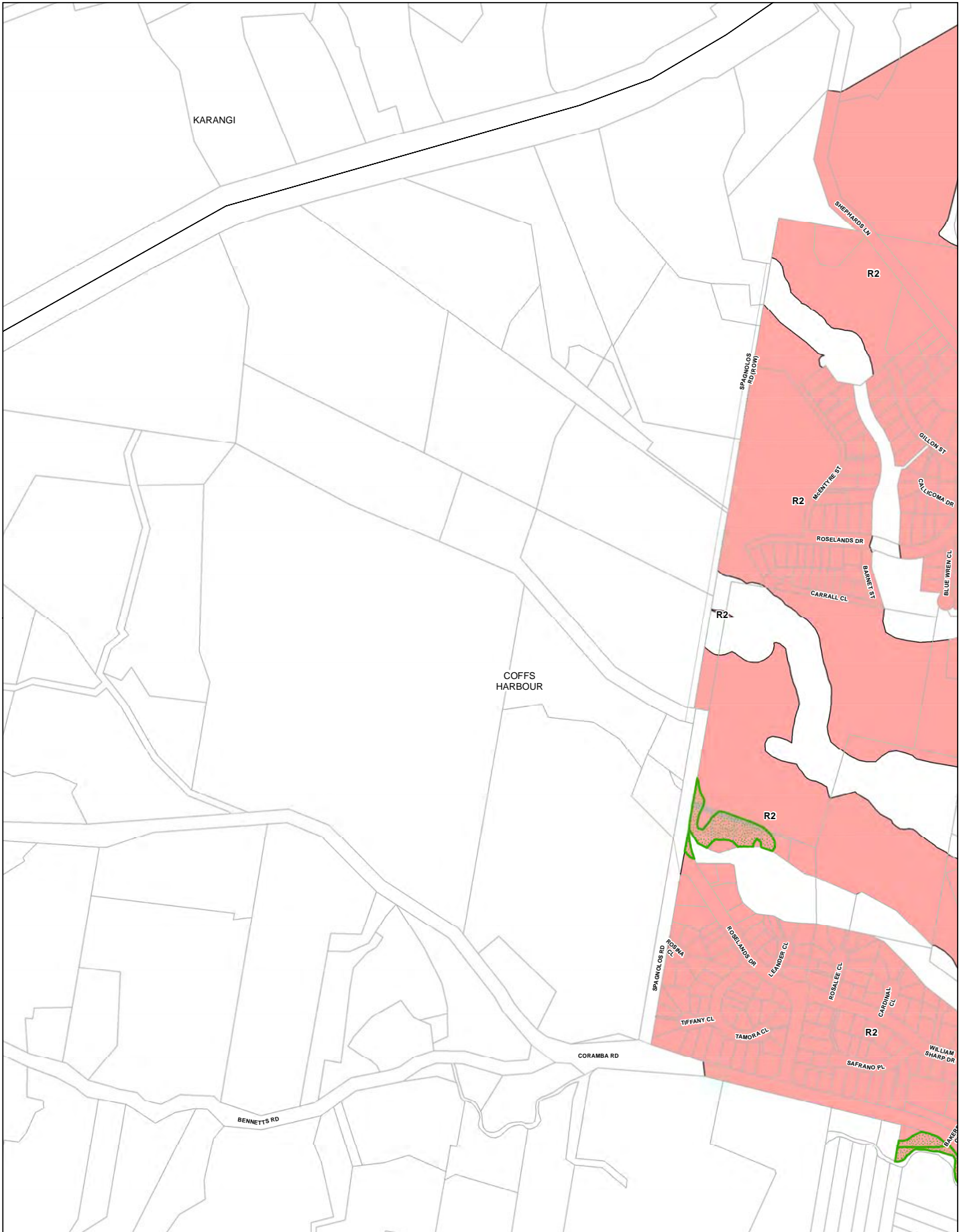


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Projection: Transverse Mercator
Datum: GDA 1994

- Koala Habitat within R1 R2 R3 R4 Zones**
- LEP 2013 - Residential Zones of interest:**
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 15

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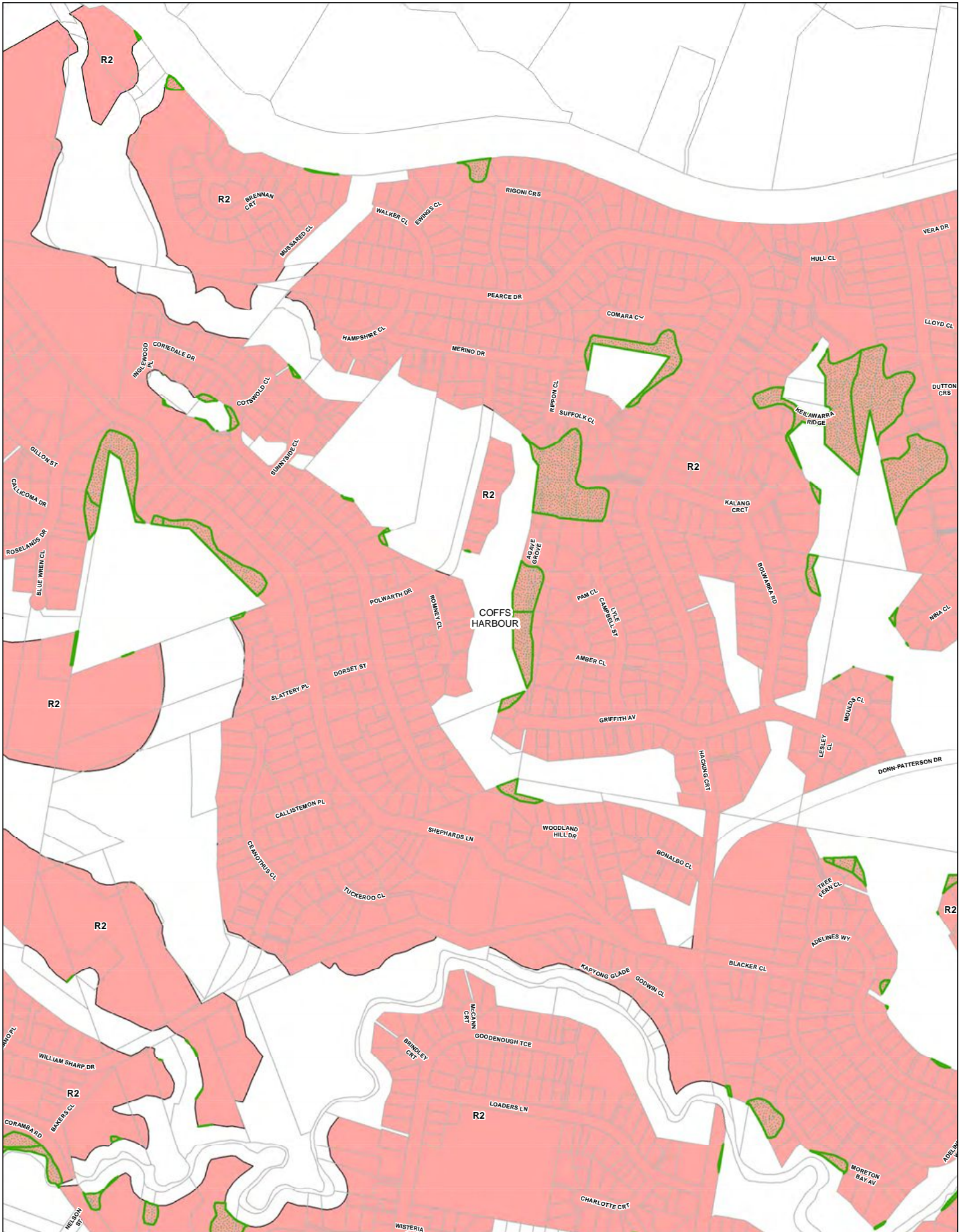
Koala Habitat within R1 R2 R3 R4 Zones

LEP 2013 - Residential Zones of interest:

- R1 General Residential
- R2 Low Density Residential
- R3 Medium Density Residential
- R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 16

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Projection: Transverse Mercator
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Koala Habitat within R1 R2 R3 R4 Zones

LEP 2013 - Residential Zones of interest:

- R1 General Residential
- R2 Low Density Residential
- R3 Medium Density Residential
- R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 17

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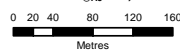
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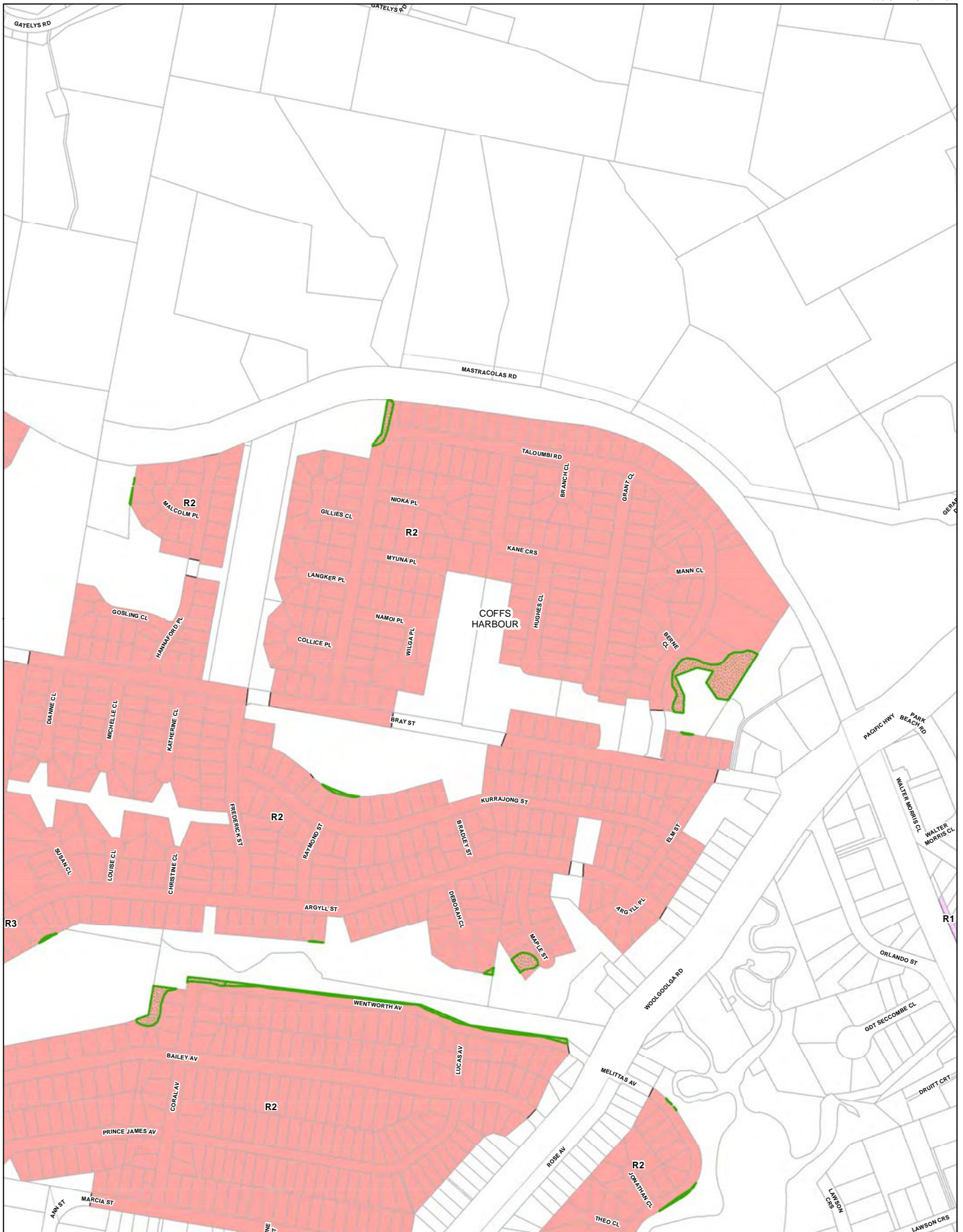


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- Koala Habitat within R1 R2 R3 R4 Zones**
LEP 2013 - Residential Zones of interest:
-  R1 General Residential
 -  R2 Low Density Residential
 -  R3 Medium Density Residential
 -  R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 18

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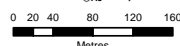
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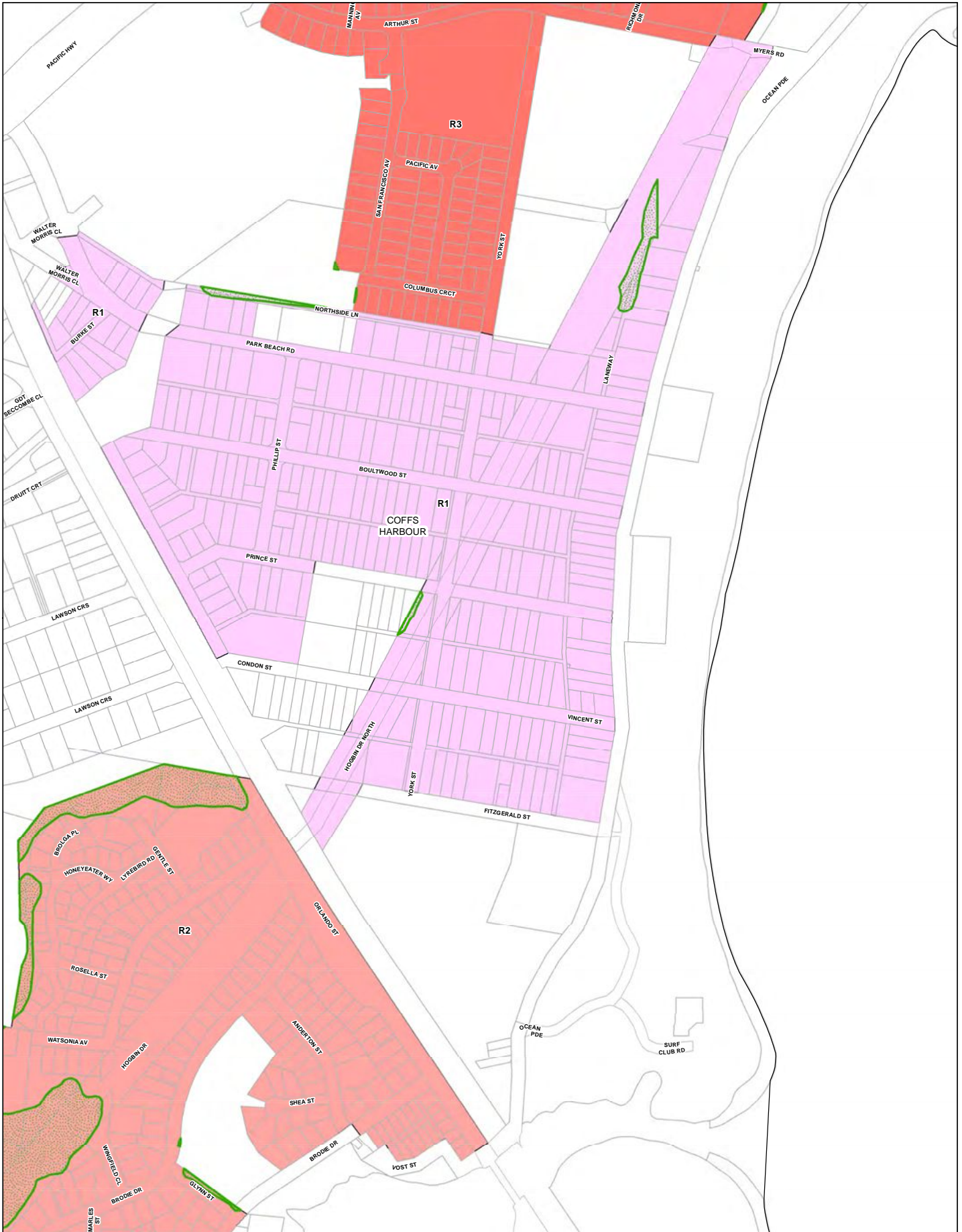
Koala Habitat within R1 R2 R3 R4 Zones

LEP 2013 - Residential Zones of interest:

- R1 General Residential
- R2 Low Density Residential
- R3 Medium Density Residential
- R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 19

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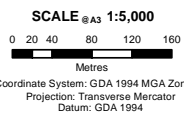
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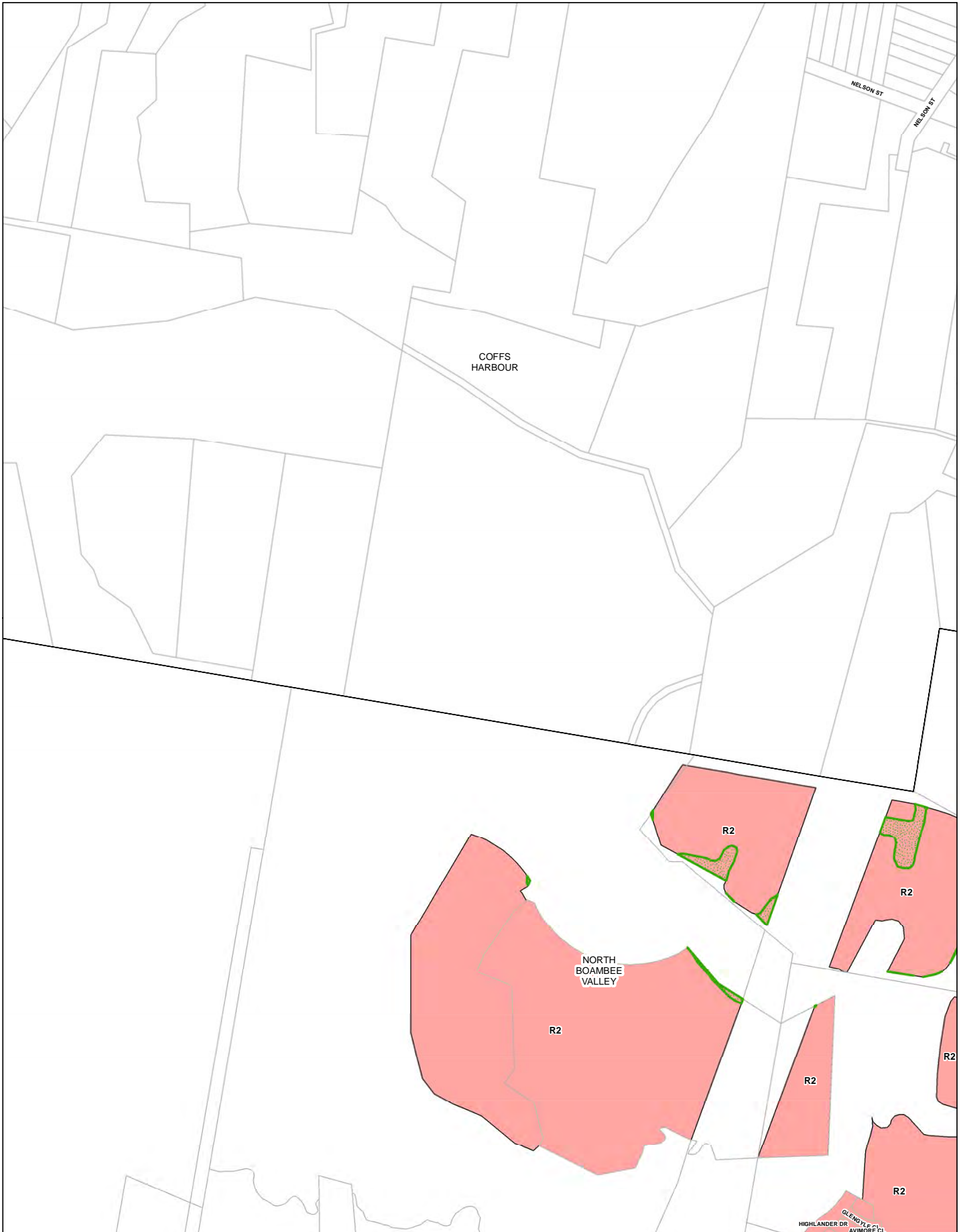
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- Koala Habitat within R1 R2 R3 R4 Zones**
LEP 2013 - Residential Zones of interest:
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 20

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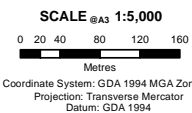
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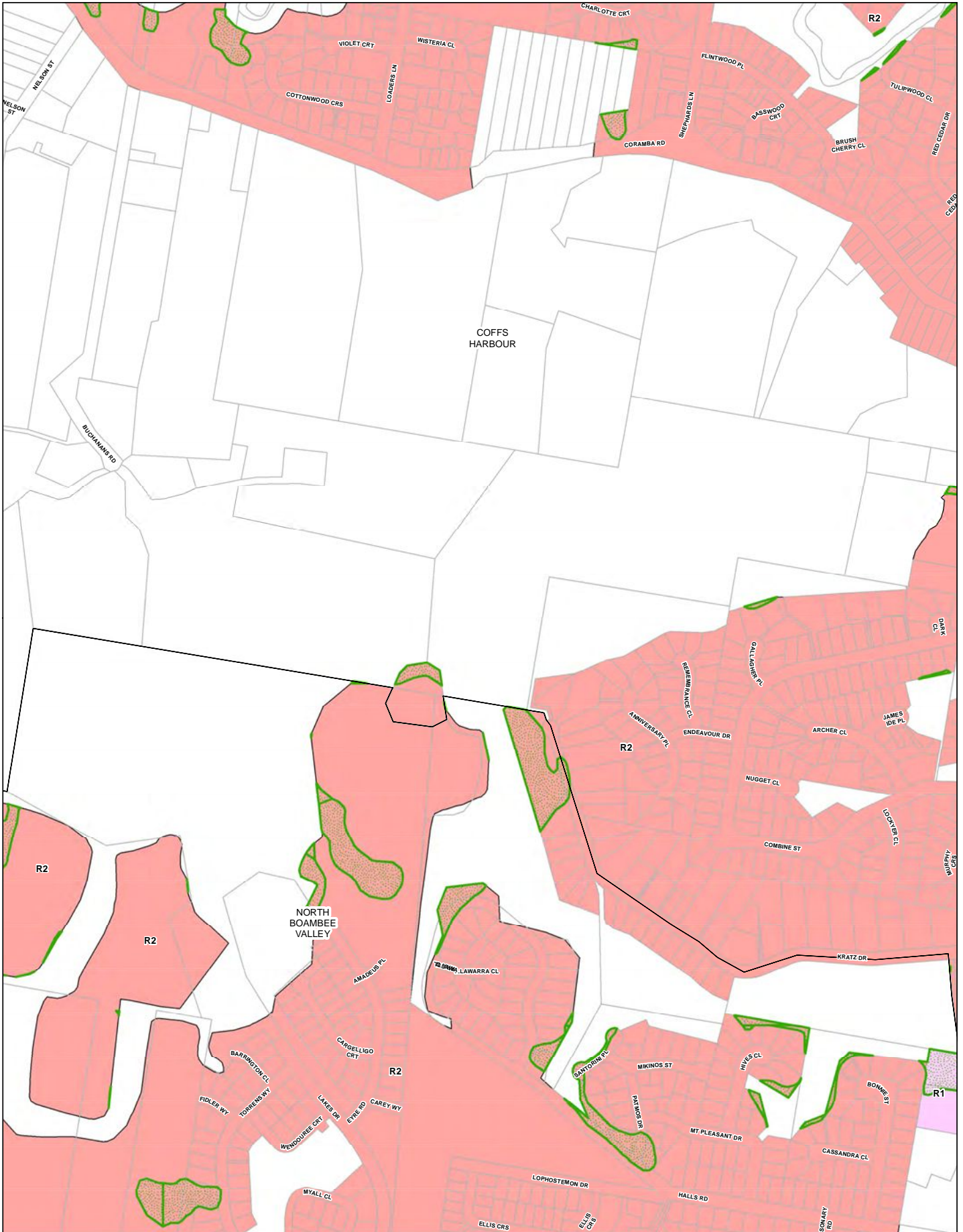
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- Koala Habitat within R1 R2 R3 R4 Zones**
- LEP 2013 - Residential Zones of interest:**
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 21

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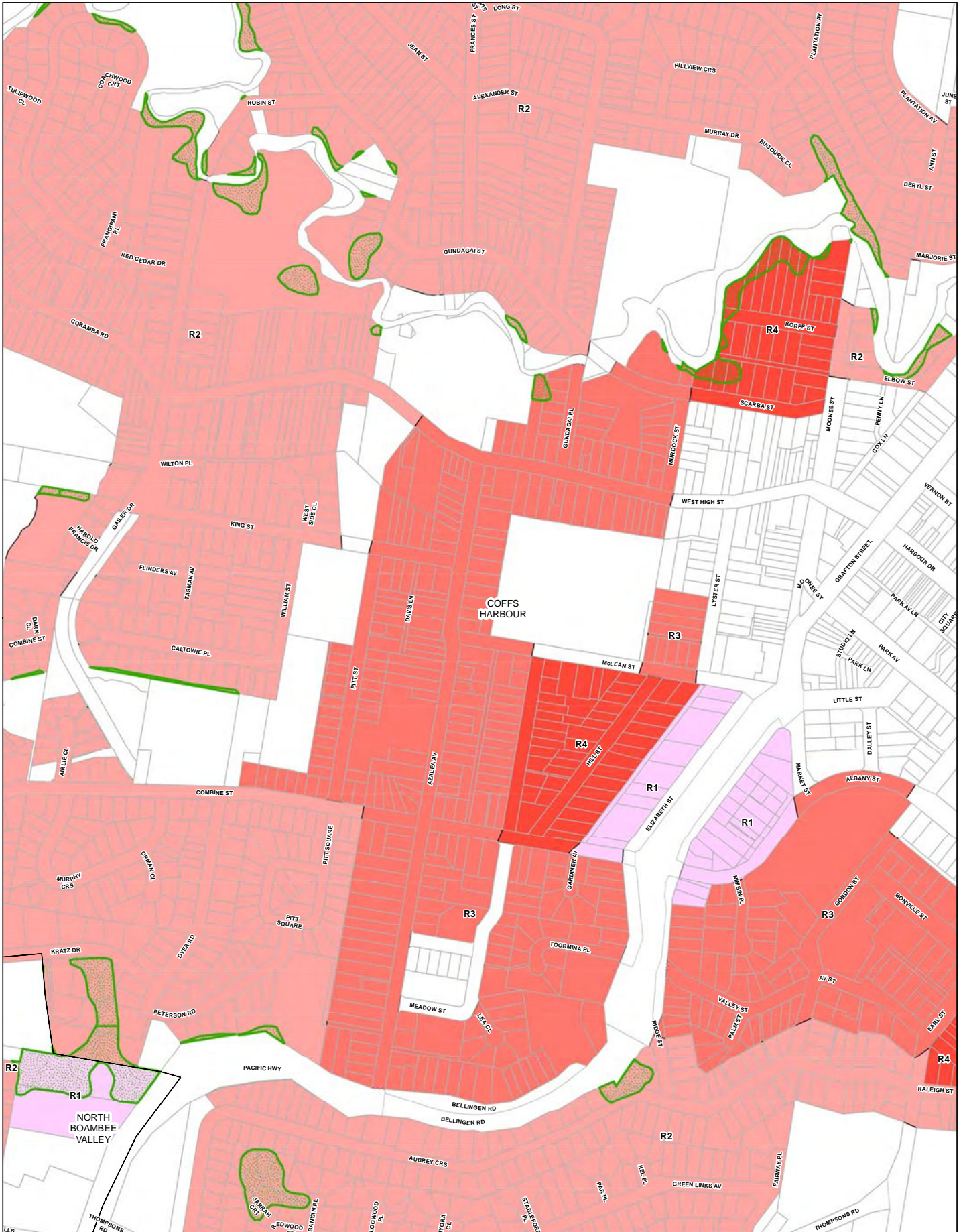
Koala Habitat within R1 R2 R3 R4 Zones

LEP 2013 - Residential Zones of interest:

- R1 General Residential
- R2 Low Density Residential
- R3 Medium Density Residential
- R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 22

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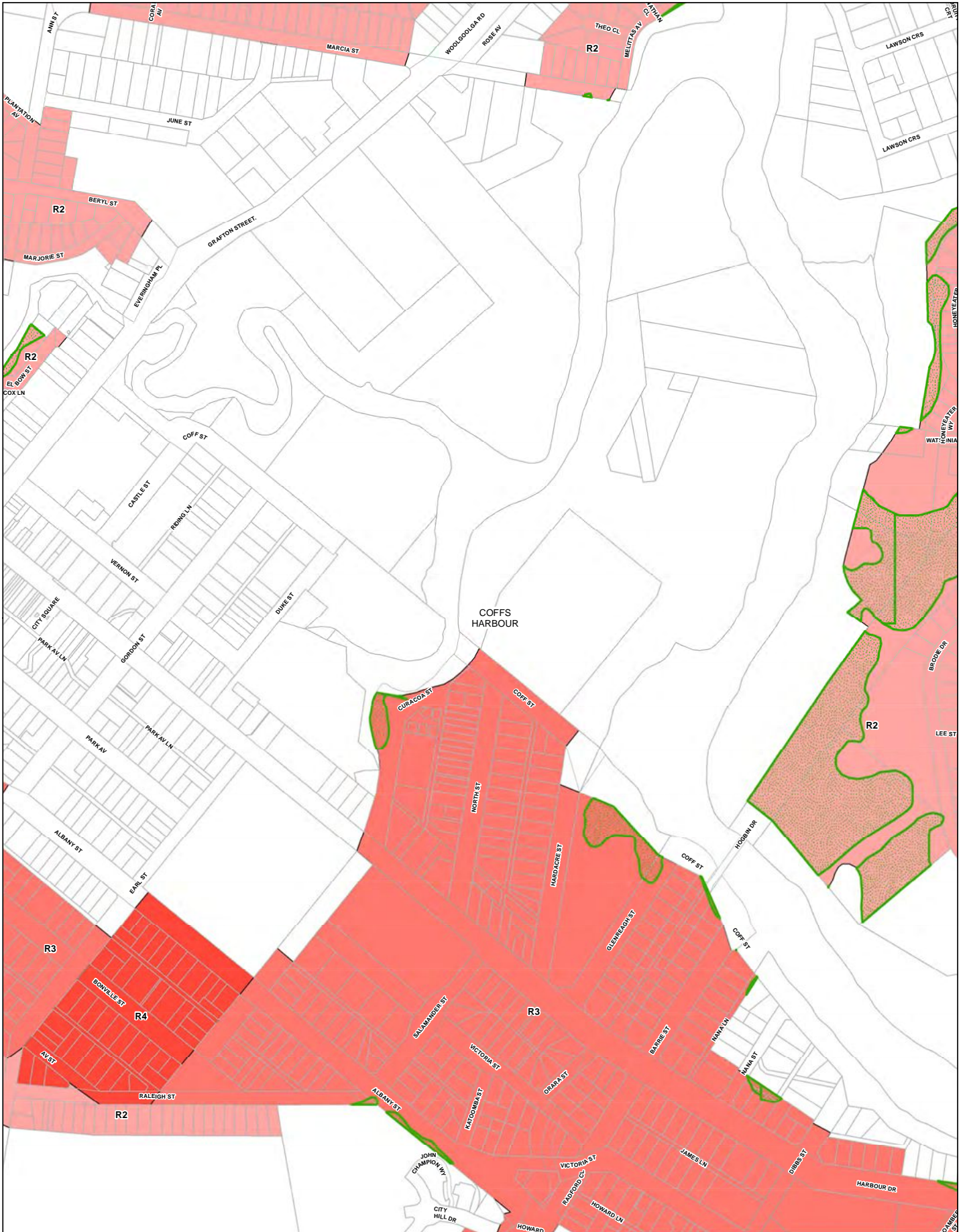
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Koala Habitat within R1 R2 R3 R4 Zones
LEP 2013 - Residential Zones of interest:

- R1 General Residential
- R2 Low Density Residential
- R3 Medium Density Residential
- R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 23

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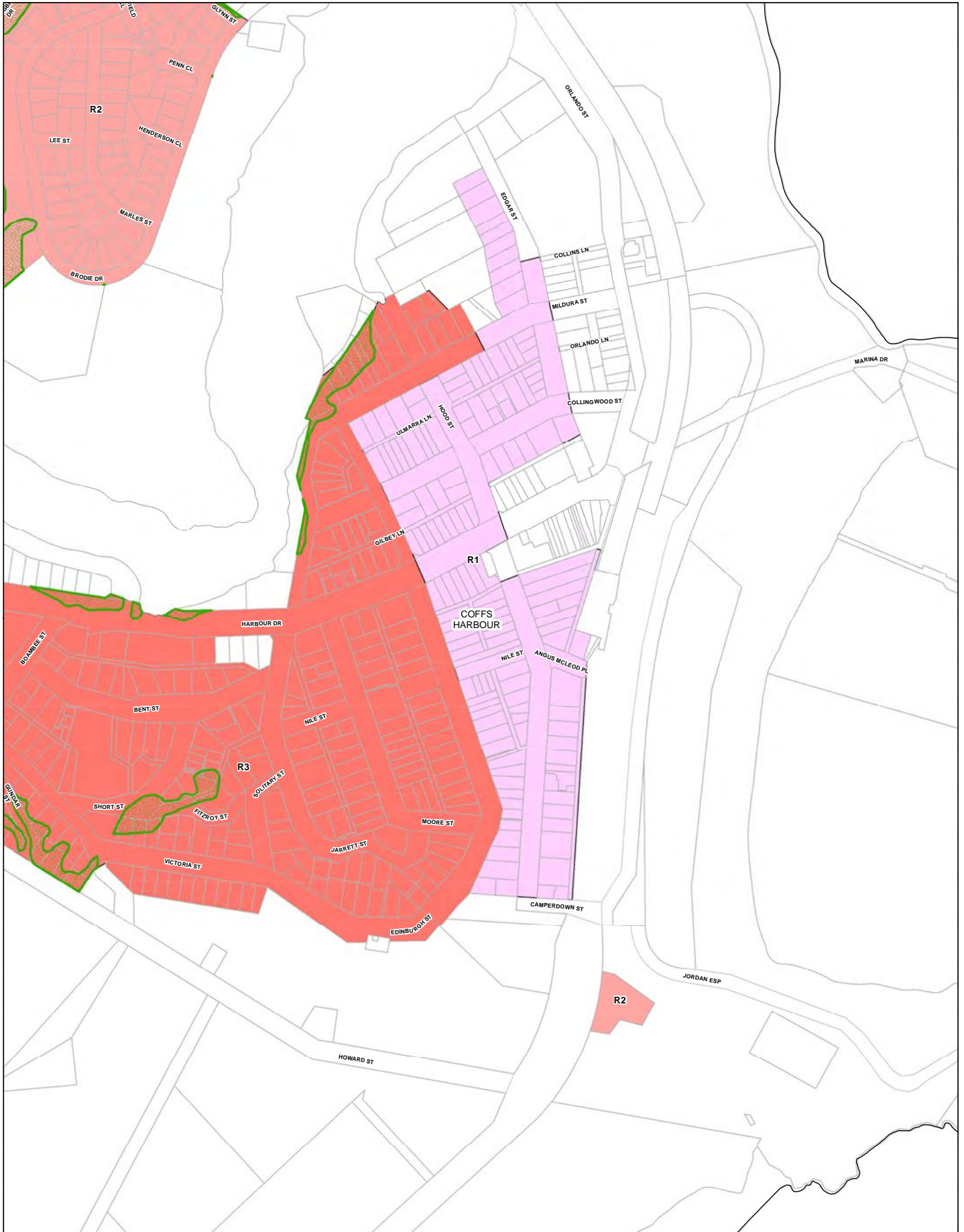
Koala Habitat within R1 R2 R3 R4 Zones

LEP 2013 - Residential Zones of interest:

- R1 General Residential
- R2 Low Density Residential
- R3 Medium Density Residential
- R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 24

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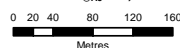
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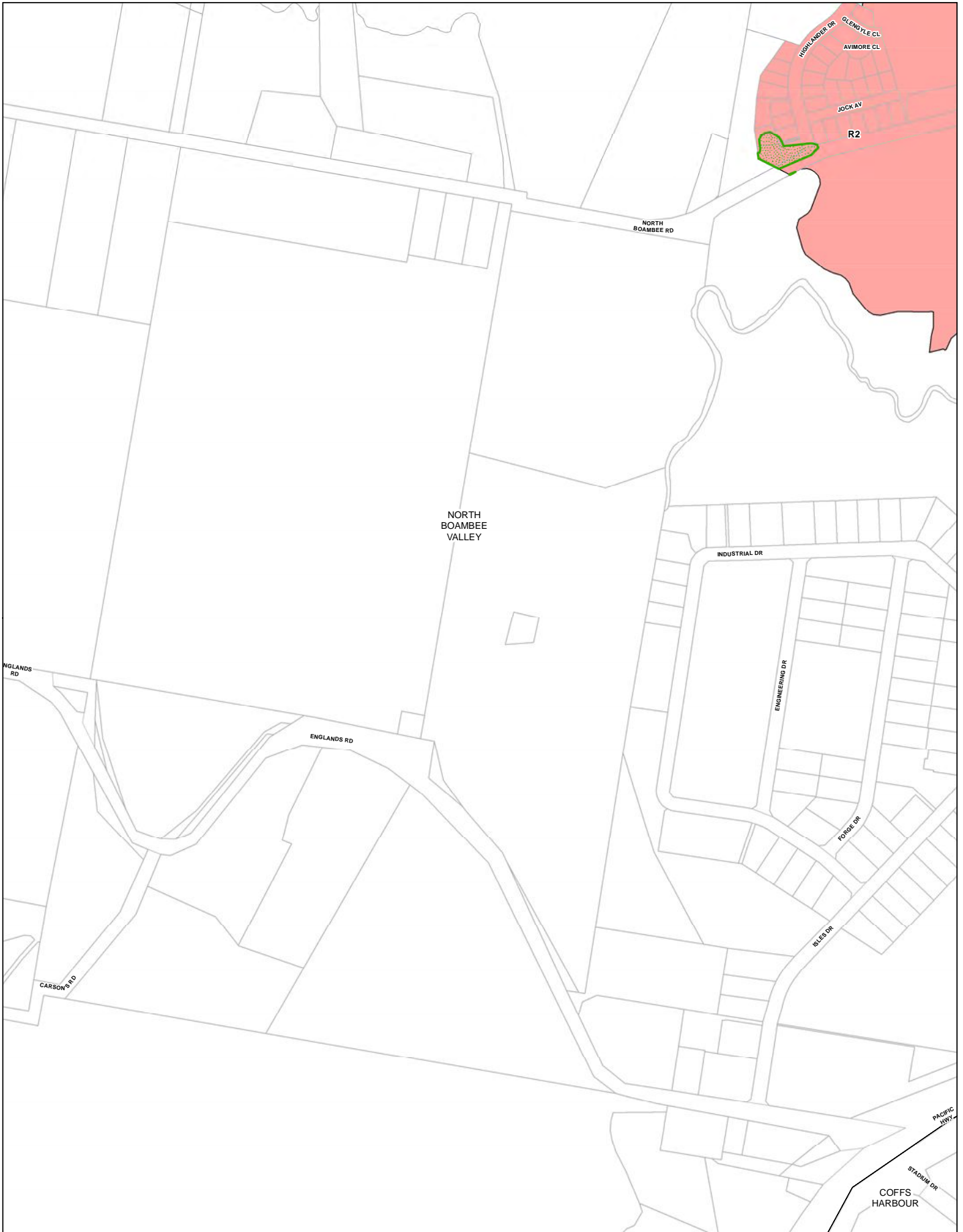


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- Koala Habitat within R1 R2 R3 R4 Zones
LEP 2013 - Residential Zones of interest:
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 25

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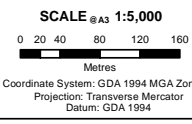
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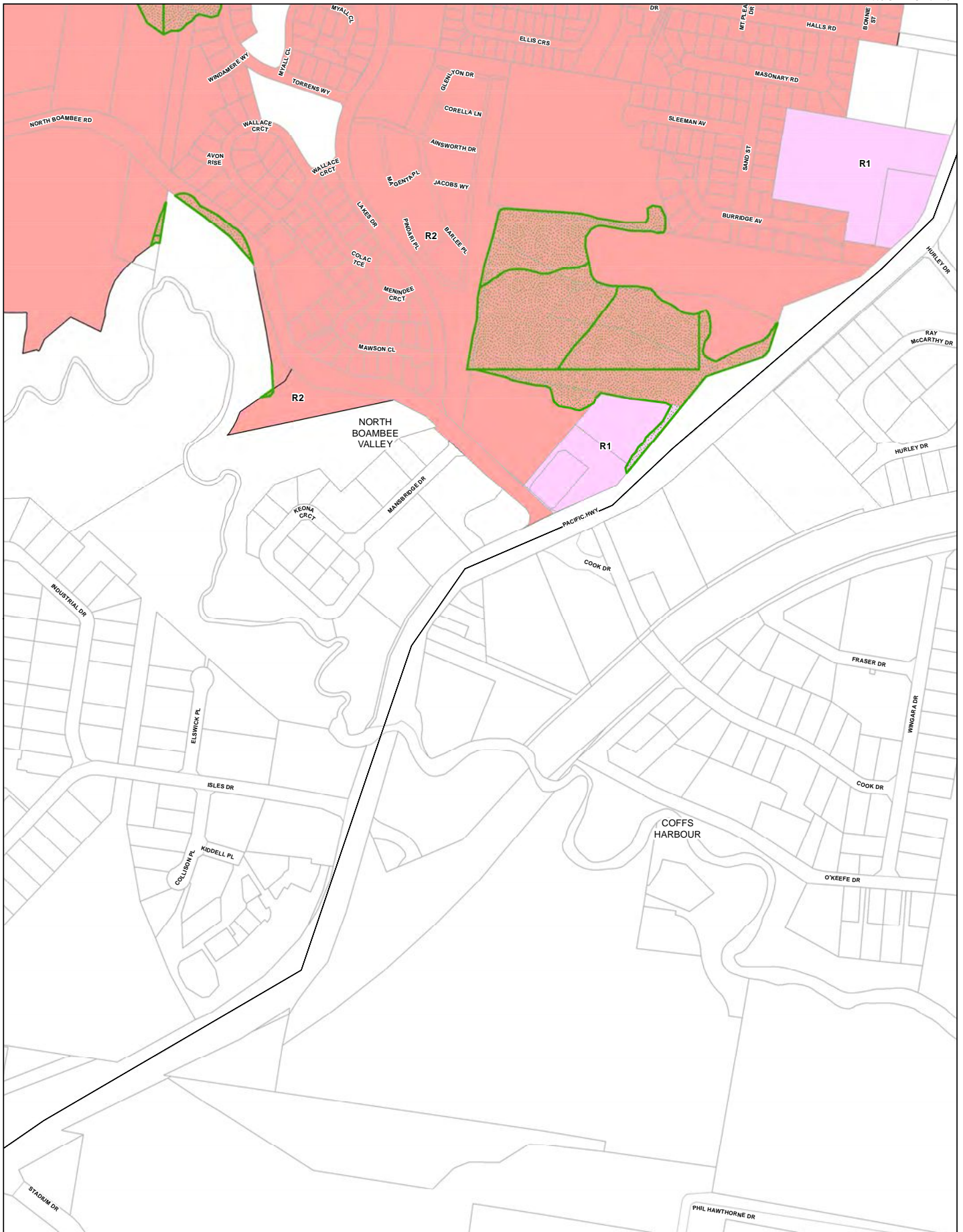
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- Koala Habitat within R1 R2 R3 R4 Zones**
- LEP 2013 - Residential Zones of interest:**
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 26

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
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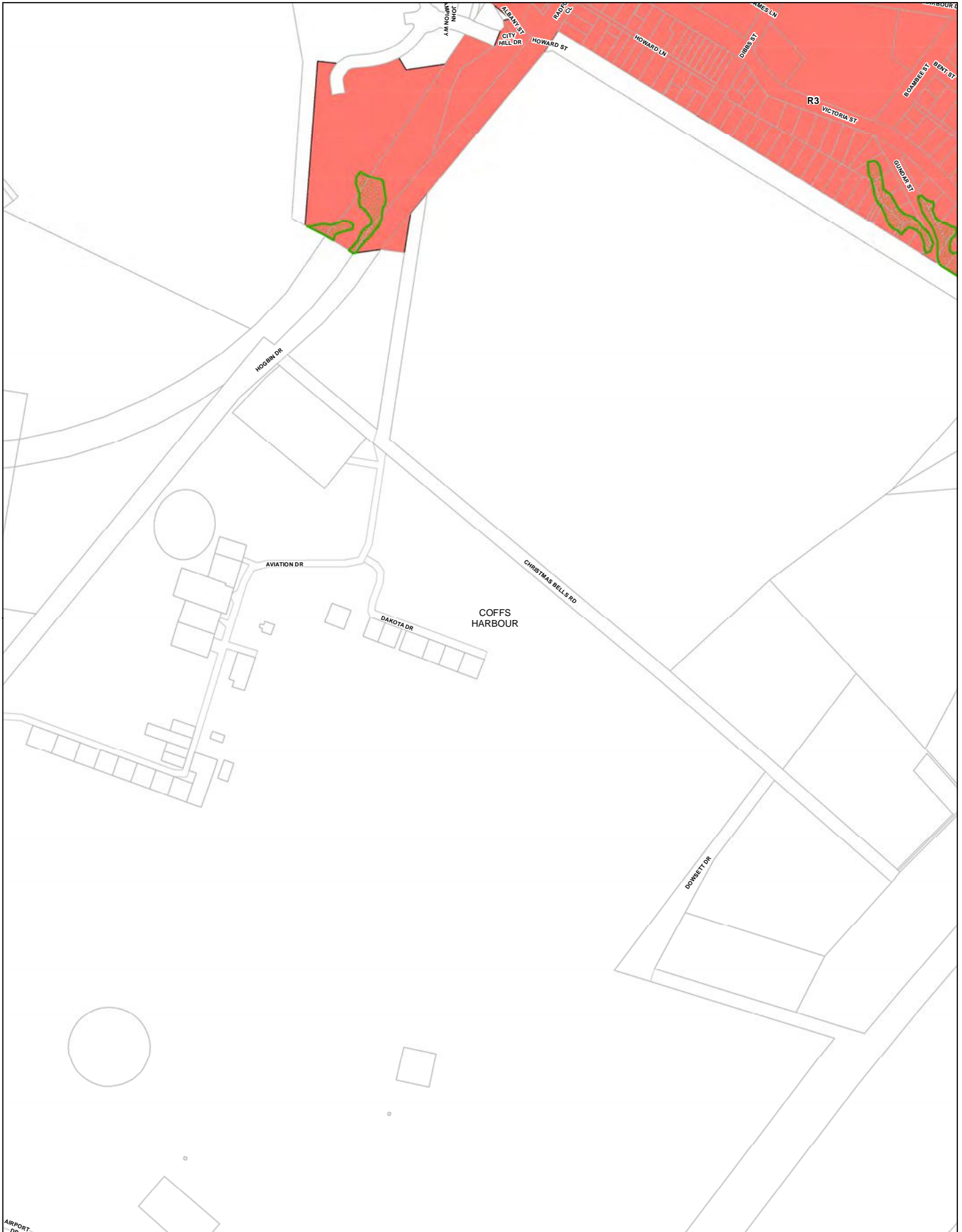
Koala Habitat within R1 R2 R3 R4 Zones

LEP 2013 - Residential Zones of interest:

-  R1 General Residential
-  R2 Low Density Residential
-  R3 Medium Density Residential
-  R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 27

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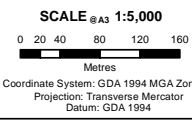
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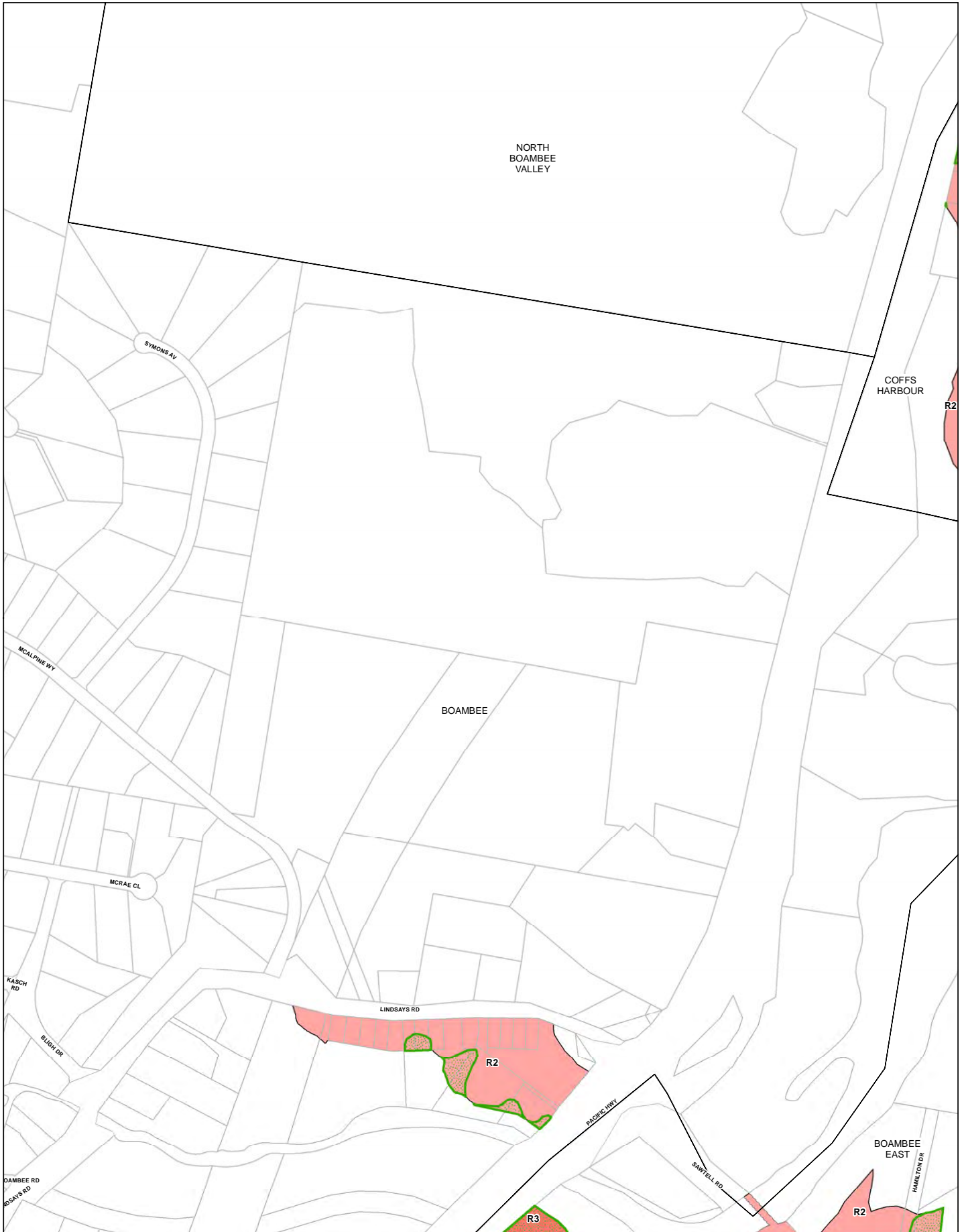
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- Legend**
- Koala Habitat within R1 R2 R3 R4 Zones
 - LEP 2013 - Residential Zones of interest:**
 - R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 28

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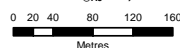
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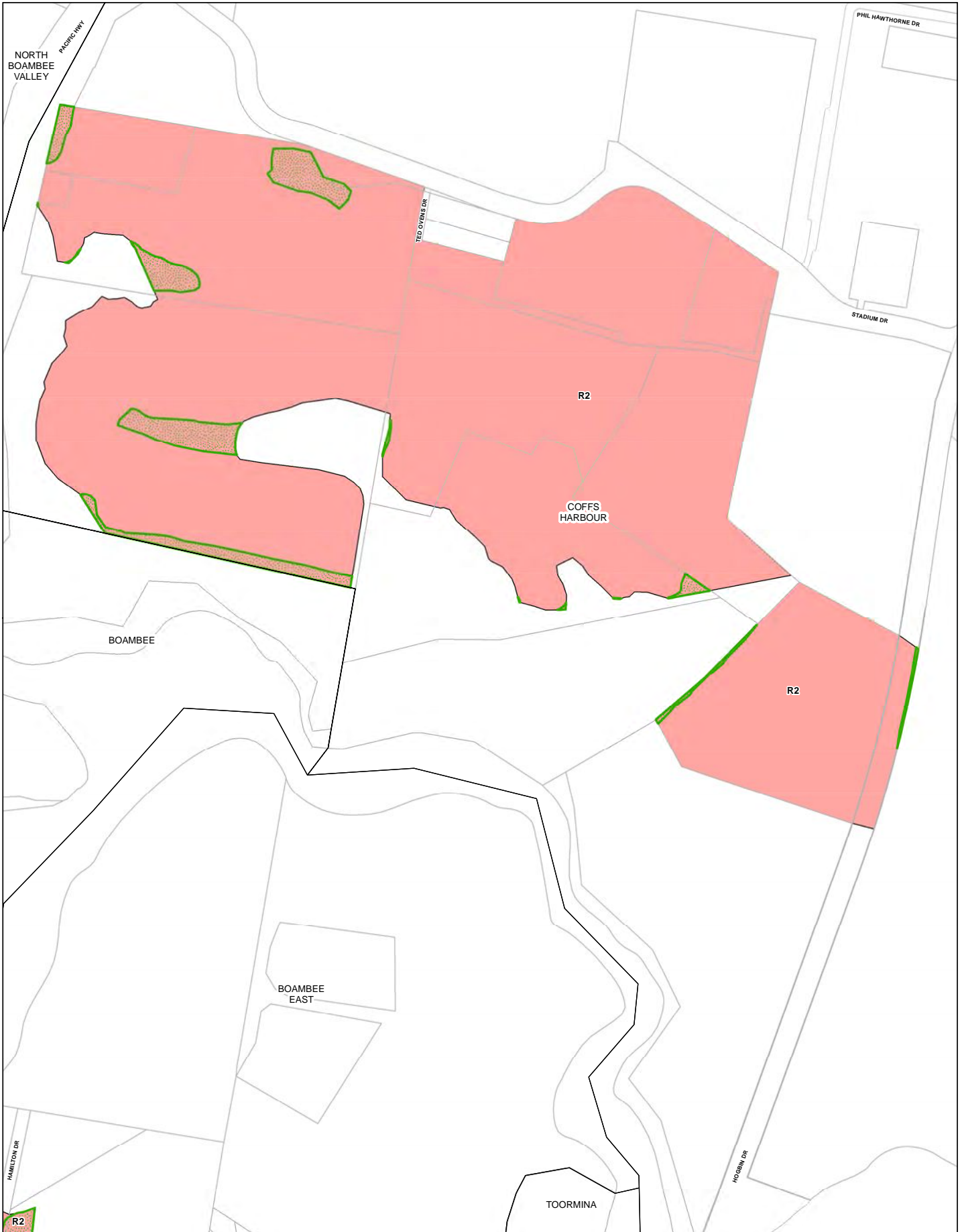


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Datum: GDA 1994

- Koala Habitat within R1 R2 R3 R4 Zones**
LEP 2013 - Residential Zones of interest:
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 29

Attachment 1b



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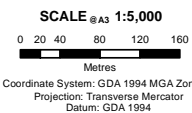
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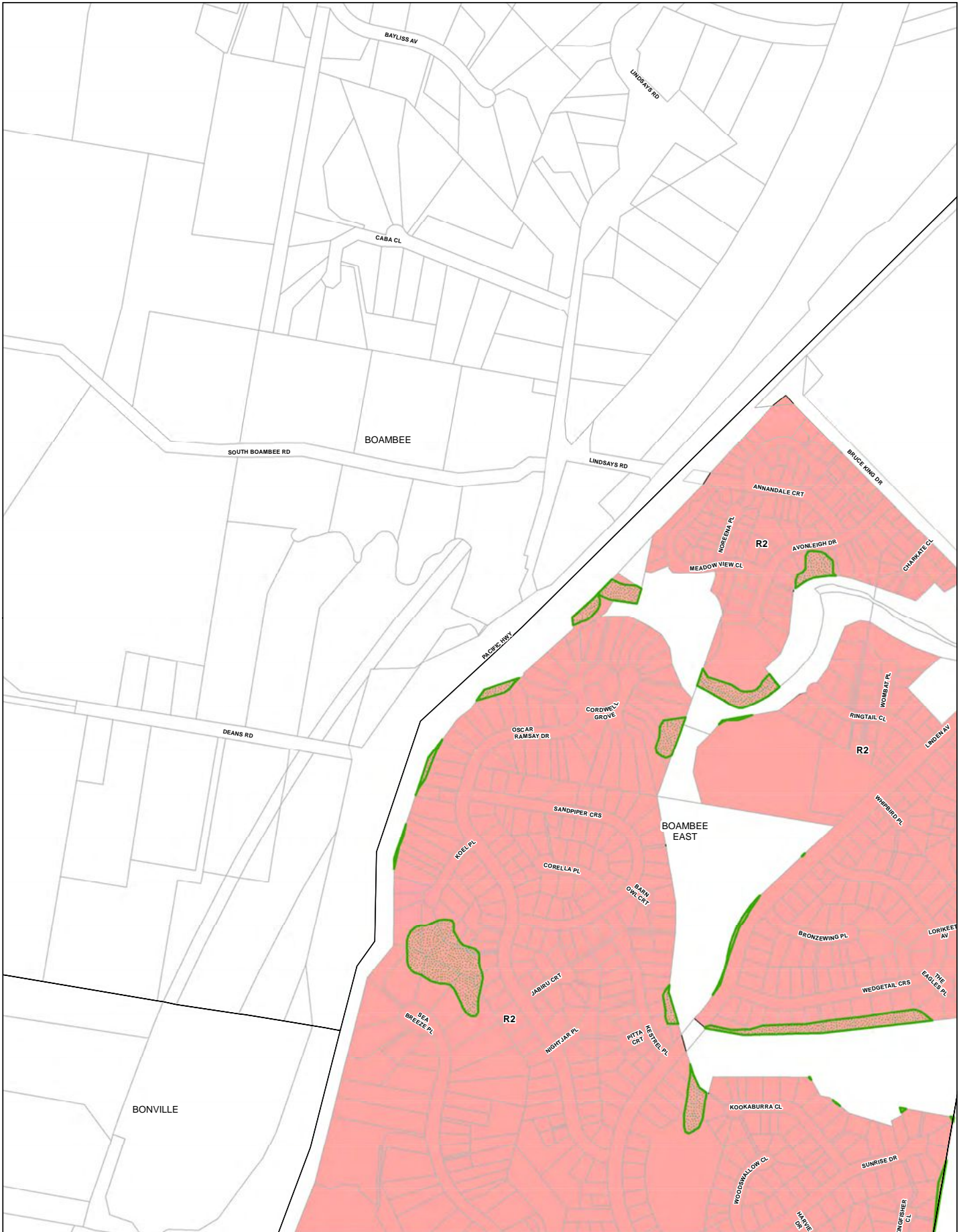
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- Koala Habitat within R1 R2 R3 R4 Zones**
- LEP 2013 - Residential Zones of interest:**
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 30

Attachment 1b



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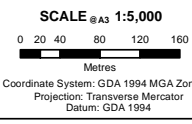
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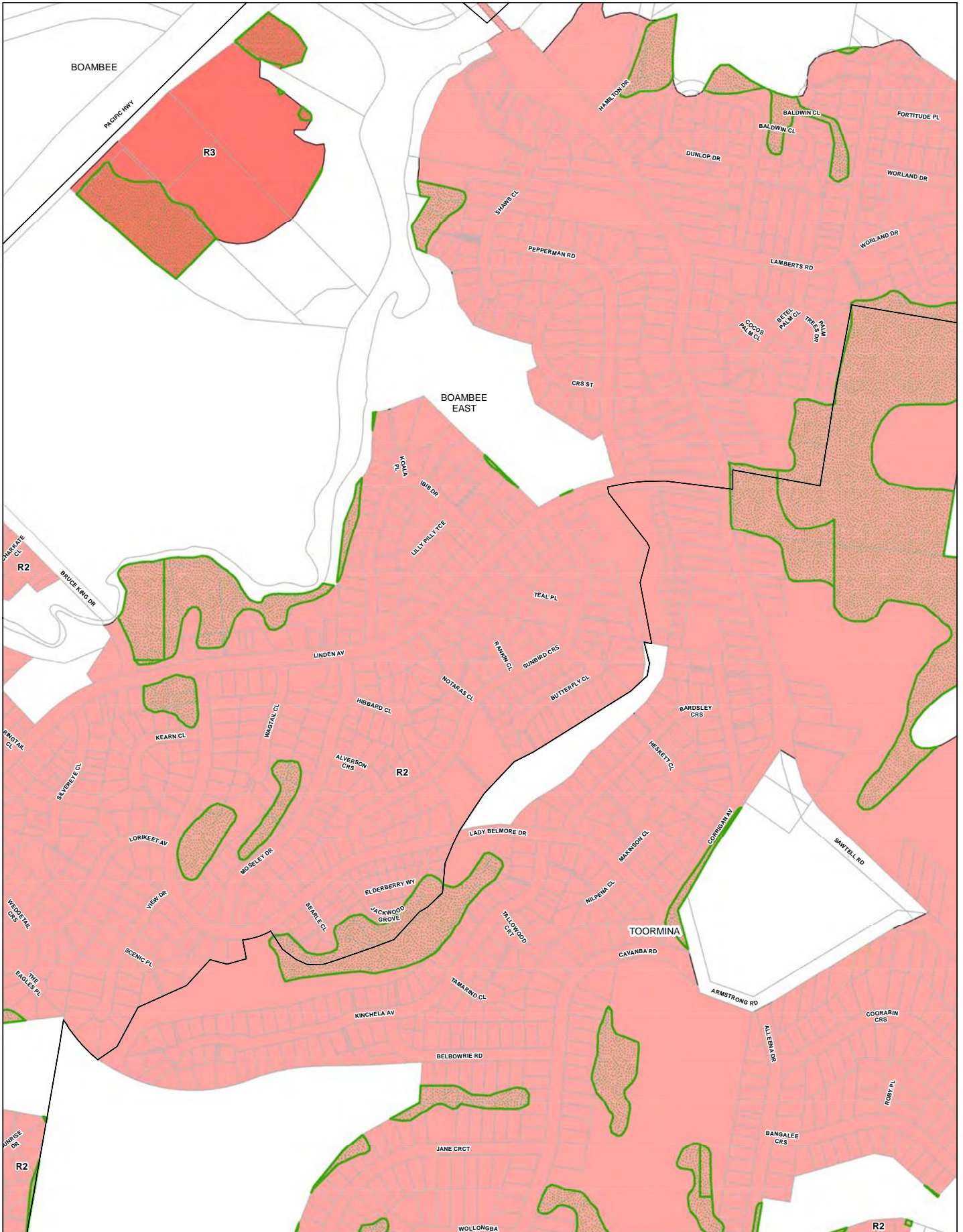
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- Koala Habitat within R1 R2 R3 R4 Zones**
- LEP 2013 - Residential Zones of interest:**
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 31

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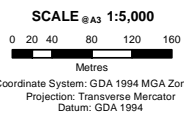
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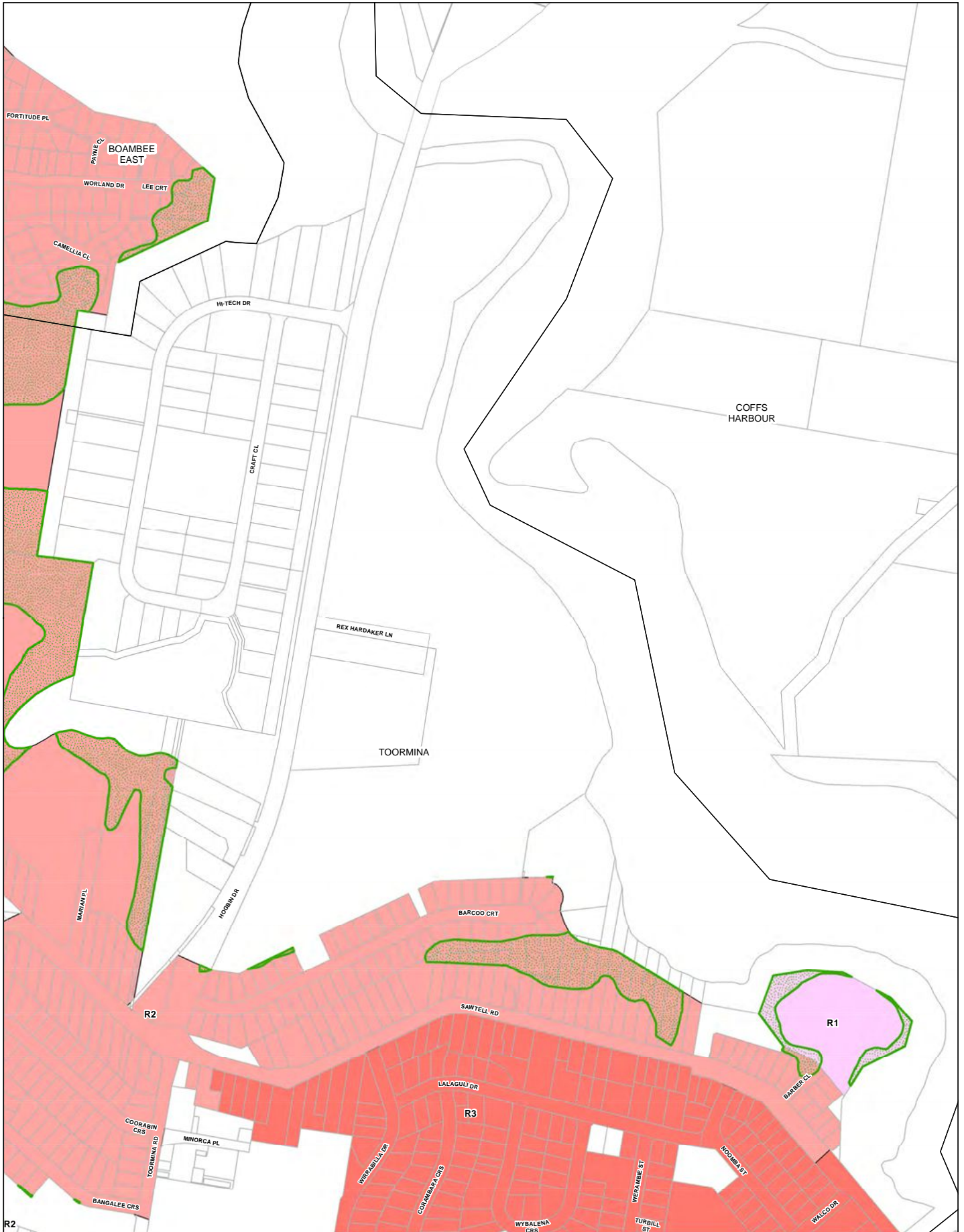
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- Koala Habitat within R1 R2 R3 R4 Zones**
- LEP 2013 - Residential Zones of interest:**
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 32

Attachment 1b



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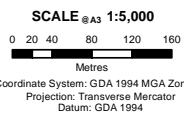
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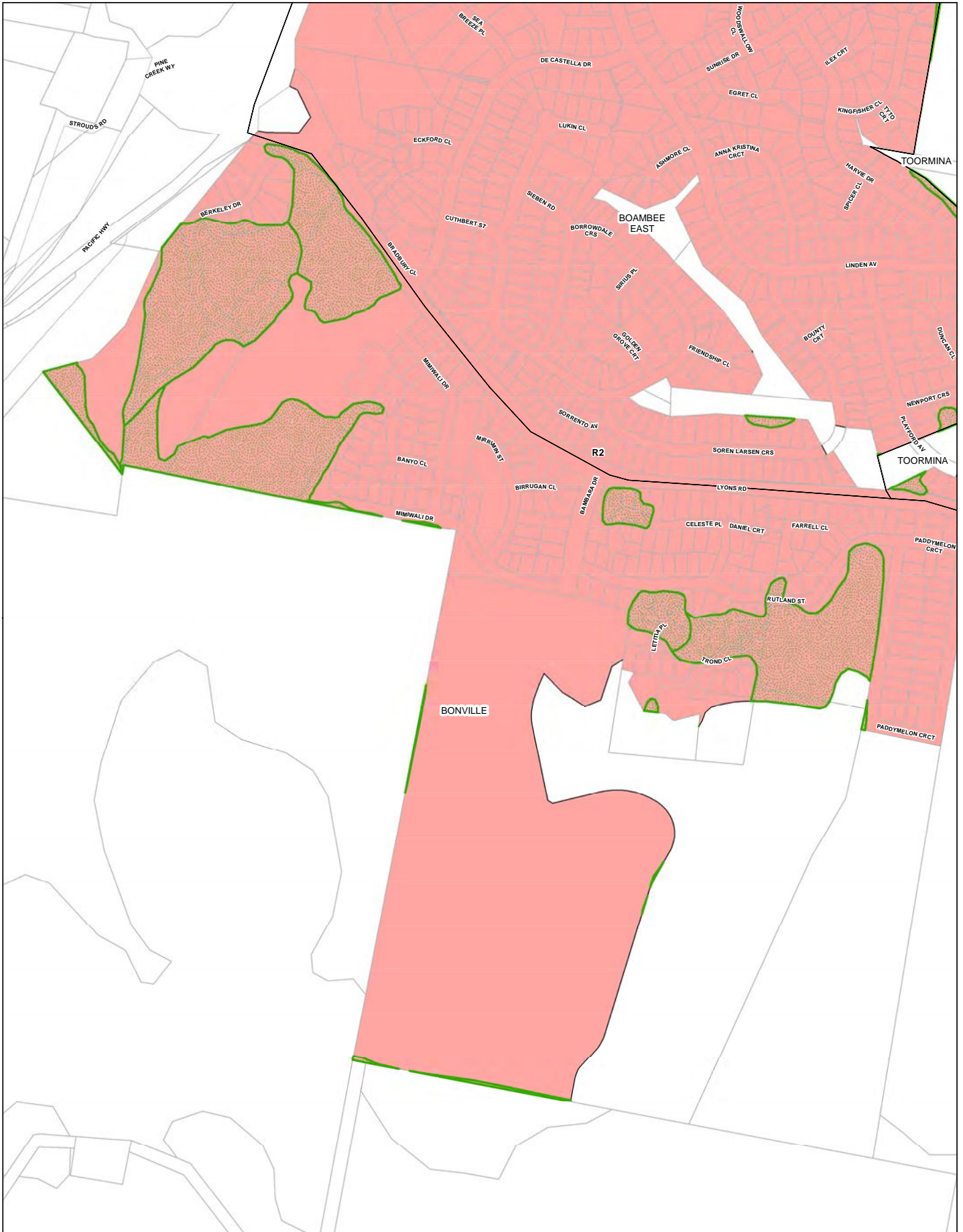


- Koala Habitat within R1 R2 R3 R4 Zones**
- LEP 2013 - Residential Zones of interest:**
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Our Ref: KoalaHabitResLands_MapBook

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 33

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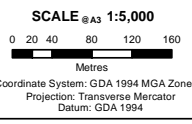
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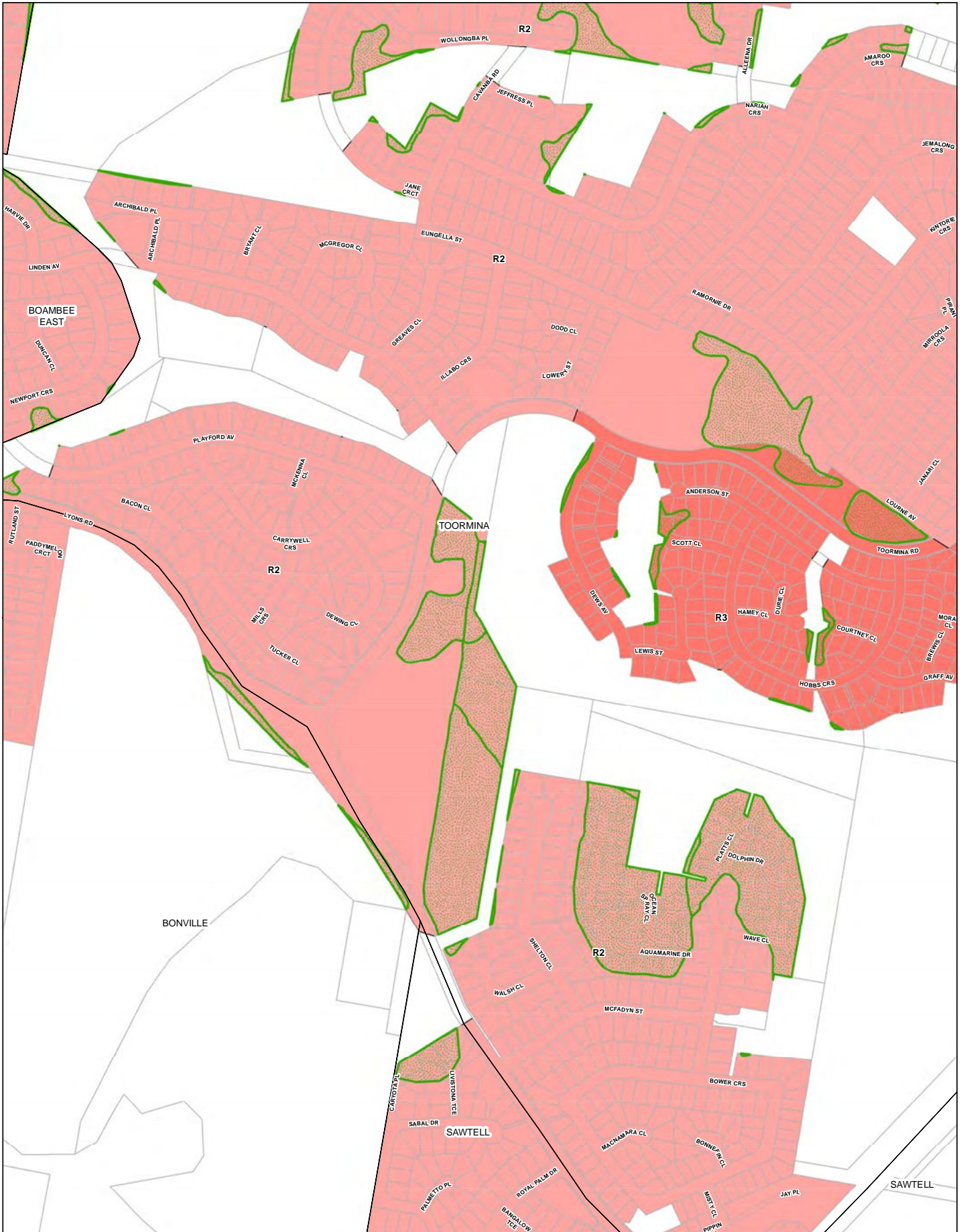
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Koala Habitat within R1 R2 R3 R4 Zones	
LEP 2013 - Residential Zones of interest:	
	R1 General Residential
	R2 Low Density Residential
	R3 Medium Density Residential
	R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 34

Attachment 1b



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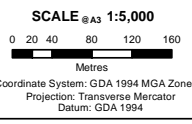
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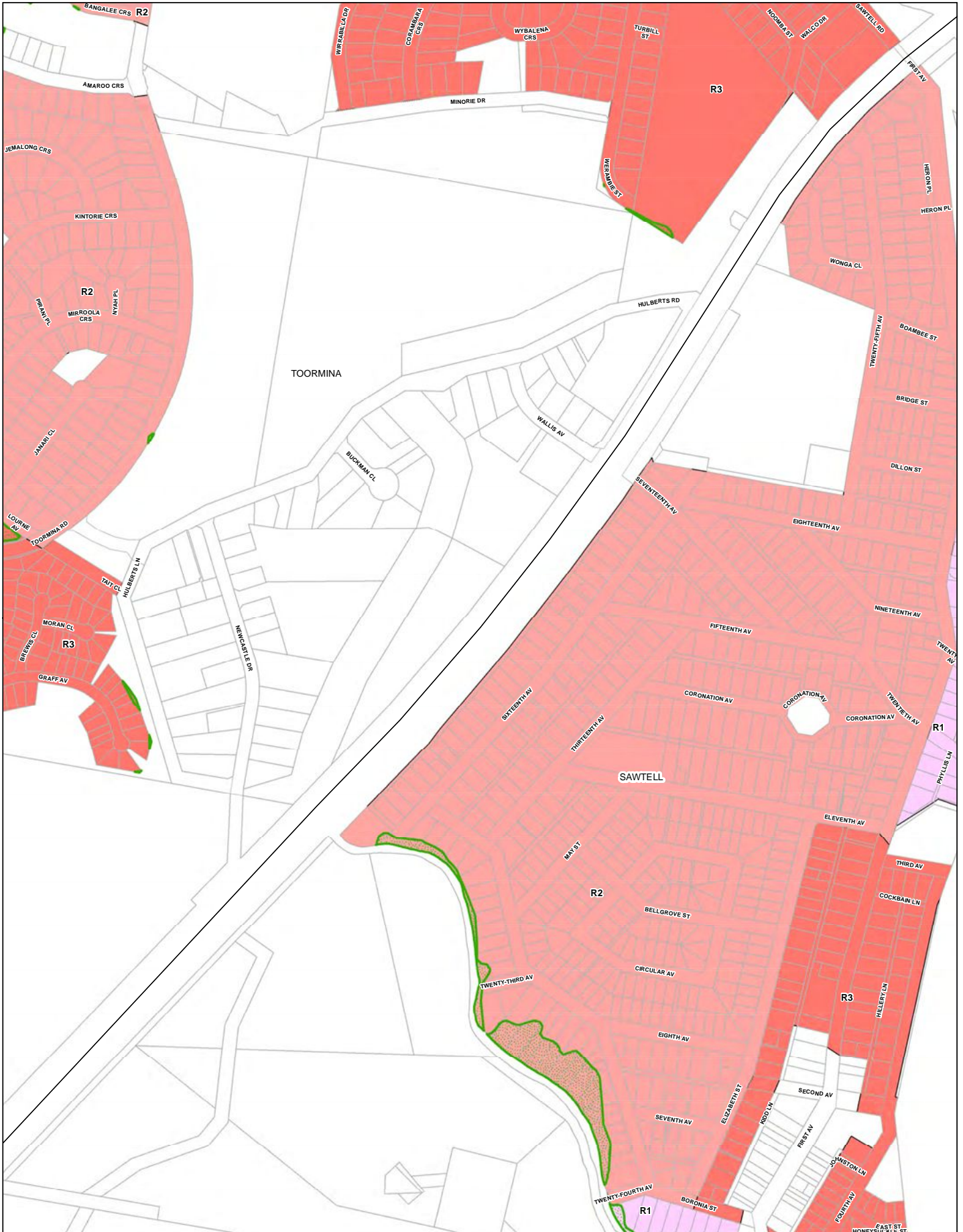
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- Koala Habitat within R1 R2 R3 R4 Zones**
- LEP 2013 - Residential Zones of interest:**
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 35

Attachment 1b



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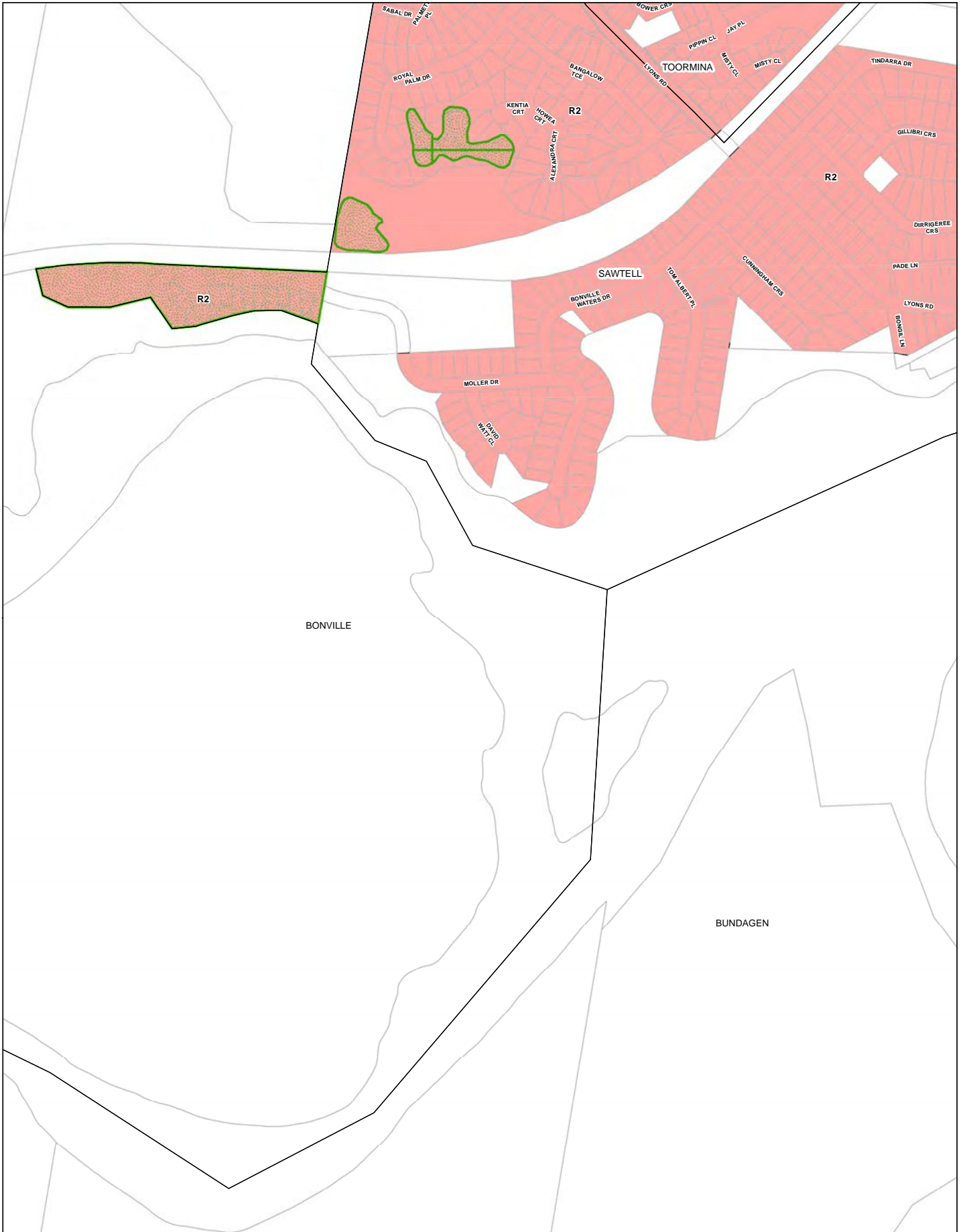
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Projection: Transverse Mercator
Datum: GDA 1994

Koala Habitat within R1 R2 R3 R4 Zones
LEP 2013 - Residential Zones of interest:

- R1 General Residential
- R2 Low Density Residential
- R3 Medium Density Residential
- R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 36

Attachment 1b



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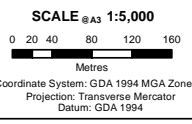
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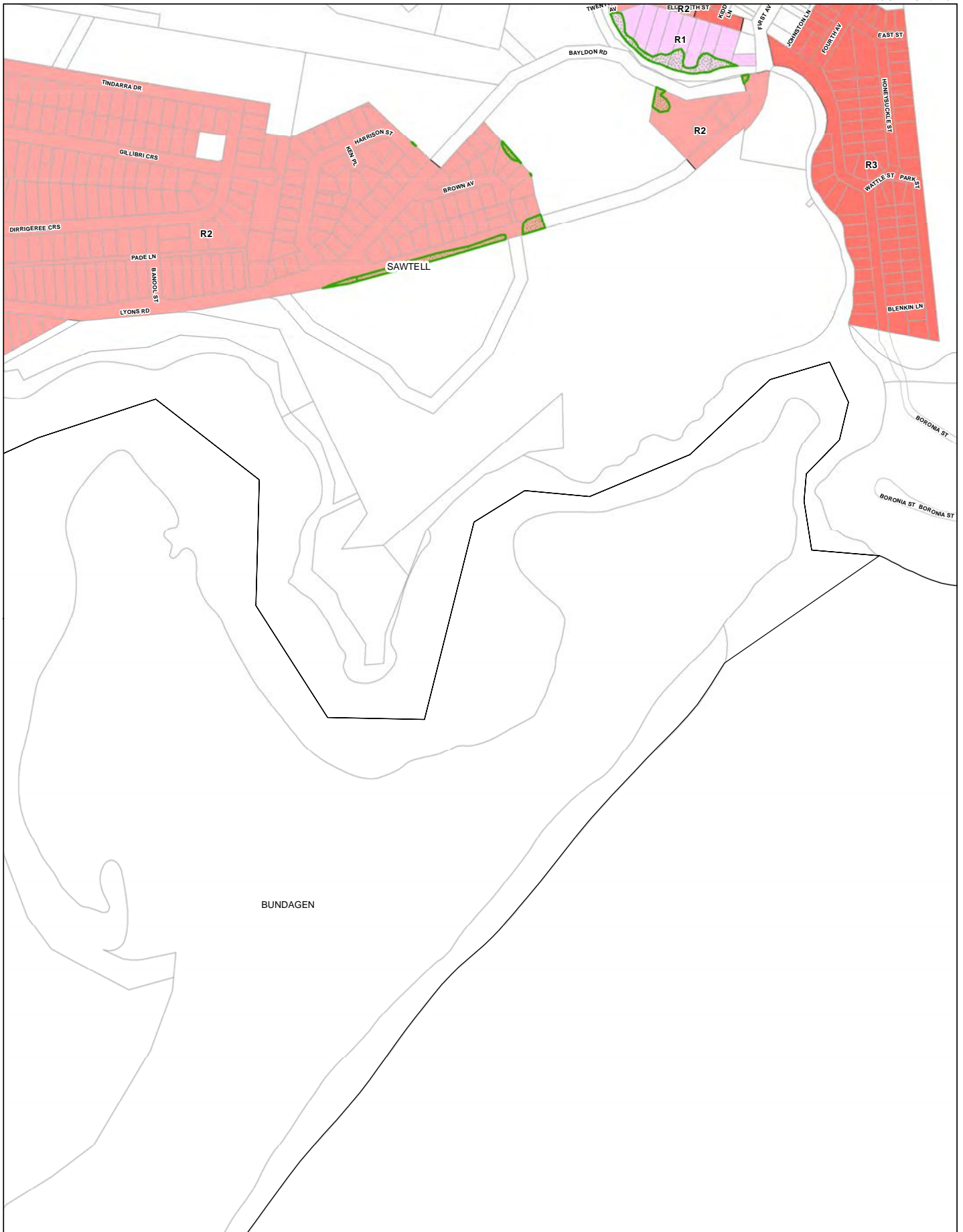
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- Koala Habitat within R1 R2 R3 R4 Zones
- LEP 2013 - Residential Zones of interest:
- R1 General Residential
- R2 Low Density Residential
- R3 Medium Density Residential
- R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 37

Attachment 1b



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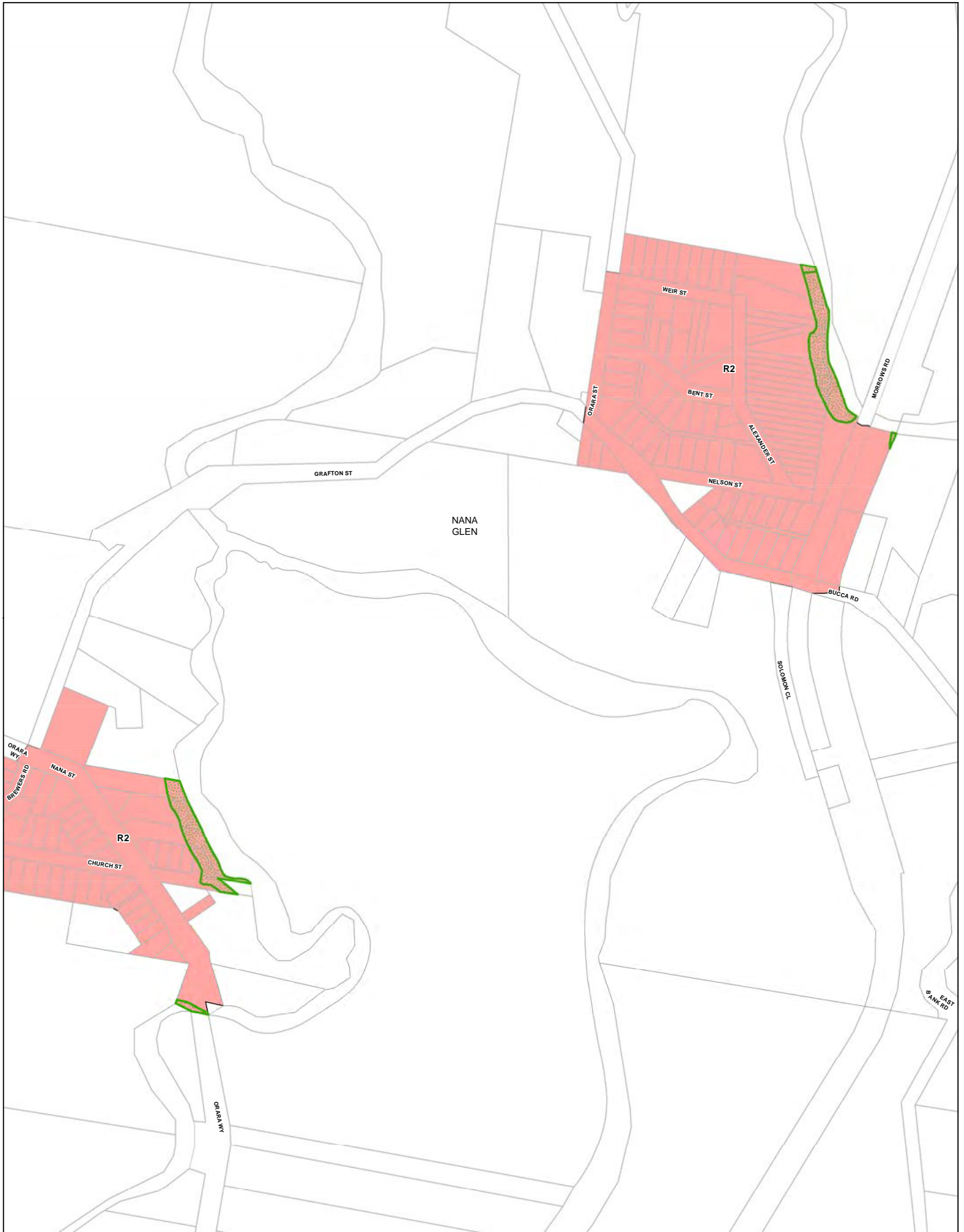


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Projection: Transverse Mercator
Datum: GDA 1994

- Koala Habitat within R1 R2 R3 R4 Zones
- LEP 2013 - Residential Zones of interest:
- R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 38

Attachment 1b



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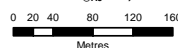
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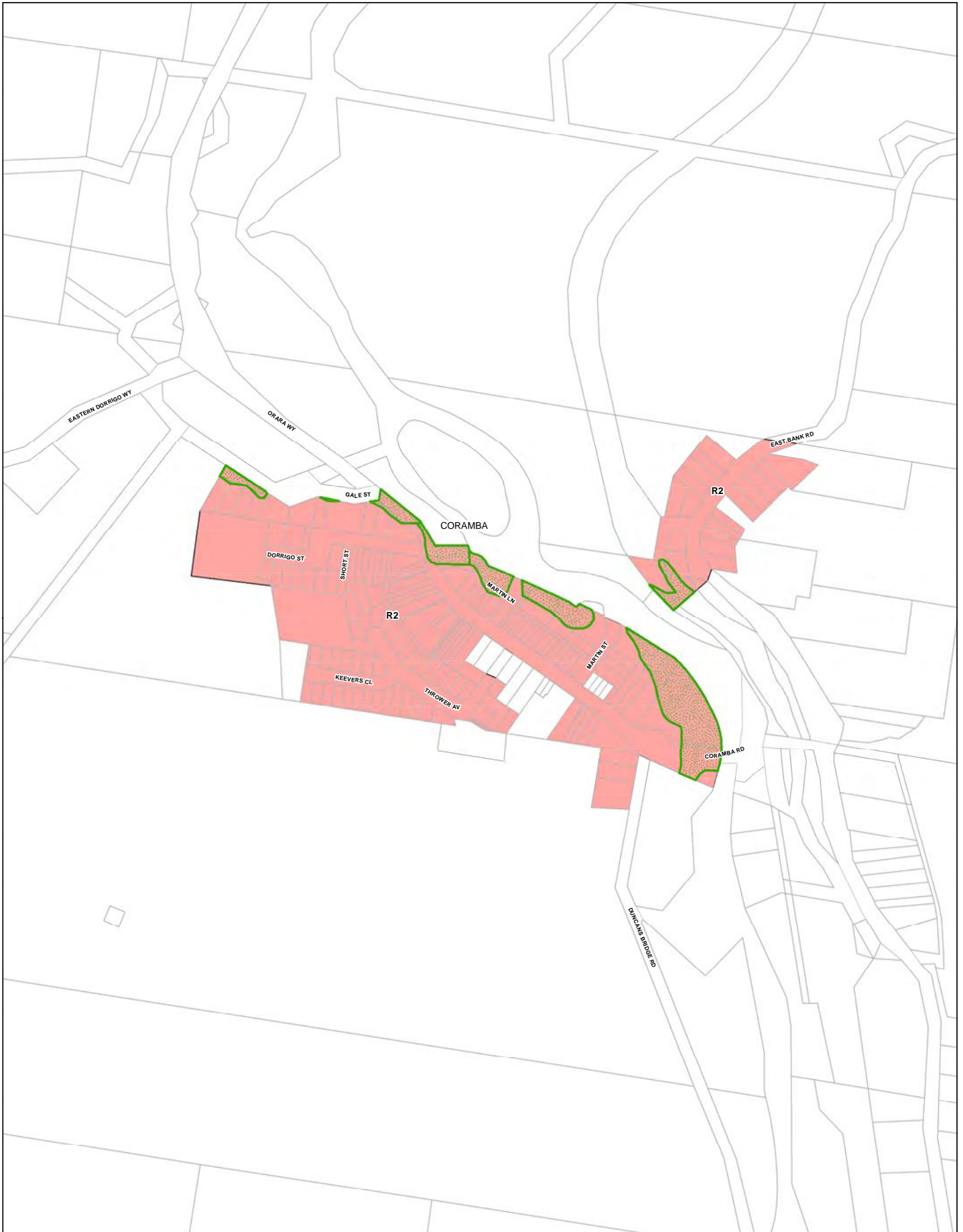




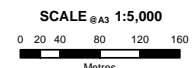





Coordinate System: GDA 1994 MGA Zone 56
Projection: Transverse Mercator
Datum: GDA 1994

- Legend**
- Koala Habitat within R1 R2 R3 R4 Zones
 - LEP 2013 - Residential Zones of interest:**
 - R1 General Residential
 - R2 Low Density Residential
 - R3 Medium Density Residential
 - R4 High Density Residential

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 39

Attachment 1b

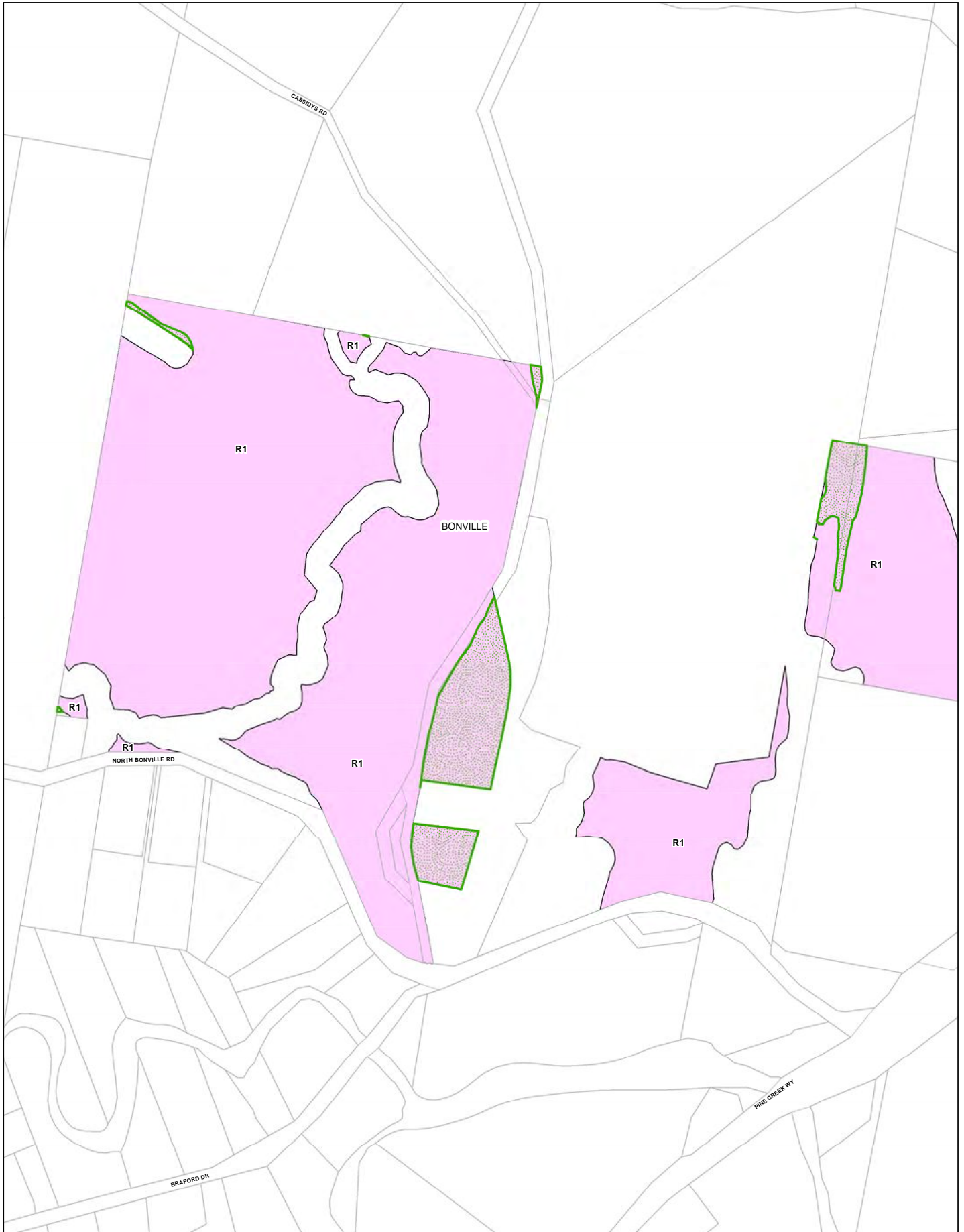




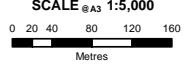





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Our Ref: KoalaHabitResLands_MapBook

Koala Habitat within R1, R2, R3 and R4 Zoned Lands - Map 40

Attachment 1b



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REPORT TO ORDINARY COUNCIL MEETING

TENDER: PREPARATION OF ENVIRONMENTAL STUDIES AND PLANNING PROPOSAL - KORORA/WEST SAPPHIRE/MOONEE LARGE LOT RESIDENTIAL INVESTIGATION AREA - CONTRACT NO. RFT-704-TO

REPORTING OFFICER: Sustainable Planning Officer
DIRECTOR: Director, Sustainable Communities
COFFS HARBOUR 2030: LP3.1 Establish and maintain a balanced mix of commercial and residential opportunities.
PL1.2 Provide infrastructure that supports sustainable living and is resilient to climatic events.
ATTACHMENTS: ATT CONFIDENTIAL Tender Assessment Contract No. RFT-704-TO

Recommendation:

- 1. That Council consider tenders received for the preparation of environmental studies to inform a Planning Proposal for the Korora/West Sapphire/Moonee Large Lot Residential Investigation Area, Contract No. RFT-704-TO and move the motion as detailed in the 'confidential' attachment.**
-

EXECUTIVE SUMMARY

On 27 November 2014, Council endorsed a tender brief for the preparation of environmental studies to inform a Planning Proposal for the Korora/West Sapphire/Moonee Large Lot Residential Investigation Area. Council has subsequently called for tenders to undertake the task. The tender was advertised on 3 March 2015 and closed on 31 March 2015.

This report provides a preferred tender to Council, following assessment of all submissions under Council's tender evaluation process, and seeks Council's approval to accept a tender.

If the recommendations are adopted by Council, it is intended to enter into a contract with the recommended tenderer to undertake the required work.

REPORT

Description of Item:

This report concerns land which is identified as a Large Lot Residential Investigation Area by Council's Rural Residential Strategy (2009), which is a component of Council's Local Growth Management Strategy.

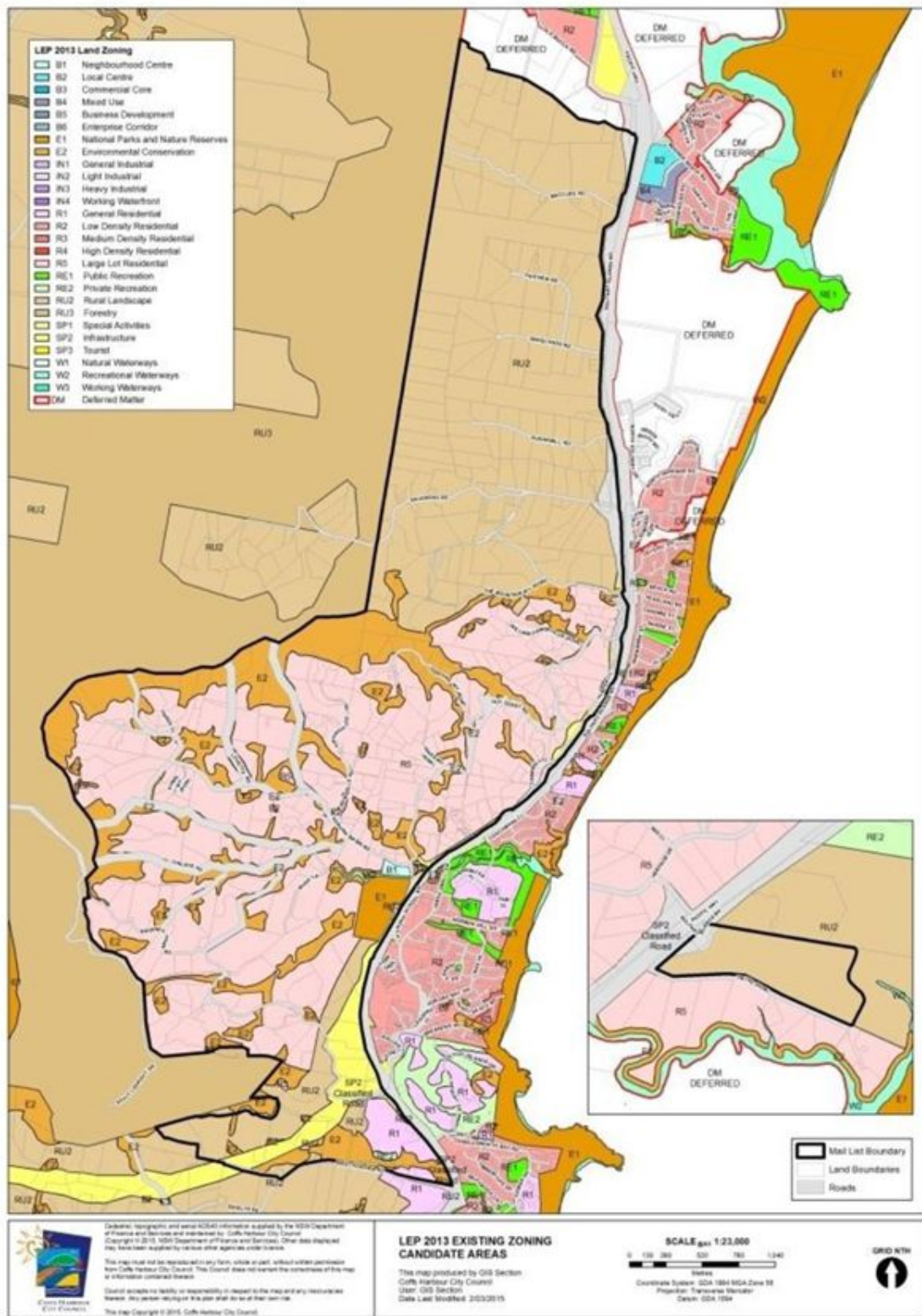
At its meeting of 25 July 2013, Council resolved that:

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 Korora and Moonee areas.

A brief was prepared, containing a description of the required studies, to be placed on open tender with a view to engaging a suitable consultant to carry out the required work. Council considered the contents of the brief at its meeting of 27 November 2014, and resolved:

- 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.*

A map of the Korora/West Sapphire/Moonee Large Lot Residential Investigation Area is shown below:



The tender was advertised on 3 March 2015, and the closing date for submissions was 31 March 2015. A total of six conforming tender submissions were received from:

- Ecological Australia Pty Ltd;
- Geolink;
- GHD;
- Monteath and Powys Pty Ltd;
- Opus International Consultants (NSW) Pty Ltd; and
- RDM Pty Ltd.

The tender submissions were evaluated by an assessment panel, using the following criteria:

- Understanding of brief and methodology;
- Track record and reputation for competence; and
- Key personnel and experience.

Evaluation of the tender submissions, and the nomination of a recommended consultancy, is included in the 'confidential' section of this report.

The consultant recommended as the successful tenderer has demonstrated that they have the required skills and experience to carry out the project. They have also provided a thorough and comprehensive response to the brief which clearly defined the task, staff responsibilities and quality assurance.

Issues:

All issues associated with the engagement of a consultant in relation to this tender are addressed in the 'Confidential' attachment to this report.

Options:

The options available to Council are:

1. Adopt the recommendation provided in the 'Confidential' attachment to this report, which is the most advantageous to Council and will allow the work to commence upon the completion of the relevant contracts;
2. Defer the recommendation for further consideration of submissions, which will delay the Planning Proposal and may not deliver the 'best value' outcome; or
3. Reject the recommendation. This is the least desirable outcome as the tender may need to be revised and/or readvertised which will cause significant delays.

Sustainability Assessment:

- **Environment**

The environmental sustainability factors relevant to this project have been identified in the tender brief and will be addressed by the successful consultant.

The acceptance of this tender has no detrimental impacts concerning environmental sustainability.

- **Social**

The social sustainability factors have likewise been identified. The acceptance of this tender has no adverse social sustainability impacts.

- **Civic Leadership**

The tender process is undertaken by the use of tendering policy guidelines and requirements, which are considered open, transparent and equitable.

- **Economic**

Broader Economic Implications

The requirements of the brief include preparation of a draft Development Control Plan (DCP) and draft Developer Contributions Plan applying to the Korora/West Sapphire/Moonee area.

It is considered that Council's current DCP provisions for Large Lot Residential developments may be sufficient to apply to the Korora/West Sapphire/Moonee Investigation Area, with the inclusion of masterplan controls mapping that aligns with the new format DCP, currently on exhibition. If adopted by Council, this may give Council opportunity to realise some savings within the project scope. This can be negotiated with the successful tenderer at the contract stage.

This project has been allocated \$150,000 in Council's 2014-2015 Operational Plan. The project is being fully funded by Council.

The draft Developer Contributions Plan will 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 Operational Plan 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 Planning Proposal, represents this Investigation Area being 'brought forward' in priority. This represents an inconsistency with Council's adopted Strategy that will need to be comprehensively addressed by the successful consultant to ensure State Government endorsement at the Gateway Determination stage.

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:

Relevant internal Council departments were consulted during the preparation of the tender brief, which was subsequently advertised. It is intended to further consult with Council Departments, Government agencies and the general community over the course of the project.

Related Policy, Precedents and / or Statutory Requirements:

All tendering procedures were undertaken in accordance with Council policy. The tender Evaluation System has been used to assess the submitted tenders, as set out in the 'confidential' attachment.

The calling, receiving and assessment of tenders was carried out in accordance with the Local Government (General) Regulation 2005 (Section 7 – Tendering).

Implementation Date / Priority:

The successful consultant will be engaged to begin the work when the contract is finalised. The timeline in the tender brief indicates a completion time (submission of documents to Council for consideration of a Gateway Determination request) of approximately seven months (November 2015).

Conclusion:

The awarding of this tender will allow the Environmental Studies to commence, after contracts are finalised. It is considered that the recommended consultant will find the 'best value' response to the requirements of the brief, and deliver appropriate planning outcomes for the Korora/West Sapphire/Moonee locality.



REPORT TO ORDINARY COUNCIL MEETING

BANK AND INVESTMENT BALANCES FOR MARCH 2015

REPORTING OFFICER:	Section Leader Financial Planning
DIRECTOR:	Director Business Services
COFFS HARBOUR 2030:	LC3.1 Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour
ATTACHMENTS:	ATT Bank Balances and Investment Balances as at March 2015

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 fifty one million, two hundred and forty two thousand, four hundred and thirty six dollars (\$151,242,436) as at 31 March 2015 be noted.
2. That the general fund unrestricted cash and investments totaling one hundred and eighty three thousand, seven hundred and seventy two dollars (\$183,772) as at 31 March 2015 be noted.

EXECUTIVE SUMMARY

The purpose is to report on Council's Bank Balances and Investments as at 31 March 2015. Council receives independent advice and invests surplus funds in accordance with Councils Investment Policy to maximise investment income and preserve capital to assist with funding requirements for projects listed under the Coffs Harbour 2030 Community Strategic Plan.

REPORT

Description of Item:

A copy of the state of Bank Balances and Investments as at 31 March 2015 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 Laminar Group Pty Ltd (Council's investment portfolio advisors), which examine economic and financial markets data for March 2015 are available in the Councilors' Resource Centre.

Issues:

There are no issues associated with the report.

Options:

As the report is for noting only, an options analysis is not required.

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 March 2015 it is noted that after deducting, from the total bank and investment balances of \$151,242,436 the estimated restricted General, Trust, Water and Sewerage cash and investments (\$151,058,664) the Unrestricted Cash is \$183,772.

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 risk 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 Laminar Group Pty Ltd. 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:

Rating	Ratings Explanation
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, Laminar Group Pty Ltd have been consulted in the preparation of this report.

Related Policy, Precedents and / or Statutory Requirements:

Council funds have been invested in accordance with Council's *Investment Policy* (POL-049), which was adopted on 27 November 2014.

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).

Implementation Date / Priority:

Nil.

Further details are provided as a note on the attachment.

Conclusion:

Council should consider the information provided in the report and the Councilors' Resource Centre and adopt the recommendation provided.

BANK BALANCES AND INVESTMENTS AS AT 31 MARCH 2015

	Credit Rating at 31/3/15	Legal Maturity	Acquisition Price \$	Market Value as at 1/3/15 \$	Market Value as at 31/3/15 \$	Income Earned (net of fees) Financial Yr to Date \$	Annualised Monthly Return/ Current Coupon	Risk of capital not being returned
OVERNIGHT FUNDS:								
Cash - Fair Value movements through profit & loss								
NAB - Bank Accounts	AA-			4,272,387	4,081,926	67,559	2.33	Low
UBS Cash Management Trust	AAA			5,417	5,512	7,763	1.66	Low
ME Bank - Business Account	BBB+			73	73	2	3.26	Low
NAB Professional Funds Account	AA-			4,382,717	6,999,719	127,878	2.90	Low
Rabo Direct - High Interest Savings Account	AA			-	-	153	3.00	Low
Suncorp Business Saver	A+			(4)	(4)	(3)	2.75	Low
ANZ Negotiator Saver - Trust A/c	AA-			136,925	137,235	3,194	3.20	Low
Credit Union Australia Prime Access	BBB+			82	82	-	0.01	Low
Total				8,777,597	11,224,543	206,547		
BENCHMARK RATE - 11 AM INDICATIVE CASH RATE							2.26	
BENCHMARK RATE - AUSBOND BANK BILL INDEX							2.73	
Term Deposits - Fair Value movements through profit & loss								
AMP 24/5/16	A+	24/05/2016	5,000,000	5,000,000	5,000,000	275,877	7.35	Low
AMP 7/5/15	A+	7/05/2015	1,000,000	1,000,000	1,000,000	28,526	3.80	Low
Arab Bank 7/5/18	BBB-	7/05/2018	1,500,000	1,500,000	1,500,000	52,923	4.70	Low
Arab Bank 10/9/15	BBB-	10/09/2015	2,000,000	2,000,000	2,000,000	63,808	4.25	Low
NAB 11/6/15	AA-	11/06/2015	2,500,000	-	2,500,000	4,034	3.10	Low
NAB 18/8/15	AA-	18/08/2015	1,000,000	1,000,000	1,000,000	22,685	3.68	Low
NAB 4/3/16	AA-	4/03/2016	2,000,000	2,000,000	2,000,000	61,256	4.08	Low
NAB 13/5/16	AA-	13/05/2016	1,500,000	1,500,000	1,500,000	39,909	3.98	Low
NAB 2/9/15	AA-	2/09/2015	1,000,000	1,000,000	1,000,000	21,173	3.68	Low
NAB 20/2/17	AA-	20/02/2017	4,000,000	4,000,000	4,000,000	14,243	3.17	Low
NAB 12/12/19	AA-	12/12/2019	1,000,000	1,000,000	1,000,000	11,945	4.00	Low
NAB 26/2/16	AA-	26/02/2016	1,000,000	1,000,000	1,000,000	2,866	3.17	Low
NAB 26/11/15	AA-	26/11/2015	1,000,000	1,000,000	1,000,000	2,875	3.18	Low
NAB 27/8/15	AA-	27/08/2015	1,000,000	1,000,000	1,000,000	2,866	3.17	Low
NAB 14/4/15 - Regional Parks Trust	AA-	14/04/2015	1,220,000	1,220,000	1,220,000	23,613	3.65	Low
Delphi Bank 5/8/15*	A-	5/08/2015	2,000,000	2,000,000	2,000,000	100,592	6.70	Low
Bank of Queensland 4/9/17	A-	4/09/2017	2,000,000	2,000,000	2,000,000	84,518	5.66	Low
Bank of Queensland 5/2/18	A-	5/02/2018	3,000,000	3,000,000	3,000,000	115,558	5.16	Low
Bank of Queensland 5/3/18	A-	5/03/2018	2,000,000	2,000,000	2,000,000	76,290	5.10	Low
Bank of Queensland 17/5/17	A-	17/05/2017	1,000,000	1,000,000	1,000,000	34,907	4.66	Low
Bank of Queensland 20/2/18	A-	20/02/2018	1,000,000	1,000,000	1,000,000	34,896	4.70	Low
Bank of Queensland 29/6/16	A-	29/06/2016	1,000,000	1,000,000	1,000,000	56,076	7.47	Low
Bank of Queensland 8/7/15	A-	8/07/2015	1,000,000	1,000,000	1,000,000	54,124	7.21	Low
Bank of Queensland 8/8/16	A-	8/08/2016	2,500,000	2,500,000	2,500,000	125,094	6.69	Low
Bank of Queensland 6/6/17	A-	6/06/2017	2,000,000	2,000,000	2,000,000	81,675	5.44	Low
Bank of Queensland 14/8/15	A-	14/08/2015	1,800,000	1,800,000	1,800,000	86,884	6.43	Low
Bankwest 27/5/15	AA-	27/05/2015	2,000,000	2,000,000	2,000,000	5,696	3.15	Low
Beyond Bank 2/3/16	A	2/03/2016	750,000	-	750,000	2,026	3.40	Low
Beyond Bank 2/3/17	A	2/03/2017	750,000	-	750,000	2,056	3.46	Low
Beyond Bank 2/3/18	A	2/03/2018	990,000	-	990,000	2,910	3.70	Low
Rabo Direct 24/3/16	AA	24/03/2016	5,000,000	5,000,000	5,000,000	267,390	7.16	Low
Rabo Direct 10/8/15	AA	10/08/2015	1,000,000	1,000,000	1,000,000	50,479	6.70	Low
Rabo Direct 13/4/15	AA	13/04/2015	1,000,000	1,000,000	1,000,000	33,781	4.60	Low
Rabo Direct 17/8/18	AA	17/08/2018	1,500,000	1,500,000	1,500,000	37,911	4.10	Low
Rabo Direct 14/1/20	AA	14/01/2020	1,000,000	1,000,000	1,000,000	8,433	4.06	Low
ING 17/8/17	A-	17/08/2017	2,000,000	2,000,000	2,000,000	90,562	6.01	Low
ING 6/9/17	A-	6/09/2017	2,000,000	2,000,000	2,000,000	83,770	6.60	Low
ING 7/5/18	A-	7/05/2018	1,500,000	1,500,000	1,500,000	52,473	4.66	Low
ING 2/3/18	A-	2/03/2018	2,000,000	2,000,000	2,000,000	68,063	4.66	Low
Wide Bay 29/7/16	BBB	29/07/2016	1,000,000	1,000,000	1,000,000	53,299	7.10	Low
Wide Bay 8/8/16	BBB	8/08/2016	1,000,000	1,000,000	1,000,000	53,104	7.10	Low
Wide Bay 12/12/16	BBB	12/12/2016	2,000,000	2,000,000	2,000,000	22,808	3.75	Low
ME Bank 18/2/19	BBB+	18/02/2019	3,000,000	3,000,000	3,000,000	113,729	5.06	Low
ME Bank 7/5/19	BBB+	7/05/2019	2,000,000	2,000,000	2,000,000	72,216	4.81	Low
ME Bank 3/6/19	BBB+	3/06/2019	2,000,000	2,000,000	2,000,000	69,814	4.66	Low
ME Bank 11/6/19	BBB+	11/06/2019	1,500,000	1,500,000	1,500,000	52,360	4.65	Low
ME Bank 2/6/17	BBB+	2/06/2017	1,500,000	1,500,000	1,500,000	46,730	4.15	Low
ME Bank 2/9/19	BBB+	2/09/2019	2,000,000	2,000,000	2,000,000	49,134	4.27	Low
Police Credit Union 17/5/16	NR	17/05/2016	500,000	500,000	500,000	16,928	4.61	Low
Police Credit Union 1/3/19	NR	1/03/2019	1,000,000	1,000,000	1,000,000	37,910	5.05	Low
Police Credit Union (SA) 30/10/18	NR	30/10/2018	500,000	500,000	500,000	8,593	4.10	Low
Qld Police Credit Union 16/5/16	NR	16/05/2016	2,000,000	2,000,000	2,000,000	62,307	4.15	Low
WAW Credit Union 27/5/16	NR	27/05/2016	1,000,000	1,000,000	1,000,000	31,153	4.16	Low
BCU 2/6/17	NR	2/06/2017	1,000,000	1,000,000	1,000,000	31,904	4.26	Low
Bank of Sydney 14/4/15	NR	14/04/2015	1,000,000	1,000,000	1,000,000	7,186	3.45	Low
CBA 16/5/16	AA-	16/05/2016	1,000,000	1,000,000	1,000,000	33,781	4.60	Low
CBA 17/5/16	AA-	17/05/2016	1,000,000	1,000,000	1,000,000	33,781	4.60	Low
CBA 23/5/16	AA-	23/05/2016	1,000,000	1,000,000	1,000,000	34,156	4.65	Low
CBA 30/5/16	AA-	30/05/2016	1,000,000	1,000,000	1,000,000	34,156	4.65	Low
CBA 6/8/16	AA-	6/06/2016	1,000,000	1,000,000	1,000,000	34,156	4.65	Low
CBA 29/10/17	AA-	29/10/2017	1,947,411	1,947,411	1,947,411	40,851	2.67	Low
Total			97,457,411	92,467,411	97,457,411	3,124,618		

BANK BALANCES AND INVESTMENTS AS AT 31 MARCH 2015

	Credit Rating at 31/3/15	Legal Maturity	Acquisition Price \$	Market Value as at 1/3/15 \$	Market Value as at 31/3/15 \$	Income Earned (net of fees) Financial Yr to Date \$	Annualised Monthly Return/ Current Coupon	Risk of capital not being returned
Floating Rate Notes:								
<i>Fair Value through Profit & Loss Accounting - movements through profits & loss.</i>								
CBA	AA-	24/12/2015	2,276,362	2,324,162	2,328,782	121,265	3.79	Low
Macquarie Bank	A	9/03/2017	5,000,000	5,273,950	5,242,350	166,219	6.62	Low
Bendigo Bank	A-	14/11/2018	1,000,000	1,015,500	1,018,370	34,000	3.60	Low
Bendigo Bank	A-	17/09/2019	3,007,000	3,017,640	3,011,300	37,548	3.56	Low
Credit Union Australia	BBB+	20/03/2017	1,500,000	1,514,745	1,505,235	44,725	3.68	Low
Credit Union Australia	BBB+	22/12/2017	1,000,000	1,007,160	1,001,110	14,548	3.47	Low
Police Bank Limited	BBB+	21/08/2017	1,000,000	1,004,160	1,003,490	22,755	3.42	Low
Suncorp Metway Limited	A+	20/08/2019	3,000,000	3,013,410	3,015,780	70,526	3.27	Low
Bank of Queensland	A-	6/11/2019	4,000,000	4,014,080	4,034,440	61,784	3.47	Low
Credit Suisse	A	16/07/2019	3,500,000	3,620,055	3,535,735	46,748	3.75	Low
UBS	A-	27/08/2019	2,000,000	1,996,040	2,008,860	43,534	3.28	Low
NAB	AA-	27/11/2019	1,000,000	999,680	1,005,940	17,502	3.15	Low
ME Bank	BBB+	17/11/2017	3,000,000	3,003,030	3,013,320	53,325	3.32	Low
Total			31,282,362	31,703,612	31,722,712	733,477		
Capital Protected Notes								
<i>Fair Value through Profit & Loss Accounting - movements through profits & loss.</i>								
Lehman #	D	15/06/2009	300,000	-	-	47,636	0.00	High
Lehman #^	D	15/06/2009	500,000	-	-	-	0.00	High
Total			800,000	-	-	47,636		
Floating Rate Term Deposits:								
Bank of Queensland	A-	26/02/2016	1,500,000	1,500,000	1,500,000	46,567	3.83	Low
NAB Flexi	AA-	23/01/2020	2,000,000	2,000,000	2,000,000	13,400	3.66	Low
Total			3,500,000	3,500,000	3,500,000	59,967		
Covered Bonds								
Suncorp Metway Limited	AAA	5/11/2019	2,001,890	2,002,440	2,009,697	21,205	3.10	Low
			2,001,890	2,002,440	2,009,697	21,205		
Floating Rate Transferrable Certificate of Deposit								
Greater Building Society	BBB	15/04/2016	2,000,000	2,022,960	2,048,300	78,157	4.24	Low
ANZ	AA-	11/11/2019	3,250,000	3,258,093	3,279,770	59,424	3.24	Low
Total			5,250,000	5,281,053	5,328,070	137,581		
Other:								
Southern Phone Company Shares Securities No Longer Held	N/A	N/A	2	2	2	-	N/A	Low
			-	6,500,000	-	738,335		
Total			2	6,500,002	2	738,335		
GRAND TOTAL (before fees)				160,232,115	161,242,436	6,069,367		
Less Portfolio Fees (Advice & Salary)						(105,732)		
GRAND TOTAL				160,232,115	161,242,436	4,963,635		

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.

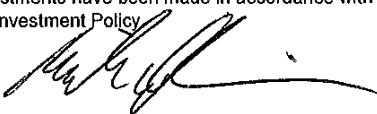
First call dates for FRN's & fixed bonds are the likely date of maturity because the investment issuer is severely penalised if monies are not redeemed by that date, via damage in the market to their reputation, increased coupon rates and additional capital requirements by APRA.

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	\$ 4,963,635
TOTAL CASH & INVESTMENTS AS AT 31 MARCH 2015	\$ 151,242,436
LESS ESTIMATED RESTRICTED EQUITY FOR WATER & SEWER FUNDS	
Water Fund	\$ 32,120,271
Sewer Fund	\$ 50,342,086
GENERAL FUND CASH & INVESTMENTS	\$ 68,780,079
LESS TRUST FUND BALANCES AS AT 31 MARCH 2015	\$ 1,473,369
LESS ESTIMATED RESTRICTED EQUITY FOR GENERAL FUND (\$94 contributions, grants, reserves).	\$ 67,122,937
ESTIMATED GENERAL FUND UNRESTRICTED CASH & INVESTMENTS AS AT 31 MARCH 2015	
Unrestricted Cash & Investments as at 30 June 2014	\$ 188,000
Deduct 2014/15 Budget Deficit as at 28/2/15 (adopted 23/4/15)	\$ (4,228)
ESTIMATED GENERAL FUND UNRESTRICTED CASH & INVESTMENTS AS AT AS AT 31 MARCH 2015	\$ 183,772

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.





REPORT TO ORDINARY COUNCIL MEETING

ENVIRONMENTAL LEVY PROJECTS QUARTERLY REPORT TO 31 MARCH 2015

REPORTING OFFICER: Environmental Levy / Grants Officer
DIRECTOR: Director Business Services
COFFS HARBOUR 2030: Looking after Our Environment Theme
ATTACHMENTS: ATT Environmental Levy Summary as at 31 March 2015

Recommendation:

That Council notes the status of the Environmental Levy projects as at 31 March 2015.

EXECUTIVE SUMMARY

The purpose is to provide Council with a quarterly status report to 31 March 2015 on the projects funded under the Environmental Levy (EL) Program. The Environmental Levy Program funds environmental projects that would not otherwise be undertaken with revenue funding.

REPORT

Description of Item:

Council has been receiving quarterly status report updates since the EL Program commenced in 1997/1998. This report is a description of the status of the EL Program projects as at 31 March 2015 and a project status report is included as an attachment.

Issues:

There are no issues associated with the report.

Options:

As the report is for noting only, an options analysis is not required.

Sustainability Assessment:

- **Environment**

The Environmental Levy Program is designed to ensure that environmental strategies as outlined within the Coffs Harbour 2030 Plan (“Looking after Our Environment” theme) are addressed. All projects recommended for funding state how they are linked to a Council approved action or priority in a Natural Resource Management strategy or plan. All recommended projects will result in beneficial outcomes for the environment of the Coffs Harbour Local Government Area (LGA) and some may have positive flow-on impacts outside the LGA.

- **Social**

Determination of successful projects is based on assessment criteria which includes the following:

- Generate a community benefit;
- Be community based, and
- Protect and / or rehabilitate the natural environment.

- **Civic Leadership**

Council’s Environmental Levy Program seeks to promote sound environmental practices and promotes leadership and involvement in key environmental issues which accords with Council’s strategic theme of “Looking after Our Environment”.

- **Economic**

Broader Economic Implications

The Environmental Levy Program funds environmental projects that would not otherwise be undertaken with revenue funding. It is estimated that \$1,246,563 will be available for the Environmental Levy projects in 2015/2016. This includes income from the 2015/2016 Environmental Levy and a contribution from the Water Fund of \$50,000 towards the Orara River works. Thirty-four submissions were received requesting a total of \$2,041,281; therefore even if criteria are met, there is insufficient funding available to fund all submissions.

Delivery Program/Operational Plan Implications

The Environmental Levy Program is funded through a special rate and is accounted for separately, therefore there is no impact on Council's Delivery Program.

Risk Analysis:

Each individual project will have individual risk profiles which will be considered by the project owners.

Consultation:

Council staff and relevant community groups have contributed individual reports which have been collated to prepare this report.

Related Policy, Precedents and / or Statutory Requirements:

Submissions are assessed in accordance with Council's *Environmental Levy Policy* which was adopted on 12 June 1997 and re-adopted on 22 August 2013. Council's Executive Leadership Team receives quarterly reports on the status of Environmental Levy Projects throughout the year.

Implementation Date / Priority:

The Environmental Levy projects will continue to be monitored to ensure their implementation.

Conclusion:













This report summarises the quarterly status of the Environmental Levy Program projects. Council should consider the information provided in the report and adopt the recommendation provided.



































PROJECT STATUS REPORT Period Ending 31 March 2015



Program Title	Environmental Levy Program
Sponsor	Andrew Beswick
Period Ending	31 March 2015

Project	% Complete	Overall Status	Budget Status	Status Comment	Issues
Culturally Significant Landscapes of the CH LGA	25%	●	●	The inclusion of Aboriginal (Indigenous) Cultural Heritage section under the Development Control Plan (DCP) is complete and due to be reported to Council 23 April 2015. An internal CHCC project team has been established to highlight assessment processes, corporate needs and legislative requirements. The results of the team's interactions are to be reported to the Group Leader by the end of April 2015.	The preliminary consultation with CH&D LALC Elders Group and key stake holders involving highly sensitive information has been delayed due to key representative availability. A priority action has been allocated in regards to addressing this shortfall.
Wildlife Support	50%	●	●	More equipment has been purchased: wire fencing material for release pens; flat pack aviaries; "Snuggle safe" warmers and Thermostats for hospital boxes.	Members are sourcing more materials for nursery pens for macropods and this will appear in the next report.
Koala Plan of Management – 2012/13 Southern & Western Precincts	25%	●	●	Ongoing funding applied to the koala health program supports the intensive care of koalas. This program is delivered by WIRES and Pacific Vet care and represents a key action from the Koala Plan of Management 1999.	Consultant Brief for the Southern and Western Precincts koala population and habitat assessment have been placed on hold to prevent overlapping and confusion with the Coffs Harbour Landscape Corridors community consultation process to be finalised by May 2015.
Impacts on Fresh Water Systems	86%	●	●	All the identification has been done. A report for Korora Lagoons is almost done, this has become interstate. The reason being by chance I came across someone from Woodside and they are having problems with arsenic on the rigs as arsenic was used for lubrication. As I did not have any normal levels on the results from the lagoons the data has gone over to WA for analysis.	
Remote Camera Surveys Ground Mammals of CH Hinterland	70%	●	●	Cameras have been set at 14 sites. Results of completed surveys and photos from 10 sites have been collated to a spreadsheet ready for inclusion in a final report and sites have been geo-referenced for mapping. Cameras remaining in the field will be collected and photos downloaded early in the fourth quarter.	
Orara River Restoration Project	60%	●	●	With complementary funding from Local Land Services, approximately 188 hectares of riparian land has been treated for Tropical Soda Apple and Cats Claw creeper. Two further properties have entered into Land Management Agreements, and weed control and planting has been undertaken on 16 sites with 1,180 trees planted.	

Project	% Complete	Overall Status	Budget Status	Status Comment	Issues
Conservation & Sustainable Management of Biodiversity	75%			The Biodiversity section has recommended changes to a revised Development Control Plan and provided comment on a range of strategic planning matters including: Planning Proposals, Local Environmental Studies and reports prepared by external consultants. Preliminary planning is in place to prepare the next two strategic biodiversity layers including the Biodiversity Assets layer and Ecological Significance layer, which are all part of the sections strategic agenda	
Strategic Planning - Biodiversity	75%			A revised Landscape Corridors report and maps have been prepared, based on comments and submissions received during the public exhibition phase and will progress to a Council meeting in May for adoption. Concurrently, a proposal to develop a Rural Lands Strategy will be presented which will address economic and social considerations of rural lands. The Landscape Corridors projects represents the last science based output before progressing towards development of the Biodiversity Assets layer which will be completed by the end of the last quarter.	
Marine Estate Agents - SIMP School Environment Awards	85%			The Marine Estate Agents Passports have been printed and distributed to eight interested schools and two schools have been visited for program support. Over 50% of Marine Estate Agents schools have booked an excursion to the Solitary Islands Marine Park to further increase students' awareness of the local marine environment.	
Develop a Sustainable Environment through a Biodiverse Community Garden	75%			Students and teachers from Woolgoolga High School visited the garden. The sustainable schools network held a meeting at the community garden and was given a talk and tour of the garden. Around 15 people attended a workshop and another workshop was cancelled in February due to rain. The Work for the dole program continues and is providing new clients with the opportunity to learn new skills. Fortnightly newsletters sent to around 480 members and subscribers. New articles uploaded on the garden website.	
Green School Sustainability Fund	30%			The program attracted 23 high quality applications from early childcare centres, primary and secondary schools. Teachers from these schools and more have joined the newly established Sustainable Schools Network. The network, initiated at the request of local teachers and educators, was launched on Tuesday March 17. The network aims to support local teachers and educators and help them build their capacity as sustainability leaders in our school communities.	To date staff salary costs have been the only expenditure due to Green Schools grant application deadline of February 2015. \$20,000 in grants has been allocated to school projects that are to be completed by mid-way through Term three; accordingly the project will not be completed on time by 30 June 2015.
Coffs Ambassadors Interpretive Tours	75%			This quarter 159 residents and tourists attended one of the thirteen Coffs Ambassadors walking and garden tours of the LGA. The tour assessment and mentoring project continued to ensure tours continue to meet Work Health & Safety (WHS) standards and deliver educational & behaviour change outcomes. The autumn tour program was developed and promoted to the community via the Our Living Coast e-newsletters and Facebook page; the tour poster that is distributed to all caravan parks, resorts, visitor information centres and libraries; and via an advertisement in the Coffs Coast Focus Mag.	

Project	% Complete	Overall Status	Budget Status	Status Comment	Issues
Coffs Coast Sustainable Living Festival	99%			Outstanding funds are to be spent on promotional banners that are required for growth and expansion of the Festival and will be spent in the coming month.	
Environmental Levy Coordination	75%			Coordination of the EL Program for this quarter has met all required time frames. These include the tasks of monthly monitoring of expenditure, preparing the December quarterly report to Council; organising and attending two meetings with the working group committee to review and score the 2015/16 submissions and make the committee's recommendations. A letter was sent to Applicants acknowledging receipt of submissions. Complete a report to Council of the Committees recommendations for the Delivery program.	
Matching Grant Funding Pool	0%			The Woolgoolga Community Gardens grant application was not successful; accordingly the \$8,000 previously held for the project remains unallocated and there have been no further requests to this budget. Balance held for future matching grant applications remains at \$31,964	
Boambee Beach Bush Revegetation & Bush Regeneration at Jetty Foreshore & Boambee Beach	64%			Since December almost the entire vegetation coastal strip in this project area has had four separate chemical treatment of weeds as appropriate with follow up hand weeding around and amongst natives where spraying is not possible without off target damage. This chemical treatment has now continued south onto North Boambee Beach approximately 500m where the hand removal of remaining larger woody weeds had also taken place.	
Koala / Wildlife Corridor Bakker Dr Res Bonville Stage 1	8%			Volunteers have undertaken planting Tallowood Koala food trees.	Above average rainfall in the third quarter has prevented the Tree team accessing the reserve where Camphor Laurel trees are to be removed and chipped. Weed tree removal will occur as soon as ground conditions allow heavy vehicle access in the fourth quarter.
Supporting Community Action in the Coffs Harbour LGA	62%			Land care volunteers were supported with onsite training at six sites. Contractors undertook 615 hours of weed control work across Land care sites to support the work of volunteers. Works at Emerald Beach have been supplemented with funding from Office of Environment & Heritage. Works at Mullawarra Headland have been complemented by the Green Army Coastal Corridor Enhancement team. Much work in the latter part of the quarter has been done on controlling Senna. 996 plants were distributed to Land care sites from the CHRL nursery	
Yarrawarra Giriin Team - Bush Regeneration	72%			The Giriin team has continued works at Darkum and Woolgoolga Headlands and Sherwood Nature Reserve this period. At Darkum Headland the team sprayed Giant Paspalum and Parramatta Grass and follow up work on ground Asparagus and Bitou. Mulching occurred along the new path section of Woolgoolga Headland. Work continued in the Themeda Grassland with hand removal of Lantana, Senna, Mile a minute and both Corky and White Passion fruit while Lantana was targeted in Sherwood Nature Reserve.	




Project	% Complete	Overall Status	Budget Status	Status Comment	Issues
Coffs Harbour Community Seedbank Network	79%			Currently the seed bank has 74 batches of 36 species of local viable seed. Since July 2014 a total of 2,653g of native seed has been delivered to local schools, Land care, Coffs Harbour City Council, Local Aboriginal Land Councils, NPWS and Wetland Care with the potential to produce 25,132 seedlings into the LGA. Native seed was recently delivered to Sawtell Public School; propagation has occurred with year three students to increase biodiversity values of the schools grounds.	
Bush Regeneration	77%			Priority weed control and revegetation works have been undertaken across 16 reserves with 682 native plants planted. Five Landcare sites were assisted. Four community based sessions were undertaken with Coffs Harbour Regional Landcare Inc.	
Environmental Weed Control	77%			Follow up maintenance works in Camphor laurel riparian restoration areas in the Polwarth Drive and Lesley Close creek areas were undertaken. Follow up maintenance works in Pinus restoration areas in Bolwarra Ave were undertaken. Glory Lily control works were undertaken at Sawtell Beach. Bitou Bush removal works were undertaken at Boambee Headland. Vine weeds control undertaken across three reserves.	
Buluunggal (Coffs Creek) Interpretive Bush Tucker Trail	49%			Unfortunately the design and installation of map signage and wayfaring markers has been delayed. We are now waiting to complete signage and have it installed.	Information content was provided by Mark Flanders in March. Signage order placed with fabricator, artwork is 90% complete and is awaiting next Elders Meeting for sign off. Anticipate completion including installation by 30 June.
Sapphire Beach & Diggers Headland Path Upgrades	51%			Diggers Head track upgrade and seal works are substantially completed. Materials have been purchased for the Sapphire Path Upgrade works and a Green Army team will commence works in the fourth quarter.	Work was slowed down due to a lot of rain in the third quarter but the project will be completed by 30 June subject to continued good weather.
Botanic Gardens Education Officer	50%			The botanic art class was a success and the January children's holiday program saw ten children attend each session; ongoing promotion and coordination will see numbers increase over time. Students from Coffs Harbour High and St Mary's Primary school attended workshops. Planning for the Ausbiota school day is ongoing. 273 school children visited the gardens in the third quarter.	The grant is where it was expected to be at this time and it will be fully expended by the 30 th June 2015. There is currently \$3,000 to come through for botanic artworks for the early settlers walk and the remaining funds will go towards the Ausbiota program in June.
Darkum Headland Access Rehabilitation	47%			A Federal Government Green Army team commenced work in January 2015 constructing a paved walking track which will consume funds quickly. The Green Army Team and a Yarrawarra Green Team have undertaken further weed control works under the guidance of NPWS. It is likely the funds will not be completely spent due to labour cost savings with the use of the Green Army	Paving was slowed down due to a lot of rain in the third quarter but the project will be completed by 30 June subject to continued good weather.
2009/10 West Coffs to CBD Cycleway (Stage 1)	29 %			Final works previously scheduled for completion in April are currently scheduled for completion in May 2015.	Works continue to be considered as a priority in development of Councils Capital Works program; however RMS grant funded works remain the current higher priority.
Woolgoolga Beach Rehabilitation Project	0%			This project is to start in June 2015 and be completed by December 2015 as per amended work plan.	Starting the project has been delayed waiting approval from NSW Office of Environment and Heritage matching grant funds.

Project	% Complete	Overall Status	Budget Status	Status Comment	Issues
Restoration of Grey-headed Flying Fox Maternity Camps	75%			Counting of both camps undertaken in February indicated that both camps are relatively stable. Works at the Woolgoolga Camp have focused on re-mulching and follow up weed control around existing plantings. Works at the Coffs Creek camp involved herbicide spraying around existing plantings, planting, mulching and installation of tree guards. As the birthing season is now complete weed control works will recommence in the core camp areas.	

Prepared by Program Officer:

Name: Katrina O'Connell

Date: 29 April 2015

Legend	
Status	
	No Issues – project complete or on schedule
	Minor Issues – possible impact on schedule
	Major Issues – schedule impacted and escalation required



REPORT TO ORDINARY COUNCIL MEETING

WEST COFFS HARBOUR DEVELOPMENT CONTRIBUTIONS PLAN REVIEW

REPORTING OFFICER:	Developer Contributions Coordinator
DIRECTOR:	Director Business Services
COFFS HARBOUR 2030:	LE 3.1 Manage land use to conserve the region's unique environmental and biodiversity values LE 3.2 Enhance protection of our catchments, waterways and marine areas LE 3.5 Develop and improve infrastructure to provide appropriate access to environmental experiences MA 1.3 Promote increased public transport, pedestrian and cycle usage and reduced car usage MA 1.4 Integrate cycle way and footpath networks including linking schools, shops and public transport PL 2.2 Provide public spaces and facilities that are accessible and safe for all PL 2.3 Provide safe and accessible play spaces for our children within each community
ATTACHMENTS:	ATT Draft West Coffs Harbour Developer Contributions Plan 2015

Recommendation:

That the West Coffs Harbour Developer Contributions Plan 2015 be adopted.

EXECUTIVE SUMMARY

The purpose of the report is to present the Draft West Coffs Developer Contributions Plan 2015 to Council for consideration. The Draft Plan was placed on exhibition for a period of 28 days and no submissions were received. The review of the Plan has resulted in a reduction of contributions from \$44,701 to \$36,211 principally as a result of achieving favourable land purchase prices, reduced costs of flood mitigation works and road construction costs. This report recommends that the draft Plan be adopted.

REPORT

Description of Item:

Council, at its meeting on 26 March 2015 resolved to place a Draft West Coffs Harbour Developer Contributions Plan on public exhibition for a period of 28 days. The Draft Plan was placed on exhibition from 1 April till 28 April, and no submissions were received.

Issues:

A detailed review of the West Coffs Harbour Contributions plan has been undertaken which has led to a reduction in contributions of \$8,490 per lot from \$44,701 to \$36,211 inclusive of water and wastewater contributions. The reduction in contribution rates is principally the result of achieving favourable land purchase prices, reduced costs of flood mitigation works and lower than anticipated road construction costs.

The reduced flood mitigation costs and some road costs are principally the result of funding being obtained from sources other than Section 94 contributions.

Options:

In considering this report Council has the following options:

1. Accept the recommendation of this report and adopt the draft West Coffs Harbour Developer Contribution Plan.
2. Detail any proposed amendments to the draft West Coffs Harbour Developer Contribution Plan and adopt an amended draft plan.
3. Reject the recommendations of this report and retain the current West Coffs Harbour Developer Contributions Plan.

Sustainability Assessment:

• Environment

Environmental issues are considered in the preparation of the Development Control Plans applicable to the relevant areas. Detailed environmental issues are assessed at the design stage for infrastructure works and at the time of assessment of development applications.

The Draft Contributions Plan seeks contributions towards the purchase of environmentally sensitive lands to provide for their future protection.

• Social

The completion of the works included in the draft developer contributions plan will have a positive effect on the future population of the release areas through improved provision of infrastructure for use by the residents.

• Civic Leadership

The revised costs included in the Draft Contributions Plan more accurately reflect the estimated costs of providing infrastructure required for use by the future population of West Coffs Harbour. This exhibits sound management practices and ensures infrastructure is provided in line with the intentions and requirements of Section 94 of the Environmental Planning and Assessment Act.

- **Economic**

Broader Economic Implications

The draft Contribution Plans provide a mechanism for the collection of funds to enable the provision of infrastructure required as a result of development. Future maintenance will ensue from the provision of the facilities, however funding for this is generally derived from increased general revenue resulting from additional urban development.

Delivery Program/Operational Plan Implications

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

Risk Analysis:

The Draft Contributions Plan includes work schedules that are dependent upon future contribution income streams. The plan is based on cost estimates of proposed works that may require adjustment as final costings are prepared prior to commencement. Regular reviews of Councils developer contributions plans are a mechanism of minimizing the risks associated with the estimated income streams and costs of infrastructure to be provided.

Should the Draft Plan not be progressed then Council may be open to challenge as a result of contribution levels being in excess of that required to fund the infrastructure included in the contributions plan.

Consultation:

Members of Councils Developer Contributions Internal Working Group have been consulted and have provided the necessary information to progress the review of the West Coffs Harbour Contributions Plan. The Draft Plan was placed on exhibition for a period of 28 days from 1 April 2015 to 28 April 2015. No submissions were received.

Related Policy, Precedents and / or Statutory Requirements:

Section 31 of the Environmental Planning and Assessment Regulation 2000 provides as follows:

31 Approval of contributions plan by council

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

Implementation Date / Priority:

Public notice of the adoption of the Draft Plan will occur immediately should Council adopt the recommendation of this report.

Conclusion:

It is appropriate that the Draft West Coffs Harbour Developer Contributions Plan be adopted to ensure that contributions reflect the true cost of the infrastructure to be funded under the Plan.

Attachment



WEST COFFS HARBOUR

Developer Contributions Plan 2015

DRAGNET



TABLE OF CONTENTS

PART 1 - SUMMARY SCHEDULES

Executive Summary.....	1
Date of Commencement of the Plan	1
Summary of Works Schedule	2
Summary of Contribution Rates.....	4

PART 2 - ADMINISTRATION AND ACCOUNTING

Name of the Plan.....	6
Purpose of the Plan.....	6
The Area to which the Plan Applies.....	6
Relationship to Other Plans and Policies	6
How the Plan Operates.....	7
Formula for Determining Contributions	7
Timing of Payment of Contributions.....	7
Deferred or Periodic Payments	7
Exemptions	8
Works in Kind	8
Pooling of Funds.....	8
Indexing of Contribution Rates.....	9

PART 3 - STRATEGY PLANS

Relationship between expected Development and Demand for Additional Public Facilities	10
Existing and Future Development in West Coffs Harbour	11
Proposed Public Facilities.....	12

APPENDIX

A Indexing Factors for Future Works	19
B Standard Equivalent Tenement Figures.....	20

PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

This contributions plan enables Coffs Harbour City Council to levy contributions under Section 94 of the Environmental Planning and Assessment Act 1979 where the anticipated development will or is likely to increase the demand for public facilities.

The Coffs Harbour Development Control Plan 2013 makes provision for further residential expansion in the order of 331 additional dwellings accommodating approximately 860 people within the West Coffs DCP Area. The West Coffs catchment will ultimately cater for a population of approximately 6,700 people.

As a consequence of this anticipated development and having regard to the level of facilities currently available and the expected profile of the new population, it will be necessary to provide:

- additional open space
- additional roads and cycleways
- additional community facilities
- flood mitigation and drainage work.

SUMMARY OF WORKS SCHEDULE

A schedule of works, commencement staging and expenditures is summarised at Table 1.

SUMMARY OF CONTRIBUTION RATES

Table 2 summarises the costs of the identified public facilities.

Table 3 summarises the contribution rates applying to the different forms of development in West Coffs. **Appendix "B" includes additional contribution** calculation factors that apply to various other forms of development.

DATE OF COMMENCEMENT OF THE PLAN

This plan came into operation on the X/XX/XXXX and supersedes the West Coffs Harbour Developer Contributions Plan that came into operation on 18th December 2013.

Table 1 - Schedule of Works, Commencement, Staging and Expenditures

Works Required	Estimated Capital Cost \$	Catchment	Benchmark/Estimated Staging
Drainage and Flood Mitigation - Land Acquisition - Retention Basins and associated works	1,363,139	(Map 2)	Significant works completed in south eastern corner of catchment Future works as surrounding land is developed. Land purchases continuing.
Local Collector Roads - Land Acquisition - Construction	2,087,974	(Map 2)	Work substantially progressed at various locations throughout the catchment. Future works as surrounding land is developed
Donn Patterson Drive	1,149,706	(Map 3)	All works complete. Recoupment of previous expenditure.
Cycleways	966,000	(Map 3)	As demand dictates
Neighbourhood Open Space - Land Acquisition - Embellishment	443,993	(Map 3)	Land is now in Council's ownership . Embellishment as demand dictates.
Precinct Open Space	1,380,000	(Map 3)	Land is now in Council's ownership . Development as demand dictates.
Coffs Creek Drainage	2,139,420	(Map 3)	Complete
Development Studies	95,296	(Map 1)	Complete

Table 2 - Summary Costs by Land Use

Public Facility	Total Cost Of Future Works \$	Grant Funds or other income \$	Anticipated Future Lot Yield in Catchment	Contributions collected or levied as at 31-12-2014 \$	Net Cost to be Levied \$
Drainage & Flood Mitigation	1,363,139	-	293	836,196	526,943
Local Collector Roads	2,087,974	Nil	293	1,078,556	1,009,418
Donn Patterson Drive	1,149,706	Council cont 57,253	293	807,565	284,888
Coffs Creek Drainage	2,139,420	878,412	293	1,182,903	78,105
Cycleways	966,000	Nil	293	182,459	783,541
Neighbourhood Open Space	742,500	Nil	293	474,349	268,151
Precinct Open Space	1,380,000	Nil	293	967,163	412,837
Development Studies	95,296	Nil	293	50,784	44,512

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Table 3 - West Coffs Harbour Contribution Rates

Service / Facility	Net Cost to be Levied \$	Per Person \$	Per Lot/ Large Dwelling \$	Per Small Dwelling \$
Drainage & Flood Mitigation	526,943	691.71	1,798.44	1,258.91
Local Collector Roads	1,009,418	1,325.04	3,445.11	2,411.58
Donn Patterson Drive	284,888	373.97	972.81	680.62
Coffs Creek Drainage	78,105	102.53	266.57	186.60
Cycleways	783,541	1,028.54	2,674.20	1,871.94
Neighbourhood Open Space	268,151	352.00	915.19	640.63
Precinct Open Space	412,837	541.92	1,409.00	986.30
Development Studies	44,512	58.43	151.92	106.34
Total Section 94 Contributions		4,474.14	11,632.74	8,142.92

Notes:

1. In addition to the above the relevant contribution rates in the Coffs Harbour Open Space Contributions Plan, the Coffs Harbour Road Network Plan, The Coffs Harbour Administration Levy Plan, the Surf Rescue Facilities Plan, and Coffs Harbour Water Supply and Sewage Treatment and Carrier Systems Contributions Plan will also apply.
2. Contribution rates will be applied as follows:
 - the first lot in a residential subdivision is exempt from contributions
 - the first dwelling on a residential lot is exempt from contributions
 - the contribution rate for a medium density development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.
3. A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas).
4. The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres (excluding garages and balcony areas).
5. Additional contribution rates for various other types of development are included in this **plan at appendix "B"**



MAP 1
WEST COFFS HARBOUR DCP AREA

PART 2

ADMINISTRATION AND ACCOUNTING

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act 1979 and Part 4 of the Environmental Planning and Assessment Regulation 2000 and may be referred to as the West Coffs Harbour Developer Contributions Plan 2015.

PURPOSE OF THE PLAN

The primary purpose of this plan is to satisfy the requirements of the Environmental Planning and Assessment Act and Regulation to enable Council to require a contribution towards the provision, extension or augmentation of public services that will, or are likely to be, required as a consequence of development in the area, or that have been provided in anticipation of or to facilitate such development.

Other purposes of the plan are to:

- (i) ensure that an adequate level of public infrastructure is provided throughout the catchment as development occurs
- (ii) enable Council to recoup funds which it has spent in the provision of public facilities in anticipation of likely future development
- (iii) ensure that the existing community is not burdened by the provision of public facilities required as a result of future development
- (iv) provide a comprehensive strategy for the assessment, collection, expenditure, accounting and review of development contributions on an equitable basis in the West Coffs Harbour Area.

THE AREA TO WHICH THE PLAN APPLIES

The plan applies to the area known as West Coffs Harbour, which extends generally westward from Mackays Road between Coramba Road to the south and the North Coast Railway to the north extending west to Spagnolos Road. This general area is shown in Map 1. The specific catchment areas of the various contributions to be levied are shown in Maps 1 to 3.

RELATIONSHIP TO OTHER PLANS AND POLICIES

This plan supersedes all Section 94 levies included in the previous West Coffs Contributions Plan which came into effect on 18 December 2013.

This contributions plan should be read in conjunction with the Coffs Open Space Contributions Plan, the Coffs Harbour Road Network Contributions Plan, Surf Rescue Facilities Plan, the Coffs Harbour Administration Levy Contributions Plan, the Coffs Harbour Water and Wastewater Developer Services Plan and other contributions plans that may apply to the release area.

This contributions plan provides a means for implementing some of the planning and community development strategies adopted by Council.

HOW THE PLAN OPERATES

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

FORMULA FOR DETERMINING CONTRIBUTIONS

The formula to be used for the calculation of contributions under Section 94 of the Environmental Planning and Assessment Act is as set out below:

$$\text{Contribution per lot} = \frac{C - O - F}{L}$$

Where:

- C = total cost of works to provide the desired facility
- O = Funds from Other Sources
- F = amount of contribution funds held, levied or collected as at 31-12-2014
- L = future lots

Contributions paid up to and including 31-12-2014 have been included for the purposes of determining the current contribution amount. Some facilities are the subject of approved development which has been taken into consideration when determining the future lot yield applicable.

TIMING OF PAYMENT OF CONTRIBUTIONS

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

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

DEFERRED OR PERIODIC PAYMENTS

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

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

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

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

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

Deferments will not be granted based on progressive land sales.

For the purposes of this provision, "*appropriate rate of interest*" means the six month bank bill swap rate applicable from time to time, and "*appropriate institution*" means a licensed bank or other institution where securities comprise authorised investments under the Trustee Act 1925.

EXEMPTIONS

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

WORKS IN KIND

Council may accept an applicant's offer to make a contribution by way of a works in kind contribution (for an item included on the works schedule) or a material public benefit (for an item not included on the works schedule) as referred to in Section 94(5b) of the Environmental Planning and Assessment Act.

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

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

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

POOLING OF FUNDS

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

INDEXING OF CONTRIBUTION RATES

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

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

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

where

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

C = Previous contribution rate

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

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

The Council may also review the works schedule, the estimate of costs of the various public facilities and services, population projections, land acquisition costs or other aspects relating to the contribution plan.

PART 3 – STRATEGY PLANS

RELATIONSHIP BETWEEN EXPECTED DEVELOPMENT AND DEMAND FOR ADDITIONAL PUBLIC FACILITIES

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

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

Coffs Harbour Sewerage Strategy 2000 identifies areas to be serviced by reticulated sewerage to the year 2021.

Coffs Harbour City Council's Social and Community Strategic Plan 2006-2010 provides information on strategies for the provision of community facilities.

Coffs Harbour City Council Open Space Strategy 2010 identifies the passive open space facilities required by future population. The Strategy was prepared following extensive community consultation and a review of current and future demographic patterns and an assessment of issues relevant to all these factors.

The Coffs Harbour Development Control Plan 2013 sets out detailed guidelines for development in the West Coffs catchment. It provides for a range of residential densities, although it is expected that the dominant form of development will be detached dwellings. It also allocates land for local business, local government, open space and environmental protection purposes.

CAUSAL NEXUS

The anticipated increase in population in West Coffs will place greater demands on existing public facilities and require the provision of new public facilities which are not currently available in Coffs Harbour. Table 1 in this plan lists the public facilities to be provided in the West Coffs Harbour catchment.

The Coffs Harbour Open Space Contributions Plan, the Coffs Harbour Road Network plan, the Surf Rescue Facilities Plan, the Coffs Harbour Water and Wastewater Developer Services Plan and other plans that may apply to the release area list the public facilities provided for the benefit of future population in West Coffs Harbour together with future population in other catchments.

PHYSICAL NEXUS

The location of facilities has been determined having regard to the area of increased demand, accessibility to the identified public facilities and the manner in which such need may be satisfied.

Table 1 identifies the catchment for each public facility to be provided in the West Coffs Harbour area.

TEMPORAL NEXUS

The public facilities will be provided in a timely manner to benefit those who contributed towards them.

Table 1 lists the benchmark or estimated staging for the provision of public facilities in the West Coffs Harbour area.

EXISTING AND FUTURE DEVELOPMENT IN WEST COFFS HARBOUR

According to Forecast id., who have undertaken population estimates on behalf of Council, the population of the West Coffs Harbour catchment was 5,472 in 2015. An analysis of remaining lands, having regard to land constraints, existing and proposed subdivision concepts, indicates that the release area will cater for an additional 293 lots.

According to the ABS census 2011 average occupancy rates in Coffs Harbour in 2011 were as follows:

Dwelling Type	Occupancy Rate
Large Dwelling	2.6 persons /dwelling
Small dwelling	1.8 persons/ dwelling

Source: ABS census figures

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

The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100m² (excluding garages and balcony areas).

The majority of housing stock in West Coffs comprises detached dwellings. It is expected that this trend will continue.

It is expected that the future population of the area will have similar characteristics to that in already developed locations in West Coffs Harbour, such as Pearce Drive and Polwarth Drive. These developments exhibit characteristics typical of a developing population model with an above average proportion of 0-14 year olds and 25-39 year olds.

Much of the catchment is constrained by creeks, drainage reserves and sloping land. Special development controls in steep areas, to allow satisfactory provision of access driveways and general construction works without creating erosion problems, will limit the yields in these areas. Residential land not affected by steep slopes would yield approximately 10 lots per hectare.

PROPOSED PUBLIC FACILITIES

FLOOD MITIGATION AND DRAINAGE

The West Coffs development area is traversed by a series of tributaries of Coffs Creek, which forms part of its southern boundary. Flood mitigation and drainage works are required to retard the flow of water into the natural drainage system and mitigate impacts from stormwater runoff, including the impacts from new development on properties both upstream and downstream. In some instances, areas below the 1% AEP flood event can be developed for residential purposes once site filling has occurred.

Substantial works and land purchases have been completed to date with funding being from previous contributions collected, Council funds and state government grants. This plan provides for funding for the purchase of drainage reserves with construction of stormwater detention basin structures to be funded from other sources.

Map 2 illustrates the catchment that would directly benefit from proposed flood mitigation works to be funded by contributions. Land used for this purpose will be held under single (Council) ownership for ease and consistency of management. Council would normally finalise acquisition once the adjoining lands have been fully developed.

Calculation of contribution rate:

$$= \frac{C - F}{L}$$

$$= \frac{1,363,139 - 836,196}{293}$$

$$= \$1,798.44 \text{ per lot}$$

LOCAL COLLECTOR ROADS

In order to accommodate existing and potential development of land in the West Coffs Harbour area certain roads, both existing and future, have been identified as serving higher than local access. These roads are:

- (i) Donn Patterson Drive
- (ii) Future Collector Road

The principal transport routes will be classified as local collector and distributor roads. These are required to be roads with wider than local access standard, with intersection treatment to be undertaken where necessary. All lots being created in the release area generate traffic. The cost of these facilities, therefore, is to be met by contributions from each lot created.

Where residential lots front the collector roads, contributions will be required to meet the cost of the additional width above 8 metres of construction. Where there are no residential lots fronting the roads, contributions will be required to meet the full cost of construction.

Coffs Harbour City Council has expended funds upgrading Shephards Lane, which forms part of the collector road system, and these funds have been recovered by way of contributions. Council

has also forward funded the construction of Donn Patterson Drive and these funds shall continue to be recovered by way of contributions.

A roundabout has been constructed at the intersection of Roselands Drive off Coramba Road. A type 'C' intersection has been constructed on Coramba Road.

Sections of the collector road system are still to be constructed.

A section of the collector road known as Roselands Drive adjacent to Spagnolos Road will be required to be constructed to a 9 metre wide carriageway. Development adjacent to this section will be required to fund a fully constructed 4m carriageway with the additional 5m of carriageway to be funded from contributions.

The continuation of Pearce Drive to Shephards Lane will be constructed as development proceeds. This is to be constructed to a 9 metre wide carriageway. Development adjacent to this section of collector road will be required to fund a fully constructed 8 metre with the additional metre being funded via contributions.

Maps 2 and 3 illustrate catchments, or areas which would directly benefit from the construction or upgrading of roads proposed to accommodate development in West Coffs Harbour.

Calculation of contribution rate:

Local Collector Roads

$$\begin{aligned} \text{Contribution} &= \frac{C - F}{L} \\ &= \frac{2,087,974 - 1,078,556}{293} \\ &= \$3,445.11 \text{ per lot} \end{aligned}$$

Donn Patterson Drive

$$\begin{aligned} \text{Contribution} &= \frac{C - F}{L} \\ &= \frac{1,149,706 - 864,818}{293} \\ &= \frac{284,888}{293} \\ &= \$972.31 \text{ per lot} \end{aligned}$$

CYCLEWAYS

Development in West Coffs Harbour is characterised by a subdivision pattern where numerous allotments back onto reserves, which also act as passive open space. Council will continue to acquire parcels of land zoned for drainage reserve purposes under the DCP once development has occurred in the area. Part of the enhancement of these reserves will include the establishment of shared cycleways and walkways. The West Coffs Development Control Plan component identifies the locations for the proposed cycleways.

Map 3 illustrates the catchment to be served by the proposed walkways and cycleways.

Calculation of contribution rate:

$$\begin{aligned} \text{Contribution} &= \frac{C - F}{L} \\ &= \frac{\$966,000.00 - \$182,459}{293} \\ &= \$2,674.20 \text{ per lot} \end{aligned}$$

NEIGHBOURHOOD OPEN SPACE

Neighbourhood open space is land used primarily for localised recreational purposes. These lands **comprise neighbourhood parks, children’s playground areas, passive reserves and drainage reserves**. These lands are now in Council ownership with some costs remaining to be recouped via contributions. The catchment for neighbourhood open space is shown on Map 1.

Playgrounds have been constructed at Roselands Drive, Polwarth Drive, and Red Cedar Drive.

Future works include a **children’s playground**, landscaping and furniture at Pearce Drive.

Calculation of contribution rate:

$$\begin{aligned} \text{Contribution} &= \frac{C - F}{L} \\ &= \frac{\$443,993 - 142,111}{293} \\ &= \$915.19 \text{ per lot} \end{aligned}$$

PRECINCT OPEN SPACE

The provision of social family recreation facilities under this plan is to be based on needs and takes into account the provision of services and facilities by other levels of government, the private sector, and other non-government providers. This plan seeks to provide facilities as identified in **Council's Open Space Strategy 2010**.

Residential development in West Coffs Harbour will generate a demand for a multi-purpose facility, accommodating outdoor recreation facilities including a mix of junior and senior playground facilities, picnic shelters and associated infrastructure. These facilities are to be located on land zoned RE1 Public recreation Zone, adjacent to William Sharp Drive.

Map 1 shows the catchment for precinct open space facilities.

Calculation of contribution rate:

$$\begin{aligned} \text{Contribution} &= \frac{C - F}{L} \\ &= \frac{\$1,380,000 - 967,163}{293} \\ &= \$1,409.00 \text{ per lot} \end{aligned}$$

COFFS CREEK DRAINAGE WORKS

The urban development of the West Coffs land as depicted in Map 5 will alter the flow regime in the Coffs Creek channel, especially in high rainfall intensities during the 5% and 20% probability flood events, requiring channelisation and flood mitigation works. These works comprise ***"the Coffs Creek Flood Mitigation Works"***.

The works have all been completed with the final cost being \$2,139,420. A State Government subsidy of \$878,412 was provided.

An amount of \$1,261,008 is, therefore, to be recouped through Section 94 contributions.

Calculation of contribution rate:

$$\begin{aligned} \text{Contribution} &= \frac{C - O - F}{P} \\ &= \frac{\$2,139,420 - \$878,412 - \$1,182,903}{293} \\ &= \$266.57 \text{ per lot} \end{aligned}$$

DEVELOPMENT STUDIES

Section 94 of the Environmental Planning and Assessment Act 1979 allows for Councils to recoup costs of the preparation of a DCP and associated studies including developer contribution plans. Various studies have been undertaken as part of the future development of West Coffs Harbour, at a cost of \$95,295.75. This plan includes a contribution towards the cost of the recoupment of this expenditure.

Map 1 illustrates the extent of the West Coffs DCP. Contributions are to be levied on all future development in the West Coffs DCP area.

Calculation of contribution rate:

$$\begin{aligned} \text{Contribution} &= \frac{C - F}{P} \\ &= \frac{\$95,296 - \$50,784}{331} \\ &= \$151.92 \text{ per Lot} \end{aligned}$$

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APPENDIX A - INDEXING FACTORS FOR FUTURE WORKS

Contribution Type	Indexation Basis	Index	Date Applied
Flood Mitigation & Drainage Reserves	Consumer Price Index – All Groups (A) for Sydney	106.8	31.12.2014
Donn Patterson Drive	Consumer Price Index – All Groups (A) for Sydney	106.8	31.12.2014
Collector Roads	Consumer Price Index – All Groups (A) for Sydney	106.8	31.12.2014
Cycleways	Consumer Price Index – All Groups (A) for Sydney	106.8	31.12.2014
Open Space	Consumer Price Index – All Groups (A) for Sydney	106.8	31.12.2014
Community Facilities	Consumer Price Index – All Groups (A) for Sydney	106.8	31.12.2014
Coffs Creek Drainage Works	Consumer Price Index – All Groups (A) for Sydney	106.8	31.12.2014
Development Studies	Consumer Price Index – All Groups (A) for Sydney	106.8	31.12.2014
Land Acquisition	Consumer Price Index – All Groups (A) for Sydney	106.8	31.12.2014

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APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

CLASSIFICATION	Unit Rate per ET	Unit Rate per ET	Unit Rate per ET
	Section 94 Contribution Plans	Water DSP	Waste Water DSP
RESIDENTIAL			
Subdivision lot	1	1	1
Small Dwelling*	0.7 per dwelling	0.7 per dwelling	0.7 per dwelling
Large Dwelling**	1 per dwelling	1 per dwelling	1 per dwelling
Boarding House	0.35 per bed	0.35 per bed	0.35 per bed
Seniors Living (SEPP)	0.55 per dwelling	0.55 per dwelling	0.55 per dwelling
Nursing Home	0.35 per bed	0.35 per bed	0.35 per bed
Self Care retirement unit	0.55 per unit	0.55 per unit	0.55 per unit
Granny Flats (Affordable Rental Housing SEPP)	0.4 per dwelling	0.4 per dwelling	0.4 per dwelling
Hostel	0.35 per bed	0.35 per bed	0.35 per bed
Group Home	0.35 per bed	0.35 per bed	0.35 per bed
TOURIST AND VISITOR ACCOMMODATION			
Motel / hotel / resort room	0.35 per room	0.35 per room	0.35 per room
Serviced apartments	0.35 per room	0.35 per room	0.35 per room
Backpackers accommodation per room	0.2 per room	0.2 per room	0.2 per room
Bed & Breakfast Accommodation	0.35 per room	0.35 per room	0.35 per room
Guest House/Hostel	0.35 per room	0.35 per room	0.35 per room
Caravan/Camp/cabin site - Permanent	0.6 per site	0.6 per site	0.6 per site
Caravan/ Cabin site temporary	0.35 per site	0.35 per site	0.35 per site
Camp/Tent Site temporary	0.25 per site	0.25 per site	0.25 per site
BUSINESS PREMISES			
Shop	N/A	0.3 per 100m2	0.3 per 100m2
General Store	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Convenience Store	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Supermarket	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Bulky Goods Premises	N/A	0.2 per 100m2	0.2 per 100m2
Hairdressing/beauty salon	N/A	0.5 per 100m2	0.5 per 100m2
Laundromat	N/A	0.5 per machine	0.5 per machine
Office Premises	N/A	0.65 per 100m2 GFA	0.65 per 100m2 GFA
Warehouse/distribution centre	N/A	0.1 per 100m2 GFA	0.1 per 100m2 GFA
Industrial Premise***	N/A	0.1 per 100m2 GFA	0.1 per 100m2 GFA
Self Storage Premises***	N/A	0.1 per 100m2 GFA (admin area)	0.1 per 100m2 GFA (admin area)
Car Wash	N/A	Determined on Application	Determined on Application
Plant nursery	N/A	Determined on Application	Determined on Application
Service Station	N/A	0.6 per lane	0.6 per lane
Car Sales Showroom (indoor)	N/A	Determined on Application	Determined on Application
Car Sales Showroom (outdoor)	N/A	Determined on Application	Determined on Application

	Unit Rate per ET	Unit Rate per ET	Unit Rate per ET
	Section 94		
CLASSIFICATION	Contribution Plans	Water DSP	Waste Water DSP
FOOD AND DRINK PREMISES			
Café / Coffee Shop	N/A	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Convenience Store	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Fast Food/Snack Bar No amenities	N/A	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Fast Food/Snack Bar with amenities	N/A	1.5 per 100m2 GFA	1.5 per 100m2 GFA
Restaurant	N/A	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Hotel Public Bar	N/A	1.4 per 100m2 GFA	1.4 per 100m2 GFA
Lounge/beer garden	N/A	1.3 per 100m2 GFA	1.3 per 100m2 GFA
Registered Club - Licensed	N/A	0.6 per 100m2 GFA	0.6 per 100m2 GFA
Registered Club - Unlicensed	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
COMMUNITY FACILITIES			
Child care without Laundry - per child	N/A	0.04 per child	0.04 per child
Child care with Laundry - per child	N/A	0.07 per child	0.07 per child
Marina per berth -	N/A	Determined on Application 1 per 80 seats (pro-rata)	Determined on Application 1 per 80 seats (pro-rata)
Place of worship	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Cultural Establishment	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Correctional Centre	N/A	0.5 per bed	0.5 per bed
Educational Establishment			
- Primary/Secondary School	N/A	.04 per student	.04 per student
- Tertiary	N/A	.04 per student	.04 per student
- Boarding School	0.35 per resident student	0.35 per resident student	0.35 per resident student
Eco Tourism facility			
Passenger Transport Terminal	N/A	0.15 per 100m2 GFA	0.15 per 100m2 GFA
HEALTH SERVICE FACILITIES			
Hospital	N/A	1 per bed	1 per bed
Medical Centre	N/A	0.5 per consultancy room	0.5 per consultancy room
Dental Surgery	N/A	0.5 per consultancy room	0.5 per consultancy room
Veterinary Clinic	N/A	0.5 per consultancy room	0.5 per consultancy room
ENTERTAINMENT			
Bowling Alley	N/A	0.2 per alley	0.2 per alley
Brothel	N/A	0.4 per room	0.4 per room
Swimming Pool - Commercial	N/A	7 per ML	7 per ML
Recreational centre - indoor	N/A	0.3 per 100m2	0.3 per 100m2
Function/Conference Centre	N/A	0.3 per 100m2	0.3 per 100m2

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

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

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

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

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

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REPORT TO ORDINARY COUNCIL MEETING

CONTRACT NO RFT-695-TO PROVISION OF SECURITY AND MONITORING SERVICES

REPORTING OFFICER: Coordinator Purchasing and Supply
DIRECTOR: Director Business Services
COFFS HARBOUR 2030: LC3.1 Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour
ATTACHMENTS: ATT Confidential Tender Assessment RFT-695-TO

Recommendation:

That Council considers the tenders received for the Provision of Security & Monitoring Services, Contract No. RFT-695-TO, and move the motion as detailed in the confidential attachment.

EXECUTIVE SUMMARY

Council called tenders for the Provision of Security & Monitoring Services Contract No-RFT-695-TO that closed on Tuesday 31 March 2015.

The tender was advertised for a two (2) year period commencing 1 May 2015 to 30 April 2017 with a further twelve (12) months option based on satisfactory supplier performance.

Prospective tenderers were advised that it was Council's preference to award the tender as a single source supplier contract, but Council simultaneously reserved the right to award sections of the contract to individual tenderers.

It was identified that prices tendered for the After Hours Monitoring section varied significantly between the highest and lowest offers. The scope of variation is further outlined in the Confidential Report.

In respect of the Other Services section of the Provision of Security and Monitoring Services tender e.g. Security Patrols, Amenity Lockups and Alarm Monitoring etc. It was identified that the most cost effective offer received would increase costs on average of 1.9% based on current contract rates, which is similar with the most recent CPI increase.

REPORT

Description of Item:

Council called tenders for the Provision of Security & Monitoring Services, Tender No RFT-695-TO that closed on Tuesday 31 March 2015.

Tenders were evaluated on the following criteria:

- Price, management & supervision
- Resources & organizational structure
- Subcontractors
- Referees
- Previous Experience
- WH&S
- Industrial Relations

It was determined by the evaluation panel that the contract for the Provision of Security & Monitoring Services RFT-695-TO be assessed as two separate sections as follows:

- A After Hours Monitoring which includes the following:
 - Telephone Answering and Two-Way Radio Calls
 - Water & Sewerage Telemetry Computer System
 - Remote/Isolated Worker System

- B Other Services which includes the following:
 - Security Patrols of Council Buildings and Premises
 - Monitoring Council Intruder Alarms
 - Lockup and Unlock of Council's Public Amenities
 - Clearance of Council's Library Book Chute Returns
 - Cash In Transit Services
 - Static Security Guard Services

Conforming Tenders

Three conforming tenders were received from the following:

1. Advanced Coast Security Group
2. Pacific Coast Call Centre
3. SNP Security

Issues:

The assessment panel identified the following three issues to further consider:

- The level of requirement for After Hours Monitoring services to be locally based;
- The possible benefits from using a single contractor for all services given the interdependence of all security services; and
- The significant variation in pricing received in the conforming tenders.

The results and further discussion of the above issues are found in the confidential attachment.

Options:

The options available to Council with respect to this report are:

1. Recommend approval of a single source supplier for both sections A and B of the tender based on the application of Council's tender evaluation process.
2. Recommend approval of separate suppliers for both section A and B of the contract.
3. Reject all tenders.

Sustainability Assessment:

• **Environment**

The Provision of Security & Monitoring Services contract has some important environmental issues, which are addressed in the tender documents.

Council has an Environmental Officer on call for all after hour issues and the successful tenderer(s) will be provided with a daily/weekly list of names of whom to contact in regards to environmental problems that may occur e.g. chemical dumped in waterway.

Council staff are also on-call for all issues relating to incidences that may occur at our sewerage treatment pump stations. The tenderer will also be provided with an after-hours list of these names to contact for incidents identified by residents as well as alarms generated by Council's Radtel Telemetry system or email alarms generated from the SCX6 Telemetry system.

The successful tenderer must comply with the Protection of the Environment Act, 1997 at all times with respect to pollution from noise, air, water, and land and waste services.

• **Social**

There are no adverse social implications involved in this contract.

• **Civic Leadership**

The tender is consistent with the Coffs Harbour 2030 Community Strategic Plan. As referenced above, item *LC3.1 Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour.*

- **Economic**

Broader Economic Implications

Should Council accept a tender it is expected that costs of some of the services could increase between 1.9% and 35% per annum which will have a budgetary impact for the last two months of the 2014/2015 financial year. There is a rise and fall clause in this agreement for each subsequent year of the tender which is in line with any CPI rise and then applying the appropriate formula using the Producers Price Index Australia Bureau of Statistics Catalogue.

Delivery Program/Operational Plan Implications

All security contract service costs for the 2015/2016 financial year have already been proposed in annual budgets and there may be some minor implications with possible increases of 1.9% to 35%.

It is expected that should Council accept a tender, some services will be added and removed throughout the term of this contract due to operational requirements. Council has nominated staff who will be responsible for ensuring that the successful tenderer receives accurate sets of operating procedures as well as coordinating appropriate training of all contract service requirements.

Risk Analysis:

All risks have been considered and outlined in the attached Confidential Report.

Consultation:

Consultation was undertaken with the following Council staff:

- Coordinator Electronics
- Manager Telecommunications & New Technology
- Buildings Supervisor

Related Policy, Precedents and / or Statutory Requirements:

Tendering procedures were carried out in accordance with Council's own policy and procedures as well as meeting statutory obligations under the Local Government (General) Regulation 2005 - Part 7 Tendering Division 1 Preliminary 163 Section 55.

Implementation Date / Priority:

The advertised contract is for a two (2) year period with a further one (1) year option.

Conclusion:

Council should consider the recommendation as outlined in the confidential attachment.



REPORT TO ORDINARY COUNCIL MEETING

TRAFFIC COMMITTEE NO. 2/2015

REPORTING OFFICER: Traffic Committee
DIRECTOR: Acting Director Sustainable Infrastructure
COFFS HARBOUR 2030: MA 2.2 Facilitate safe traffic, bicycle and pedestrian movement
ATTACHMENTS: ATT1 Minutes Traffic Committee No. 2-2015
ATT2 Traffic Control Plan NSW Blues Reception

Recommendation:

That approval be given for the temporary road closure in Harbour Drive, Coffs Harbour between Gordon Street and Grafton Street from 4.00pm and 6.00pm on Wednesday, 20 May 2015 for the NSW Blues Civic Reception to be advertised and providing no substantive objections are received, the closure be approved subject to the following:

1. The organisers of the NSW Blues Civic Reception liaise with affected traders and obtain traders approval.
2. The organisers be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.
3. The organisers be responsible for all costs associated with the temporary closure, including advertising.
4. A current insurance Certificate of Currency of the applicants Public Liability Insurance for a minimum insured amount of \$10 million and noting the Coffs Harbour City Council as an interested party for the event.
5. Traffic Management Plan and RMS accredited Traffic Control Plan to be submitted for approval.

EXECUTIVE SUMMARY

To confirm Minutes of the informal Traffic Committee Meeting 2/2015.

Attachment 1

Traffic Committee Meeting

Electronic Approval for Temporary Road Closure

T.16 Temporary Road Closure Harbour Drive Coffs Harbour – NSW Blues Civic Reception 20 May 2015 [5540864]

Background:

Request to close Harbour Drive from Grafton Street to Gordon Street Coffs Harbour from 4.00pm to 6.00pm on Wednesday 20 May 2015, for the NSW Blues Civic Reception in City Square. Last year several thousand people attended this event. Players will be arriving by vintage cars, which will be permitted onto the road.

Recommendation to Committee:

That approval be given for the temporary road closure in Harbour Drive, Coffs Harbour between Gordon Street and Grafton Street from 4.00pm and 6.00pm on Wednesday, 20 May 2015 for the NSW Blues Civic Reception be advertised and providing no substantive objections are received, the closure be approved subject to the following:

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5. Traffic Management Plan and RMS accredited Traffic Control Plan to be submitted for approval.

COFFS HARBOUR CITY COUNCIL

HARBOUR DRIVE CITY CENTRE

Wednesday 20 May 2015, Road Closure to be implemented at 4.00pm to 6.00pm

Reference :- AS 1742.3 (2009) , R.T.A Traffic control at Worksites Manual version 4 (2010) TCP 47 Modified

Moonee Street



* Traffic cone spacing's (m)

Approach speed (kph)	60
merge taper length (m)	60
merge taper traffic cone spacing (m)	4
Outer edge of traffic lane adjacent to work site (m)	4
refer RTA Traffic control at worksites version 4 2010 table 5.1 / 5.2	



West High Street

Full Road closure to Occur between 4.00pm & 6.00pm on Wednesday 20

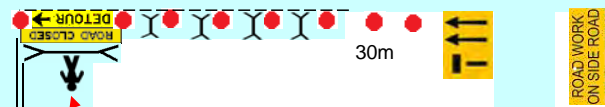
May 2015.

Event to commence at 4.30pm following Road closure. Road to be re-opened at 6.00pm

Grafton Street (Pacific Highway)

Taper Length (lateral shift = 1m/s)	
speed of traffic km/h	taper length (m)
< 45	0
46 - 55	15
56 - 65	30
66 - 75	70
76 - 85	80

speed of traffic km/h	Dimension D (m)
< 45	0 - 5
46 - 55	15
56 - 65	45
greater than 65	posted speed limit in metres



Spotter Person to remain at Road Closure through-out Road Closure. Spotter Persons are to remain in constant two-way communication.

Vernon Street

20m

DETOUR AHEAD



Gordon Street

20m

DETOUR AHEAD

20m



Harbour Drive

Place Workman sign on Centre Medium

- 1) Signs should be first placed at the approaches to the work area then progressively into the work area
- 2) Signs and devices that are erected before they are require shall be covered by a suitable material
- 3) Always travel in the direction of normal traffic flow
- 4) Removal of signs and devices should be undertaken in the reverse order of erection, progressing from the work area to the approaches.
- 5) Never cross the road to remove signage

City Centre Closure with Spotter Persons TCP 47 Mod					
Posted Speed Limit (kph)	60/40	Temporary Speed Zone (kph)	NA	Taper length (m)	Traffic cone spacing's (m)
Traffic control at beginning of taper				NA	NA
lateral shift taper				NA	NA
Separating Traffic lanes from work site				NA	NA
tables 5.1& 2 refer to RMS Traffic Control at worksites, version 4, 2010					
<p>a) Prohibit vehicles stopping along length of narrowed carriageway.</p> <p>b) Provide where possible a minimum width of 3.0m (desirable 3.5m) for travel path</p> <p>c) All signs are to conform to TCAWS V4 2010, section 3.2.2 'A' size unless otherwise stated</p> <p>d) Site specific risk assessment to be completed prior to placement of signs and devices</p> <p>e) Only Trained personnel to erect worksite signage and devices</p>					
References					
AS 1742.3 Manual of Uniformed Traffic Control Devices 2009					
RMS of NSW 'Traffic Control at Worksites 2010', version 4					
Developed By	Terry Thorn	Date	14/04/2015	Certificate No	71920332363
				ORANGE CARD	DI 00256

Traffic Control Development checklist / Risk Assessment TCAWs V4 2010 Appendix D			
Site	City Centre Closure		
Location	Harbour Drive <i>From</i> Grafton Street to Gordon Street		
Proposed Work	City Centre Activity Wednesday 20 May 2015, Road Closure to be implemented at 4.00pm to 6.00pm		
Road Configuration	2 lane, 2 way	Traffic Volume (VLD)	>2000
Standard TCP No	47 modified	% Commercial Vehicles	<15%
distance of worksite staff to travel lanes (m)	>1.2	Current Approach Speed	60 /40
Work Duration (days)	SHORT TERM < 6hrs	Speed Zone required	NA
Date of Site Inspection	14/04/2015		
Inspected By	TFT		
checklist / Risk Assessment			
	Yes	No	Not Required
Will a Non-standard TCP be required for these works	X		
Is a VMP required		X	
Will an RMS Road Occupancy licence be required	X		
Will additional control measures be required for side roads within Worksite		X	
Will additional control measures be required for side roads within Workarea		X	
Will Vehicles be entering / existing private access within worksite		X	
Will additional control measures be required to maintain sight distance for approaching traffic		X	
Will provision for pedestrian / disability access be required	X		
Will provision for cyclist be required		X	
Will commercial / school activities be disrupted		X	
Will Queue lengths extend outside Worksite		X	
Will environmental aspects (sun / fog / shadows) affect site conditions		X	
Will Traffic controllers be required (consider portable traffic lights)		X	
Will staff be available to relieve Traffic controllers		X	
Is there Inadequate sight distance for on traffic controllers		X	
Will repeater signs be required		X	
Will works be conducted at night		X	
notes			
Spotter Persons to be stationed at all ROAD CLOSURES to ensure conformance to closure			
Site Staff have RTA 'Introduction to Traffic Control Certificates' (RTA yellow Card)			
All access for pedestrians / disable access with be via existing means and structures			
site to be closed 0.5hour before the commencement of the event to allow clearing of site (parked vehicles).			



REPORT TO ORDINARY COUNCIL MEETING

CONTRACT NO. RFT-706-TO: CONSTRUCTION AND RESTORATION OF CONCRETE WORKS

REPORTING OFFICER: Roads Program Engineer
DIRECTOR: Director Sustainable Infrastructure
COFFS HARBOUR 2030: MA 1.2 - Improve the effectiveness of the existing transport system
MA 2.2 - Facilitate safe traffic bicycle and pedestrian movement
ATTACHMENTS: ATT1 Confidential Tender Assessment
ATT2 Confidential Schedule of Rates Comparison

Recommendation:

That Council consider tenders received for the Construction and Restoration of Concrete Works, Contract No. RFT-706-TO, and move the motion as detailed in the confidential attachment.

EXECUTIVE SUMMARY

Council is in receipt of various works in the form of grant and contributions from the Roads and Maritime Services. In order to meet allocated timeframes and best value for this funding, an open tender was called for the concreting elements of this work in the form of a Schedule of Rates Contract. Tenders for Contract No. RFT-706-TO Construction and Restoration of Concrete Works were received with a closing date of 14th April 2015.

The purpose of this report is to disclose the results of the tender, and to seek the approval of Council to enter into a contract with the recommended Tenderer to complete the work.

REPORT

Description of Item:

Coffs Harbour City Council is in receipt of certain pedestrian and cycleway works associated with grant and contribution funding from the Roads and Maritime Services. The grant funding includes 680m of concrete sharepath works along Red Rock Road, pram ramp upgrades along the Pacific Highway at Bray Street, Orlando Street, Park Beach Road and Arthur Street. The contribution funding is associated with undertaking various cycleway and pedestrian works associated with the Sapphire to Woolgoolga Highway Upgrade in order to facilitate connections to the local road network.

In order to meet allocated timeframes and best value for this funding, an open tender was called for a Schedule of Rates Contract, RFT-706-TO Construction and Restoration of Concrete Works, in local and capital city newspapers and via Council's electronic Tenderlink portal. Tenders closed at 3:30pm on Tuesday 14th April 2015 with a 90 day valid period ending 13th July 2015.

Tenders were evaluated on the following criteria:

- Tenderer's financial capacity and Tender conformity.
- Rates tendered
- Work Health and Safety Management Systems including BNG Conserve™ Registration.
- Details and logic of the tender construction program to demonstrate understanding of the scope of works and contract management skills to achieve completion on time.

Council received tenders from the following contractors:

- FJE & J Farlow
- Ray Ellicot Concreting

Issues:

A contract in the form of a schedule of rates was chosen to allow a certain amount of flexibility with respect to extending or reducing the scope of known works or other works as they became apparent.

One of the tenders received was deemed to be a non-conforming tender, the details of which are discussed in the confidential attachment

With respect to meeting commitments made to the Roads Maritime Services to complete grant funded works by the end of financial year, Council requires the successful contractor to commence works as soon as possible.

Options:

The options available to Council with respect to report are to:

1. Adopt the recommendation provided to Council found within the Confidential Attachments, allowing works to progress in a timely manner.
2. Amend the recommendation to adopt the tender of the alternate contractor. This would pose certain contractual issues associated with the tendering process.
3. Defer or reject the recommendation with the view to gaining additional tenders to test the market. Such action would adversely affect the opportunity to complete the works on time.

Sustainability Assessment:

- **Environment**

The works associated with this contract are essentially on existing disturbed ground. A review of environmental factors will be undertaken in accordance with Part 5 of the Environmental Planning and Assessment Act 1979.

- **Social**

In awarding the contract, the associated works will seek to improve pedestrian safety and access as well as cycleway connections consistent with Council's Pedestrian Access Mobility Plan and Bike Plan.

- **Civic Leadership**

In awarding this contract per the recommendation within the confidential section, Council in accordance with the Coffs Harbour 2030 Community Strategic Plan, would be seen to:

- Improve the effectiveness of the existing transport system (MA 1.2)
- Facilitate safe traffic, bicycle and pedestrian movement (MA 2.2)

- **Economic**

Broader Economic Implications

The associated works attached to this contract would provide commercial benefit to not only the principle contractor, who would be locally based, but also local sub-contractors and material suppliers.

Delivery Program/Operational Plan Implications

The majority of the funding associated with the works proposed for this contract are funded from the Roads and Maritime Services. In its meeting of 12th February 2015 Council approved the allocation of \$211,000 from Section 94 Funding associated with the Corindi Beach Estate development contribution plan towards Stage 1 Red Rock Road Cycleway.

Risk Analysis:

As the type of contract is a schedule of rate contract and the type of works are minor concrete works, the risks associated with this contract, are considered to be "Minor".

There is a funding risk associated with the grant funding from the Roads & Maritime Services that should the grant funded works not be completed by the end of financial year, Council would be required to fund the uncompleted works. This contract serves to mitigate this risk by engaging contract concreters to augment Council's own resources.

Consultation:

The works associated with the Grant Funding have arisen through liaison with the Access Advisory Committee (pertaining to the pram ramp upgrades) and the Red Rock Cycleway works through Section 94 Community Consultation arrangements as well as Roads and Maritime Aboriginal Road Safety Programs.

The works associated with the Sapphire to Woolgoolga upgrade are to enable certain cycleway and pedestrian access connections to the local road network to be improved or established following the completion of the highway upgrade at the request of the Road and Maritime Services.

Related Policy, Precedents and / or Statutory Requirements:

Tendering procedures were carried out in accordance with Council policy and also in accordance with Part 7 Tendering of the Local Government (General) Regulation 2005. Council's Tender Value Selection System was applied during the tender review process to determine the most advantageous offer.

Implementation Date / Priority:

If the recommendations are accepted, the works proposed are to commence late May 2015.

Conclusion:

It is believed that adopting the recommendations in the confidential attachment will ensure that the various concreting works identified will proceed in a timely manner, and will provide good value to Council.