



Coffs Harbour City Council

19 August 2015

ORDINARY MEETING

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

THURSDAY, 27 AUGUST 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 – 13 August 2015
9. Notices of Motion
10. General Manager's Reports
11. Consideration of Officers' Reports
12. Consideration of Trusts' Reports
13. Requests for Leave of Absence
14. Matters of an Urgent Nature
15. Questions On Notice
16. Consideration of Confidential Items (if any)
17. Close of Ordinary Meeting.

Steve McGrath
General Manager



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

**COUNCIL CHAMBERS
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR**

27 AUGUST 2015

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ITEM DESCRIPTION

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SC15/35 2014-2018 DELIVERY PROGRAM - SIX MONTHLY PROGRESS REPORT

CONFIDENTIAL ITEM

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

SC15/36 PROVISION OF ANIMAL POUND FACILITIES - AGREEMENT RENEWAL WITH THE ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

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

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

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

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SI15/39 WOOLGOOLGA COMMUNITY SPORTS COUNCIL RESERVE TRUST

CONFIDENTIAL ITEMS

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

SI15/40 CONTRACT NO. RFT-716-TO - GORDON STREET - HARBOUR DRIVE
INTERSECTION ROAD RECONSTRUCTION, TRAFFIC SIGNALS &
DRAINAGE CONSTRUCTION

SI15/41 CONTRACT NO. RFT-712-TO: MACAULEYS HEADLAND AMENITIES

A portion of these reports is confidential for the reason of Section 10A (2):

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

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



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

13 AUGUST 2015

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

Staff: General Manager, Director Sustainable Infrastructure, Director Sustainable Communities, Director Business Services and Executive Assistant

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

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

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

DISCLOSURES OF INTEREST

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

Councillor	Item	Type of Interest
Cr Innes	SC15/30 Development Application No. 0613/15 - Business Identification Sign - Lot 2, DP801025, 150 Pacific Highway, Coffs Harbour	Pecuniary Interest as his wife owns a business in the same building.
Cr Rhoades	GM15/17 Code of Conduct Investigation - Final Report	Non Pecuniary - Less Than Significant as he is mentioned in the report.

APOLOGY

No apologies.

ORDINARY MEETING

13 AUGUST 2015

CONFIRMATION AND ADOPTION OF MINUTES

- 169** **RESOLVED** (Arkan/Townley) that the minutes of the Ordinary meeting held on 23 July 2015 be confirmed as a true and correct record of proceedings.

GENERAL MANAGER'S REPORTS

GM15/15 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2015 - VOTING DELEGATES FROM COFFS HARBOUR CITY COUNCIL

Executive Summary:

To appoint four voting delegates to represent Coffs Harbour City Council at the 2015 Local Government NSW Annual Conference to be held at Rosehill Gardens Racecourse on 11-13 October 2015.

- 170** **RESOLVED** (Arkan/Sultana) that Coffs Harbour City Council resolve the nomination of the Mayor, Councillor Sultana, Councillor Cowling and Councillor Degens as voting delegates for the 2015 LGNSW Conference.

GM15/16 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2015 - MOTIONS

Executive Summary:

Coffs Harbour City Council is able to submit motions to the Local Government New South Wales conference. For a motion to be included in the business paper for the conference it needs to be accompanied by evidence of its support. Such evidence should include an extract of the minutes of the meeting at which the council resolved to submit the motion for consideration by the conference. The minute relating to this report will provide such evidence should Council resolve to adopt the recommendation.

- 171** **RESOLVED** (Palmer/Degens) that:

Coffs Harbour City Council submit the following motions to the Local Government NSW Annual Conference 2015:

1. That LGNSW call on the State Government to initiate processes to review the Industrial Relations arrangements in NSW for Local Governments in particular to more closely resemble that of the Federal System.
2. That LGSW call on the State government to introduce legislation on coin operated trolleys for all commercial business in order to control the trolleys left on streets and waterways.

- 172 **MOVED** (Innes/Townley) that item GM15/17 Code of Conduct Investigation - Final Report be referred to confidential session at the end of the meeting.

SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORTS

SI15/34 WOOLGOOLGA FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN

Executive Summary:

To seek approval to place the Woolgoolga Floodplain Risk Management Study and Plan on public exhibition, as recommended by Council's Flood Risk Management Committee at their last meeting.

- 173 **RESOLVED** (Arkan/Degens) that:
1. Council approve the public exhibition of the draft Woolgoolga Floodplain Risk Management Study and Plan for a period of 40 days.
 2. A report be brought back to Council after submissions have closed.

SI15/35 PRIVATE SEWER PUMP STATION POLICY

Executive Summary:

Council approved the draft Private Sewer Pump Station Policy for public exhibition at its meeting on 11 June, 2015. Public exhibition period from 17 June 2015 to 17 July 2015 received no submissions from the community.

This report recommends that Council adopt the Private Sewer Pump Station Policy as exhibited.

- 174 **RESOLVED** (Sultana/Palmer) that Council adopt the appended Private Sewer Pump Station Policy.

SI15/36 TRANSFER OF WATER SUPPLY EASEMENTS FOR REGIONAL WATER SUPPLY

Executive Summary:

Report seeking Council approval to execute transfer documents under seal to facilitate the transfer of water pipeline easements from Clarence Valley Council to Coffs Harbour City Council. The infrastructure within the easements which are in the Coffs Harbour Local Government area are currently maintained and operated by Coffs Harbour City Council.

- 175 RESOLVED** (Palmer/Innes) that Council execute under seal Transfer of Easement in Gross documents to enable the transfer of easements described below from Clarence Valley Council to Coffs Harbour City Council in respect of the regional water supply.

Easement Description	Legal Description	Address
Easement for water pipeline 7 wide shown in DP 1065874	35/262732	1502 Orara Way, Nana Glen
	52/585632	1390 Orara Way, Nana Glen
	1/325998	1266 Orara Way, Nana Glen
	136/817177	517 Orara Way, Coramba
Easement for water pipeline variable width shown in DP 1058855	83/747280	246-246A, Upper Orara Road, Karangi
Easement for water pipeline 7 wide shown in DP 1058858	1/964148	Railway Lands, Multiple Localities
	25/1033027	6-10 Gale Street, Coramba
	3/601406	1511 Coramba Road, Coramba
	8/1007418	60 Duncans Bridge Road, Coramba
	118/752834	38 Hartleys Road, Coramba
	1/1017014	15 Hartleys Road, Coramba
	211/844797	131 Hartleys Road, Coramba
Easement for water pipeline 7 wide shown in DP 1058855	212/844797	146 Hartleys Road, Coramba
	2/632590	180 Hartleys Road, Karangi
	2/1083920	140 Upper Orara Road, Karangi
	53/752818	180 Hartleys Road, Karangi
	25/752818	60 Casuarina Lane, Karangi
	6/560766	49 Casuarina Lane, Karangi (Transgrid Substation)
	101/603409	49 Casuarina Lane, Karangi (Transgrid Substation)
Easement for water pipeline 7 wide shown in DP 1058855	10/733368	146 Upper Orara Road, Karangi
	17/250565	186 Upper Orara Road, Karangi
	16/250565	186 Upper Orara Road, Karangi
	83/747280	246-246A Upper Orara Road, Karangi

BUSINESS SERVICES DEPARTMENT REPORTS

BS15/36 WOOLGOOLGA MARINE RESCUE RELOCATION TO ARRARRA HEADLAND

Executive Summary:

Council, as Corporate Manager of the Woolgoolga Beach Reserve Trust, has been working with Marine Rescue Woolgoolga (MRW) and Woolgoolga Surf Life Saving Club (WSLSC) to secure suitable bases of operation for each organization. The WSLSC building no longer meets safety and operational requirements and the Trust has been assisting the club to secure an alternate location, within Woolgoolga Beach Reserve, for their clubhouse. Through ongoing discussions with WSLSC and MRW, it has been negotiated that MRW would be willing to vacate their base of operation at Woolgoolga Beach in lieu of being provided an alternate location, at no cost to their organisation, at Arrawarra Headland.

A suitable location for MRW has been found at the Arrawarra Headland Research Station which is a Crown Reserve currently under Corporate Management by the University of New England (UNE). The UNE has agreed in principle to a shared use arrangement with MRW and a Memorandum of Understanding (MOU) is currently being drafted for the shared use arrangement.

Council has consulted with Crown Lands with regards to the most appropriate and beneficial land tenure arrangements and it has been determined that the UNE would notify Crown Lands of its intent to relinquish Corporate Management of the Arrawarra Headland Research Station Trust and that Council request appointment as Corporate Manager of the Trust. The Trust would then be transferred into the Coffs Coast State Park Trust (CCSPT). The CCSPT would then issue a 10 year license to the UNE to facilitate ongoing use for educational purposes. The Crown would issue Marine Rescue NSW with a 34a license over the reserve as part of a state-wide Marine Rescue agreement.

176 RESOLVED (Arkan/Innes) that Council:

1. Notes the progress of negotiations with Woolgoolga Surf Life Saving Club, Marine Rescue Woolgoolga, Marine Rescue NSW, the University of New England and Crown Lands.
2. Requests Crown Lands appoint Coffs Harbour City Council as Corporate Manager of the Arrawarra Headland Research Station Trust (R82766).
3. Approves the intent to seek inclusion of the Arrawarra Headland Research Station Trust into the Coffs Coast State Park Trust, dependent upon acceptance by the Coffs Coast State Park Trust.
4. Notes the intent to issue a License to the University of New England to facilitate ongoing use of the reserve for educational purposes.
5. Notes the intent for Crown Lands to issue a License over a portion of the Reserve to Marine Rescue NSW to facilitate their relocation from Woolgoolga Beach Reserve to Arrawarra Headland.

BS15/37 BANK AND INVESTMENT BALANCES FOR JUNE 2015

Executive Summary:

The purpose is to report on Council's Bank Balances and Investments as at 30 June 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.

177 RESOLVED (Palmer/Sultana) that Council:

1. Notes the bank balances and investments (from loans, Section 94 and other avenues that form the restricted accounts and are committed for future works) totaling \$153,551,838 as at 30 June 2015.
2. Notes the General Fund unrestricted cash and investments totaling \$123,772 as at 30 June 2015.

SUSTAINABLE COMMUNITIES DEPARTMENT REPORTS

Cr Innes declared a pecuniary interest in the following item, vacated the chamber and took no part in the discussion or voting, the time being 5.11pm.

SC15/30 DEVELOPMENT APPLICATION NO. 0613/15 - BUSINESS IDENTIFICATION SIGN - LOT 2, DP801025, 150 PACIFIC HIGHWAY, COFFS HARBOUR

Executive Summary:

This report provides an assessment of Development Application 613/15 for the erection of an 11m high free standing business identification sign at Lot 2, DP801025, No. 150 Pacific Highway, Coffs Harbour. The sign is to replace an existing smaller sign in the exact same location. The application was advertised and notified to adjoining land owners. No public submissions were received in response to the public notification process. It is recommended that the application be approved subject to a number of conditions.

At its meeting of 22 August 2013, Council adopted *Development Applications - Consideration by Council Policy* which outlined:

That development applications for approval involving substantial aspects of the following elements be referred to Council for determination:

- *Significant public interest and community input;*
- *Substantial non-compliance with relevant strategic controls;*
- *Significant land use;*
- *Major environmental issue(s);*

Cont'd

SC15/30 Development Application No. 0613/15 - Business Identification Sign - Lot 2, DP801025, 150 Pacific Highway, Coffs Harbour ... (Cont'd)

Accordingly, this matter is reported to Council for determination due to substantial non-compliance with relevant strategic controls (exceeds specified height by 2.5m).

178 RESOLVED (Degens/Arkan) that:

1. The request to vary a development standard made pursuant to Clause 4.6 of Coffs Harbour Local Environmental Plan 2013 for the variation to the maximum building height under Clause 4.3(2) of Coffs Harbour Local Environmental Plan 2013 be supported in this particular case.
2. Development Application No. 0613/15 for an 11m high business identification sign at Lot 2, DP801025, No. 150 Pacific Highway, Coffs Harbour, be approved subject to the conditions provided in Attachment 3.

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

Cr Innes returned to the meeting, the time being 5.11pm.

SC15/31 CERTIFICATION OF THE COFFS HARBOUR BUSH FIRE PRONE LANDS MAPPING

Executive Summary:

Bush fire threat has always been a major challenge for the Coffs Harbour community and although fire has been a natural part of our landscape, it remains a complex management issue and an ever-present threat.

A review of the Bushfire Prone Lands (BFPL) mapping is a legislated requirement for Councils where a Bushfire Risk Management Plan applies in accordance with s146 of the *Environmental Planning & Assessment Act 1979 (EP&A Act)*. The BFPL mapping provides the compliance trigger under s79BA of the EP&A Act in compliance with Planning for Bushfire Protection 2006 and is an essential component of the development assessment framework.

The current BFPL mapping layer utilised by Council was created in 2004 with the additional component for the Corindi/Redrock amalgamation modified in 2008. Therefore the existing utilised BFPL mapping fails to comply with the review framework set under s146 of the EP&A Act.

A review of the BFPL mapping has been undertaken to allow the updated BFPL mapping layer to be certified by the NSW Rural Fire Service, utilising the adopted Fine-Scale Vegetation Mapping for the Coffs Harbour Local Government Area and the reviewed "Guide for BFPL mapping (October 2014) NSW RFS".

This report provides Council with details of the certification process. Certification by NSW Rural Fire Services is imminent. Once certified, the map layer will be implemented within 24 hours into Council's systems.

179 RESOLVED (Townley/Palmer) that Council note the report on the certification process of the Coffs Harbour Bushfire Prone Lands Mapping 2015.

SC15/32 NOMINATION OF AN ALTERNATE DELEGATE TO THE ARTS MID NORTH COAST BOARD

Executive Summary:

Arts Mid North Coast is the peak body for arts and cultural development across the Mid North Coast Region. It is a regional not-for-profit incorporated organisation and part of a statewide network of regional arts Boards that provide a framework for arts and cultural development across regional and rural NSW.

Councils within the Mid North Coast (including Coffs Harbour City Council) contribute financially to Arts Mid North Coast through an annual subsidy in order to have them work with local government and community to promote, plan and encourage arts activity and to explore arts and cultural development funding and opportunities.

As part of this arrangement each Council nominates a senior representative to participate on the Board.

Arts Mid North Coast held its Annual General Meeting in May 2015 with Cr Rodney Degens being successfully re-nominated as the Coffs Harbour City Council representative for the coming term.

This report seeks to nominate an alternate delegate should Cr Degens be unable to attend any meetings.

180 RESOLVED (Degens/Innes) that:

1. Council note Cr Rodney Degens as the current Arts Mid North Coast Board representative for Coffs Harbour City Council; and
2. Council appoint the Group Leader Community and Cultural Services as an alternate delegate to the Arts Mid North Coast Board.

SC15/33 CHANGE OF BUILDING NAME FROM BAYLDON COMMUNITY CENTRE TO TOORMINA COMMUNITY CENTRE

Executive Summary:

To recommend to Council the name change of the Bayldon Community Centre to the new name of Toormina Community Centre.

The Bayldon Community Centre Management Committee at their meeting held on the 24 June 2015 resolved that Council approval be sought to change the existing name of Bayldon Community Centre to Toormina Community Centre. The Management Committee is of the opinion that the name change is reasonable for the following reasons:

1. The previous suburb name of Bayldon has been absorbed into the area now known as Toormina (the suburb of Bayldon no longer exists);

Cont'd

SC15/33 Change of Building Name from Bayldon Community Centre to Toormina Community Centre ...(Cont'd)

2. Hirers and patrons of the Bayldon Community Centre have expressed confusion in locating the Bayldon Community Centre and would prefer the use of Toormina Community Centre, as it is located on Toormina Road at Toormina; and
3. Signage and marketing at the Centre is now considered dated and the Management Committee would take this name change as an opportunity to update and refresh existing signage and marketing.

Bayldon Community Centre is located at 171 Toormina Road, Toormina and provides a large hall with a licensed capacity for 100 persons, including three meeting rooms all fully utilised. The costs associated with the name change are estimated at approximately \$3,000 inclusive of new signage and shall be funded from the Committee's existing reserves.

- 181 RESOLVED** (Innes/Townley) that Council change the name of the existing Bayldon Community Centre to the new name of Toormina Community Centre.

TRUST REPORTS

T15/2 COFFS COAST STATE PARK TRUST INTERIM TRADING UPDATE

Executive Summary:

The Coffs Coast State Park Trust undertakes business operations within the State Park including the operation of Park Beach Holiday Park and Sawtell Beach Holiday Park. The report provides an update on the interim trading results for the holiday park business operations including capital expenditure for the financial year. The results are pre-audit and do not include any adjustments, workers compensation or depreciation figures. A more detailed financial report will be tabled in October after the conclusion of the annual external audit.

The interim figures are provided for information and to provide background and context for the Councillors' forthcoming State Park inspection tour.

- 182 RESOLVED** (Palmer/Innes) that Council, as Corporate Manager of the Coffs Coast State Park Trust, notes the interim end of financial year trading report and update.

T15/3 CONTRACT NO. RFT-693-TO UPGRADING OF A PORTION OF ELECTRICAL RETICULATION - PARK BEACH HOLIDAY PARK

Executive Summary:

Council as Corporate Manager of the Coffs Coast State Park Trust has called for tenders to undertake Upgrading of a portion of Electrical Reticulation - Park Beach Holiday Park. The tender was advertised on 23 June 2015 and closed on 14 July 2015.

This report recommends a preferred tender to Council, following assessment of all submissions under Council's tender evaluation process, and seeks the Trust's approval to accept a tender and award the contract.

183 RESOLVED (Degens/Palmer) that:

1. Council, as Corporate Manager of the Coffs Coast State Park Trust, accept the tender of Laser Electrical Pty Ltd for Contract No. RFT-693-TO, Upgrading of a portion of Electrical Reticulation - Park Beach Holiday Park, for the for the Lump Sum amount of \$301,615.60 including 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 his ability and performance are satisfactory
 - c) The Tenderer's financial capacity is acceptable
2. The contract documents be executed under the Seal of Council.

T15/4 WOOLGOOLGA BEACH RESERVE TRUST INTERIM TRADING UPDATE

Executive Summary:

The Woolgoolga Beach Reserve Trust undertakes business operations within the Woolgoolga Beach Reserve including the operation of Woolgoolga Beach Holiday Park and Woolgoolga Lakeside Holiday Park. The report provides an update on the interim trading results for the holiday park business operations including capital expenditure for the financial year. The results are pre-audit and do not include any adjustments, workers compensation or depreciation figures. A more detailed financial report will be tabled in October after the conclusion of the annual external audit.

The interim figures are provided for information and to provide background and context for the Councillors' forthcoming Reserve inspection tour.

184 RESOLVED (Innes/Palmer) that Council, as Corporate Manager of the Woolgoolga Beach Reserve Trust, notes the interim end of financial year trading report and update.

REQUESTS FOR LEAVE OF ABSENCE

No requests for leave of absence.

MATTERS OF AN URGENT NATURE

No matters of an urgent nature

QUESTIONS ON NOTICE

No questions on notice.

CLOSED SESSION – SECTION 10(A)

The Mayor requested a motion to close the meeting to consider a confidential report as outlined in the meeting agenda, the time was 5.15 pm.

- 185** **MOVED** (Palmer/Townley) that the meeting be closed to the press and public during consideration of the following items for the reasons as stated:

GM15/17 - Code of Conduct Investigation - Final Report

This report was confidential for the reason of Section 10A(2) of the Local Government Act, 1993:

- (i) alleged contraventions of any code of conduct requirements applicable under section 440.

The press and public vacated the chamber.

Cr Rhoades left the meeting, the time being 5.15pm.

The General Manager, Business Services and Sustainable Infrastructure Directors left the meeting, the time being 5.16pm.

GM15/17 CODE OF CONDUCT INVESTIGATION - FINAL REPORT

Cr Cowling apologised unreservedly to the Council and also apologised regarding her comments when appearing on the ABC radio on 19 December 2014.

Cr Cowling left the meeting, the time being 5.18pm.

Executive Summary:

This report is to present the findings from an independent Sole Conduct Reviewer investigation into alleged breaches of the Coffs Harbour City Council adopted Code of Conduct by Cr Nan Cowling.

186 RESOLVED (Innes/Palmer) that:

Council adopts the recommendation contained within the Conduct reviewer's investigation report, that being:

- a) That at an upcoming duly constituted Meeting of Council that Councillor Cowling be:
 - i) Formally censured by Council for breach of clause 3.1 (c) of the *Model Code of Conduct*, and
 - ii) Required to apologise unreservedly to Council; and
 - iii) Required to publicly acknowledge that her comments when appearing on the ABC radio on 19 December 2014 were improper and unethical on the basis that she knew or ought to have known her statements were untrue and/or they were made recklessly and without considering whether they were true or not.

OPEN MEETING

The Mayor requested an appropriate motion to enable the meeting to resolve into Open Meeting.

187 RESOLVED (Innes/Townley) that the Closed Session now move into Open Meeting, the time being 5.29pm.

Cr Cowling, Cr Rhoades and the General Manager returned to the meeting, the time being 5.30pm.

The Director of Sustainable Communities read to the meeting the resolution of the Closed Session.

187 RESOLVED (Palmer/Innes) that the resolution of the Closed Session be adopted.

This concluded the business and the meeting closed at 5.32 pm.

Confirmed: 27 August 2015

.....
Denise Knight
Mayor



REPORT TO ORDINARY COUNCIL MEETING

CAVANBAH CENTRE

Motion:

Cr Cowling has given notice of her intention to move the following:

That the Cavanbah Centre be allowed to be rented to the Coffs Harbour Senior Citizen Club Inc for a rental not exceeding the CPI each year. The rental to be calculated as from the 2014-15 financial year fees and charges and the CPI to be added each year.

Rationale:

The Senior Citizen Club has this land in perpetuity and now find themselves in the unenviable position of not being able to afford to rent this centre. The Club has paid \$900.50 for May 2015. This will increase to \$1170 for July. This is a steep rise for pensioners. The Senior Citizen Club have been using this Centre for many years and helping to maintain the area and feel they have right to ask for this concession.

Staff Comment:

The Cavanbah Centre is on a Crown Reserve where Council is the appointed Corporate Manager.

The land was retained for public and future uses for the gazetted purpose of Senior Citizen Centre. Tenure over the Reserve has not been granted to the Coffs Harbour Senior Citizen Club in perpetuity. In fact no tenure exists.

Council undertook a significant rebuild of the original senior citizen hall in 2009. The project substantially improved and expanded the original facility and in so doing also expanded the utility of the facility to service the whole of the community. Notwithstanding this senior citizens, and specifically the Coffs Harbour Senior Citizens Club continue to enjoy preferred access to the facility at subsidised rates.

This approach is consistent with the Crown Land Management principles requiring:

- public use and enjoyment of the land is encouraged,
- where appropriate, multiple use of the Crown land be encouraged,
- where appropriate, the Crown land should be used and managed in such a way that both the land and its resources are sustained in perpetuity, and

Extending a concession to the Senior Citizen Club would be inconsistent with the fees and charges adopted by Council for the 15/16FY. Further the inconsistency may also prompt other user groups comprising senior citizens such as CHERP, Seniors Computer Club and the U3A to also seek this concession. The impact of a further concessional rate at the Cavanbah Centre will increase the operating deficit if all other operating arrangements are to remain the same.



REPORT TO ORDINARY COUNCIL MEETING

Background Information

Financial Performance

In FY14-15, the centre returned an operational deficit of \$47,092. This figure is based on direct income and expenditure and an apportionment of staff time between the Community Village and Cavanbah Centre.

Users of Cavanbah Centre

In FY14-15, the main users of Cavanbah Centre were groups in the Community category, accounting for approximately 76% of total hirers to the centre.

Under the new Category 1 and 2 structure the Centre is still being utilised predominantly by community users of which senior citizen groups are significant proportion.

A rough (conservative) forecast based on July 2015 room hire statistics shows that Category 1 hirers would still make up 77% of the hire base. Community hirers remain the predominant group utilising the centre.

Research into other venues (context in determining fees and charges recommended)

Research into other venues was undertaken in November 2014 to compare pricing with similar venues around the CBD area to determine whether a fee rise was appropriate for the venue. This research indicates fees and charges set for Category 1 users are significantly lower than the rates in the other (more commercial) venues explored.

Staff have also referred to community centres in Port Macquarie Hastings Council and Clarence Valley Council to gauge the comparability of the adopted fee structure. This research indicates that the adopted fees and charges are comparable to, if not less than, the adopted fee structures for comparable facilities in Port Macquarie and Clarence.

Consultation Process and Responses

The consultation process for the fees and charges included a mail out to all regular users of the facilities (both Cavanbah and Village) in January 2015.

Staff did not receive any feedback or submission to this nor to the draft fees and charges during the exhibition period, prior to their approval.

Staff also sent a letter in June 2015 to regular users from both Category 1 and Category 2 groups confirming that the fees and charges had been approved, and outlined the new rates.



REPORT TO ORDINARY COUNCIL MEETING

DEVELOPMENT APPLICATION NO. 0136/15 – COMMUNITY FACILITY (SURF LIFE SAVING CLUB ALTERATIONS AND ADDITIONS) - LOT 7003 DP 1113530, CROWN RESERVE 1002970, FOURTH AVENUE, SAWTELL

REPORTING OFFICER:	Team Leader, Development Assessment
DIRECTOR:	Director, Sustainable Communities
COFFS HARBOUR 2030:	PL1.5 Encourage innovative development that embrace our climate and local environment LE 3.1 Manage land use to conserve the region's unique environmental and biodiversity values PL 1.2 Provide infrastructure that supports sustainable living and is resilient to climatic events
ATTACHMENTS:	ATT1 Development Application 136/15 - Section 79C ATT2 Development Application 136/15 - Plans ATT3 Development Application 136/15 - Draft Conditions ATT4 CONFIDENTIAL Development Application 136/15 - Submissions

Recommendation:

1. That the request made pursuant to Clause 4.6 of Coffs Harbour Local Environmental Plan 2013 for the variation to the maximum building height under Clause 4.3(2) of Coffs Harbour Local Environmental Plan 2013 be supported in this particular case.
 2. That Development Application No. 0136/15 for Community Facility (Surf Life Saving Club Alterations and Additions) at Lot 7003 DP 1113530, Crown Reserve 1002970, Fourth Avenue, Sawtell be approved subject to the conditions provided in Attachment 3.
 3. That persons who made a submission on Development Application No. 0136/15 be informed of Council's decision.
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EXECUTIVE SUMMARY

This report provides an assessment of Development Application 136/15 for a Community Facility (Surf Life Saving Club Alterations and Additions) at Lot 7003 DP 1113530, Crown Reserve 1002970, Fourth Avenue, Sawtell. The application was advertised and notified with opportunity to make public submissions. A total of two (2) submissions were received both objecting to the proposed development. It is recommended that the application be approved subject to a number of conditions.

At its meeting of 15 December 2005, Council resolved:

1. That development applications for approval involving substantial aspects of the following elements be referred to Council for determination:
 - Significant public interest and community input;
 - Substantial non-compliance with relevant strategic controls;
 - Significant land use;
 - Major environmental issue(s);

Accordingly, this matter is reported to Council for determination due to the proposal involving a substantial non-compliance with relevant strategic controls (building height increasing from 9.17m to 10.14m above ground level).

REPORT

Description of Item:

- **The Site**

The Sawtell Life Saving Club is located on the beach foreshore within the Crown Reserve on the eastern side of Fourth Avenue of Sawtell. It is approximately 100m north-east of the Sawtell town centre. It is close to retail shops, restaurants/cafes, a hotel, registered club (RSL), church, bowling club, residential properties and tourist accommodation. The Sawtell Surf Life Saving Club was established in 1932. The current surf club building was constructed in 1980. It is a two-storey building made of brick walls and a concrete tiled roof. The ground floor currently comprises a store room for the surf life saving equipment, public toilets/showers and a single bedroom residence. The first floor includes a function room, kiosk/café, rescue/radio room, meeting room and gymnasium.



- **The Development:**

The proposed development involves a renovation of the existing building to improve its appearance and functionality. The changes to the lower level include:

- removal of the residence
- relocation of public amenities
- removal of the main club entrance
- expanded storage area, renovated member's facilities and provision of the relocated gymnasium

- the existing northern façade will be replaced with a new roller door, the living area, kitchen, shower/laundry will be removed to create a new storage area
- public toilets/change rooms will be provided where the existing ground floor bedroom and juniors room is located
- the existing members change rooms will be renovated, with a gymnasium and lift installed

The changes to the mid level include:

- a new club entry
- relocated first aid room
- new internal café area with kitchen and toilets
- upgraded function room and toilets
- the wall separating the existing gymnasium and meeting room will be removed with the existing change rooms and office replaced with the café kitchen and cool room
- new toilets/change rooms will be located where the gymnasium is currently located
- the western portion of the gymnasium will be utilised as a multi-purpose room.
- the existing auditorium will be retained
- the existing paved seating area will be modified to facilitate outdoor dining, outdoor showers are proposed on the southern side of the existing beach access

The training room on the upper level will be expanded and replaced with a member's room and office opening out onto the balcony/deck area.

Issues:

- **Building Height**

The DA proposes a variation to the maximum building height of 8.5m, required by clause 4.3 of Coffs Harbour LEP 2013. The highest point of the proposed building above ground level is 10.14 metres, meaning the departure from the maximum building height of 8.5m is 1.64m.

There is a small section along the middle of the northern and southern façade which would create a non-compliance with the building height requirement of 8.5m. Approximately halfway along the northern and southern façade there is a point prior to the rise in the ground height where the building is 10.14m high.

A variation request under Clause 4.6 of the Coffs Harbour LEP 2013 has been submitted and detailed consideration of the variation is provided in the Section 79C assessment appended to this report.

In the circumstances, it is considered that compliance with the development standard is unreasonable or unnecessary and there are sufficient planning grounds to justify contravening the development standard.

Options:

1. Adopt the recommendation thereby granting consent to the application, subject to the draft conditions.
2. Reject the recommendation and list reasons for refusal to the application.

It is recommended that Council pursue option one as outlined above.

Sustainability Assessment:

- **Environment**

The subject site is located on the beach foreshore and is very close to an active urban environment that comprises commercial and residential land uses. The proposed building will be a focal point for community interaction within a high frequency pedestrian environment. It is considered that the form and function of the proposed development, will be compatible with nearby and surrounding land uses and the urban environment.

Conditions are recommended to ensure that impacts on the natural and built environment such as noise impacts and waste management are minimised and mitigated during the operation of the premises.

Conditions are also recommended to ensure all waste material generated during demolition, construction and the operation of the premises will be recycled or disposed of to an approved waste disposal facility.

- **Social**

A refurbished Sawtell Surf Life Saving Club is likely to provide positive social benefits. These include:

- Continued and improved provision of an essential service to the local community.
- A safe and pleasant venue for the public to meet and socialise.
- Improved sense of community.
- Promotion of an active lifestyle through participation in the tradition of surf life saving and use of the beach.

- **Civic Leadership**

Council has a statutory role in assessment of development applications in accordance with the *Environmental Planning and Assessment Act* and Regulations. This report and the recommendation will assist Council in carrying out this role.

- **Economic**

Broader Economic Implications

The proposed development will reinforce the Sawtell town centre zone as a commercial hub of the south Coffs area.

Delivery Program/Operational Plan Implications

There are no implications for Council's Delivery Program / adopted Operational Plan resulting from the proposal.

Risk Analysis:

Risk analysis matters have been considered and it is considered that approval of the development application as recommended does not pose a significant risk to Council.

Consultation:

The development application has been advertised and notified in accordance with Council's Development Control Plan Component A2 – Notification and Public Participation. A total of two submissions were received. A detailed analysis of the submissions received and Council's response to the issues raised is included in the Section 79C Evaluation appended to this report as Attachment 1.

Full copies of the submissions are a confidential attachment to this report. The submissions have been included as a confidential attachment as they contain personal and private information that is not appropriate to be fully disclosed under the *Privacy and Personal Information Protection Act*.

The application has been reviewed by the NSW Police and Council's technical sections. Comments and conditions have been incorporated into this report and the recommended consent conditions as required.

Related Policy, Precedents and / or Statutory Requirements:

- **Our Living City Settlement Strategy – February 2008**

The 'Our Living City Settlement Strategy' provides for urban land release in the Coffs Harbour region to satisfy the broader objectives of creating a strong regional economy, a vibrant community and a healthy environment. While the strategy does not specifically reference the site or proposal, it is considered that the development is consistent with the strategy and will assist in meeting the aims and objectives of the strategy.

- **Mid North Coast Regional Strategy**

The Mid North Coast Regional Strategy is primarily an overarching planning document which guides Councils in setting regional parameters for future strategic planning. Whilst the site is not identified as a future urban growth area under this strategy, the proposed development is permissible with development consent.

- **Statutory Planning Controls**

The statutory instruments relevant to the development include the following:

- *State Environmental Planning Policy No. 26 – Littoral Rainforest;*
- *State Environmental Planning Policy No. 71 – Coastal Protection;*
- *Coffs Harbour City Local Environmental Plan 2013;*
- *Coffs Harbour Development Control Plan 2013;*

Each of these statutory instruments is considered in detail in the Section 79C assessment appended to this report as Attachment 1.

Implementation Date / Priority:

In the event that Council adopts the recommendation, a formal notice of determination will be issued for the development application and persons who made a submission will be notified. A formal notice of determination is valid for five years and the applicant can act on the development consent at any time within that period, subject to meeting any relevant conditions of the consent.

Conclusion:

A comprehensive assessment of the application has been undertaken in accordance with all statutory requirements and it is recommended that the application be approved subject to a number of conditions.

**Section 79C Evaluation
Development Application 0136/15**

a. the provisions of,

i. any environmental planning instrument, and

- ***State Environmental Planning Policy (SEPP) No. 26 - Littoral Rainforest***

The Sawtell Surf Life Saving Club is located within 100m of land to which SEPP 26 is applicable. The proposed development does not involve damage to any area identified as SEPP 26 – Littoral Rainforest.

The development application was referred to the National Parks and Wildlife Service (NPWS) in accordance with clause 9 of SEPP 26. It was recommended by NPWS that any new landscape works comprise plants that are local endemic species. The development application was also referred to the NSW Department of Planning and Environment seeking concurrence in accordance with clause 7(3) of SEPP 26. Concurrence was granted by Planning and Environment subject to new plantings being local endemic species. A condition has been included in the recommended list of conditions of approval requiring a landscape plan indicating local endemic species to be submitted to Council and approved to prior to the issue of a construction certificate.

- ***State Environmental Planning Policy (SEPP) No 71 - Coastal Development***

The proposed development meets the relevant provisions and is consistent with the aims of this policy.

Clause 7 of the SEPP requires Council to take matters as listed in Clause 8 into consideration when determining development applications. Clause 8 matters have been taken into consideration in the assessment of the proposed development.

- The surf club does have frontage to the beach however the building footprint remains unchanged. The proposed development will therefore have minimal impact on this location.
- The proposed development does not change, impede or diminish public access to or along the coastal foreshore.
- The development is considered suitable given its type, location and design and its relationship with the surrounding area.
- The proposed development will not result in a detrimental impact on the amenity or scenic qualities of the coastal foreshore, including significant overshadowing of the coastal foreshore and no significant loss of views from a public place to the coastal foreshore. There is no expected impact on existing wildlife corridors, the animal, fish or plants and their inhabitants.
- The existing Sawtell surf life saving club is located on land which is seaward of the 100 year coastal hazard line. The refurbishment of the club does not involve extending east of the current building alignment and is outside of the immediate Coastal Hazard Zone. There are however concrete steps and a low stone wall proposed within the immediate coastal hazard zone. A condition has been recommended to be imposed requiring the foundations of the structures to be designed by a practising structural engineer taking into account the

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impact of coastal hazards including storm surge, tidal inundation, dune slumping, erosion and changing water table. A condition is also recommended to be imposed requiring the submission of a 'coastal risk management report' prepared by a suitably qualified engineer detailing proposed processes for the monitoring of coastal hazards as it relates to the site and the buildings/structures. It shall also detail circumstances in which the low stone wall and concrete steps will require removal due to the effects of coastal erosion and management options.

- The proposed development will not result in potential for conflict between land-based and water-based coastal activities.
 - The building footprint remains unchanged however a condition will be imposed requiring building/excavation works to cease should any Aboriginal artifacts be discovered and the Office of Environment and Heritage be contacted immediately.
 - The proposed development will be connected to Council's sewer.
 - The proposed development will discharge stormwater into Council's stormwater system and consequently not discharge untreated stormwater into the sea, a beach, estuary, coastal lake, coastal creek or other similar body of water, or onto a rock platform.
- **Coffs Harbour Local Environmental Plan (LEP) 2013**

Zoning

The land is zoned RE1 Public Recreation under Coffs Harbour LEP 2013. The proposed development is defined as a Community Facility which is permissible with consent in the RE1 zone.

The proposed development is consistent with the objectives of the RE1 Zone in accordance with section 2.3 of Coffs Harbour LEP 2013.

(1.2) Aims of Plan

The development is consistent with the aims of the Coffs Harbour LEP 2013. In particular, the development supports a strong and diverse economy, provides permitted commercial development, is appropriate to its setting and relevant site attributes and incorporates a range of sustainable features.

Clause 4.3 Height of Buildings

The Height of Buildings Map specifies a maximum building height of 8.5 metres for the development site. There is a section along the middle of the northern and southern façade of the proposed new building that exceeds the maximum building height of 8.5m. The highest point of the building above ground level is 10.14m. Clause 4.6 of CH LEP 2013 allows for an appropriate degree of flexibility in the application of certain planning controls such as building height. Clause 4.6 is addressed below.

Clause 4.6 Exception to Development Standards

The proponent has submitted a request to vary the height limit under Clause 4.6 of Coffs Harbour LEP 2013.

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In support of the variation request it is noted:

- The existing surf club building exceeds the maximum building height of 8.5m by 0.67m on the northern and western facades.
- The highest point of the proposed building above ground level is 10.14m, meaning the departure from the maximum building height of 8.5m is only 1.64m.
- The departure is considered to be minor and does not significantly add to the overall height, bulk and scale of the building.
- The variation in height is unlikely to cause any concern regarding overshadowing, view loss or amenity issues for adjoining properties.

In the circumstances, it is considered that compliance with the development standard is unreasonable or unnecessary and there are sufficient planning grounds to justify contravening the development standard.

In conclusion, the request to vary the development standard has been assessed and is considered reasonable in the circumstances and it is therefore recommended that Council use its delegation under Clause 4.6, to vary the development standard accordingly.

Clause 5.5 Development Within the Coastal Zone

The matters under this clause have been addressed under SEPP 71 – Coastal Development

Clause 5.6 Architectural Roof features

The clause allows for a building to exceed the maximum building height limit required by clause 4.3 if the building design promotes architectural merit and visual interest. The proposed new building has a contemporary flat roof design with large amounts of transparent glass providing an open atmosphere to benefit from ocean breezes and natural sunlight. It is considered that the architectural form of the roof and the building overall satisfies the objectives of clause 5.6 in providing architectural merit and visual interest.

- ii. **any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the Director-General has notified to the consent authority (unless the Director-General has notified the consent authority that the making of the proposed instrument has been deferred indefinitely or has been approved),**

Coastal Hazard Planning Controls

Council resolved at its meeting of 27 November 2014, to seek a Gateway Determination from the Minister for Planning for a Planning Proposal to revise provisions relating to coastal hazards, including the introduction of associated maps in Council's planning controls. The planning proposal was on public exhibition until 6 May 2015.

As the planning proposal has been placed on exhibition, it is a draft environmental planning instrument that requires consideration in the assessment of any development application.

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The planning proposal applies to the area of land that is located seaward of the 2100 coastal hazard line. The subject site includes land within this area.

In addition to adding a new map to planning controls described as the “Coastal Hazard Planning Map”, it is proposed to include a new provision on Coastal Hazard Planning. Relevant sections of the provision that should be considered for development applications within the “Coastal Hazard Planning Area” are reproduced below.

7.17 Coastal hazard planning

(3) Development consent must not be granted to development on land to which this clause applies unless the consent authority is satisfied that the development:

(a) is not likely to cause detrimental increases in coastal hazards to other development or properties, and

(b) is not likely to alter coastal processes and the impacts of coastal hazards to the detriment of the environment, and

(c) incorporates appropriate measures to manage risk to life from coastal hazards, and

(d) is likely to avoid or minimise adverse effects from the impact of coastal processes and the exposure to coastal hazards, and

(e) provides for the relocation, modification or removal of the development to adapt to the impact of coastal processes and coastal hazards, and

(f) has regard to the impacts of sea level rise.

Comment – The existing Sawtell surf life saving club is located on land which is seaward of the 100 year coastal hazard line. The refurbishment of the club does not involve extending east of the current building alignment and is outside of the immediate Coastal Hazard Zone. There are however concrete steps and a low stone wall proposed within the immediate coastal hazard zone. A condition has been recommended to be imposed requiring the foundations of the structures to be designed by a practising structural engineer taking into account the impact of coastal hazards including storm surge, tidal inundation, dune slumping, erosion and changing water table. A condition is also recommended to be imposed requiring the submission of a ‘coastal risk management report’ prepared by a suitably qualified engineer detailing proposed processes for the monitoring of coastal hazards as it relates to the site and the buildings/structures. It shall also detail circumstances in which the low stone wall and concrete steps will require removal due to the effects of coastal erosion and management options.

The proposed development is unlikely to cause increases in coastal hazards to other properties, will not alter coastal processes and allows for evacuation as a measure to manage risk to life from coastal hazards. The proposed development is considered appropriate with respect to the proposed Coastal Hazard Planning Provisions.

Draft Coffs Harbour Development Control Plan (DCP) 2015

Draft Coffs Harbour DCP 2015 is on public exhibition from 6 May 2015 until 5 June, 2015. It is intended to replace the current DCP (DCP 2013). The purpose of the plan is to give effect to the aims of the Coffs Harbour Local Environmental Plan (LEP) 2013 to facilitate development that is permissible under Coffs Harbour LEP 2013 and achieve the objectives of land use zones under Coffs Harbour LEP 2013.

The proposed development is generally consistent with the objectives and requirements outlined in each applicable DCP component.

iii. any Development Control Plan (DCP)

• Coffs Harbour Development Control Plan 2013

The following components of the DCP are relevant to the proposal:

• A2 Notification and Public Participation

The proposed development was publicly exhibited in accordance with the requirements of this component and 2 submissions were received. The issues raised and how they have been addressed is outlined in the summary of submissions section in part d below.

• C1 Design Requirements

The proposed development will provide access to all areas and facilities for persons with a disability in accordance with the Building Code of Australia. A lift will be available for use to access all levels of the building. Access to the beach and the outdoor seating area of the café is possible via the proposed new disabled access ramp located on the southern side of the building.

The development has been designed in accordance with safer by design principles for minimising crime risk by providing opportunities for surveillance, access control, territorial reinforcement and space management. Lighting will be required to be provided from Fourth Avenue along the southern walkway to the rear of the surf club building to enable the safe passage of patrons during functions at night.

• C2 Access, Parking and Servicing Requirements DCP

The site does not have on-site car parking and no parking is proposed as part of this development application. There is very limited opportunity for parking to be provided on the site as there is limited space and the beach foreshore is a highly sensitive natural environment.

A parking study was submitted with the development application. It examines the current parking availability in the locality and their rates of utilization. It also examines whether there is any likely change to parking demand as a result of the proposed refurbishment of the Sawtell Surf Life Saving Club. On-street public car parking exists in the immediate vicinity of the Sawtell Surf Life Saving Club along Fourth Avenue, Third Avenue, Second Avenue and Johnston Lane. An off-street public car park exists directly opposite the Surf Club on the corner of Second and Fourth Avenue. A survey of the rate of the utilisation of this off-street public car park was undertaken by the Sawtell SLSC for one week during 20th- 26th April, 2015. The number of parked cars were recorded twice daily and photographs

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taken, morning and afternoon. Photographs were also taken of the RSL car park and on-street car parks along Fourth Avenue to gauge general rates of utilisation. It was concluded that car parking areas were only at capacity during Saturday and Sunday morning. Note: Saturday was influenced by ANZAC day commemorations. The survey indicates that there is suitable parking capacity located in the vicinity of the surf club for the majority of the time. Rates of utilisation vary throughout the year and week due to holiday periods and special events.

The proposed surf club refurbishment does involve constructing additional floor area (364sqm). The increase in floor space comprises the store room, first aid room, gymnasium, members toilets and the café. DCP component C2 does not specify a parking rate for community facilities however it does specify a rate of 1 car space per 25sqm for a café. The café will increase in floor area from 25sqm to 127.5sqm causing an increased parking demand of 4 car spaces. The seating capacity for the café remains unchanged, therefore the maximum number of customers will not change. While refurbishment of the Sawtell Surf Life Saving Club is likely to cause some additional parking demand, the proposal seeks dispensation from Council so that no car parking is required to be provided on the site. The reasons for this include:

- There is insufficient space to provide car parking without significantly impacting on the sensitive coastal environment.
- Surf life saving clubs provide either no or very few on-site car parking due to their beachside location. Parking is generally available as public parking on nearby sites and on the street.
- The current facility and proposed refurbished facility provides an essential service to the local community.

The parking study was considered by Council's Traffic Engineer. It was concluded that given the significant site constraints, the overall community benefit and the café not increasing in seating capacity which is the fundamental parking generating activity, the proposal can be supported without the need for providing additional car parking.

- **C3 Landscaping Requirements**

A concept landscape plan has been submitted with the DA and a condition is recommended for a detailed landscape plan to be submitted to Council for approval, prior to the issue of a construction certificate. Species will be required to be local endemic species.

- **C7 Waste Management**

The development will provide adequate waste management facilities and disposal arrangements in accordance with Council's requirements.

iiia any planning agreement that has been entered into under section 93F, or any draft planning agreement that a developer has offered to enter into under section 93F, and

No Planning Agreement has been offered or entered into for this development application.

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iv. the regulations (to the extent that may prescribe matters for the purposes of this paragraph), that apply to the land to which the development application relates,

Clause 92 of the Environmental Planning and Assessment Regulations 2000 requires that the NSW Coastal Policy 1997 and certain demolition controls be considered in the determination of development applications. The development is consistent with the goals, objectives and strategic actions outlined in the Coastal Policy. Appropriate conditions will be applied to the consent covering demolition works. Objective 3.2 of this Policy is "*to design and locate development to complement the surrounding environment and to recognise good aesthetic qualities*". The proposal satisfies this objective.

v. any coastal zone management plan (within the meaning of the [Coastal Protection Act 1979](#)), that apply to the land to which the development application relates,

Council at its meeting of the 14 February 2013 adopted the Coffs Harbour Coastal Zone Management Plan. The proposed development is consistent with the plan. The existing Sawtell surf life saving club is located on land which is seaward of the 100 year coastal hazard line. The refurbishment of the club does not involve extending east of the current building alignment and is outside of the immediate Coastal Hazard Zone. There are however concrete steps and a low stone wall proposed within the immediate coastal hazard zone. A condition has been recommended to be imposed requiring the foundations of the structures to be designed by a practising structural engineer taking into account the impact of coastal hazards including storm surge, tidal inundation, dune slumping, erosion and changing water table. A condition is also recommended to be imposed requiring the submission of a 'coastal risk management report' prepared by a suitably qualified engineer detailing proposed processes for the monitoring of coastal hazards as it relates to the site and the buildings/structures. It shall also detail circumstances in which the low stone wall and concrete steps will require removal due to effects of coastal erosion and management options.

The proposed development is unlikely to cause increases in coastal hazards to other properties, will not alter coastal processes and allows for evacuation as a measure to manage risk to life from coastal hazards. The proposed development is considered appropriate with respect to the proposed Coastal Hazard Planning Provisions.

b. the likely impacts of that development, including environmental impacts, on both the natural and built environments, and social and economic impacts in the locality,

1. The natural environment

The subject site is located in the beach reserve however the building footprint will not change and there is no proposed removal of significant native vegetation.

All matters of Section 5A of the Environmental Planning and Assessment Act have been considered and the proposed development is not considered likely to have a significant effect on threatened species, populations or ecological communities or their habitats.

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2. The built environment

The proposed building is a contemporary coastal design that will make a positive addition to the Sawtell Town Centre.

The development meets safer by design principles for minimising crime risk by providing opportunities for surveillance, access control, territorial reinforcement and space management.

3. Social impacts

The proposed refurbishment is likely to increase patronage and activate surveillance of the area and therefore deter any potential anti-social behaviour. The development application was referred to the NSW Police for comment in relation to the applying the principles of 'safer by design'. The response from the NSW Police indicated that the proposed development is low risk and unlikely to introduce new crime opportunities to the area. Lighting will be required to be provided from Fourth Avenue along the southern walkway to the rear of the surf club building to enable the safe passage of patrons during functions at night. It should be noted that no liquor licence has been applied for from the Office of Liquor, Gaming and Racing. However should there be an application for a liquor licence, it will be subject to a public consultation period and a detailed social impact assessment for consideration by the Office of Liquor, Gaming and Racing.

A refurbished Sawtell Surf Life Saving Club is likely to provide positive social benefits. These include:

- Continued and improved provision of an essential service to the local community.
- A safe and pleasant venue for the public to meet and socialise
- Improved sense of community
- Promotion of an active lifestyle through participation in the tradition of surf life saving.

4. Economic Impacts

The proposed development will have a positive economic impact both during construction and in operation when completed. The estimated construction cost is \$1.5 million. The café component of the refurbished surf club will generate essential funding for the continued provision of the community service of surf life saving.

c. the suitability of the site for the development,

The site is ideally located for its purpose as a surf life saving club. The current building footprint will remain unchanged meaning there is minimal impact on the sensitive coastal environment. It also forms part of the Sawtell town centre allowing it to be highly utilised. The site is considered to be suitable for the development.

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d. any submissions made in accordance with this Act or the regulations,

The development application was advertised and notified in accordance with Council's Notification Development Control Plan. There were two submissions. Full copies of the submissions are a confidential attachment to this report. The submissions have been included as a confidential attachment as they contain personal and private information that is not appropriate to be fully disclosed under the *Privacy and Personal Information Protection Act*.

Summary of issues raised in submissions:

1. Building Design

- The form of the proposed surf life saving club is a repeat of the 1950's clubhouse.
- East elevation is susceptible to north-east winds, proposed skillion roof will experience excessive wind load.
- Should be designed to maximise benefit from solar access.
- Showers are external to the building.
- Render and paint finish to existing masonry will be expensive to maintain.

Comment:

The current building resembles a 1950's clubhouse. The proposed refurbishment will be a significant enhancement to the appearance of the building in its current form. The proposed roof profiles would be designed to meet the relevant Building Code of Australia requirements in relation to wind loading. The building design aims to achieve a more efficient and functional internal layout. The showers are external to the building to allow beach users to wash sand and salt from themselves, thongs, surfboards, children's sand buckets, etc. The water will drain back towards the beach into the sand. They will not be plumbed to Council's sewer to prevent sand clogging the system. It is considered unnecessary for the wastewater to be treated in this instance. There are examples of external showers at beachside locations that are not plumbed to a reticulated treatment system. There are internal showers proposed for members. Internal showers are not proposed for the general public as it is considered to be undesirable and a public safety risk. The proposed building finish is an optimal method of achieving a fresh contemporary and inexpensive appearance.

2. Car Parking:

- Car parking availability in the Sawtell town is inadequate.
- The surf club does not provide its own off-street parking.
- The refurbishment will generate additional parking demand.
- People utilise RSL car park without visiting RSL club. This will become worse if surf club is refurbished.

Comment:

As indicated previously, the site does not have any on-site car parking and no parking is proposed as part of this development application. There is very limited opportunity for parking to be provided on the site as there is limited space and the beach foreshore is a highly sensitive natural environment.

A parking study was submitted with the development application. It examines the current parking availability in the locality and their rates of utilization. It also examines

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whether there is any likely change to parking demand as a result of the proposed refurbishment of the Sawtell Surf Life Saving Club. On-street public car parking exists in the immediate vicinity of the Sawtell Surf Life Saving Club along Fourth Avenue, Third Avenue, Second Avenue and Johnston Lane. An off-street public car park exists directly opposite the Surf Club on the corner of Second and Fourth Avenue. A survey of the rate of the utilisation of this off-street public car park was undertaken for one week during 20th- 26 April, 2015. The number of parked cars were recorded twice daily and photographs taken, morning and afternoon. Photographs were also taken of the RSL car park and on-street car parks along Fourth Avenue to gauge general rates of utilisation. It was concluded that car parking areas were only at capacity during Saturday and Sunday morning. Note: Saturday was influenced by ANZAC day commemorations. The survey indicates that there is suitable parking capacity located in the vicinity of the surf club for the majority of the time. Rates of utilisation vary throughout the year and week due to holiday periods and special events.

The proposed surf club refurbishment does involve constructing an additional floor area of 364sqm. The increase in floor space comprises the store room, first aid room, gymnasium, members toilets and the café. Council's DCP component C2 does not specify a parking rate for community facilities however it does specify a rate of 1 car space per 25sqm for a café. The café will be increased in floor area from 25sqm to 127.5sqm causing an increase in parking demand of 4 car spaces. The seating capacity for the café remains unchanged, therefore the maximum number of customers will not change. While refurbishment of the Sawtell Surf Life Saving Club is likely to cause some additional parking demand, the proposal seeks dispensation from Council so that no car parking is required to be provided on the site. The reasons for this include:

- There is insufficient space to provide car parking without significantly impacting on the sensitive coastal environment.
- Surf life saving clubs provide either no or very few car on-site car parking as they are generally provided as public parking on nearby sites and on the street.
- The current facility and proposed refurbished facility provides an essential service to the local community.

The parking study was considered by Council's Traffic Engineer. It was concluded that given the significant site constraints, the overall community benefit and the café not increasing in seating capacity which is the fundamental parking generating activity, the proposal can be supported without the need for providing additional car parking.

The Sawtell Ex-Services Club has its own private car park for its members and their guests. Effective methods could be implemented to ensure parking is reserved exclusively for Ex-Services Club members and their guests.

3. Increased Anti-Social Behaviour in Sawtell:

Comment:

The proposed refurbishment is likely to increase patronage and activate surveillance of the area and therefore deter any potential anti-social behaviour. The development application was referred to the NSW Police for comment in relation to the applying the principles of 'safer by design'. The response from The NSW Police indicated that the proposed development is low risk and unlikely to introduce new crime opportunities to the area. Lighting will be required to be provided from Fourth Avenue along the southern walkway to the rear of the surf club building to enable the safe passage of

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patrons during functions at night. It should be noted that no liquor licence has been applied for from the Office of Liquor, Gaming and Racing. However should there be an application for a liquor licence, it will be subject to a public consultation period and a detailed social impact assessment for consideration by the Office of Liquor, Gaming and Racing.

e. the public interest:

The assessment of the application has considered public interest matters and determined that the proposal is acceptable and the impacts can be effectively managed through conditions of approval. The proposed development will make a positive contribution to the Sawtell town centre and approval of the application is considered to be in the public interest.

Sawtell Surf Club Refurbishment

Fourth Avenue, Sawtell, NSW
Development Application April 2014

Architectural Drawing Schedule

DA00	COVER SHEET + LOCATION PLAN	SHT 1 OF 9
DA01	SITE/ ROOF PLAN	SHT 2 OF 9
DA01A	EXISTING BUILDING	SHT 3 OF 9
DA02	LOWER LEVEL FLOOR PLAN	SHT 4 OF 9
DA03	MID LEVEL FLOOR PLAN	SHT 5 OF 9
DA04	UPPER LEVEL FLOOR PLAN	SHT 6 OF 9
DA05	ELEVATIONS	SHT 7 OF 9
DA06	SECTION	SHT 8 OF 9
DA07	PERSPECTIVE VIEW	SHT 9 OF 9



Surf Club

LOCATION PLAN NTS



BEACH VIEW 01



STREET VIEW 01



BEACH VIEW 02



STREET VIEW 02

Rev	Notes	Date
A.	Preliminary DA	06.01.14
B.	General amendments	24.03.14
C.	Development Application	03.04.14

Notes
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Contact Architect

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Nominated Architect Christian Fisher NSW Reg 7613
02 6655 0191 0412 314 537 www.fisherdesign.com.au

Project
Sawtell Surf Club, Sawtell, NSW

Client
Sawtell Surf Club

Drawing
Cover Page
Location Plan
Perspective Views

	Scale Indicated	Drawn CF	Date 03-04-14
	Drawing DA00	Checked CF	Revision C



Rev	Notes	Date
A.	Preliminary DA	06.01.14
B.	General amendments	24.03.14
C.	Development Application	03.04.14

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Project
Sawtell Surf Club, Sawtell, NSW
 Client
Sawtell Surf Club

Drawing
Beach Perspective View

North	Scale	Drawn	Date
		CF	03-04-14
Drawing	Checked	Revision	
DA07	CF	C	



Rev	Notes	Date
A	Preliminary DA	06.01.14
B	General amendments	24.03.14
C	Development Application	03.04.14


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 02 9655 0191 0412 314 537 www.fisherdesign.com.au

Project
Sawtell Surf Club, Sawtell, NSW
Client
Sawtell Surf Club

Drawing
Site/ Roof Plan

	Scale 1:200@A3 1:100@A1	Drawn CF	Date 03-04-14
	Drawing DA01	Checked CF	Revision C



Site Legend

- EXTENT OF LANDSCAPING. REFER LANDSCAPE ARCHITECT'S DRAWINGS
- PAVEMENT/ DRIVEWAY. MAKE GOOD EXISTING NEW TO STRUCTURAL ENGINEER'S DETAILS
- EXISTING TREES
- GRASS. SELECTED TURF
- SH. SOLAR HOT WATER TANK
- SP. SOLAR HOT WATER SYSTEM PANEL

Materials Legend

- AL. POWDERCOATED ALUMINUM FRAMED WINDOWS & DOORS
- BAL. POWDERCOATED ALUMINUM FRAMED BALUSTRADES (1M HIGH) TO MANUFACTURERS DRAWINGS AND SPECIFICATION
- BR. BRICKWORK WALL RENDERS + PAINT FINISH
- MC. MASONRY COLUMN - RENDERS + PAINT FINISH
- CFC. COMPRESSED FIBRE CEMENT
- CG. COLORBOND GUTTER
- CONC. GREY WASHED AGGREGATE NON SLIP FINISH
- COL. COLORBOND ROOF SHEETING
- CT. CERAMIC TILE
- VIN. SELECTED VINYL FLOOR
- DP. DOWN PIPE
- FFL. FINISHED FLOOR LEVEL
- FW. FLOOR WASTE
- PS. PLASTER BOARD

Notes

DRAWINGS + SPECIFICATION
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USE WRITTEN DIMENSIONS ONLY. DO NOT SCALE FROM DRAWINGS. ALL LEVELS AND DIMENSIONS ARE TO BE CHECKED BY BUILDER AND CONFIRMED ON SITE AND IF REQUIRED, CONFIRMED BY THE CONSULTANT TEAM PRIOR TO CONSTRUCTION. SURVEY CONTROLS TO BE CONFIRMED BY BUILDER PRIOR TO CONSTRUCTION. BUILDER TO CONFIRM SUITABILITY OF STRUCTURE FOR SITE CONDITIONS.

NATIONAL CONSTRUCTION CODE
ALL BUILDING WORKS ARE TO BE IN ACCORDANCE WITH BUT NOT LIMITED TO NCC REQUIREMENTS AND NATIONAL CONSTRUCTION CODE OF AUSTRALIA - ALL RELEVANT AUSTRALIAN STANDARDS (IF NOT LISTED) REQUIREMENTS OF COUNCIL AND ANY OTHER AUTHORITY.

REQUIREMENTS TO BCA AND BCA REPORT
AS 3700 MASONRY
AS 1720.1, 1984.2, 3 & 4 TIMBER CONSTRUCTION
AS 2047.4, 1986 GLAZING
AS 3600.1 TERRACE RISK MANAGEMENT
AS 1502.1 ROOF CLADDING
AS 2902.2 WALL CLADDING
AS 1428 DESIGN FOR ACCESS AND MOBILITY
AS 3740 WATERPROOFING WET AREAS
AS 3600.0 DAM PROOFING
AS 3601 SLIP RESISTANCE TO SURFACES

SURVEY
REFER SURVEY - CONTOUR AND DETAIL PLAN FOR EXISTING BUILDING AND BOUNDARY DETAILS

DEMOLITION
DETECT AND ALLOW FOR REMOVAL OF ANY EXISTING FOUNDATION OR FOOTING MATERIAL BELOW GROUND LEVEL WHERE DEMOLITION IS REQUIRED.

STRUCTURE
ALL FOUNDATIONS, SLABS AND FOOTINGS, WALLS AND RETAINING WALLS, AND ROOF AND TIE DOWN STRUCTURE TO ENGINEERS DRAWINGS AND MANUFACTURERS SPECIFICATION.

ELECTRICAL
ALL LIGHTING TO BE TO ELECTRICAL ENGINEERS DRAWINGS AND SPECIFICATION.

HYDRAULIC
ALL ROOF DRAINAGE, DPS AND GUTTERS TO HYDRAULIC ENGINEERS DOCUMENTS AND TO MANUFACTURERS SPECIFICATIONS. GREASE ARRESTOR TO HYDRAULIC ENGINEERS DESIGN. ALL FINISHED GROUND SURFACE LEVELS, DRAINAGE PITS, FALLS AND OVERLAND FLOW TO CIVIL HYDRAULIC ENGINEERS DOCUMENTS, AND TO COMPLY WITH RELEVANT STANDARDS AND NCC.

MECHANICAL
ALL MECHANICAL INSTALLATIONS - LIFT, KITCHEN EXHAUST, AIR CONDITIONING ETC TO MECHANICAL ENGINEERS DOCUMENTS AND TO MANUFACTURERS SPECIFICATIONS.

LANDSCAPE
ALL EXTERNAL LANDSCAPE WORKS TO LANDSCAPE ARCHITECT'S DRAWINGS.

STAIRS
CONCRETE STAIRS TO ENGINEERS DETAILS DETAILS AND BCA REQUIREMENTS. RISER 190MM MAX, 115 MIN, GOING 250MM - 25+ G-700 MAX 550 MIN.

FIRE RESISTANCE
ALL FIRE RATING OF CONSTRUCTION ELEMENTS TO NATIONAL CONSTRUCTION CODE REQUIREMENTS. NCC CONSULTANT TO CONFIRM PRIOR TO CONSTRUCTION.

ROOF CLADDING AND SARKING
ROOF CLADDING TO COMPLY WITH AS 1502.1. SARKING TO ROOFS AND WALLS TO COMPLY WITH ASINZS 4000 PARTS 1 & 2.

DAMP PROOFING
TO COMPLY WITH BCA CLAUSE F1.9 AND MATERIALS USED TO COMPLY WITH ASINZS 2904 OR AS 3600.0

SMOKE ALARMS
SMOKE ALARMS MUST BE INSTALLED IN EACH DWELLING IN ACCORDANCE WITH AS 3786 AND BCA PART 3.7.2.

Lower Level Floor Plan

Rev	Notes	Date
A	Preliminary DA	06.01.14
B	General amendments	24.03.14
C	Development Application	03.04.14

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Contact Architect

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Project
Sawtell Surf Club, Sawtell, NSW

Client
Sawtell Surf Club

Drawing
Lower Level Floor Plan

North	Scale	Drawn	Date
	1:200@A3	CF	03-04-14
	1:100@A1	CF	
Drawing	Checked	Revision	
DA02	CF	C	



Site Legend

- EXTENT OF LANDSCAPING. REFER LANDSCAPE ARCHITECT'S DRAWINGS
- PAVEMENT/ DRIVEWAY. MAKE GOOD
- EXISTING NEW TO STRUCTURAL ENGINEER'S DETAILS
- EXISTING TREES
- GRASS. SELECTED TURF
- SH. SOLAR HOT WATER TANK
- SP. SOLAR HOT WATER SYSTEM PANEL

Materials Legend

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- BAL POWDERCOATED ALUMINUM FRAMED BALUSTRADES (1M HIGH TO MANUFACTURERS DRAWINGS AND SPECIFICATION)
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- MC MASONRY COLUMN - RENDER + PAINT FINISH
- CFC COMPRESSED FIBRE CEMENT
- CG COLORBOND GUTTER
- CONC GREY WASHED AGGREGATE NON SLIP FINISH
- CR COLORBOND ROOF SHEETING
- CT CERAMIC TILE
- VN SELECTED VINYL FLOOR
- DP DOWN PIPE
- FFL FINISHED FLOOR LEVEL
- FW FLOOR WASTE
- PS PLASTER BOARD

Notes

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- NATIONAL CONSTRUCTION CODE**
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FIRE RESISTANCE TO BCA AND BCA REPORT REQUIREMENTS:
- AS 3700 MASONRY
- AS 1720.1, 1984.2, 3 & 4 TIMBER CONSTRUCTION
- AS 2047.4, 1986 GLAZING
- AS 3600.1 TERRACE RISK MANAGEMENT
- AS 1562.1 ROOF CLADDING
- AS 2962.2 WALL CLADDING
- AS 1428 DESIGN FOR ACCESS AND MOBILITY
- AS 3740 WATERPROOFING WET AREAS
- AS 3600.0 DAMP PROOFING
- AS 3601 SLIP RESISTANCE OF SURFACES
- SURVEY**
REFER SURVEY - CONTOUR AND DETAIL PLAN FOR EXISTING BUILDING AND BOUNDARY DETAILS
- DEMOLITION**
DETECT AND ALLOW FOR REMOVAL OF ANY EXISTING FOUNDATION OR FOOTING MATERIAL BELOW GROUND LEVEL WHERE DEMOLITION IS REQUIRED.
- STRUCTURE**
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- ELECTRICAL**
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- HYDRAULIC**
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- LANDSCAPE**
ALL EXTERNAL LANDSCAPE WORKS TO LANDSCAPE ARCHITECT'S DRAWINGS.
- STAIRS**
CONCRETE STAIRS TO ENGINEERS DETAILS DETAILS AND BCA REQUIREMENTS. RISER 190MM MAX, 115 MIN, GOING 250MM - 25+ G- 700 MAX 550 MIN.
- FIRE RESISTANCE**
ALL FIRE RATING OF CONSTRUCTION ELEMENTS TO NATIONAL CONSTRUCTION CODE REQUIREMENTS. NCC CONSULTANT TO CONFIRM PRIOR TO CONSTRUCTION.
- ROOF CLADDING AND SARKING**
ROOF CLADDING TO COMPLY WITH AS 1562.1. SARKING TO ROOFS AND WALLS TO COMPLY WITH AS/NZS 4000 PARTS 1 & 2.
- DAMP PROOFING**
TO COMPLY WITH BCA CLAUSE F1.9 AND MATERIALS USED TO COMPLY WITH AS/NZS 2904 OR AS 3660.0
- SMOKE ALARMS**
SMOKE ALARMS MUST BE INSTALLED IN EACH DWELLING IN ACCORDANCE WITH AS 3786 AND BCA PART 3.7.2.

Mid Level Floor Plan

Rev	Notes	Date
A	Preliminary DA	06.01.14
B	General amendments	24.03.14
C	Development Application	03.04.14

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Contact Architect

 Nominated Architect Christian Fisher NSW Reg 7613
 02 6655 0191 0412 314 537 www.fisherdesign.com.au

Project
Sawtell Surf Club, Sawtell, NSW
 Client
Sawtell Surf Club

Drawing
Mid Level Floor Plan

Scale	Drawn	Date
1:200@A3 1:100@A1	CF	03-04-14
Drawing	Checked	Revision
DA03	CF	C



Rev	Notes	Date
A	Preliminary DA	08.01.14
B	General amendments	24.03.14
C	Development Application	03.04.14

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Contact Architect

FISHER DESIGN + ARCHITECTURE

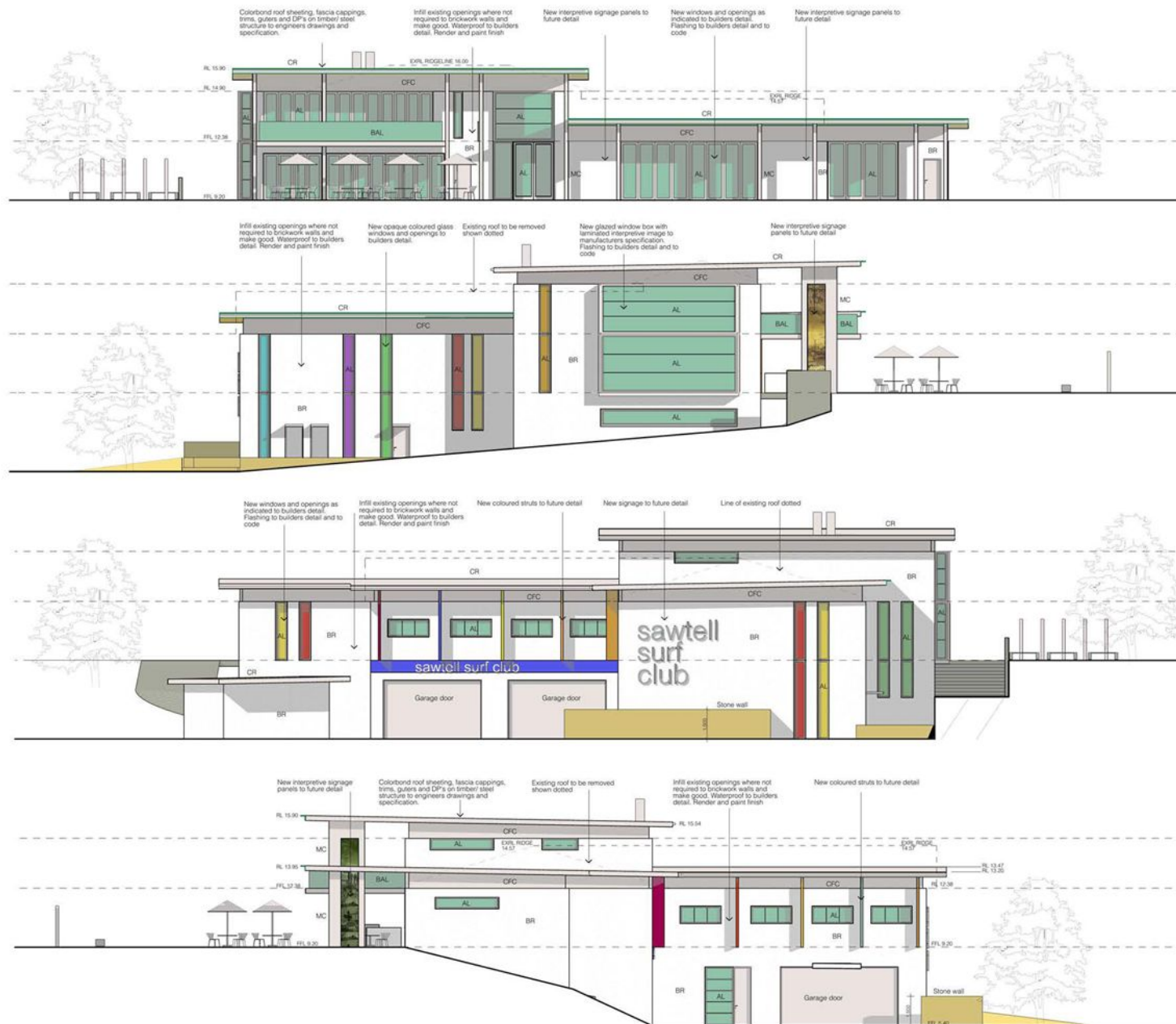
Nominated Architect Christian Fisher NSW Reg 7613
02 9655 0191 0412 314 537 www.fisherdesign.com.au

Project
Sawtell Surf Club, Sawtell, NSW

Client
Sawtell Surf Club

Drawing
Upper Level Floor Plan

Scale	Drawn	Date
1:200@A3 1:100@A1	CF	03-04-14
Drawing	Checked	Revision
DA04	CF	C



EAST

SOUTH

WEST

NORTH

Site Legend

- EXTENT OF LANDSCAPING, REFER LANDSCAPE ARCHITECT'S DRAWINGS
- PAVEMENT/ DRIVEWAY MAKE GOOD EXISTING, NEW TO STRUCTURAL ENGINEERS DETAILS
- EXISTING TREES
- GRASS, SELECTED TURF
- SH/ SOLAR HOT WATER TANK
- SP SOLAR HOT WATER SYSTEM PANEL

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- VN SELECTED VINYL FLOOR
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- FFL FINISHED FLOOR LEVEL
- FW FLOOR WASTE
- FB FLASTER BOARD

Notes

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- AS 2047 & 1288 GLAZING
- AS 3600 - 1988 RISK MANAGEMENT
- AS 1562.1 ROOF CLADDING
- AS 2962 WALL CLADDING
- AS 1428 DESIGN FOR ACCESS AND MOBILITY
- AS 3740 WATERPROOFING WET AREAS
- AS 3600.0 DAMP PROOFING
- AS 3601 SLIP RESISTANCE OF SURFACES
- SURVEY**
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- SMOKE ALARMS**
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Rev	Notes	Date
A.	Preliminary DA	06.01.14
B.	General amendments	24.03.14
C.	Development Application	03.04.14

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Contact Architect



FISHER DESIGN + ARCHITECTURE
Nominated Architect Christian Fisher NSW Reg 7613
02 9655 0191 0412 314 537 www.fisherdesign.com.au

Project
Sawtell Surf Club, Sawtell, NSW

Client
Sawtell Surf Club

Drawing
Elevations

North	Scale	Drawn	Date
	1:200@A3 1:100@A1	CF	03-04-14
	Drawing	Checked	Revision
	DA05	CF	C

Proposed Conditions Development Application No. 0136/15

Schedule of Conditions

ADMINISTRATIVE CONDITIONS

Development Description:

1. Development consent is granted only to carrying out the development described in detail below:
 - **Community Facility (Sawtell Surf Life Saving Club Alterations and Additions).**

Prescribed Conditions:

2. The proponent shall comply with the prescribed conditions of development approval under Clauses 97A, 98, 98A - E of Environmental Planning and Assessment Regulation 2000 as are of relevance to this development.

Development is to be in accordance with approved plans:

3. The development is to be implemented in accordance with the plans and supporting documents set out in the following table except where modified by any conditions of this consent (Development Consent No. 136/15).

Plan No. / Supporting Document(s)	Rev	Prepared by	Dated
Site/Roof Plan, DA 01	C	Fisher Design and Architecture	3 April 2014
Lower Level Floor Plan, DA02	C	Fisher Design and Architecture	3 April 2014
Mid Level Floor Plan, DA03	C	Fisher Design and Architecture	3 April 2014
Upper Level Floor Plan, DA04	C	Fisher Design and Architecture	3 April 2014
Elevations, DA05	C	Fisher Design and Architecture	3 April 2014

In the event of any inconsistency between conditions of this development consent and the plans/supporting documents referred to above, the conditions of this development consent prevail.

The approved plans and supporting documents endorsed with the Council stamp and authorised signature must be kept on site at all times while work is being undertaken.

Development in Accordance with Documents:

4. The development shall be undertaken in accordance with the following documents:
 - (1) Statement Environmental Effects, Prepared by Geolink, dated May, 2014.

Development Application No. 136/15

Schedule of Conditions

PRIOR TO ISSUE OF CONSTRUCTION CERTIFICATE

Construction Certificate:

5. No building work is to commence on site until a Construction Certificate has been issued for the work and Council has been notified that a Principal Certifying Authority has been appointed.

Coastal Hazard:

6. Foundations for the concrete steps and low stone located within the immediate coastal hazard zone (located east of the surf club building) indicated on Drawing DA01, Revision C, prepared by Fisher Design & Architecture, dated 3rd April, 2014 are to be designed by a practising structural engineer.

The structural engineer is to consider the impact of coastal hazards including the forces generated by storm surge, tidal inundation, possible dune slumping, erosion, slope readjustment and changing water table.

A report from the structural engineer is to accompany the Construction Certificate application to the effect that coastal hazards have been taken into account in the building's structural design.

Outdoor Lighting:

7. To ensure the safe passage of patrons to and from functions during night periods, outdoor lighting shall be provided along the southern walkway from Fourth Avenue to the outdoor seating area of the cafe of the Surf Club Building with details being submitted to Council and approved prior to the issue of a construction certificate.

All outdoor lighting shall comply with, where relevant, AS/NZ 1158.3:1999 "*Pedestrian Area (Category P) Lighting*" and Australian Standard AS 4282:1997 "*Control of the Obtrusive Effects of Outdoor Lighting*". Light type shall be similar style to KIM small archetype SAR model with black powder coated galvanized or aluminium poles. Details demonstrating compliance with these requirements being submitted to the satisfaction of Council or the accredited certifier **prior to issue of the Construction Certificate.**

Equitable Access:

8. The building is to be provided with access and facilities for people with disabilities.

The applicants' attention is directed to the Disability (Access to Premises - Buildings) Standards 2010 and the Building Code of Australia. Details indicating compliance must be submitted and approved by the certifying authority prior to the issue of a Construction Certificate.

Development Application No. 136/15

Schedule of Conditions

Water Management Act 2000:

9. The **Construction Certificate not being released** until a Certificate of Compliance pursuant to Division 5 of Part 2 of Chapter 6 of the Water Management Act 2000 evidencing that adequate arrangements have been made for the provision of water and sewerage services to and within the development is produced to Council.

The current contribution rate is:

	Amount/m ²	Total
	\$	\$
Works to satisfy increased demand within the area for 69 square metres of commercial development – storage areas at 0.1 ET’s per 100m2 (GF 30m2 & FF 39m2)		
Water	9.83	678.27
Sewer	9.40	648.60
Sub Total		1,326.87
Works to satisfy increased demand within the area for 97.6 square metres of commercial development - café at 1.0 ET’s per 100m2 (FF)		
Water	98.34	9,597.98
Sewer	94.04	9,178.30
Sub total		18,776.28
Less credit (54.4m2 @ 0.3ET) for existing use		3,139.63
Sub Total		15,636.65
Works to satisfy increased demand within the area for 197.2 square metres of commercial development – Gymnasium and members room at 0.3 ET’s per 100m2 (GF 82m2 & SF 115.2m2)		
Water	29.50	5,817.40
Sewer	28.21	<u>5,563.01</u>
Sub total		11,380.41
Less credit (49.9m2 @0.1ET) for existing use		959.97
Sub Total		10,420.44
TOTAL AMOUNT PAYABLE		27,383.96

Development Application No. 136/15**Schedule of Conditions**

Trade Waste:

10. An Application for Approval to Discharge Liquid Trade Waste under Section 68 of the Local Government Act, being submitted and approved by Coffs Harbour Water prior to release of the Construction Certificate. All trade waste discharges are to conform with effluent acceptance criteria as stipulated in Coffs Harbour Water's Trade Waste Policy (Schedule A) and or any standards applied by the NSW Department of Environment, Climate Change and Water for the discharge. Please Note: Depending upon your individual circumstances, some trade waste pre-treatment equipment may need to be incorporated into the building work. Coffs Harbour Water (Trade Waste Section) should be contacted for the issue of a Liquid Trade Waste Application Form. Please note once all the relevant information has been supplied, up to 30 days is required for approval.

Sanitary Plumbing and Drainage:

11. A separate application is to be made to Council by the licensed plumber and drainer **prior to the commencement of any sanitary plumbing and drainage work on site.**

Waste Management:

12. The waste bin area is to be enclosed by a roofed and screened enclosure in accordance with the provisions of Council's Waste Management Development Control Plan (DCP). The enclosure is to accommodate a minimum of 2x1100L bulk waste bins and 1x240 Litre Bins (see DCP for dimensions). The enclosure is to be graded and drained to the sewer via a dry basket arrestor. A hose cock is to be provided in the enclosure. The design and materials of the enclosure are to be compatible with the development. Details of the enclosure being submitted and approved by Council prior to issue of the Construction Certificate.

Construction Waste Management Plan:

13. **Prior to issue of a Construction Certificate**, the proponent shall submit to the satisfaction of Council a Waste Management Plan prepared by a suitably qualified person in accordance with Council's relevant waste policy. The Plan shall include the following provisions: all waste building materials shall be recycled or disposed of to an approved waste disposal depot; no burning of materials is permitted on site.

Food Safety:

14. Food premises fitout details being submitted to Council for approval prior to the issue of any Construction Certificate to ensure compliance with the Food Act 2003 and the national Food Safety Standard 3.3.2 (Food Premises and Equipment) and Australian Standard 4674-2004 (Design, Construction and fitout of Food Premises).

Development Application No. 136/15**Schedule of Conditions**

Construction Management Plan:

15. **Prior to the issue of a Construction Certificate**, a Construction Management Plan shall be submitted to and approved by the Certifying Authority. The Plan shall address, but not be limited to, the following matters where relevant:

- Hours of work;
- Contact details of site manager;
- Traffic and pedestrian management;
- Noise and vibration management;
- Waste and recycling management;
- Erosion and sediment control;

The proponent shall submit a copy of the approved Plan to Council.

Landscape Plan:

16. **Prior to the issue a Construction Certificate**, a detailed landscape plan prepared in accordance with Council's Development Control Plan Component – C3 Landscaping Requirements is to be submitted to Council for approval. The landscape plan must indicate:

- Location and species of trees identified to be removed and trimmed as outlined on page 36 of Statement of Environmental Effects, prepared by Geolink, dated May, 2014.
- Proposed hierarchy and location of proposed tree/shrubs. New plantings to be local endemic plant species. Note: Only street trees are considered suitable for the road reserve.
- Proposed compensatory planting for the removal of the Bangalow Palm and Cabbage Palm.
- Suitable fencing around 'Meaghers Park' and outdoor showers area. Note: Low stone wall around this area not supported. Fencing not to affect health of existing nearby vegetation.
- Existing public grassed area between the surf club building and the beach remain grassed with only low stone wall and wide concrete steps added in accordance with Drawing DA01, Revision C, prepared by Fisher Design & Architecture, dated 3rd April, 2014.

PRIOR TO ISSUE OF COMMENCEMENT OR WORKS**Construction Signage:**

17. A sign indicating the name, address and telephone number of the Principal Certifying Authority, and the name and telephone number of the principal contractor (if any) must be erected in a prominent position on the site and maintained until the building work has been completed. The sign must also state that unauthorised entry to the site is prohibited. The signage must be erected prior to commencement of work.

Development Application No. 136/15**Schedule of Conditions**

Site Notice:

18. Prior to commencement of works a site notice(s) shall be prominently displayed at the boundaries of the site for the purposes of informing the public of the development details including but not limited to:
- (1) Details of the Principal Contractor and Principal Certifying Authority for all stages of the development;
 - (2) The approved hours of work;
 - (3) The name of the site/project manager, the responsible managing company (if any), its address and 24 hour contact phone number for any inquiries, including construction noise complaints are to be displayed on the site notice; and
 - (4) To state that unauthorised entry to the site is not permitted.

Demolition Works:

19. All works including (where relevant) the handling and disposal of materials containing asbestos, are to be undertaken in accordance with the relevant requirements of WorkCover NSW, the Occupational Health and Safety Act and Australian Standard AS 2601-2001 "The Demolition of Structures". Prior to demolition all services are to be disconnected and capped off. Disconnection of any sewer drainage lines shall be sealed to prevent ingress of water and debris into the sewerage system. Where water and sewerage services are no longer required the required fee for disconnection being paid to Coffs Harbour Water prior to the commencement of any demolition work.

Hoardings:

20. A properly constructed hoarding is to be erected in all cases where occupation of the footpath/roadway is necessary for building purposes or where public safety is involved, the hoarding is to be approved by Council prior to commencement of construction works.

Building Materials on footpaths and roadways:

21. The use of public footpaths and roadways for the storage of building materials is not permitted unless Council's written approval is first obtained.

Approved plans to be on site:

22. A copy of the approved and certified plans, specifications and documents incorporating conditions of approval and certification shall be kept on the site at all times and shall be readily available for perusal by any officer of the Department, Council or Principal Certifying Authority.

Development Application No. 136/15**Schedule of Conditions**

DURING CONSTRUCTION**Demolition Works:**

23. All demolition works shall be undertaken in accordance with the provision of Australian Standard AS 2601-2001 "*The Demolition of Structures*". Prior to demolition, all services are to be disconnected and capped off.

Erosion and Sediment Control:

24. All erosion and sediment control measures, as designed in accordance with the approved plans are to be effectively implemented and maintained at or above design capacity for the duration of the construction works for each stage of the project, and until such time as all ground disturbance by the works has been stabilised and rehabilitated so that it no longer acts as a source of sediment.

Hours of Construction:

25. Construction works are to be limited to the following hours:

Monday to Friday	7.00am - 6.00pm
Saturday	7.00am - 1.00pm if inaudible from adjoining residential properties, otherwise 8.00am - 1.00pm

No construction work is to take place on Sunday and Public Holidays.

Cultural Heritage:

26. In the event that future works during any stage of the development disturb Aboriginal Cultural materials, works at or adjacent to the material must stop immediately.

Temporary fencing must be erected around the area and the material must be identified by an independent and appropriately qualified archaeological consultant.

The Office of Environment and Heritage (OEH), Northern Aboriginal Heritage Unit and the Aboriginal Stakeholder groups must be informed. These groups are to advise on the most appropriate course of action to follow. Works must not resume at the location without the prior written consent of the OEH and Northern Aboriginal Heritage Unit and the Aboriginal Stakeholder groups.

Waste Management:

27. All waste building materials shall be recycled or disposed of to an approved waste disposal depot. No burning of materials is permitted on site. The site shall be graded to an even level with temporary erosion control measures being erected and maintained until the exposed areas of the site have suitably stabilised with grass cover.

Development Application No. 136/15**Schedule of Conditions**

Tree Removal:

28. All tree removal and trimming works undertaken on site are to be conducted by a Level 5 Qualified Arborist in accordance with the Australian Standard for pruning amenity trees.

Protection of Trees on site:

29. All trees on site that are to be retained are to be suitably protected in accordance with Australian Standard AS 4970-2009 '*Protection of Trees on Development Sites*' by way of tree guards, barriers or other measures as necessary to protect root system, trunk and branches, during construction of any stage of the project.

PRIOR TO ISSUE OF OCCUPATION CERTIFICATE**Access Works:**

31. Sealed driveways being constructed over the footpath at right angles to the road in accordance with Council's standard drawings. Any existing driveways which are not required for the development are to be removed and the footpath reinstated. All such work is subject to a separate driveway application, fees and approval by Council.

These works are to be completed **prior to the issue of an Occupation Certificate** for the development.

Occupation Certificate:

32. A person must not commence occupation or use of the new building prior to obtaining an Occupation Certificate from the Principal Certifying Authority.

Liquid Trade Waste Approval:

33. Certification from the Trade Waste Section that a Liquid Trade Waste Approval has been granted and the pre-treatment equipment has been installed in accordance with the conditions of the approval is to be provided to the Principal Certifying Authority **prior to issue of the Occupation Certificate**.

Registration – Food Premises:

34. The food premises being registered with Council **prior to the issue of an Occupation Certificate**.

Food Premises - Inspection:

35. The food premises being inspected by Council **prior to the issue of an Occupation Certificate**.

Landscaping Works:

36. **Prior to the issue of an Occupation Certificate** a works as executed plan is to be submitted to the Principal Certifying Authority certifying that all landscape works have been carried out in accordance with the approved plan.

Development Application No. 136/15

Schedule of Conditions

Coastal Hazard:

37. A Coastal Risk Management Report is to be prepared by a professional engineer and submitted to Council for approval prior to the issue of an occupation certificate. The plan shall cover:
- proposed processes for the monitoring of coastal hazards as it relates to the site, building and any ancillary structures;
 - triggers for low stone wall and concrete steps removal due to effects of coastal erosion
 - foundation assessment of surf club building and determination of the zone of reduced bearing capacity. Determine trigger distance and possible management options suitable for the future use of this building.

OPERATIONAL MATTERS

Noise:

38. Noise emanating from the premises is to comply with the provisions of the Protection of the Environment Operations Act, 1997.

Waste Management:

39. Provision being made on the site (*or within the premises*) for the separation of recycling and organic waste, including food waste and other putrescible wastes from the general waste stream in accordance with Council's requirements. The waste management practices of the premises should provide for the continued separation of recycling and organic waste from the general waste stream.

Outdoor Lighting:

40. Outdoor lighting required by condition no. 7 shall be turned off following completion of night functions.



REPORT TO ORDINARY COUNCIL MEETING

2014-2018 DELIVERY PROGRAM - SIX MONTHLY PROGRESS REPORT

REPORTING OFFICER:	Corporate Planner
DIRECTOR:	Director, Sustainable Communities
COFFS HARBOUR 2030:	LC3.1: Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour
ATTACHMENTS:	ATT Six-Monthly Progress Report (for the period 1 January to 30 June 2015) on the Coffs Harbour City Council 2014-2018 Delivery Program

Recommendation:

That the *Six-Monthly Progress Report (for the period 1 January to 30 June 2015) on the Coffs Harbour City Council 2014-2018 Delivery Program* be adopted for public release.

EXECUTIVE SUMMARY

Under the Local Government Act, Council is required to report six-monthly on its progress and performance in implementing strategies to help achieve the objectives of the *Coffs Harbour 2030* Community Strategic Plan.

The *Six-Monthly Progress Report (for the period 1 January to 30 June 2015) on the Coffs Harbour City Council 2014-2018 Delivery Program* is tabled at this time. The Six-Monthly Progress Report identifies achievements and challenges recorded during the reporting period and provides updates on Council services, projects and key operational activities.

Of Council's 41 Services, all are identified as being *On Track* during the reporting period.

The report represents the considerable record of achievement by Council and its workforce in delivering positive outcomes for the Coffs Harbour community. The reporting period saw many highlights including:

- The completion of the Spagnolos Road flood detention basin
- The opening of new lifts and public amenities at the Castle Street carpark
- Significant progress of the Jetty4Shores walkway construction
- The commencement of the harbour boat ramp upgrade
- Extensive road, bridge and cycleway works
- Delivery of environmental and sustainability initiatives
- Delivery of a range of community, economic and sporting programs.

The Six-Monthly Progress Report for the period 1 January to 30 June 2015 incorporates a number of delegation adjustments arising from changes to Council's operational organisation structure under the Transformation to Sustainability (T2S) project. As a 'step-change' program of continuous improvement, T2S will result in ongoing adjustments in reporting, particularly through a review of actions and measures in the Delivery Program.

REPORT

Description of Item:

Coffs Harbour City Council began implementing its 2014-2018 Delivery Program on 1 July 2014 under the Integrated Planning and Reporting provisions (IPR) of the Local Government Act, 1993.

The Delivery Program must include a method of assessment to determine the effectiveness of Council's principal activities in achieving the objectives of the *Coffs Harbour 2030 Community Strategic Plan*. Progress reports must be provided to Council at least every six months. While it is a legislative requirement, the Six-Monthly Progress Report also represents a valuable opportunity for the organisation to evaluate its performance and account to the local community.

The *Six-Monthly Progress Report (for the period 1 January to 30 June 2015) on the Coffs Harbour City Council 2014-2018 Delivery Program* is tabled at this time. The document has been distributed to Councillors and is posted on Council's website. Once adopted, printed copies will also be available at Council's display locations.

Issues:

The Six-Monthly Progress Report is an overview of the effectiveness of Council's principal activities in *implementing the strategies* and *achieving the objectives* of the *Coffs Harbour 2030 Community Strategic Plan*. It refers to the period 1 January to 30 June 2015.

In the 2014-2018 Delivery Program, Council's 'principal activities' are identified as 41 Services. Each Service encompasses a range of related projects and ongoing tasks. The Services are aligned with one or more of the Strategies that are set out in the *Coffs Harbour 2030 Plan*. The implementation of the 2030 Strategies contributes to the achievement of the 2030 Objectives.

The alignment within the IPR framework can be viewed as:

Coffs Harbour 2030 Plan		
Theme	Delivery Program	
Objective	Objective	Operational Plan
Strategy	Strategy	Strategy
	Service	Service
	Projects (4 years)	Projects / Ongoing tasks (one year)

Council tracks the progress of Services as well as a nominated set of reportable actions. These serve as broad indicators of the impact that Council's Delivery Program is having in responding to the Coffs Harbour 2030 Plan.

The updates include 'traffic lights' which indicate whether a reportable is *On Track* (green light), *Needs Attention* (orange light), or *Critical* (red light). A grey traffic light indicates that an action is *On Hold*. In these cases, the action may be yet to start, not active this reporting cycle, or awaiting funding or the outcome of other processes.

The Six-Monthly Progress Report for the period 1 January to 30 June 2015 indicates that all of Council's Services are *On Track*.

During the period, progress reports were submitted for a total of 285 actions implemented by Council. The updates indicate the majority of actions are *On Track*. A total of 24 actions are recorded as *Needing Attention*, generally relating to increasing workloads, resourcing issues, systems development or because of external factors.

The report represents the considerable record of achievement by Council and its workforce in delivering positive outcomes for the Coffs Harbour community. The reporting period saw many highlights including:

- The completion of the Spagnolos Road flood detention basin
- The opening of new lifts and public amenities at the Castle Street carpark
- Significant progress of the Jetty4Shores walkway construction
- The commencement of the harbour boat ramp upgrade
- Extensive road, bridge and cycleway works
- Delivery of environmental and sustainability initiatives
- Delivery of a range of community, economic and sporting programs.

The Six-Monthly Progress Report for the period 1 January to 30 June 2015 incorporates a number of delegation adjustments arising from changes to Council's operational organisation structure under the Transformation to Sustainability (T2S) project. As a 'step-change' program of continuous improvement, T2S will result in ongoing adjustments in reporting, particularly through a review of actions and measures in the Delivery Program.

Options:

As this report is to enable compliance with a legislative requirement and the public release of an information resource for Council and the community, an option analysis is not required.

Sustainability Assessment:

- **Environment**

Apart from printing and energy costs associated with compiling the report, there are no environmental impacts flowing from the preparation of the *Six-Monthly Progress Report (for the period 1 January to 30 June 2015) on the Coffs Harbour City Council 2014-2018 Delivery Program*. However, the report considers Council's progress and performance in regard to the delivery of environmental strategies for the city.

- **Social**

Similarly, the report considers Council's progress and performance in regard to the delivery of social strategies for the city. The preparation and publication of the report is consistent with Council's commitment to accountability to the community.

- **Civic Leadership**

The IPR framework enables Council to identify and respond to community aspirations and co-ordinate the provision of appropriate works and services to help achieve the city's strategic objectives. This is consistent with the *Coffs Harbour 2030 Community Strategic Plan* strategy *LC3.1: Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour*.

- **Economic**

Broader Economic Implications

The report considers Council's progress and performance in regard to the delivery of strategies aimed at stimulating the economic sustainability of Coffs Harbour.

Delivery Program/Operational Plan Implications

The annual development and review of the Delivery Program and Operational Plan are accommodated within Council's budget structure. This expenditure is monitored through Council's monthly and quarterly budget reviews.

Risk Analysis:

The preparation of a Six-Monthly Progress Report is a legislative requirement. A risk analysis is not applicable in this instance.

Consultation:

The preparation of this report involved engagement with Executive Leadership, Group Leaders and staff responsible for reportable actions across Council.

Related Policy, Precedents and / or Statutory Requirements:

Section 404 of the Local Government Act 1993 applies. In summary, it requires that:

- A council must have a Delivery Program, detailing the principal activities it will undertake to achieve the objectives established in the Community Strategic Plan, within the resources available under the Resourcing Strategy.
- The Delivery Program must include a method of assessment to determine the effectiveness of each principal activity detailed in the Delivery Program in achieving the objectives at which the activity is directed.
- The General Manager must ensure that progress reports are provided to the council, with respect to the principal activities detailed in the Delivery Program, at least every 6 months.

Implementation Date / Priority:

If adopted by Council, the *Six-Monthly Progress Report (for the period 1 January to 30 June 2015) on the Coffs Harbour City Council 2014-2018 Delivery Program* will be published immediately.

Conclusion:

The *Six-Monthly Progress Report (for the period 1 January to 30 June 2015) on the Coffs Harbour City Council 2014-2018 Delivery Program* identifies specific achievements or challenges recorded during the reporting period and provides updates on Council Services, projects and key operational activities.

While it satisfies a legislative requirement, the report is a valuable resource to assist the community to understand what Council does and how effective it is in delivering the strategies set out in the Coffs Harbour 2030 Community Strategic Plan.

It is recommended that Council adopt the report for public release.



COFFS HARBOUR CITY COUNCIL 2014-2018 DELIVERY PROGRAM SIX-MONTHLY PROGRESS REPORT (for the period 1 January – 30 June 2015)



Helping to achieve the 2030 Community Vision

SIX-MONTHLY PROGRESS REPORT ON THE COFFS HARBOUR CITY COUNCIL 2014-2018 DELIVERY PROGRAM
FOR THE PERIOD 1 JANUARY TO 30 JUNE 2015
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Front Cover photograph: 21st birthday celebrations for the C.ex Coffs International Stadium. Left to right: George Cecato, President, Coffs Harbour Chamber of Commerce; Peter Wardman, Stadium Focus Group; Councillor Denise Knight, Mayor of Coffs Harbour; John Rafferty, Chief Executive Officer, C.ex Group; David Doyle, President, C.ex Group

SIX-MONTHLY PROGRESS REPORT ON THE COFFS HARBOUR CITY COUNCIL 2014-2018 DELIVERY PROGRAM

FOR THE PERIOD 1 JANUARY TO 30 JUNE 2015

HOW TO READ THE PROGRESS REPORT





The *Six-Monthly Progress Report (for the period 1 January to 30 June 2015)* on the *Coffs Harbour City Council 2014-2018 Delivery Program* is produced by staff providing updates on the implementation of the 41 Services that encompass all of the projects and ongoing tasks set out in Council's Operational Plan. This report provides an overview of the progress made in each Service during the period.

The report also tracks the progress of a nominated set of reportable actions that serve as broad indicators of the impact that Council's Delivery Program is having in responding to the Coffs Harbour 2030 Plan.

The body of the Progress Report is structured to match the five 2030 Themes and their Objectives and Strategies. Each Council action has a primary alignment with a 2030 Strategy; in many cases, an action will have an impact in implementing other 2030 Strategies as well. Action progress reports are published according to primary 2030 alignments.

The Delivery Program features three types of reportable actions within Services. A *Project* is a one-off activity with a start and end date. *Business As Usual (BAU)* describes much of the day-to-day work carried out by Council; these are ongoing programs and tasks that are implemented over the course of each year. *Metric Key Performance Indicators (KPIs)* are simple numeric measures for the performance or workload related to many Council activities (eg, the number of Development Applications (DAs) received, or the percentage of DAs processed within a set timeframe).

In completing a progress update, an action's responsible officer is asked to *comment* on progress made during the reporting period. The officer is also required to select a '*traffic light*' indicating the overall status of the performance measure:

-  A green light indicates that the measure is either *On Track* or achieved.
-  An amber light indicates the measure *Needs Attention*.
-  A red light indicates the activity is at risk to a *Critical* degree.
-  A grey light indicates the activity is *On Hold* at this time.

The Six-Monthly Progress Report provides an overview of Council's significant achievements within each of the 2030 Themes. The following summary is also provided for 2030 Objectives:

- A list of Council actions that help to address 2030 strategies
- Key Performance Indicators tied to Metric measures
- Commentary on the performance of Project and Business reportables.

It is Council's expectation that the Six-Monthly Progress Report will be principally accessed online via Council's website www.coffsharbour.nsw.gov.au and printed copies will also be available at Council's Administrative Centre and at the Coffs Harbour, Toormina and Woolgoolga branches of the City Library.



SIX-MONTHLY PROGRESS REPORT ON THE COFFS HARBOUR CITY COUNCIL 2014-2018 DELIVERY PROGRAM
FOR THE PERIOD 1 JANUARY TO 30 JUNE 2015
EXECUTIVE SUMMARY

This Progress Report indicates that all of Council's Services are *On Track* for the January to June period.

During the period, progress reports were submitted for a total of 285 actions implemented by Council. The updates indicate the majority of actions are *On Track*. 24 actions are recorded as *Needing Attention*, generally relating to increasing workloads, resourcing issues, systems development, or because of external factors. A further 15 actions are recorded as being *On Hold*. In these cases, they may be yet to start, not active this reporting cycle, or awaiting funding or the outcome of other processes.

The Six-Monthly Progress Report for the period 1 January to 30 June 2015 incorporates a number of delegation adjustments arising from changes to Council's operational organisation structure under the Transformation to Sustainability (T2S) project. As a 'step-change' program of continuous improvement, T2S will result in ongoing adjustments in reporting, particularly through a renewed review of actions and measures in the Delivery Program.

The report represents the considerable record of achievement by Council and its workforce in delivering positive outcomes for the Coffs Harbour community.

The reporting period saw many highlights, including the completion of the Spagnolos Road flood detention basin, the opening of new lifts and public amenities at the Castle Street carpark, significant progress in the Jetty4Shores walkway construction, the commencement of the harbour boat ramp upgrade, extensive road, bridge and cycleway works, environmental and sustainability initiatives, and a range of community, economic and sporting programs.



SIX-MONTHLY PROGRESS REPORT ON THE COFFS HARBOUR CITY COUNCIL 2014/2018 DELIVERY PROGRAM
FOR THE PERIOD 1 JANUARY TO 30 JUNE 2015
OVERVIEW - SERVICES



S01: Arts and Culture

The Jetty Memorial Theatre had over 8,000 people attend shows over the period which included its first digital live-streaming event in May, the Sydney Writers' Festival.

The Coffs Harbour Regional Museum, which re-opened at its new location in August last year, had over 1,700 visitors attend its exhibitions. New donations have been received from the community and the Museum Coordinator has delivered a number 'Museum in a Suitcase' outreach sessions to local aged care facilities which have been well received.

The Coffs Harbour Regional Gallery had over 8,000 people attend during the period to view its exhibitions or to attend workshops and other events. There were 10 artist installations during the period with the Archibald exhibition, held over five weeks, a major highlight and hugely popular with both schools and the general public.

The Bunker Cartoon Gallery had over 2,600 people attend exhibitions which included feminist cartoonist Judy Horacek and local photographer Rob Trezise ('Faces of Coffs Harbour'). Council also successfully negotiated the handover of the operation of the Bunker Cartoon Gallery to the Bunker Cartoon Gallery Inc. (BCGI) which also included handing back the ownership of the cartoon collection to the Rotary Club of Coffs Harbour City. BCGI took over operation of the gallery on 1 July 2015. The licence agreement allows for two years operation with an optional one year extension.



S02: City Image - Cleaning

The contract and day labour staff delivering the city cleaning are performing satisfactorily with minor changes to cleaning runs improving the efficiency of the operation. Ongoing efficiency gains are targeted as part of the Transformation to Sustainability (T2S) project.



S03: Community Services

The January to June period is a busy one for the Community Services team due to a number of public programs and events it delivers in this period. These included the Multicultural Harmony Day Festival, Youth Week, Seniors Week, Refugee Week and preparations for National Aboriginal and Islander Day Observance Committee (NAIDOC) Week in July. A thank you function was also held at the Regional Gallery in June to acknowledge the work done by volunteer members of Council's community facility management committees. The Community Services team also established a Facebook page in February called 'Coffs Coast Cross Cultural Connections' to promote multicultural activities of Council and the broader sector.

Council was also a key partner with Saltwater Freshwater (SWFW) Arts Alliance in contributing to the SWFW festival held on Australia Day in Coffs Harbour. The team also continued its regular participation and engagement with a number of inter-agency meetings and network activities in the social and community development sector.



OVERVIEW – SERVICES (Continued)



S04: Compliance

Performance within the Compliance area has been operating satisfactorily during the reporting period.



S05: Customer Service

Council continues to meet the needs of our customers. A number of the key performance indicators (KPI) that are used to measure customer service are in the process of redevelopment to better measure performance.

In the next three months Council will be implementing a new Customer Enquiry Operating Model which will incorporate the following principles:

- Greater first contact resolution of customer issues and a positive experience from the interaction
- Minimised customer effort in any interaction
- A more timely response for the customer
- A reduction in transactional costs by reducing rework, duplication and secondary client requests through a more centralised approach to customer requests
- Differentiation of tasks by complexity with only complex / technical tasks referred to more experienced / technical staff
- A resourcing structure that can be adaptive to both organisational and technology change.

Over the next six months, work will also be undertaken in the development of a 'Customer Service Framework' for Council which will contribute to improvements in our KPI measurement.



S06: Development Assessment

Performance standards within the Development Assessment Services are considered satisfactory during the reporting period.



OVERVIEW – SERVICES *(Continued)*



S07: Economic Development

Council successfully delivered the inaugural Digital Innovation Challenge, working with partners and sponsors to highlight exciting new business ideas from innovators around Coffs Harbour.

Agribusiness continues to do well as the Coffs Coast Growers Market thrives and small businesses flourish. In addition, Food Innovation workshops and other activities with industry and government partners continue to grow.



S08: Emergency Management

All statutory requirements for Emergency Management including exercises, plans, Local Emergency Management Committee (LEMC) meetings, and agency participation have been met. The LEMC meetings were held in conjunction with Bellingen Shire Council.



S09: Environmental Management

Council's CO2 emissions increased by 1% from 2013/14 to 2014/15, however emissions have reduced by approximately 4% compared with the 2010 baseline. The project to develop a Coffs Harbour Emissions Reduction Plan (CHERP) has commenced and is on track for delivery at the end of October 2015.

Council continued to run its popular learning programs with 564 people participating in the Coffs Ambassadors Tours, Living Lightly Workshops, and Green Schools Program during the period.



OVERVIEW – SERVICES *(Continued)*



S10: Event Management

Another busy six months in the events world including hosting of the Touch Football World Cup as well as numerous national and state events at C.ex Coffs International Stadium. In addition, we are busy working with Rally Australia in the lead up to the WRC event in September and have held a number of smaller events around the city in the cultural, arts, sport and community areas.



S11: Flooding and Coastal Management

Council successfully implemented a number of flooding and coastal management projects which have helped to protect our sensitive marine environment and reduce the impact of flooding and erosion. Coastal and Estuarine Management Plans have been prepared which will assist with protection of the coastal environment and the Marine Park.



The Spagnolos Road Detention Basin, part of the flood mitigation strategy for the city, is now operational and was officially opened in March 2015.

Rain gauges and water level recorders have been installed and are operational. The additional gauges at Woolgoolga and the Bennetts Road detention basin have been installed. The recording and radio communication systems are fully operational with data being transferred to the Bureau of Meteorology and State Emergency Services. Council has received very positive feedback regarding the assistance this provides to emergency services.



S12: Footpaths and cycleways

The footpath and cycleway maintenance and capital programs have been completed as planned for 2014/15.



OVERVIEW – SERVICES *(Continued)*



S13: Health

Performance within the Environmental Health Services area has been in accordance with planned outcomes.



S14: Local Planning

The Stage 1 Land Capacity Assessment Audit of the Local Growth Management Strategy (LGMS) was completed and reported to Council on 12 March 2015. Project Plans and briefs for LGMS Stage 2 (Residential Lands Strategy) and Stage 3 (Rural Lands Strategy) were reported to Council on 28 May 2015. A Town Centre Masterplan is currently being undertaken for Woolgoolga with expected delivery of a draft document to Council by the end of 2015. The majority of the Biodiversity Action Strategy Priority 1 (essential) actions have now been achieved. The Jetty4Shores Concept Plan is being implemented with construction of the Jetty Walkway (Stage 1) currently underway and completion anticipated by September 2015.

Grant applications for the Events and Active Recreation Hub (Kiosk and Beach Steps, Events/Market/Picnic Area, and Boardwalk North) continue to be lodged. Preliminary detailed design work and some preliminary environmental studies have been completed in conjunction with these grant applications. An LEP amendment relating to the deferred areas is in progress with a gateway determination being issued by the NSW Department of Planning and Environment.



S15: Library

The library service continues to be a community hub of public activity and lifelong learning.

Core library services such as lending, reference and access to public computers, internet and Wi-Fi remain popular with customers. Public programs and events also continue to be well attended and included weekly children's storytime at each branch, Ten Minutes a Day early literacy program, beginner internet classes, digital literacy sessions, several author talks and hosting of workshops for Coffs Harbour Writers Group and ABC OPEN. The library continued to publish new content on its '50 Years 50 Stories' website and significant progress was made on the Library Radio Frequency Identification (RFID) Implementation project, with 90% of the collection made RFID-ready and plans are on track to 'go live' on 24 August 2015. Unfortunately the library has experienced some connectivity problems due to various technical issues but we are working with Council's Business Systems to resolve the issues.



OVERVIEW – SERVICES *(Continued)*



S16: Lifeguard Services

The Lifeguard Service has had another successful period with zero preventable drownings within Council's area of operations during the reporting period. Lifeguard activities have been very proactive to maximise beach safety, including initiating beach closures where necessary and maintaining close liaison with emergency services and related state agencies. Participation by schools in the Ocean Safety programs conducted by the lifeguard service continues to be high and well received.



S17: Parks and Facilities

The open space 2014/15 maintenance and capital programs have been completed. The Special Rate Variation funds have allowed the replacement of shelters, playground, beach access and other open space infrastructure that was in urgent need of renewal.



S18: Property

Overall the property program is tracking well with performance benchmarks being delivered to projected levels.

The implementation of the Technology One asset modules will enable metrics such as cost recovery on buildings to be finalised.

Council swimming pools are performing as expected however replacement and refurbishment considered for the Sawtell and Woolgoolga facilities is required as these facilities age.



OVERVIEW – SERVICES *(Continued)*



S19: Roads and Bridges

The 2014/15 roads and bridge programs have been completed as scheduled.



S20: Sewer

The operation of the sewerage treatment plants has met State Government licence requirements and community levels of service. The sewerage operational area is investigating various maintenance management systems for implementation in the second half of 2015.



S21: Sport

Installation of the new 200 lux floodlighting, Section 94 funded, at Coffs Coast Sport and Leisure Park field 2 has increased the use of the precinct for night-time events, games and training for a variety of users.

The review of the Sports Facility Plan has begun with the aim to report to Council by the end of 2015.



OVERVIEW – SERVICES (Continued)



S22: Stormwater

The Flood Mitigation Program is on track. Spagnolos road detention basin construction work has been completed and the basin is operational. Land acquisitions are in the process of being finalised, minor drainage issues are being dealt with and creek clearing works have also been undertaken.



S23: Tourism

The total contribution of tourism to the economy was \$490 million which was from 1.8 million visitors staying 3.1 million nights (annually to September 2014).

Council launched our major campaign 'where memories are made' using Destination NSW RVEF funding and partnering with wotif.com.au, three airlines as well as a number of local properties. In addition, 15 media/journalist families, including TV production crews, were hosted during the period.

Council's new collaborative tourism model has begun with a S355 committee having commenced on 1 July.



S24: Waste Services

Domestic and Business Waste Services have been successfully delivered for the community with excellent resource recovery rates, recycling and minimal waste to landfill. Consultants are currently assisting Council with the new Coffs Coast Waste Strategy which will provide future options and direction for Coffs Coast Waste Services. Community waste education continues to be delivered to ensure improved waste practices are adopted and better outcomes for the environment.

The three-bin system we use in Coffs Harbour is recognised as the NSW best practice waste management system for the type, size and collection frequency of household bins. Use of this system since 2005 has contributed to making our city become the number one recycler in NSW. While we are doing a great job at recycling and reducing our waste to landfill, there is still much that we can do to become a zero waste community.



OVERVIEW – SERVICES *(Continued)*



S25: Water

Potable water within the LGA has been successfully delivered, complying with all Office of Water requirements and health standards. The implementation of the Water Strategy continues with significant progress being made on the Karangi to Red Hill pipe duplication, and the Maintenance Division is investigating a dedicated maintenance system for implementation in late 2015.



S26: Airport

There was a slight fall in passenger traffic associated with the 2014 reduction to the Tiger airlines' flight schedule. A review of leases and charges is ongoing, a development assessment was lodged for Enterprise Park, and all programmed works were completed except for the installation of a Building Management System (controlling lights etc.) in the terminal.



S27: Civil Contracting

CityWorks has completed substantial projects in the last 6 months such as Eggins Drive water main relocation for the A2G highway upgrade, RFS vehicle servicing, and mechanical and electrical repairs to sewer and water infrastructure for other Councils.



OVERVIEW – SERVICES (Continued)



S28: Business Systems

All Council's corporate systems are being upgraded or replaced between 2014 and 2016. This substantial change will assist to deliver on the objectives of the Transformation to Sustainability (T2S) project. These systems form the foundation for delivering online services, mobile computing and efficiencies. All projects are currently on track.



S29: Corporate Planning

During the period, compliance was achieved on all timeframes and the 2015-2019 Delivery Program (incorporating Operational Plan, Budgets and Fees and Charges) was adopted by Council on 11 June.

Work has commenced on an organisation-wide review of the IP&R framework including the development of a standard business planning format for all service areas. This is as a result of the Transformation to Sustainability (T2S) project which has recommended improvements to the IP&R framework particularly in regard to integration and indicators.



S30: Design

The Design Service is on track to meet performance measures and deliver improved levels of quality.

The Technical Services Section has successfully delivered designs for roads, water, sewer, civil works, electrical, mechanical and various building projects. Design services were provided to CityWorks to enable construction of city infrastructure and delivery of the 2014/15 infrastructure program. Designs are compliant with Australian Standards and regulations, and meet serviceability requirements.

Work has also begun on new improved design procedures and processes to ensure quality and efficient design services continue to be provided.



OVERVIEW – SERVICES *(Continued)*



S31: Digital e-leadership

Activities associated with this Service are reported under S28 Business Systems, S03 Community Services and S07 Economic Development.



S32: Environmental Laboratory

The Environmental Laboratory is operating according to budget forecast with a slight increase in external income.



S33: Finance

Strong leadership by both the Elected Members and Executive has set Council on the path to financial sustainability.

A strong emphasis has been placed on Council's Long Term Financial Plan during the reporting period with the application for the Special Rate Variation being approved by the Independent Planning and Review Tribunal, and submission of Council's Fit For the Future Proposal.

In addition, Council has met all financial statutory obligations during the reporting period and further work has been done to improve the level of reporting to Council and management.



OVERVIEW – SERVICES *(Continued)*



S34: Governance

All statutory requirements were met within timelines.

Governance Services is currently reviewing its services and structure in line with the Transformation to Sustainability (T2S) project.



S35: Holiday Parks

Despite lower than forecast revenue and room nights sold, the holiday parks have achieved forecast interim trading profit goals and met all budgeted contributions to the Coffs Coast State Park Trust and Woolgoolga Beach Reserve Trust. Additional funds over and above budgeted figures were also made available for various projects.



S36: Organisational Development

Organisational Development remodelling and implementation is on track.



OVERVIEW – SERVICES *(Continued)*



S37: Media

Council's Media Service continues to effectively serve the needs of our community through direct messages. Service performance data indicates a positive growth in online communications including increased e-newsletters and twitter followers. Future activities include the adoption of new branding and associated guidelines, and the development of a corporate Facebook account.



S38: Plant and Fleet Management

Council's Plant and Fleet continues to be effectively managed. Data is produced and monitored in relation to funds available and required, and for vehicle and plant performance, purchase and replacement. The plant and fleet management service is performing to all expectations.



S39: Procurement

Steady progress continues to be achieved in the reporting period. The updated procurement policy, approved by Council during December 2014, has been implemented. Progress has been made on completion of the procurement manual and the associated templates. In relation to the remainder of the Procurement Roadmap, The Transformation to Sustainability (T2S) project has superseded the roadmap and is expected to generate annualised savings of \$750,000 in future years.



OVERVIEW – SERVICES *(Continued)*

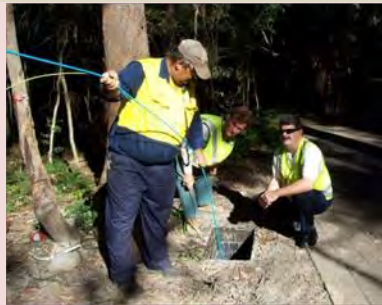


S40: Strategic Asset Planning

Significant achievements have been made this period. We are up to date with work order register and entry into the asset system, the transport revaluation has been completed, the recycled water management plan is also complete, and preparation is underway for the revision of our water and sewer strategic plans.

Asset management plans for all classes of assets are nearing completion, and the capital work orders and asset registration is working well.

The Asset Management System will be converted to better integrate with our corporate system. A strategic modelling module will improve planning, and improved data entry and reporting will enable more accurate asset management and estimating.



S41: Telemetry and Optic Fibre

Revenue generated and savings as per forecast.



2030 THEME: LP LEARNING AND PROSPERING Significant Achievements

Council's Economic Development Unit, Enterprise Coffs, established a new and permanent venue at the Coffs Coast Community College for "Six Degrees", the popular co-working hub and think-tank for local entrepreneurs, home and solo workers. The hub offers a space where people who work independently can meet, network, collaborate and meet clients in a friendly, welcoming environment without the overheads of work premises.

In March, the C.ex Coffs International Stadium hosted top level AFL with the 2015 NAB Challenge Match between the Sydney Swans and the Brisbane Lions. Broadcast live on FOX SPORTS, the event drew over 4,000 AFL fans to the venue. During a training camp in Coffs in February, the Swans held a series of community events including open training sessions and a Kids Superclinic.

The National OZTAG administration has continued its love affair with Coffs Harbour, signing up to use the city's sporting facilities for the eleventh straight year for the OZTAG Senior Championships. Council successfully secured the flagship event for 2015 – 2017, the three-day event expected to bring about 4,000 people into the city each year. Coffs will also host OZTAG's National Junior Championships in 2016.

During the period, Coffs Harbour enhanced its appeal as a venue for major sports with the installation of new lights at Coffs Coast Sport and Leisure Park field 2, a \$500,000 lighting project funded through Council's Section 94 contributions. The eco-friendly technology will generate 40 percent less greenhouse gas emissions than a standard lighting system.

Celebrations were held in June to mark the 21st birthday of the C.ex Coffs International Stadium. The elite venue has been a success story for Coffs Harbour, bringing world-class sport to the city and injecting many millions of dollars into the regional economy each year by bringing thousands of visitors to the area.

For the third year in a row, Park Beach Holiday Park was awarded a TripAdvisor® Certificate of Excellence award. The prestigious award, which honours hospitality excellence, is only given to establishments that consistently achieve top-rating reviews on TripAdvisor®.

Council's optic fibre cable network continues to grow, bringing the Toormina Library, Coffs Harbour Lifeguards and Rally Australia's new CBD office into the system during the period. Developed by Council's New Technology Group, the network helps to cut the costs of data transfer and telephone calls. It links most of Council's own premises, as well as offering a service to other organisations such as the National Marine Science Centre and the Coffs Harbour Education Campus

The Coffs City Library staged a range of informative events and activities including:

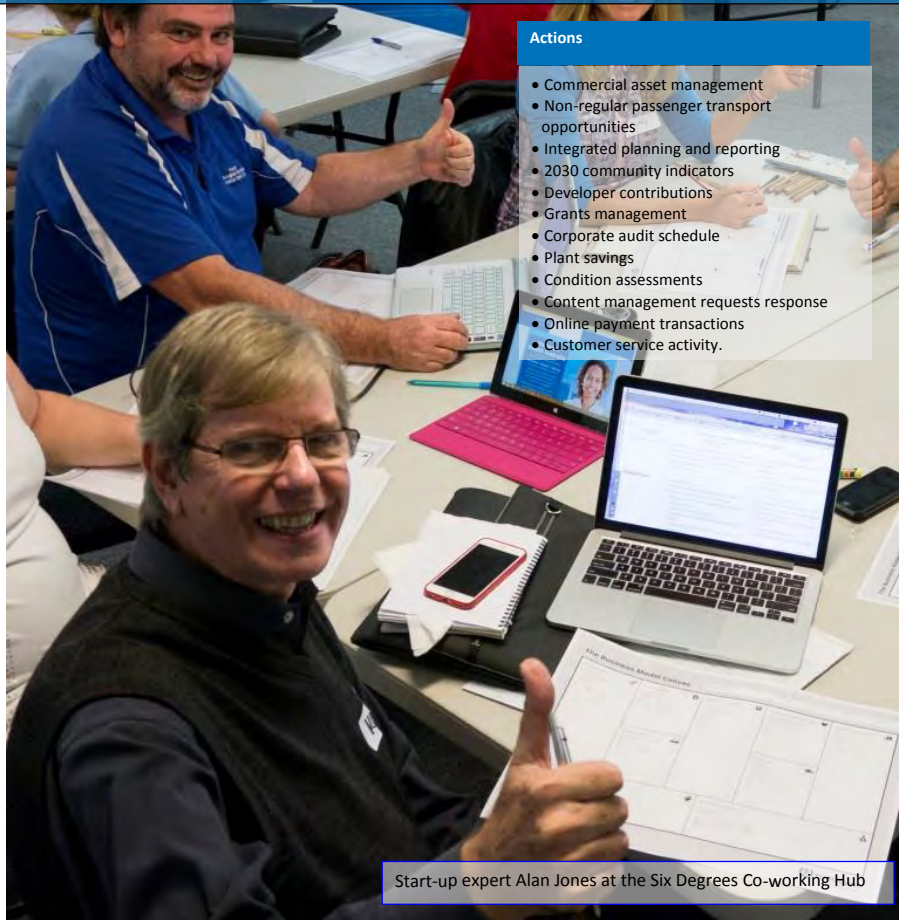
- Extending the access hours of the free online student homework help service 'yoututor'. Available for school students from Year 3 through to Year 12 and also TAFE students, 'yoututor' can now be accessed from 3pm until 10pm, Sunday to Friday.
- Hosting author talks by 'wellness warrior' Lee Holmes (*'Supercharged Food'* and *'Eat Clean, Green and Vegetarian'*), Jenn J. McLeod (*'Season of Shadow and Light'*), and, in association with the Bellingen Readers and Writers Festival, Jayne Newling (*'Missing Christopher'*).
- Hosting an ABC radio 'In-Conversation' event in May with Roger Woodward on his autobiography *'Beyond Black and White'*. The internationally renowned pianist was also the guest performer in concert at Coffs Harbour Regional Gallery on the Gallery's grand piano which he has previously described as 'the best Yamaha concert grand in the southern hemisphere'.
- Delivering a special gathering on 15 June to mark World Wide Knit in Public Day saw 53 knitters turn up for this year's event.
- Providing a new access solution to allow local library members to access the e-resources of the State Library of NSW, opening up a new world of e-books, online magazines and journals covering everything from the arts to science and technology, to public affairs, law, health, government and business.



LP LEARNING AND PROSPERING

LP1 Coffs Harbour is a regional centre for future-driven, innovative and green business and industry

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



- Actions**
- Commercial asset management
 - Non-regular passenger transport opportunities
 - Integrated planning and reporting
 - 2030 community indicators
 - Developer contributions
 - Grants management
 - Corporate audit schedule
 - Plant savings
 - Condition assessments
 - Content management requests response
 - Online payment transactions
 - Customer service activity.

Start-up expert Alan Jones at the Six Degrees Co-working Hub

KPI Performance **Achieved Status**

M23.02: Tourism: The most recent National Visitor Survey and International Visitor Survey figures - overnight visitation.	1.821M	
M23.03: Tourism: Total direct economic impact of tourism to Coffs Coast (reported annually).	\$490M	
M23.05: Tourism: Number of tourism-related jobs (reported annually).	4,869	

Progress Comments **Status**

B07.04: Economic Development: Report on the outcomes of the Food Futures Network

Council partnered in two Growing Innovation Workshops including an Agriskills Development Day at the Coramba Hall, which attracted 40 industry professionals, and the Healthy Soils Workshop at Synchronicity Farm at Nana Glen, which attracted 35 local growers. Council has scheduled two more Growing Innovation Workshops in August and September and is currently underway planning the 2015 Regional Food Forum to be held at Bonville International Golf Club.

B07.05: Economic Development: Report on the management and promotion of the growers market as an outlet for local producers to promote and develop their businesses. (Number of stallholders / Number of attendees / Number and type of community and food industry education programs implemented)

Council continued to coordinate the Coffs Coast Growers Market throughout the period. In April, Council launched its Coffs Coast Growers Market TV Campaign. Council is currently undertaking farm visits and developing good news stories about market participants to encourage consumers to spend their dollars locally. The Market Coordinator is currently scheduling a program of entertainment to encourage further activity at the market.




B07.06: Economic Development: Report on the outcomes of the Creative Industry Network

The Creative Industry Network is currently on hold pending the resolution of resourcing allocation and organisational alignment through the Transformation to Sustainability (T2S) project.

B07.09: Economic Development: Report on encouragement and assistance to entrepreneurs, new industries and facilitation of existing businesses to grow through Enterprise Facilitation and co-working space

The Six Degrees Co-working Hub space opened and facilitated two days per week to act as the development and Incubator space for business concepts. Monthly pitch meetings were held to allow three entrepreneurs each month to develop their concept and gain feedback and support from the start-up community, and are attended by a panel and over 30 members who provide guidance and can also gain insight for their own business. The Hub also the centrepiece of the successful Telstra Stores Digital Innovation Challenge and five supporting workshops. The BlueChilli Lean Start-up workshop was attended by 40 individuals with feedback indicating it was the best workshop to translate concepts into products ready to launch.

Continued next page

Progress Comments (Continued from previous page)	Status
<p>B07.10: Economic Development: Report on outcomes of the local manufacturing network. (Report on the number of members, meetings, etc.)</p> <ul style="list-style-type: none"> No change in membership numbers Two tendering workshops held Letter of support supplied for TAFE training Affiliation signed with regional representative body, Industry Mid North Coast. 	
<p>B07.12: Economic Development: Report on roll-out of Health Industry Network projects. Report on projects implemented from the Industry Action Plan; Number of enquiries serviced; Number of visits to the website</p> <p>Coffs Coast Health website attracted over 2,500 visitors to the website between January and June 2015 with 78% of these being new users. The majority of these are from Australia's capital cities and 5% from other English speaking countries. The main search is for job related information, postings or where to find them. A project commenced to investigate the understanding of a career in the health sector by high school students with the aim of identifying and addressing barriers and myths to choosing this career path with the intent to increase the uptake of health careers by local residents.</p>	
<p>B07.15: Economic Development: Report on the implementation and review of the Switched on Coffs Digital Strategy</p> <ul style="list-style-type: none"> Review of 'Switched on Coffs' Digital Strategy still underway Digital Enterprise Program was completed and a final report was provided to the Department of Communications and acceptance received A number of activities are ongoing including Wi-Fi provided to numerous public points in the city, digital literacy and access provided by the library programs, Digital Innovation Challenge and the Six Degrees Co-working Hub supporting digital start-up entrepreneurs, and promotion of Coffs as a digital community via social media and websites. 	
<p>B23.02: Tourism: Report on development and implementation of promotional campaigns</p> <ul style="list-style-type: none"> Secured \$60,000 Regional Visitor Economy Fund (RVEF) grant for marketing The first 'Wotif' Mega Memories digital campaign with Expedia was launched with interim results at 15% increase in year on year bookings and triple growth figures for the long weekend in June Media buy and advertising in 160 locations nationally 12 media familiarisation programs New www.coffscoast.com.au website development Sydney inbound tour operator workshop; Export Ready workshop; China, tourism awards and social media workshops with regional tourism organisation; 4 trade and consumer shows Communications – four industry e-news, two consumer e-news, two electronic direct mails, two press releases, public relations activity, daily social media activity (facebook, twitter, pinterest, instagram, YouTube), and events marketing Business tourism directors conference (50 people, \$12,000 revenue) and two professional conference organiser familiarisations The Visitor Information Centre generated income of \$185,000 from Wotif and group booking sales and \$14,000 from attraction and, tours revenue. 	



LP LEARNING AND PROSPERING

LP1 Coffs Harbour is a regional centre for future-driven, innovative and green business and industry

LP1.2 Promote the Coffs Coast as a lifestyle location for e-workers

LP1.3 Support innovation and leadership in sustainable business practices



Actions

- e-Subscribers
- Events
- Industry contribution.

The Sydney Swans at the C.ex Coffs International Stadium

Photograph – Seen Australia

KPI Performance Achieved Status

M23.01: Tourism: Industry contribution (dollar value) to Coffs Coast marketing activity. \$73,200

Progress Comments Status

B07.14: Economic Development: Report on the number of e-Newsletter and social media subscribers

e-Newsletter subscribers:

- Business - 630 (Last period - 628)
- Harvest - 173
- Six Degrees - 110.

Social media subscribers:

- Coffs Coast Growers Market - 1,851 (Last period - 2,718)
- Coffs Youth Space - 483 (449)
- Coffs Coast Life - 1,575 (1,565)
- LiveLoveCoffs - 389 (328)
- Six Degrees - 468 (417)
- Switched on Coffs – 754.

B10.01: Event Management: Reporting updated six-monthly to record number of event days, type of events, participation numbers, spectator numbers, visitor nights and estimated economic impact

Statistics for C.ex Coffs International Stadium for the January to June 2015:

- Total number of event days - 44 (Last period - 43)
- Total number of events – 26 with 15 Local, 3 Regional, 4 State, 3 National, 1 International (25/10/8/3/4/0)
- Total number of participants through the venue - 14,315 (11,536)
- Total number of spectators through the venue - 11,215 (9,940)
- Total number of visitor nights due to events held at the stadium - 56,765 (40,150)
- Estimated economic impact due to stadium events - \$8,855,340 (\$5,902,050).



LP LEARNING AND PROSPERING

LP2 We have a strong and diverse economy

LP2.1 Maximise opportunities for workforce participation

LP2.2 Encourage the provision of facilities and services which attract, create and support career opportunities for young people

LP2.3 Develop and support sustainable village and rural enterprises and commercial ventures



Actions

- Workforce participation.

Year 12 student advice at the Coffs Harbour Library

Progress Comments

Status

B07.19: Economic Development: Report 6-monthly on workforce participation statistics for LGA

Smoothed unemployment rate as at March 2015 - 5.9% (Last period, September 2014 - 6.3%).

Comparative unemployment rates:

- Nambucca - 9.4% (Last period - 10.2%)
- Port Macquarie - 5.8% (6.1%).

Labour force size:

- Coffs Harbour - 37,393 (Last period - 35,819)
- Port Macquarie - 34,575 (31,839).



LP LEARNING AND PROSPERING

LP3 Our city centre is a place where people can live, work and play

LP3.1 Establish and maintain a balanced mix of commercial and residential opportunities

LP3.2 Develop the city centre as a social and cultural focus for Coffs Harbour



Actions

- Coffs Harbour Economic Strategy
- City Centre Prosperity Plan - infrastructure planning and design.

The opening of the Castle Street carpark lifts

Progress Comments

Status

B07.02: Economic Development: Report on the delivery of projects and activities associated with the delivery of the Economic Strategy



Projects and activities successfully held to drive innovation and industry development in the sectors of:

- Manufacturing
- Health
- Education and skills
- Food and agriculture
- Digital economy (IT) sectors.

Switched on Coffs Digital Strategy has been reviewed and a Small Business Friendly Council Advisory Group has been established and projects are progressing.

B30.01: Design: Report on the development and implementation of Coffs Harbour City Centre Prosperity Plan works



- City Square revitalisation concept designs completed and preliminary consultations under way for detailed design work. Commitment to major events in City Centre delaying construction until 2016
- Transport Hub works in Park Avenue nearing completion, expected to be finalised by September
- Castle Street car park upgrade, roof lifts and amenities block completed
- Surveys and service plan being prepared for City Square refurbishment and shade sails construction at various locations
- Section 355 Committee terms of reference updated and progress under way to review committee membership
- Successful management of events such as NSW Blues welcome and Christmas ceremony, in addition to ongoing marketing, promotions and consultation with business and ratepayers
- Tenders called for flood mitigation and traffic control works for Harbour Drive/Gordon Street and associated Duke Street extension.



LP LEARNING AND PROSPERING
 LP4 We are recognised as a model of sustainable living
 LP4.1 Promote Sustainability programs and policies



Actions

- Corporate Sustainability Program
- Sustainability information dissemination.

Progress Comments **Status**

B09.05: Report on actions within the corporate sustainability program in the Sustainability Plan ●

Good progress was made toward identified actions within the Sustainability 2014/15 Business Plan with the following actions completed during the reporting period:

- 55 (17%) staff engaged through the sustainability intranet site.
- Implementation of the three-bin system in all 29 Council buildings completed, diverting an estimated 220m3 of waste from landfill per year. This includes a battery recycling program that has diverted 100kg of batteries from landfill.
- The internal Sustainability Team (S Team) met bi-monthly to continue work on council sustainability issues.
- The first Coffs Harbour Emission Reduction Program (CHERP) staff workshop was held and 'Report on Prioritised Options' was received from consultants.

Actions to be undertaken in first half of 2015/16 are participation in State of Environment reporting, sustainability professional development for Council's Leadership Team, sustainable procurement and sustainability to be included in new staff position descriptions, and sustainability to be included in the online staff induction.

B09.07 - Report on local and regional sustainability information dissemination ●

The Our Living Coast (OLC) Sustainability Alliance continues to develop and deliver a monthly sustainability e-newsletter across the region with 1,727 subscribers as of June 2015. Community input is increasing consistently over time as evidenced by the Facebook site continuing to grow in popularity with 545 'likes' as of June 2015. The OLC website receives an average of 574 hits per month, and the site is currently under redevelopment with a re-launch planned for September 2015.

LP LEARNING AND PROSPERING

LP5 We share the aspirations, knowledge, skills and history of all in our community

LP5.1 Promote and support a culture of lifelong learning

LP5.2 Facilitate and promote shared learning across generational and cultural groups



Actions

- Library
- Library resources
- Community learning
- Membership
- Visitation
- Turnover
- Collection
- Items per capita
- Circulation
- Items acquired
- Items discarded
- Programs and events sessions
- Programs and events attendance
- Visitation online
- Radio Frequency Identification (RFID) system
- Shared learning
- Shared learning participation.

Storytime at Coffs Harbour Library

KPI Performance

Achieved Status

M15.20: Library: % of members against population (NSW Baseline is 44%). <i>The library's total registered membership (24,474) represents 33% of the population of the LGA. The NSW Baseline standard is 44%. In the last six months, 1,472 new members have joined the library service. A process of archiving inactive borrowers was undertaken during this reporting period which has impacted on membership figures but which nonetheless provides a more accurate indication of membership levels.</i>	33%	
M15.21: Library: Visitation per capita - all branches (NSW benchmark is 7.3). <i>There were 154,814 visitations across the three library branches during this six month period. This result is 3% below the NSW baseline benchmark. The library's physical space is a popular public Council facility, not only to browse, borrow and return library material, but to use the library's public access computers and Wi-Fi, to study or work, and attend library programs and events.</i>	4.3	
M15.22: Library: Turnover of stock (NSW baseline is 3.46).	4.26	
M15.23: Library: Percentage of collection purchased in last ten years (NSW benchmark is 78%).	80%	
M15.24: Library: Items per capita (NSW Baseline is 2.2). <i>The items per capita result of 1.2 is below the NSW baseline standard of 2.2 and shows a decline from the previous reporting period. A comprehensive weeding program has influenced this result.</i>	1.2	
M15.25: Library: Circulation per capita (NSW baseline is 5.94). <i>The library provided 184,752 loans during this six month period. This is a circulation per capita of 5.05 which is just below the NSW baseline standard of 5.94. This is a very slight decrease on the previous period and also aligns with the very slight decrease in visitation experienced during the current period. The library has allocated greater spending on e-lending collection.</i>	5.05	
M15.26: Library: # of items acquired during the period.	3,854	
M15.27: Library: # of items discarded during the period.	9,527	
M15.31: Library: Total # of programs and events in period (including storytime).	121	

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KPI Performance	Achieved	Status
M15.32: Library: Total attendance at programs and events in period (including storytime).	3,615	
M15.33: Library: Online visits to Library website and catalogue (no NSW benchmark).	69,181	

Progress Comments	Status
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B15.03: Library: Implement library strategic plan

The Library Management Team continues to meet and work on implementing the plan despite resourcing issues. The Library Management Team is trialling the basecamp system to better manage the implementation of the action plan around competing activities. The timetable for individual actions has also been adjusted within the overall original timeframe.

B15.05: Library: Develop library collections to meet community needs

A State Library of NSW Local Priority Grant of \$10,000 was allocated to further develop the library's e-lending collections in 2014/15 and saw the implementation of the Zinio magazine lending service.

B15.06: Library: Develop and conduct community learning programs and activities to support the digital/information literacy needs of the community and the user education needs of library customers

The library continued its digital literacy program to educate customers in accessing the library's e-lending services and e-resources, conducting four sessions during the period which were attended by 41 people. The library also continued its partnership with ABC OPEN, hosting several workshops on creating digital media and blogging.

P15.01: Library: Implement RFID system to provide for greater automation, improved stock management and self-service facilities for library customers

The original completion date has been moved from 27 July 2015 to 24 August 2015 due to international equipment shipping delays. The radio-frequency identification (RFID) tagging of the library's 90,000 items is now 90% complete, the customer communication plan on the changes has commenced, and the project is on track for the new completion date.

B03.02: Community Services: Report on the number and nature of opportunities provided to promote shared learning across generational and cultural groups

The following relevant activities were undertaken for this period:

- Planning and participation on the working group for the Living Well Expo to be held in August 2015
- Continued updating and promotion of Council's community services directories and Coffs Connect
- Support of National Aboriginal and Islander Day Observance Committee (NAIDOC) week and the 'Who Ya Gunna Call' agency information forum
- Continued facilitation of Council's Arts and Cultural 'What's On' newsletter
- Establishment of a Facebook page called Coffs Coast Cross Cultural Connections to promote multicultural activities of Council and the broader sector
- A 'How To Get That Grant' free community information session/workshop held.

B03.03: Community Services: Report on participation trends for shared learning activities

Participation rates at activities and programs across the Community Services team have remained stable. This year's NAIDOC official opening saw an increase in attendance numbers believed to be due to a later start time. Participation rates at Harmony Day this year were lower due to the event being impacted by wet weather and a change of venue.

LP LEARNING AND PROSPERING

LP6 Our education systems link strongly to the community and business

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

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

LP6.3 Increase access to educational opportunities for all



Actions

- Education and Skills.

Progress Comments

Status

B07.13: Economic Development: Report on the active involvement and participation of industry and business stakeholders (Report on Education and Skills Network projects facilitated by EDU and education partners)



Education and Skills Group meetings conducted and identified three focus areas:

- 21st Century Skills - Digital Innovation Challenge aimed at attracting youth interested in digital careers to present their idea to win support and cash to make it happen
- Education City - Coffs Coast Careers Day conducted in May with over 1,000 students attending the expo and focused workshops on specific areas
- Disengaged Youth - investigating opportunity for an Alesco school which would aim at providing young people, who are struggling to find success in a mainstream system, the opportunity to re-evaluate their situation and achieve success in a smaller and more supportive environment.



2030 THEME: LC LOOKING AFTER OUR COMMUNITY

Significant Achievements

The exhibition of the 2014 Archibald Prize collection was a major draw card for the Coffs Harbour Regional Art Gallery during this reporting period. Other events at the Gallery included:

- Award-winning Sydney artist John Bokor who is known for his still life paintings as well as interiors, streetscapes and landscapes
- Paintings by regional indigenous artists celebrating the Saltwater Freshwater Festival
- Tableland artist, Barbara McKay
- A collection of paintings purchased for the city by the generous Friends of the Gallery group
- The collaborative exhibition, *'Moving House'*, by Peter and Susan O'Doherty
- A co-ordinated bus excursion to Sydney in February for local art lovers to visit the acclaimed show, *'Pop to Popism'*, at the Art Gallery of NSW and the *'Chuck Close: prints, process and collaboration'* show at the Museum of Contemporary Art
- Works by Indigenous artist and ceramicist Tony Hart
- Sydney based art academic and sculptor, Kendal Murray, exhibiting new work in a show titled *'between rhyme and reason'*
- Mother and son artists, Pamela and James P Gilmour, exhibiting prints and paintings.

The Gallery maintained its performance program during the period. Presentations included pianist Alice Jamison and professional storyteller Iris Curteis with *'The Troll in a Stone Boat'*, Soprano Samantha Cobcroft and pianist Vincent Parmeter, and a special performance by world-renowned pianist (and Gallery patron) Roger Woodward.

The Bunker Cartoon Gallery again staged an exciting program of exhibitions including:

- *'Je Suis Charlie'* show of a special selection of cartoons with a focus on striving for peace and harmony, in response to the tragic attack on the Charlie Hebdo offices in France in January
- *'A Particular Geography: Australian Chinese'*, images of Chinese restaurant shop fronts photographed by Graeme Lindsay during a 12,000 kilometre journey around Australia
- *'Faces of Coffs Harbour'*, photo portraits of the community taken by Coffs Harbour local and former South Solitary Island Lighthouse Keeper Rob Tresize
- *'The Way I 'C' It'*, a collection of detailed works drawn by high profile Tasmanian cartoonist Christopher Downes
- The elaborate, brightly-coloured caricatures of surf and skate culture created by local artist Jimmy Wags
- *'Women with Altitude'*, showcasing works by Judy Horacek, the Australian cartoonist, artist, writer and children's book creator.

In June, Council accepted a proposal for a community group to take over the running of the Bunker Cartoon Gallery from 1 July 2015. The agreement transfers ownership of the cartoon collection back to the Rotary Club of Coffs Harbour City and is expected to save Council more than \$30,000 in operating and support costs over three years.

The Coffs Harbour Regional Museum hosted a number of children's workshops during the period. Summer holiday events included an indigenous art and story workshop and a needlecraft activity program. In April, the Library staged a craft workshop in the Easter School Holidays for local youngsters to make their own very special Mother's Day gifts.

Council's 2015 Australia Day celebrations saw 68 people from 18 countries become Australian citizens in a special ceremony at the Regional Botanic Gardens. Thousands of people stayed on at the gardens to enjoy this year's Saltwater Freshwater Festival, celebrating Australia's indigenous culture with music, dance, stories, crafts, language, art, ceremony, children's and youth activities, workshops, yarn space and food.

The Bayldon Community Centre and Coramba Hall were included the first-ever NSW tour in the *'Festival of Small Halls'*. Based on a Canadian concept designed to show off the unique character of community halls, the shows featured Canadian musicians Gordie MacKeeman and His Rhythm Boys plus Australian sister duo Siskin River.

Council's 2015 program for Seniors Week (March 14-22) featured more than 60 events and activities, ranging from stand-up paddle boarding, to life drawing classes, right through to a series of workshops with the University of the Third Age and fantastic entertainment from the renowned Max Cullen. Approximately 1,000 people took part in the busy week's events.

In June, Council joined with local RSL sub-branches and Returned and Ex-Services Clubs to officially 'adopt' a Navy helicopter squadron on behalf of the city of Coffs Harbour. The Royal Australian Navy's 725 Squadron, based at Nowra, is a training unit for Sikorsky MH-60R Seahawk 'Romeo' naval combat helicopters. There is a tradition of Australian cities and towns adopting Naval Units.

During the period, Council began the process to implement a new state-wide food safety program in Coffs Harbour. The 'Scores on Doors' scheme encourages restaurants, cafés, pubs and fast-food outlets to display the 'score' certificate they have achieved via food premises inspections so that customers can have confidence in the safety of the food on offer. The 'Scores on Doors' program will start in July 2016 after a twelve-month promotional campaign.

Coffs Harbour's Park Beach continues to be the only beach between Newcastle and the Gold Coast that can offer year round patrols. Council Lifeguards maintain a seven-day-a-week presence throughout the otherwise unpatrolled winter months, ensuring that local and visiting beach goers have a safe place to swim.

(Continued Next Page)



LOOKING AFTER OUR COMMUNITY - SIGNIFICANT ACHIEVEMENTS *(Continued from previous page)*

During the period, a special function was held to honour the army of volunteers who help keep the city's community facilities operating, or offer their time and expertise on advisory groups. Coffs Harbour Mayor, Councillor Denise Knight, paid tribute to the volunteers and the countless hours of service they continue to provide to benefit the city.

Council responded to community feedback over a Special Rate Variation (SRV) proposal by placing a three-year freeze on water and sewer access charges and onsite sewer inspection fees in order to minimize impacts on ratepayers. In May, the Independent Pricing and Regulatory Tribunal approved the rate variations for 2015/16 and 2016/17 to help meet a funding shortfall for infrastructure maintenance and renewal across the local government area.

Public consultation opened in May on a new Compliance Response Framework. It will help Council ensure that it meets urgent community complaints and requests such as those relating to dog attacks, illegal clearing of important habitat or burning of prohibited materials. Recognising Council's limited resources, the response framework aims to give people a clearer idea of the issues that demand swift action and those that can wait a little longer.

In June, an independent assessment found that Council's fiscal strategies will ensure it will be financially sustainable by the 2019/20 target set in the NSW Government's Fit for the Future local government reform plan. The ongoing strategies include:

- The Transformation to Sustainability (T2S) Project to restructure and review Council's operations that is forecast to make savings of up to \$3.2m per year by 2017/18
- The Special Rate Variations which will generate an additional \$6.2m after three years for community infrastructure maintenance and renewal
- Improving asset management to optimise maintenance costs, asset renewals and depreciation and to find more efficient ways to deal with the backlog of repairs and replacements
- Additional revenue opportunities such as growing the income from Council's commercial business units and the commercialisation of the organisation's CityWorks construction division.



LC LOOKING AFTER OUR COMMUNITY

LC1 Coffs Harbour is a strong, safe and adaptable community

LC1.1 Build pride and identity in Coffs Harbour as a community and a place



Actions

- Satisfaction with cleanliness of streets
- Satisfaction with cleanliness of public toilets
- Community inclusiveness and pride
- Customer satisfaction - roundabouts
- Gardens visitor growth
- Street tree planting
- Civic activities.

Australian Citizenship Ceremony

KPI Performance

Achieved Status

- | | | |
|--|------|--|
| M17.01: Parks and Facilities: % change in the number of visitors to the Botanic Gardens from the same period last year.
<i>Estimated 91,000 visitors this period (July to December 2014 - 50,400, January to June 2014 - 40,985).</i> | 100% | |
| M17.37: Parks and Facilities: Street tree planting schedule implemented as per annual program. | 90% | |

Progress Comments

Status

Council conducted its second two-yearly Customer Satisfaction Survey in August 2014. The findings were incorporated in the December 2014 6-Monthly Progress Report (and in Council's 2013/2014 Annual Report). They included measures on:

- Level of satisfaction with cleanliness of streets
- Level of satisfaction with cleanliness of public toilets
- Customer satisfaction with roundabouts/reserves.

The results of Council's two-yearly Community Wellbeing survey were reported to Council in October 2014 and details were provided last reporting period. They included:

- The extent to which people feel part of the community.

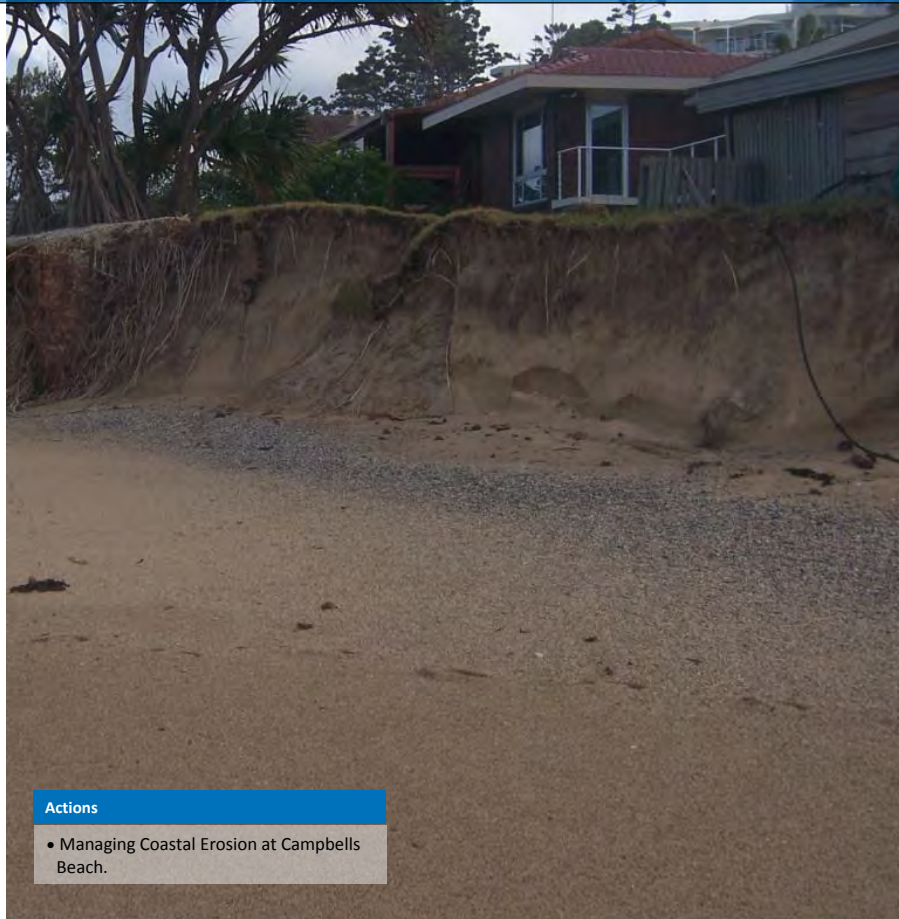
B03.15: Community Services: Co-ordinate activities through the offices of the Mayor and General Manager to enhance civic relations (including citizenship ceremonies, Australia Day celebrations, civic receptions and Sister City functions)



- 26 January - Australia Day Citizenship Ceremony - 62 People, 19 Countries
- 27 February - NSW Governor's Dinner - Hon David Hurley and Mrs Hurley
- 22 March - Citizenship Ceremony - 72 People, 20 Countries
- 3 June - Citizenship Ceremony - 62 People, 17 Countries
- 7 April - Afternoon Tea Visit by Lord Mayor of Newcastle
- 13 April - Attend Parramatta Council Meeting.



LC LOOKING AFTER OUR COMMUNITY
 LC1 Coffs Harbour is a strong, safe and adaptable community
 LC1.2 Develop community resilience, disaster preparedness and response mechanisms



Actions

- Managing Coastal Erosion at Campbells Beach.

Progress Comments

Status

P11.02: Flooding and Coastal Management: Option analysis on reducing coastal erosion hazards at Campbells Beach

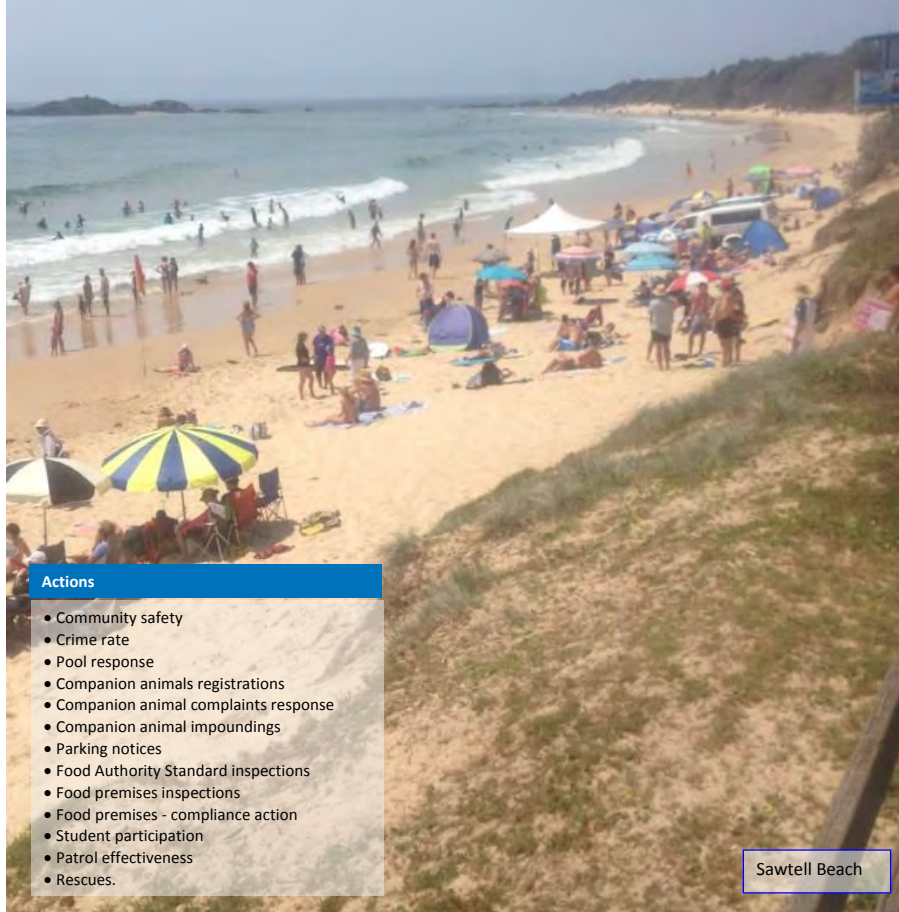


The final report was completed during this period. Public consultation was undertaken with community members and relevant stakeholders. The report was also submitted to Council's Coastal Estuary Management Advisory Committee.

The final report details preferred options to protect private property and public assets from coastal erosion. The next step is to undertake a cost benefit analysis.



LC LOOKING AFTER OUR COMMUNITY
LC1 Coffs Harbour is a strong, safe and adaptable community
LC1.3 Promote a safe community



Actions

- Community safety
- Crime rate
- Pool response
- Companion animals registrations
- Companion animal complaints response
- Companion animal impoundings
- Parking notices
- Food Authority Standard inspections
- Food premises inspections
- Food premises - compliance action
- Student participation
- Patrol effectiveness
- Rescues.

Sawtell Beach

KPI Performance	Achieved	Status
M03.01: Community Services: Rate of offences per population. <i>Figures for period April 2014 to March 2015 from the BOSCAR (Bureau of Crime Statistics and Research) website are:</i> <ul style="list-style-type: none"> • Assault - trend stable, rate is 1,728.3 per 100,000 of population. (October 2013 to September 2014 - 1,296) • Malicious Damage - trend stable, rate is 1,464.1 per 100,000 of population. (October 2013 to September 2014 - 1,183). 	Stable	N/A
M04.05: Compliance: Pool inspection program – 83 inspections carried out, all within statutory timeframes (10 business days for requests for certificates and 72 hours for complaints).	100%	
M04.09: Compliance: # of new dog and cat registrations (July to December 2014 – 865, total 2014/15 - 1,819).	954	N/A
M04.10: Compliance: 879 companion animal complaints, 750 responded to within 2 days (not impounding) (Last period - 600/510).	85%	
M04.12: Compliance: # of dog and cat impoundings (Last period - 206).	321	N/A
M04.20: Compliance: # of parking infringement notices issued (Last period - 1,364).	1,712	N/A
M13.16: Health: % of Premises Inspection program implemented against Food Authority Standard. <i>Target is 85%. 166 scheduled, 153 completed.</i>	92%	
M13.24: Health: % of NSW Food Authorities Partnerships program inspected in period (142 inspections).	100%	
M13.35: Health: Number of improvement notices issued.	3	N/A
M16.01: Lifeguard Services: Participation of Year 4 to 10 students in the LGA in school beach safety programs - 2,000 annually (Last period - 1,935).	1,278	
M16.02: Lifeguard Services: Number of drownings compared to number of preventable drownings. <i>One drowning was recorded on Sapphire Beach on 6 April.</i>	1	N/A
M16.05: Lifeguard Services: # of Preventable Rescues (between flags). <i>Lifeguards conducted 27 rescues in other beach areas.</i>	NIL	

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Progress Comments *(Continued from previous page)*

Status

The results of Council's two-yearly Community Wellbeing survey were reported to Council in October 2014 and details provided last reporting period. They included:

- Community perception of safety

P04.04: Develop a reporting system to enable the measurement of the % of development-related complaints responded to within 7 working days



The implementation of the Customer Request Management System has commenced and is expected to go live before Christmas 2015. It is part of a significant body of upgrade works currently being undertaken by our IT section.



LC LOOKING AFTER OUR COMMUNITY
LC1 Coffs Harbour is a strong, safe and adaptable community
LC1.4 Promote a caring, inclusive and cohesive community



- Actions**
- Community event participation
 - Aboriginal activities
 - CALD activities
 - Community Capacity Building Programs
 - Coffs Connect reach
 - Coffs Connect events
 - Coffs Connect visitors
 - Coffs Connect users.

Multicultural Harmony Day

KPI Performance **Achieved Status**

M31.03: Community Services: Community organisations using Coffs Connect website (Last period - 288).	294	●
M31.04: Community Services: Increase in the number of community event listings for period. <i>January to June is a quieter event period in general for Coffs Harbour and the number of events for this period (125) is an increase on the number of registered events for the same period last year (94).</i>	-52.00	●
M31.05: Community Services: Number of unique visitors to site. <i>In the previous quarter we moved the Coffs Connect website to a new server which means that there was no analytics data available. We will be using Google Analytics in the future to measure the website's core measures.</i>		●
M31.06: Community Services: 539 Coffs Connect users. (Last period - 594).	539	●

Progress Comments **Status**

B03.04: Community Services: Report on participation trends for community events ●

Relevant activities undertaken for this period included:

- Council was a key partner with Saltwater Freshwater Arts Alliance in contributing to the SWFW festival held on Australia Day in Coffs Harbour. Council's Australia Day awards and citizenship ceremony were this year incorporated into this event. Council contributed \$10,000 in sponsorship funds and in-kind support to the event which was very successful, seeing in excess of 15,000 people attend across the day.
- Council also facilitated Multicultural Harmony Day and Refugee Week activities (details reported under Multicultural Activities reportable).
- Japanese Festival of Children's Day - The Harbourside Markets kindly agreed to host a small event in acknowledgement of the day and Council is currently working with key stakeholders to identify a model for the future delivery of the festival.
- Seniors Week was held in March 2015 - Through Council's small grants program, \$4000 in funding was shared across 10 organisations to provide local activities. Council also received an external grant to run an information forum for seniors titled 'Live to be Inspired' which provided a range of guest speakers, entertainment and lunch for seniors. Activities occurring across the week included; art exhibitions, film showing, kayaking, morning teas, music and recreational programs. Participation is estimated at 1000 people during the week.
- Youth Week was held in April 2015. Council's small grants program distributed funding to 6 local organisations totalling \$4,000. A variety of activities were provided across the week including kayaking, art workshops, youth radio broadcasts, films and support to Skaterpalooza - a major youth event facilitated by Headspace at the skatepark with skating workshops, entertainment and film screenings. Participation is estimated at 2,000 people across the week.

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Progress Comments (Continued from previous page)

Status

B03.08: Community Services: Details of programs which target Aboriginal communities



- NAIDOC Week 2015 - completion of major program of activities
- Council was heavily involved as a key partner with local organising committee consisting of 100% Aboriginal membership
- An increase of participation at most major events and community activities with approximately 2,500 people attending across the duration of the week
- Council assisted financially and in kind support through number of community venues and assets.

Activities in this year's program included the official opening, flag raising and awards by Council, basket weaving, 'Deadly Factor' at the Jetty Theatre, community sporting days, Galambila family fun day, 'Who Ya Gunna Call' agency forum, arts and cultural programs and a NAIDOC Week after party.

B03.09: Community Services: Details of programs which target Culturally and Linguistically Diverse (CALD) communities. (Report details of programs provided)



The Multicultural Reference Group continues to meet monthly with the objective of implementing Council's Multicultural Action Plan and is the link between Council and the CALD sector. On the 21 and 22nd March, Council again successfully held its annual Multicultural Harmony Festival (despite the rain) with over 2,500 attending over the two day event. The Festival recognises Harmony Day and provides the whole community with the opportunity to interact, share cultural experiences and promote inclusion and unity. In mid-June, Refugee Week was acknowledged with a joint venture between Council and the Coffs Harbour African Social Club to recognise the contribution made by our local refugee community. The evening event included performances, traditional foods, music, dance and personal accounts of the refugee experience. Over 200 people attended the event which was held at the Cavanbah Centre. Finally, work continues on updating Council's Multicultural Action Plan.

B03.13: Community Services: Outline of details of programs for Community Capacity Building



- Continued implementation of the current funding agreements between Council and Family and Community Services (FACS)
- Recent participation in placed based planning forums coordinated by FACS NSW.



- LC LOOKING AFTER OUR COMMUNITY
- LC1 Coffs Harbour is a strong, safe and adaptable community
- LC1.5 Support the vulnerable and disadvantaged
- LC1.6 Promote opportunities for all to fulfil their potential



Actions

- Programs for the vulnerable and disadvantaged
- Grants.

Refugee Week

Progress Comments

Status

B03.07: Community Services: Details of activities, projects or partnership initiatives undertaken to support the needs of the vulnerable and disadvantaged



For this reporting period specific activities in relation to this included:

- Participation as a member of the Coffs Harbour Housing Action Group and support to National Homelessness Awareness Week to be held in August 2015
- Funding support provided as a partnership between Council, Mission Australia and Partners in Recovery to develop information and maps on local housing services and resources for those at risk of homelessness and those with mental health issues
- Facilitation of Refugee Week Activities (reported on under CALD activities)
- Ongoing advocacy and liaison within the organisation and to relevant bodies in relation to identified needs of disadvantaged groups, service system issues or gaps.

B03.10: Community Services: Details of grant activity undertaken. Outcomes with grant funding secured



Grant applications made for this period included:

- Successful application and acquittal of the Community Relations Commission NSW Celebration Grant for \$5,000 for Multicultural Festival 2015
- Application and receipt of Community Drug Action Team grant of \$3,000 towards a partnership project to facilitate a local indigenous youth camp to be held in August 2015
- Successful application to the Community War Memorials Fund for \$4,000 for obtaining a preservation assessment and report on the ongoing maintenance and care of the Coramba Hall Honour Roll.

Grant support provided included:

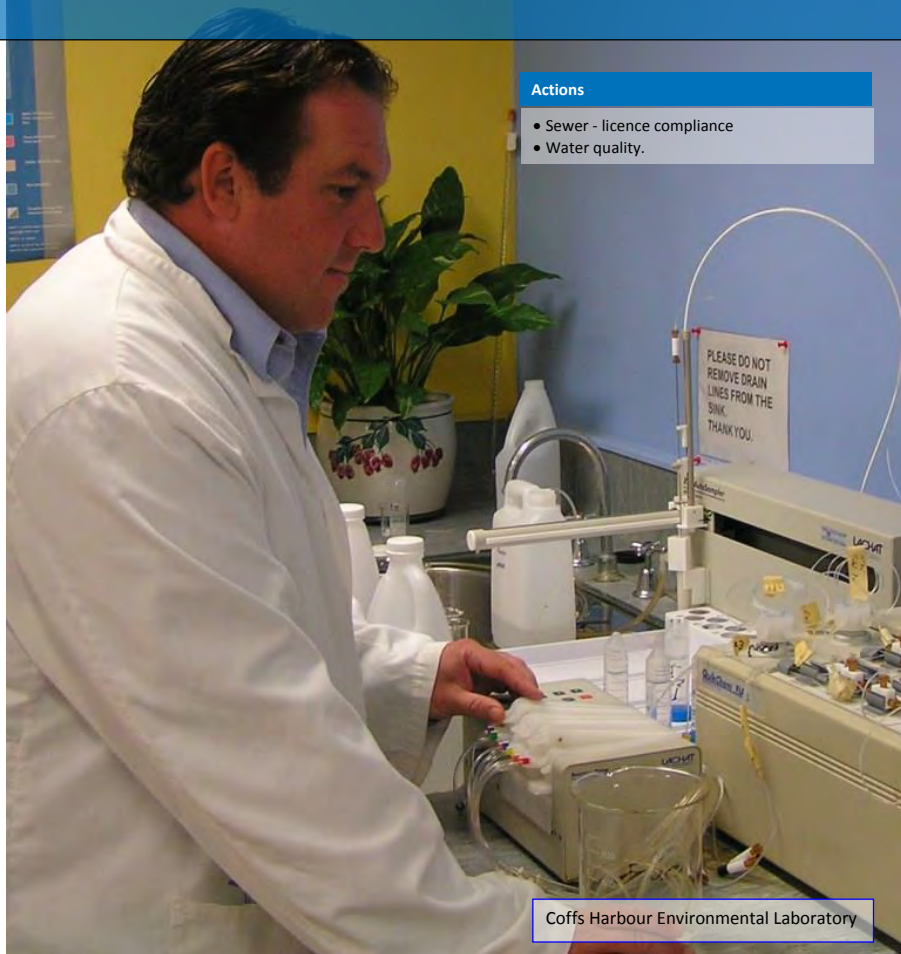
- Continued support to the Ulong Hall and Showground Committee in the planning and implementation of their grant funds for installation of a playground.
- The community services team facilitated a free 'How to get that Grant' workshop at Council in May with 35 attendees. The workshop provided key advice on funding programs available and how to plan and present your project or grant application.

Grant administration undertaken:

- Facilitation of Council's Youth Week and Seniors Week small grants programs
- Administrative and community advice and grant assistance provided as part of Council's role in the Local Clubs Grants Program
- Work to prepare for launch of Council's Arts and Cultural Small Grants Program opening in July 2015
- Acquittal of State Government grants previously received by Council for Youth Week and Seniors Week.



LC LOOKING AFTER OUR COMMUNITY
 LC2 We lead healthy lives
 LC2.1 Promote healthy living
 LC2.2 Seek to provide a full range of quality health care services for all



- Actions**
- Sewer - licence compliance
 - Water quality.

Coffs Harbour Environmental Laboratory

KPI Performance	Achieved	Status
M20.04: Sewer: % of tests complying with EPA licences. 29 Tests. 2 faecal coliform level fails due to a problem with the Ultraviolet treatment lights at Coffs Harbour plant. The problem has been resolved and new maintenance contract arrangements have been developed with the UV supplier. Due to staff leave, data from the Corindi site is still being analysed.	93%	
M25.06: Water: Percentage of tests complying with drinking water quality guidelines. Achieved standard - 566 samples tested with 99% compliance.	99%	



LC LOOKING AFTER OUR COMMUNITY

LC3 We have strong civic leadership and governance

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



Actions	Actions	Actions
<ul style="list-style-type: none"> Commercial asset management Non-RPT opportunities Integrated planning and reporting 2030 community indicators Developer contributions Grants management Corporate audit schedule Plant savings Condition assessments ECM requests response Online payment transactions Customer service activity Service requests and forms lodged Calls answered DA processing Construction certificates processing 149 certificate applications processing Building certificates (formerly s172) processing. 	<ul style="list-style-type: none"> % increase in passenger traffic Airport business Engineering plans Environmental laboratory Statutory financial reporting Accounts paid Outstanding rates and charges ratio Policy adoption Public liability claims accepted Professional indemnity claims Motor vehicle claims accepted Property claims accepted Holiday parks Growth in business levels Business operations trading profit Subscriber change Social media subscriber change Web visit change. 	<ul style="list-style-type: none"> Subscriber change Social media subscriber change Web visit change Preferred suppliers Supplier rationalisation Work order register Revenue generated Value of productivity savings generated State of the Environment report City-wide Local Environmental Plan (LEP) Waste collection contract Asset management solution In-field process automation Process automation T2S progress Workforce plan Procurement documentation (Roadmap).

KPI Performance **Achieved Status**

M05.01: Customer Service: Average response times to Customer Requests in Electronic Content Management (ECM) system. <i>Over the next 6 to 12 months Council will be implementing a new Request Management application to improve functionality and reporting compared to the current system within ECM.</i>		
M05.02: Customer Service: % of payment transactions through an online channel (to total payment transactions).	85%	
M05.03: Customer Service: Cost per Customer Centre transaction (total staff salaries divided by customer activity volumes). <i>This has increased slightly from the baseline cost established over the past 6 months. This is due to an increase in salary costs associated with additional work in regards to process mapping.</i>	\$4.80	
M05.09: Customer Service: % of service requests and forms lodged through an online channel (to total). <i>The provision of online form lodgement is a feature of a multiple IT systems upgrade using Technology One platforms. The new Property and Rating system went live on 23 February 2015 and an ECM upgrade is expected to go live in early 2016. Progress on this project over the next 6 to 12 months will begin to yield data for this measure.</i>		
M05.10: Customer Service: Average time in queue before call answered is less than 45 seconds. <i>The new Customer Enquiry Operating Model (to be implemented over the next 3 to 6 months) will not only dedicate more resources to the answering of phone calls but will also have a focus on resolving customer enquiries at this initial point of contact.</i>	51	
M06.04: Development Assessment: % DAs processed within 40 days. <i>469 DA's determined during this period. 375 were processed within 40 days. (Last period - 540/497 or 92%)</i>	80%	
M06.05: Development Assessment: % of properly made, and DA compliant, construction certificates processed within 10 business days. <i>We currently do not have measures in place to record statistics for construction certificate processing. The stop the clock system which is used by the DA system will be introduced and this will enable us to report on this function. There were 248 construction certificates determined for this period. (Last period - 317 construction certificates with an average processing time of 54 days)</i>		
M06.06: Development Assessment: % of 149 Certificate applications processed and issued within 5 days of receipt by Council. <i>1,227 - 149 Certificate applications processed for the period with 95% processed within 5 days. (Last period - 1,277 or 92%).</i>	95%	

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KPI Performance (Continued from previous page)	Achieved	Status	KPI Performance (Continued from previous column)	Achieved	Status
M06.07: Development Assessment: % building certificates (formerly s172.) processed within 21 day. <i>Processed 80 building certificates for the period. Of these, 71 were processed within 21 days (Last period - 71/60).</i>	89%		M35.03: Holiday Parks: % increase on room nights sold across all products.	0.6%	
M23.10: Tourism: Visitor Information Centre visitor numbers.	50,615		M35.06: Holiday Parks: Trading profit percentage achieved across holiday park operations (Target 29%). <i>Trading profit percentage achieved across all holiday park operations with Park Beach (30.8%), Sawtell (33.1%), Woolgoolga Beach (31.0%) and Lakeside (25.3%). The Coffs Coast State Park Trust Holiday Parks achieved a trading profit % of 31.7% with Woolgoolga Beach Reserve Trust Holiday Parks achieving 29.0%. Across all parks 31.1% was achieved.</i>	31.1%	
M26.01: Airport: % increase in passenger traffic <i>Negative growth for this period is the result of a 40 percent reduction in Tigerair flights effective February 2014.</i>	-2.28%		M37.01: Media: % Change in online newsletter subscribers. This period: 9,441 (Last period - 9,742).	-3.08%	
M26.04: Airport: Profitability achieved in accordance with forward financial plan. <i>Profitability in line with forward financial plan, however profitability is constrained and the current reserve level is low.</i>	100%		M37.02: Media: % Change in social media subscribers. <i>At 30 June: 649 subscribers to Council's corporate Twitter feed. (525 at 31 December 2014).</i>	23.60	
M32.01: Environmental Laboratory: % profit relative to turnover.	100%		M37.05: Media: % Change in Website visitation. <i>Unique website views January to June 201 - 75,904, July to December 2014 - 84,322. Page views - 1 January 15 to 30 June 2015 - 404,710.</i>	-10.00	
M33.01: Finance: Compliance with legislative requirements in relation to key dates.	100%		M39.09: Procurement: % of suppliers in Preferred Supplier Arrangements to total suppliers <i>The implementation of the Procurement Road Map and associated actions has been placed on hold due to the T2S Program. Procure to Pay has been identified as an area to generate significant savings in the T2S Program and continuing to implement the road map is believed premature given the total process review currently under way.</i>		
M33.09: Finance: Creditor accounts paid within business terms.	100%		M39.10: Procurement: % of suppliers responsible for 80% of spend. <i>The implementation of the Procurement Road Map and associated actions has been placed on hold due to the T2S Program. See above comment.</i>		
M33.13: Finance: Outstanding rates and charges ratio (Target <7%).	6.05%		M40.02: Strategic Asset Planning: Handover a complete and accurate 2013/14 financial year work order register from City Infrastructure Services to the Asset Accountant by no later than 31 July 2014.	100%	
M34.01: Governance: # of code of conduct complaints received in period (Last period -1).	1	N/A	M40.03: Strategic Asset Planning: Handover a complete and accurate 2014/15 financial year work order register from City Infrastructure Services to the Asset Accountant by no later than 31 May 2015.	100%	
M34.02: Governance: # of code of conduct complaints finalised in period (Last period -1). <i>(This complaint was received last reporting period).</i>	1	N/A	M41.01: Telemetry and Optic Fibre: Revenue generated against projection.	100%	
M34.03: Governance: # of policies adopted.	1	N/A	M41.02: Telemetry and Optic Fibre: Value of productivity savings generated.	>\$2M	
M34.09: Governance: # of public liability claims accepted in period. <i>(03 Claims ongoing / 09 Declined / 05 Finalised / 32 Incidents / 05 Potential / 54 Total).</i>	54	N/A	M30.02: % compliance in delivery of engineering plans to service works program. <i>Minor water and sewer projects being carried over to 2015/16 programme. Expectation is that they will be completed within the 2015/16 budgeted year.</i>	95%	
M34.10: Governance: # of professional indemnity claims accepted in period (2 ongoing).	2	N/A			
M34.11: Governance: # of motor vehicle claims accepted in period. <i>(09 Claims ongoing / 02 Declined / 24 Finalised / 06 Incidents / 01 Potential / 42 Total).</i>	42	N/A			
M34.12: Governance: # of property claims accepted in period. <i>(03 claims ongoing / 02 finalised / 03 potential / 08 Total).</i>	8	N/A			
M35.02: Holiday Parks: % Increase in Holiday Parks Revenue relative to previous financial year. <i>Revenue across all holiday parks grew by 1.1%, below forecast of 6%. Loss of available product during capital works was a main contributor, compounded by a softer than expected market on the North Coast. Competitor analysis shows most properties experienced a decline in numbers throughout the year. Stronger growth in revenue at Park Beach and Woolgoolga Lakeside was tempered by reductions in revenue at Sawtell and Woolgoolga Beach.</i>	1.1%				

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Progress Comments (Continued from previous page)	Status	Progress Comments (Continued from previous column)	Status
<p>B18.02: Property: Subject to adoption of Commercial Asset Management Strategy, commence implementation Commercial Property Strategy under development and expected to be completed in 2015. One surplus property already identified and disposal in progress.</p>		<p>B33.09: Finance: Manage processes related to the annual Developer Contributions Program All contributions related matters are in order with plans up to date.</p>	
<p>B26.01: Airport: Report on development of opportunities for non-RPT revenue-generation at the airport</p> <ul style="list-style-type: none"> Review of leases and charges ongoing DA lodged for Enterprise Park Development. 		<p>B33.10: Finance: Manage the grants system processing Grants processing is on track.</p>	
<p>B29.02: Corporate Planning: Ensure compliance with legislated requirements for preparation, exhibition and adoption of Integrated Planning and Reporting documents The Integrated Planning and Reporting (IPR) framework has been developed in accordance with legislated requirements that aim to make NSW councils more responsive and accountable to their local communities. The framework integrates a Community Strategic Plan with Council's Resourcing Strategy, Delivery Program and Operational Plan (annual Budget); Six-monthly and Annual Reports help in the IPR review process. During the period, compliance was achieved on all timeframes, with the 2015-2019 Delivery Program (incorporating Operational Plan, Budgets and Fees and Charges) adopted on 11 June. Recommendations within the Transformation to Sustainability report target the IPR framework (particularly in regard to integration and indicators) as an area for improvement. During the period, the Corporate Planning function was re-located within Council's organisational structure; previously reporting directly to the General Manager, Corporate Planning is now positioned within the Community and Cultural Services Group in the Sustainable Communities directorate. Under the direction of the Community and Cultural Services Group Leader, work has commenced on an organisation-wide review of the IPR framework including the development of a standard business-planning format for all service areas.</p>		<p>B34.05: Governance: Audit Reports – Completed according to Corporate Audit schedule The following audits were completed within the period:</p> <ul style="list-style-type: none"> Environmental Services Drives Security and Access. 	
<p>B29.04: Corporate Planning: Manage the community indicators for the 2030 Community Strategic Plan During the period, the management of the 2030 Community Indicators was formally brought under the new Community and Cultural Services Group in the Sustainable Communities directorate. Work had been initiated in the second half of 2014 to identify Council staff who can act as data sources for the 2030 Indicators. This process will be continued following the organisational and staff changes brought about by the Transformation to Sustainability (T2S) project. The Indicators were established to support the preparation of Council's 2030 End of Term Report, required by legislation for the conclusion of each term of the elected Council. The next End of Term Report will be prepared in August 2016.</p>		<p>B35.01: Holiday Parks: Implement strategies as per the Sustainable Improvement Strategies for Park Beach Holiday Park, Sawtell Beach Holiday Park, Woolgoolga Beach Holiday Park and Lakeside Caravan Park Most capital improvement projects completed with the exclusion of electrical infrastructure at Park Beach. Project is tendered and awaiting approval to award.</p>	
<p>In regard to Council surveys, Corporate Planning assisted with two projects during the period:</p> <ul style="list-style-type: none"> The Funding Our Future online survey (21 November 2014 to 31 January 2015) was completed as part of the community engagement strategy supporting Council's 2015-2017 Special Rate Variation application. A 'Close the Loop/Thank you' email was sent to Online Survey Panel members on 18 February. A Bulky Waste Collection survey was conducted with Council's Online Survey Panel (OSP) from 8-27 April 2015. A follow-up email was sent on 17 June, thanking OSP respondents, inviting them to attend a Waste Strategy workshop on 24 June and to participate in another online survey. 		<p>B35.03: Holiday Parks: Implement strategies as per the adopted Plans of Management for Park Beach Reserve, Sawtell Reserve, Woolgoolga Reserve (North) and Woolgoolga Reserve (South) Strategies within various reserve plans of management have been implemented. Woolgoolga Beach Reserve (South) Draft Plan of Management on hold til completion of peer review of Draft Plan of Management/Woolgoolga Town Centre Strategy.</p>	
<p>B32.01: Environmental Laboratory – Report on productivity increases achieved due to client numbers and equipment updates During the period the laboratory introduced a back-up ion-selective electrode for chloride analysis. This will improve reliability, efficiency and continuity of operations at the unit.</p>		<p>B38.01: Plant and Fleet Management: Annual comparison of internal versus external plant hire costs. Projected savings for the coming year. Actual savings for the year completed This has not been completed as a holistic approach due to time factors. However, individual comparison to hire individual items is completed on an as needs basis and is an ongoing process.</p>	
<p>B32.04: Environmental Laboratory – Report on progress of preparation and finalisation of NATA audits Preparation on track for next audit due in October 2015.</p>		<p>B40.04: Strategic Asset Planning: Asset condition assessments carried out in accordance with programs Asset assessments are undertaken by asset team and, together with feedback from asset operators, condition assessments are undertaken in accordance with the programs.</p>	
<p>Continued next column</p>		<p>P09.04: Environmental Management: Report on progress in Preparation of the State of the Environment report - Data collection and collation 2013/14/15. Data collection and report preparation 2016 for adoption in November 2016. (Working with the Regional SOER Model developed during 2011/12) State of Environment full regional report is due in 2016. Annual data will be submitted to the regional group during the next 6 reporting period.</p>	
		<p>P14.08: Local Planning: Continued preparation of planning proposals to amend LEP 2013 to review anomalies and make minor zone or clause changes in the LEP Amendments to Coffs Harbour LEP 2013 will be undertaken on an ongoing basis, to review anomalies and minor map changes. Two 'housekeeping' LEP amendments are proposed to be undertaken each year, commencing June and December. The first review of identified anomalies to LEP 2013 was reported to Council on 12 March 2015. The resultant Planning Proposal publicly exhibited from 10 June 2015 to 8 July 2015. Submissions are currently being assessed. The second review of identified anomalies to LEP 2013 has just commenced. Issues are being captured for inclusion in the second review and for reporting to Council later in 2015.</p>	

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Progress Comments (Continued from previous page)	Status	Progress Comments	Status
<p>P14.09: Local Planning: Develop an appropriate system to link to produce 149 Zoning Certificates electronically. Council's Manager ePlanning is currently working with various sections of Council to achieve desired format and content of document. This process will include a legal opinion regarding the content of the 149 certificates, to ensure that they simultaneously meet legislative requirements, yet are as short and concise as possible.</p>		<p>P36.01: Organisational Development: Review and revise the Workforce Plan Revision of the Workforce Plan will align with the T2S implementation across the organisation. Development of the workforce analysis enablers are currently in progress and on track.</p>	
<p>P24.04: Waste Services: Finalise tenders for CCWS collection contract Tenders are currently being worked on but issues have delayed the calling of tenders. Matters are being dealt with accordingly.</p>		<p>P39.02: Procurement: Finalise suite of documentation for all procurement activities The implementation of the Procurement Road Map has been placed on hold due to the T2S Program. Procure to Pay has been identified as an area to generate significant savings in the T2S project and continuing to implement the road map is believed premature given the total process review currently underway.</p>	
<p>P28.02: Business Systems: Development of an external web based mapping system The GeoCortex online mapping tool implementation was completed with the system going live in February 2015.</p>		<p>P06.01: Development Assessment: Implement an electronic system to optimise available information for Development Applications (DAs), progress a system to enable the lodgement and processing of applications under the E housing project.</p>	
<p>P28.09: Business Systems: Upgrade the Property and Rating system The upgrade of Proclaim to Property and Rating was completed, going live in February 2015.</p>		<p>Software upgrade scheduled for October 2015 to the ePlanning software suite. Following the software upgrade the online tracking, enquiry and application lodgements systems will be refined and expanded.</p>	
<p>P28.20: Business Systems: Review existing CIS Strategy and produce Business Systems Strategy 2014-2017 The initial half of the strategy revolves the implementation and upgrade of several corporate systems and related projects. The T2S business model review and structure will also influence the content of the strategy. This should be complete by December 2015.</p>		<p>Configuration of applications in Property and Rating has been completed for DAs and Mods and is still being refined. Configuration of Property and Rating for other application types as listed below remains outstanding.</p>	
<p>P28.21: Business Systems: Investigate holistic and integrated Asset Management Solution A report was considered by Council in March 2015 and the Technology One Enterprise Asset Management system was approved for purchase.</p>		<p>Regulatory Enforcement:</p> <ul style="list-style-type: none"> • on-site sewage management systems • food businesses registration • hairdressing/barber/skin penetration/beauty salon registrations • public pool registration • caravan parks • cooling towers • public pool registration. 	
<p>P28.24: Business Systems: Introduce mobile computing to field staff A number of tablet devices have been deployed to works staff to allow access to up-to-date mapping and asset data. This will be expanded as the new Enterprise Asset Management system is installed during 2015/16.</p>		<p>Development Assessment:</p> <ul style="list-style-type: none"> • construction certificates • complying development certificates • building certificates • unauthorised works applications • occupation certificates • plumbing & drainage applications (S68 approval) • stormwater drainage works (S68 approval) • subdivision certificate applications. 	
<p>P28.25: Business Systems: Introduce e-Services functionality to improve process efficiency. A number of upgrades to core systems are planned during 2015/16 to deliver this initiative. These upgrades are being scoped and implementation plans are being finalised. The mapping of future state processes in T2S will assist with the configuration of these systems.</p>		<p>Local Planning:</p> <ul style="list-style-type: none"> • tree permit applications. 	
<p>P34.02: Governance: Report on the progress of the Transformation to Sustainability (T2S) project. As at the end of June 2015, the T2S Program is 10 months through a 36-month business transformation program. During this period the program has delivered a new-look leadership team with a mix of internal and external appointments. This structural change has delivered approximately \$1M worth of annualised savings. Effective leadership is critical to the success of the program and the first phase of the Leadership Development Program has also been completed during this period. In addition, the eight projects charged with delivery of the other T2S diagnostic recommendations have started and have made significant progress towards developing new service operating models and identifying opportunities for improvement within each area of Council. On the back of this work it is expected that further savings will be identified as the structure in each area of council is defined, leading to greater efficiencies and a stronger focus on delivering outcomes to the community.</p>		<p>Participation in the Department of Planning's ePlanning project is ongoing.</p>	

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LC LOOKING AFTER OUR COMMUNITY
LC3 We have strong civic leadership and governance
LC3.2 Engage the community and other levels of government in securing outcomes



- Actions**
- Community and agency engagement
 - Community partnerships
 - External funding
 - Sustainable business
 - Event seed funding
 - Completion of Coffs Harbour Standard Local Environmental Plan (SLEP)
 - Waste strategy.

Festival of Small Halls

KPI Performance **Achieved Status**

M10.01: Event Management: # of applications approved by the Event Seed Funding Group during the period.	2	
M10.02: Event Management: Total amount of seed funding awarded during the period. <i>Funding approved for OZ Grom competition in 2014/15 and also Festival of Rail for a three year period commencing in the 2015/16 financial year.</i>	NIL	N/A

Progress Comments **Status**

B03.05: Community Services: Nature of networks attended or facilitated by the Community Development Team

Attendance at or facilitation of community networks is a major tool for the Community Services Team to share information, develop partnership projects, facilitate co-ordinated service delivery, identify and respond to community needs and engage with the sector and broader community.

Networks facilitated by Council include:

- Council's community advisory and facility management committees
- The Coffs Harbour Interagency.






Nature of other networks attended include:

- Local sector based interagency networks including the Aboriginal, youth, disability and multicultural interagency networks
- Council's Transport Working Group
- The Northern Beaches Interagency
- The Coffs Harbour Housing and Support Forum
- Youth Mental Health Network
- Coffs Harbour Domestic Violence Committee
- The Coffs Area Men's Alliance
- And where relevant, regional networks including MNC Crime Prevention, and participation on the board of Mid Coast Communities.

Periodically, staff across the team will also be invited to attend various consultations facilitated by other government agencies undertaking local or regional planning, for example recent attendance at the Department of Family and Community Services placed based planning forums held in July 2015.

Continued next page



Progress Comments <i>(Continued from previous page)</i>	Status
<p>B03.06: Community Services: Details of participation in any relevant partnership or sector initiatives</p> <p>The Community Services team work in partnership wherever possible to deliver programs, secure outcomes, advocate for needs and improve service sector coordination and efficiency. Some activities of note for this period include:</p> <ul style="list-style-type: none"> • The coordination and delivery of a diverse week of activities to celebrate NAIDOC 2015 was undertaken in partnership with CHASE (Coffs Harbour Aboriginal Social Events Committee). Details are reported under Aboriginal initiatives - see page 35. • A successful Refugee Week event was undertaken in partnership with the newly established African Social Group. Details are reported under multicultural activities reportable – see page 35. • Work in partnership with Mission Australia and Partners in Recovery on developing information and maps on housing services and resources for people with mental illness and at risk of homelessness • Council is a sponsor and member of the working party coordinating and delivering the 2015 Living Well Expo to be held in August • In partnership with our community facilities at Coramba and Bayldon, the delivery of the Festival of Small Halls event showcasing a local and international folk artist performance for small venues and communities who would otherwise not have access to these cultural activities • Through advocacy, facilitating linkages and seed funding support, Council worked in partnership to establish the Coffs Coast Writers Centre at Bayldon Community Centre. 	
<p>B21.02: Sport: Report on number of grants applied for, value and success rate</p> <p>Preparation of two funding applications are underway:</p> <ol style="list-style-type: none"> 1. National Stronger Regions Fund (Australian Government) Project Title: Coffs Coast Sport and Leisure Park Events and Transport Infrastructure. Project Description: a bus and taxi stop on Stadium Drive adjacent to C.Ex Coffs International Stadium, and a multi-purpose asphalt hardstand area on the East edge of the stadium along Phil Hawthorne Drive. 2. Building Community Partnerships (NSW Government) Project Title: Turf Cricket wicket and equipment storage shed. Project Description: Located at Coffs Coast Sport and Leisure Park (east precinct next to hockey). This project will bring the total of turf wickets available to 4, which will greatly enhance our potential for attracting major cricket carnivals while also providing a convenient and central additional venue for district competition. 	
<p>B24.05: Waste Services: Report on Waste Management as a sustainable business operation</p> <p>Coffs Coast Waste Strategy is currently underway and waste diversion rates away from landfill continue to show Council as an industry leader</p>	
<p>P14.04: Local Planning: Progress Deferred areas from SILEP. Secure funds and confirm brief via report to Council. Engage consultant to prepare environmental investigations and prepare planning proposal. Report details of studies commenced to Council. Progress to Planning and Environment</p> <p>Environmental Study, Draft Planning Proposal, draft DCP and draft Section 94 Plans reported to Council on 26 March 2015. Revised Planning Proposal submitted for a Gateway Determination with the NSW Department of Planning and Environment (DPE) on 25 June 2015. The Gateway Determination will allow the Planning Proposal and associated documents to be publicly exhibited. Currently awaiting a response from DPE.</p>	
<p>P24.02: Waste Services: Develop new Waste Strategy</p> <p>Council endorsement has been received to progress the development of a 'Regional Waste Management Strategy' in conjunction with Bellingen Shire Council and Nambucca Shire Council. Strategy development consultancy was awarded to Jacobs Group (Australia) Pty Ltd in April 2015. A draft strategy is currently under preparation and will be reported to the three Councils to endorse for public exhibition in second half of calendar 2015.</p>	



LC LOOKING AFTER OUR COMMUNITY
LC4 We have many opportunities to enjoy life together
LC4.1 Support local artistic and cultural expression



Actions

- Expression, growth and enjoyment
- Bunker attendance
- Museum attendance
- JMT capacity
- Arts and Cultural Small Grants Program.

Artist Judy Horacek at the Bunker Cartoon Gallery

KPI Performance **Achieved Status**

M01.01: Arts and Culture: % increase in attendance at Bunker Cartoon Gallery compared to same period last year.	-9.4%	
<ul style="list-style-type: none"> • Attendance January to June 2015 - 2,692 • Attendance January to June 2014 - 2,973. 		
M01.03: Arts and Culture: % increase in attendance at Regional Museum compared to same period last year.	100%	
<ul style="list-style-type: none"> • Attendance January to June 2015 - 1,732 • Attendance January to June 2014 - 848 (Museum re-opened August 2014). 		
M01.04: Arts and Culture: Achieving 65% capacity or more in attendance for available theatre sessions during period.	69%	
<ul style="list-style-type: none"> • Attendance January to June 2015 - 8,144 • Attendance January to June 2014 - 10,901 		
Occupancy rates:		
<ul style="list-style-type: none"> • Jetty Theatre Season Shows occupancy - 69% • Commercial Hirers occupancy - 78% • Cinema occupancy - 25% • Not For Profit occupancy - 45% 		
M03.02: Community Services: % change in number of Arts and Cultural Small Grants program submissions from previous year (% difference between year 1 and year 2, divided by year 1).		N/A
<i>Further details will be provided in the next reporting period as this grant program opened on 8 July and does not close until 19 August.</i>		
M03.03: Community Services: % change in value of Arts and Cultural Small Grants program allocations from previous year (% difference between year 1 and year 2, divided by year 1).		N/A
<i>Further details will be provided in the next reporting period as this grant program opened on 8 July and does not close until 19 August.</i>		

Progress Comments **Status**

B01.01: Arts and Culture: Report on number and nature of opportunities for local artistic and cultural expression. Include participation numbers.	
<i>Already reported under B03.14 - Outline of activities funded and/or completed from the Cultural Plan - see page 45.</i>	



LC LOOKING AFTER OUR COMMUNITY

LC4 We have many opportunities to enjoy life together

LC4.2 Support opportunities for artistic and cultural growth and enjoyment

LC4.3 Support activities and events that help us celebrate our diversity

LC4.4 Develop inclusive community, sporting and recreational events and activities



Actions

- Cultural growth and celebration
- Implement Cultural Plan
- Arts/Culture events
- Gallery attendance
- Sport facility usage.

Archibald Prize exhibition at the Coffs Harbour Regional Gallery

KPI Performance **Achieved** **Status**

<p>M01.02: Arts and Culture: % increase in attendance at Regional Art Gallery compared to same period last year. <i>Attendance January to June 2015 - 8,084</i> <i>Attendance January to June 2014 - 6,532</i></p>	<p>24%</p>	
<p>M21.01: Sport: Sport facility - % usage against capacity.</p>	<p>100%</p>	

Progress Comments **Status**

B03.01: Community Services: Report on number and nature of opportunities for cultural growth and celebration. Include participation numbers

Council staff have begun preparation for the Sasebo Student Exchange visit to Coffs Harbour which will occur in August. Further details will be presented in the next reporting period.

B03.14: Community Services: Outline of activities funded and/or completed from the Cultural Plan

- The following activities occurred during this reporting period in relation to the implementation of the Cultural Plan:
- Continued fortnightly distribution of the What's On Arts and Cultural Newsletter. Distribution currently 1,652 as at April 2015
 - A 'How to Get that Grant' workshop was held on 5 May with 35 attendees which was very well received by the community
 - Assistance provided with the launch of the Prosper Coffs Cultural Trust
 - Continued facilitation of the movie club in partnership with Birch Carol Coyle with membership now at 480
 - Funding support and assistance provided to enable establishment of the Coffs Coast Writers Centre at Bayldon Community Centre with a launch held in June 2015
 - A thank you function held for Council facility and advisory committee volunteers in June 2015
 - Preparation undertaken for opening of Council's Arts and Cultural Small Grants Program
 - Development of annual cultural report for presentation to Council and Cultural Reference Group.

B15.01: Library: Participation in artistic and cultural events compared to targets

During this six month period the library delivered 72 storytime sessions for children, attended by 2,617 people (of whom 1,510 were children). The library also delivered 38 other program and event activities attended by 1,359 people. Activities included a joint event with the Jetty Memorial Theatre, Lily Can't Sleep; WWI poetry and performance with Max Cullen and Warren Fahey; the rededication of the Harry Bailey Memorial Library; a selection of writing workshops; Sue Dengate; HSC Business Studies talk; our annual Knitters Morning Tea; Jenn McLeod; several class visits and the Summer Reading Club for children.



2030 THEME: LE LOOKING AFTER OUR ENVIRONMENT Significant Achievements

As part of its commitment to sustainability, Council announced a set of ambitious energy and emissions targets for the coming years. Using 100% renewable energy by 2030 is the boldest of the targets, driven by Council's renewed push to save money and help improve the environment. Other targets include reducing annual corporate emissions of CO2 gases from 2010 levels by 25% by 2020 and by 50% by 2025, and ensuring Council's energy use consists of 25% renewables by 2020 and 50% renewables by 2025.

During the period, Council's Coffs Ambassadors Tour Guide program celebrated its fifth year of operation. Since the free tours began in 2010, around 2,500 people have enjoyed the unique experience of seeing Coffs Harbour's headlands, beaches, bushland, gardens, rainforests and wildlife through the eyes of passionate local residents. The program's success is due to the volunteer guides, whose love of their own corner of paradise is the foundation and highlight of every tour.

Council called for community feedback on a draft Heritage Study identifying around 500 additional locally-significant historic items in the Coffs Harbour area. The draft 'Coffs Harbour Community Based Heritage Study' provides a history of the area and identifies those places and items that are characteristic of our specific history. Residents whose properties have been included in the Study were contacted directly to ensure their involvement in the consultation.

In March, Council launched the Sustainable Schools Network which is a new program to help local teachers and parents spread the sustainability message. The idea grew from feedback Council received through the Sustainable Living Festival from teachers looking for more support to build on the work of Council's existing Green Schools Environmental Sustainability Grants scheme. The Network will provide teachers and parents with professional development opportunities, foster further links with Coffs Council and other local organisations in the area of environmental sustainability and also support behaviour change projects in schools and school communities.

In addition, a total of 13 local schools and centres were awarded grants of up to \$2,000 under the 2015 Green Schools Environmental Sustainability Grants program. Funded through the Environment Levy, the grants assist local early childcare centres and primary and secondary schools to implement projects that will improve the sustainability of the school or local environment.

Council continued its successful 'Living Lightly' sustainability program with a 'Love Food, Hate Waste' workshop in May. The initiative was prompted by figures that show NSW households throw away \$2.5 billion worth of edible food each year and, in doing so, waste the energy, water and natural resources used to grow, package, transport and market that food. As well as promoting awareness about the issue, the workshop helped participants learn how to cut food waste and save money.



LE LOOKING AFTER OUR ENVIRONMENT

LE1 We share our skills and knowledge to care for the environment

LE1.1 Identify and promote the region’s unique environmental values

LE1.2 Develop programs to actively engage communities on environmental issues and solutions

LE1.3 Promote connection to the environment through learning in the environment



Actions

- ‘Friends of Parks’
- Volunteer hours - Botanic Gardens
- Water consumption
- Community Sustainability Education and Engagement Program
- Gardens students
- Community sustainability education and engagement.

Coffs Ambassadors Tours

Photograph – Seen Australia

KPI Performance	Achieved	Status
M17.19: Parks and Facilities: Number of participants actively supporting the "Friends of Parks" groups.	34	
M17.20: Parks and Facilities: Number of volunteer hours (Last period - 9,486).	8,510	
M25.01: Water: Average water consumption per property. Average annual residential water supplied per 2013/2014 Performance Report - 169 kL/property. (2012/13 figure – 161kL).	169kL	
M09.20: Environmental Management: No of participants involved in sustainability education and engagement activities (Last period - 4,491).	564	
M17.03: Parks and Facilities: Number of school children utilising the Botanic Gardens for educational experiences and participating in school programs (target - 1,000 annually). (Last period - 1,187)	1,509	

Progress Comments	Status
<p>B09.06 - Report on actions within the community sustainability education and engagement program in the Sustainability Plan</p> <p>Good progress has been made towards identified actions within the Sustainability Branch Business Plan 2014/15 having been completed or in progress. Achievements include:</p> <ul style="list-style-type: none"> • Living Lightly Sustainability Workshops Program successfully delivered four workshops • Coffs Volunteer Ambassadors Tours successfully ran 23 tours • Sustainable Schools Network was launched in March and has held two successful meetings for primary and secondary teachers and one professional development training day for early childcare educators • Our Living Coast Regional Sustainability Alliance held two meetings with Nambucca and Bellingen Shire Councils • Our Living Coast website is currently undergoing redevelopment with new website to be completed and launched during the next six month reporting period. 	

LE LOOKING AFTER OUR ENVIRONMENT
LE2 We reduce our greenhouse gas emissions and adapt for climate change
LE2.1 Maintain biodiversity in a changing climate
LE2.2 Reduce our carbon footprint



- Actions**
- Greenhouse gas emissions
 - Coffs Harbour Emissions Reduction Plan
 - Corporate Sustainability Program
 - Corporate Sustainability Program (CO2 abatement).

KPI Performance **Achieved Status**

M25.02: Water: Annual Greenhouse gas emissions - tonnes/1,000 properties (from report to the Office of Water).	360	
M09.21: Environmental Management: Council greenhouse gas emissions (tonnes).	19,282.66	N/A

Council emitted approximately 19,282.66 tonnes CO2e in 2014/15. This is an increase from 19,064 tonnes CO2e in 2013/14. According to initial calculations emissions from metered electricity have increased by approximately 658 tonnes however, emissions generated by fuel use have decreased by approximately 449 tonnes. Emissions from 2015/16 will be reported in the first 6 month reporting cycle in 2016. This data excludes emissions from the England Road landfill. If included then Council's emissions for 2014/15 year were approximately 38782 tonnes CO2e.
Note: Six monthly reporting not representative for emissions reporting as dependant on seasonal energy use fluctuations.

M09.10: Environmental Management: Comparison % change in CO2 emissions generated through Council operations measured against previous year (report annually).	1%	
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Emissions have increased by just over 1% from 2013/14 year to 2014/15. Emissions have reduced by approximately 4% based on the 2010 baseline. Emissions reductions need to increase significantly to meet the adopted target of 25% reduction by 2020 based on 2010 levels. The completion of the Coffs Harbour Emissions Reduction Plan will aid this considerably.

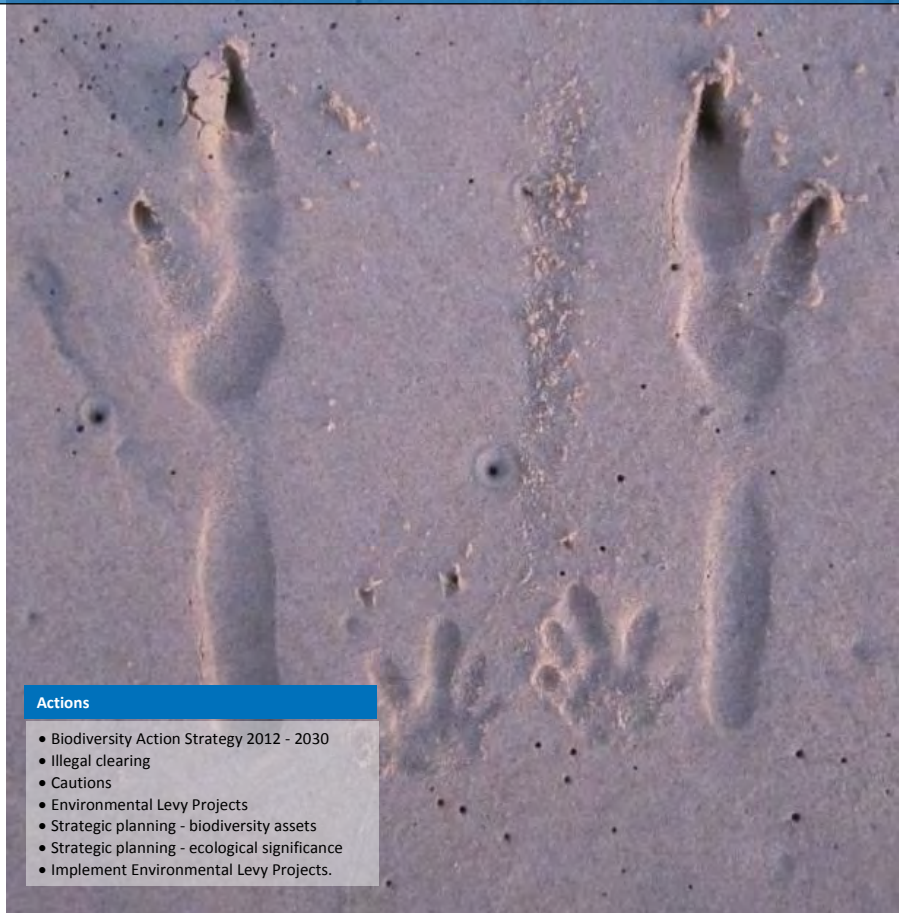
Progress Comments **Status**

P09.03: Environmental Management: Report on progress in developing updated Emissions Reduction Plan	
<p>Stage 3 of the Coffs Harbour Emissions Reduction Plan is currently being undertaken. Consultants 'Sustainable Business Consulting' along with the Sustainability Team have facilitated the first staff workshop and site visits to all large scale energy consumption sites. A report of 'Prioritised Options' has been completed, with follow up workshops scheduled for September 2015. The final Coffs Harbour Emission Reduction Program (CHERP), including detailed action plan, is due for completion by the end of the next six month reporting period.</p>	

LE LOOKING AFTER OUR ENVIRONMENT

LE3 Our natural environment and wildlife are conserved for future generations

LE3.1 Manage land use to conserve the region's unique environmental and biodiversity values



KPI Performance **Achieved Status**

M04.01: Compliance: Number of illegal clearing of vegetation matters investigated. <i>In accordance with Council's Regulatory Enforcement Policy and Customer Response Framework (Last period - 90).</i>	9	N/A
M04.02: Compliance: Number of Cautions issued. <i>In accordance with Council's Regulatory Enforcement Policy (Last period – 8).</i>	3	N/A

Progress Comments **Status**

- B09.01: Local Planning: Report on actions within the Biodiversity Action Strategy 2012 - 2030** ●
 The Biodiversity Action Strategy is due for its four year review in 2016. Many of the actions will need to be reviewed in light of recent decisions by Council (i.e. Landscape Corridors). The majority of Priority 1 (essential) actions have now been achieved.
- B14.15: Local Planning: Report on Environmental Levy Projects** ●
 Information is being collated for all 2014/15 environmental levy projects and will be reported to Council in August 2015
- P14.18: Local Planning: Terrestrial Biodiversity Assets layer reported to Council** ●
 The full suite of spatial layers that make up the terrestrial biodiversity assets layer have now been completed including endangered ecological communities, over-cleared vegetation types and high value arboreal habitat. Landscape corridors was not adopted. Council will now progress towards the production of a composite layer incorporating all of the spatial layers and rank these accordingly (ecological significance layer).
- P14.19: Local Planning: Ecological Significance layer reported to Council** ●
 All of the requisite terrestrial biodiversity assets layers have been completed allowing Council to progress towards the development of the composite ecological significance layer. This will identify, at a landscape level, the areas of highest conservation value.
- P14.11: Local Planning: Develop Cultural Significance Controls for LGA and implement into DCP** ●
 Council has a two year culturally significant landscapes study in progress funded through the environmental levy. The report is due in June 2016. As an interim measure Council has embedded the Office of Environment and Heritage cultural heritage 'Due Diligence' measures in to a revised Development Control Plan that will be progressed to a Council meeting in the near future.

Following completion of the study Council will translate some of the controls in to the Development Assessment process including its Development Control Plan.



LE LOOKING AFTER OUR ENVIRONMENT

LE3 Our natural environment and wildlife are conserved for future generations

LE3.2 Enhance protection of our catchments, waterways and marine areas

LE3.3 Recognise Aboriginal land and sea management practices in the development of environmental programs

Actions

- Coastal and estuary management
- Coastal management planning
- Ecohealth 2014/15
- Arrawarra Creek Coastal Zone Management Plan
- Coffs Harbour Sand Placement Program
- Green Team involvement.



KPI Performance

Achieved Status

M09.01: Local Planning: Increase number of Aboriginal 'green teams' engaged in environmental restoration from a 2013 baseline.

2



Progress Comments

Status

B11.01: Flooding and Coastal Management: Implement Coastal and Estuary Management Plans



- Coastal Estuary Management Advisory Committee was scheduled during this period
- Coffs Creek Coastal Zone Management Plan was adopted by council on 14 May 2015 which followed the plan being placed on public exhibition . Council was successful in completing all grant requirements with the Office of Environment and Heritage (OEH)
- Campbells Beach Coastal Erosion Preliminary Design was completed in May. Council was successful in completing all grant requirements with OEH
- Coastal Planning (DCP and LEP) was placed on public exhibition with over a 100 submissions received. Council has been working to revise the DCP before the final documents go back to council
- Council submitted a grant to State Government to do more geotechnical assessment around headlands for example Woolgoolga, Arrawarra, Emerald and Sandy Beach. The announcement of this should be later in 2015.

P11.03: Flooding and Coastal Management: Develop better management tools for planning decisions



Public exhibition of all documents took place during March and April. There were over 100 submissions on the Draft Coastal Hazards DCP and LEP proposal. A report is currently being prepared to go back to council.

The Coastal Zone Management Plan is required to go to the Minister for certification before Department of Planning signoff on the Gateway determination.

P11.04: Flooding and Coastal Management: A health assessment of estuaries within the LGA



Sampling in March, April and May have been undertaken and analysed. Autumn macro invertebrate sampling occurred via University of New England research agreement. A contract has been prepared to engage Department of Primary Industries to undertake fish assessment.

P11.05: Flooding and Coastal Management: Development of a management plan and decision tool



Council has signed the grant agreement with Office of Environment and Heritage (OEH). This project was also funded out of Council's environmental levy. A draft contract has been prepared to engage a consultant. The draft contract is with OEH for approval.

Continued next page



Progress Comments *(Continued from previous page)*

Status

P11.09: Flooding and Coastal Management: Undertake Sand Management Study and continue working with Crown Lands 

Stage 1 of this project is being project managed by Crown Lands with assistance from Council. MHL was awarded the contract and are preparing a literature review.

In addition, Council applied for a grant with State Government to undertake Stage 2 Coffs Harbour Management Study which will develop a littoral transport model, multi-criteria analysis (MCA) tool, engage key stakeholder workshops and other appropriate evaluation techniques. This grant should be announced later in 2015.



LE LOOKING AFTER OUR ENVIRONMENT

LE3 Our natural environment and wildlife are conserved for future generations

LE3.4 Create environmental restoration programs through partnerships with the community

LE3.5 Develop and improve infrastructure to provide appropriate access to environmental experiences



Actions

- Bush regeneration
- Environmental levy
- Volunteer Hours - landcare
- Footpath works
- Beach accessway works.

KPI Performance **Achieved Status**

<p>M09.02: Local Planning: Number of landcare volunteer hours spent on habitat restoration. <i>This performance indicator needs to be re-considered as we do not administer the functions and activities of landcare volunteers. While they may contribute to some of Council's KPIs in relation to bush regeneration and tree planting at this point in time we are unable to capture or report on this function.</i></p>	<p>100%</p>	
<p>M17.24: Parks and Facilities: % of requests responded to within 7 days relating to works on footpaths and boardwalks in reserves. This period - 10/10 requests (Last period - 10/15).</p>	<p>100%</p>	
<p>M17.26: Parks and Facilities: % of work orders relating to footpaths and boardwalks completed within the period. This period: 299 defects/222 work orders completed (Last period - 299/170).</p>	<p>74%</p>	
<p>M17.27: Parks and Facilities: % of requests responded to within 7 days relating to works on beach accessways. <i>Of the 17 customer request enquiries 100% were responded to, however only 9 were actioned and completed (Last period - 11/7).</i> <i>Many of these outstanding are included with the next Special Rate Variation programmed works like North Sapphire raised boardwalk access and the area at Darkum is part of the coastal walk program with Green Army.</i></p>	<p>17%</p>	
<p>M17.29: Parks and Facilities: % of Work Orders relating to beach accessways completed within the period. <i>Work orders this period: 17, completed - 9 (Last period - 45/17).</i> <i>Beach access improvements are planned with the next Special Rate Variation (SRV) funding and many were also completed during 2014/15 SRV program. Beach access improvements are planned with the next SRV and many were also completed during the 2014/15 SRV program.</i> <i>Green Army employment program is attending to Darkum stairs. Heavy seas have caused concern with Park Beach and Sawtell Main but sand is returning and some repairs to the section adjacent Sawtell and Park Beach SLS towers has been attended to. More will be done when beach conditions improve.</i></p>	<p>53%</p>	

Progress Comments **Status**

<p>B17.03: Parks and Facilities: Report on progress of bush regeneration program Planned and programmed bush regeneration works completed through grant and environmental levy funding.</p>	
<p>B33.01: Finance: Manage the development and review of the annual Environmental Levy Program All aspects of the environmental levy program on track.</p>	



LE LOOKING AFTER OUR ENVIRONMENT

LE4 We reduce our impact on the environment

LE4.1 Implement total water cycle management practices

LE4.2 Implement programs which aim to make the Coffs Harbour Local Government Area pollution free

LE4.3 Ensure the sustainable use of our natural resources



Actions

- Reclaimed water consumed
- Street litter complaints
- Street litter collection
- Onsite sewage system inspections
- Onsite sewage system notices
- Incident response
- Overflows
- Abstraction compliance.

KPI Performance	Achieved	Status
M02.01: City Image - Cleaning: # of complaints (Customer Requests) relating to street litter. (Last period - 3).	31	
M02.02: City Image - Cleaning: Volume of street litter collected (tonnes). (Last period - 10.6 tonnes).	37.58	
M09.07: Health: % OSSM systems inspected measured against program (target min 80%). This period - 899 Inspections (Last period - 1,086).	100%	
M09.08: Health: OSSM number of notices / orders issued to rectify defective systems. (Last period - 42).	34	
M13.04: Health: % pollution incidents responded to within 2 days. Of the 129 pollution incidents received during the period 128 were of a minor nature that were subsequently prioritised and completed in due course. The one major incident noted during the period was investigated within the adopted 2 hour time frame from receipt. Total of 121 (94%) completed within the two-day time frame (Last period: 94/76).	94%	
M20.01: Sewer: % of reclaimed water consumed against total treated (6-monthly). (Last period - 20%).	10.4%	N/A
M20.02: Sewer: Number of dry weather overflows (Last period - 11).	2	N/A
M25.07: Water: % compliance with water abstraction licence conditions.	100%	



LE LOOKING AFTER OUR ENVIRONMENT

LE4 We reduce our impact on the environment

LE4.4 Implement programs which aim to make the Coffs Harbour LGA a zero waste community

LE4.5 Develop renewable energy systems for the region

LE4.6 Promote and adopt energy efficient practices and technologies across the community



Actions

- Warning stickers (Coffs Harbour)
- Environmental compliance
- Waste to landfill
- Material recovered
- Public bin collection
- Public bin waste diversion
- Operating cost.

KPI Performance	Achieved	Status
M24.01: Waste Services: # of warning stickers issued (Coffs Harbour). <i>(Last period - 304).</i>	341	
M24.02: Waste Services: Scorecard - testing against targets set by environmental protection licence. <i>(Last period - 99%).</i>	100%	
M24.13: Waste Services: Total Waste to Landfill (tonnes). <i>(Last period - 14,284 tonnes).</i>	15,005	
M24.14: Waste Services: Total Materials Recovered (tonnes). <i>(Last period: 23,000 tonnes).</i>	22,570	
M24.24: Waste Services: Tonnage of park and street bin waste collected. <i>(Last period - 256).</i>	288	
M24.25: Waste Services: Tonnage of material collected from park recycling bins. <i>(Last period - 65 tonnes).</i>	59	
M25.05: Water: Total operating cost per kilolitre – Water (NSW median: \$1.26/kL). <i>(Last period - \$1.46/kL).</i>	\$1.49	



2030 THEME: MA MOVING AROUND Significant Achievements

Council and Police joined forces in February with a campaign targeting speeding motorists in a bid to cut the number of crashes on local roads. The Coramba Road/Orara Way and Hogbin Drive roadways have the highest crash rate in the area, many involving excess speed in wet conditions. The campaign saw police run extra patrols and Council set up courtesy speed radars in selected locations to remind motorists to check their speed and drive according to road conditions.

Following community consultation, Council adopted a Bicycle Plan for Coffs Harbour in March. The plan outlines actions to deliver a connected cycling network, improve cycling support facilities, make cycling safer and encourage greater participation across the local government area. The Bicycle Plan is also a prerequisite for the NSW Government in considering Council's applications for funding for cycling projects from Council.

A new 2.5-metre-wide cycleway was constructed during the period along Solitary Island Way (formerly Graham Drive) in Sandy Beach to link in with the new local road network on the northern beaches. As part of the Pacific Highway upgrade from Sapphire to Woolgoolga, the NSW Government's Roads and Maritime Service (RMS) provided \$527,000 funding for a cycleway from Emerald Heights Drive to Sandy Beach Public School.

Construction also commenced on Stage One of a new shared footpath/cycleway along Red Rock Road from Corindi Primary School to the Yarrawarra Aboriginal Cultural Centre and then towards the southern boundary of Yuraygir National Park. The project is supported by an RMS grant of \$320,000 and \$211,000 from Council's Section 94 funds. The need to address heritage issues has meant work will be completed in the second half of 2015.

In a first for Coffs Harbour, yellow 'No Stopping' lines were painted along sections of Brunswick Avenue to improve road safety and also to cut the number of road signs. The trial of the 'No Stopping' lines is aimed at reducing the clutter and distraction – and expense - that numerous road signs can create. Roads and Maritime Services have allowed the use of yellow lines to designate No Stopping zones since 2012.

Coffs Harbour City Council got behind the "Fatality Free Friday" promotion in May, inviting members of the public to come along to the Growers Market in City Square to sign a road safety pledge and autograph an inflatable car. An initiative of the Australian Road Safety Foundation, Fatality Free Friday works on the premise that road users themselves are the key to zero fatalities on the road. Council's Road Safety and Transport Officer was also on hand to discuss road safety issues and provide information, including the Top 10 misunderstood road rules, information for older drivers, driver distraction and driving to conditions.

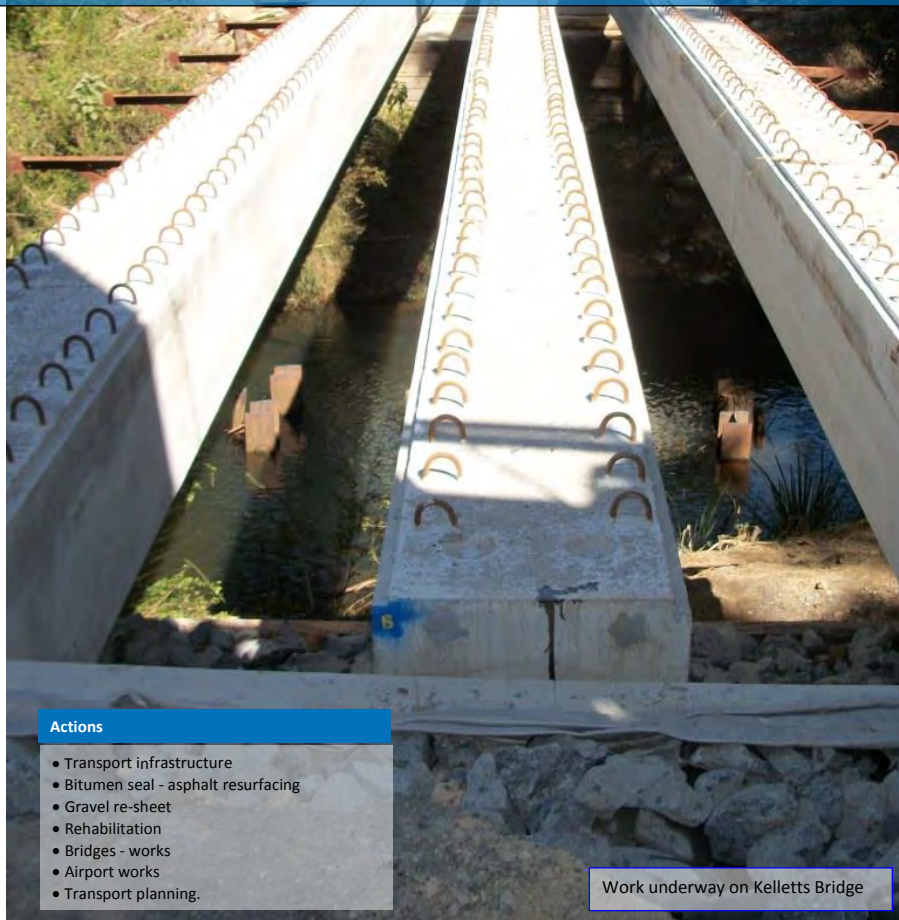


MA MOVING AROUND

MA1 We have an integrated, accessible and environmentally-friendly mixed mode transport system servicing the region

MA1.1 Plan for new transport infrastructure

MA1.2 Improve the effectiveness of the existing transport system



Actions

- Transport infrastructure
- Bitumen seal - asphalt resurfacing
- Gravel re-sheet
- Rehabilitation
- Bridges - works
- Airport works
- Transport planning.

Work underway on Kelletts Bridge

Progress Comments

Status

B30.07: Design: Report on new transport infrastructure design projects

Transport Infrastructure Design Project schedule was completed with the delivery of the Park Avenue transport interchange designs, cycleway designs for Lyons Road and Red Rock Road, line marking arrangements for the Old Pacific Highway Woolgoolga (Solitary Islands Way) and other miscellaneous pedestrian access projects.



B19.01: Roads and Bridges: Report on implementation of Bitumen Seal - Asphalt Resurfacing Program in period

All planned asphalt resurfacing (cul-de-sac) completed as per program.
All planned bitumen reseals completed. Difficulty was experienced due to intermittent rain throughout this period.



B19.02: Roads and Bridges: Report on implementation of Gravel Re-sheet Program in period

All nominated gravel road re-sheet have been completed:

- Gleniffer Road Bonville (part only)
- Bottle Brush Dr Corindi
- Camp Creek Road Lowanna (part off)
- Flora Reserve Road Woolgoolga
- Bushmans Range Road Eastern Dorrigo (part off)
- Range Road Corindi (0 - 200m).



B19.03: Roads and Bridges: Report on implementation of Rehabilitation Program in period

All planned pavement rehabilitation works have been completed.



B19.04: Roads and Bridges: Complete planned bridge works for the year

All planned timber bridge replacements have been completed:

- Davies Bridge, Upper Bobo
- Powiks Bridge, Central Bucca
- Pohos Bridge, Sandy Beach
- Herds Bridge, Herds Road, Bucca.



B26.02: Airport: Report on progress of airport works

All programmed works for this period were completed except for the installation of Building Management System in terminal building.



B30.10: Design: Implement Transport Working Group Action Plan

Action plan has been implemented including upgrading public transport waiting areas including new shelters, kerb ramps, hard stands, and six new accessible bus stops. Pedestrian Access and Mobility Plan (PAMP) projects were implemented to improve connectivity along the Pacific Highway footpath, including improved medians at Orlando St, Bray St and Park Beach Road intersections. In addition, a Bike Plan was approved by Council and infrastructure works have commenced.



MA MOVING AROUND

MA1 We have an integrated, accessible and environmentally-friendly mixed mode transport system servicing the region

MA1.3 Promote increased public transport, pedestrian and cycle usage and reduced car usage

MA1.4 Integrate cycle way and footpath networks including linking schools, shops and public transport



- Actions**
- Public transport
 - Roads and Bridges - pavement standard
 - Footpaths - works planning
 - West Coffs cycleway
 - Bonville school
 - Pacific Highway cycleway North
 - Lyons Road cycleway stage 1
 - Red Rock Road cycleway stage 1.

Cycleway construction at Graham Drive

KPI Performance	Achieved	Status
M19.02: Roads and Bridges: Report % of pavement with defects identified against the total pavement. (Last period - 1%).	1.3%	
Progress Comments	Status	
B30.08: Design: Implement recommendations of Public Transport Working Group Most recommendations from the Transport Working Group have been implemented including the installation of six new bus shelters, timetable information, and an upgrade of Park Ave transport interchange facilities. Council has also implemented strategies to increase student safety at bus interchanges.		
B12.01: Footpaths and cycleways: Works Planning - Prepare and implement works program for footpaths, cycleways and bus shelters Cycleway works programmed for Red Rock Road Stage 1 and Lyons Road Stage 1 have been completed and new bus shelters continue to be progressively installed.		
P12.01: Footpaths and cycleways: West Coffs Cycleway From Roselands East (Section 94 funded) Final cycle bridge design has been completed and work started on the bridge in June 2015 for completion in August 2015.		
P12.03: Footpaths and cycleways: Bonville School (RMS funded) Bus Bay completed and a small amount of additional work is scheduled for August 2015.		
P12.04: Footpaths and cycleways: Pacific Hwy Cycleway Nth in conjunction with Sapphire to Woolgoolga (RMS funded) Graham Drive Cycleway is complete and other sections are scheduled for the last half of 2015.		
P12.06: Footpaths and cycleways: Lyons Road Cycleway Stage 1 Highway to Paddymelon Close (grant funded) The cycleway is complete.		
P12.07: Footpaths and cycleways: Red Rock Road Cycleway Stage 1 Corindi School to National Park Boundary (grant funded) Concrete section from Corindi School to Yarrowarra completed and most of 'on road' section completed. Work suspended due to heritage issues which are presently being addressed.		



MA MOVING AROUND

MA2 We have a system of well-maintained and safe roads for all users

MA2.1 Ensure adequate maintenance and renewal of roads, footpaths and cycleways

MA2.2 Facilitate safe traffic, bicycle and pedestrian movement

MA2.3 Reduce the impact of the highway on our community



Actions

- Footpath / cycleway pavement standard
- Roads and Bridges - Maintenance Program
- Traffic committee
- Road safety.

Local road speed monitoring campaign

KPI Performance **Achieved Status**

M12.01: Footpaths and cycleways: Report % of pavement with defects identified against the total pavement (Last period - 2%). <i>During 2014/15 Council introduced a program targeted at reducing any potential trip hazards. Work has been undertaken to remove any potential hazard by concrete grinding or replacement.</i>	3.35%	
M19.01: Roads and Bridges: Report % complete of annual routine maintenance program. (Last period - 99%). <i>All annual inspection and routine maintenance activities were completed in the period 1 April 2015 to 30 June 2015. Works included maintenance grading of unsealed roads, roadside vegetation slashing, and asset inspection and reporting.</i>	100%	

Progress Comments **Status**

B30.09: Design: Implement Traffic Committee recommendations	
The 2014/15 meetings were held in September, November, February and June with one informal meeting held for urgent road closures. All actions were approved by Council and implemented except for the final meeting (approved by Council on 25 June 2015). Instruments from this meeting were prepared and sent to City Works for inclusion in works program.	
B30.11: Design: Implement Road Safety Strategic Plan using current safe systems methodology	
Activities undertaken included:	
<ul style="list-style-type: none"> • Promotion of road safety workshops • Attendance at Stepping On Program • Assistance with development and organisation of year 11 RRISK program • Submissions for black spot funding • Submissions for active transport program • Administration of traffic committee and implementation of recommendations • Promotion of road safety information in the media • Motorcycle safety education and speed monitoring program • Speed monitoring and enforcement campaign • Distribution and promotion of RMS campaign information. 	



MA MOVING AROUND

MA3 We have developed integrated regional freight hubs

MA3.1 Increase rail freight services

MA3.2 Examine opportunities for the integration of road and rail freight services

MA3.3 Develop maritime freight transport opportunities



No reporting undertaken for this 2030 Objective

Achieved Status

Activities reported elsewhere in the Moving Around theme capture Council's roles as advocate in helping to achieve this 2030 Objective.



2030 THEME: PL PLACES FOR LIVING

Significant Achievements

A bumper summer growing season presented Council with more grass-cutting challenges than usual. Good rainfall from afternoon summer storms, combined with high temperatures and humidity, created vigorous growing conditions for grass across the city reserves. Council had to prioritise the mowing of reserves according to the highest levels of use, sometimes leaving lower-use residential reserves and roadside areas longer between cuts. Council's targeted 'wick-wiping' campaign in residential area reserves helped manage fast-growing weed grasses that would otherwise make a reserve look overgrown and untidy.

During this period, the community was asked for feedback on a new strategy to help protect the future health and amenity quality of Coffs Creek. With ever-increasing pressure on the waterway and its catchment from a growing population, tourism and recreational activities, the draft Estuary Coastal Zone Management Plan seeks to achieve a balance that safeguards its environmental values.

Council gave the green light for a community facility upgrade at Corindi. The reconstruction of an existing tennis court opposite the Corindi General Store will create a new, joint tennis court and half-court basketball space. The \$230,000 project will also include drainage, fencing, shade shelter, seating and landscaping.

An extended public exhibition period was mounted for Coffs Harbour's Draft Coastal Hazard Planning Proposal. The exhibition followed the adoption in 2013 of a Coastal Zone Management Plan (CZMP), which addressed the potential risks to our coastline from coastal erosion and inundation up to the year 2100. The CZMP came up with 48 actions to address identified risks of erosion and inundation. These included beach and dune management, public assets management, environmental planning and further studies, monitoring and community education.

The City Centre Revitalization Project moved ahead with the commencement of upgrade works in Park Avenue and Vernon Street. A new Park Avenue transport interchange will include an undercover waiting area for passengers, wider footpaths, extensive landscaping, new seating, shelters, lighting and bike racks. The Vernon Street work includes new seating, shelter and landscaping for the taxi rank at Coffs Central, as well as improvements to the quick drop-off for local community transport passengers and the public.

Meanwhile, concept designs for a revamp of City Square were approved by Council in March. The existing alfresco dining areas of the square are to be enhanced with new mature shade trees and intimate canopies, mobile planter boxes will be introduced to provide shade and seating, and improvements to lighting, car park facades and landscaping.

The third of Council's four planned floodwater detention basins was officially opened by Coffs Harbour Mayor, Councillor Denise Knight, on Tuesday 24 March. Funds for the construction of the \$2.2m detention basin came from a Flood Mitigation Program special rate variation (introduced following the 2009 floods), loan funds and grants from the Federal and State Governments. The basins ensure that flood levels in a 100-year event are significantly lower downstream, helping to protect people and property.

Work has progressed well on the centrepiece of the Jetty4Shores redevelopment, a five-metre wide decorative walkway that will link the Jetty Strip precinct with the historic jetty structure. The project includes:

- over 1,300 square metres of coloured concrete incorporating six different finishes
- stencilled word phrases in the concrete to outline the jetty's history
- seating and interpretive signage
- historic rail lines that date to the industrial use of the Foreshores within the pathway
- a 10-metre diameter Sea Turtle motif reflecting local Indigenous cultural heritage.

The project is anticipated to be completed by September 2015.

Community consultation began in May for a new Coffs Harbour Development Control Plan (DCP) 2015 to cover the entire local government area. The new document has a number of revisions, with the most significant changes relating to the structure and layout of the Plan, updates to specific development controls such as density and setbacks and updates to development controls that apply to urban release areas. The revised format of the DCP has been designed to facilitate online planning enquiries.

Work began in May on the enlargement of the Harbour Boat Ramp, to help cut the effects of wave surges. At the same time, Council also commenced additional road upgrade works along Jordan Esplanade from Camperdown Street to the NSW Public Works compound on Corrambirra Point. The basin enlargement is being financed by a \$1m grant from NSW Government Roads and Maritime Services, while the road upgrade has been paid for through the 2014/15 special rate variation.

New lifts and an amenities block at Castle Street car park were officially opened in June by Coffs Harbour Mayor, Councillor Denise Knight, and Rod McKelvey, the Chair of the CBD Masterplan Committee. The new facilities are part of an overall facelift of Castle Street car park, which also includes top-floor steel-framed roof, solar panels and structural repairs. The improvements provide more inviting long-term parking areas for CBD workers and will extend the life of the car park. The works were funded from the sale of Council land at 218 Harbour Drive.



PL PLACES FOR LIVING

PL1 Our infrastructure and urban development is designed for sustainable living

PL1.1 Promote higher densities in our urban centres

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



Spagnolos Road Detention Basin

Actions	Actions
<ul style="list-style-type: none"> Floodplain management Land acquisitions for detention basins Sewer infrastructure works Sewerage performance Rate funded floodworks Reticulated water infrastructure Asset Management Strategy Asset Management Strategy actions Infrastructure strategies Operating cost (sewer) Network efficiency Coffs Harbour boat ramp works Coffs Creek Flood Study review Boambee - Newports Creek Floodplain Risk Management Study and Plan Woolgoolga Creek Floodplain Risk Management Study and Plan Park Beach major drainage augmentation design Building condition. 	<ul style="list-style-type: none"> Community Building Leasing and Licensing Policy Sawtell Sewerage Treatment Works decommissioning and demolition Flood detention basin Park beach local drainage improvements Loaders Lane Marcia St/ Pacific Hwy Investigation and design Middle Creek Creek clearing and drainage works Urban and non-urban drainage works Waste weighbridge/gates Preferred future disposal plan Main duplication Coramba water main Moonee to Emerald MNTL Asset Data Migration Plan Data Collection Program Rural Lands Strategy.

















KPI Performance **Achieved Status**

M20.03: Sewer: Total operating cost (sewer) per kilolitre treated; NSW Median \$1.89/kL (Last period - \$1.99/kL).	\$2.67	
M25.04: Water: Network efficiency - water loss as % of total water processed Coffs Harbour water loss per 2013/14 performance report is 60 litres/connection/day.Councils rate is 76% of National Average at 79 litres/connection/day. (Last period - 70 litres/connection/day).		

Progress Comments **Status**

<p>B11.02: Flooding and Coastal Management: Implement floodplain management plans</p> <p>Construction of Spagnolos Road detention basin is complete and the basin is operational. Negotiations are under way for the purchase of the land from the RMS. Preliminary draft version of the Boambee - Newport's Creek Floodplain Risk Management Study and Plan and the Woolgoolga Floodplain Risk Management Study and Plan have been received and the plans will soon be up for public exhibition. Coffs Creek Flood Study is progressing and should be finalised before the end of the year.</p>	
<p>B20.01: Sewer: Report on progress of sewer infrastructure works in relation to time, budget, and quality</p> <p>Pump station upgrades and sewer rehabilitation undertaken successfully. Designs for future work are on track.</p>	
<p>B20.02: Sewer: Progress on preparation of yearly data for NSW Water Supply and Sewerage Performance Monitoring Report</p> <p>The preparation for these reports is on track and will be accurately presented on time.</p>	
<p>B25.01: Water: Report on progress of reticulated water infrastructure works in relation to time, budget, and quality</p> <p>Completed works included:</p> <p><u>Water main renewals</u></p> <ul style="list-style-type: none"> Inlet pipe assembly to Scarborough St Reservoir Water main renewal at Reid Dr from Thompsons Rd to Feran Cres Pacific Highway Crossing North Of Melittas Ave <p><u>Water main extensions</u></p> <ul style="list-style-type: none"> Valve Installations at various locations Water Main from Lukin Cl to DeCastella Dr 300 dia water main for 105m at Spagnolos Rd Water service To Karangi Primary School South Wall Water Service for the public works quarry <p><u>Other water projects</u></p> <ul style="list-style-type: none"> Internal joint sealing of Red Hill Balance Tank No. 1 and Bark Hut Reservoir Toormina Reservoir - replacement of actuated Valve No 1 Access stairs to Cochranes Pool, Karangi 	














Progress Comments (Continued from previous page)	Status	Progress Comments Continued from previous column	Status
<p>B40.01: Strategic Asset Planning: Review Asset Management Strategy and Asset Management Plans by 30 June Strategy and plans reviewed. Transport Buildings and Recreational Services AMPs reviewed and updated, and water, sewer and stormwater AMPs to be updated by September.</p>		<p>P11.16: Flooding and Coastal Management: Woolgoolga Creek Floodplain Risk Management Study and Plan Preliminary draft Woolgoolga Floodplain Risk Management Study and Plan has been received from consultants. Draft is being reviewed ready for public exhibition.</p>	
<p>B40.02: Strategic Asset Planning: Implement Actions as set out in Asset Management Strategy Improvement Plan: 2. Data migration plan to be prepared in August for TechOne Enterprise Asset Management (EAM) system upgrade 3. Development of five year data collection program progressing. Gap analysis commenced with an asset workshop to identify critical asset classes. Further gap analysis to continue as part of the EAM upgrade in August and September. The results of the gap analysis will identify data collection priorities and inform the five year data collection program 4. A review of the Strategic Asset Planning branch has commenced as part of the TS2 process mapping. The development of the five year data collection program and T2S (new ways of working) will give clarity to the resourcing requirements of the branch. 6. An Information Management Strategy (IMS) will identify what condition and performance data is likely to be generated from the EAM and what written procedures for asset data collection are required. 8. Works Order system requirements to satisfy the needs of users have been gathered through the EAM workshops in August. User requirements that are not available in the vanilla version of TechOne EAM have been noted and referred to the product engineers for possible development. 13. A needs analysis of the Customer Request System (CRS) from an asset perspective is progressing as part of the TechOne EAM upgrade. 10. An opportunity for improvement is to implement ADAC to allow data to be entered into asset management and GIS more accurately and efficiently. Further investigation and analysis on the cost/benefits is required.</p> <p>MIDROC project underway for roads and bridges to seek common methodology for reporting infrastructure backlog in Special Schedule 7.</p>		<p>P11.17: Flooding and Coastal Management: Design and cost - benefit assessment of major drainage augmentation for Park Beach Detailed flood assessment of the Park Beach area is being undertaken by consultants in conjunction with the Coffs Creek Flood Study review. The investigation is scheduled to be completed prior to the end of the year.</p> <p>P18.01: Property: Develop Building Asset Conditioning Framework. Implement with M18.01 as ongoing Measure This project is currently on hold. The introduction of the new asset system will facilitate the framework for the collection and entry of building asset data.</p> <p>P18.02: Property: Develop Community Building Leasing and Licensing Policy for adoption by Council. Implement cost recovery framework with M18.04 as the measure Work continues on the compilation of an overarching policy for the leasing and licensing of council properties. The intent of the policy is to provide a framework for the leasing and licensing of council owned properties and is designed to meet Council's responsibility for the prudent management of community assets and the obligation to manage community facilities through appropriate tenure agreements which are granted in an equitable, consistent and transparent manner for and on behalf of the whole of the community.</p> <p>P20.01: Sewer: Sawtell Pump Station, Rising Main and Sewerage Treatment Works Decommissioning - Report on progress of works in relation to time, budget, and quality Project complete and operating well. Sawtell STP decommissioned and application for demolition of plant is being undertaken.</p> <p>P20.02: Sewer: Demolish and rehabilitate Sawtell Treatment Plant Site Site investigation study completed and a Remedial Action Plan will be written for application to EPA to allow demolition of plant. Plant to be demolished and rehabilitated in first half of 2016.</p> <p>P22.01: Stormwater: Construction of flood detention basin (Spagnolos road) Construction of the basin is complete and the basin is operational. Documentation required for the Dam Safety Committee is being prepared. Negotiations are under way for the purchase of land from RMS.</p> <p>P22.02: Stormwater: Drainage works This project is currently on hold. Council has consultants undertaking a detailed flood assessment of the Park Beach area which includes investigating possible drainage or flood mitigation works. The investigation will identify the best course of action for Council and what and where to undertake drainage improvements.</p> <p>P22.03: Stormwater: Levy bank works This project is currently on hold. Required work to be reviewed on completion of the Coffs Creek Flood Study Review.</p> <p>P22.04: Stormwater: Drainage improvements This project is currently on hold. Further investigation required of feasible options to improve drainage at Marcia St. A detailed assessment of environmental, physical and cost constraints is required.</p>	        
<p>B40.03: Strategic Asset Planning: Report on status of review of Infrastructure Strategies</p> <ul style="list-style-type: none"> • Mike Urban Water hydraulic model 90% complete • SKM sewer model updated for new release areas and catchments requiring capital upgrades and renewals • On track for the development of the Water Strategy and Sewer Strategy. <p>P11.07: Flooding and Coastal Management: To implement works to reduce surge issues at the boat ramp</p> <ul style="list-style-type: none"> • All detailed design and environment assessment was completed on time • Basin expansion works commenced in May 2015 • Throughout May and June 2015 excavation of material and shaping of the basin took place • The project was completed in August 2015. <p>P11.14: Flooding and Coastal Management: Update the Coffs Creek flood study to a 2D flood model and calibrate 2009 flood event Consultants have been engaged and work is progressing on the flood study model.</p> <p>P11.15: Flooding and Coastal Management: Develop flood mitigation options for Boambee-Newports creek catchments Preliminary draft of the Boambee -Newport's Creek Floodplain Risk Management Study and Plan has been received. It is being reviewed in preparation for public exhibition.</p>	   	<p><i>Continued next page</i></p>	
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Progress Comments (Continued from previous page)	Status	Progress Comments Continued from previous column	Status
<p>P22.05: Stormwater: Drainage Improvements - Investigation and Design Investigation into problem drainage areas is being carried out and a priority list is being developed.</p>		<p>P25.03: Water: Report on progress of Moonee to Emerald water main This project is part of the Coffs Harbour Water Supply Strategy and has been identified as necessary works to secure the water supply to the existing and future development areas of the northern beaches. The project involves the construction of approximately 4.5km of 300 diameter water main from Killara Ave to the existing trunk water main at Stefan Close.</p>	
<p>P22.06: Stormwater: Creek Widening Works This project is on hold. Council has applied for funding to update flood modelling on Middle Creek and to investigate mitigation options. Need to undertake modelling and assessment to determine best mitigation options and benefit / costs.</p>		<p>Preliminary design drawings for the project have been prepared and further detail survey work is required to be carried out and design details to be finalised. The supply of pipes & fittings for the project then need to be procured.</p>	
<p>P22.07: Stormwater: Maintenance Works Various works have been carried out as required mainly in the Coffs Creek catchment.</p>		<p>An Application for Aboriginal Heritage Impact Permit (AHIP) has been forwarded to the Office Of Environment and Heritage (OEH) relating to cultural heritage issues and a permit valid up to 17 December 2016 has since been received. The Part V Environmental Assessment has expired and needs to be renewed. Permit To Enter approvals from property owners need to be obtained to enable works to be completed as planned.</p>	
<p>P22.08: Stormwater: Various Projects Various works have been undertaken including pipe relining (capital renewal) of Jetty Foreshore drainage adjacent to Vendetta building, amplification work in Beach St, Woolgoolga, augmentation of drainage on Graham Drive plus work in Mavis St, York St plus other works.</p>		<p>P40.01: Strategic Asset Planning: Migrate remaining asset data into Asset Management System in accordance with Plan This action is superseded by the Technology One Asset Management System implementation. Implementation of this system commenced on 3 August 2015. Asset data from legacy systems will be migrated into the new Asset Management System. The intention is to deactivate all legacy systems once data is live in the new system.</p>	
<p>P24.03: Waste Services: Finalise tenders for Weighbridge Operation and Transfer Station Gate Operations Contracts were awarded in March 2015 to three tendering contractors to operate the weighbridge office at the Englands Rd Waste Management Centre, the Coramba Waste Transfer Station and the Woolgoolga Waste Transfer Station. The new contracts, which commenced in May 2015, are for a period of four years.</p>		<p>P40.02: Strategic Asset Planning: Develop 5 year Asset Data Collection Program A five year data collection plan will be developed throughout the Technology One Asset Management System implementation. As data is migrated into the new system, future data requirements will be determined, gaps will be identified and prioritised data collection plan produced.</p>	
<p>P24.05: Waste Services: Develop criteria for and identify possible locations for a future landfill site This item is linked to P24.02 Regional Waste Strategy development. Criteria were prepared in accordance with NSW Government Regulation and Guidelines and associated best practice.</p>			
<p>P25.01: Water: Main duplication – Karangi Water Treatment Plant to Red Hill Construction in Stage 1 of the 600 dia pipeline duplication between Karangi Dam and the water treatment plant (WTP) has been completed and can now be made operational. This means that the supply of raw water from Karangi Dam to the WTP is secured.</p> <p>Construction of the remaining section of Stage 1 to Coramba Road is in progress which includes the contract works to construct the section of pipeline across the railway line and Wongiwomble Ck by trenchless method. Design drawings for the section of Stage 2 to 643 Coramba Road are in progress and we are seeking approvals from the affected landowners and the Office of Environment & Heritage (OEH).</p> <p>For the remaining section of Stage 2 to the Red Hill Balance Tank, further negotiations with the affected landowners is required to finalise the pipe alignment and a revised permit from OEH is to be obtained</p>			
<p>P25.02: Water: Report on progress of Coramba water main Detail survey work within the revised pipeline alignment is in progress and design details are to be finalised. The pipeline alignment was revised following consultation with the affected property owners to minimise the impacts on their properties and address construction issues. Formal approvals from property owners and fisheries need to be obtained prior to construction and the process for obtaining an Aboriginal Heritage Impact Permit from OEH needs to commence to enable works to be completed as planned.</p>			

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- PL PLACES FOR LIVING
- PL1 Our infrastructure and urban development is designed for sustainable living
- PL1.3 Create balanced pedestrian friendly communities with a mix of residential, business and services
- PL1.4 Create affordable housing options
- PL1.5 Encourage innovative developments that embrace our climate and local environment



KPI Performance	Achieved	Status
M14.01: Local Planning: House / Land Monitor Statistics - review the housing monitor figures on an annual basis as released by the Department for Planning and Environment	100%	
Progress Comments	Status	
B14.01: Local Planning: Report on residential proximity to services as per 2030 Indicators (GIS and Asset Management-assisted)		
All new urban release area projects incorporate provisions in Development Control Plans to:		
1. Achieve the majority of households to be within 400metres of a bus route		
2. Achieve a high percentage of households to be within 800metres of a business zone (LEP 2013 incorporates neighbourhood shops as a permissible use in residential zones)		
3. Achieve the majority of households being within 400m of a playground.		
P14.02: Local Planning: Review current endorsed Local Growth Management Strategy (LGMS). Report to Council / Exhibit / Seek endorsement from Department for Planning and Environment		
The Stage 1 Land Capacity Assessment Audit of LGMS was completed and reported to Council on 12 March 2015. Project plans and briefs for Stage 2 (Residential Lands Strategy) and Stage 3 (Rural Lands Strategy) were reported to Council on 28 May 2015. Submissions received by Council are currently being assessed to engage consultants to prepare Phase 1 (Issues and Options Paper) for both strategies. Engagement of consultants likely to occur in August 2015.		
P14.13: Local Planning: Prepare a Rural Lands Strategy as part of the LGMS Review - Issues/Options Paper. Exhibit. Report to Council. Seek endorsement from Department for Planning and Environment		
Project plan and brief for Rural Lands Strategy was reported to Council on 28 May 2015. Requests for Quotations for Phase 1 - Issues and Options Paper closed on 17 July 2015. Submissions are currently being assessed with a consultant expected to be engaged in August 2015. Phase 1 involves a comprehensive community engagement process whereas Phase 2 involves the actual preparation of the Rural Lands Strategy itself.		



PL PLACES FOR LIVING
PL1 Our infrastructure and urban development is designed for sustainable living
PL1.6 Reinforce the unique identity of villages and communities



Park Avenue landscaping improvements

Actions

- Love Our City
- Place making
- Landscape/urban design
- Place making - Woolgoolga Masterplan review
- Place making – Jetty.

Progress Comments

Status

B07.01: Economic Development: Report on the roll-out of "Love Our City" projects targeting villages and communities



Reduced staff resources impacted on application of these projects. A number of projects have been identified and scoped and will be actioned in the next six months.

B07.03: Economic Development: Report on festivals / events which celebrate what we love about our special place



Council continued to work with various community event organisers including assisting the Emerald Beach Fair Committee with the implementation of the 2015 Fair. Currently assisting the 2015 Australian Surf Festival, 2015 Offshore powerboats, and the 2015 Heritage Transport Festival with the implementation of their events. Council is also meeting with new event proposals including Screenwave and the Pier Hotel on proposed 2016 events. We are also working with Railcruising Tourist Operators on feasibility into the establishment of a tourist operation on the Coffs Coast.

B14.02: Local Planning: Report on Local Planning Placemaking projects



A town centre Masterplan is currently being undertaken for Woolgoolga with expected delivery of a draft document to Council by end 2015 (see P14.03 for further details).

The Jetty4Shores Concept Plan is being implemented with construction of the Jetty Walkway (Stage 1) currently underway and completion anticipated September 2015 (see P14.10 for further details).

A precinct planning and placemaking exercise is scheduled to be commenced for the Jetty Foreshores and Coffs Harbour Jetty area as per the resolution of Council from October 2013. This has been placed on hold pending completion of some of the early stages of the Jetty4Shores project. A project team has been put in place to oversight the longer term strategic planning issues of the Jetty, Harbour and Foreshores area.

Finally, the Coffs Harbour CBD Masterplan continues to be implemented in accordance with the adopted Masterplan of Council.

P14.03: Local Planning: Review current endorsed Woolgoolga Masterplan and report to Council for endorsement and implementation



As noted above, a town centre Masterplan is currently being undertaken for Woolgoolga, with expected delivery of a draft document to Council by end 2015. A preliminary draft Masterplan has been prepared to date. It has been held over pending a peer Review of the preliminary draft Masterplan document and the Beach Reserve draft Plan of Management. The aim of the Peer Review has been to investigate ways of ensuring the beach reserve and the town centre take an integrated "place based" approach that serve the best interest of the Woolgoolga township. The engagement has also included traffic and parking analysis of the Beach Street Town Centre area. The peer review is nearing completion and it will allow for finalisation of the Beach Reserve Plan of Management and the draft Masterplan which will then be reported to Council.

Continued next page



Progress Comments (Continued from previous page)

Status

P14.10: Local Planning: Jetty Foreshores Management Review



The Jetty4Shores Concept Plan is being implemented with construction of the Jetty Walkway (Stage 1) currently underway and completion anticipated for September 2015. Grant applications for the Events and Active Recreation Hub (kiosk and beach steps, events, market and picnic Area, and Boardwalk North) continue to be lodged. Preliminary detailed design work and some preliminary environmental studies have been completed in conjunction with these grant applications.

A precinct planning and placemaking exercise is scheduled to be commenced for the Jetty Foreshores and Coffs Harbour Jetty area as per the resolution of Council from October 2013. This has been placed on hold pending completion of some of the early stages of the Jetty4Shores project. A project team has been put in place to oversight the longer term strategic planning issues of the Jetty, Harbour and Foreshores area.

B30.04: Design: Report on Landscape and Urban Design projects



Landscape and urban design projects included:

- Park Avenue Interchange – creating a green streetscape through increased landscape, supported by wider pavements with contemporary shelters, lighting and colourful seating
- Jetty4Shore Walkway - Facilitation and detail design of indigenous artwork for use in sea turtle gateway motif
- Grant application and award of \$25,000 for Woolgoolga Whale Trail walkway
- Buluungal Creek Walk – Provided assistance to CHALC - Content and Design of colourful bush tucker interpretive signs and facilitation for Mullet jumping carved seat for entrance
- Place Making Design for CHCC standard bus designs - starfish, water, flathead and cone shell
- Coramba Heritage Park - Park design and heritage interpretive sign
- Ayrshire Park Masterplan - Draft design prepared and issued, and final revisions planned
- Corindi Tennis Court - Report for funding prepared and adopted and detailed landscape design completed and project scheduled for construction
- Provided input into Woolgoolga Masterplan.



- PL PLACES FOR LIVING
- PL2 Our public spaces are enjoyed by all our people
- PL2.1 Develop the harbour and foreshores as the focal point for our Local Government Area



Actions

- Harbour foreshores.

Jetty4Shores turtle motif walkway

Progress Comments

Status

B30.02: Design: Report on implementation of Foreshores Masterplan (subject to funding)



Stage 1 Jetty walkway construction is well underway with completion scheduled mid October 2015. Stages 2-4 have been merged into one project, identified as the Jetty4Shores Events and Active Recreation Hub, for which a grant application has been lodged with the National Stronger Regions Fund Round 2 on 31 July 2015 and preliminary detailed designs have been completed.



PL PLACES FOR LIVING
PL2 Our public spaces are enjoyed by all our people
PL2.2 Provide public spaces and facilities that are accessible and safe for all



KPI Performance	Achieved	Status
M17.06: Parks and Facilities: Maintain cemetery capacity to serve the community in a timely and professional way.	100%	
M17.17: Parks and Facilities: Number of customer requests regarding mowing. <i>Mowing enquiries through customer request system were 149 (Last period - 31) with 116 actioned and 100% verbally replied to.</i> <ul style="list-style-type: none"> • 91 reserves mowing enquiries with 76 actioned • 21 urban and rural mowing enquiries with 15 actioned • 37 urban roadside mowing enquiries with 25 actioned <i>'Wick wiping' of low profile reserves, lanes and road reserves was undertaken in January and February to control tall weed such as Paspalum, Rhodes, and Parramatta grasses to improve mowing and usage of these areas.</i>	149	
M17.21: Parks and Facilities: Number of outstanding risk defects (>70) (Last period - 99). <i>Defects that were raised by inspection or randomly identified amounted to 1,583 with 1,418 accomplished. Of the 10% outstanding, those ranking risk 4 or 5 totalled 49 with only 19 accomplished therefore only 39% achievement, however all were made safe and functional for public use.</i>	30	
M17.38: Parks and Facilities: Number of customer requests regarding reserves and street trees (<6) (Last period - 15).	35	
M17.39: Parks and Facilities: Tree complaints responded to in a timely manner (as per risk category). <i>In this period 439 CRs for street trees and reserve trees were received with 395 responded to verbally.</i>	95%	
M17.59: Parks and Facilities: Number of visits per total mowing programs (outfront, tractor contractor). <i>City centre run /to jetty/Park beach parks and reserves ranged between 7 to 12 cuts with the majority receiving the full 12 visits. The contract outfield run for other reserves and parks ranged between 2 to 9 visits with the majority receiving 6 visits. The outfield coastal and high profile parks ranged between 3 to 7 cuts with many receiving 6 cuts from the planned 5.5 visits. The extra cuts are generally around the December to January holiday period or if special events arise requiring a tidy up prior to event. (Last period - 34)</i>	28	
M17.60: Parks and Facilities: % of requests responded to within 7 days relating to mowing programs <i>Received 149 requests and all responded to within 7 days. (Last period - 31/42 requests)</i>	100%	
M18.01: Property: % of buildings/property assets at satisfactory or above (pending development of asset condition reporting framework). <i>The introduction of the new asset system will facilitate the framework for the collection and entry of building asset data.</i>		

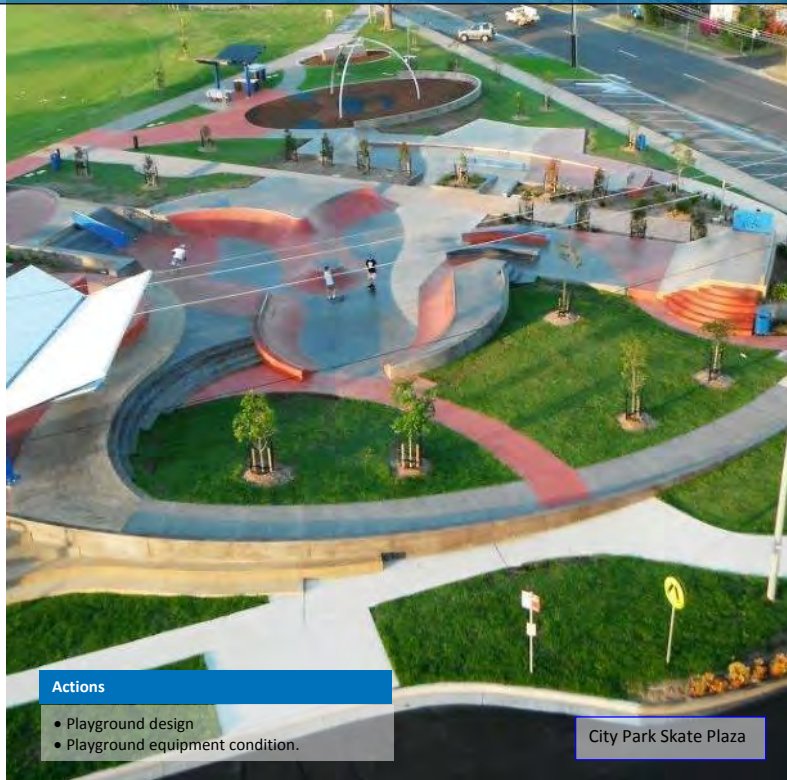
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KPI Performance (Continued from previous page)	Achieved	Status	Progress Comments (Continued from previous column)	Status
<p>M18.04: Property: % of costs recovered on community buildings (pending development of community building coast recovery policy and framework).</p> <p><i>Work continues on the compilation of an overarching policy for the leasing and licensing of council properties. The intent of the policy is to provide a framework for the leasing and licensing of council owned properties and is designed to meet councils responsibility for the prudent management of community assets and the obligation to manage community facilities through appropriate tenure agreements which are granted in an equitable, consistent and transparent manner for and on behalf of the whole of the community.</i></p> <p><i>It is proposed that the overall subsidy provided to community groups for the use and occupation of community buildings be reported to Council on an annual basis.</i></p>			<p>B21.01: Sport: Report on status of sports facility plan projects (according to funding in LTFF)</p> <ul style="list-style-type: none"> Fitzroy Oval amenity block architect design plans have been completed and confirmation of co-contributions has been sought Negotiations with Baseball Association have continued as they have changed their original plans. It is now proposed to relocate the SE net at Reg Ryan Oval to CCSALP, No.2 oval. The association are currently working on design issues and are liaising with Council staff on the matter Coffs Harbour Netball Association have completed their major court surface refurbishment at Vost Park Wet weather delayed the start of the work on the resurfacing of the Woolgoolga Netball courts. The contractor started work on 20 July 2015 Planning for an upgrade of floodlighting at Forsyth Park has experienced delays created by unforeseen costs. The Club is assessing opportunities to fix the funding shortfall with the hope of progressing the project as soon as possible New floodlighting on Oval 2 at CCSALP has been commissioned Phil Hawthorn Drive has been upgraded as part of NSW Health Car Park project. There were minor infrastructure improvements at Coffs Coast Sport and Leisure Park as a result of this, mainly around pedestrian safety given the increase in traffic that this road will see once the project has been completed. 	
<p>M18.13: Property: Swimming pools - review benchmark/scorecard for attendance, satisfaction, revenue. With the exception of Sawtell Swimming pool, each facility completed the CERM benchmarking survey. Based on indicators, the Nana Glen Pool and Coffs Harbour Pool are attracting below the median visitation per annum which in turn is impacting on other performance indicators. However, overall Council's four public swimming pools are operating satisfactorily and lessees are largely complying with lease conditions.</p>	75%			
<p>M35.01: Holiday Parks: Percentage of budgeted Holiday Park contributions provided to Coffs Coast State Park Trust and Woolgoolga Beach Reserve Trust.</p>	100%		<p>B30.05: Design: Report on implementation of Open Space Strategy</p> <ul style="list-style-type: none"> Adoption of the Coramba Recreation Reserve Management Plan Adoption of the Reserve Naming and Memorial Policy Final Draft of the Coffs Creek NRM Plan Commenced the review of Vehicles on Beaches Policy Commenced the review of Duttons Estate Plan of Management Completed the Conservation Management Strategy for the WWII Observation Post, Bunker Headland Commenced the Environmental Trust Grant for Roberts Hill Reserve Commenced the planning for the South Coffs Community Garden Commenced the review of Council fire trails and Asset Protection Zones Commenced the Environmental Management Plan for Spoonbill Lake Reviewed various development assessment related Vegetation Management Plans Applied to Public Reserves Management Fund f for works at Woolgoolga Lake Flying Fox camp 	
Progress Comments			Status	
<p>B03.16: Community Services: Details of improvements undertaken to develop or enhance facilities.</p> <ul style="list-style-type: none"> The Nana Glen Equestrian Centre completed flood repairs from Disaster Relief Fund of \$70,000 for new show ring, internal road repairs, kiosk, amenities and ancillary buildings Completed Council's guidebook for Sec 355 Community Committees Completed Council recognition and thank you function for Community Services volunteers Negotiated lease terms with the Bunker Gallery including for analysis of operating expenses, asset register and finalisation of lease agreement Venue fees and charges all submitted to Council for approval Communication and networking with the Northern Beaches Interagency. 				
<p>B18.01: Property: Upgrade public amenities according to program of works</p> <p>A template plan for a standard public amenities design has been finalised. The plan is modular and incorporates design features aimed at maximising the safety and security of the public when using the facility, minimising the impact of graffiti and other vandalism and minimising whole of life service costs. The template approach has been adopted to streamline the upgrade program and deliver consistent outcomes within an acceptable cost range.</p> <p>The Tender for the Macauleys Beach amenities project is in the final stages of determination, and construction is expected to commence in the next two months with completion expected before the 2015 summer season. It is anticipated that identical amenities will be constructed at Diggers Beach with construction commencing before the end of the calendar year (subject to the endorsement by the board of the Regional Park Board).</p> <p>In addition, the Castle Street amenities have been completed and commissioned and a new amenities block has been completed and commissioned at the Lowanna Reserve.</p>			<p>P21.05: Sport: Installation of floodlighting on CSLP2</p> <p>This project was completed and has been used for a number of events already, including Junior OZTAG State Cup, National Touch Titles and World Cup Touch.</p>	
			<p>P30.02: Design: Complete Stage 1 of Jetty foreshore redevelopment and commence detail design for Stage 2</p> <p>Stage 1 Car park completed and the Jetty Walkway is under construction. The Walkway, including lighting, signage, landscaping and street art, is due for completion in September 2015. A concept design for Stage 2 is complete and detailed design has commenced.</p>	

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PL PLACES FOR LIVING
PL2 Our public spaces are enjoyed by all our people
PL2.3 Provide safe and accessible play spaces for our children within each community




Actions

- Playground design
- Playground equipment condition.

City Park Skate Plaza

KPI Performance

Achieved Status

M17.13: Parks and Facilities: % of playground equipment with a condition rating above satisfactory. **100%** 
There were 15 customer requests received with all 15 responded to (Last period - 9/9). There were 147 reflect and inspection defects found in the period with 119 completed and 28 outstanding. These have been programmed for repair or replacement as parts arrive under playground rehabilitation vote. There are several linked to the SRV program).

Progress Comments

Status

B30.03: Design: Report on Playground Design projects 

Actions undertaken included:

- Concept Development Stage for Boronia St Playground, Sawtell (Sawtell Lions Club Project)
- Concept Development Stage for Lions Safety Park Playspace (Coffs Harbour Lions Club Project)
- Project Initiation for Wonga St Playground, Sawtell (Sawtell Rotary Project).



COFFS HARBOUR CITY COUNCIL
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REPORT TO ORDINARY COUNCIL MEETING

PROVISION OF ANIMAL POUND FACILITIES - AGREEMENT RENEWAL WITH THE ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

REPORTING OFFICER:	Team Leaders Rangers
DIRECTOR:	Director, Sustainable Communities
COFFS HARBOUR 2030:	LC 1.3 Promote a safe community LC3.1 Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour
ATTACHMENTS:	ATT CONFIDENTIAL Contract Agreement

Recommendation:

1. That Council, in accordance with Section 55(3) of the Local Government Act, resolve not to call tenders for the proposed impounding services contract due to an unavailability of providers within the local area to provide the services to the degree required.
 2. That Council enter into a five year agreement with the Royal Society for the Prevention of Cruelty to Animals for the provision of companion animal impounding facilities at Dowsett Drive, Coffs Harbour, as per the confidential attachment.
 3. That Council call for 'expressions of interest' within a period of 24 to 18 months prior to the expiration of the new five year agreement with the Royal Society for the Prevention of Cruelty to Animals to allow interested parties the opportunity to position themselves to provide alternative impounding service facilities and associated service options for Council's consideration.
-

EXECUTIVE SUMMARY

Council's current contract arrangement with the Royal Society for the Prevention of Cruelty to Animals (RSPCA) for the provision of impounding facilities and a range of associated services has reached the end of the current contract period.

A review has been undertaken to determine the most appropriate means to fulfill Council's statutory obligations in respect to the provision of animal impounding facilities and associated required services.

In reviewing and determining the best option available to Council for the continued provision of impounding facilities, Council must have due regard to the requirements under Section 55 of the Local Government Act which requires Council to tender for services under certain conditions. The nature of the service and associated cost of the agreement would place Council in a position that would normally require a tender to be called. However Section 55 (3) does provide exceptions to that rule.

Following consideration of Section 55 of the Local Government Act, a review of the available service options and the contract service arrangements being offered by the RSPCA, it is considered that the acceptance of a new contract proposal offered by the RSPCA is the most appropriate and beneficial means to fulfill Council's statutory obligations at this time.

REPORT

Description of Item:

The Coffs Harbour RSPCA's shelter has been under contract with the Coffs Harbour City Council providing holding facilities for dogs and cats which have been seized in accordance with the Companion Animals Act 1998. These contractual arrangements have been in place since 1994 and have been renewed on a number of occasions, with proportionate fee increases in line with the cost of running such facilities. With the existing contract agreement now up for reconsideration, Council must first consider the available options.

In brief, the current agreement requires the RSPCA to take charge of impounded dogs and cats as Council's agent and look after these animals for the term of their impounding. This can be as long as 18 days. This requires accommodation, feeding and veterinary care of the animals.

The agreement also requires that the RSPCA act as registration agents on Council's behalf, with staff undertaking the micro-chipping and registration of animals before they are released back to their owners or rehoused to new owners.

In considering the available options required to meet Council's statutory obligations under the Companion Animals Act 1998, an assessment has been undertaken to determine the availability of alternative providers or means to achieve similar outcomes to those currently being achieved via the RSPCA agreement.

It has been determined that the acceptance of the new contract agreement offered by the RSPCA is the most appropriate and beneficial means to fulfill Council's statutory obligations.

Issues:

Compliance with Local Government Act Tendering Considerations

In considering the new contract agreement offer from the RSPCA, Council is first required to give due regard to the relevant tendering provisions applicable under Section 55 of the Local Government Act requiring the calling of a tender for services under certain conditions. The nature of the impounding requirements, and associated services and cost, places Council in a position whereby it must consider the need or otherwise to call for tenders. Section 55 (3) of the Act provides exceptions as follows:

55 (3) This section does not apply to the following contracts:

- (i) a contract where, because of extenuating circumstances, remoteness of locality or the unavailability of competitive or reliable tenderers, a council decides by resolution (which states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders.*

As part of the consideration process, a review has been undertaken of the alternative options available to Council to achieve the service provisions associated with meeting Council's statutory obligations. These considerations reviewed the availability and potential to use private boarding kennels or for Council to establish its own facility and operate or contract out same. The following comment is provided in respect to these considerations:

- *Private Boarding* - although available within Coffs Harbour area, the use of a private boarding facility posed a number of problems. Firstly, services such as micro-chipping and registration would not be readily available, ready access to veterinary treatment would be limited and the facilities in a number of establishments would not be equivalent to the facilities provided by the RSPCA. It has been identified that the

current private facilities would need considerable expansion of their facilities to meet the criteria set down in the NSW Animal Welfare Code of Practice No 5 – Dogs and Cats in animal boarding establishments, primarily being the separation of pound animals to boarding animals.

The further issue of having to deal with unclaimed animals and the problems of rehousing and euthanising unwanted animals is also a major issue as part of any consideration associated with the use of private boarding facilities.

- *Establishment of a Council Pound* – investigations into the possibility of establishing a Council owned and operated/contracted pound have determined that the difficulties and costs associated with securing a suitable site and constructing and operating a facility are considered to be less cost effective than using the services currently being offered by the RSPCA.

Having regard to Section 55 of the Local Government Act, a review has determined that there is an unavailability of competitive tenderers with the required level of infrastructure and associated services required by Council to meet its statutory obligations under the Companion Animals Act. Accordingly, it is considered that a satisfactory result would not be achieved by inviting tenders.

RSPCA Contract Offer

A detailed review of the new RSPCA contract agreement has been undertaken with the current document reflecting contractual discussions and agreement in terms of the proposed level of service and associated costs to be applied for the new term of the agreement. The new agreement has been developed by the RSPCA in recent years and is being utilised by them in their service agreements with a number of other councils in NSW. The agreement provides a differential cost structure in comparison to the past agreement with Council and is expected to deliver potential cost savings due to the new pricing arrangements. The savings, whilst dependent on the number of animals housed, are expected to be relatively modest.

Potential Impact if the RSPCA Withdraw Service

Whilst the RSPCA agreement has served Council well in the past and the new agreement is expected to meet Council's needs for the term of the contract, the review has highlighted the difficulties that would arise should the RSPCA withdraw their service availability at the expiry of the contract. For this reason, it is considered appropriate that Council consider calling for expressions of interest within a suitable period prior to the expiry of the new contract with the intent of providing interested parties with an opportunity to provide alternative service provision for Council consideration.

Options:

1. Adopt the recommendation as provided;
2. Reject the recommendation as provided. This would leave Council without any guaranteed and appropriate means to comply with its statutory obligations under the NSW Companion Animals Act 1998.

Sustainability Assessment:

- **Environment**

It is well documented that domestic animal faeces is a common cause for pollution in the City's waterways. Impounding facilities are an essential part of animal control as it helps keep domestic animals off the street, hence reducing the amount of faeces which may end up in the surrounding waterways. Control of roaming domestic animals is also an important strategy in protecting native wildlife.

- **Social**

Under the Companion Animals Act, Council has a statutory obligation to accept stray companion animals from persons who may find them wandering the streets. Although the legislation does not require Council to actively look for strays, it is a service provided in order to keep the general public safe from dog attack and other situations whereby dogs or cats cause public nuisances.

- **Civic Leadership**

The Companion Animals Act places a clear responsibility on Local Government to have in place sound practices to deal with companion animals. Providing good quality services and facilities for impounded companion animals, whilst providing good financial support for the local RSPCA shelter, is seen as sound civic leadership for the community.

- **Economic**

Broader Economic Implications

At the present time, Council is extremely limited in its options in providing impounding facilities as required under the Companion Animals Act. Currently there are no other organisations or businesses within the district which are geared to handle impounded animals. This situation is brought about by the current Boarding and Pound Keeping Guidelines requiring that the two operations be kept separated, whilst having suitable quarantine procedures in place. This requirement seeks to protect boarded animals from diseases brought in by impounded animals. Private facilities within our area would need to substantially modify their operations to meet the Guidelines.

This coupled with Council not having its own pound facility and a lack of competitors in the market place leaves the new contract offer agreement from the RSPCA as the most viable and appropriate option available to Council at this time.

Delivery Program/Operational Plan Implications

The 2014/15 Operational Plan resulted in an expenditure of approximately \$195,000 for services provided by the RSPCA. Should Council resolve to enter the new agreement with the RSPCA, a budget of \$206,200 has been allocated for the financial year 2015/16.

The new agreement is based on a new model contract used by the RSPCA for their service provision to other councils in NSW. The contract incorporates a new cost structure charge system which has the potential to provide Council with modest cost savings due to the current operation measures which involves the direct return of animals to their owners where possible. Any savings however, will be dependent on the number of animals impounded during the year.

The new agreement will see better outcomes for infant animal survival when brought into the pound environment, and hardship clauses which will assist owners in difficult circumstances to get their pets back should they end up at the pound.

Risk Analysis:

Strategic/Operational

In resolving to accept the terms and conditions of the new contract agreement for impounding services offered by the RSPCA, Council will be securing important infrastructure and services for the care and wellbeing of impounded companion animals for the ensuing five years. Without the services of the RSPCA, Council would be at risk of having to provide its own facilities at a substantial setup cost, or at the very least looking to negotiate impounding arrangements with neighboring council facilities such as Clarence Valley Council. Both scenarios would have budgetary implications and cause significant operational issues.

Financial

There is minimal financial risk associated with the acceptance of the new contract agreement. The terms and conditions of the agreement have been fully reviewed with the new structured agreement potentially benefitting Council in comparison to the current agreement.

Reputation

There is minimal risk to Council from a reputational perspective in that accepting a new contract agreement with the RSPCA in handling impounded companion animals would be perceived as adopting best practice for our area of operations given the ongoing excellent reputation of the RSPCA within Australia.

Consultation:

The review of alternative servicing options and review of the new contract offered by the RSPCA have been undertaken in consultation with the Compliance and Regulatory Enforcement Section, Governance Section and the RSPCA's Senior Manager Business Services.

Related Policy, Precedents and / or Statutory Requirements:

Council is currently utilising the Coffs Harbour RSPCA Shelter at Dowsett Drive, Coffs Harbour for its impounding facility under an existing contract which expired on the 30 June 2015. The acceptance of a new agreement will see impounding services secured for the next five years, with terms allowing for a continuance of service after that.

Section 55 of the Local Government Act requires councils to tender for services under certain conditions. The nature of the service and associated cost of the agreement would place Council in a position that would normally require a tender to be called. However Section 55 (3) does provide exceptions to that rule and in particular:

55 (3)(i) *This section does not apply to the following contracts:*

- *a contract where, because of extenuating circumstances, remoteness of locality or the unavailability of competitive or reliable tenderers, a council decides by resolution (which states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders.*

The NSW Companion Animals Act 1998 – No 87

This Act is relevant to the current situation with seized animals to be returned to owner or taken to a council Pound. The following provisions are of particular relevance:

- a) A person who seizes an animal under the authority of this Act must cause it to be delivered as soon as possible to its owner if the owner can be identified or otherwise to any duly authorised employee or agent of the council of the area in which the animal was seized.
- b) A person who seizes an animal and does not comply with the requirements of this section is guilty of an offence. Maximum penalty \$2,200.

Implementation Date / Priority:

Acceptance of a new agreement would commence upon the execution of the new contract documentation.

Conclusion:

Council is required under legislation to have a pound facility for the holding of impounded companion animals in accordance with the Companion Animals Act, with such facilities meeting guidelines set by the Department of Primary Industries.

Having regard to Section 55 of the Local Government Act, a review has determined that there is an unavailability of competitive tenderers with the level of infrastructure and associated services required by Council to meet its statutory obligations under the Companion Animals Act. Accordingly, it is considered that a satisfactory result would not be achieved by inviting tenders.

The Coffs Harbour RSPCA shelter has been able to successfully provide these facilities and associated services since 1994. Given that there are no other organisations or business proprietors able to meet Council's statutory requirements at this time, it is considered that the RSPCA service agreement is the most appropriate option available and that the current contract offer provided by the RSPCA should be accepted.

The current review has highlighted the tenuous position that would be faced should the RSPCA withdraw their service provision at some future stage. Whilst there are no existing providers within the area currently positioned to provide the facilities and service to meet Council's required needs, the provision of suitable lead time may enable an existing or new provider with the opportunity to provide same. The calling for expressions of interest within an appropriate timeframe prior to the expiry of the new agreement period may assist in providing Council with competitive options when next required to review the matter.



REPORT TO ORDINARY COUNCIL MEETING

COMMITTEE MEMBERSHIP - EASTERN DORRIGO SHOWGROUND AND COMMUNITY HALL COMMITTEE

REPORTING OFFICER: Community Development Officer
DIRECTOR: Director, Sustainable Communities
COFFS HARBOUR 2030: LC1.3.2 Build community structures based on the core values of care, inclusion and connectedness
LC1.3.3 Promote the importance of being part of a community
ATTACHMENTS: Nil

Recommendation:

That Ms Cherie Mundkowski be appointed to the Eastern Dorrigo Showground and Community Hall Committee.

EXECUTIVE SUMMARY

To recommend to Council the appointment of a community member to facility management or advisory committees.

REPORT

Description of Item:

This report seeks approval from Council for appointment to the Eastern Dorrigo Showground and Community Hall Management Committee.

Issues:

The following community member has expressed interest in participating on this committee. The nomination has been approved for recommendation to Council at the relevant committee meeting:

- Eastern Dorrigo Showground and Community Hall Management Committee – Ms. Cherie Mundkowski

The use of community committees reflects Councils level of encouragement to actively engage and utilise the expertise within its community. We value the voluntary contribution of our committee members and encourage Council to accept these nominations.

Options:

1. Adopt the recommendation provided to Council – which would enable the continued effective operations of the management committee at this facility and allow Council to engage the expertise of these volunteers.
2. Amend the recommendations or seek clarification – Council may wish to be provided with further information on a particular facility or applicant in which the committee member application would be put on hold until more detailed information could be brought back to Council to allow for adoption.
3. Reject the recommendation provided to Council – this may result in Council missing the opportunity to effectively engage the volunteer assistance of these community members. Council would also need to provide sound justification for rejecting a particular application as these have been vetted by the existing management committees who have given their support to these nominations.

Sustainability Assessment:

- **Environment**

There are no environmental issues associated with this report.

- **Social**

The valuable contribution made by community members in the various roles of management and advisory committees adds to the significant social capital and sense of connectedness, while also providing a service Council would otherwise be unable to provide.

- **Civic Leadership**

This approach is addressed in Coffs Harbour 2030 through:

- LC1 We are healthy and strong
- LC1.3 We live in a safe, caring and inclusive community
- LC1.3.2 Build community structures based on the core values of care, inclusion and connectedness

LC1.3.3 Promote the importance of being part of a community

- **Economic**

Broader Economic Implications

There are no economic implications of the recommendations in this report.

Delivery Program/Operational Plan Implications

There are no Delivery Program or Operational Plan implications of the recommendations in this report.

Risk Analysis:

There are no specific risks associated with the appointment of committee members to this committee.

Consultation:

Consultation has been undertaken with the existing members of the relevant committee.

Related Policy, Precedents and / or Statutory Requirements:

This process is in line with precedents set in the past and addresses the requirements under the Local Government Act.

Implementation Date / Priority:

The relevant committees and prospective members will be notified immediately following Council's decision.

Conclusion:

Council appreciates the work that these committees and their volunteers contribute to our community and this report seeks approval from Council for appointments of a new member.



REPORT TO ORDINARY COUNCIL MEETING

DEVELOPER CONTRIBUTIONS PLANS REVIEW SECONDARY DWELLINGS

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 1.1 Promote higher densities in our urban centres PL 1.4 Create affordable housing options 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:	ATT1 Developer Contributions Plan – Coffs Harbour Open Space 2015 ATT2 Developer Contributions Plan – Hearn's Lake Sandy Beach Release Area 2015 ATT3 Developer Contributions Plan – Korora Rural Residential Release Area 2015 ATT4 Developer Contributions Plan – Moonee Release Area 2015 ATT5 Developer Contributions Plan – North Coffs Release Area 2015 ATT6 Developer Contributions Plan – North Boambee Valley (East) Release Area 2015 ATT7 Developer Contributions Plan – North Bonville 2015 ATT8 Developer Contributions Plan – Park Beach Area 2015 ATT9 Developer Contributions Plan – South Coffs 2015 ATT10 Developer Contributions Plan – West Coffs Harbour 2015 ATT11 Draft Developer Contributions Plan – West Woolgoolga 2015 ATT12 Development Servicing Plan – Water Supply 2015 ATT13 Development Servicing Plan – Waste Water Supply 2015 ATT14 CONFIDENTIAL Developer Contributions Plans - Submission and Response

Recommendation:

That the following Section 94 Developer Contributions Plans and Section 64 Development Servicing Plans be adopted.

1. Coffs Harbour Open Space 2015
2. Hearn's Lake / Sandy Beach Release Area 2015
3. Korora Rural Residential Release Area 2015
4. Moonee Release Area 2015
5. North Coffs Release Area 2015



REPORT TO ORDINARY COUNCIL MEETING

- 6. North Boambee Valley (East) Release Area 2015**
- 7. North Bonville 2015**
- 8. Park Beach Area 2015**
- 9. South Coffs 2015**
- 10. West Coffs Harbour 2015**
- 11. West Woolgoolga 2015**
- 12. Water Supply Development Servicing Plan 2015**
- 13. Wastewater Development Servicing Plan 2015**

EXECUTIVE SUMMARY

The purpose of the report is to present amended Section 94 Developer Contributions Plans and Section 64 Development Servicing Plans to Council for consideration as a result of the Council resolution on 25 June 2015 (BS15/33) Removal of Developer Contributions for Secondary Dwellings. The 13 attached plans have been updated to include the waiver of Section 64 contributions, section 94 contributions contained in release area specific plans and to charge the LGA wide minimum Section 94 contributions for the construction of Secondary Dwellings 60 square metres or less only. The Draft Plans were placed on public exhibition for a period of 30 days concluding on 14 August 2015. One submission was received which is addressed in the "issues" section of this report. This report recommends that the plans be adopted.

REPORT

Description of Item:

Council, at its meeting held on 25 June 2015, resolved (BS15/33) to remove contributions applicable under release area specific contribution Plans and Water and Wastewater Contributions Plans. Contributions under LGA wide Section 94 Plans only are to be applied to secondary dwellings.

Following this, Council at its meeting on 9 July resolved (BS15/34) to exhibit Draft Contributions Plans that reflect the removal of contributions from secondary dwellings as defined under the Affordable Rental Housing State Environmental Planning Policy.

The Contributions Plans at attachments 1 to 13 have been revised to include notations that contributions included in release area specific plans and Water and Wastewater Plans are not applicable to secondary dwellings.

Some re-formatting of plans has also occurred to better standardize the general layout, although no additional material changes have occurred to the content of the plans.

Issues:

Council received one submission on the Draft Plans. However this submission did not address the changes included in the Draft Plans for secondary dwellings, but addressed other items which remained unchanged within the Draft Plans. This submission and Council's response addressing the issues raised are provided in the confidential attachment.

Options:

In considering this report Council has the following options:

1. To accept the recommendation of this report and adopt Section 94 Developer Contributions Plans and Section 64 Development Servicing Plans.
2. Reject the recommendations of this report and retain the current Developer Contributions Plans and Development Servicing Plans.

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 time of assessment of development applications.

• Social

The reductions in the Section 94 Developer Contributions Plans and Section 64 Development Servicing Plans will have a positive effect facilitating development of affordable housing throughout the LGA.

- **Civic Leadership**

The costs included in the Contributions Plans reflect the estimated costs of providing infrastructure required for use by the future population of Coffs Harbour. This promotes 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. The removal of some contributions applicable to secondary dwellings will assist in providing alternative affordable housing and will likely have a positive impact on the economy of the local building industry.

- **Economic**

Broader Economic Implications

The removal of release area specific Section 94 contributions is not expected to have any future economic implications as secondary dwellings are additional to the expected lot yield within those release areas. However the removal of water and wastewater contributions may have an effect as those Plans are based on future population estimates, although the effect is not expected to be significant. As the removal is to be for a trial period concluding on 30 June 2017, a review at that time will highlight the overall effect of the change.

Delivery Program/Operational Plan Implications

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

Risk Analysis:

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

Consultation:

The Draft Plans were placed on public exhibition for a period of 30 days concluding on 14 August and submissions invited. Notification of the Draft Plan exhibition appeared in the Coffs Coast Advocate on 15 July 2015. One submission was received. Although the issues raised are not relevant to this report, a copy of the submission and Council's response are provided in the confidential attachment for information for Councillors.

Related Policy, Precedents and / or Statutory Requirements:

Section 31 of the Environmental Planning and Assessment Regulation 2000 outlines the requirements for the adoption of draft contributions plans. It provides the following:

31 Approval of contributions plan by Council
(cf clause 30 of EP&A Regulation 1994)

- 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:

The Plans will take effect immediately following public notification in the local newspaper which will occur at the first opportunity should Council adopt the recommendations of this report.

Conclusion:

The Draft Developer Contributions Plans and Draft Development Servicing Plans have been amended to reflect the Council resolution of 25 June 2015 and placed on exhibition in accordance with the Council resolution of 9 July 2015.



COFFS HARBOUR OPEN SPACE

Developer Contributions
Plan 2015



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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

This contribution 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.

Council's "Our Living City" Settlement Strategy 2007 advises that the population of Coffs Harbour is expected to increase by 32,000 by 2031.

In September 2013 the NSW Department of Planning and Environment NSW released population forecasts for the state and individual local government areas. These projections show Coffs Harbour having a population of 88,100 in the year 2031. These forecasts indicate that the 2014 population of the Coffs Harbour Local Government Area is 73,277 and the population is expected to be 88,100 in 2031.

As a consequence of this anticipated population growth and having regard to the level of facilities currently available and the expected profile of the new population, it will be necessary to provide additional open space facilities.

SUMMARY OF WORKS SCHEDULE

A schedule of works, costs and catchment applicable is summarised at Table 1. Table 4 provides a works schedule with estimated time of delivery of the various items included in this plan.

SUMMARY OF CONTRIBUTION RATES

Table 2 summarises the costs of the identified public facilities.

Table 3 summarises the contribution rates applying to the different public facilities to be provided in accordance with this contributions plan. Appendix "B" includes additional contribution rates that apply to various other forms of development.

DATE OF COMMENCEMENT OF THE PLAN

This plan, formerly entitled the Coffs Harbour Regional, District and Neighbourhood Developer Contributions Plan came into operation on 23 February 2000.

AMENDMENTS

This Plan was amended on 16 October 2003, on the 4 November 2004, on the 24 August 2005, on 26 March 2007, on 24 April 2008, on 8 May 2013, on 18 December 2013, on 29 October 2014 and subsequently on X/XX/XXXX.

Table 1 – Works, Costs and Catchment applicable

Works Schedule	Estimated Capital Cost	Catchment
Coffs Coast Sport & Leisure Park	\$6,485,280	Local Government Area
West Woolgoolga Sports ground	\$3,472,872	Local Government Area
Moonee Sports Complex	\$6,891,088	Local Government Area
Toormina Sports Complex	\$2,028,480	Local Government Area
Subsurface Drainage projects	\$1,813,200	Local Government Area
Lighting Projects	\$1,176,000	Local Government Area
Other Projects	\$1,322,760	Local Government Area
Woolgoolga Precinct Open Space	\$670,000	As shown on Map 4

Table 2 – Summary of Costs of Public Facilities and Services

Public Facility	Total Cost	Grant Funds or other Income	Contributions Held or Levied as at 30/6/2014*	Net Cost to be Levied
	\$	\$	\$	\$
District Sports Network	23,189,680	2,270,424	6,117,135	14,802,121
Woolgoolga Precinct Open Space	670,000	375,000	51,612	243,388

* Includes developments approved up till 30 June 2014

Table 3 – Summary of Contribution Rates

Service / Facility	Net Cost to be Levied	Per Person	Per Lot/ Large Dwelling	Per Small Dwelling
	\$	\$	\$	\$
District Sports Network	14,802,121	1,416.20	3,682.12	2,577.48
Woolgoolga Precinct Open Space	243,388	352.36	916.15	641.31

Notes:

1. **Contribution rates will be applied as follows:**
 - **the first lot in a residential subdivision is exempt from contributions**
 - **the first dwelling on a residential lot is exempt from contributions**
 - **the contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.**
2. **A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwelling as defined under the Affordable Rental Housing SEPP to which contributions are applicable at the rate identified in appendix "B".**
3. **The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres of floor area (excluding garages and balcony areas).**
4. **Additional contribution rates for various other types of development are included in this Plan at appendix "B"**

PART 2 – ACCOUNTING AND ADMINISTRATION

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 (EP&A Act) and Part 4 of the Environmental Planning and Assessment Regulation 2000 and may be referred to as the Coffs Harbour Open Space Developer Contributions Plan 2014.

PURPOSE OF THE PLAN

The primary purpose of this plan is to satisfy the requirements of the EP & A Act and Regulation to enable Council to require a contribution towards the provision, extension or augmentation of public amenities and 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 open space facilities are provided throughout the LGA as development occurs;
- (ii) enable Council to recoup funds which it has spent in the provision of open space, and community facilities in anticipation of likely future development;
- (iii) enable Council to levy Section 94 contributions for the provision of administration functions associated with the preparation and management of Councils Contributions Plans.
- (iv) ensure that the existing community is not burdened by the provision of open space **facilities** required as a result of future development;
- (v) provide a comprehensive strategy for the assessment, collection, expenditure, accounting and review of development contributions on an equitable basis throughout the Coffs Harbour local government area (LGA).

The district facilities included in this plan apply to the Local Government Area. Maps 1, 2, and 3 indicate the location of the proposed works. The Woolgoolga precinct facilities included in this plan apply to the catchment shown in Map 4.

RELATIONSHIP TO OTHER PLANS AND POLICIES

This contributions plan supersedes the previous Coffs Harbour Open Space Contributions Plan which came into effect on 29th October 2014

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

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

FORMULA FOR DETERMINING CONTRIBUTIONS

The formula to be used for the calculation of contributions under Section 94 of the EP&A Act is as set out below:

Contribution per person

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

Where:

C = total cost of works to provide the desired facility or service including:

- land acquisition cost to Council
- survey, investigation, design, and construction administration
- construction costs including embellishment of land

O = funds from other sources

F = Funds levied or received up to and including 30-06-2014

L = anticipated additional lots

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

DEFERRED OR PERIODIC PAYMENT

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 months 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.

WORKS IN KIND

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

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

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

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

EXEMPTIONS

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

Development consents involving construction of a secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy that are approved between 1 July 2015 and 30 June 2017 are exempt from Woolgoolga Precinct Open Space contributions applicable under this contributions plan. Other Contributions included in this plan are still applicable to secondary dwellings **at the rate included in appendix "B"**.

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.

REVIEW OF CONTRIBUTION RATES

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

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

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

where

RC = Revised contribution rate per E T 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.

In September 2013 the NSW Department of Planning and Environment NSW released population forecasts for the state and individual local government areas. These projections show Coffs Harbour having a population of 88,100 in the year 2031. These forecasts indicate that the 2014 population of the Coffs Harbour Local Government Area is 73,277 and the population is expected to be 88,100 in 2031.

The Coffs Harbour City Council Open Space Strategy 2010 identifies the passive and active open space facilities required by future population. It identifies the district and neighbourhood open space works that are included in this Contributions Plan.

The Coffs Harbour Sports Facilities Plan 2010 identifies the active recreational facilities required by the future population, based on studies which included benchmark levels of facility provision, stakeholder surveys, and local sports participation data. This contribution plan provides a mechanism for funding of the facilities identified in the **"Sports Facilities Plan"** for the future population.

Causal Nexus

The anticipated increase in population in the Coffs Harbour LGA will place greater demands on existing open space facilities, and require the provision of new open space facilities which are not currently available in Coffs Harbour.

Physical Nexus

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

Future active recreational facilities have been designed to achieve economies of scale rather than multiple stand-alone facilities that require supporting infrastructure thereby increasing the cost of provision.

Table 1 identifies the catchment for each open space facility to be provided in accordance with the provisions of this plan.

Temporal Nexus

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

Table 5 lists the benchmark or estimated staging for the provision of public facilities to be provided in accordance with this plan.

FUTURE POPULATION & DENSITIES

Population forecasts released in September 2013 by the NSW Department of Planning and Environment NSW show Coffs Harbour as having a population of 88,100 in the year 2031. These forecasts indicate that the 2014 population of the Coffs Harbour Local Government Area is 72,493 therefore resulting in an additional 16,607 people within the Coffs Harbour Local Government Area.

It should be noted that this plan provides for development consents approved where contributions have been imposed on consents but not yet received.

Average occupancy rates in Coffs Harbour in 2011 were as follows:-

OCCUPANCY RATES

DWELLING TYPE	OCCUPANCY RATE
Large Dwelling	2.6
Small dwelling	1.8
Seniors Living SEPP dwelling (self-care)	1.5

Source: ABS census figures

- A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwellings as defined in the Affordable Rental Housing State Environmental Planning Policy.
- The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres of floor area (excluding garages and balcony areas).
- Additional occupancy rates are included in this plan at annexure "B"

DISTRICT OPEN SPACE

District level sporting facilities are multipurpose in nature and are designed and managed to cater for at least two sports, where appropriate and practical. A majority of the sporting reserves and sporting facilities in the Coffs Harbour LGA would be considered District level facilities.

Existing Facilities

The Coffs Harbour City Council Sports Facilities Plan 2010 identifies a network of sporting fields, both existing and future that will provide for the future requirements across a range of sports. The Plan identifies the existence of a high level of club based sports with most facilities catering primarily for club training and competition. The facilities operate as a network to provide for organised physical activities generally under an inter-club competition regime.

Existing facilities include, but are not limited to the Coffs Coast Sport & Leisure Park, the Toormina Sports Complex, High Street Woolgoolga, York Street and Maclean playing fields, Coramba Showground, and Sawtell Toormina Sports & Recreation Reserve.

Proposed Facilities

In addition to the existing facilities the following facilities are proposed:

Coffs Coast Sport & Leisure Park Eastern Precinct

- Athletics Track
- Drainage
- Amenities
- Car parking

South Western Precinct

- Lighting
- Car Parking

North Western Precinct

- Drainage and Field construction - 3 fields
- Lighting
- Amenities
- Car Parking and landscaping

The total cost of these proposed works is \$6,485,280. Funding from other sources of \$2,270,424 is anticipated for these facilities, which includes possible grant funds and community contributions.

West Woolgoolga Sports Ground

- 4 fields
- 2 cricket wickets
- Amenities
- Car Parking, landscaping and associated infrastructure

The total cost of these proposed works is estimated at \$3,472,872.00. Works commenced in this location in 2013 and will continue in the short to medium term.

Moonee Sports Complex – Hoys Road

- Land Purchase
- 6 fields
- 2 cricket wickets
- Amenities
- Car Parking, landscaping and associated infrastructure

The total future cost of these works is \$6,891,088. Purchase of the land is currently being finalised with some funds already expended. It is expected that development of the site will proceed in the medium to long term.

Combine Street Facility

- 2 fields
- Cricket wicket
- Amenities
- Car Parking, landscaping and associated infrastructure

Some preliminary works have been completed including minor underground services and relocations and site preparation works. The cost of the future works is expected to be \$1,260,960 with minimal works amounting to approximately \$156,000 expected to be completed within the life of this plan.

Toormina Sports Complex

- 1 field
- 6 netball courts
- Extension to Criterion Track
- Amenities
- Pathways, Car Parking and associated infrastructure

The cost of these works is estimated to be \$2,028,480. There is a significant amount of active open space infrastructure already constructed including 3 fields, Amenities, netball courts, Velodrome, a BMX facility, and associated amenities, car parking and associated infrastructure. The proposed works will complete all planned infrastructure at this site.

Lighting Projects

Installation of lighting at certain facilities will enhance usage of those facilities. Many facilities are currently poorly lit and below standards. These works will occur at the following locations:

- Woolgoolga Sports Ground
- Maclean Street
- York Street
- Polwarth Drive
- Ayrshire Park
- Richardson Park
- Fitzroy Oval

The cost of these works is estimated to be \$1,176,000.00. The works will generally be undertaken in accordance with the works schedule contained in Table 5.

Drainage projects

Usage of facilities is hampered by inclement weather on many occasions. The installation of sub surface drainage will improve the functionality and overall usage of facilities. These works will occur at the following locations:

- Woolgoolga Sports Ground
- High Street Sports Complex
- Geoff King Motors Park
- Sawtell Toormina Sport & Recreation Complex
- Richardson Park
- Fitzroy Oval

The cost of these works is expected to be \$1,813,200.

Other Projects

- Nana Glen Equestrian centre earthworks
- Nana Glen Sports field Amenities
- Korora Oval Landscaping
- Coramba showground drainage and car parking

The location of the above projects is as depicted in maps 1, 2 and 3.

Calculation of Contribution Rate

In accordance with the standards provided for in **Council's** Open Space Strategy, most future works will be constructed to meet the needs of the future population. Some of the works at the Coffs Coast Sports & Leisure Park will meet the needs of the existing population and the total cost of these works has been apportioned so that some funding will be from sources other than developer contributions. The full cost of all other works is to be collected from future development.

Contribution

Total cost of works C = \$23,189,680

Funds from other sources O = \$ 2,270,424

Funds levied or collected F = \$6,117,135

Total future lots L = 4,020

$$\begin{aligned} \text{Contribution per lot} &= \frac{(C - O - F)}{L} \\ &= \frac{\$23,189,680 - \$2,270,424 - 6,117,135}{4,020^*} \\ &= \$3,682.12 \text{ per lot} \end{aligned}$$

*Adjusted for lots with contributions levied but not yet paid

WOOLGOOLGA PRECINCT OPEN SPACE

Council's Open Space Strategy identifies the need for embellishment of the Woolgoolga foreshore reserve to a district social family space to service the needs of the area. The proposed facilities will include shelters, seating, enhanced playground equipment, and pathways. These works will service both the needs of the existing population and future residents and accordingly the future population will contribute proportionately to the works. The estimated cost of these works is \$500,000.

The Open Space strategy also identifies the need for enhancements to the skate facility at Centennial Oval. The estimated cost of these works is \$170,000.

Contributions will be applied to all future residential development within the area depicted in map 4.

Works

Total cost of works C = \$670,000

Funds from other sources O = \$ 375,000

Future Lots L = 324

Funds levied or collected F = \$51,612

Contribution per person

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

$$= \frac{670,000 - 375,000 - 51,612}{324}$$

$$= \$916.14 \text{ per lot}$$

Table 4 - Work Schedules, Costs, and Estimated Timing of Works

Proposed Work	Estimated cost of future works	Funds from other sources
1. Coffs Coast Sport & Leisure Park Eastern Precinct		
- Drainage	638,400	446,880
- Amenities	885,600	619,920
- Car Parking & Pathways	298,320	208,824
- Field construction	564,000	394,800
- Hockey Field	750,000	600,000
South Western Precinct		
- Lighting	300,000	-
- Car Parking	510,000	-
North Western Precinct		
- Drainage	324,480	-
- Amenities	1,039,200	-
- Car Parking	324,000	-
- Lighting	492,000	-
- Field construction & Landscaping	329,280	-
2. West Woolgoolga Sportsground		
- Underground Services	492,000	-
- Drainage	326,400	-
- Field Construction	300,000	-
- Amenities East	1,204,800	-
- Roads & Car Parking	492,672	-
- Lighting	528,000	-
- Landscaping	129,000	-
3. Moonee Sports Complex		
- Land Purchase including Interest on Borrowings less paid to date	1,503,952	-
- Underground Services	439,200	-
- Drainage	614,400	-
- Field Construction	2,478,600	-
- Amenities	1,204,800	-
- Roads & Parking	345,300	-
- Lighting	192,000	-
- Landscaping	112,836	-
4. Toormina Sports Complex		
- Field Construction	238,800	-
- Drainage	96,000	-
- Car Parking	472,920	-
- Landscaping	12,000	-
- Lighting	156,000	-
- Criterion Track	288,600	-
- Amenities - BMX	120,000	-
- Net Ball Courts	644,160	-
Lighting Projects		
5. Polwarth Drive	144,000	-
6. Woolgoolga Sportsground	228,000	-
7. Forsyth Park - Maclean Street	12,000	-
8. York Street Ovals	360,000	-
9. Richardson Park	228,000	-
10. Fitzroy Oval	12,000	-
11. Ayrshire Park	192,000	-

Drainage Projects		
12. Woolgoolga Sportsground	192,000	-
13. High Street Woolgoolga	372,000	-
14. Geoff King Motors Park	408,000	-
15. Sawtell Toormina Sports & Recreation Complex	393,600	-
16. Richardson Park	249,600	-
17. Fitzroy Oval	198,000	-
Other Projects		
18. Nana Glen Equestrian Centre Earthworks	348,360	-
19. Nana Glen Sports Amenities	411,600	-
20. Korora Oval Landscaping	105,600	-
21. Combine street Earthworks	156,000	-
22. Coramba Showground		
- Drainage	211,200	-
- Car Parking	90,000	-

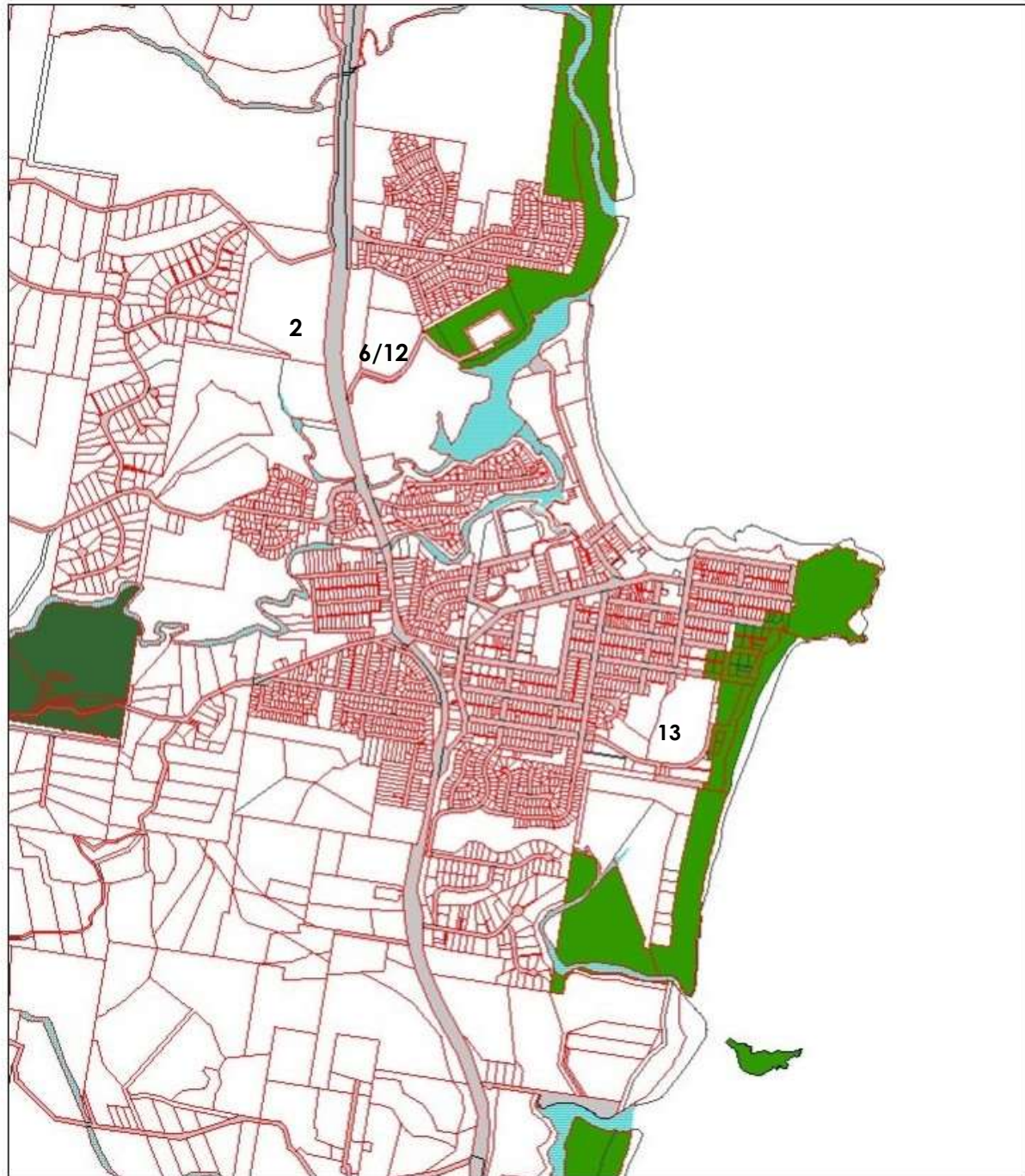
Table 5 -Estimated Works Staging

Stage	\$ per project
Yr 1 - 2014/15	1,503,952
Yr 2 Stage 1 - 1 (2015/16)	
Forsyth Park - McLean Street digital switching for lights	12,000
York Street Oval - lighting	360,000
Fitzroy Oval - digital switching for lighting	12,000
High Street, Woolgoolga - field drainage	372,000
Fitzroy Oval - field drainage	198,000
Yr 3 Stage 1 - 2 (2016/17)	
Woolgoolga Sports ground field drainage	192,000
West Woolgoolga Sports Complex - underground services	492,000
Richardson Park lighting	228,000
Ayrshire Park field drainage	192,000
Nana Glen Equestrian Centre field construction stage 1 - pipes	60,360
Yr 4 Stage 1 - 3 (2017/18)	
Woolgoolga Sports ground lighting	228,000
Combine Street Oval earthworks	156,000
Geoff King Motors Park - Stage 1- field drainage	204,000
Sawtell Toormina Sports & Recreation Complex Stage 1 – field drainage	196,800
Richardson Park - irrigation	249,600

Yr 5 Stage 2 - 1 (2018/19)	
Toormina Oval lighting and digital switching	156,000
Polwarth Drive Sports ground lighting	144,000
Geoff King Motors Park - Stage 2 - field drainage	204,000
Sawtell Toormina Sports & Recreation Complex - Stage 2	196,800
–	
field drainage	
Coramba Recreation Reserve field drainage	211,200
Yr 6 Stage 2 - 2 (2019/20)	
Criterion Track upgrade	288,600
Underground services to BMX amenity	120,000
Netball training facility at Toormina Sports Complex	644,160
Yr 7 Stage 2 - 3 (2020/21)	
Nana Glen Oval Sports Amenities	411,600
Nana Glen Equestrian Centre field construction stage 2 - earthworks	288,000
Korora Oval fencing	105,600
Coramba Recreation Reserve car parking	90,000
Yr 8 Stage 3 - 1 (2021/22)	
Toormina Sports Complex - No. 3 soccer field construction	238,800
Toormina Sports Complex field drainage	96,000
Toormina Sports Complex car parking & road	472,920
Toormina Sports Complex landscaping	12,000
Yr 9 Stage 3 - 2 (2022/23)	
Yr 10 Stage 3 - 3 (2023/24)	
West Woolgoolga Sports Complex - stage 1 - field drainage	326,400
West Woolgoolga Sports Complex - stage 1 field construction	300,000
West Woolgoolga Sports Complex - stage 1- road & car parking	492,672
West Woolgoolga Sports Complex - stage 1- lighting	528,000
West Woolgoolga Sports Complex - stage 1- fencing & landscaping	129,000
Year 11 Stage 4 - 1 (2024/25)	
West Woolgoolga Sports Complex - stage 1- amenities block east precinct	1,204,800
Year 12 Stage 4 - 2 (2025/26)	
Coffs Coast Sport and Leisure Park NW - field drainage	324,480
Coffs Coast Sport and Leisure Park NW - lighting	492,000
Coffs Coast Sport and Leisure Park NW - field construction and landscaping	329,280
Yr 13 Stage 4 - 3 (2026/27)	
No. 2 Hockey Field contribution	180,000
Coffs Coast Sport and Leisure Park NW - amenities	1,039,200

Year 14 Stage 5 -1 (2027/28)	
Coffs Coast Sport and Leisure Park SW - lighting	300,000
Coffs Coast Sport and Leisure Park SW- car parking	510,000
Coffs Coast Sport and Leisure Park NW car parking & road	324,000
Year 15 Stage 5 -2 (2028/29)	0
Year 16 Stage 5 -3 (2029/30)	0
Year 17 Stage 6 -1 (2030/31)	
Moonee Sports Complex - underground services	439,200
Moonee Sports Complex - field construction	2,478,600
Moonee Sports Complex - landscaping	112,836
Year 18 Stage 6 -2 (2032/33)	
Moonee Sports Complex - drainage	614,400
Moonee Sports Complex - amenities	1,204,800
Moonee Sports Complex - roads & parking	345,300
Moonee Sports Complex - lighting	192,000
Year 19 Stage 6 -3 (2033/34)	
Coffs Coast Sport and Leisure Park East - drainage	191,520
Coffs Coast Sport and Leisure Park East - amenities	265,680
Coffs Coast Sport and Leisure Park East - car parking & pathways	89,496
Coffs Coast Sport and Leisure Park East - field construction	169,200

Northern Area Works Locations

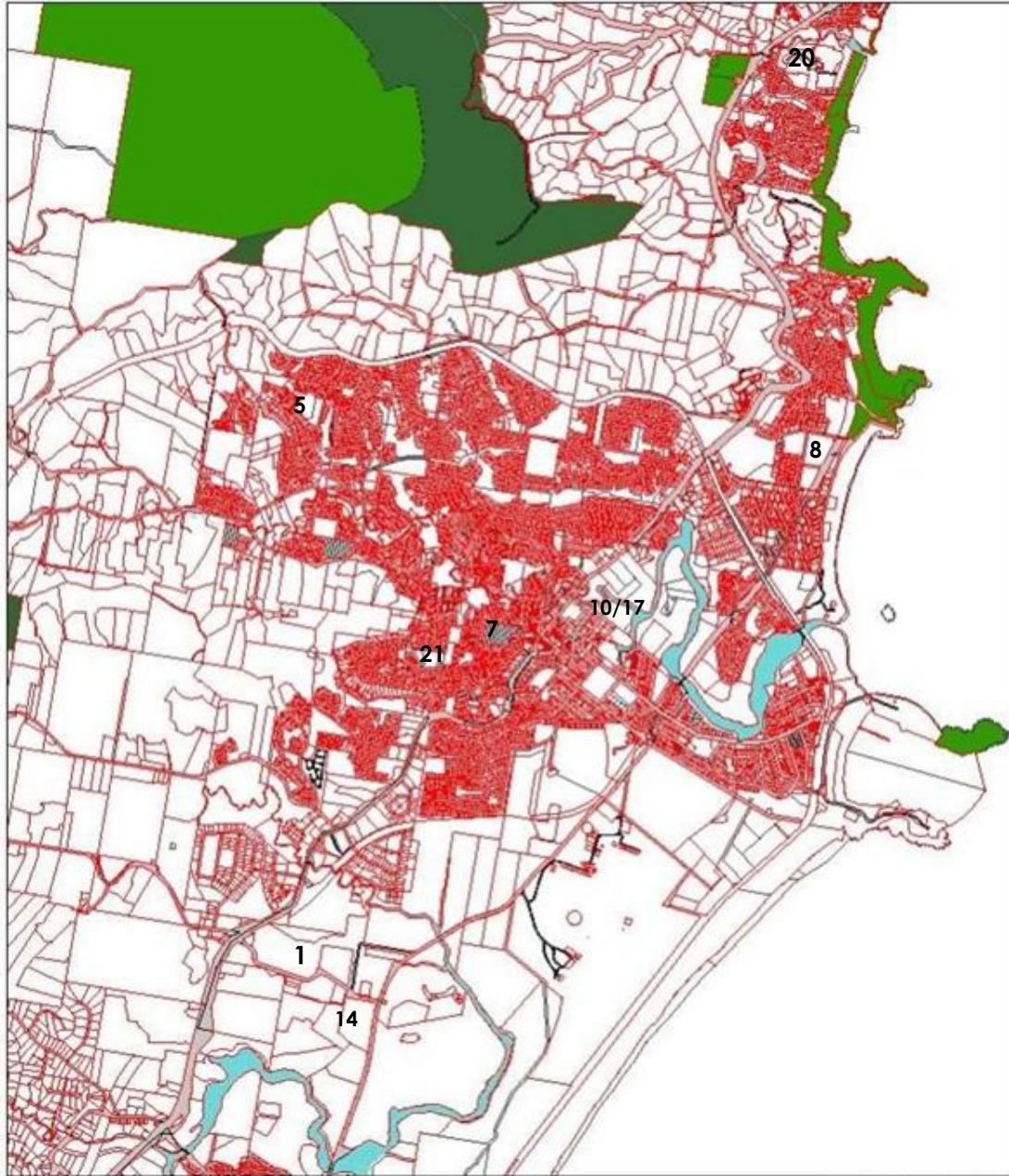


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Works Schedule Number	Site Name
2	West Woolgoolga Sports ground
6 & 12	Woolgoolga Sports ground
13	High Street Sports complex

MAP 1

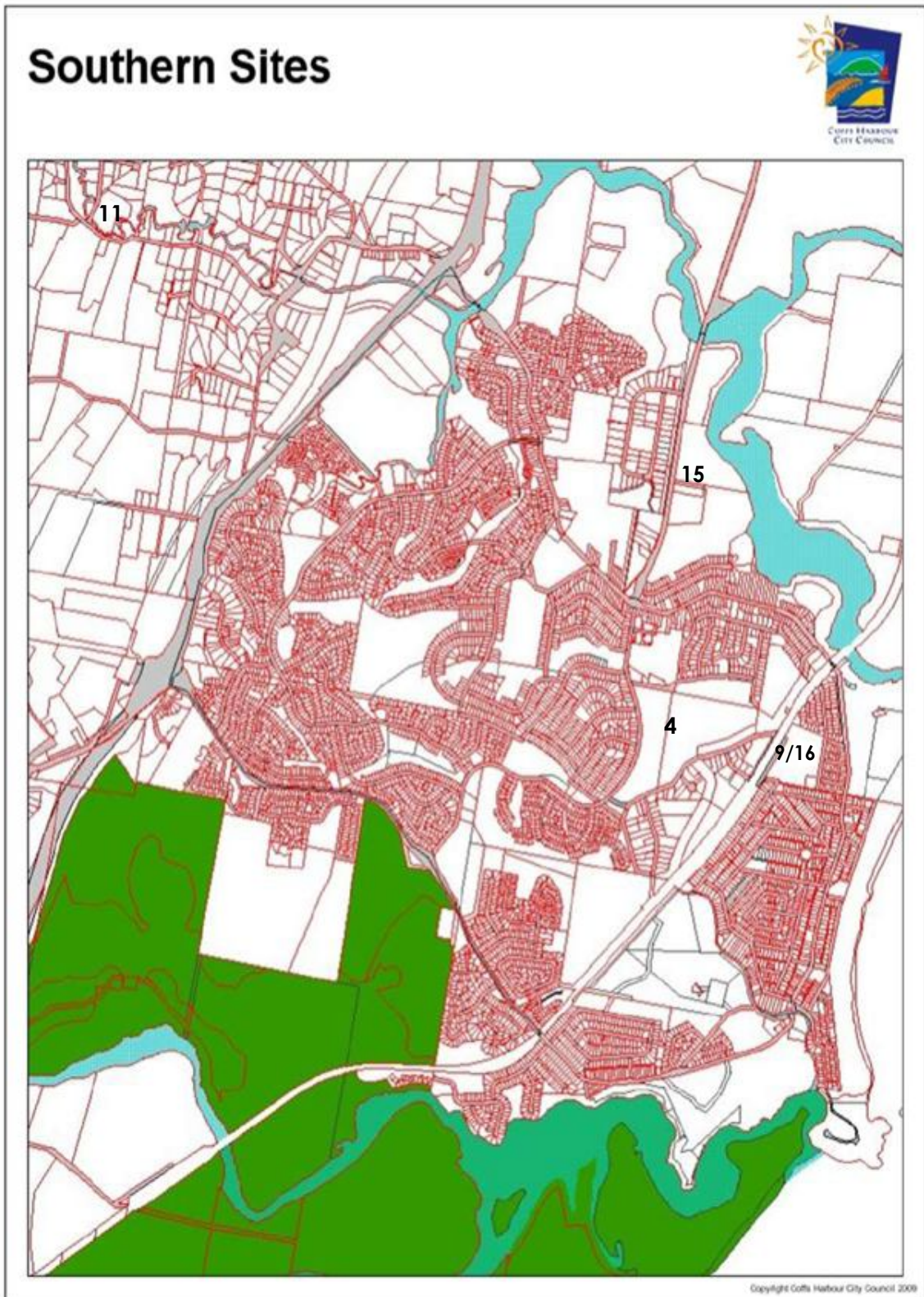
Coffs Harbour



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Works Schedule Number	Site Name
1	Coffs Coast Sport & Leisure Park
5	Polwarth Drive
7	Forsyth Park – Maclean Street
8	York Street Oval
14	Geoff King Motors Park
10 & 17	Fitzroy Oval
20	Korora Oval
21	Combine Street

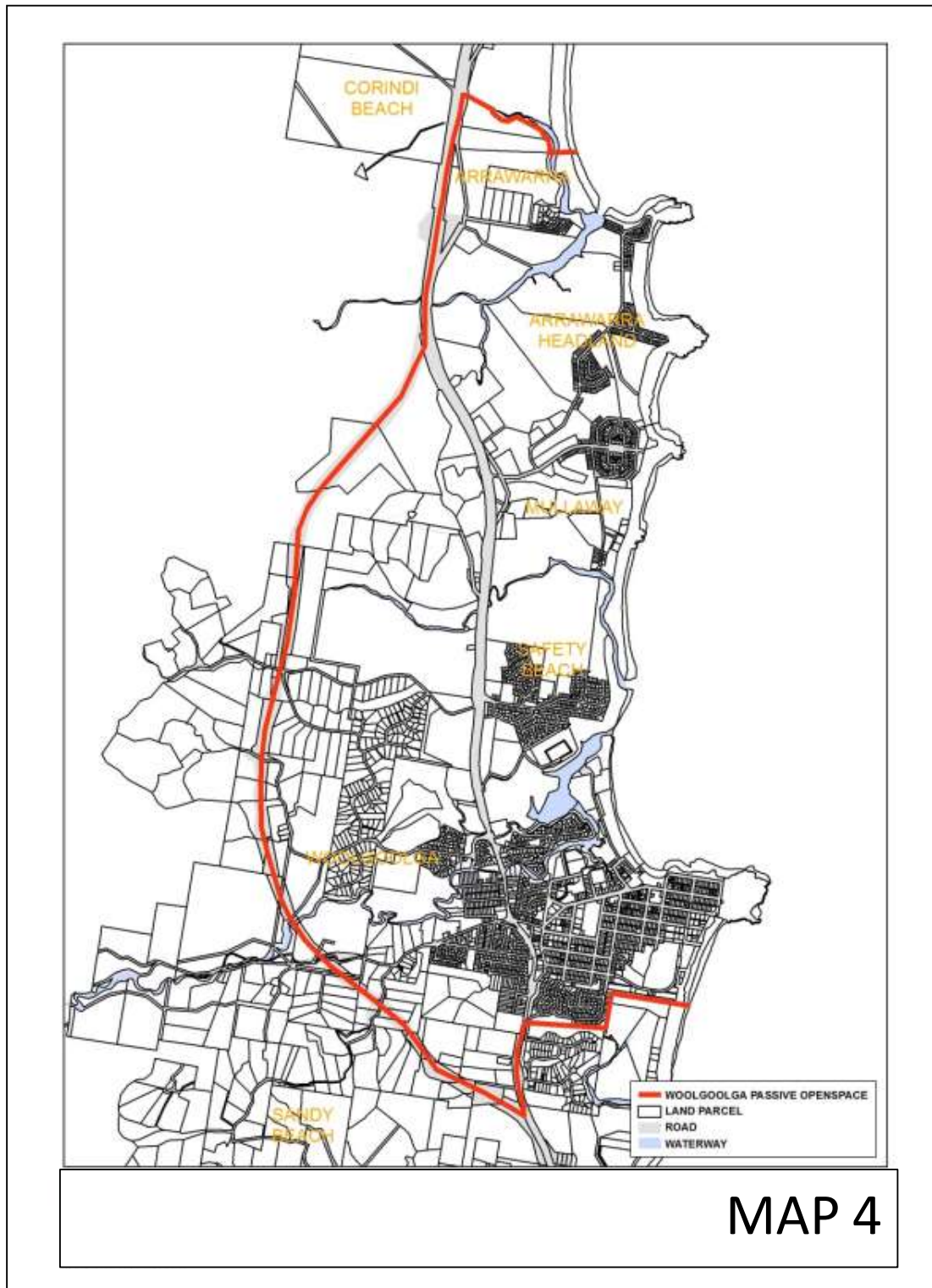
MAP 2



Works Schedule Number	Site Name
4	Toormina Sports Complex
9/16	Richardson Park
15	Sawtell Toormina Sport & Recreation Complex
11	Ayrshire Park

MAP 3

WOOLGOOLGA PRECINCT OPEN SPACE



APPENDIX A - INDEXING FACTORS FOR PROPOSED WORKS

Contribution Type	Indexation Basis	Index	Date Applied
District Open Space	Consumer Price Index – (All Groups) for Sydney	105	Dec. 2013
Woolgoolga Precinct Open Space	Consumer Price Index – (All Groups) for Sydney	105	Dec. 2013

APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

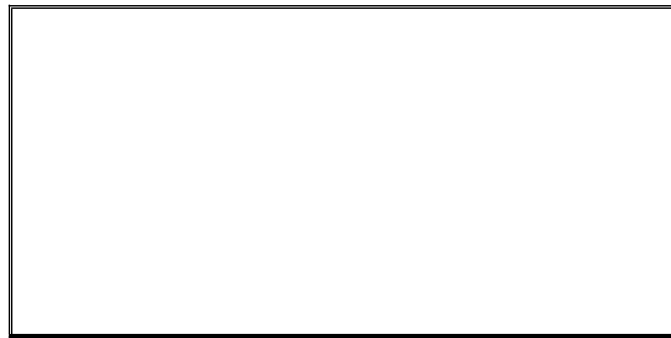
CLASSIFICATION	Unit Rate per ET	Unit Rate per ET	Unit Rate per ET
	Section 94 Contribution Plans	Water DSP	Waste Water DSP
RESIDENTIAL			
Subdivision lot	1	1	1
Small Dwelling*	0.7 per dwelling	0.7 per dwelling	0.7 per dwelling
Large Dwelling**	1 per dwelling	1 per dwelling	1 per dwelling
Boarding House	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
Secondary Dwelling (Affordable Rental Housing SEPP Note – only applicable to Woolgoolga Precinct Open Space)	.04 per dwelling	N/A	N/A
Nursing Home	0.35 per bed	0.35 per bed	0.35 per bed
Self-Care retirement unit	0.55 per unit	0.55 per unit	0.55 per unit
Hostel	0.35 per bed	0.35 per bed	0.35 per bed
Group Home	0.35 per bed	0.35 per bed	0.35 per bed
TOURIST AND VISITOR ACCOMMODATION			
Motel / hotel / resort room	0.35 per room	0.35 per room	0.35 per room
Serviced apartments	0.35 per room	0.35 per room	0.35 per room
Backpackers accommodation per 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

	Unit Rate per ET	Unit Rate per ET	Unit Rate per ET
	Section 94		
CLASSIFICATION	Contribution Plans	Water DSP	Waste Water DSP
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
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	Determined on Application
Place of worship	N/A	1 per 80 seats (pro- rata)	1 per 80 seats (pro- rata)
Cultural Establishment	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Correctional Centre	N/A	0.5 per bed	0.5 per bed
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

	Unit Rate per ET	Unit Rate per ET	Unit Rate per ET
	Section 94		
CLASSIFICATION	Contribution Plans	Water DSP	Waste Water DSP
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) not including secondary dwelling as defined under the Affordable Rental Housing SEPP to which contributions are applicable at the rate identified in **appendix "B" above.*

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





HEARNES LAKE / SANDY BEACH RELEASE AREA

Development
Contributions Plan
2015



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PART A – PLAN SUMMARY

1. NAME AND LEGAL BASIS OF THE PLAN

- 1.1 This Contributions Plan is to be referred to as the Hearnese Lake / Sandy Beach Release Area Development Contributions Plan 2015 and the Plan was adopted by Council on 23/10/2014.
- 1.2 The Plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act (as amended) 1979 and Part 4 of the Environmental Planning and Assessment Regulation 2000.
- 1.3 This Development Contributions Plan is effective from x/xx/xxxx and replaces the previous Hearnese Lake / Sandy Beach Developer Contribution Plan which was amended on 24 April 2008, 8 May 2013, 18 December 2013 and 23 October 2014.
- 1.4 This Plan therefore repeals any other Plan made before this Plan and this Plan prevails to the extent to any inconsistency with previous Plans.

2. THE AREA TO WHICH THE PLAN APPLIES

- 2.1 The Plan applies to all land within the Hearnese Lake / Sandy Beach Release Area as shown in **Map 1: Locality Plan – Hearnese Lake / Sandy Beach Release Area** and, for purposes of assessing contributions, has been divided up into three precincts.

3. PURPOSES OF THE PLAN

- 3.1 The primary purpose of this Plan is to enable Council to require contributions, by imposing conditions on development consents, towards the provision, extension or augmentation of public services and facilities that:-
 - a) Will be, or are likely to, be required as a consequence of development and population growth, in the area; or
 - b) Have been provided in anticipation of that development or growth and has incurred expenditure for Council which it can legitimately recoup because the demand for those facilities and services is generated by development / growth in the locality.
- 3.2 The purposes of the Plan are also to:-
 - a) Ensure that an adequate level of public services and facilities are provided throughout the subject locality as development occurs;
 - b) Ensure that there is equity in terms of the existing community not being liable to contribute to the cost of the provision of public facilities and services required by demand generated by future development and growth in the subject locality.

- c) Provide a comprehensive strategy and administrative framework for Council to assess liabilities for contributions, apply conditions requiring payment of contributions, outlay expenditure for relevant services and facilities, and undertake accounting in a transparent manner for the equitable allocation of contributions throughout the Hearnese Lake / Sandy Beach Release Area; and
- d) Enable Council to be publicly and financially accountable and transparent in its implementation and administration of the Development Contributions Plan.
- e) Table 1 summarises the contribution rates applicable under this contributions plan.

Map 1: Locality Plan – Hearnese Lakes / Sandy Beach Release Area

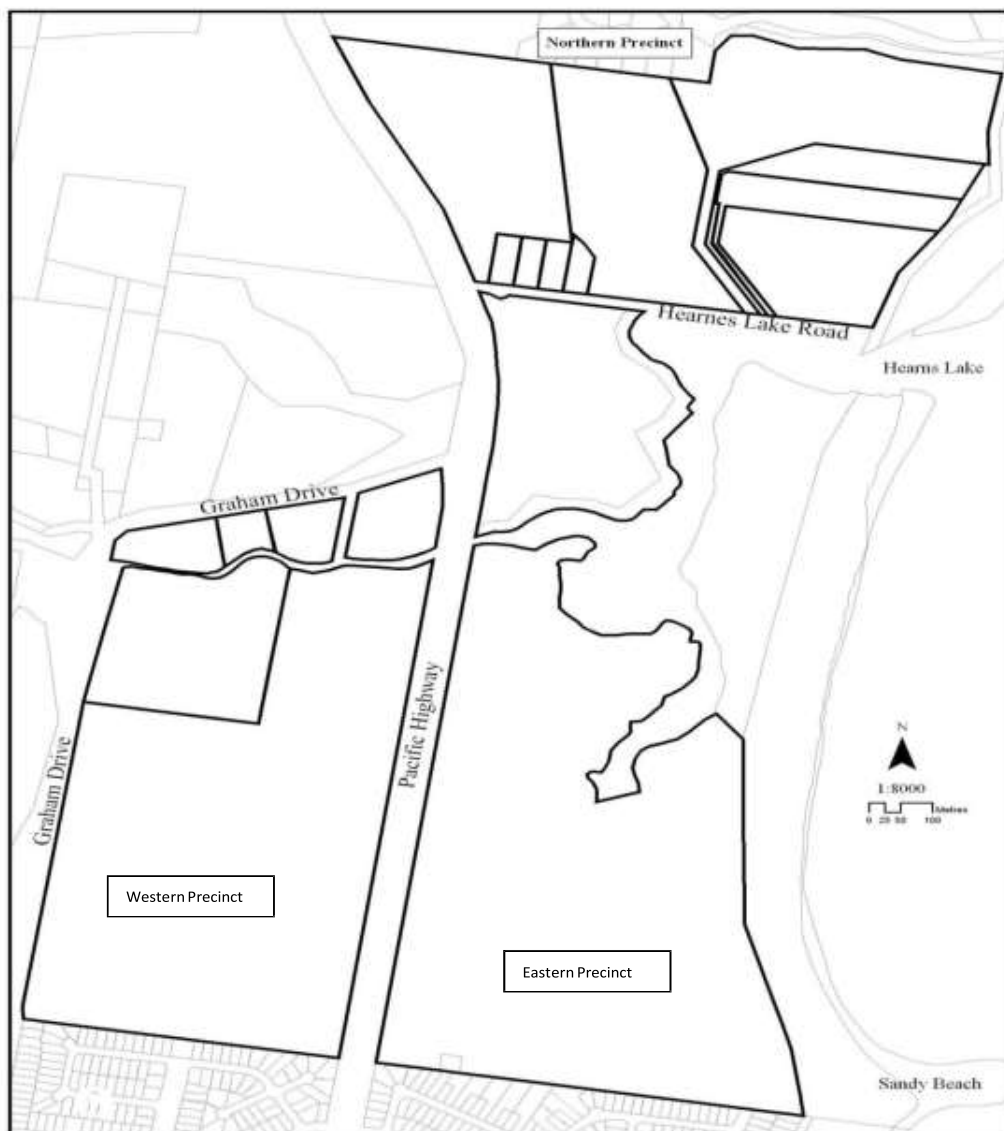


Table 1 – Summary of Contributions

Service / Facility	Net Cost to be Levied \$	Per Person \$	Per Lot Or large dwelling \$	Per Small Dwelling \$
ALL PRECINCTS				
Transport & Traffic	\$561,702	\$760.70	\$1,977.82	\$1,384.47
Development Studies	\$14,520	\$11.54	\$30.00	\$21.00
Total Contributions All Precincts	\$576,222	\$772.24	\$2,007.82	\$1,405.47
NORTHERN PRECINCT				
Neighbourhood Open Space	\$139,713	\$321.77	\$836.60	\$585.62
Transport & Traffic	\$642,715	\$1,480.00	\$3,847.99	\$2,693.59
Sub District Open Space	\$317,982	\$430.63	\$1,119.65	\$783.76
Total Contributions Northern Precinct*	\$1,100,410	\$2,232.40	\$5,804.24	\$4,062.97
WESTERN PRECINCT				
Transport & Traffic	\$539,533	\$1,773.61	\$4,611.39	\$3,227.97
Sub District Open Space	\$317,982	\$430.63	\$1,119.65	\$783.76
Neighbourhood Open Space	\$209,713	\$689.39	\$1,356.63	\$1,254.69
Total Contributions Western Precinct*	\$1,067,228	\$2,893.63	\$7,087.67	\$5,266.42
EASTERN PRECINCT				
Transport & Traffic	\$383,525	\$737.55	\$1,917.62	\$1,342.33
Total Contributions Eastern Precinct*	\$383,525	\$737.55	\$1,917.62	\$1,342.33

*Excludes contributions all precincts

Notes:

1. In addition to the above, the relevant contribution rates in the Coffs Harbour Open Space Contributions Plan, the Coffs Harbour Road Network Contributions Plan, the Administration Levy Contributions Plan, the Surf Rescue Facilities Contributions Plan, the Coffs Harbour Water Supply and Wastewater Developer Services Plans and other contribution plans 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 dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.
3. A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwelling as defined under the Affordable Rental Housing SEPP
4. The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100m² of floor area excluding garages and balcony areas
5. Additional contribution rates for various other types of development are included in this plan at appendix **"B"**.

PART B – THE PLANNING AND POLICY CONTEXT

4. STRATEGIC PLANNING AND POLICY FRAMEWORK

4.1 The strategic planning framework which establishes the basis for the projected types of development in the area, related yield of lots, dwellings and related population growth are as follows:-

- a) The Mid North Coast Regional Strategy (MNCRS) – this Strategy prepared by the State Government Department of Planning and Environment includes planned growth in this sector of Coffs Harbour;
- b) The Coffs Harbour “Our Living City” Settlement Strategy – This Strategy implements the MNCRS, identifies the preferred locations and expected types of development for future urban expansion within the city and the associated demands and requirements for public facilities and services;
- c) The Coffs Harbour Sewerage Strategy 2000 – This Strategy identifies areas to be serviced by reticulated sewerage up to the Year 2021;
- d) The Coffs Harbour City Council Social and Community Strategic Plan 2006 – 2010 – This Strategy provides information on the existing and needed provision of community facilities in the city of Coffs Harbour; and
- e) The Coffs Harbour City Council Open Space Strategy 2010 – This strategy identifies the passive and active open space facilities required by future population in the city.

4.2 This Development Contributions Plan should be read in conjunction with the Coffs Harbour Open Space Developer Contributions Plan and the Coffs Harbour Water Supply and Waste Water Developer Services Plan and other Development Contributions Plans that apply to the Hearnes Lake / Sandy Beach Release Area from time to time.

5. FORECAST DEVELOPMENT AND POPULATION GROWTH AND NEXUS FOR PUBLIC FACILITIES AND SERVICES

5.1 The forecast yield of subdivided residential lots and the related population growth is presented below for the three precincts identified in Map 1 and are based upon:-

- a) The development yields enabled by Development Consents granted by the Department of Planning and Environment to the date of adoption of this Plan (under Part 3A of the Environmental Planning and Assessment Act (as amended) 1979 and Coffs Harbour City Council based upon preceding Developer Contributions Plans for this Release Area; and
- b) The forecast yield of lots and dwellings from land zoned for residential development purposes are based on current approvals and projected lot yields included in the Hearnes Lake/Sandy Beach Development Control Plan 2005.

Table 2: Forecast Development Yield and Population Growth

CATCHMENT	NUMBER OF LOTS	NUMBER OF PEOPLE
Northern Precinct	262	681
Western Precinct	223	580
Eastern Precinct	200	520
TOTAL	670 lots	1,781 people

5.2 The projected overall population will be a consequence of the dwelling yield and varying occupancy rates. For purposes of estimating the population increase from the projected lot yield, an occupancy rate of 2.6 persons per household has been applied for planning purposes to cater for different household types.

Table 3: Occupancy Rate

HOUSING TYPE	OCCUPANCY RATES
Conventional, Dual Occupancy, Integrated Housing	2.6 persons / dwelling
Medium Density	1.8 persons / dwelling
Seniors Living SEPP Developments (Self-Care)	1.5 persons / dwelling

5.3 The social infrastructure needs are based on an anticipated population of 1,781 persons. The population profile of Hearnese Lake / Sandy Beach is initially anticipated to reflect an “ageing” population model. This ageing population is expected to have the following age characteristics.

Table 4: Demographic Structure

AGE	PERCENTAGE
0 – 9	13.5
10 – 19	15.3
20 – 29	9.3
30 – 39	12.5
40 – 49	15.6
50 – 59	12.5
60+	21.3

The population is expected to have a high proportion of elderly people with persons of pensioner age (60+ years), young to middle age adults (30 – 49 years) and school age (5 – 19 years).

Causal Nexus

- 5.4 The anticipated increase in population in Hearnese Lake will place greater demands on existing public facilities and require the provision of new public facilities that are not currently available in the Hearnese Lake / Sandy Beach area.
- 5.5 Appendix A in this plan lists the public facilities to be provided in the Hearnese Lake / Sandy Beach catchment.
- 5.6 The Coffs Harbour Open Space Developer Contributions Plan lists public facilities provided for the benefit of future population in Hearnese Lake together with future population in other catchments.
- 5.7 The Coffs Harbour Water Supply Development Services Plan and Wastewater Treatment and Carrier System Development Services Plan, lists the water and sewerage requirements for new development in the Hearnese Lake / Sandy Beach Area.

Physical Nexus

- 5.8 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 needs may be satisfied.

Temporal Nexus

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

PART C – ADMINISTRATION AND ACCOUNTANCY FOR THE PLAN

6. DEVELOPMENT TO WHICH THE PLAN APPLIES

6.1 The Hearnest Lake / Sandy Beach Development Contributions Plan applies to the following development types:-

- a) Dwellings – including:-
 - Dwelling houses – conventional single dwellings
 - Attached dwellings
 - Semi-detached dwellings
 - Dual occupancy housing
 - Multi-dwelling housing
 - Residential flat buildings
 - Shop top housing
 - Secondary dwellings
 - Mixed use development that includes dwellings
 - Caravan parks and moveable dwellings
- b) Senior housing developments; and
- c) Subdivision of land.

7. ASSESSMENT OF CONTRIBUTIONS

7.1 The amounts of the contributions will be based upon relevant factors, such as:-

- a) Net additional lots in the case of subdivision;
- b) Additional dwellings in the case of residential development minus the provision for one contribution for a dwelling if a contribution for the relevant residential lot has already been paid;
- c) Additional residential units in the case of moveable dwellings and caravans;
- d) Additional traffic generated in the case of road works contributions; and
- e) The demand for upgrading of infrastructure, such as roads and services which result from development.

8. FORMULA FOR DETERMINING CONTRIBUTIONS

8.1 The forecast yield of subdivided residential lots and the related population growth is presented in Table 1 for the three precincts identified in Map 1.

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:-

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

Where:-

C = Total cost of works to provide the desired facility or service including land acquisition, survey and design and construction costs, but less any grant, cash held, and amounts levied but not yet received.

L = The projected number of net additional lots or dwellings forecast to be created in the catchment after the adoption of this Plan.

9. TIMING OF PAYMENT OF CONTRIBUTIONS

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

- a) Development Consents involving subdivisions – prior to release of the subdivision certificate;
- b) Development Consents involving building work – prior to the release of the construction certificate; and
- c) 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.

10. DEFERRED OR PERIODIC PAYMENTS

10.1 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:-

- a) There are valid reasons for deferred or periodic payment;
- b) No prejudice will be caused to the community deriving benefits from the public facilities required by the proposed development;
- c) No prejudice will be caused to the operation of this plan; and
- d) 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:-

- a) The deferment will be for a fixed period not exceeding six months from the date the contribution becomes due;
- b) 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; and
- c) Payment of the contributions and the interest must be secured by delivery to the Council of a guarantee in writing issued as a Bank Guarantee or as a secure Guarantee issued by another appropriate institution to the satisfaction of Council.

10.2 Deferments will not be granted based on progressive land sales.

10.3 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.

11. EXEMPTIONS

11.1 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 and Environment.

11.2 Development consents involving construction of a secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy that are approved between 1 July 2015 and 30 June 2017 are exempt from contributions applicable under this contributions plan.

12. WORKS IN KIND

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

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

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

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

13. POOLING OF FUNDS

- 13.1 This Plan expressly authorises monetary S94 Contributions paid for different purposes to be pooled and applied (progressively or otherwise) for those purposes.

14. INDEXATION OF CONTRIBUTION RATES

- 14.1 Monetary contributions paid under Section 94 are exempt from the Federal Government Goods and Services Tax (GST).

- 14.2 In accordance with Clause 32(3)(B) of the EP&A Regulation, the approach below to indexation is authorised:-

- 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.
- 14.3 Indexing factors for future works are detailed in Appendix A.

PART D – PROPOSED PUBLIC FACILITIES, SERVICES AND INFRASTRUCTURE

15. COMMUNITY FACILITIES

- 15.1 There is no community facilities proposed for Hearnese Lake / Sandy Beach as the expected population for the area is not sufficient to warrant any new such facilities. In addition, people in the Hearnese Lake area will have access to the Woolgoolga Neighbourhood Centre, Senior Citizens Centre and Woolgoolga Health Community Centre and other regional facilities in Woolgoolga.
- 15.2 The population will contribute proportionally to the demands for certain regional and / or District facilities that could not be sustained by the Hearnese Lake / Sandy Beach Area in its own right.

16. OPEN SPACE AND RECREATION

- 16.1 Existing formal open space and recreation facilities are limited within Hearnese Lake / Sandy Beach. Informal recreation opportunities are provided with the nearby beaches, and various bushland areas and reserve corridors.
- 16.2 On the basis of the population model and demographic structure, it is anticipated that a preference for structured facilities, passive recreation and neighbourhood parks / playgrounds will exist. Open space facilities (active and passive) can be considered at a regional, district and local level.
- 16.3 Regional open space caters for users prepared to travel significant distances from within and outside the Coffs Harbour local government area. These lands generally form part of an extensive network of open space facilities and provide a regional resource for passive and active recreational pursuits, and nature conservation. Regional open space areas in the vicinity of Hearnese Lake / Sandy Beach include the Coffs Coast Sport and Leisure Park, North Coast Regional Botanic Garden, Brelsford Park and Jetty Foreshores.
NOTE: Contributions for Regional Open Space are calculated and established under a separate plan – the Coffs Harbour Open Space Developer Contributions Plan.
- 16.4 District open space is land used primarily for district sporting events and generally comprises playing fields and district sporting facilities. Council's Open Space Strategy provides standards for the provision of district sporting facilities. As the additional population of the release area is 1,742 people, and the provision of a centralised complex with all these facilities is not justified. These district facilities will be levied on a district basis under a separate Contributions Plan – the Coffs Harbour Regional, District and Neighbourhood Facilities Plan.
- 16.5 Residents of Hearnese Lake / Sandy Beach can utilise a number of the facilities available in the northern district such as Centennial Reserve, Woolgoolga Sports Ground, Woolgoolga Beach Reserve, Woolgoolga Lake Reserve and Woolgoolga Creek Foreshores.

16.6 Recreation areas located on coastal reserves are also classified as district open space. A range of facilities are provided in these locations to complement the attraction of the coastline and beach.

NOTE: Contributions for District Open Space are calculated and established under a separate plan – the Coffs Harbour Open Space Developer Contributions Plan.

16.7 Local open space is land used primarily for localised recreational purposes. These lands comprise neighbourhood parks, children’s playground areas, passive reserves and drainage reserves. Given that local open space primarily serves young children, this space should be provided within a reasonable and safe walking distance. A reasonable walking distance to a neighbourhood park or playground is considered to be 500 metres which represents, on average, a seven minute walk. Map 2 illustrates a 500 metre radius around potential neighbourhood park sites to provide a measure of demand based on spatial distribution and accessibility. It is to be noted that this radius does not take into account topography and other physical constraints. On this basis, one neighbourhood park with playgrounds and associated facilities will be required in the northern precinct and two neighbourhood parks in the western precinct to meet the needs of the community.

16.8 Additional facilities are planned for the Hearnese Lake foreshore area within the northern precinct. These facilities include car parking, picnic facilities, playground, toilets, a canoe launching facility, and other associated facilities. It is envisaged that these facilities will be used by all residents of the release area. Accordingly the cost of the facilities will be funded through contributions from all precincts in the release area.

16.9 The location of the proposed neighbourhood parks are shown on Map 2. The minimum works required for neighbourhood parks are:-

- Playground equipment;
- Park seats; and
- Landscaping.

16.10 The proposed open space and recreation facilities are included in Table 4: Summary of Proposed Facilities, Infrastructure and Services.

16.11 The following formula is used to calculate the contribution rate

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

Where:-

C = Total cost of works to provide the desired facility or service including land acquisition, survey and design and construction costs, but less any grant, cash held, and amounts levied but not yet received.

L = The projected number of net additional lots or dwellings forecast to be created in the catchment after the adoption of this Plan.

• **Western and Northern Precincts – Sub District**

Foreshore embellishment works including:

Toilets	\$175,000
Beach Access	\$ 20,000
Playground	\$150,000
Picnic facilities	\$ 40,000
Canoe launching facility	\$ 35,000
Car Park	\$ 50,000
Total	\$470,000
Amounts levied & Cash Held	\$152,018
Net Cost to Levy	\$317,982

$$\begin{aligned} \text{Contribution per lot} &= \frac{C}{L} \\ &= \frac{317,982}{284} \\ &= \$1,119.65 \text{ per lot} \end{aligned}$$

• **Northern Precinct**

Playground	\$170,000
Amounts levied & Cash Held	\$ 30,298
Net Cost to Levy	\$ 139,713

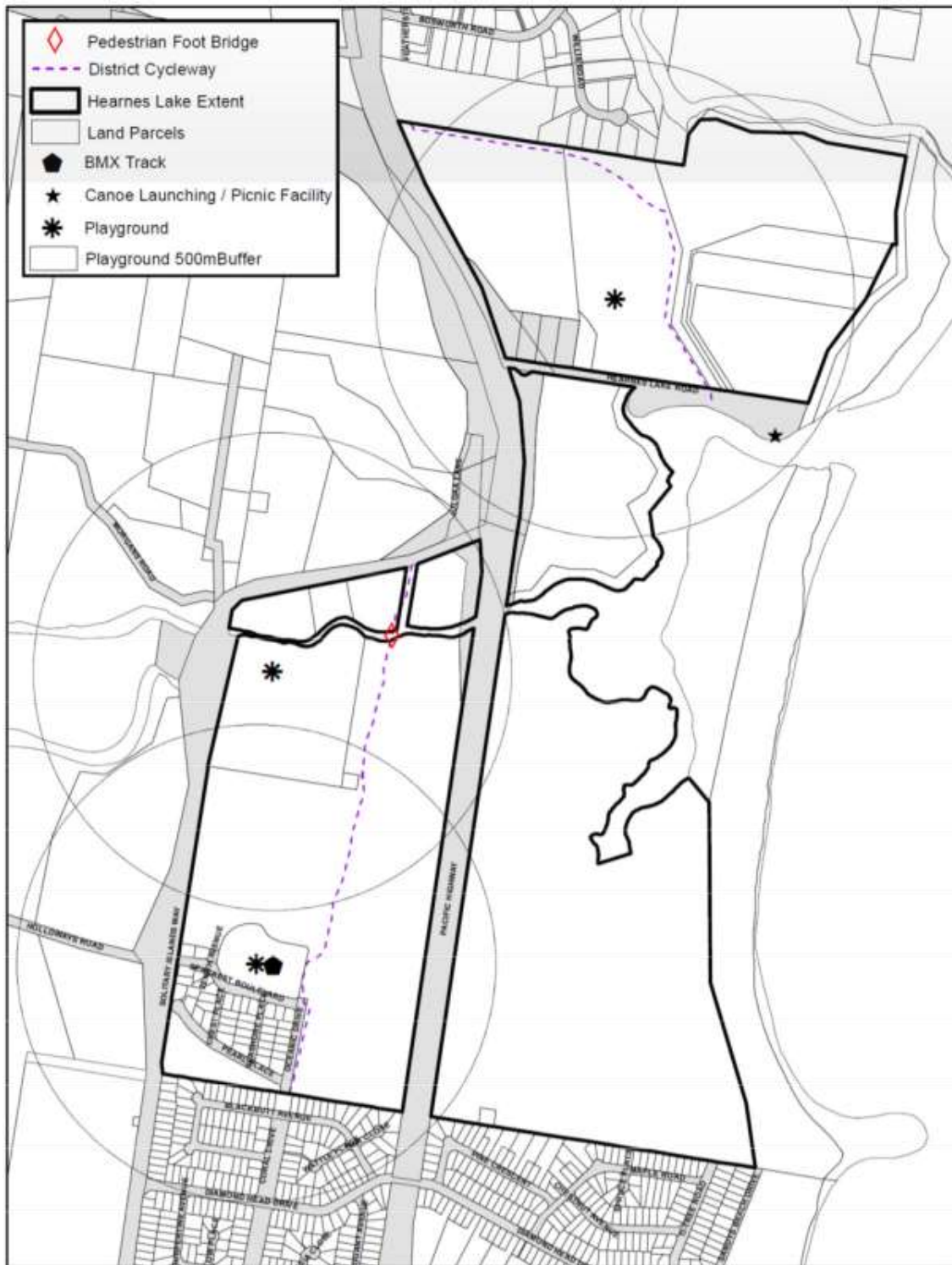
$$\begin{aligned} \text{Contribution per lot} &= \frac{C}{L} \\ &= \frac{119,713}{167} \\ &= \$836.60 \text{ per lot} \end{aligned}$$

• **Western Precinct**

Northern Playground	\$170,000
Southern Playground	\$ 50,000
BMX Track	\$ 20,000
Total	\$240,000
Amounts levied & Cash Held	\$ 81,274
Net Cost to Levy	\$158,726

$$\begin{aligned} \text{Contribution per lot} &= \frac{C}{L} \\ &= \frac{158,726}{117} \\ &= \$1,356.63 \text{ per lot} \end{aligned}$$

Map 2: Open Space and Recreation



17. TRANSPORT AND TRAFFIC MANAGEMENT

- 17.1 The strategy for the movement of people within and through the Hearnese Lake / Sandy Beach area recognises the dependence on the motor vehicle, yet provides for an efficient and convenient network of pedestrian and bicycle routes. The strategy also provides the infrastructure needed for an efficient bus service.
- 17.2 The Hearnese Lake / Sandy Beach Release Area is bisected by the Pacific Highway. Access to the east is provided by Hearnese Lake Road/Solitary Islands Way and to the west by Graham Drive.
- 17.3 The transport demands within the release area can be categorised in terms of the road network, public transport and pedestrian / bicycle network.
- 17.4 The contributions plan provides for the construction of intersections along Graham Drive. Based on Traffic Impact Assessments undertaken it is concluded that 55% of generated traffic for all trips for future residents of the Eastern Precinct will travel south and 45% will travel north. Hence, costs and contributions for the intersection works have been apportioned based on this assessment and having regard to the relevant lot yields in each precinct.
- 17.5 In terms of local level infrastructure, construction of a 9 metre wide collector road in the northern precinct is required. Where development fronts the collector road contributions will fund the difference between a local road and a collector road, being an additional 1 metre in width. Where no development fronts the collector road, the full cost will be funded by contributions collected under this plan. Map 3 indicates those sections of the collector road to be fully funded, and those sections to be partially funded.
- 17.6 Development in the northern precinct will also be required to pay a local contribution towards the construction of a bus turn around area at the eastern end of Hearnese Lake Road.
- 17.7 Additional transport and traffic management facilities required for development of the Eastern Precinct will be determined at the time of assessment of an application for subdivision.

Public Transport

- 17.8 Bus stops are to be included in the cost estimates for road works, where required. It is proposed to provide bus shelters / seats at key bus stop locations. A total of four stops will be provided, as shown in Map 3.

Pedestrian and Bicycle Ways

- 17.9 The provision of a good public transport system will reduce car dependency, provide for energy efficiency and enable residents without a private vehicle to maintain reasonable mobility, particularly the elderly and those under 17 years of age. Opportunities for public transport within the release area are currently limited to the provision of a bus service. To provide for a safe, comfortable and efficient bus service, certain facilities are required, including bus shelters, seats and bus bays.

17.10 The provision of pedestrian and bicycle facilities in residential areas can provide an important alternative transport route for both recreation and functional journeys. The proposed routes are identified in Map 3 and have been designed to relate to the need for access to Sandy Beach School, recreation facilities and shops. These facilities will also provide a link for the Coastal Walk and northern beaches cycle way.

17.11 Pedestrian and cycle routes are to be shared with vehicles on low order local roads and off-road footpaths / cycle ways on the collector roads. A pedestrian / cycle way bridge over Double Crossing Creek linking the Northern Precinct to the Western and Eastern Precincts is required to separate vehicle traffic from school children and bicycle traffic. This bridge is to be funded through this Contribution Plan.

17.12 The following formula is used to calculate the contribution rate

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

Where:-

C = Total cost of works to provide the desired facility or service including land acquisition, survey and design and construction costs, but less any grant, cash held, and amounts levied but not yet received.

L = The projected number of net additional lots or dwellings forecast to be created in the catchment after the adoption of this Plan.

• **Northern and Western Precincts:-**

- District cycleway
- Pedestrian bridge over Double Crossing Creek

District Cycleway	\$518,750
Bridge over Double Crossing Creek	\$200,000
Sub Total	\$718,750
Design & Contingencies @ 20%	\$143,750
Total	\$862,500
Amounts Levied and Cash held	\$300,798
Net cost to Levy	\$561,702

$$\begin{aligned} \text{Contribution per lot} &= \frac{C}{L} \\ &= \frac{561,702}{284} \\ &= \$1,977.82 \text{ per lot} \end{aligned}$$

- **Western Precinct:-**
 - Upgrade of Morgan Road/Graham Drive intersection;
 - Austroad Type B intersection on Graham Drive;
 - Austroad Type C intersection on Graham Drive; and
 - Bus facilities.

- **Eastern Precinct:-**
 - Upgrade of Morgan Road/Graham Drive intersection;
 - Austroad Type B intersection on Graham Drive;
 - Austroad Type C intersection on Graham Drive

Austroads Type "B" intersection on Graham Drive	\$ 550,000
Austroads Type "C" intersection on Graham Drive	\$ 250,000
Upgrade Morgans Road Intersection	\$ 200,000
Sub total	\$1,000,000
Design & Supervision	\$ 150,000
Contingencies	\$ 172,500
Total	\$1,322,500

Amount Levied not Paid & Cash held	\$ 399,442
Net Cost to Levy	\$ 923,058

Amount attributable to Western Precinct	\$ 539,533
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$$\begin{aligned}
 \text{Contribution per lot} &= \frac{C}{L} \\
 &= \frac{539,533}{117} \\
 &= \$4,611.39 \text{ per lot}
 \end{aligned}$$

Amount attributable to Eastern Precinct	\$ 383,525
---	------------

$$\begin{aligned}
 \text{Contribution per lot} &= \frac{C}{L} \\
 &= \frac{383,525}{200} \\
 &= \$1,917.62 \text{ per lot}
 \end{aligned}$$

- **Northern Precinct:-**
 - Collector road construction
 - Bus facilities
 - Closure of Hearn's Lake Road

Collector road full width construction including land under roads	\$ 474,000
Collector road Part Construction	\$ 203,083
Bus Turning area	\$ 75,000
Closure of Hearn's Lake Road	\$ 60,000
Bus stops x 2	\$ 40,000
Sub total	\$ 852,083
Design & Supervision	\$ 127,813
Contingencies	\$ 146,984
Total	\$1,126,880
Amount levied but not paid	\$ 484,265
Net cost to levy	\$ 642,615

$$\begin{aligned}
 \text{Contribution per lot} &= \frac{C}{L} \\
 &= \frac{642,615}{167} \\
 &= \$3,847.99 \text{ per lot}
 \end{aligned}$$

Map 3: Traffic and Transport Strategy



18. PLANNING ANALYSIS AND GUIDES TO PREPARE THIS PLAN

18.1 The legislation and regulation enabling Councils to levy development contributions provides for the recoupment of costs incurred to prepare Development Contributions Plans.

18.2 The costs incurred to prepare this Plan are \$14,520

18.3 The following formula is used to calculate the contribution rate

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

Where:-

C = Total cost of works to provide the desired facility or service including land acquisition, survey and design and construction costs, but less any grant, cash held, and amounts levied but not yet received.

L = The projected number of net additional lots or dwellings forecast to be created in the catchment after the adoption of this Plan.

$$\begin{aligned} \text{Contribution per lot} &= \frac{C}{L} \\ &= \frac{14,520}{484} \\ &= \$30.00 \text{ per lot} \end{aligned}$$

APPENDIX A - INDEXING FACTORS FOR FUTURE WORKS

CONTRIBUTION TYPE	INDEXATION BASIS	INDEX	DATE APPLIED
Traffic Facilities	Consumer Price Index, All Groups (A) Sydney	105.6	March 2014
Neighbourhood Open Space	Consumer Price Index, All Groups (A) Sydney	105.6	March 2014
Development Studies	Consumer Price Index, All Groups (A) Sydney	105.6	March 2014

APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

CLASSIFICATION	UNIT RATE PER ET SECTION 94 CONTRIBUTION PLANS
Residential	
Subdivision Lot	1
Small Dwelling *	0.7 per dwelling
Large Dwelling **	1 per dwelling
Boarding House	0.35 per bed
Seniors Living (SEPP)	0.55 per dwelling
Nursing Home	0.35 per bed
Self-Care Retirement Unit	0.55 per unit
Hostel	0.35 per bed
Group Home	0.35 per bed
Tourist and Visitor Accommodation	
Motel / Hotel / Resort Room	0.35 per room
Serviced Apartments	0.35 per room
Backpackers Accommodation per Bed	0.1 per bed
Bed and Breakfast Accommodation	0.35 per room
Guest House / Hostel	0.35 per room
Caravan / Camp / Cabin Site – Permanent	0.6 per site
Caravan / Cabin Site - Temporary	0.35 per site
Camp / Tent Site – Temporary	0.25 per site
Business Premises	
Shop	Not Applicable
General Store	Not Applicable
Convenience Store	Not Applicable
Supermarket	Not Applicable
Bulky Goods Premises	Not Applicable
Hairdressing / Beauty Salon	Not Applicable
Laundromat	Not Applicable
Office Premises	Not Applicable
Warehouse / Distribution Centre	Not Applicable
Industrial Premises ***	Not Applicable
Self-Storage Premises ***	Not Applicable
Car Wash	Not Applicable
Plant Nursery	Not Applicable
Service Station	Not Applicable
Car Sales Showroom (Indoor)	Not Applicable
Car Sales Showroom (Outdoor)	Not Applicable

***A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy**

****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
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KORORA RURAL RESIDENTIAL RELEASE AREA

**Developer
Contributions
Plan 2015**



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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

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

The Coffs Harbour Development Control Plan 2013 (DCP) makes provision for further rural residential expansion in the order of 250 additional dwellings accommodating 750 people. The Korora Rural Residential Release Area catchment will ultimately cater for a population of 1,500 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 transport and traffic facilities and bush fire fighting equipment to cater for the additional population.

The costs of the urban planning component required to enable development of the release area are also included.

SUMMARY OF WORKS SCHEDULE

A schedule of works, estimated staging and expenditures is summarised on page 13.

SUMMARY OF CONTRIBUTION RATES

Table 1 summarises the costs of the identified public facilities.

Table 1 summarises the contribution rates applying to the different forms of development in the Korora Rural Residential Release Area. Appendix "B" includes additional contribution rates that apply to various other forms of development.

DATE OF COMMENCEMENT OF THE PLAN

This contributions plan came into operation on 27 February 2004. This plan was amended on 24 August 2005, on 22 March 2006, on 24 April 2008, on 28 June 2012, on the 8 May 2013, on 18 December 2013 and further on the xx/xx/xxxx.

Table1 - Summary of Contributions

Service/Facility	Net Cost to be Levied \$	Per Person \$	Per Lot / Large Dwelling \$	Per Small Dwelling \$	Per SEPP Seniors Living Dwelling (self care) \$
Transport and Traffic	3,394,661	6,591.57	17,138.08	11,996.66	9,425.94
Bush Fire Equipment	79,484	154.34	401.28	280.90	220.70
Urban Planning	217,702	422.72	1,099.07	769.35	604.49
Total Contribution	3,691,847	7,168.63	18,638.43	13,046.91	10,251.13

Notes:

1. Contribution rates will be applied as follows:
 - the first lot in a residential subdivision is exempt from contributions
 - the first dwelling on a residential lot is exempt from contributions
 - the contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.
2. A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwellings as defined under the Affordable Rental Housing State Environmental Planning Policy.
3. The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres of floor area (excluding garages and balcony areas).
4. In addition to the above the relevant contribution rates for Open Space Facilities, Surf Rescue Equipment, and Coffs Harbour Road Network will also apply.
5. SEPP Seniors Living occupancy rates refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004.
6. Additional contribution rates for various other types of development are included in this plan at appendix "B"

PART 2 - ADMINISTRATION & 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 Korora Rural Residential Release Area 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. This enables 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 within the Korora rural residential release area as development occurs.
- (ii) enable Council to recoup funds that 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 throughout the Korora Rural Residential Release Area.

THE AREA TO WHICH THE PLAN APPLIES

This plan applies to all land within the Korora Rural Residential Release Area as described on Map 1.

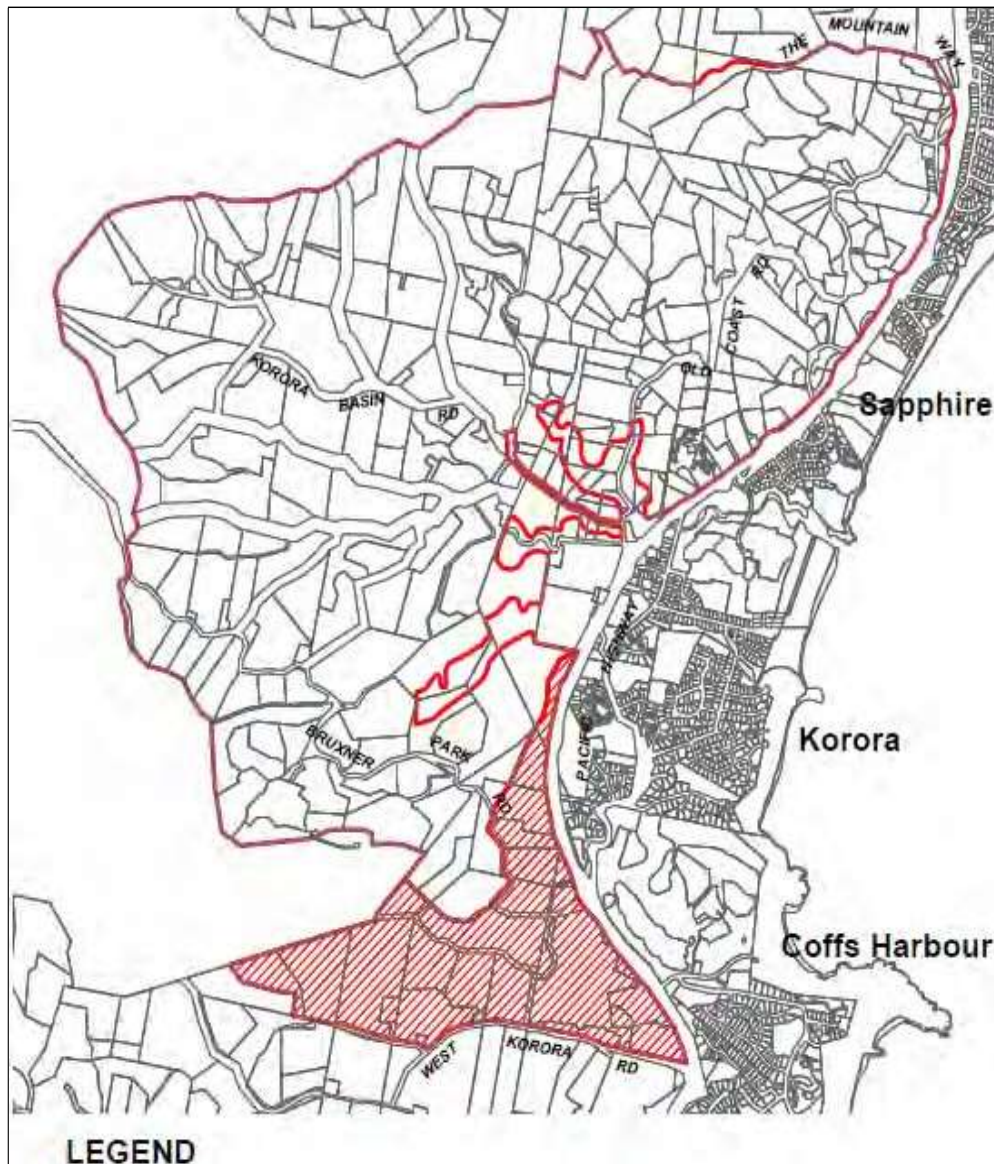
RELATIONSHIP TO OTHER PLANS AND POLICIES

This plan supplements the Coffs Harbour City Local Environmental Plan 2013 and Coffs Harbour Development Control Plan applying to the Korora Rural Residential Release Area. This contributions plan should be read in conjunction with the Open Space Developer Contributions Plan, the Surf Rescue Facilities Plan, the Coffs Harbour Road Network Plan and the Water Supply and Waste Water Treatment Carrier Development Servicing Plans 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.



**MAP 1
KORORA RURAL RESIDENTIAL RELEASE AREA**

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:

$$\text{Contribution per person} = \frac{C - E}{P}$$

Where:

C = total cost of works to provide the desired facility or service including land acquisition, survey and design and construction costs, but less any grant or other funds received

E = amount of available existing contributions either as cash held or levied as at 31/12/2011.

P = future population of catchment less lots approved

TIMING OF PAYMENT OF CONTRIBUTIONS

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

- development consents involving subdivisions – prior to the 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 PAYMENT

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 operations of this plan; and
- 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:

- (i) the deferment will be for a fixed period not exceeding six months from the date the contribution becomes due;
- (ii) the applicant must agree to pay the Council interest on contributions or on so much thereof as shall remain outstanding at the appropriate rate of interest.
- (iii) payment of the contributions and the interest must be secured by delivery to the Council of a guarantee in writing issued by an appropriate institution.
- (iv) deferments will not be granted based on progression sales of land, unless a staged approval is granted.

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

WORKS IN KIND

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

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

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

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

Any offer for carrying out of works in kind or provision of a material public benefit must be made in writing and accepted by Council prior to commencement.

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.

Development consents involving construction of a secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy that are approved between 1 July 2015 and 30 June 2017 are exempt from contributions applicable under this contributions 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

The 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 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 contributions 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.

Transport and Population Data Centre, NSW Statistical Local Area Population Projections 2001-2031, 2007 Release assesses the 2011 population for the Coffs Harbour Local Government Area as 75,340. Further it predicts a population of 81,720 in 2016.

The Coffs Harbour Land Capacity Assessment 2004 identifies the release area as having potential for an additional 300 dwellings.

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 and supports the Land Capacity Assessment

Coffs Harbour City Council Open Space Strategy 2010 identifies the passive and active open space facilities required by future population throughout the local government Area.

The Coffs Harbour Development Control Plan 2013 sets out detailed guidelines for development in the Korora rural residential release area. It provides for a range of residential densities, although it is expected that the dominant form of development will be detached dwellings.

PROVISION

The anticipated increase in population in the Korora Rural Residential release area will place greater demands on existing public facilities and require the provision of new public facilities to cater for the demands of the additional population.

The Korora area is typically rural/agricultural oriented. The proposal is to change this rural/agricultural focus to rural residential in nature. The result is a major change to the level of facilities, services and infrastructure required for the development.

Table 1 lists the public facilities to be provided in the Korora Rural Residential release area.

The Coffs Harbour Open Space Developer Contributions Plan lists public facilities provided for the benefit of future population in Korora together with future population in other catchments.

LOCATION

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.

TIMING

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 Korora Rural Residential release area.

Any forward funding required for proposed development is to be undertaken by developers, who will be reimbursed as contributions become available.

EXISTING AND FUTURE DEVELOPMENT IN KORORA

The Korora rural residential release area comprises rural residential accommodation with single dwellings on allotments ranging from 1ha to 3 ha. Since adoption of this contributions plan contributions have been levied or collected for 94 additional allotments. Given the Coffs Harbour Land Capacity Assessment **2004's** projection of an additional 300 dwellings, the remaining future development potential is 206 dwellings.

PROJECTED DWELLING YIELD

Housing policy, prevailing market conditions and environmental constraints will together influence dwelling yield. The forecast population is based on the potential dwelling yields. These yields will be derived from balancing existing urban patterns with changing demands for a wider choice of housing and endeavours to promote efficient and sustainable urban environments.

The housing policy promoted for the development of the Korora rural residential release area is to provide for a variety of housing types encouraging a heterogeneous population. However, environmental constraints and prevailing market conditions will create a demand for low density housing forms and conventional allotments of at least 1 hectare.

A maximum net density of 1 dwelling per hectare is achievable given the environmental constraints of the release area.

The projected dwelling yields for the area can be explained in terms of two main types of housing:

- Conventional Housing - generally Torrens title allotments with single detached dwellings with an average allotment size of around 1 hectare.
- Dual Occupancy Housing - Torrens strata or community title allotments comprising a duplex or two attached dwellings with an average allotment size of around 1 hectare.

OCCUPANCY RATES

The projected overall population will be a consequence of the dwelling yield and varying occupancy rates. The forecast occupancy rates, which are based on ABS Census data average occupancy rates, are shown in Table 2.

Table 2 - Occupancy Rates

Housing Type	Occupancy Rates
Large Dwelling	2.6 persons/dwelling
Small Dwelling	1.8 persons/dwelling
Seniors Living SEPP dwelling (self-care)	1.5 persons /dwelling

Notes:

A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwellings as defined in the Affordable Rental Housing State Environmental Planning Policy.

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).

The total projected population of the whole release area based on these occupancy rates and projected dwelling yields, is estimated to be 750. Having regard to the developments approved to date, the additional future population as at 31 December 2011 is expected to be 515 people.

PROPOSED PUBLIC FACILITIES

COMMUNITY FACILITIES AND SERVICES

The provision of community facilities under this plan are to be based on need 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 only deals with those community facilities over which local government has direct influence. Other community facilities such as schools, hospitals, churches, private recreation facilities, clubs and the like are beyond this influence.

EXISTING FACILITIES

The two Bush Fire Brigade buildings are the only existing community facilities within the study area. The greater Korora area is serviced by other recreational and community facilities. The school hall at Kororo Public School is utilised as the community meeting place. The total population of the study area does not warrant any additional facilities.

OPEN SPACE AND RECREATION

EXISTING FACILITIES

Existing formal open space and recreation facilities do not exist within the Korora study area. Within the greater Korora area (east of the Highway) there are public reserves, a playground, a sports field and picnic facilities.

Informal recreation opportunities are provided with the nearby beaches, creeks and Nature Reserve.

As the release area is characterized by rural residential allotments it is considered that informal open space is available to residents. No formal local open space is to be provided for under this plan.

TRANSPORT AND TRAFFIC MANAGEMENT

INTRODUCTION

The strategy for the movement of people within and through the Release Area recognises the dependence on the motor car and therefore provides for works to accommodate the anticipated increase in traffic.

EXISTING FACILITIES

The Korora Release Area is adjacent to the Pacific Highway. The main access, within Korora, is currently provided by The Old Coast Road, Korora Basin Road, West Korora Road and Bruxner Park Road. The Roads and Traffic Authority (RTA) have indicated that in the longer term access to the Highway should be restricted to controlled intersections.

IDENTIFIED NEEDS

The transport demands within the release area can be categorised simply in terms of the road network.

Road Network

Under the DCP it is proposed that controlled intersections for access to and from the Highway be provided at Old Coast Road and Bruxner Park Road. The following works are proposed:

Bruxner Park Road

Upgrade sections of Bruxner Park Road Installation of traffic safety measures

Estimated cost of these works is in the order of \$850,000.

Korora Basin Road/Rowsells Road:

Upgrade of intersection and first 100 metres of Rowsells Road. Estimated cost is in the order of \$200,000.

Korora Basin Road:

Minor upgrading works proposed together with the construction of a turning area at the western end. Estimated cost of the works is \$200,000

Old Coast Road (South):

Widening of two single lane bridges is proposed to enable traffic to pass in both directions. The estimated cost of these works is \$750,000.

Old Coast Road (North):

Widening and sealing of the road for the full length and installation of traffic safety measures to ensure a more trafficable road exists to cater for the increased population. A proportion of these works have been completed. The estimated cost to carry out the remaining work is \$950,000.

Finlays Road

Bridge upgrade works plus widening of the road. Installation of signage at "T" intersection with Korora Basin Road. The cost of the works is estimated to be \$187,500.

Transfer of Crown Lands

Many properties obtain access via a network of crown land parcels which are defined as windbreaks and crown roads.

These parcels have been transferred to council as public roads. These roads have been added to **Council's** unmaintained road register. Any upgrading of these roads will be purely the responsibility of the developer/landowner.

The cost of survey and registration of the transfers is \$35,000. This has been paid from contributions collected to date.

PROPOSED FACILITIES

The following table summarises the future traffic facilities, which will be funded using Section 94 contributions.

Bruxner Park Road	\$850,000
Korora Basin Road/Rowsells Road intersection	\$200,000
Finlay's Road	\$187,500
Korora Basin Road	\$200,000
Old Coast Road (south)	\$750,000
Old Coast Road (north)	\$950,000
Design/Supervision @15%	\$470,625
Contingencies @15%	\$470,625
TOTAL	\$4,078,750

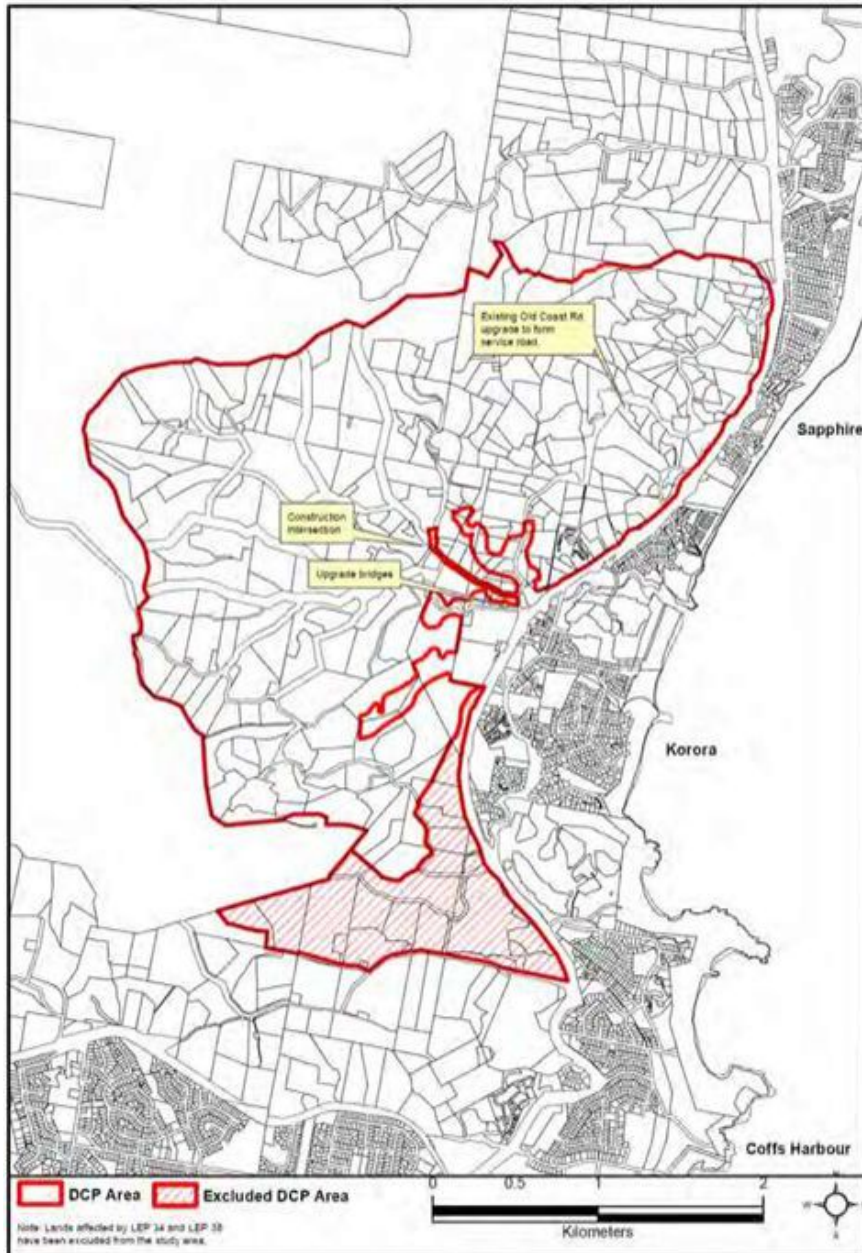
CALCULATION OF CONTRIBUTION RATE

The contribution rate is calculated as follows:

$$\text{Contribution rate} = \frac{C - E}{P}$$

- C = Cost of community facility
- P = Expected additional population
- E = amount of existing contributions either held or levied as at 31 December 2012.

$$\begin{aligned}
 C &= \$4,078,750 \\
 P &= 515 \\
 E &= \$684,089 \\
 &= \frac{\$4,078,750 - \$684,089}{515} \\
 &= \$6,591.57 \text{ per person}
 \end{aligned}$$



MAP 3
TRAFFIC AND TRANSPORT STRATEGY

URBAN PLANNING

PLANS AND STUDIES

Section 94 of the Environmental Planning and Assessment Act allows the recoupment of costs for the preparation of the DCP, this Contribution Plan and associated studies.

The cost of studies and the plan, which have been indexed in accordance with the provisions of the EP&AA Regulations, are as follows:

Flora and Fauna Study	\$41,392
Water Quality Study	\$61,935
Road & Traffic Study	\$57,950
Mapping	\$41,392
Development Control Plan	\$103,941
TOTAL	\$306,610

CALCULATION OF CONTRIBUTION RATE

The following formula is used to calculate the contribution rate for urban planning:

$$\text{Contribution Rate} = \frac{C - E}{P}$$

- C = Cost of studies/plans
- P = Expected additional population
- E = Amount of existing contributions either paid or levied as at 31st December 2011 plus contributions expended to date

$$= \frac{\$306,610 - \$88,908}{515}$$

$$= \$422.72 \text{ per person}$$

BUSHFIRE

The two existing Bush Fire Brigade units in the release area will require additional equipment and an upgrade to the vehicles provided. This is to enable an appropriate service to be developed in conjunction with the additional rural residences.

The following formula is used to calculate the contribution rate for bushfire equipment:

$$\text{Contribution rate} = \frac{C - E}{P}$$

- C = Cost of equipment
 - P = Expected additional population
 - E = Amount of existing contributions either paid or levied as at 31st January 2006
- $$= \frac{\$120,000 - \$40,516}{515}$$
- $$= \$154.34 \text{ per person}$$

WORKS SCHEDULE

The works schedule detailed below outlines the projected staging of works in anticipated order of commencement. The works schedule may be subject to change, subject to development growth patterns, and funding.

Completed Works

Part Upgrade Old Coast Road North \$821,590

Future Works

Complete upgrade of Old Coast Road North	\$950,000
Upgrade Korora Basin Road	\$200,000
Upgrade Intersection Korora Basin and Rowsells Road	\$200,000
Upgrade Old Coast Road South	\$750,000
Upgrade Finlays Road	\$187,500
Upgrade Bruxner Park Road	\$850,000
Bushfire Equipment	\$120,000
TOTAL ESTIMATED COST	\$4,079,090

NOTE: Overall timing of works is dependent upon receipt of contribution funds.

APPENDIX A - INDICES

CONTRIBUTION TYPE	INDEXATION BASIS	INDEX	DATE APPLIED
Roads/Traffic Management	Consumer Price Index – All Groups (A) for Sydney	99.8	31-12-2011
Planning Studies	Consumer Price Index – All Groups (A) for Sydney	99.8	31-12-2011
Fire equipment	Consumer Price Index – All Groups (A) for Sydney	99.8	31-12-2011

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
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 bed	0.1 per bed	0.1 per bed	0.1 per bed
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
		0.65 per 100m2	0.65 per 100m2
Office Premises	N/A	GFA	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
		0.1 per 100m2 GFA	0.1 per 100m2 GFA
Self-Storage Premises***	N/A	(admin area)	(admin area)
		Determined on	Determined on
Car Wash	N/A	Application	Application
		Determined on	Determined on
Plant nursery	N/A	Application	Application
Service Station	N/A	0.6 per lane	0.6 per lane
		Determined on	Determined on
Car Sales Showroom (indoor)	N/A	Application	Application
		Determined on	Determined on
Car Sales Showroom (outdoor)	N/A	Application	Application

	Unit Rate per ET	Unit Rate per ET	Unit Rate per ET
Section 94 Contribution			
CLASSIFICATION	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	Determined on Application
Place of worship	N/A	1 per 80 seats (pro-rata)	1 per 80 seats (pro-rata)
Cultural Establishment	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Correctional Centre	N/A	0.5 per bed	0.5 per bed
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) excluding secondary dwellings as defined under the Affordable Rental Housing State Environmental Planning Policy.

**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

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MOONEE RELEASE AREA

Development
Contributions Plan
2015



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PART A – PLAN SUMMARY

1. **NAME AND LEGAL BASIS OF THE PLAN**

- 1.1 This Contributions Plan is to be referred to as the Moonee Release Area Development Contributions Plan 2015 and the Plan was adopted by Council on xx/xx/2015.
- 1.2 The Plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act (as amended) 1979 and Part 4 of the Environmental Planning and Assessment Regulation 2000.
- 1.3 This Development Contributions Plan will come into effect on 1/07/2015 and replaces the previous Moonee Developer Contribution Plan which was amended on 24 April 2008, 8 May 2013, 18 December 2013 and 29 October 2014.
- 1.4 This Plan therefore repeals any other Plan made before this Plan and this Plan prevails to the extent to any inconsistency with previous Plans.

2. **THE AREA TO WHICH THE PLAN APPLIES**

- 2.1 The Plan applies to all land within the Moonee Release Area as shown in **Map 1:** Locality Plan – Moonee Release Area.

3. **PURPOSES OF THE PLAN**

- 3.1 The primary purpose of this Plan is to enable Council to require contributions, by imposing conditions on development consents, towards the provision, extension or augmentation of public services and facilities that:-
 - a) Will be, or are likely to, be required as a consequence of development and population growth, in the area; or
 - b) Have been provided in anticipation of that development or growth and has incurred expenditure for Council which it can legitimately recoup because the demand for those facilities and services is generated by development / growth in the locality.
- 3.2 The purposes of the Plan are also to:-
 - a) Ensure that an adequate level of public services and facilities are provided throughout the subject locality as development occurs;
 - b) Ensure that there is equity in terms of the existing community not being liable to contribute to the cost of the provision of public facilities and services required by demand generated by future development and growth in the subject locality.

- c) Provide a comprehensive strategy and administrative framework for Council to assess liabilities for contributions, apply conditions requiring payment of contributions, outlay expenditure for relevant services and facilities, and undertake accounting in a transparent manner for the equitable allocation of contributions throughout the Moonee Release Area; and
- d) Enable Council to be publicly and financially accountable and transparent in its implementation and administration of the Development Contributions Plan.
- e) Table 1 summarises the contribution rates applicable under this contributions plan.

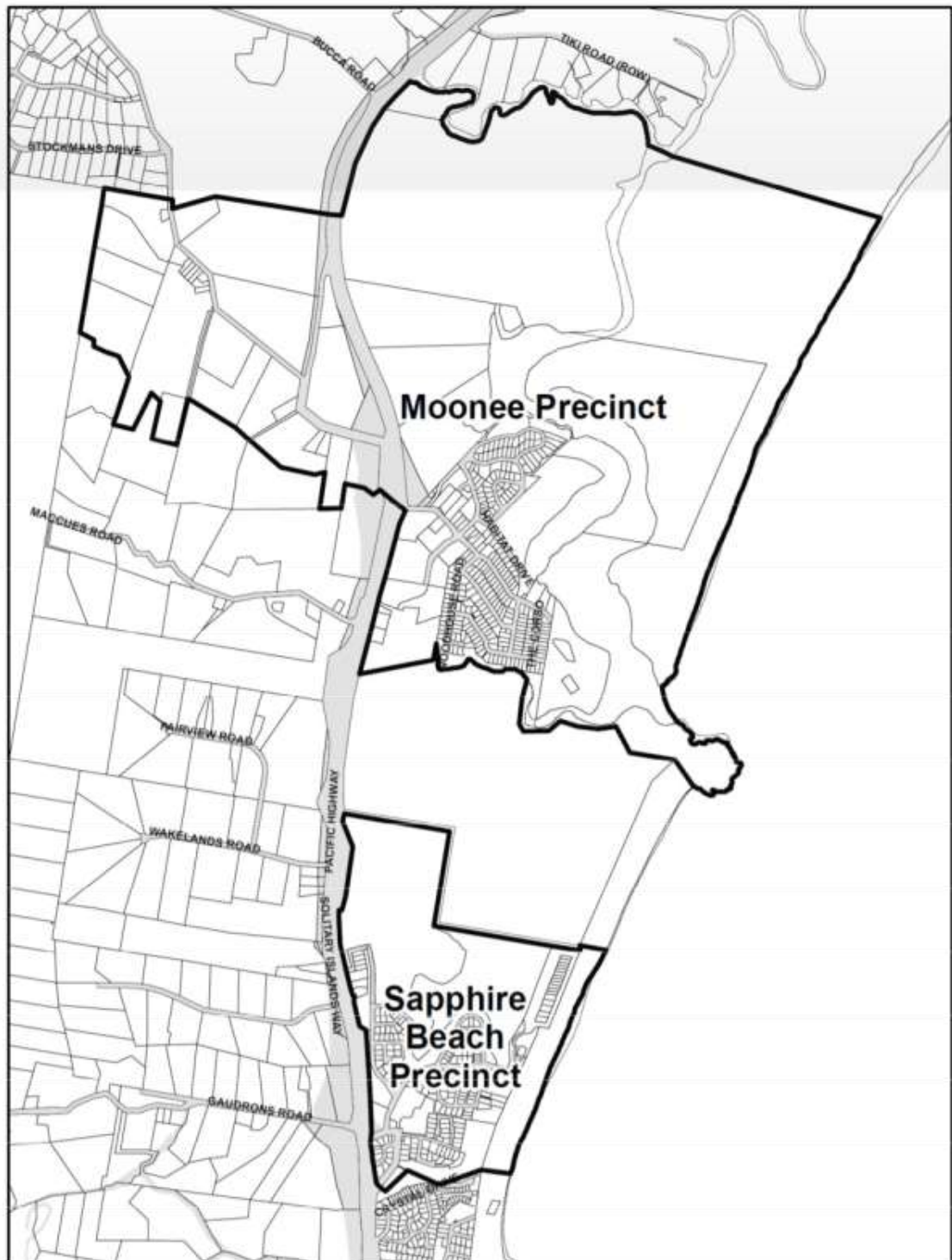
Table 1 – Summary of Contributions

Service / Facility	Net Cost to be Levied \$	Per Person \$	Per Lot Or large dwelling \$	Per Small Dwelling \$
MONEE PRECINCT				
Transport & Traffic	6,111,595	2,466.54	6,413.00	4,489.10
Sub total Contributions Moonee Precinct	6,111,595	2,466.54	6,413.00	4,489.10
ALL PRECINCTS				
Transport & Traffic	2,006,886	699.45	1,818.58	1,273.01
Development Studies	14,520	4.90	12.75	8.93
Open Space	2,412,157	804.64	2,092.07	1,464.45
Community Facilities	1,161,160	387.34	1,007.08	704.96
SubTotal Contributions All Precincts	5,594,723	1,896.34	4,930.48	3,451.34
Total Contributions Moonee Precinct	11,706,318	4,362.88	11,343.48	7,940.44

Notes:

1. In addition to the above, the relevant contribution rates in the Coffs Harbour Open Space Contributions Plan, the Coffs Harbour Road Network Contributions Plan, the Surf Rescue Facilities Contributions Plan, the Administration Levy Contributions Plan, the Coffs Harbour Water Supply and Wastewater Developer Services Plans and other contribution plans 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 dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.
3. A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) but excluding secondary dwellings as defined under the Affordable Rental Housing State Environmental Planning Policy
4. The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100m² of floor area 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: Locality Plan – Moonee Release Area



PART B – THE PLANNING AND POLICY CONTEXT

4. **STRATEGIC PLANNING AND POLICY FRAMEWORK**

4.1 The strategic planning framework which establishes the basis for the projected types of development in the area, related yield of lots, dwellings and related population growth are as follows:-

- a) The Mid North Coast Regional Strategy – this Strategy prepared by the State Government Department of Environment and Planning includes planned growth in this sector of Coffs Harbour;
- b) The Coffs Harbour “Our Living City” Settlement Strategy – This Strategy implements the MNCRS, identifies the preferred locations and expected types of development for future urban expansion within the city and the associated demands and requirements for public facilities and services;
- c) The Coffs Harbour Sewerage Strategy 2000 – This Strategy identifies areas to be serviced by reticulated sewerage up to the Year 2021;
- d) The Coffs Harbour City Council Social and Community Strategic Plan 2006 – 2010 – This Strategy provides information on the existing and needed provision of community facilities in the city of Coffs Harbour; and
- e) The Coffs Harbour City Council Open Space Strategy 2010 – This strategy identifies the passive and active open space facilities required by future population in the city.

4.2 This Development Contributions Plan should be read in conjunction with the Coffs Harbour Open Space Developer Contributions Plan and the Coffs Harbour Water Supply and Waste Water Developer Services Plan and other Development Contributions Plan that apply to the Moonee Release Area from time to time.

5. **FORECAST DEVELOPMENT AND POPULATION GROWTH AND NEXUS WITH THE NEED FOR PUBLIC FACILITIES AND SERVICES**

5.1 The forecast yield of subdivided residential lots and the related population growth are based upon:-

- a) The development yields enabled by development consents granted by the Department of Planning and Environment to the date of adoption of this Plan (under Part 3A of the Environmental Planning and Assessment Act (as amended) 1979 and Coffs Harbour City Council based upon preceding Developer Contributions Plans for this Release Area; and

- b) The forecast yield of lots and dwellings from land zoned for residential development purposes are based on current approvals and projected lot yields included in Moonee Development Control Plan 2004.

5.2 The consequent ultimate future lot yield is forecast to be 1,153 lots.

Causal Nexus

- 5.3 The anticipated increase in population in Moonee will place greater demands on existing public facilities and require the provision of new public facilities that are not currently available in the Moonee area.
- 5.4 The Coffs Harbour Open Space Developer Contributions Plan lists public facilities provided for the benefit of future population in Moonee together with future population in other catchments.
- 5.5 The Coffs Harbour Water Supply Development Services Plan 2013 and Wastewater Treatment and Carrier System Development Services Plan 2013, lists the water and sewerage requirements for new development in the Moonee Area.

Physical Nexus

- 5.6 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 needs may be satisfied.

Temporal Nexus

- 5.7 The public facilities will be provided in a timely manner to benefit those who contributed towards them.
- 5.8 The projected overall population will be a consequence of the dwelling yield and varying occupancy rates. The forecast occupancy rates are shown in Table 2 below.

Table 2: Occupancy Rate

HOUSING TYPE	OCCUPANCY RATES
Conventional, Dual Occupancy, Integrated Housing	2.6 persons / dwelling
Medium Density	1.8 persons / dwelling
Seniors Living SEPP Developments (Self-Care)	1.5 persons / dwelling

- 5.9 Consequently, the average occupancy rate of dwellings is estimated to be 2.6 persons per household and the forecast future net additional population is 2,998 (1,153 lots x 2.6).

PART C – ADMINISTRATION AND ACCOUNTANCY FOR THE PLAN

6. DEVELOPMENT TO WHICH THE PLAN APPLIES

6.1 The Moonee Developer Contributions Plan applies to the following development types:-

- a) Dwellings – including:-
 - Dwelling houses – conventional single dwellings
 - Attached dwellings
 - Semi-detached dwellings
 - Dual occupancy housing
 - Multi-dwelling housing
 - Residential flat buildings
 - Shop top housing
 - Secondary dwellings
 - Mixed use development that includes dwellings
 - Caravan parks and moveable dwellings
- b) Senior housing developments; and
- c) Subdivision of land.

7. ASSESSMENT OF CONTRIBUTIONS

7.1 The amounts of the contributions will be based upon relevant factors, such as:-

- a) Net additional lots in the case of subdivision;
- b) Additional dwellings in the case of residential development minus the provision for one contribution for a dwelling if a contribution for the relevant residential lot has already been paid;
- c) Additional residential units in the case of moveable dwellings and caravans;
- d) Additional traffic generated in the case of road works contributions; and
- e) The demand for upgrading of infrastructure, such as roads and services which result from development.

7.2 This plan makes provision for additional transport infrastructure and has taken into account the recent upgrade works associated with the Pacific Highway.

8. FORMULA FOR DETERMINING CONTRIBUTIONS

8.1 The forecast yield of subdivided residential lots and the related population growth is presented below for the lands identified in Map 1 and are based upon:-

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:-

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

Where:-

C = Total cost of works to provide the desired facility or service including land acquisition, survey and design and construction costs, but less any grant or other funds received.

F = Funds levied or collected to date.

L = The projected number of net additional lots/dwellings forecast to be created in the catchment after the adoption of this Plan.

9. TIMING OF PAYMENT OF CONTRIBUTIONS

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

- a) Development Consents involving subdivisions – prior to release of the subdivision certificate;
- b) Development Consents involving building work – prior to the release of the construction certificate; and
- c) 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.

10. DEFERRED OR PERIODIC PAYMENTS

10.1 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:-

- a) There are valid reasons for deferred or periodic payment;
- b) No prejudice will be caused to the community deriving benefits from the public facilities required by the proposed development;
- c) No prejudice will be caused to the operation of this plan; and
- d) 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:-

- a) The deferment will be for a fixed period not exceeding six months from the date the contribution becomes due;
- b) 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; and
- c) Payment of the contributions and the interest must be secured by delivery to the Council of a guarantee in writing issued as a Bank Guarantee or as a secure Guarantee issued by another appropriate institution to the satisfaction of Council.

10.2 Deferments will not be granted based on progressive land sales.

10.3 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.

11. **EXEMPTIONS**

11.1 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 and Environment.

11.2 Development consents involving construction of a secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy that are approved between 1 July 2015 and 30 June 2017 are exempt from contributions applicable under this contributions plan.

12. **WORKS IN KIND**

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

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

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

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

13. POOLING OF FUNDS

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

14. INDEXATION OF CONTRIBUTION RATES

14.1 Monetary contributions paid under Section 94 are exempt from the Federal Government Goods and Services Tax (GST).

14.2 In accordance with Clause 32(3)(B) of the EP&A Regulation, the approach below to indexation is authorised:-

- 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 D – PROPOSED PUBLIC FACILITIES, SERVICES AND INFRASTRUCTURE

15. COMMUNITY FACILITIES AND SERVICES

- 15.1 The provision of community facilities under this Plan is to be based on need 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 only deals with those community facilities provided by local government. Residential development in Moonee will generate a demand for a multi-purpose complex and associated infrastructure.
- 15.2 The community service needs identified are based on the population profile and standards derived from the Coffs Harbour Social Plan. This represents the nexus between service demand and provision. This community service needs relate to the community wellbeing, development and information and are to be provided to meet the changing demands of the community as the population profile changes. Accordingly, the plan seeks to provide facilities that are flexible in order to meet changing demands in both spatial and functional terms.
- 15.3 To meet the needs outlined above, it is proposed to establish centrally located neighbourhood community facilities. These facilities will include a building providing for community meetings / functions, including outdoor facilities, car parking and landscaping. The contribution applies to the Moonee Release area as shown in map 1.

Calculation of Contribution Rate:-

• Cost of Community Centre	=	\$1,500,000
• Funds held	=	\$ 338,840
Net Total	=	\$1,161,160

Hence, Contribution Rate is:-

$$\frac{\$1,500,000 - \$338,840}{1,153} = \$ 1,007.08 \text{ per lot}$$

16. OPEN SPACE AND RECREATION

- 16.1 Existing formal open space and recreation facilities are limited within Moonee. Within the Moonee Reserve there is a playground, tennis court and picnic facilities. Informal recreation opportunities are provided with the nearby beach, creek and Nature Reserve.
- Existing conservation areas are located within the Moonee Creek Reserve, Moonee Nature Reserve, Moonee Creek Estuary including Skinners Creek, Cunninghams Creek and Sugar Mill Creek, Moonee and Mid Sapphire Beach, Green Bluff Headland, Orara East State Forest and public land in Parish Close.

- 16.2 Having regard to Council's adopted Open Space Plan 2010 and Sports Facilities Plan 2010, it is anticipated that a preference for structured sporting facilities, passive recreation and neighbourhood parks / playgrounds will exist.
- 16.3 Regional sporting facilities and passive recreation areas cater for users prepared to travel to significant distances from within and outside the Coffs Harbour local government area. Sporting facilities and passive areas in the vicinity of Moonee include the Coffs Coast Sport and Leisure Park, North Coast Regional Botanic Garden, Brelsford Park and Jetty Foreshores.
- 16.4 Regional conservation management lands are iconic areas within the coastal strip that provide core conservation outcomes for protecting biodiversity and achieving a sustainable urban form. These lands form a vast network of conservation areas, many of which are linked with regional open space areas that provide for passive recreation and nature conservation.
- 16.5 District open space is land used primarily for district sporting events and generally comprises playing fields and district sporting facilities. The primary use of these lands will be for organised recreation by residents of the Moonee area. A new district sporting facility is proposed to be provided on land in Hoys Road / Old Bucca Road. This will assist in serving the proposed new population. Contributions towards this facility are levied under the Coffs Harbour Open Space Developer Contributions Plan.
- 16.6 A network of neighbourhood parks is proposed to cater for the recreational needs of the additional population. Facilities exist within the Moonee Nature Reserve foreshore area, and in North Sapphire. Five additional facilities are proposed comprising 3 neighbourhood parks, one district park and a canoe launching/picnic facility. Development of the Solitary Islands Coastal Walk will further provide for the recreational needs of the population. Map 2 identifies the location of the proposed facilities.
- 16.7 The identified works and facilities needed for the local and district facilities include:-

District Park at Sports Ground:-

• Youth Space	= \$ 120,000
• Playground	= \$ 90,000
• Gazebo x 3 Small	= \$ 45,000
• Picnic and BBQ	= \$ 30,000
• Toilet Facilities	= \$ 100,000
• Car Park and Access	= \$ 50,000
• Taps / Bubblers	= \$ 5,000
• Electrical	= \$ 10,000
• Earthworks	= \$ 10,000
• Signage	= \$ 2,000
• Landscaping	= \$ 36,000
Sub Total	= \$ 498,000

Canoe Launching Facility:-

• Canoe Launching Facility	= \$ 40,000
• Car Park	= \$ 30,000
• Gazebo	= \$ 15,000
• Playground	= \$ 150,000
• Picnic Facilities	= \$ 20,000
• Toilets	= \$ 80,000
• Landscaping	= \$ 20,000
Sub total	= \$ 355,000
• Playgrounds x 3	= \$ 510,000
• Coastal Walk 3,608 metres x 80%	= \$ 938,080
• Pedestrian Bridge over Skinners creek	= \$ 360,000
• Land Acquisition	= \$ 192,000
Sub total	= \$ 2,000,080
TOTAL COSTS	= \$ 2,853,080

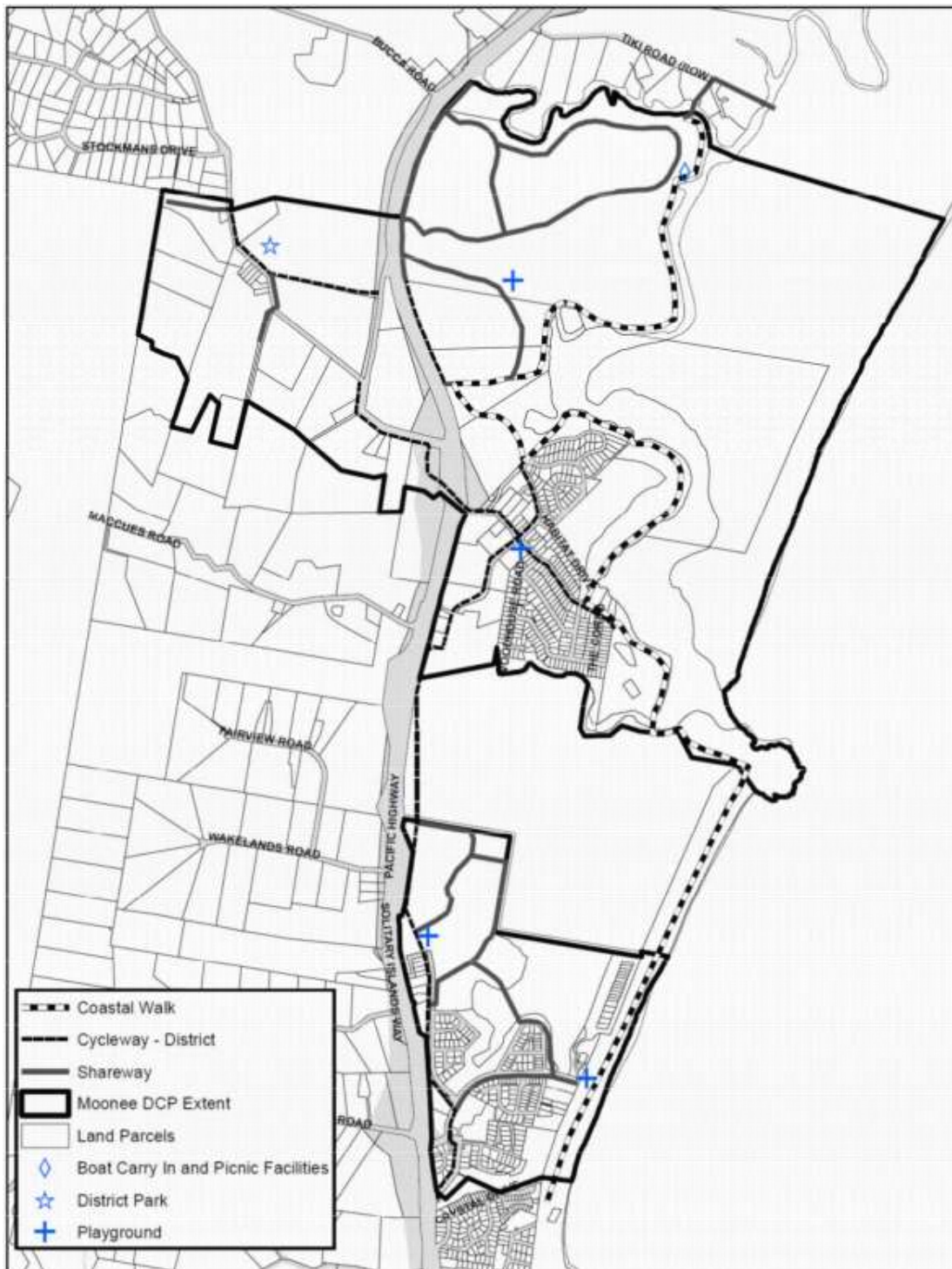
Calculation of Contribution Rate:-

• Cost of Facilities	= \$2,853,080
• Funds held	= \$ 440,923
Net Total	= \$2,412,157

Hence, Contribution Rate is:-

$$\frac{\$2,853,080 - \$440,923}{1,153} = \$ 2,092.07 \text{ per lot}$$

Map 2: Open Space Network



17. TRANSPORT AND TRAFFIC MANAGEMENT

- 17.1 The strategy for the movement of people within and through the Moonee area recognises the dependence on the motor vehicle, yet provides for an efficient and convenient network of pedestrian and bicycle routes. The strategy also provides the infrastructure needed for an efficient bus service.
- 17.2 The Moonee Release Area is bisected by the Pacific Highway. Access to the east is provided by Moonee Beach Road and to the west by Hoys Road / Old Bucca Road via the recently completed grade separated intersection constructed in conjunction with the Pacific Highway upgrade.
- 17.3 The transport demands within the release area are categorised in terms of the road network, public transport and pedestrian / bicycle network.
- 17.4 Construction of a collector road north of Moonee Beach has commenced. The cost of this road including land acquisition up to the southern boundary of Lot 1 DP 725785 is funded under this contributions plan. This includes a bridge over Cunninghams Creek, and a culvert over the watercourse in lot 6 DP 1140702. A collector road is also proposed from Moonee Beach Road south to the boundary of lot 66 DP 551005. This road is to be of a 9 metre standard, with 1/9th of the cost, being the difference between a local road and a collector road, is funded by contributions. It is proposed to upgrade Hoys Road / Old Bucca Road to service this urban area, including access to the school site and future playing fields.
- 17.5 To provide for a safe, comfortable and efficient bus service, certain basic facilities are required, including bus shelters, seats and bus bays. Bus bays are to be included in the cost estimates for a Collector Road. It is proposed to provide bus shelters / seats at each stop. A total of 9 shelters will be provided and funded by contributions, as shown in Map 4.
- 17.6 Contributions for the works described at points 17.4 and 17.5 above will be levied on all development occurring within the northern precinct as shown at Map 1.
- 17.7 Certain transport and traffic facilities are being provided to accommodate the future needs of the entire Moonee Release area.
- 17.8 Moonee Beach Road has been upgraded, and a roundabout constructed to provide for increased levels of traffic and ease of movement around the release area and to the shopping centre. The cost of these works is to be recouped via contributions from all future development within the Moonee Release Area as shown in Map 1.
- 17.9 The provision of a district network of pedestrian and bicycle facilities in residential areas can provide an important alternative transport route for both recreation and functional journeys. The proposed routes are identified Map 4 and have been designed to relate to the need for access to the school site, recreation facilities and shops. These facilities will also provide a link for the Coastal Walk. Contributions towards these works will be levied on all development within the Moonee Release area as shown in Map 1

Summary of Facilities

Development all precincts will be required to pay a contribution towards the following works:

- Upgrade of Moonee Beach Road = \$ 872,027
- Roundabout – Moonee Beach Road = \$ 556,155
- Bus shelters x 9 = \$ 180,000
- District Cycleway network = \$1,177,190

Total District Facilities = \$2,785,372

Calculation of Contribution Rate:-

- Cost of Facilities = \$2,785,372
- Funds held = \$ 688,543

Net Total = \$2,006,886

Hence, Contribution Rate is:-

$$\frac{\$2,785,372 - \$688,543}{1,153} = \$ 1,818.58 \text{ per lot}$$

Development in the northern precinct– as per map 1 will be required to pay a contribution towards the following works:

Road & Traffic Facilities

- Northern Collector including land (Approximately 945 lineal metres) = \$2,212,484
- Culvert = \$ 65,000
- Bridge = \$1,550,000
- Environmental Works = \$ 82,000
- Route Lighting = \$ 70,000
- Upgrade Old Bucca Road = \$1,559,250
- Roundabout – Hoys/Bucca road = \$ 600,000

Sub Total = \$6,138,734

15% Design & Supervision = \$ 920,810

15% Contingencies = \$1,058,931

Total Traffic Facilities = \$8,118,475

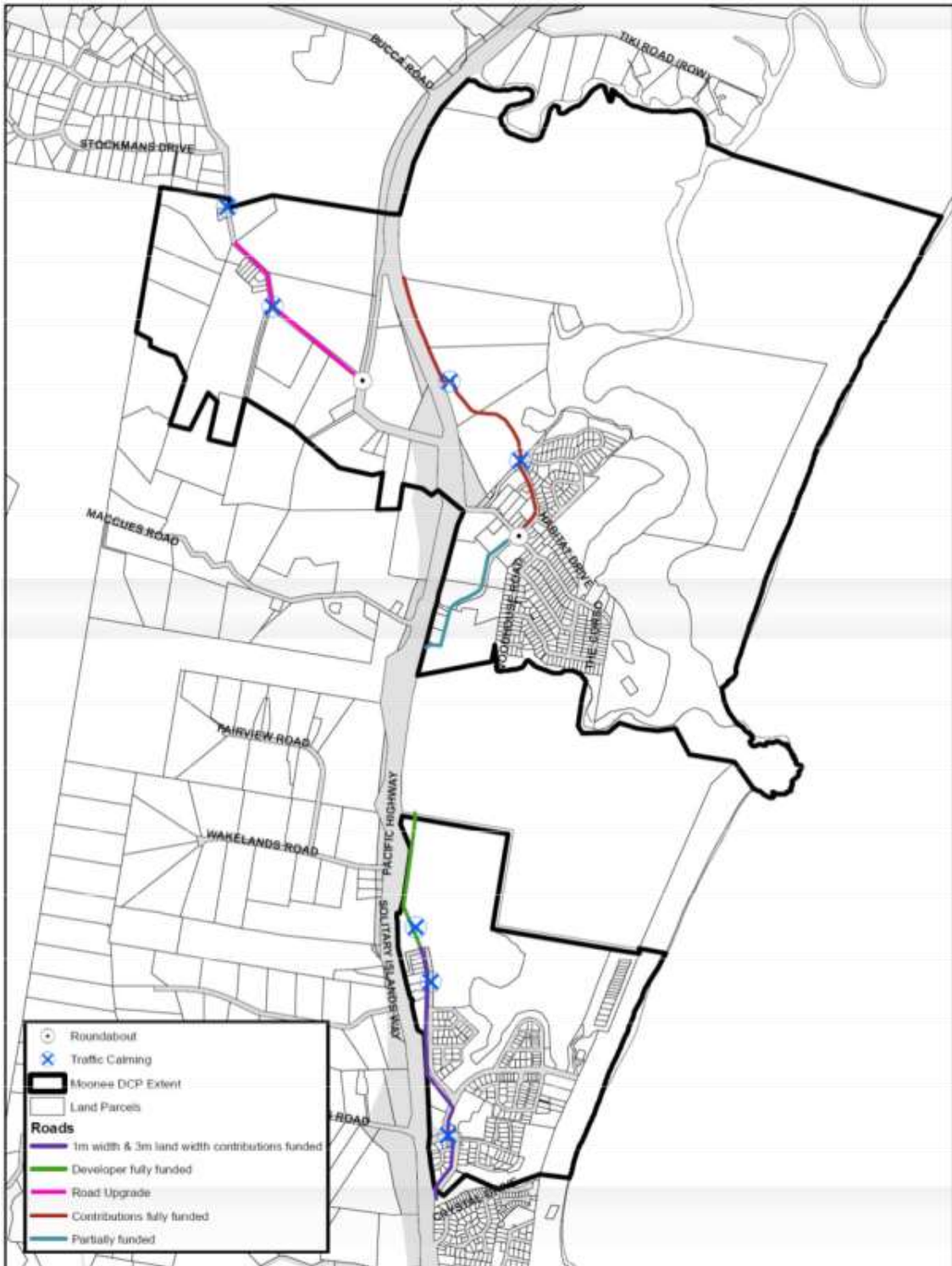
Calculation of Contribution Rate:-

• Cost of works	=	\$ 8,118,475
• Funds held	=	\$ 2,006,880
Net Total	=	\$ 6,111,595

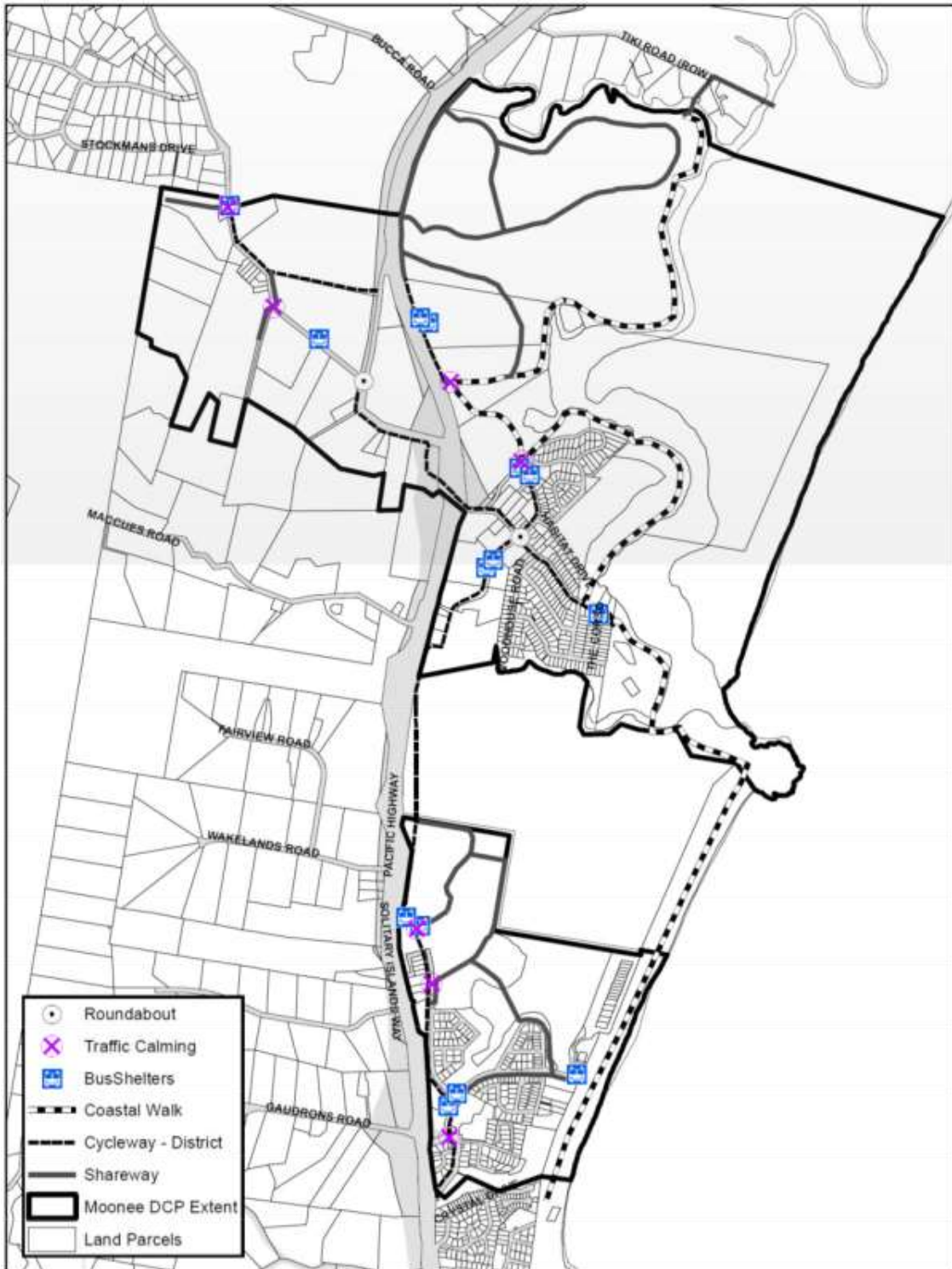
Hence, Contribution Rate is:-

$$\frac{\$8,118,475 - \$2,006,880}{953} = \$ 6,413.00 \text{ per lot}$$

Map 3: Traffic Management



Map 4: Transport Management



18. URBAN PLANNING

Plans and Studies

18.1 Section 94 of the Environmental Planning and Assessment Act allows the recoupment of costs for the preparation of this Contribution Plan and associated studies.

18.2 The costs of supporting and relevant studies of preparing this Plan are as follows:-

• Strategic and Statutory Planning	\$ 2,760.00
• Traffic	\$ 2,880.00
• Services / Infrastructure	\$ 4,500.00
• Socio-economic	\$ 3,000.00
• Costings of Infrastructure	\$ 5,400.00
• Preparation of Planning Proposal (50%)	\$ 1,500.00
• Consultations with State Agencies	\$ 3,000.00
• Direct Preparation of this Plan	\$ 6,000.00
Total	\$29,040.00

Hence, for each of the release areas subject of Development Contributions Plans: Hearnes Lake, Sandy Beach and Moonee (this Plan) \$14,520.00 is applied.

Calculation of Contribution Rate

Calculation of Contribution Rate:-

Hence, Contribution Rate is:-

$$\frac{\$14,520.00}{1,153} = \$ 12.59 \text{ per lot}$$

APPENDIX A: INDEXING FACTORS FOR FUTURE WORKS

CONTRIBUTION TYPE	INDEXATION BASIS	INDEX	DATE APPLIED
Traffic Facilities	Consumer Price Index, All Groups (A) Sydney	105.6	March 2014
Community Facilities	Consumer Price Index, All Groups (A) Sydney	105.6	March 2014
Open Space	Consumer Price Index, All Groups (A) Sydney	105.6	March 2014
Development Studies	Consumer Price Index, All Groups (A) Sydney	105.6	March 2014
Land Acquisition	Consumer Price Index, All Groups (A) Sydney	105.6	March 2014

APPENDIX B: STANDARD EQUIVALENT TENEMENT FIGURES

CLASSIFICATION	UNIT RATE PER ET SECTION 94 CONTRIBUTION PLANS
Residential	
Subdivision Lot	1
Small Dwelling *	0.7 per dwelling
Large Dwelling **	1 per dwelling
Boarding House	0.35 per bed
Seniors Living (SEPP)	0.55 per dwelling
Nursing Home	0.35 per bed
Self-Care Retirement Unit	0.55 per unit
Hostel	0.35 per bed
Group Home	0.35 per bed
Tourist and Visitor Accommodation	
Motel / Hotel / Resort Room	0.35 per room
Serviced Apartments	0.35 per room
Backpackers Accommodation per Bed	0.1 per bed
Bed and Breakfast Accommodation	0.35 per room
Guest House / Hostel	0.35 per room
Caravan / Camp / Cabin Site – Permanent	0.6 per site
Caravan / Cabin Site - Temporary	0.35 per site
Camp / Tent Site – Temporary	0.25 per site
Business Premises	
Shop	Not Applicable
General Store	Not Applicable
Convenience Store	Not Applicable
Supermarket	Not Applicable
Bulky Goods Premises	Not Applicable
Hairdressing / Beauty Salon	Not Applicable
Laundromat	Not Applicable
Office Premises	Not Applicable
Warehouse / Distribution Centre	Not Applicable
Industrial Premises ***	Not Applicable
Self-Storage Premises ***	Not Applicable
Car Wash	Not Applicable
Plant Nursery	Not Applicable
Service Station	Not Applicable
Car Sales Showroom (Indoor)	Not Applicable
Car Sales Showroom (Outdoor)	Not Applicable

* **A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwellings as defined in the Affordable Rental Housing State Environmental Housing Policy.**

** **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 on-site caretaker facilities, refer to the residential rate applicable.**

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

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Attachment 5



NORTH BOAMBEE VALLEY (EAST) RELEASE AREA

**Developer Contributions
Plan 2015**



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PART A – 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 within the North Boambee (East) release area will or is likely to increase the demand for public facilities.

Council's "Our Living City" Settlement Strategy 2007 advises that the population of Coffs Harbour is expected to increase by 32,000 by 2031. The Strategy further identifies North Boambee Valley (East) as an area appropriately zoned and capable of additional residential development. Residential developments have been approved and some development completed within the release area for approximately 429 dwellings accommodating approximately 1,014 people.

It is expected that future development in the order of 361 dwellings accommodating approximately 939 people will occur within the release area.

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:

- open space and recreation facilities
- transport and traffic facilities
- community facilities and services
- koala management facilities
- stormwater management.

SUMMARY OF WORKS

A schedule of works and current status is provided at table 1.

SUMMARY OF CONTRIBUTION RATES

A summary of works costs by land use is included at Table 2.

Table 3 summarises the contribution rates applying to the different forms of development in North Boambee Valley (East). Appendix "B" includes additional contribution rates that apply to various other forms of development.

DATE OF COMMENCEMENT OF THE PLAN

This contributions plan came into operation on 23 February 2000.

AMENDMENTS

This contributions plan came into operation on 23 February 2000 and was amended on 16 October 2003, on 24 April 2008, on 2 August 2012, 8 May 2013, 18 December 2013 and further on xx/xx/xxxx.

Attachment 5

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

Works Completed		Capital Cost
		\$
Neighbourhood Community Centre		250,000
Open Space & Recreation		
Neighbourhood Park – Lakes Drive		312,456
Street trees		
Traffic Management		
Collector road – Lakes Drive (8.0m x 450m kerb & gutter, and cycleways incl. land acquisition)		2,540,332
Roundabout (1)		
Route Lighting		
Stormwater Management		1,291,551
Catchment 1		
Urban Planning		184,483
TOTAL		4,578,822
Future Works		Capital Cost
		\$
Neighbourhood Community Centre		500,000
Open Space & Recreation		150,000
Neighbourhood Park		
Traffic Management		
Cycleways		90,000
Koala Management		1,406,680
Stormwater Management		
Catchment 1		182,465
Catchment 2		200,000
TOTAL FUTURE WORKS		2,529,145
TOTAL ALL WORKS		7,107,967

Table 2 - Summary Costs by Land Use

Public Facility	Total Cost	Contributions Expended, Levied or Held as at 30-6-2012	Net Cost to be Levied
	\$		\$
Community Facilities	750,000	304,297	445,703
Open Space	462,456	312,852	149,604
Transport and Traffic	2,630,332	2,026,559	603,773
Koala Management	1,406,680	440,406	966,274
Stormwater Catchment 1	1,474,016	865,105	608,911
Catchment 2	200,000	51,169	148,831
Urban Planning	184,483	159,928	24,555

Attachment 5

Table 3 - North Boambee Valley (East) Contribution Rates

Service / Facility	Net Cost to be Levied	Per Person	Per Small Dwelling	Per Large Dwelling / lot	Per SEPP Seniors Living Dwelling (self care)
	\$	\$	\$	\$	\$
Community Facilities	445,703	489.78	891.41	1,273.44	700.39
Open Space	149,604	164.40	299.21	427.44	235.09
Transport and Traffic	603,773	663.49	1,207.55	1,725.07	948.79
Koala Management	966,274	1,061.84	1,932.55	2,760.78	1,518.43
Stormwater Management					
Catchment 1	148,831	602.55	1,096.65	1,566.64	861.65
Catchment 2	608,911	918.42	1,671.52	2,387.89	1,313.34
Urban Planning	24,555	26.98	49.10	70.15	38.58
Total Catchment 1		3,009.04	5,476.47	7,823.52	4,302.93
Total Catchment 2		3,324.91	6,051.34	8,644.77	4,754.62

Notes:

1. Contribution rates will be applied as follows:
 - the first lot in a residential subdivision is exempt from contributions
 - the first dwelling on a residential lot is exempt from contributions
 - the contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.
2. A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwellings as defined under the Affordable Rental Housing State Environmental Planning Policy
3. The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres of floor area (excluding garages and balcony areas).
4. In addition to the above the relevant contribution rates for Open Space, Surf Rescue Equipment, and Coffs Harbour Road Network will also apply.
5. SEPP Seniors Living occupancy rates refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004.
6. Additional contribution rates for various other types of development are included in this plan at appendix "B"

PART B – 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 North Boambee Valley (East) Release Area Developer Contributions Plan 2013.

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 within the North Boambee Valley (East) release area as development occurs.
- (ii) enable Council to recoup funds that 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 throughout the North Boambee Valley (East) Release Area.

THE AREA TO WHICH THE PLAN APPLIES

This plan applies to all the land within the North Boambee Valley (East) residential release area described on Map 1.

RELATIONSHIP TO OTHER PLANS AND POLICIES



This plan supplements the Coffs Harbour Local Environment Plan 2013 and the Coffs Harbour Development Control Plan 2013. This contributions plan should be read in conjunction with the Open Space Developer Contributions Plan, The Coffs Harbour Road Network Developer Contributions Plan, the Coffs Harbour Development Servicing Plan for Water Supply, the Coffs Harbour Development Servicing Plan for Wastewater, and other 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.

LEGEND

-  RTA PACIFIC HIGHWAY PREFERRED BYPASS ROUTE
-  LAND EXCLUDED FROM THIS DCP



Map 1
North Boambee Valley (East) Release Area

Attachment 5

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:

$$\text{Contribution per person} = \frac{C - L - E}{P}$$

Where:

- C = total cost of works
- L = amount of existing contributions either paid or levied as at 30/6/2012
- E = Expenditure to date
- P = Future population of catchment

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:

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

Deferments will not be granted based on progressive land sales.

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

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WORKS IN KIND

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

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

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

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

EXEMPTIONS

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

Development consents involving construction of a secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy that are approved between 1 July 2015 and 30 June 2017 are exempt from contributions applicable under this contributions 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 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.

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

PART C – 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 “Land Capacity Assessment 2004 and the ‘Our Living City” Settlement Strategy establishes the level of existing development and estimates a population of 99,000 in Coffs Harbour by the year 2031. The estimates are based on Department of Planning’s Mid North Coast Regional Strategy population projections. The Strategy identifies the localities of proposed future development within the Coffs Harbour local Government Area and specifically identifies North Boambee Valley (East) as suitable for continued future residential development.

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 North Boambee Valley (East) Development Control Plan sets out detailed guidelines for development in the North Boambee Valley (East) release area. 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 open space and environmental protection purposes.

CAUSAL NEXUS

The anticipated increase in population in the North Boambee Valley (East) release area will place greater demands on existing public facilities and require the provision of new public facilities which are not currently available.

Table 1 in this plan lists the public facilities to be provided in the North Boambee Valley (East) release area.

The Coffs Harbour Open Space Developer Contributions Plan and the Coffs Harbour Road Network Developer Contributions Plan lists public facilities provided for the benefit of future population in North Boambee Valley (East) together with future population in other catchments.

The Coffs Harbour Development Servicing Plan for Water Supply, the Coffs Harbour Development Servicing Plan for Wastewater lists the water and wastewater requirements for new development in North Boambee Valley (East).

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.

Attachment 5

TEMPORAL NEXUS

The public facilities will be provided in a timely manner to benefit those who contributed towards them. Many facilities have already been provided such as stormwater detention systems and a collector road.

EXISTING AND FUTURE DEVELOPMENT IN NORTH BOAMBEE VALLEY (EAST)

The North Boambee Valley (East) release area has been the subject of residential development since the 1990's. It was originally intended that the development catchment would be significantly larger than that of the current North Boambee Valley (East) Release area, and would accommodate significantly more future population. However following extensive studies, the NSW Roads and Traffic Authority identified a corridor through the original release area as the preferred option for a Pacific Highway bypass. This has had a significant effect on the future development potential for the area.

The release area was originally expected to cater for an additional population in the order of 9,000 people. The reduced catchment is expected to cater for a total additional population in the order of 1,953 people

Completed and approved development comprises residential dwellings, The Lakes Retirement Village and an aged care facility.

PROJECTED POPULATION

Based on the conceptual lot layout as provided for in the North Boambee Valley (East) Development Control Plan and at Map 1, and adjusting for developments not yet approved, it is expected that a total of approximately 1,953 people will ultimately reside within the release area.

OCCUPANCY RATE

The Australian Bureau of Statistics 2006 Census Data has been used as a basis for estimating the dwelling occupancy rates. The Coffs Harbour City Population Profile 2009 examines the demographics of the population and identifies the average residential dwelling occupancy rate of 2.6 persons in North Boambee Valley (East). The anticipated occupancy rates for differing types of residential development are shown in table 5.

Table 5 - Occupancy Rates

Dwelling Type	Occupancy Rate
Large Dwelling	2.6
Small Dwelling	1.8

Notes:

A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwellings as defined under the Affordable Rental Housing SEPP.

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).

PROPOSED PUBLIC FACILITIES

OPEN SPACE AND RECREATION

Prior to development commencing within the release area existing facilities within North Boambee Valley were limited to privately owned facilities consisting of one playing field situated at Bishop Druitt College.

Casual open space includes the surrounding State Forest which is utilised for passive recreation.

Open space facilities can be considered at regional, district and local level.

Regional

Regional open space caters for users prepared to travel significant distances from within and outside the Coffs Harbour local government area (LGA). These lands generally form part of a vast network of open space facilities and provide a regional resource for passive and active recreational pursuits.

The Coffs Harbour Sports Facilities Plan identifies the Coffs Coast Sports & Leisure Park, the Toormina Velodrome, and Sportz Central as examples of regional facilities.

Due to the limited development potential of the release area there are no regional facilities planned.

District

District open space is land used primarily for district sporting events and generally comprises playing fields and sporting facilities. The primary use of these facilities will be for organised recreation for residents of the release area.

Council's Open Space Strategy 2010 provides standards for the provision of district sporting facilities. The anticipated population within the release area is deemed insufficient to warrant the provision of district active open space facilities.

Local

Local open space comprises neighbourhood parks, children's playground areas, passive reserves and drainagereserves.

Local open space is used primarily by children, and these facilities should be provided within walking distance of residential development. A reasonable walking distance to a neighbourhood park is considered to be 500 metres which represents, on average, a seven minute walk.

As part of the development of the Lakes Estate, a playground has been completed in Lakes Drive to accommodate the neighbourhood recreational needs of the residents. The cost of this facility is funded through contributions.

The Coffs Harbour Open Space Strategy 2010 identifies the need for a neighbourhood park in the south western sector of the release area as indicated on map 2.

Calculation of contribution rate

$$\text{Contribution} = \frac{C - L - E}{P}$$

$$= \frac{\$462,456 - \$30,396 - \$282,456}{939} = \mathbf{\$159.32 \text{ per person}}$$

LEGEND

- ★ Existing Playground
- ☆ Proposed Playground



MAP 2
OPEN SPACE AND RECREATION

Attachment 5

COMMUNITY FACILITIES AND SERVICES

INTRODUCTION

The provision of community facilities under this plan is based on need 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 only deals with those community facilities over which local government has direct influence. Other community facilities such as schools, hospitals and churches are beyond this influence.

EXISTING FACILITIES

There are no existing formal community facilities within the release area.

PROPOSED FACILITIES

Following a reduction in the expected future population as a result of the location of the Coffs Harbour Highway bypass, it has been determined that the release area would be best serviced by an informal community meeting area and associated infrastructure.

The centre is to be located on land that is in Councils ownership, and is adjacent to the neighbourhood playground on Lakes Drive

The costs of these facilities are as follows:

◆ **Neighbourhood Community Centre**

Land Acquisition	\$250,000
Construction	\$500,000
TOTAL	\$750,000

CALCULATION OF CONTRIBUTION RATE

$$\begin{aligned} \text{Contribution} &= \frac{C - L - E}{P} \\ &= \frac{\$750,000.00 - \$54,297 - \$250,000}{939} \\ &= \mathbf{\$474.66 \text{ per person}} \end{aligned}$$

Attachment 5

TRANSPORT AND TRAFFIC MANAGEMENT

EXISTING FACILITIES

Principal access to the release area is via North Boambee Road with alternative access being via Halls Road.

The transport demands within the Valley can be categorised in terms of road network, public transport, and pedestrian/cycleway network.

A road hierarchy has been established classifying roads as distributor, collector, local, and minor roads in accordance with their functional characteristics.

This contributions plan provides for the funding of the collector road as indicated in map 3.

Lakes Drive, the principal collector road, has been constructed to facilitate development that has occurred to date. The cost of these works including land acquisition, roundabout construction, collector road construction, construction of two culverts over the waterway system, and footpath/cycleway construction is the subject of contributions. Forward funded costs associated with these works are to be recovered by way of contributions. Local roads and culverts on local roads are to be at the expense of the developer.

Public Transport

The provision of a good public transport system will reduce car dependency, provide for energy efficiency and enable residents without a private vehicle to maintain reasonable mobility, particularly the elderly and those under 17 years of age. Opportunities for public transport within the release area are limited to the provision of a bus service.

To provide for a safe, comfortable and efficient bus service, certain basic facilities are required, including bus shelters, and bus bays.

Pedestrian and Cycleways

The provision of pedestrian and bicycle facilities in residential areas can provide an important alternative transport route for both recreational and functional journeys. The proposed routes are identified in Map 4 and have been designed to relate to the need for access to schools, recreation facilities, shops, University and employment centres for those residing in the release area. Cycle routes are provided for both commuter cyclists and recreational cyclists with the former provided with a faster more direct route and the latter with safer, traffic free routes generally within open space areas.

Pedestrian and cycle routes are provided in the form of on-road footpaths/ cycleways on lower order local roads and off-road footpaths/cycleways on the Collector road. Future cycleways through reserves where no development fronts the road only are included in this plan.

Attachment 5

PROPOSED FACILITIES

The following table summarises the traffic and transport facilities which will be funded using Section 94 contributions on the basis of the local and district facilities.

Completed works

Roundabout	\$ 396,914
Collector Road Incl footpath/cycleway land	\$1,979,483
Street Liahtina	\$ 45,492
Bus shelter	\$ 13,000
Design Supervision & Site establishment	\$ 105,443

Proposed works

Cycleways	\$ 90,000
-----------	-----------

TOTAL ALL WORKS \$2,630,332

CALCULATION OF CONTRIBUTION RATE

$$\begin{aligned} \text{Contribution} &= \frac{C - L - E}{P} \\ &= \frac{\$2,630,332 - \$76,865 - \$1,949,694}{939} \\ &= \text{\$643.00 per person} \end{aligned}$$



MAP 3
TRAFFIC AND TRANSPORT

Attachment 5

KOALA MANAGEMENT

INTRODUCTION

The protection of the environment is critical in seeking the development of sustainable urban settlements.

EXISTING ENVIRONMENT

The existing environment has been substantially disturbed mainly as a result of land clearing for rural and residential activities, and of the residential development that has occurred to date. The Valley provides a habitat for koalas and other fauna and forms part of the catchment of Newports Creek. Under the North Coast Regional Environmental Plan, Council is required to protect fauna, flora, scenic escarpments and water quality.

The North Boambee Valley (East) Release Area seeks to promote a neutral impact upon existing natural systems in terms of flora and fauna, water quality and natural landscape settings.

IDENTIFIED NEEDS

The need for the acquisition of koala habitat areas arises out of the desire to maintain biodiversity and create sustainable urban settlements. The retention of koala habitat areas in public ownership (ie Council's ownership) will enable the maintenance of habitat corridors and monitoring of the koala population after urbanisation.

Core koala habitat areas are "*Environmental Protection*" in recognition of their importance in maintaining viable habitat areas.

PROPOSED FACILITIES

Koala lighting, fencing, sign posting and supplementary food tree planting will be required as a condition of consent in areas identified in the DCP or Koala Management Plan. The acquisition of habitat areas is the only facility covered by this plan. Any other lands that may be the subject of agreed dedication to council are to be dedicated at no cost progressively as subdivision applications are lodged. The cost of acquiring the koala habitat areas shown on the map is \$1,406,680.00. Refer to map 4 for locations.

CALCULATION OF CONTRIBUTION RATE

$$\begin{aligned} \text{Contribution} &= \frac{C - E}{P} \\ &= \frac{\$1,406,680 - \$440,406}{939} \\ &= \mathbf{\$1029.05 \text{ per person}} \end{aligned}$$



MAP 4
KOALA MANAGEMENT

Attachment 5

STORMWATER MANAGEMENT

EXISTING FACILITIES

Prior to development commencing in the 1990's the site was green field and there were no existing stormwater drainage infrastructure. The Valley forms part of the catchment of Newports Creek. It is important to minimise the impact of new development upon the receiving waters of Newports Creek.

Works that are an integral part of the subdivision, such as kerb inlet pits and piping, are considered as part of the initial land development. However major works, such as culverts on the collector road over the main water course through the development area and the stormwater detention basins, are to be funded from contributions.

IDENTIFIED NEEDS

Water Quality

The principle adopted in relation to water quality is that the exports of nutrients from the urbanisation of the Valley do not exceed the levels existing prior to urbanisation.

Water quality measures for the release area have been determined using stormwater management models based on the anticipated settlement pattern of the Valley.

Drainage

The release area is located upstream of existing urban development. It is necessary to provide flow retarding basins to maintain the 1% AEP flood discharge from the development area at the rate it was prior to urban development.

The most equitable means of seeking contributions is on a catchment basis. In this regard contributions for detention ponds and wetlands will be sought from the catchments served by these facilities. Map 5 identifies the catchments.

Catchment 1

These works consist of the formation of a small detention system and associated landscaping.

The cost of these works is estimated to be \$200,000

CALCULATION OF CONTRIBUTION RATE

Catchment 1

$$\begin{aligned} \text{Contribution} &= \frac{C - E}{P} \\ &= \frac{\$200,000 - \$51,169}{205} \\ &= \mathbf{\$726.00 \text{ per person}} \end{aligned}$$

Attachment 5

Catchment 2

A detention and water quality system has been constructed within stormwater catchment 1 which consists of a 5 lake detention system incorporating 2 major waterway culverts on the main collector road, Lakes Drive.
 The costs of works related to landscaping and establishment are funded through this plan, with earthworks being undertaken at the cost of the developer to provide material for filling of low lying areas.

The cost of the works is \$1,474,016

CALCULATION OF CONTRIBUTION RATE

Catchment 2

$$\begin{aligned} \text{Contribution} &= \frac{C - E}{P} \\ &= \frac{\$1,474,016 - \$865,105}{734} \\ &= \mathbf{\$829.58 \text{ per person}} \end{aligned}$$

URBAN PLANNING

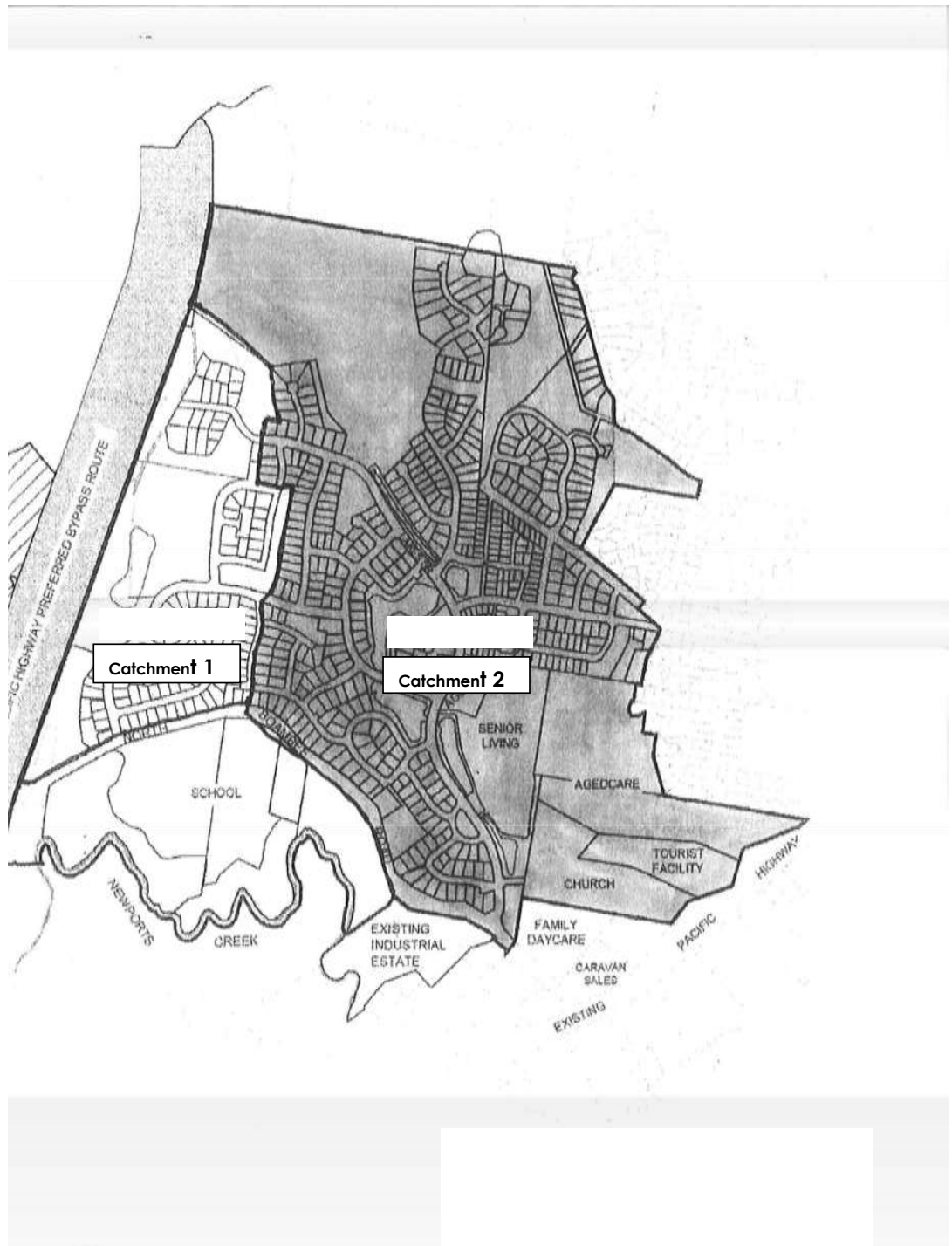
PLANS AND STUDIES

Section 94 of the Environmental Planning and Assessment Act allows recoupment of the costs for the preparation of the North Boambee valley Development Control Plan, relevant plans and studies and this Contributions Plan. The cost of the studies and plans is as follows:

Development Control Plan	\$67,624
Soil and Water Management Plan (Stage 1)	\$27,582
Flora & Fauna Plan	\$15,979
Mapping	\$73,298
Total	\$184,483

CALCULATION OF CONTRIBUTION RATE

$$\begin{aligned} \text{Contribution} &= \frac{C - E}{P} \\ &= \frac{\$184,483 - \$159,928}{939} \\ &= \mathbf{\$26.15 \text{ per person}} \end{aligned}$$



MAP 5
STORMWATER MANAGEMENT CATCHMENTS
North Boambee Valley (East) Developer Contributions Plan 2015

APPENDIX A - INDICES APPLYING TO CONTRIBUTIONS IN
NORTH BOAMBEE VALLEY (East)

Contribution Type	Index	Date Applied	Indexation Basis
Roads/Traffic Management	99.9	March 2012	Consumer Price Index – All Groups (A) for Sydney
Buildings/Embellishment	99.9	March 2012	Consumer Price Index – All Groups (A) for Sydney
Land Acquisition	99.9	March 2012	Consumer Price Index – All Groups (A) for Sydney
Stormwater Management	99.9	March 2012	Consumer Price Index – All Groups (A) for Sydney
Koala Management	99.9	March 2012	Consumer Price Index – All Groups (A) for Sydney
Urban Planning	99.9	March 2012	Consumer Price Index – All Groups (A) for Sydney

APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

CLASSIFICATION	Unit Rate per ET Section 94 Contribution Plans	Unit Rate per ET Water DSP	Unit Rate per ET Waste Water DSP
RESIDENTIAL			
Subdivision lot	1	1	1
Small Dwelling*	0.7 per dwelling	0.7 per dwelling	0.7 per dwelling
Large Dwelling**	1 per dwelling	1 per dwelling	1 per dwelling
Boarding House	0.35 per bed	0.35 per bed	0.35 per bed
Seniors Living (SEPP)	0.55 per dwelling	0.55 per dwelling	0.55 per dwelling
Nursing Home	0.35 per bed	0.35 per bed	0.35 per bed
Self Care retirement unit	0.55 per unit	0.55 per unit	0.55 per unit
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 bed	0.1 per bed	0.1 per bed	0.1 per bed
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

Attachment 5

	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	Determined on Application
Place of worship	N/A	1 per 80 seats (pro-rata)	1 per 80 seats (pro-rata)
Cultural Establishment	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Correctional Centre	N/A	0.5 per bed	0.5 per bed
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) excluding secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy.*

***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.*

Attachment 5

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

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Attachment 6



NORTH BONVILLE

Developer Contributions
Plan 2015



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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

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

The Coffs Harbour Development Control Plan 2013 (DCP) makes provision for further residential expansion in the order of 257 additional dwellings accommodating 720 people. The North Bonville catchment will ultimately cater for a population of 1,171 people.

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

- community facilities;
- open space and recreation facilities;
- transport and traffic facilities; and
- stormwater management facilities.

SUMMARY OF CONTRIBUTION RATES

Table 1 summarises the costs of the identified public facilities.

Table 2 summarises the contribution rates applying to the different forms of development in North Bonville. Appendix "B" includes additional contribution rates that apply to various other forms of development.

DATE OF COMMENCEMENT OF THE PLAN

This Development Contributions Plan came into effect on x/xx/2015 and replaces the **contributions plan that came into operation on 18 December 2013**.

AMENDMENTS

This Plan was amended on 16 October 2003, 7 July 2005, 24 April 2008, 8 May 2013, 18 December 2013, and further amended on XX/XX/XXX.

Table 1 - Summary Cost by Land Use

Public Facility	Total Cost	Contributions levied as at 31.12.04	Net Cost to be Levied
	\$	\$	\$
Open Space	158,000	54,913	103,087
Transport and Traffic	1,499,252	388,631	1,110,620
Water Quality	330,000	57,814	272,186
Urban Planning	20,000	7,570	12,430

Table 2 - Summary of Contributions

Service/Facility	Net Cost to be Levied	Per Person	Per Lot / Large Dwelling	Per Small Dwelling	Per SEPP Seniors Living (self care)
	\$	\$	\$	\$	\$
Open Space & Recreation					
Local Facilities	103,087	143.18	400.90	280.63	220.50
Transport and Traffic	1,110,620	1,542.53	4,319.08	3,023.35	2,375.49
Stormwater Management					
Water Quality	272,186	378.03	1,058.48	740.94	582.16
Urban Planning	12,430	17.26	48.33	33.83	26.58
Total Contribution	1,498,323	2,081.00	5,826.79	4,078.75	3,204.73

Notes:

- In addition to the above the relevant contribution rates for regional, district and neighbourhood open space and community facilities, Surf Rescue Equipment, the Coffs Harbour Road Network, and the Coffs Harbour Water Supply and Wastewater Developer Services Plans will also apply.
- Contribution rates will be applied as follows:
 - the first lot in a residential subdivision is exempt from contributions
 - the first dwelling on a residential lot is exempt from contributions
 - the contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.
- A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy.
- 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).
- SEPP Seniors Living occupancy rates refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004
- Additional contribution rates for various other types of development are included in this plan at appendix **"B"**

PART 2

ADMINISTRATION AND ACCOUNTING

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act, 1979 and may be referred to as the North Bonville 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, 1979. This enables Council to require a contribution towards the provision, extension or augmentation of public services. These services are likely to be required as a consequence of development in the area or 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 within North Bonville as development occurs.
- (ii) enable Council to recoup funds that 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 detailed strategy for the assessment, collection, expenditure, accounting and review of development contributions on an equitable basis throughout North Bonville.

THE AREA TO WHICH THE PLAN APPLIES

The plan applies to all land within North Bonville as described on Map 1.

RELATIONSHIP TO OTHER PLANS AND POLICIES

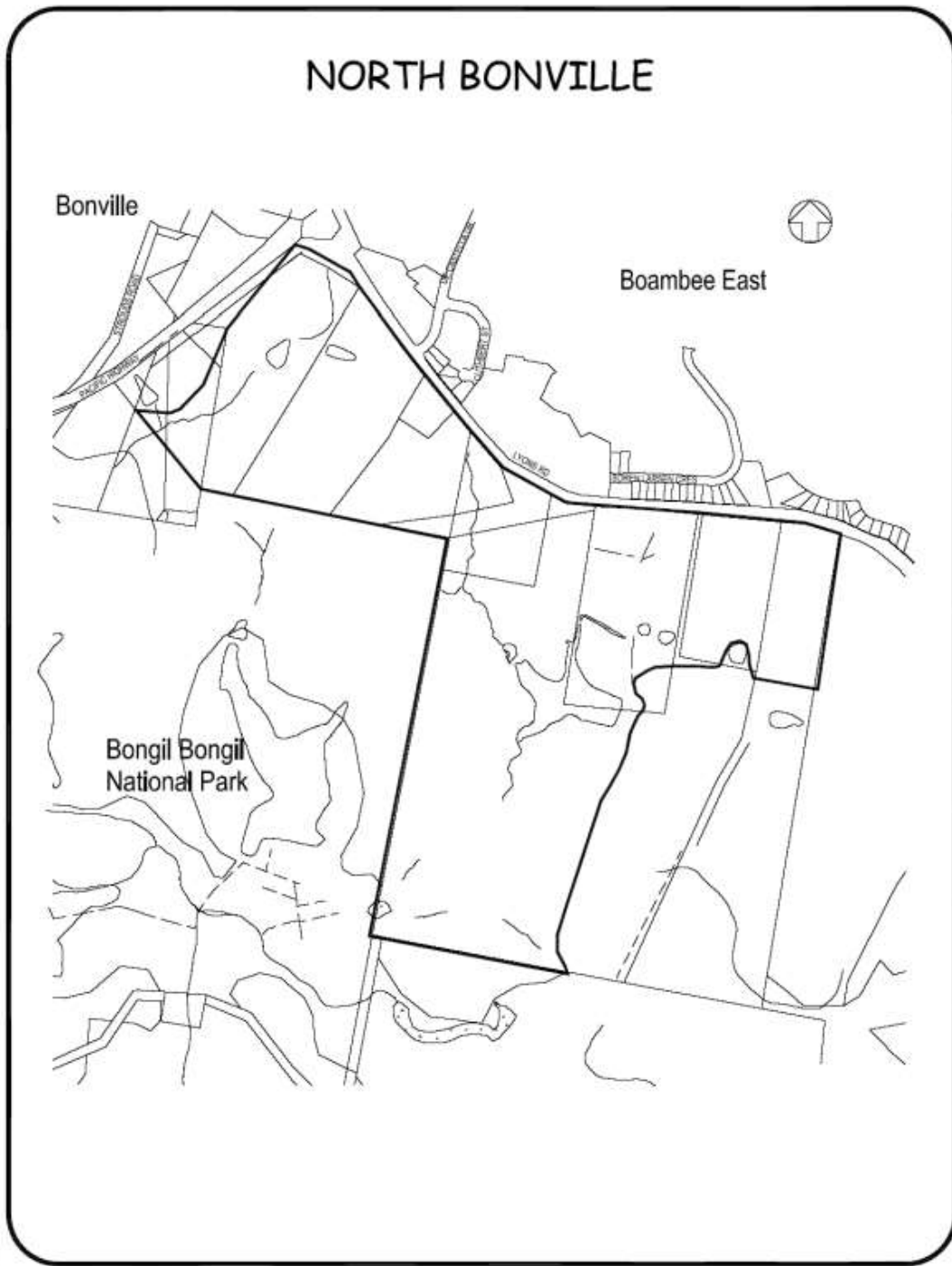
This plan supplements the Coffs Harbour City Local Environmental Plan 2013 and Coffs Harbour Development Control Plan 2013 applying to North Bonville. This plan should be read in conjunction with the Open Space Developer Contributions Plan 2015 and other contributions plans that may apply to the area.

This plan does not include contributions under Section 27 of the Water Supply Authorities Act 1987 for water and sewerage services. Please consult Council in relation to these contributions.

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.



MAP 1
NORTH BONVILLE

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.

$$\text{Contribution per person} = \frac{C - E}{P}$$

Where:

C = total cost of works to provide the desired facility or service including land acquisition, survey and design and construction costs, but less any grant or other funds received

E = amount of existing contributions either paid or levied as at 31st December 2004

P = future population of catchment

TIMING OF PAYMENT OF CONTRIBUTIONS

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

- development consents involving subdivisions – prior to the release of the subdivision certificate;
- development consents involving building work - prior to the release of the construction certificate; and
- 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 operations of this plan; and
- the provision of the public facility or service in accordance with the adopted works 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 six 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 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; and
- deferments will not be granted based on progressive sales of land.

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

WORKS IN KIND

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

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

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

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

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.

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.

Development consents involving construction of a secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy that are approved between 1 July 2015 and 30 June 2017 are exempt from contributions applicable under this contributions plan.

INDEXING OF CONTRIBUTION RATES

The 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 the relevant index published by the Australian Bureau of Statistics as the Australian National Accounts income and expenditure 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 facility and services, population projections 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 between the expected types of development in the area and the demand for additional 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.

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

The Coffs Harbour City Council Social and Community Strategic Plan 2006- 2010 specifies the community facilities required by future development.

The Coffs Harbour City Council Open Space Strategy 2010 identifies the passive and active open space facilities required by future population

Coffs Harbour Sports Facilities Plan identifies the active recreational facilities required by the future population.

The Coffs Harbour DCP 2013 sets out detailed guidelines for development in North Bonville. It provides for a range of residential densities, although it is expected that the dominant form of development will be detached dwellings.

PROVISION

The anticipated increase in population in North Bonville will place greater demands on existing public facilities and require the provision of new public facilities which are not currently available in the area.

Table 1 in this plan lists the public facilities to be provided in North Bonville.

The Coffs Harbour Open Space Developer Contributions Plan lists the public facilities provided for the benefit of future population in North Bonville together with future population in other catchments.

LOCATION

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 needs may be satisfied.

TIMING

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

EXISTING AND FUTURE DEVELOPMENT IN NORTH BONVILLE

North Bonville generally comprises residential accommodation with single dwellings on allotments ranging from 700m² to 16ha. The population capacity of the subdivided land within the study area is 451 people.

PROJECTED DWELLING YIELD

Housing policy, prevailing market conditions and environmental constraints will together influence dwelling yield. The forecast population is based on the potential dwelling yields. These yields are derived from balancing existing urban patterns with changing demands for a wider choice of housing and endeavours to promote efficient and sustainable urban environments.

The housing policy promoted for the development of North Bonville is to provide for a variety of housing types which encourage a heterogeneous population. However, environmental constraints and prevailing market conditions will create a demand for low density housing forms and conventional allotments of at least 500- 700m².

The projected dwelling yields for North Bonville can be explained in terms of two types of housing:

1. Conventional Housing - generally Torrens title allotments with single detached dwellings with an average allotment size of around 600m².
2. Dual Occupancy Housing - Torrens strata or community title allotments comprising duplexes or two detached dwellings with an average allotment size of around 400m².

OCCUPANCY RATES

The projected overall population will be a consequence of the dwelling yield and varying occupancy rates. The forecast occupancy rates are shown in Table 3.

Table 3 - Occupancy Rates

Housing Type	Occupancy Rates
Lot / Large Dwelling	2.8 persons/dwelling
Small Dwelling	1.8 persons/dwelling

Note: 15% of housing is expected to be in the form of dual occupancy development.

A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy

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

The total projected population of North Bonville based on these occupancy rates and projected dwelling yields, is shown in Table 4.

Table 4 - Population Projection

Housing Type	*Occ Rate	No. of Pop'n Dwellings	
Conventional	2.8	193	540
Dual Occupancy	2.8	64	180
Total		257	720

*Occupancy Rate

POPULATION PROFILE

The social infrastructure needs are based on an anticipated population of 1,171 persons. This includes an existing population of 451 and an additional population of 720 to be accommodated in the release areas.

The population profile of North Bonville is initially anticipated to reflect a “developing” population model. This developing population, coupled with the existing population, is expected to have the following age characteristics:

Table5 - Population

Age	Existing	%	New	%
0-9	76	16.8	139	19.3
10-19	82	18.2	121	16.8
20-29	32	7.0	89	12.4
30-39	71	15.8	120	16.6
40-49	85	18.9	102	14.1
50-59	48	10.7	54	7.5
60+	57	12.6	96	13.3
Total	451	100.0	720	100.0

The population is expected to have a high proportion of young families with persons of pre-school age (0-4 years), school age (5-19 years) and young to middle age adults (30-49 years).

PROPOSED PUBLIC FACILITIES

There are no community facilities proposed for North Bonville as the expected population for the area is not sufficient enough to support any new facilities. People in North Bonville will have access to the Boambee East Community Centre (north of Lyons Road)/future childcare centre.

The above community service needs are based on the population profile and standards derived from the Coffs Harbour Social Plan which represents a connection between service demand and provision for specific local facilities.

The population will contribute proportionally to the demands for certain regional facilities that could not be sustained by North Bonville in its own right.

The Coffs Harbour Regional District and Neighbourhood Facilities Contributions Plan identifies the contribution rate for regional community facilities. The Coffs Harbour Road Network and Surf Rescue Facilities Contributions Plans also apply to the release area.

OPEN SPACE AND RECREATION EXISTING FACILITIES

Existing formal open space and recreation facilities are limited within North Bonville. Within the adjoining Bongil Bongil National Park there are bike and walk trails, barbeque facilities, picnic areas and creek focus activities.

Informal recreation opportunities are provided with the nearby beaches, Bonville Creek and various bushland and reserve corridors.

IDENTIFIED NEEDS

The initial population of North Bonville is expected to reflect a developing population model with the proportion of the population under 19 years of age and in the 30-39 year age group being well above the NSW average. The lower than average proportion of the projected population in the over 60 years age group is a further indicator of the developing nature of the population.

On the basis of this population model, it is anticipated that a preference for structured sporting facilities and neighbourhood parks/playgrounds will exist. Open space facilities can be considered at a regional, district and local level.

Regional

Regional open space caters for users prepared to travel to significant distances from within and outside the Coffs Harbour local government area. These lands generally form part of a vast network of open space facilities and provide a regional resource for passive and active recreational pursuits, and nature conservation.

Regional open space areas in the vicinity of North Bonville include the Coffs Coast Sport and Leisure Park and Solitary Islands Coastal Walkway.

Note: Contributions for Regional Open Space are considered under a separate plan.

District

District open space is land used primarily for district sporting events and generally comprises playing fields and district sporting facilities. The primary use of these lands will be for organised recreation by residents of North Bonville. **Council's** Open Space Strategy provides standards for the provision of district sporting facilities. These standards provide a benchmark for provision of district facilities within North Bonville.

Since the expected additional population of North Bonville is only 720 people, it is not necessary to provide a centralised complex with all these facilities. Residents of North Bonville can utilise a number of the facilities available in the southern district such as Toormina playing fields, Sawtell Cricket Oval, and Hulberts Road Recreation Area.

Recreation areas located on coastal reserves are also classified as district open space. A range of facilities are provided in these locations to complement the attraction of the coastline and beach.

Note: Contributions for District Open Space are considered under a separate plan.

Local

Local open space is land used primarily for localised recreational purposes. These lands comprise neighbourhood parks, **children's** playground areas, passive reserves and drainage reserves.

Given that local open space generally serves young children, this space should be provided within a reasonable walking distance. A reasonable walking distance to a neighbourhood park or playground is considered to be 500m which represents, on average, a seven-minute walk.

Map 2 illustrates a 500m radius around potential neighbourhood park sites to provide a measure of demand based on spatial distribution and accessibility. It is to be noted that this radius does not take into account topography and other physical constraints. On this basis, one playground would be required to meet the needs of the community.

A "general store" located adjacent to the Neighbourhood Park will assist in helping the recreation area become more of a community focus.

PROPOSED FACILITIES

The location of the neighbourhood park is shown on Map 2.

The minimum works required for neighbourhood open space are:

- playground equipment;
- park seats; and
- landscaping.

This plan also provides for street tree planting along the collector road.

Neighbourhood Park

Land acquisition, landscaping
and fill, playground and park seats \$155,000

Street Trees
(300m, 40 trees @ \$75.00 each) \$3,000

TOTAL \$158,000

CALCULATION OF CONTRIBUTION RATE

The following formula is used to calculate the contribution rate for community facilities/services:

$$\text{Contribution rate} = \frac{(C - L)}{P}$$

C = Cost of community facility/service

L = Less funds levied or collected to date

P = Expected population

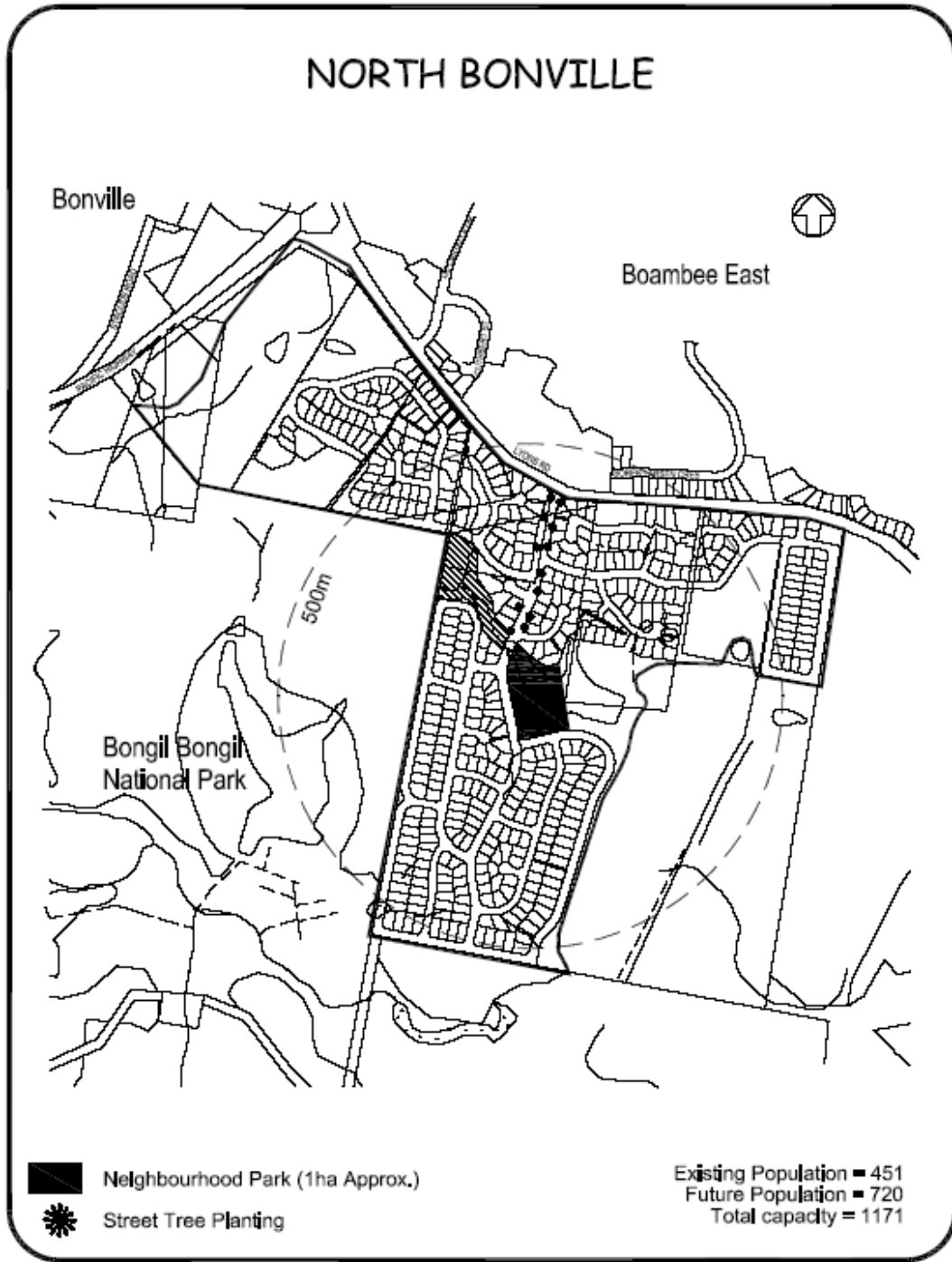
Local Facilities

$$\text{Contribution rate} = \frac{(C - L)}{P}$$

$$C = \frac{(\$158,000 - \$54,913)}{720}$$

$$= \frac{\$103,087}{720}$$

$$= \$143.18 \text{ per person}$$



MAP 2
OPEN SPACE AND RECREATION

TRANSPORT AND TRAFFIC MANAGEMENT

INTRODUCTION

The strategy for the movement of people within and through North Bonville recognises the dependence on the motorcar, yet provides for an efficient and convenient network of pedestrian and bicycle routes.

The strategy also provides the infrastructure needed for a bus service.

EXISTING FACILITIES

Access to North Bonville is obtained from Lyons Road with the Pacific Highway being the westerly boundary of the study area.

IDENTIFIED NEEDS

The transport demands within North Bonville can be categorised in terms of the road network, public transport and pedestrian/bicycle network.

Road Network

A road hierarchy has been established classifying roads as collector or local roads in accordance with their functional characteristics. The road network will be governed by the collector road which has been established to reduce the number of access points on to Lyons Road and ensure the safe movement of vehicles and pedestrians.

This contribution plan provides for the development of the collector road and associated traffic management measures. The collector road will be constructed from Lyons road in a southerly direction for approximately 200 metres. As this section of road is the major access for all future lots, all lots will be required to contribute towards the construction of the collector road and Lyons Road intersection works.

Local roads will be at the expense of the developer.

Public Transport

The provision of a good public transport system will reduce car dependency, provide for energy efficiency and enable residents without a private vehicle to maintain reasonable mobility, particularly the elderly and those less than 17 years of age.

Opportunities for public transport within North Bonville are limited to the provision of a possible bus service.

To provide for a safe, comfortable and efficient bus service, certain basic facilities are required, including bus shelters and seats. It is proposed to provide bus shelters/seats along the collector road which has the highest frequency of use. A total of three shelters will be provided.

Pedestrian and Bicycle Ways

The provision of pedestrian and bicycle facilities in residential areas can provide an important alternative transport route for both recreation and functional journeys. The proposed routes are identified in Map 3 and have been designed to relate to the need for access to the neighbourhood park, surrounding recreational facilities and shops.

Pedestrian and cycle routes are to be provided in the form of on-road footpaths/cycleways on low order local roads and off-road footpaths/cycleways on the collector road. In addition, cycle refuge lanes are also to be provided on Lyons Road and on the collector road.

PROPOSED FACILITIES

The following table summarises the traffic and transport facilities, which will be funded using Section 94 contributions on the basis of the local and district facilities.

Collector Road

First 200m of restricted access Road, plus intersection construction at Lyons Road	\$750,000
--	-----------

Traffic Management

Cycle & pedestrian paths	\$277,650
No right-turn barrier (at minor entrance)	\$30,000
3 Bus Shelters @ \$15,000 each	\$45,000
Refuge for bicycles on Lyons Road 2 unit @ \$12,000/unit	\$24,000
Route lighting 200m @ \$35 per metre	\$7,000
15% design and supervision	\$170,047
15% contingencies	\$195,555
TOTAL	\$1,499,252

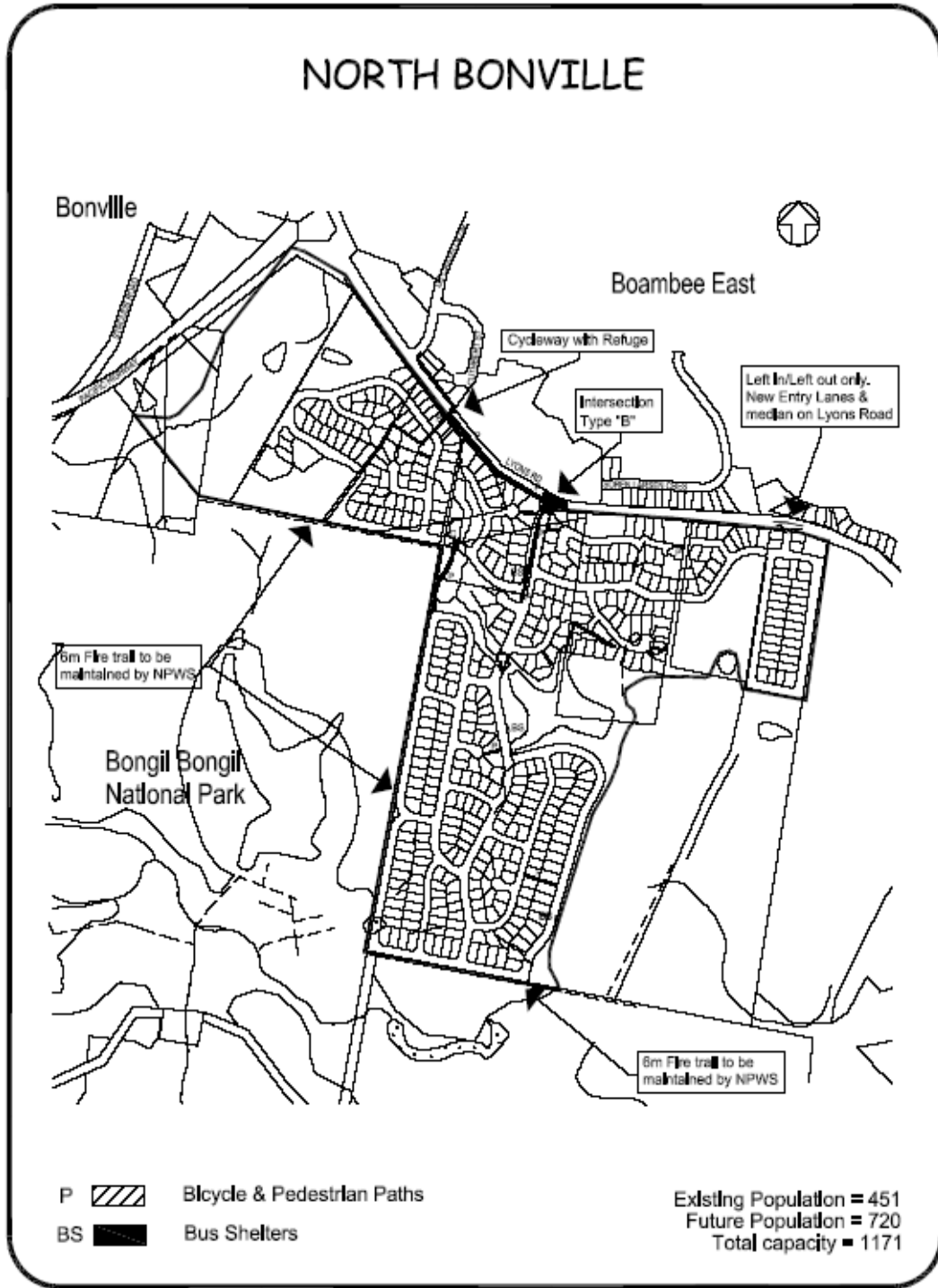
CALCULATION OF CONTRIBUTION RATE

The contribution rate is calculated as follows:

- C = Cost of community facility
- L = Less funds levied or collected to date
- P = Expected population

Where:

$$\begin{aligned}
 C &= \$1,499,252 \\
 L &= \$388,632 \\
 P &= 720 \\
 &= \frac{(\$1,499,252 - \$388,632)}{720} \\
 &= \frac{\$1,110,620}{720} \\
 &= \$1,542.53 \text{ per person}
 \end{aligned}$$



MAP 3
TRAFFIC & TRANSPORT STRATEGY

STORMWATER MANAGEMENT EXISTING FACILITIES

There is no existing stormwater drainage infrastructure for North Bonville. North Bonville forms part of the catchment of Bonville Creek. It is important to minimise the impact of new development upon the receiving waters of Bonville Creek.

IDENTIFIED NEEDS

Water Quality

The contribution plan only allows for the provision of a wetland and coarse sediment and gross pollutant traps; filter strips will be required for each site as part of the development (refer Map 4).

PROPOSED FACILITIES

The following facilities are required:

Water Quality

Wetland (including acquisition)	\$250,000
Coarse sediment and gross pollutant traps	\$80,000
TOTAL	\$330,000

This plan provides for the acquisition of land for the proposed wetland site. There is no provision for the purchase of other drainage and environmental lands. These lands are to be dedicated to council free of cost progressively as subdivision applications are lodged.

CALCULATION OF CONTRIBUTION RATE

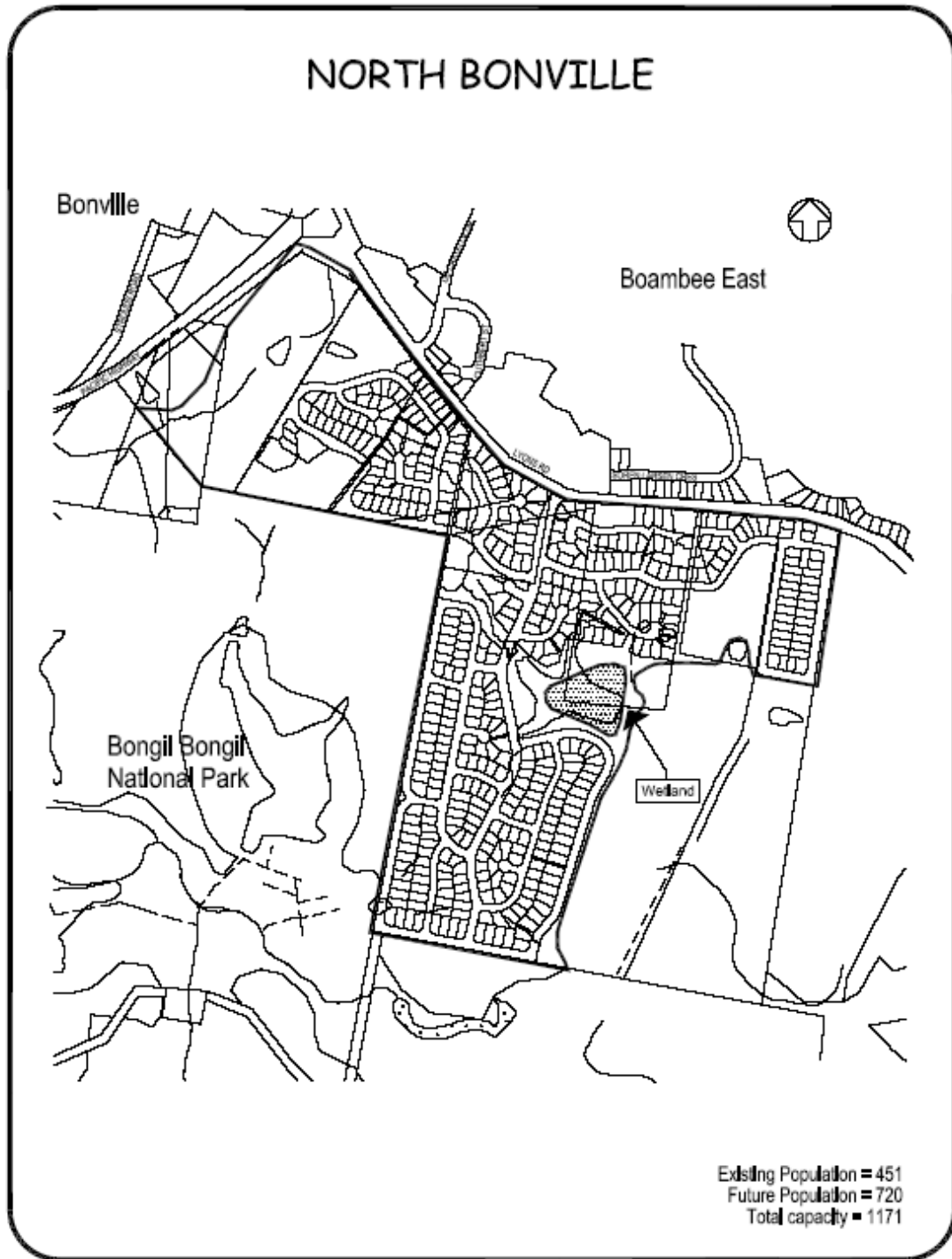
The following formula is used to calculate the contribution rate:

$$\text{Contribution rate} = \frac{(C - L)}{P}$$

- C = Cost of community facility/service
- L = Less funds levied or collected to date
- P = Expected population

$$= \frac{(\$330,000 - 57,814)}{720}$$

$$= \$378.03 \text{ per person}$$



MAP 4
STORMWATER MANAGEMENT & DRAINAGE

Attachment 6

URBAN PLANNING PLANS AND STUDIES

Section 94 of the Environmental Planning and Assessment Act allows the recoupment of costs for the preparation of the DCP, this Contribution Plan and associated studies.

The cost of studies and the plan is as follows:

Water quality study	\$10,000
Development Control Plan	\$10,000
TOTAL	\$20,000

CALCULATION OF CONTRIBUTION RATE

The following formula is used to calculate the contribution rate:

$$\text{Contribution rate} = \frac{C - L}{P}$$

- C = Cost of studies/plans
 - P = Expected population
 - L = Less funds levied or collected to date
- $$= \frac{(\$20,000 - \$7,570)}{720}$$
- $$= \$17.26 \text{ per person}$$

APPENDIX A - INDICES

CONTRIBUTION TYPE	INDEXATION BASIS	DATE APPLIED	INDEX
Roads/Traffic Management	Consumer Price Index, All Groups (A) Sydney	March 2005	148.20
Buildings/Embellishment	Consumer Price Index, All Groups (A) Sydney	March 2005	148.20
Land Acquisition	Consumer Price Index, All Groups (A) Sydney	September 2003	142.40
Stormwater	Consumer Price Index, All Groups (A) Sydney	March 2005	148.20

Notes:

- Statistics Issued by Australian Bureau of Statistics

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
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 bed	0.1 per bed	0.1 per bed	0.1 per bed
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

Attachment 6

	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	Determined on Application
Place of worship	N/A	1 per 80 seats (pro-rata)	1 per 80 seats (pro-rata)
Cultural Establishment	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Correctional Centre	N/A	0.5 per bed	0.5 per bed
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) not including secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy.

**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).

Attachment 6

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

Attachment 7



NORTH COFFS RELEASE AREA

**Developer Contributions
Plan 2015**



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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

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

The North Coffs Development Control Plan (DCP) makes provision for further residential expansion for a minimum of 732 additional lots accommodating a minimum of 1903 people. These figures include the Big Banana and adjacent lands, the deferred R1 and R2 Precincts and the Pacific Bay West Lands as identified in the North Coffs DCP 2012.

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

- transport and traffic facilities; and
- planning studies.

The North Coffs Release Area has been divided into two catchments based on the need for the above facilities and services. These are classified as:

- Catchment A (Big Banana and adjacent lands); and
- Catchment B (Pacific Bay West Lands - Southern).

The Pacific Bay West Lands – Northern Catchment is a standalone catchment area which is able to provide all of its own necessary infrastructure requirements. Consequently no contributions are required to be levied on this land.

The Big Banana Lands and the Pacific Bay West Lands – Southern Catchment will also be able to provide much of its own infrastructure.

This infrastructure will be provided by the developers of this land as part of any future Development Application.

Also of importance is the fact that the Big Banana Land has been zoned to accommodate expansion needs of the Big Banana Tourist Facility. This area will accommodate a significant demand for facilities and services. Most of these services will be provided for by the developer as part of the future development of this land.

It should be noted that the proposed expansion will require the upgrade of West Korora Road and its intersection with the Pacific Highway. Council will not be forward funding these works.

This contribution plan provides Council with the authority to levy contributions on other lands within the catchment that will benefit from these works. These contributions will then be reimbursed to the party that funds West Korora Road and intersection works. This is considered to be the most fair and equitable outcome for all property owners involved.

Attachment 7

SUMMARY OF CONTRIBUTION RATES

Table 1 summarises the costs of the identified public facilities required as a result of the future development of the North Coffs Release Area.

Table 2 summarises the contribution rates applying to the different catchments within the North Coffs Release Area. Appendix "B" includes additional contribution rates that apply to various other forms of development.

DATE OF COMMENCEMENT OF THE PLAN

This Development Contributions Plan came into operation on 12 July 2012, and replaces contributions plan that came into operation on 12 July 2012. This plan was amended on 8 May 2013, 18 December 2013 and further on xx/xx/xxxx.

Attachment 7

Table 1 - Summary Cost by Land Use

Public Facility	Total Cost	Net Cost to be Levied
	\$	\$
Catchment A and B		
Transport and Traffic	4,845,744.00	4,845,744.00
Planning Studies	229,765.00	172,481.83

Table 2 - Summary of Contributions

Service/Facility	Net Cost to be Levied \$	Per Person \$	Per Lot / large dwelling \$	Per Small Dwelling \$
Catchment A (Big Banana and adjacent lands)				
Transport and Traffic	4,845,744.00	3,407.70	8,860.02	6,201.13
Planning Studies	172,173.13	124.47	323.62	220.05
Catchment B (Pacific Bay West Lands - Southern)				
Transport and Traffic	4,845,744.00	3,407.70	8,860.02	6,201.13
Planning Studies	308.70	7.92	20.59	14.41

Notes:

- In addition to the above the relevant contribution rates for Regional, District and Neighbourhood open space and community facilities, Surf Rescue Equipment, the Coffs Harbour Road Network, and the Coffs Harbour Water Supply and Wastewater Development Services Plans will also apply.
- 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; and
 - the contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.
- A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwellings as defined in the Affordable Rental Housing State Environmental Planning Policy.
- 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).
- SEPP Seniors Living occupancy rates of 1.5 persons per dwelling refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004
- Additional contribution rates for various other types of development are included in this Plan at appendix "B"

PART 2

ADMINISTRATION AND ACCOUNTING

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act, 1979 and may be referred to as the North Coffs 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, 1979 to enable Council to require a contribution towards the provision, extension or augmentation of public facilities and services. These facilities and services are required as a consequence of development in the area or 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 in North Coffs as development occurs.
- (ii) enable Council to recoup funds that 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 detailed strategy for the assessment, collection, expenditure, accounting and review of development contributions on an equitable basis throughout North Coffs.

THE AREA TO WHICH THE PLAN APPLIES

The plan applies to all land within North Coffs as described on Map 1. As can be identified in Map 1 the North Coffs Release Area has been divided into two catchments based on the demand for the required facilities and services. These are classified as:

- Catchment A (Big Banana and adjacent lands); and
- Catchment B (Pacific Bay West Lands - Southern).

RELATIONSHIP TO OTHER PLANS AND POLICIES

This plan supplements the Coffs Harbour City Local Environmental Plan 2013 and the Coffs Harbour Development Control Plan 2013.

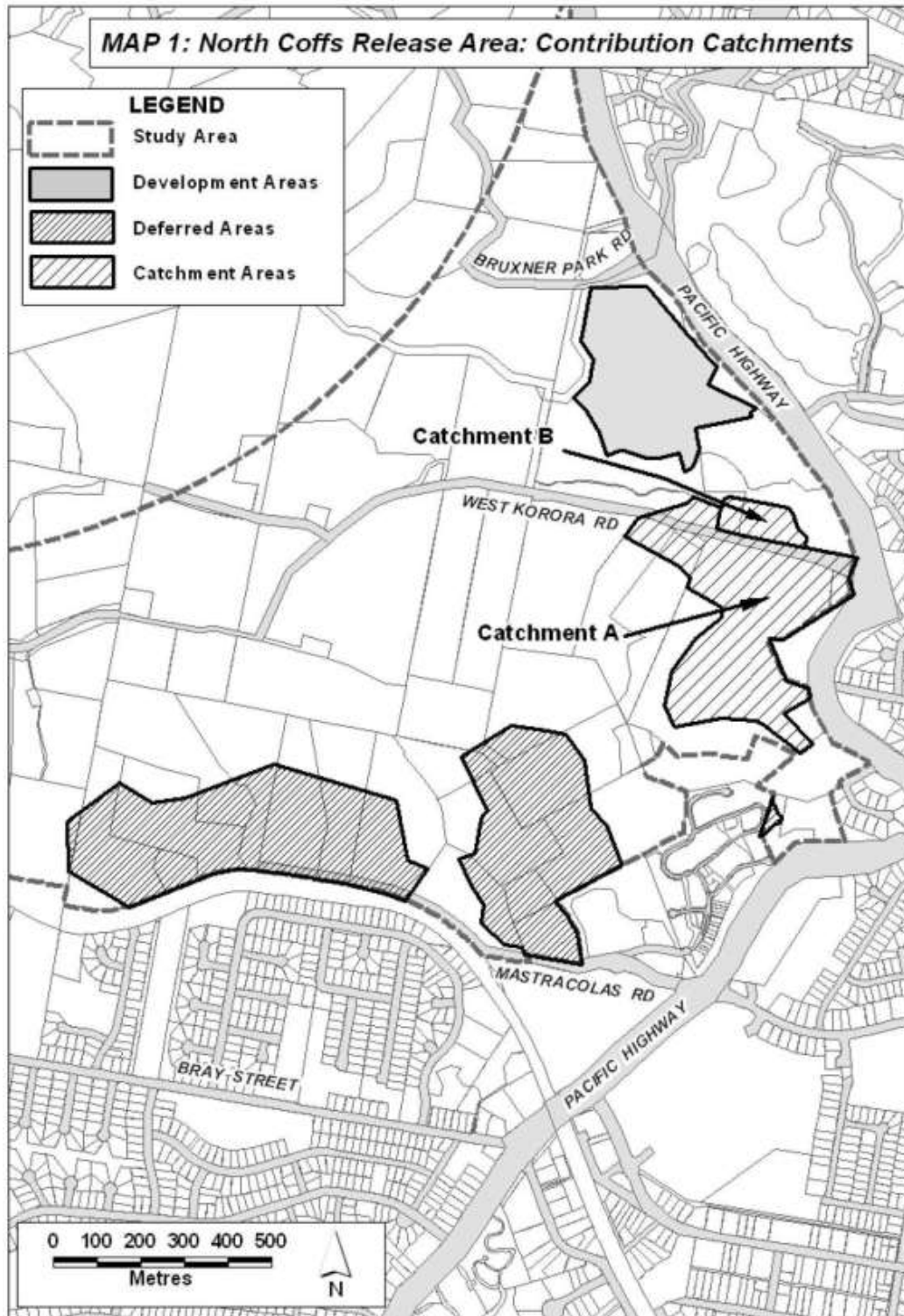
This plan should be read in conjunction with the Open Space Developer Contributions Plan, the Coffs Harbour Road Network Contributions Plan, the Surf Rescue Facilities Contributions Plan, and other contributions plans that may apply to the area.

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.

MAP 1
NORTH COFFS RELEASE AREA



Attachment 7

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.

$$\text{Contribution per person} = \frac{C}{P}$$

Where:

C = total cost of works to provide the desired facility or service including land acquisition, survey and design and construction costs, but less any grant or other funds received

P = future population of catchment

TIMING OF PAYMENT OF CONTRIBUTIONS

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

- development consents involving subdivisions – prior to the release of the subdivision certificate;
- development consents involving building work - prior to the release of the construction certificate; and
- 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 operations of this plan; and
- the provision of the public facility or service in accordance with the adopted works 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 six 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 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; and
- deferments will not be granted based on progressive sales of land.
- For the purposes of this provision, "appropriate rate of interest" means the seven year local government interest borrowing rate applicable from time to time, and "appropriate institution" means a licensed bank or other institution where securities comprise authorised investments under the Trustee Act 1925.

Attachment 7

WORKS IN KIND

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

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

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

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

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.

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.

Development consents involving construction of a secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy that are approved between 1 July 2015 and 30 June 2017 are exempt from contributions applicable under this contributions plan.

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 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 facilities, or other aspects relating to the contributions 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 between the expected types of development in the area and the demand for additional 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. The North Coffs Release Area has been identified in the strategy as an Investigation Area for Residential **Purposes’** and given Priority 1 – Short Term (2006- 2011) status.

Coffs Harbour City Council Social and Community Strategic Plan 2006 identifies existing community facilities and services and highlights a range of community facilities and services required for the existing and future population.

The Coffs Harbour DCP 2013 sets out detailed guidelines for development within the North Coffs Release Area. It provides for a range of residential densities, although it is expected that the dominant form of development will be detached or semi detached dwellings.

PROVISION

The anticipated increase in population in North Coffs will place greater demands on existing public facilities and require the provision of new public facilities which are not currently available in the area.

Table 1 in this plan lists the public facilities to be provided in North Coffs.

The Coffs Harbour Open Space Developer Contributions Plan lists the public facilities provided for the benefit of future population in North Coffs together with future population in other catchments.

LOCATION

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 needs may be satisfied.

TIMING

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

EXISTING AND FUTURE DEVELOPMENT IN NORTH COFFS

North Coffs is a new release area which has a minimal existing population due to the area previously being zoned Rural 1(A). The future permanent population for the release area is estimated to be a minimum of 1903 people. This includes the Big Banana and adjacent lands, the deferred R1 and R2 Precincts and the Pacific Bay West Lands as depicted on map 1

PROJECTED DWELLING YIELD

Housing policy, prevailing market conditions and environmental constraints will together influence dwelling yield. The forecast population is based on the potential dwelling yields. These yields are derived from balancing existing urban patterns with changing demands for a wider choice of housing and endeavours to promote efficient and sustainable urban environments.

The housing policy promoted for the development of North Coffs is to provide for a variety of housing types which encourage a heterogeneous population. It should be noted that environmental constraints and prevailing market conditions may create a demand for low density housing forms and conventional allotments of 500-700m² within the study area. This, coupled with the fact that the likely future development of Catchment A will be unconventional development associated with the existing Big Banana Development, makes it very difficult to project an accurate future yield for catchment A.

For the purposes of this plan, the yield for the North Coffs Release area has been calculated based on Structure Plans prepared for each catchment which have taken into consideration the proposed zoning, site constraints and anticipated development patterns. A minimum lot yield approach has been adopted in preparing these structure plans.

In determining lot yield for the Big Banana Lands, the figures provided in the Traffic Assessment Report in the North Coffs Local Environmental Study have been utilised along with some assumptions based on environmental constraints.

Given the location and the site constraints of the Release Area, it is considered likely that larger lots will predominantly dominate the development pattern outside of the Big Banana expansion area. Accordingly the yields for the release area have been calculated on Large Lot/Dwelling rates with an occupancy rate of 2.6 persons per dwelling.

The total projected population of the North Coffs Release Area has been based on these occupancy rates, projected dwelling yields and assumptions and are shown in Table 3.

Table 3 - Population Projection

Service/ Facility	Occupancy Rate	Min Lot Yield/ Equivalent Tenements	Population/ Equivalent Population
Catchment A (Big Banana and adjacent lands)			
Conventional	2.6	532	1,383.20
Catchment B (Pacific Bay West Lands - Southern)			
Conventional	2.6	15	39.00
Total		547	1,422.20

Attachment 7

POPULATION PROFILE

The social infrastructure needs are based on an anticipated population of 1903 persons.

The population profile of North Coffs is initially anticipated to reflect a “developing” population model. This developing population is expected to have the following age characteristics:

Table 4 - Population

Age	New	%
0-9	367	19.3
10-19	320	16.8
20-29	236	12.4
30-39	316	16.6
40-49	268	14.1
50-59	143	7.5
60+	253	13.3
Total	1,903	100

The population is expected to have a high proportion of young families with persons of pre-school age (0-4 years), school age (5-19 years) and young to middle age adults (30-49 years).

PROPOSED PUBLIC FACILITIES

There are no community facilities proposed for North Coffs as the expected population for the area is not sufficient enough to support any new facilities. People in North Coffs will have access to the Community Facilities that exist in and around Park Beach.

There is a significant retail/commercial precinct in proximity to the Release Area and the R1 Zone allows for establishment of a general store if demand dictates a need for such a use.

The population will contribute proportionally to the demands for certain regional facilities that could not be sustained by the North Coffs Release Area in its own right.

The Coffs Harbour Open Space Developer Contributions Plan identifies the contribution rate for regional community facilities. The Coffs Harbour Road Network and Surf Rescue Equipment Contributions Plans also apply to the release area.

OPEN SPACE AND RECREATION EXISTING FACILITIES

Existing formal open space and recreation facilities are provided at Park Beach and at Bray Street which are located to the east and south of the release area.

Informal recreation opportunities are provided with the nearby beaches, Coffs Creek and various bushland and reserve corridors.

Attachment 7

IDENTIFIED NEEDS

The initial population of North Coffs is expected to reflect a developing population model with the proportion of the population under 19 years of age and in the 30-39 year age group being well above the NSW average. The lower than average proportion of the projected population in the over 60 years age group is a further indicator of the developing nature of the population.

On the basis of this population model, it is anticipated that a preference for structured sporting facilities and neighbourhood parks/playgrounds will exist. Open space facilities can be considered at a regional, district and local level.

Regional

Regional open space caters for users prepared to travel to significant distances from within and outside the Coffs Harbour local government area. These lands generally form part of a vast network of open space facilities and provide a regional resource for passive and active recreational pursuits, and nature conservation.

Regional open space areas in the vicinity of North Coffs include the Coffs Coast Sport and Leisure Park and Solitary Islands Coastal Walkway.

Note: Contributions for Regional Open Space are considered under a separate plan.

District

District open space is land used primarily for district sporting events and generally comprises playing fields and district sporting facilities. The primary use of these lands will be for organised recreation by residents of North Coffs. **Council's** Open Space Strategy provides standards for the provision of district sporting facilities. These standards provide a benchmark for provision of district facilities within North Coffs.

Since the expected minimum population of North Coffs is only approximately 1900 people, it is not necessary to provide a centralised complex with all these facilities. Residents of North Coffs can utilize a number of the district facilities available throughout the Coffs Harbour urban area.

Recreation areas located on coastal reserves are also classified as district open space. A range of facilities are provided in these locations to complement the attraction of the coastline and beach.

Note: Contributions for District Open Space are considered under a separate plan.

Local

Local open space is land used primarily for localised recreational purposes. These lands comprise neighbourhood parks, **children's** playground areas, passive reserves and drainage reserves.

Given that local open space generally serves young children, this space should be provided within a reasonable walking distance. A reasonable walking distance to a neighbourhood park or playground is considered to be 500m which represents, on average, a seven-minute walk.

The North Coffs DCP indicates the proposed location of a neighbourhood park site which is considered to be centrally located to best meet the demands of the future population. Parks and recreation areas are to be provided by developers of land in accordance with the DCP. Consequently no developer contributions for parks and recreation facilities are levied under this plan.

Attachment 7

TRANSPORT AND TRAFFIC MANAGEMENT

INTRODUCTION

The strategy for the movement of people within and through North Coffs recognizes the dependence on the motorcar, yet provides for an efficient and convenient network of pedestrian and bicycle routes. The strategy also provides the infrastructure needed for a bus service.

EXISTING FACILITIES

Access to both catchments (which are subject to this contribution plan) is to be obtained from the Pacific Highway at the West Korora Road.

IDENTIFIED NEEDS

The transport demands within North Coffs can be categorised in terms of the road network, public transport and pedestrian/bicycle network.

Road Network

Map 2 identifies the works required to accommodate the proposed development within the North Coffs Release Area. These works include:

- upgrade of the West Korora/Pacific Highway intersection;
- upgrade of part of West Korora Road;
- Pedestrian and bike path facilities.

These works are likely to be funded and build as part of the Big Banana Development with this contribution plan levying development that will benefit from these works.

Local roads will be at the expense of the developer.

This plan also provides for street tree planting along the upgraded section of West Korora Road.

Public Transport

The provision of a good public transport system will reduce car dependency, provide for energy efficiency and enable residents without a private vehicle to maintain reasonable mobility, particularly the elderly and those less than 17 years of age. Opportunities for public transport within North Coffs are limited to the provision of a possible bus service.

To provide for a safe, comfortable and efficient bus service, certain basic facilities are required, including bus shelters and seats. It is proposed to provide bus shelters/seats along West Korora Road. A total of two shelters will be provided.

Pedestrian and Bicycle Ways

The provision of pedestrian and bicycle facilities in residential areas can provide an important alternative transport route for both recreation and functional journeys.

Pedestrian and cycle routes are to be provided by the developer in the form of on road footpaths/cycleways on low order local roads and off-road footpaths/cycleways on the collector road and do not form part of this plan.

The proposed route is identified in Map 2 and has been designed to relate to the need for access to the **Council's** existing pedestrian route.

Attachment 7

PROPOSED FACILITIES

The following schedule summarizes the traffic and transport facilities, which will be funded via Section 94 contributions for catchments A and B (excludes areas R1 & R2)

Upgrade to West Korora Road

Upgrade of intersection \$2,000,000 at Pacific Highway

Upgrade of West Korora Road \$1,350,000

(including:

- 2 Bus Shelters @ \$12,500 each
- Street tree planting \$8,200
- Route lighting 500m @ \$100
- per metre \$50,000)

Traffic Management

Cycle & pedestrian paths \$377,496

Additionally

15% design and supervision \$559,124

15% contingencies \$559,124

TOTAL \$4,845,744

CALCULATION OF CONTRIBUTION RATE

The contribution rate is calculated as follows:

C = Cost of Transport and Traffic facilities

P = Expected population

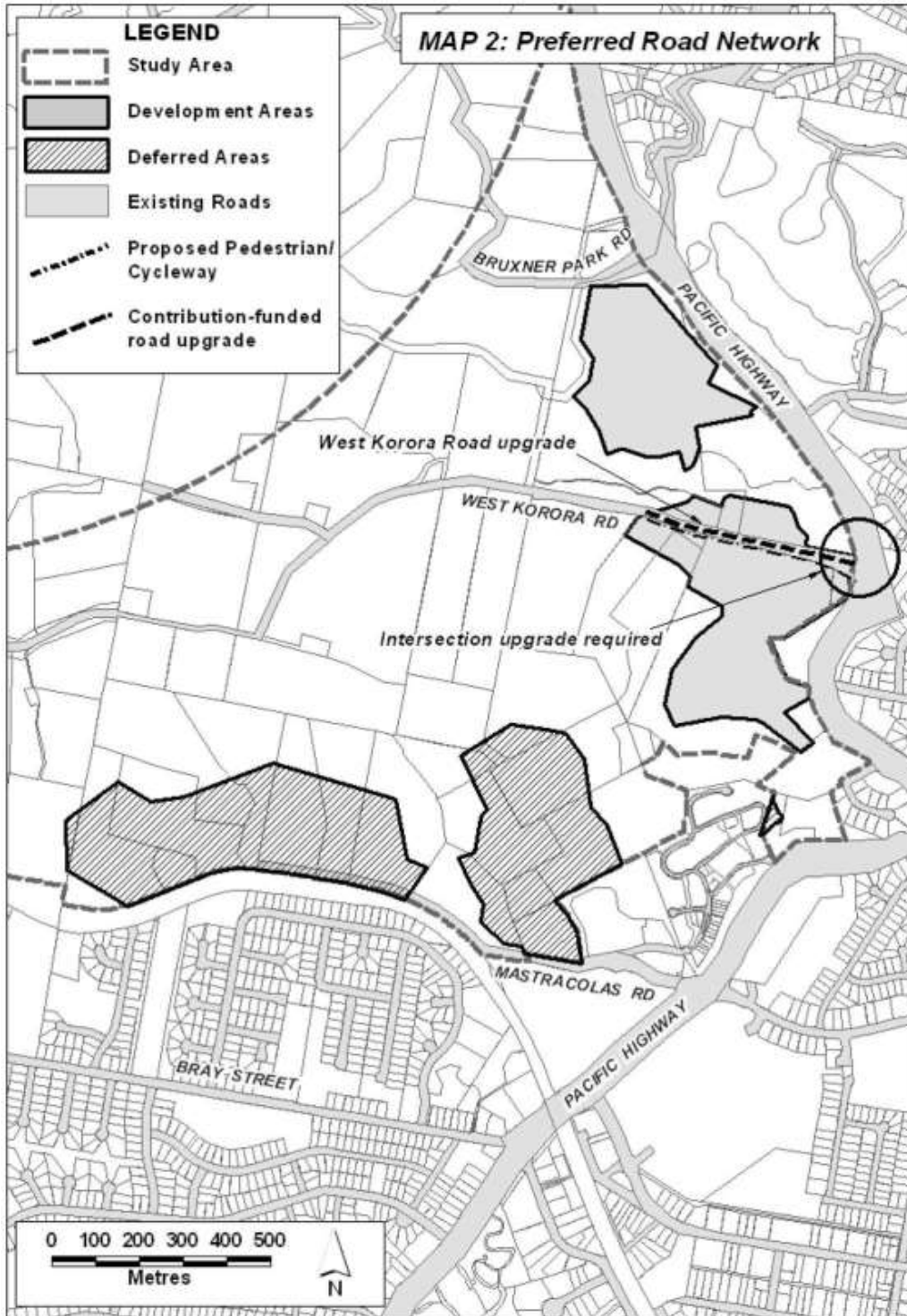
C = \$4,845,744

P = 1,422

= $\frac{\$4,845,744}{1422}$

= \$3,407.70 per person

MAP 2
TRAFFIC & TRANSPORT STRATEGY



PLANNING REPORTS

INTRODUCTION

As part of the rezoning of the North Coffs Release Area, Council engaged the services of a consultant to prepare the required Local Environmental Study (LES), Development Control Plan and Developer Contributions Plan.

Pursuant to the provisions of the Environmental Planning and Assessment Act 1979 provides Council the ability to levy expenses it has incurred for planning studies undertaken to initiate the rezoning of land for development.

STUDIES UNDERTAKEN AND COSTS

The studies undertaken and costs incurred are outlined below.

Table 6 – Cost of Studies

Planning Study	\$
Local Environmental Study	195,665
Development Control Plan	19,200
Developer Contribution Plan	14,900
Total	229,765

APPORTIONMENT

All three of the above planning studies applied to land in Catchment A and the deferred areas of R1 and R2 Lands (refer North Coffs DCP). The Developer Contribution Plan also applies to Catchment B. None of the studies applied to the Pacific Bay West Lands – Northern Catchment.

The cost of the Local Environmental Study and the Development Control Plan will be levied against lots within Catchment A. The cost of the Developer Contributions Plan will be levied against Catchments A and B.

CALCULATION OF CONTRIBUTION RATE

The contribution rate is calculated as follows:

C = Cost of Relevant Planning Studies

P = Expected population

Catchment A

C = \$172,173.13

P = 1,383

= $\frac{\$172,173.13}{1,383}$

= \$124.04 per person

Catchment B

C = \$308.70

P = 39

= $\frac{\$308.70}{39}$

= \$7.92 per person

APPENDIX A - INDICES

CONTRIBUTION TYPE	INDEXATION BASIS	DATE APPLIED	INDEX
Roads/Traffic Management	Consumer Price Index – All Groups (A) for Sydney	December 2011	99.8
Planning Studies	Consumer Price Index – All Groups (A) for Sydney	December 2011	99.8

Notes:

- Indices are issued by Australian Bureau of Statistics

APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

CLASSIFICATION	Unit Rate per ET Section 94 Contribution Plans	Unit Rate per ET Water DSP	Unit Rate per ET Waste Water DSP
RESIDENTIAL			
Subdivision lot	1	1	1
Small Dwelling*	0.7 per dwelling	0.7 per dwelling	0.7 per dwelling
Large Dwelling**	1 per dwelling	1 per dwelling	1 per dwelling
Boarding House	0.35 per bed	0.35 per bed	0.35 per bed
Seniors Living (SEPP)	0.55 per dwelling	0.55 per dwelling	0.55 per dwelling
Nursing Home	0.35 per bed	0.35 per bed	0.35 per bed
Self-Care retirement unit	0.55 per unit	0.55 per unit	0.55 per unit
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 bed	0.1 per bed	0.1 per bed	0.1 per bed
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

	Unit Rate per ET	Unit Rate per ET	Unit Rate per ET
	Section 94		
CLASSIFICATION	Contribution Plans	Water DSP	Waste Water DSP
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
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	Determined on Application
Place of worship	N/A	1 per 80 seats (pro- rata)	1 per 80 seats (pro- rata)
Cultural Establishment	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Correctional Centre	N/A	0.5 per bed	0.5 per bed
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

	Unit Rate per ET	Unit Rate per ET	Unit Rate per ET
	Section 94		
CLASSIFICATION	Contribution Plans	Water DSP	Waste Water DSP
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 100m ²	0.3 per 100m ²
Function/Conference Centre	N/A	0.3 per 100m ²	0.3 per 100m ²

**A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy*

***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
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Attachment 8



PARK BEACH AREA

Development
Contributions
Plan 2015



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PART 1 – SUMMARY SCHEDULES

EXECUTIVE SUMMARY

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

The Coffs Harbour Development Control Plan 2013 makes provision for multi-unit housing and tourist accommodation development at Park Beach.

As a consequence of this additional development and having regard to the level of facilities already available, it will be necessary to provide:

- Open space and recreation facilities
- Traffic facilities
- Footpaths
- Car parking

SUMMARY OF CONTRIBUTION RATES

Table 1 summarises the contribution rates applying to the different forms of development in Park Beach. Appendix "B" includes additional contribution rates that apply to various other forms of development.

Table 2 summarises the costs of the identified public facilities.

DATE OF COMMENCEMENT OF THE PLAN

This Development Contributions Plan **came into operation on 28 August 2006.**

This Plan was amended on 24 April 2008, on 8 May 2013, 18 December 2013 and again on xx/xx/xxxx.

Table 1 – Summary of Contributions

Service/Facility	Net Cost to be Levied \$	Per Person \$	Per Small Dwelling \$	Per Large Dwelling \$	Per Car Park \$	Per SEPP Seniors Living Dwelling (self cared) \$
Traffic Facilities	57,000	126.66	248.25	354.64		195.05
Open Space	375,200	833.78	1,634.21	2,334.58		1,284.02
Car Parking	208,000				4,000	

Notes:

1. Contribution rates will be applied as follows:
 - the first lot in a residential subdivision is exempt from contributions
 - the first dwelling on a residential lot is exempt from contributions
 - the contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.
2. A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwellings as defined under the Affordable Rental Housing State Environmental Planning Policy
3. The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres of floor area (excluding garages and balcony areas).
4. SEPP Seniors Living occupancy rates refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004
5. Additional contribution rates for various other types of development are included in this plan at annexure "A"

Table 2 – Schedule of Works, Staging and Expenditures

Works Required	Estimated Capital Cost \$	Estimated Staging
Traffic Facilities	57,000	Progressively as funds become available
Open Space	375,200	Progressively as funds become available
Car Parking	208,000	As funds become available

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 (EPA) Act 1979 and may be referred to as the Park Beach Area Developer Contributions Plan 2015.

PURPOSE OF THE PLAN

The purpose of this plan is to enable Council to require a contribution towards the provision of car parking, traffic facilities, and other public amenities in the Park Beach Area.

AREA TO WHICH THE PLAN APPLIES

The plan applies to all land within the Park Beach Area as shown in Map 1.

RELATIONSHIP TO OTHER PLANS AND POLICIES

This plan supplements Coffs Harbour City Local Environmental Plan 2013 and Coffs Harbour Development Control Plan 2013.

This Plan should be read in conjunction with other contributions plans that may apply to the Park Beach Area as defined in Map 1.

FORMULA FOR DETERMINING CONTRIBUTIONS

The formula to be used for the calculation of contributions under Section 94 of the EPA Act is as set out below.

Car Parking Facilities

$$\text{Contribution} = \frac{C}{S}$$

Where:

C = Cost of construction of the car parking facilities

S = Total number of car parking spaces to be provided to meet the projected increase in demand

Open Space & Traffic Facilities

$$\text{Contribution} = \frac{C}{P}$$

Where:

C = Cost of construction of the car parking facilities

P = Future population

Attachment 8

TIMING OF PAYMENT OF CONTRIBUTIONS

Payment of contributions should be finalised at the following stages:

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

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

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

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

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 car parking facilities required by the proposed development;
- no prejudice will be caused to the operation of this plan;
- the provision of the car parking facility in accordance with the adopted works 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 six 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.

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

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.

Development consents involving construction of a secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy that are approved between 1 July 2015 and 30 June 2017 are exempt from contributions applicable under this contributions 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.

REVIEW OF CONTRIBUTION RATES

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

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

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

where

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

C = Previous contribution rate

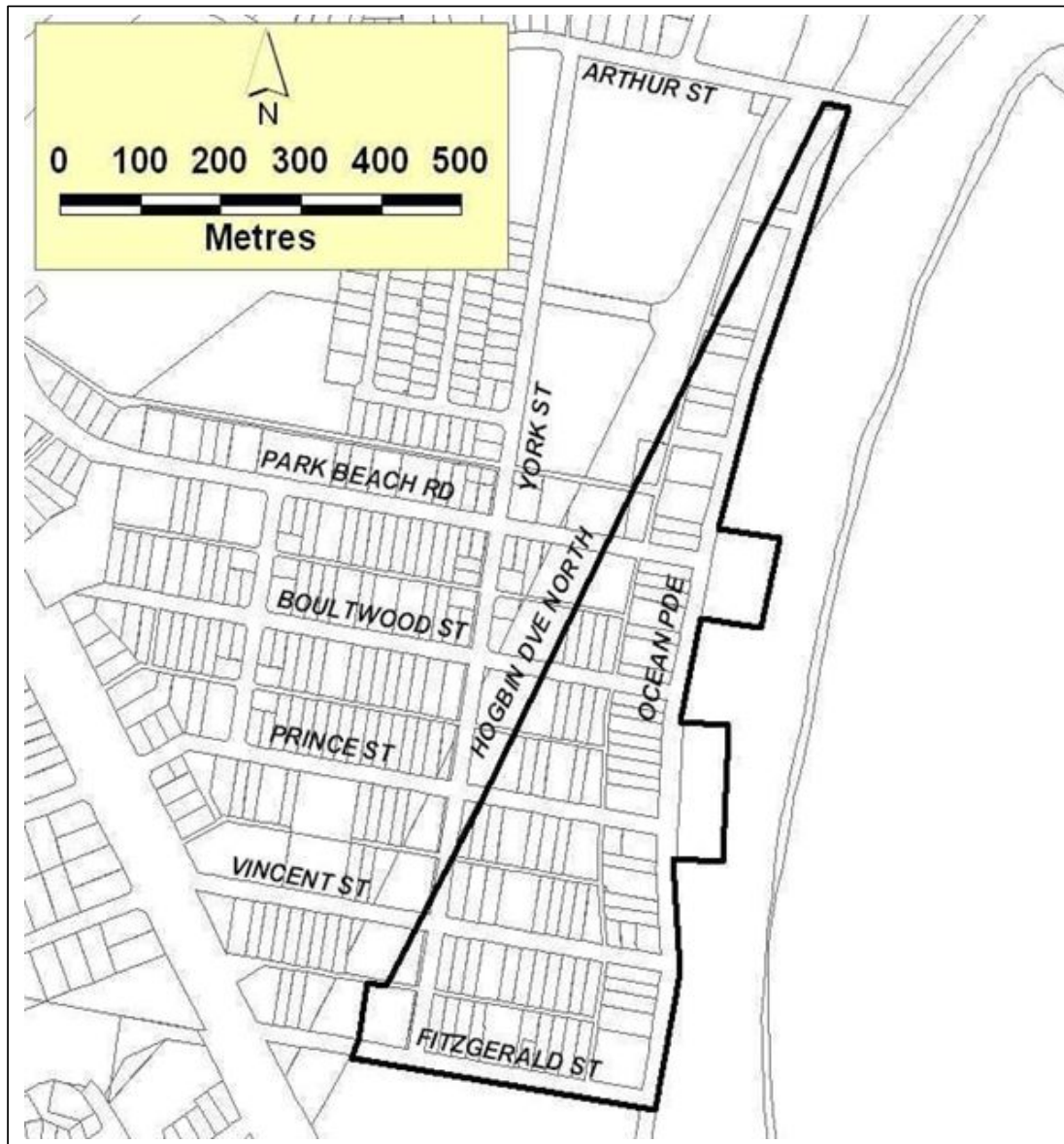
Current index is the Consumer Price Index at the date of review of the contribution

Previous index is the Consumer Price index as listed in Table 3 or applicable at the time of issue of the consent.

The Council may also review the works schedule, the estimate of costs of the facilities, or other aspects relating to the contribution plan.

Table 3 Indexing Factors for

Contribution Type	Indexation Basis	Index	Date Applied
Car parking	CPI	152.2	Jan. 2006
Footpaths	CPI	152.2	Jan. 2006
Open Space	CPI	152.2	Jan. 2006
Traffic Facilities	CPI	152.2	Jan. 2006



MAP 1 - AREA TO WHICH THE PLAN APPLIES

PART 3 – STRATEGY PLANS

RELATIONSHIP BETWEEN EXPECTED DEVELOPMENT AND DEMAND FOR ADDITIONAL PUBLIC FACILITIES

The Coffs Harbour Our Living City Settlement Strategy estimates that there will be infill development within the Coffs Harbour area to accommodate around 3,000 people.

Having regard to the zonings applicable to the catchment, it is estimated development will occur to allow a further 1,000 people to reside in the catchment.

Additionally Coffs Harbour Development Control Plan 2013 provides for a strategy that will encourage “mixed use” type developments which may include activities such as restaurants and retail outlets, or general stores designed to meet the needs of residents and tourists alike.

Occupancy Rates

DWELLING TYPE	OCCUPANCY RATE
Large Dwelling	2.8
Small dwelling	1.8
Seniors Living SEPP dwelling (self care)	1.5

Source: ABS census figures

A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwellings as defined under the Affordable Rental Housing State Environmental Planning Policy.

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).

CAUSAL NEXUS

This anticipated increase in population will place greater demands on existing public facilities and require the provision of new public facilities within the release area. This plan provides for additional footpaths, traffic calming measures, and passive recreation facilities that are required as a result of an anticipated increase in local and tourist activity.

The introduction of additional “mixed use” developments will place pressure on existing car parking. This contributions plan provides funding for convenient public car parking spaces within the Park Beach Area.

Existing public parking within the Park Beach Area can be categorized into one of the two following categories:

- on-street parking;
- off-street parking.

Attachment 8

Demand

The demand for parking space can be estimated using the parking demand standards for retail and commercial development provided in the Coffs Harbour Development Control Plan 2013. This plan estimates a demand of one space per 23m² of retail floor space and one space per 40m² of commercial floor space.

A proportion of the demand for car parking generated as a result of increased “mixed use” development will need to be provided on-site. However, Council will accept a contribution from the developer in lieu of on- site car parking spaces where the provision for on-site parking will adversely affect the viability and/or integrity of the proposed development, and conflict with the intentions of the Coffs Harbour Development Control Plan. Each proposal will be assessed on its merit.

PHYSICAL NEXUS

Map 2 identifies the location of proposed footpaths, open space facilities, traffic calming and car parking facilities within the Park Beach Area. Studies have indicated that capacity exists for the provision of additional parking of 20 spaces in Foster Street, and 32 spaces on Ocean Parade. These locations are positioned to achieve the most cost effective option and provide easy access.

TEMPORAL NEXUS

The location of proposed facilities has been determined having regard to existing facilities, and the future needs of the additional population. Car parking facilities required as a consequence of anticipated development of “mixed use” type developments are included in the works schedule. Timing for the provision of these works is based on the commercial/retail floor space development with an additional 52 spaces provided for under this plan.

CAR PARKING

In terms of parking supply, the majority of existing parking for ‘mixed use’ type developments consists of on-street parking.

The Coffs Harbour Development Control Plan 2013 requires the provision of parking spaces on development sites to meet the full demand, generated by each development.

Where this parking space cannot be provided on-site Council will accept a contribution for car parking. This contribution is put towards the parking sites shown in Map 2 and forms part of Council’s Contributions Plan. The Contributions Plan provides for the following Schedule of Works.

Table 4 Schedule of Works

Location	No. of Spaces	Estimated Cost (\$)
Foster Street	20	80,000
Ocean Parade	32	128,000

COST OF WORKS

The total cost of works for the Foster Street and Ocean Parade parking is the construction of the facilities which is estimated at \$208,000. This will include the following works:

- excavation of subgrade;
- gravel pavement surfacing;
- drainage works;
- bitumen surfacing;
- linemarking and signage
- Landscaping

Attachment 8

Therefore, the contribution rate can be calculated as follows:

$$\begin{aligned} \text{Contribution} &= \frac{\text{Total Cost of Works}}{\text{Number of parking spaces}} \\ &= \frac{\$208,000}{52} \\ &= \$4,000.00 \text{ per car park} \end{aligned}$$

TRAFFIC FACILITIES

It is envisaged that increased usage of foreshore reserves and beach access will create additional pedestrian movement within the area.

Traffic calming measures are to be installed along Ocean Parade to enhance the safety of pedestrian traffic. Additional street lighting is also required to enhance safety.

The cost of these works is estimated to be \$57,000.

The contribution towards these works can be calculated as follows:

$$\begin{aligned} \text{Contribution} &= \frac{\text{Total Cost of Works}}{\text{Future population}} \\ C &= \frac{\$57,000}{450} \\ &= \$126.66 \text{ per person} \end{aligned}$$

OPEN SPACE FACILITIES

A new amenities block is to be provided in the beach reserve. Footpath linkages to Macauleys Beach, and through Foster Street are included. Minor street tree planting works in Foster Street and Ocean Parade are also planned.

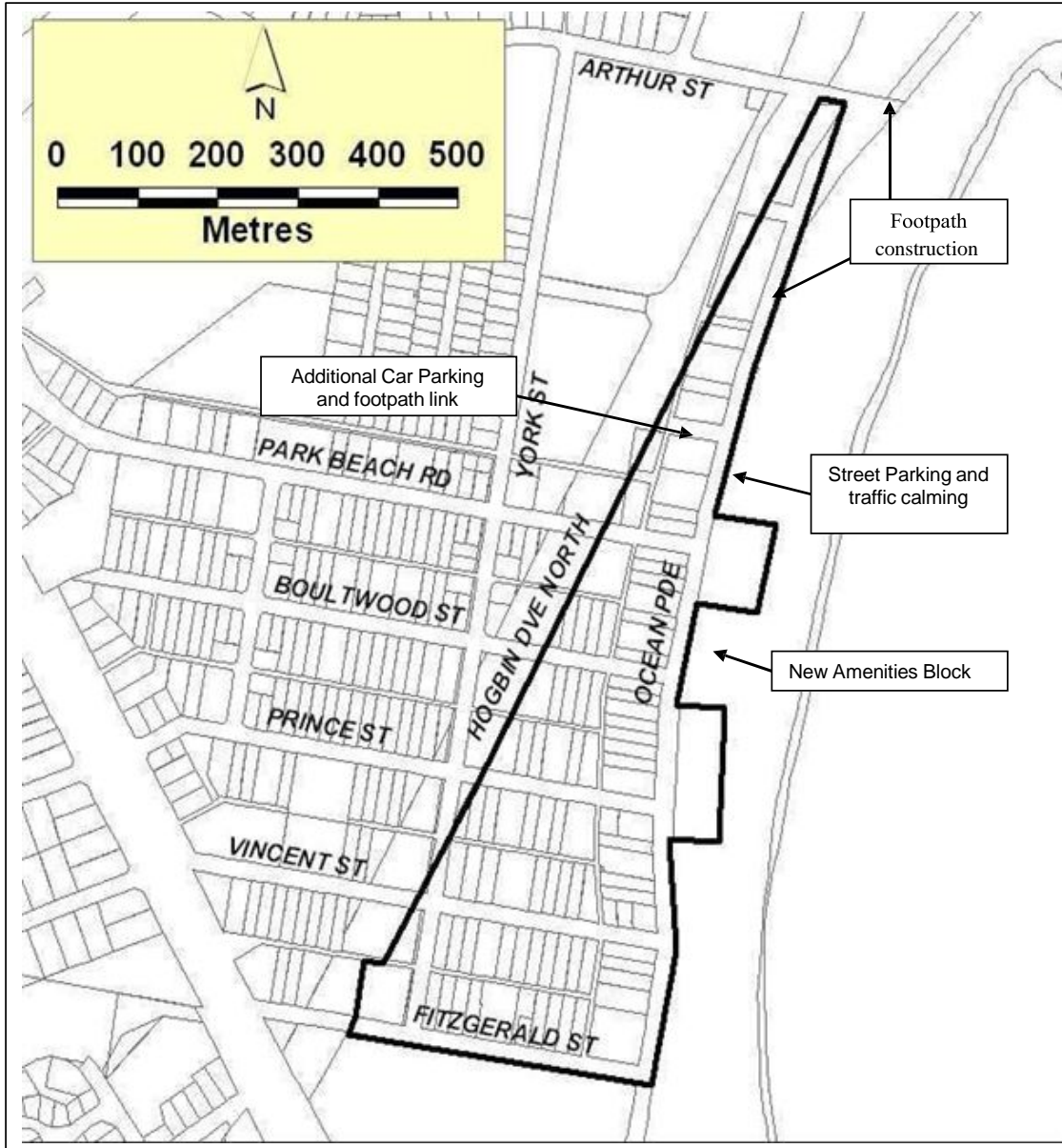
The cost of these works is estimated to be as follows:

Amenities Block	\$200,000
Street Lighting	\$35,000
Footpath Construction	\$135,200
Street Trees	\$5,000
Total Cost of works	\$375,200

The contribution towards these works can be calculated as follows:

$$\begin{aligned} \text{Contribution} &= \frac{\text{Total Cost of Works}}{\text{Future population}} \\ C &= \frac{\$375,200}{450} \\ &= \$833.78 \text{ per person} \end{aligned}$$

MAP 2
PARK BEACH AREA PROPOSED FACILITIES



APPENDIX A – 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
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 bed	0.1 per bed	0.1 per bed	0.1 per bed
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

Attachment 8

	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	Determined on Application
Place of worship	N/A	1 per 80 seats (pro-rata)	1 per 80 seats (pro-rata)
Cultural Establishment	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Correctional Centre	N/A	0.5 per bed	0.5 per bed
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) excluding secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy*

***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*

Attachment 8

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SOUTH COFFS

Developer Contributions Plan 2015



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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

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

The Coffs Harbour Development Control Plan 2013 (DCP) makes provision for further residential expansion in the order of 308 additional dwellings accommodating approximately 886 people. When adjusted to provide for approved developments the dwelling yield is expected to be 386.

As a consequence of this anticipated development and having regard to the level of facilities currently available, it will be necessary to provide open space and recreation facilities and transport and traffic facilities.

SUMMARY OF CONTRIBUTION RATES

Table 1 summarises the costs of the identified public facilities.

Table 2 summarises the contribution rates applying to the different forms of development in South Coffs. Appendix "B" includes additional contribution rates that apply to various other forms of development.

DATE OF COMMENCEMENT OF THE PLAN

This Development Contributions Plan will come into effect on 1/07/2015 and replaces the contributions plan that came into operation on 28 May 2009. This Plan was amended on 8 May 2013, on 18 December 2013, on 23/07/2014, and further amended on XX/XX/XXXX.

Table 1 - Summary Cost by Land Use

Public Facility	Total Cost \$	Net Cost to be Levied \$
Open Space & Recreation Neighbourhood Park	150,000	150,000
Transport and Traffic	1,934,147	1,934,147

Table 2 - Summary of Contributions

Service/Facility	Net Cost to be Levied \$	Per Person \$	Per Lot / ET/ Large Dwelling \$	Per Small Dwelling \$
Open Space & Recreation	150,000	149.46	388.60	272.02
Transport and Traffic	1,934,147	1,927.21	5,010.74	3,507.52
Total	2,084,147	2,076.67	5,399.34	3,779.54

Notes:

1. In addition to the above the relevant contribution rates for Open Space , Surf Rescue Facilities, the Coffs Harbour Road Network, and the Coffs Harbour Water Supply and Wastewater Development Services Plans 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 dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.
3. A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwellings as defined under the Affordable Rental Housing State Environmental Planning Policy.
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 annexure "B".

PART 2

ADMINISTRATION AND ACCOUNTING

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act, 1979 and may be referred to as the South Coffs 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, 1979 to enable Council to require a contribution towards the provision, extension or augmentation of public facilities and services. These facilities and services are required as a consequence of development in the area or 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 in South Coffs as development occurs.
- (ii) enable Council to recoup funds that 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 detailed strategy for the assessment, collection, expenditure, accounting and review of development contributions on an equitable basis throughout South Coffs.

THE AREA TO WHICH THE PLAN APPLIES

The plan applies to all land within South Coffs as described on Map 1.

RELATIONSHIP TO OTHER PLANS AND POLICIES

This plan supplements the Coffs Harbour City Local Environmental Plan 2013 and the Coffs Harbour Development Control Plan 2013. This plan should be read in conjunction with the Open Space Developer Contributions Plan, the Coffs Harbour Road Network Contributions Plan, the Surf Rescue Facilities Contributions Plan, and other contributions plans that may apply to the area.

This plan does not include contributions under Section 306 of the Water Management Act 2000 for water and wastewater services. Please consult Council in relation to these contributions.

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.

Attachment 9

MAP 1
SOUTH COFFS RELEASE AREA



Attachment 9

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.

$$\text{Contribution per person} = \frac{C}{L}$$

Where:

C = total cost of works to provide the desired facility or service including land acquisition, survey and design and construction costs, but less any grant or other funds received

L = future lot yield of catchment

TIMING OF PAYMENT OF CONTRIBUTIONS

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

- development consents involving subdivisions – prior to the release of the subdivision certificate;
- development consents involving building work - prior to the release of the construction certificate; and
- 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 operations of this plan; and
- the provision of the public facility or service in accordance with the adopted works 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 six 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 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; and
- deferments will not be granted based on progressive sales of land

For the purposes of this provision, "appropriate rate of interest" means 6 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.

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WORKS IN KIND

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

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

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

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

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.

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.

Development consents involving construction of a secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy that are approved between 1 July 2015 and 30 June 2017 are exempt from contributions applicable under this contributions plan.

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 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 Table 3 or applicable at the time of issue of the consent.

The Council may also review the works schedule, the estimate of costs of the facilities, or other aspects relating to the contributions 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 between the expected types of development in the area and the demand for additional 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. The South Coffs Release Area is identified as an appropriate area for residential development in the short term.

The Coffs Harbour Land Capacity Assessment 2004 establishes the level of existing development and estimates a population of 100,408 by the year 2030. The estimates are based on 1994 Department of Urban Affairs and Planning medium population projections, occupancy rates derived from the 2011 census and residential densities permitted under Coffs Harbour Local Environmental Plan.

The Coffs Harbour DCP sets out detailed guidelines for development in South Coffs. It provides for a range of residential densities, although it is expected that the dominant form of development will be detached dwellings.

PROVISION

The anticipated increase in population in South Coffs will place greater demands on existing public facilities and require the provision of new public facilities which are not currently available in the area.

Table 1 in this plan lists the public facilities to be provided in South Coffs.

The Coffs Harbour Open Space Developer Contributions Plan lists the public facilities provided for the benefit of future population in South Coffs together with future population in other catchments.

LOCATION

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 needs may be satisfied.

TIMING

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

EXISTING AND FUTURE DEVELOPMENT IN SOUTH COFFS

South Coffs is a new release area which has a minimal existing population due to the area previously being zoned Rural 1(A). The future population for the release area is estimated to be 1,004 people.

Attachment 9

PROJECTED DWELLING YIELD

Housing policy, prevailing market conditions and environmental constraints will together influence dwelling yield. The forecast population is based on the potential dwelling yields. These yields are derived from balancing existing urban patterns with changing demands for a wider choice of housing, and endeavours to promote efficient and sustainable urban environments.

The housing policy promoted for the development of South Coffs is to provide for a variety of housing types which encourage a heterogeneous population. However, environmental constraints and prevailing market conditions will create a demand for low density housing forms and conventional allotments of at least 500-700m².

The projected dwelling yields for South Coffs can be explained in terms of two types of housing:

1. Conventional Housing - generally Torrens title allotments with single detached dwellings with an average allotment size of around 600m².
2. Dual Occupancy Housing - Torrens strata or community title allotments comprising duplexes or two detached dwellings with an average allotment size of around 400m².

OCCUPANCY RATES

The projected overall population will be a consequence of the dwelling yield and varying occupancy rates. The forecast occupancy rates are shown in Table 3.

Table 3 - Occupancy Rates

Housing Type	Occupancy Rates
Lot / Large Dwelling	2.6 persons/dwelling
Small Dwelling	1.8 persons/dwelling

Note: 10% of housing is expected to be in the form of dual occupancy development.

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

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

The total projected population of South Coffs based on these occupancy rates and projected dwelling yields, is shown in Table 4.

Table 4 - Population Projection

Housing Type	*Occ Rate	No. of Lots	Pop'n
Conventional	2.6	386	1,004
Total		386	1,004

*Occupancy Rate

Attachment 9

POPULATION PROFILE

The social infrastructure needs are based on an anticipated population of 886 persons.

The population profile of South Coffs is initially anticipated to reflect a “developing” population model. This developing population is expected to have the following age characteristics:

Table5 - Population

Age	New	%
0-9	194	19.3
10-19	169	16.8
20-29	124	12.4
30-39	167	16.6
40-49	142	14.1
50-59	74	7.5
60+	134	13.3
Total	1,004	100.0

The population is expected to have a high proportion of young families with persons of pre-school age (0-4 years), school age (5-19 years) and young to middle age adults (30-49 years).

PROPOSED PUBLIC FACILITIES

There are no community facilities proposed for South Coffs as the expected population for the area is not sufficient enough to support any new facilities. People in South Coffs will have access to the Boambee East Community Centre, located at Bruce King Drive.

Provision of land within the catchment zoned 3F – Business neighbourhood will allow development of a neighbourhood business centre including shops that can service the needs of the additional population.

The population will contribute proportionally to the demands for certain regional facilities that could not be sustained by South Coffs in its own right.

The Coffs Harbour Open Space Contributions Plan identifies the contribution rate for open space facilities. The Coffs Harbour Road Network and Surf Rescue Facilities Contributions Plans also apply to the release area.

OPEN SPACE AND RECREATION EXISTING FACILITIES

Existing formal open space and recreation facilities are provided at the Coffs Coast Sport and Leisure Facility which is located to the north of the release area.

Informal recreation opportunities are provided with the nearby beaches, Boambee Creek and various bushland and reserve corridors.

Attachment 9

IDENTIFIED NEEDS

The initial population of South Coffs is expected to reflect a developing population model with the proportion of the population under 19 years of age and in the 30-39 year age group being well above the NSW average. The lower than average proportion of the projected population in the over 60 years age group is a further indicator of the developing nature of the population.

On the basis of this population model, it is anticipated that a preference for structured sporting facilities and neighbourhood parks/playgrounds will exist. Open space facilities can be considered at a regional, district and local level.

Regional

Regional open space caters for users prepared to travel to significant distances from within and outside the Coffs Harbour local government area. These lands generally form part of a vast network of open space facilities and provide a regional resource for passive and active recreational pursuits, and nature conservation.

Regional open space areas in the vicinity of South Coffs include the Coffs Coast Sport and Leisure Park and Solitary Islands Coastal Walkway.

Note: Contributions for Regional Open Space are considered under a separate plan.

District

District open space is land used primarily for district sporting events and generally comprises playing fields and district sporting facilities. The primary use of these lands will be for organized recreation by residents of South Coffs. **Council's** Sports Facilities Plan provides standards for the provision of district sporting facilities. These standards provide a benchmark for provision of district facilities within South Coffs.

Since the expected additional population of South Coffs is only 1,004 people, it is not necessary to provide a centralised complex with all these facilities. Residents of South Coffs can utilize a number of the district facilities available throughout the Coffs Harbour urban area.

Recreation areas located on coastal reserves are also classified as district open space. A range of facilities are provided in these locations to complement the attraction of the coastline and beach.

Note: Contributions for District Open Space are considered under a separate plan.

Local

Local open space is land used primarily for localised recreational purposes. These lands comprise neighbourhood parks, **children's** playground areas, passive reserves and drainage reserves.

Given that local open space generally serves young children, this space should be provided within a reasonable walking distance. A reasonable walking distance to a neighbourhood park or playground is considered to be 500m which represents, on average, a seven-minute walk.

Map 2 indicates the proposed location of a neighbourhood park site which is considered to be centrally located to best meet the demands of the future population. This plan makes no provision for the purchase of drainage and environmental lands. These lands are to be dedicated to council at no cost progressively as subdivision applications are lodged.

Attachment 9

Proposed Facilities

The neighbourhood park is to be located within lot 12 DP 861055

The minimum works required for neighbourhood open space are:

- playground equipment;
- park seats; and
- landscaping.

Neighbourhood Park

Playground Embellishment including
landscaping and park furniture \$150,000

TOTAL \$150,000

CALCULATION OF CONTRIBUTION RATE

The following formula is used to calculate the contribution rate for community facilities/services:

$$\text{Contribution rate} = \frac{C}{L}$$

C = Cost of community facility/service

L = Expected Lot Yield

Local Facilities

$$\begin{aligned} \text{Contribution rate} &= \frac{C}{L} \\ &= \frac{\$150,000}{386} \\ &= \$388.60 \text{ Per Lot} \end{aligned}$$

MAP 2
OPEN SPACE AND RECREATION



TRANSPORT AND TRAFFIC MANAGEMENT

INTRODUCTION

The strategy for the movement of people within and through South Coffs recognizes the dependence on the motorcar, yet provides for an efficient and convenient network of pedestrian and bicycle routes. The strategy also provides the infrastructure needed for a bus service.

EXISTING FACILITIES

Access to South Coffs is obtained from Stadium Drive which provides access to the Pacific Highway in the west and Hogbin Drive in the east.

IDENTIFIED NEEDS

The transport demands within South Coffs can be categorised in terms of the road network, public transport and pedestrian/bicycle network.

Road Network

A road hierarchy has been established classifying roads as collector or local roads in accordance with their functional characteristics. The road network will be governed by the collector road which has been established to provide for satisfactory vehicular movements into and out of the release area, and also to provide adequate road widths for movement of buses.

This contribution plan provides for the development of sections of the collector road and associated traffic management measures. The collector road will be constructed from the western access point to the catchment and looping around to the eastern access point in the catchment. Intersection treatment works will be required at both access points. The intersection works will be fully funded from contributions. The collector road is to be of an 11 metre standard width.

Where the Collector road traverses a development parcel the developer will be required to fund a fully constructed eight metre carriageway with the additional three metres of carriageway being funded from contributions. 15% of value of the land required for this portion of the collector road will be funded from contributions based on the need for the road reserve being increased from 17 metres for local roads to 20 metres wide for the collector road.

Map 3 identifies those sections of the collector road and associated infrastructure to be funded by contributions.

All lots within the catchment will be required to pay a contribution towards the costs of the additional three metre width of the proposed collector road to be funded under this Plan.

Local roads will be at the expense of the developer.

This plan also provides for street tree planting along the collector road.

Public Transport

The provision of a good public transport system will reduce car dependency, provide for energy efficiency and enable residents without a private vehicle to maintain reasonable mobility, particularly the elderly and those less than 17 years of age. Opportunities for public transport within South Coffs are limited to the provision of a possible bus service.

To provide for a safe, comfortable and efficient bus service, certain basic facilities are required, including bus shelters and seats. It is proposed to provide bus shelters/seats along the collector road. A total of two shelters will be provided.

Attachment 9

Pedestrian and Bicycle Ways

The provision of pedestrian and bicycle facilities in residential areas can provide an important alternative transport route for both recreation and functional journeys.

Pedestrian and cycle routes are to be provided in the form of on-road footpaths/cycleways on low order local roads and off-road footpaths/cycleways on the collector road. In addition a pedestrian/ cycleway along Stadium Drive is to be provided to facilitate safe access to the release area for pedestrians and cyclists.

The proposed routes are identified in Map 3 and have been designed to relate to the need for access to the neighbourhood park, surrounding recreational facilities and shops.

PROPOSED FACILITIES

The following schedule summarizes the traffic and transport facilities, which will be funded via Section 94 contributions.

Collector Road

Upgrade of two intersections on Stadium Drive	\$500,000
Part width construction of collector road including land acquisition	\$467,693

Traffic Management

Cycle & pedestrian paths	\$411,250
2 Bus Shelters @ \$15,000 each	\$30,000
Street tree planting	\$28,000
Route Lighting 730m @ \$35 per metre	\$25,550
15% design and supervision	\$219,374
15% contingencies	\$282,280
TOTAL	\$1,934,147

CALCULATION OF CONTRIBUTION RATE

The contribution rate is calculated as follows:

$$\begin{aligned}
 C &= \text{Cost of Transport and Traffic facilities} \\
 L &= \text{Expected lot yield} \\
 C &= \$1,934,147 \\
 L &= 386 \\
 &= \frac{\$1,934,147}{386} \\
 &= \$5,010.74 \text{ per Lot}
 \end{aligned}$$

Attachment 9

MAP 3
TRAFFIC & TRANSPORT STRATEGY



APPENDIX A - INDICES

CONTRIBUTION TYPE	INDEXATION BASIS	DATE APPLIED	INDEX
Roads/Traffic Management	Consumer Price Index All Groups – "Sydney"	December 2013	105.0
Open Space	Consumer Price Index All Groups – "Sydney"	December 2013	105.0

Notes:

- Indices are issued by Australian Bureau of Statistics

APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

CLASSIFICATION	Unit Rate per ET Section 94 Contribution Plans	Unit Rate per ET Water DSP	Unit Rate per ET Waste Water DSP
RESIDENTIAL			
Subdivision lot	1	1	1
Small Dwelling*	0.7 per dwelling	0.7 per dwelling	0.7 per dwelling
Large Dwelling**	1 per dwelling	1 per dwelling	1 per dwelling
Boarding House	0.35 per bed	0.35 per bed	0.35 per bed
Seniors Living (SEPP)	0.55 per dwelling	0.55 per dwelling	0.55 per dwelling
Nursing Home	0.35 per bed	0.35 per bed	0.35 per bed
Self-Care retirement unit	0.55 per unit	0.55 per unit	0.55 per unit
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 - Licenced	N/A	0.6 per 100m2 GFA	0.6 per 100m2 GFA
Registered Club - Unlicenced	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	Determined on Application
Place of worship	N/A	1 per 80 seats (pro-rata)	1 per 80 seats (pro-rata)
Cultural Establishment	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Correctional Centre	N/A	0.5 per bed	0.5 per bed
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) excluding secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy.*

***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.*

Attachment 9

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Cnr Coff and Castle Streets
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COFFS HARBOUR NSW 2450

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Attachment 10



WEST COFFS HARBOUR

Developer Contributions Plan 2015



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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

This contributions plan enables Coffs Harbour City Council to levy contributions under Section 94 of the Environmental Planning and Assessment Act 1979 where 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 comes into operation on the x/xx/xxxx and supersedes the West Coffs Harbour Developer Contributions Plan that came into operation on 20 May 2015.

Attachment 10

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

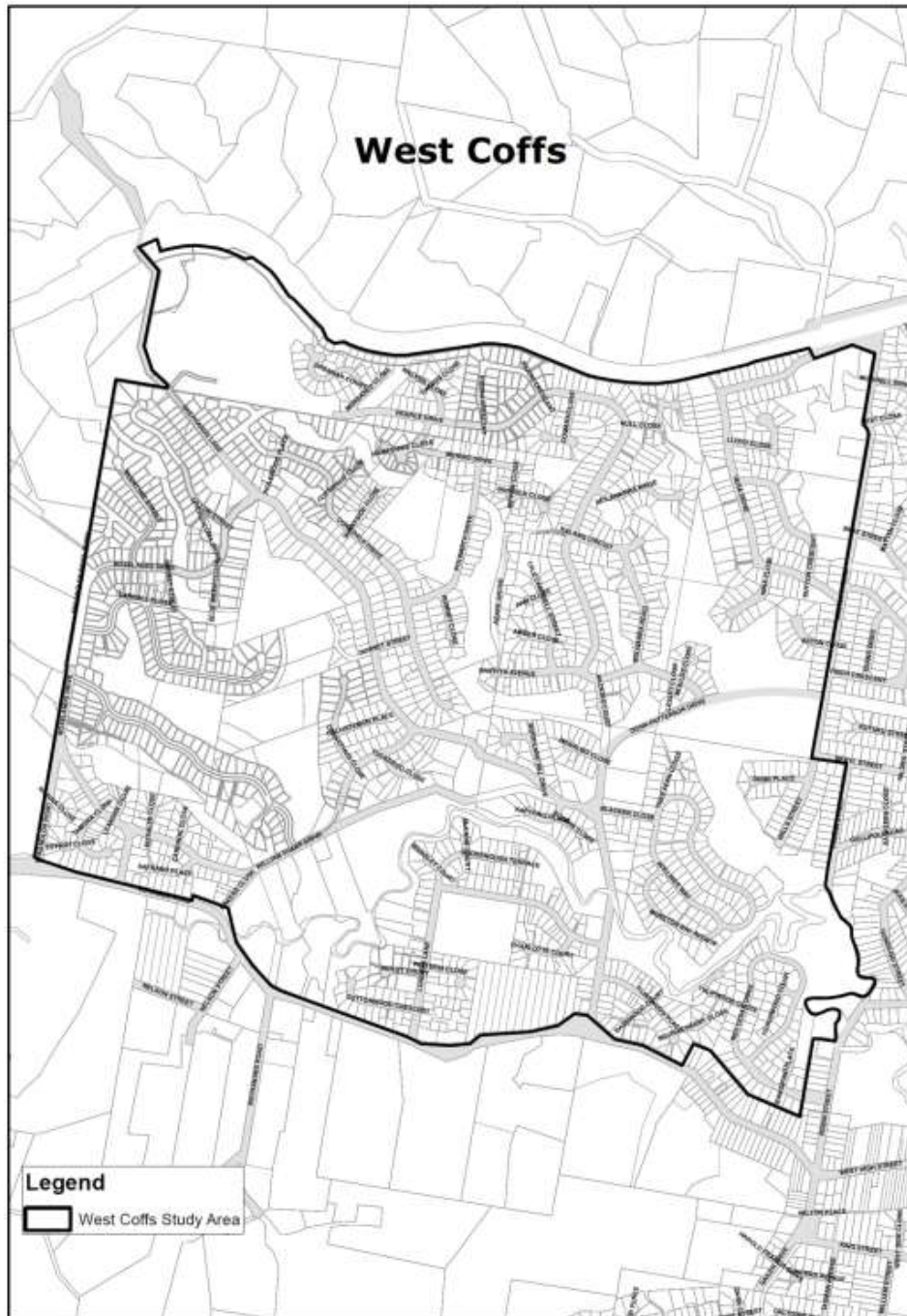
Public Facility	Total Cost Of Future Works \$	Grant Funds or other income \$	Anticipated Future Lot Yield in Catchment	Contributions collected or levied as at 31-12-2014 \$	Net Cost to be Levied \$
Drainage & Flood Mitigation	1,363,139	-	293	836,196	526,943
Local Collector Roads	2,087,974	Nil	293	1,078,556	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

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	972.31	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) excluding secondary dwellings as defined in the Affordable Rental Housing State Environmental Planning Policy.
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 20 May 2015.

This contributions plan should be read in conjunction with the Coffs Harbour 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:

- (i) The deferment will be for a fixed period not exceeding 6 months from the date the contribution becomes due;

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- (ii) The applicant must agree to pay the Council interest on contributions or on so much thereof as shall remain outstanding from time to time computed from the date that the contribution becomes due at the appropriate rate of interest;
- (iii) Payment of the contributions and the interest must be secured by delivery to the Council of a guarantee in writing issued by an appropriate institution.

Deferments will not be granted based on progressive land sales.

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.

Development consents involving construction of a secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy that are approved between 1 July 2015 and 30 June 2017 are exempt from contributions applicable under this contributions plan.

WORKS IN KIND

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

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

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

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

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) excluding secondary dwellings as defined in the Affordable Rental Housing State Environmental Planning Policy.
 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:

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

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

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

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.

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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

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

$$= \$3,445.11 \text{ per lot}$$

Donn Patterson Drive

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

$$= \frac{284,888}{293}$$

$$= \$972.31 \text{ per lot}$$

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

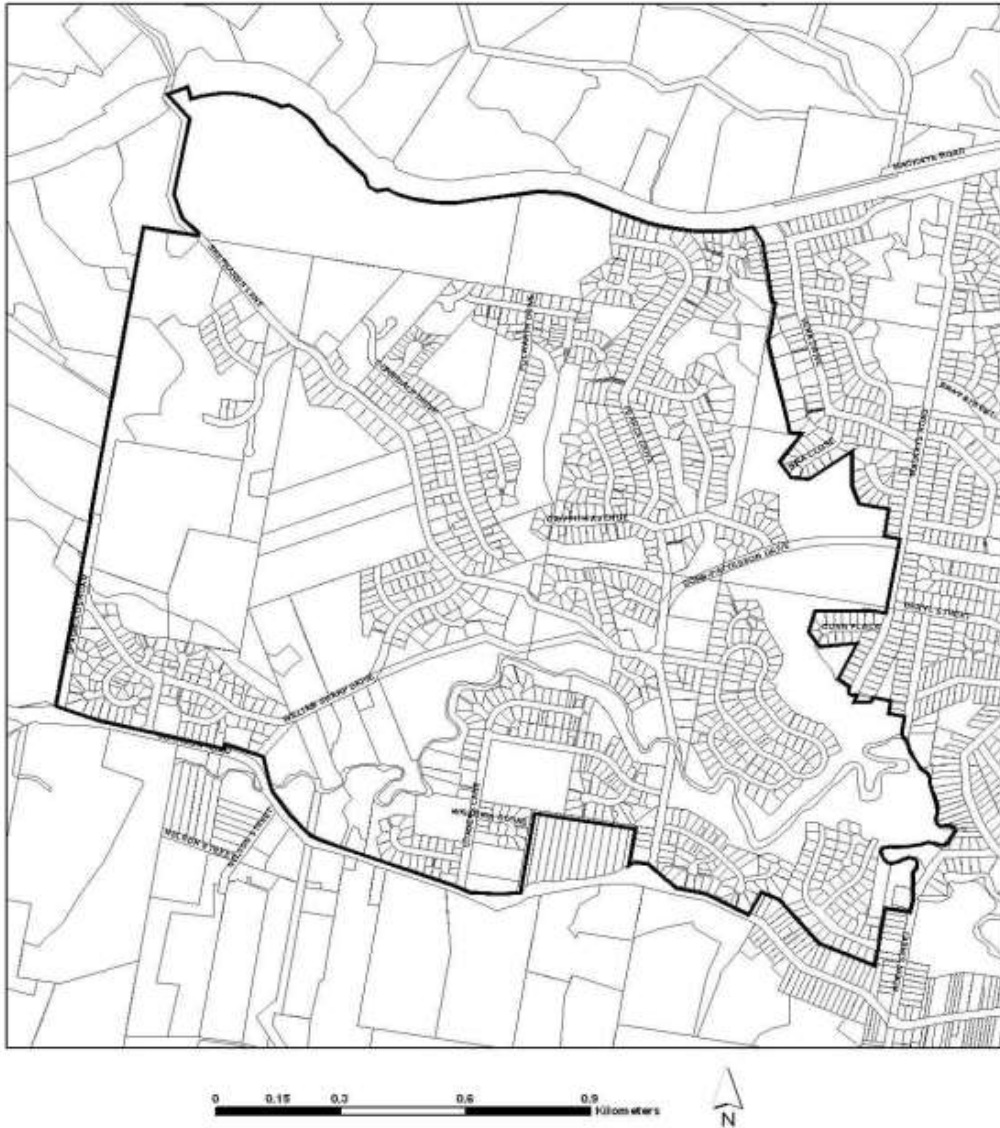
The urban development of the West Coffs land as depicted in Map 5 will alter the flow regime in the Coffs Creek channel, especially in high rainfall intensities during the 5% and 20% probability flood events, requiring channelisation and flood mitigation works. These works comprise **"the Coffs Creek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

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



MAP 3
CYCLEWAYS
PRECINCT OPEN SPACE
DONN PATTERSON DRIVE
NEIGHBOURHOOD OPEN SPACE
COFFS CREEK DRAINAGE

Attachment 10

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:

$$\text{Contribution} = \frac{C - F}{P}$$

$$= \frac{\$95,296 - \$50,784}{331}$$

$$= \$151.92 \text{ per Lot}$$

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

APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

CLASSIFICATION	Unit Rate per ET Section 94 Contribution Plans	Unit Rate per ET Water DSP	Unit Rate per ET Waste Water DSP
RESIDENTIAL			
Subdivision lot	1	1	1
Small Dwelling*	0.7 per dwelling	0.7 per dwelling	0.7 per dwelling
Large Dwelling**	1 per dwelling	1 per dwelling	1 per dwelling
Boarding House	0.35 per bed	0.35 per bed	0.35 per bed
Seniors Living (SEPP)	0.55 per dwelling	0.55 per dwelling	0.55 per dwelling
Nursing Home	0.35 per bed	0.35 per bed	0.35 per bed
Self-Care retirement unit	0.55 per unit	0.55 per unit	0.55 per unit
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	Determined on Application
Place of worship	N/A	1 per 80 seats (pro-rata)	1 per 80 seats (pro-rata)
Cultural Establishment	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Correctional Centre	N/A	0.5 per bed	0.5 per bed
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) excluding secondary dwellings as defined in the Affordable Rental Housing State Environmental Planning Policy.

**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

Attachment 10

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WEST WOOLGOOLGA

Developer Contributions Plan 2015



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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

This contributions plan enables Coffs Harbour City Council to levy contributions under Section 94 of the Environmental Planning and Assessment Act 1979 where 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 363 additional dwellings accommodating 950 people.

Development consents have been issued for several land parcels within the release area. Analysis indicates that undeveloped land and land that is not subject to an approved development will accommodate an additional 568 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:

- open space and recreational facilities
- transport and traffic facilities
- fire fighting equipment

SUMMARY OF CONTRIBUTION RATES

Table 1 summarises the contribution rates applying to the different forms of development in West Woolgoolga. Appendix "B" includes additional contribution rates that apply to various other forms of development.

Table 2 summarises the costs of the identified public facilities.

DATE OF COMMENCEMENT OF THE PLAN

This plan came into operation on the x/xx/xxxx and supersedes the West Woolgoolga Developer Contributions Plan that was amended on 24 August 2005, 24 April 2008, 26 November 2009, 8 May 2013, and on 18 December 2013.

Table 1 – Summary of Contributions

Service / Facility	Total Cost to be Levied \$	Per Person \$	Per Lot Or large dwelling \$	Per Small Dwelling \$	Per SEPP Seniors Living Dwelling (self care) \$
Traffic Facilities	4,115,874	3,444.56	9,644.77	6,751.34	5,304.62
Neighbourhood Open Space	120,000	145.47	407.31	285.12	224.02
Development Studies	45,031	34.39	96.29	67.40	52.95
Fire Fighting Services	130,000	138.75	388.50	271.95	213.67
Total Section 94 Contributions	4,410,905	3,763.17	10,536.87	7,308.41	5,795.26

Notes:

1. In addition to the above, the relevant contribution rates in the Coffs Harbour Regional and District Facilities Contributions Plan, the Coffs Harbour Water Supply and Wastewater Developer Services Plans and other contribution plans 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 dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.
3. A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwellings as defined in the Affordable Rental Housing State Environmental Planning Policy.
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. SEPP Seniors Living occupancy rates refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004
6. Additional contribution rates for various other types of development are included in this plan at appendix **"B"**

Attachment 11

Table 2 - Schedule of Works, Commencement, Staging and Expenditures

Works Required	Estimated Capital Cost \$	Benchmark/Estimated Staging
Local Collector Roads - Construction - Cycleways/Pathways - Bus Shelters	\$4,115,874	As demand dictates with highway intersection works occurring during the first half of development of the release area
Neighbourhood Open Space - Embellishment	\$120,000	As funds becomes available
Development Studies	\$ 45,031	Completed
Bush Fire Control	\$130,000	As funds become available

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 Woolgoolga 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 that 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 throughout the West Woolgoolga Release Area.

THE AREA TO WHICH THE PLAN APPLIES

The plan applies to all land within the West Woolgoolga Release Area as shown in Map 1.

RELATIONSHIP TO OTHER PLANS AND POLICIES

The plan supplements the Coffs Harbour City Local Environmental Plan 2013 and Coffs Harbour Development Control Plan 2013.

This contributions plan should be read in conjunction with the Coffs Harbour Open Space Contributions Plan and the Coffs Harbour Water Supply and Wastewater Developer Services Plans (Section 306 (3) of the Water Management Act, 2000) and other contribution plans that may apply to the West Woolgoolga 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.



MAP 1
LOCALITY

Attachment 11

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:

$$\text{Contribution per person} = \frac{C + I - L - F}{P}$$

Where:

- C = total cost of works to provide the desired facility or service including land acquisition, survey and design and construction costs, but less any grant or other funds received
- I = Interest on forward funded works
- L = Contributions levied on approved developments but not yet received
- F = Funds collected to date
- P = Future population of catchment

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:

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

Deferments will not be granted based on progressive land sales.

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

Attachment 11

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.

Development consents involving construction of a secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy that are approved between 1 July 2015 and 30 June 2017 are exempt from contributions applicable under this contributions plan.

WORKS IN KIND

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

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

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

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

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 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.

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.

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. It establishes the level of existing development and estimates a population of 102,388 in Coffs Harbour by the year 2021. The estimates are based on occupancy rates derived from the 2001 census.

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 Woolgoolga Release Area. It provides for residential development with the dominant form being detached dwellings.

CAUSAL NEXUS

The anticipated increase in population in West Woolgoolga will place greater demands on existing public facilities and require the provision of new public facilities that are not currently available in the Woolgoolga area.

Table 1 in this plan lists the public facilities to be provided in the West Woolgoolga catchment.

The Coffs Harbour Open Space Contributions Plan lists public facilities provided for the benefit of future population in West Woolgoolga together with future population in other catchments.

The Coffs Harbour Water Supply Development Services Plan and Wastewater Treatment & Carrier System Development Services Plan lists the water and sewerage requirements for new development in West Woolgoolga.

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 needs may be satisfied.

Attachment 11

TEMPORAL NEXUS

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

Table 2 lists the benchmark or estimated staging for the provision of public facilities in the West Woolgoolga Release Area.

EXISTING AND FUTURE DEVELOPMENT IN WEST WOOLGOOLGA

West Woolgoolga generally comprises residential accommodation with single dwellings on allotments ranging from 700m² to 20.25ha. Development consents have been issued for several land parcels within the release area. Analysis indicates that undeveloped land and land that is not subject to an approved development will accommodate an additional 568 people.

PROJECTED DWELLING YIELD

Housing policy, prevailing market conditions and environmental constraints will together influence dwelling yield. The forecast population is based on the potential dwelling yield. These yields are derived from balancing existing urban patterns with changing demands for a wider choice of housing, and endeavours to promote efficient and sustainable urban environments.

The projected dwelling yield for West Woolgoolga can be explained in terms of two types of housing:

- Conventional Housing - generally Torrens title allotments with single detached dwellings with an average allotment size of around 550m² or less.
- Dual Occupancy Housing - Torrens strata or community title allotments comprising duplexes or two detached dwellings with an average allotment size of around 400m².

OCCUPANCY RATES

The projected overall population will be a consequence of the dwelling yield and varying occupancy rates. The forecast occupancy rates are shown in Table 3.

Table 3 - Occupancy Rates

Housing Type	Occupancy Rates
Lot / Large Dwelling	2.8 persons/dwelling
Small Dwelling	1.8 persons/dwelling
Seniors Living SEPP Dwelling (self care)	1.5 persons/dwelling

The total projected population of West Woolgoolga based on these occupancy rates and projected dwelling yields, is shown in Table 4.

Table 4 - Population Projection

Housing Type	*Occ Rate	No. of Dwellings	Pop'n
Conventional, Dual Occ, Integrated Housing	2.8	297	832
Small Dwelling	1.8	66	118
Seniors Living SEPP Dwelling (self care)	1.5		
Total		363	950

*Occupancy Rate

Notes:

A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) excluding secondary dwellings as defined under the Affordable Rental Housing State Environmental Planning Policy.

A large dwelling is deemed to be any dwelling with a floor area equal to or exceeding 100 square metres (excluding garages and balcony areas).

POPULATION PROFILE

The social infrastructure needs are based on an anticipated population of 950 persons.

The population profile of West Woolgoolga is initially anticipated to reflect an "ageing" population model. This ageing population is expected to have the following age characteristics:

Table5 - Population

Age	%
0-9	13.1
10-19	13.5
20-29	7.4
30-39	10.7
40-49	14.2
50-59	11.3
60+	29.8
Total	100.0

The population is expected to have a high proportion of elderly people with persons of pensioner age (60+ years), young to middle age adults (30-49 years) and school age (5- 19 years).

PROPOSED PUBLIC FACILITIES

There are no community facilities proposed for West Woolgoolga as the expected population for the area is not sufficient enough to support any new facilities. People in West Woolgoolga will have access to the Woolgoolga Neighbourhood Centre, Senior Citizens Centre and Woolgoolga Health Community Centre.

The population will contribute proportionally to the demands for certain regional facilities that could not be sustained by West Woolgoolga in its own right.

OPEN SPACE AND RECREATION EXISTING FACILITIES

Existing formal open space and recreation facilities are limited within West Woolgoolga.

Informal recreation opportunities are provided with the nearby beaches, Woolgoolga Creek and various bushland and reserve corridors.

IDENTIFIED NEEDS

On the basis of this population model, it is anticipated that a preference for structured sporting facilities, passive recreation and neighbourhood parks/ playgrounds will exist. Open space facilities can be considered at a regional, district and local level.

Regional

Regional open space caters for users prepared to travel significant distances from within and outside the Coffs Harbour local government area. These lands generally form part of a vast network of open space facilities and provide a regional resource for passive and active recreational pursuits, and nature conservation.

Regional open space areas in the vicinity of West Woolgoolga include the Coffs Coast Sport & Leisure Park, North Coast Regional Botanic Garden, Brelsford Park and Jetty Foreshores.

Note: Contributions for Regional Open Space are considered under a separate plan.

District

District open space is land used primarily for district sporting events and generally comprises playing fields and district sporting facilities. The primary use of these lands will be for organized recreation by residents of West Woolgoolga.

Council's Open Space Strategy provides standards for the provision of district sporting facilities.

Since the expected additional population of West Woolgoolga is only 950 people, it is not necessary to provide a centralized complex with all these facilities. Residents of West Woolgoolga can utilise a number of the facilities available in the northern district such as Centennial Reserve, Woolgoolga Sports Ground, Woolgoolga Beach Reserve, Woolgoolga Lake Reserve and Woolgoolga Creek Foreshores.

Recreation areas located on coastal reserves are also classified as district open space. A range of facilities are provided in these locations to complement the attraction of the coastline and beach.

Note: Contributions for District Open Space are considered under a separate plan.

Attachment 11

Local

Local open space is land used primarily for localised recreational purposes. These lands comprise neighbourhood parks, **children’s** playground areas, passive reserves and drainage reserves.

Given that local open space generally serves young children, this space should be provided within a reasonable walking distance. A reasonable walking distance to a neighbourhood park or playground is considered to be 500m which represents, on average, a seven-minute walk.

Map 2 illustrates a 500m radius around potential neighbourhood park sites to provide a measure of demand based on spatial distribution and accessibility. It is to be noted that this radius does not take into account topography and other physical constraints. On this basis, one neighbourhood park with playground would be required to meet the needs of the community.

Creek buffers and drainage reserves provide a necessary role in providing stormwater drainage requirements and environmental protection to Woolgoolga Creek. This contributions plan provides no allowance for purchase of any of these lands. These lands are to be dedicated progressively as subdivision applications are lodged.

PROPOSED FACILITIES

The location of the neighbourhood park is shown on Map 2.

The minimum works required for neighbourhood parks are:

- playground equipment;
- park seats; and
- landscaping.

Neighbourhood Park

Playground, furniture, landscaping	\$120,000
TOTAL	\$120,000

CALCULATION OF CONTRIBUTION RATE

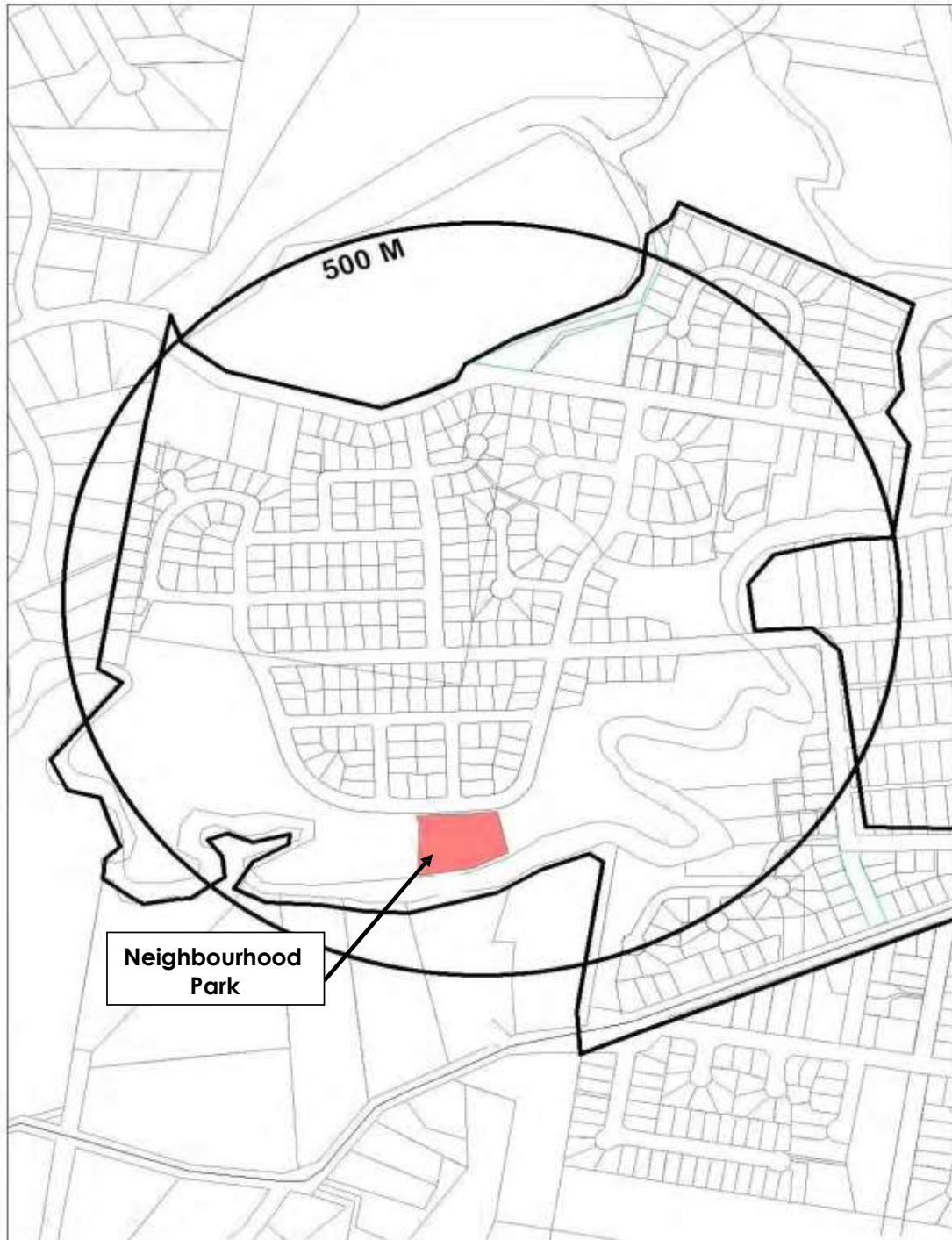
The following formula is used to calculate the contribution rate for community facilities/services:

$$\text{Contribution rate} = \frac{C - L - F}{P}$$

C = Cost of community facility/ service
 L = Funds levied but not received
 F = Funds Collected to date
 P = Expected population

$$= \frac{\$120,000 - \$10,870 - \$26,504}{568}$$

$$= \$145.47 \text{ per person}$$



MAP 2
OPEN SPACE AND RECREATION

TRANSPORT AND TRAFFIC MANAGEMENT

INTRODUCTION

The strategy for the movement of people within and through West Woolgoolga recognises the dependence on the motor car, yet provides for an efficient and convenient network of pedestrian and bicycle routes.

The strategy also provides the infrastructure needed for a bus service.

EXISTING FACILITIES

Access to West Woolgoolga is obtained from Newmans Road with Solitary Islands Way forming the easterly boundary of the study area.

IDENTIFIED NEEDS

The transport demands within West Woolgoolga can be categorized in terms of the road network, public transport and pedestrian/bicycle network.

Road Network

In order to accommodate existing and potential development of land in the West Woolgoolga Release Area, certain roads, both existing and future, have been identified as serving higher than local access.

A road hierarchy has been established classifying roads as collector or local roads in accordance with their functional characteristics. The road network will be governed by the internal collector road which is to be of an 11 metre standard width.

Development adjacent to the collector road will be required to fund a fully constructed 8m carriageway with the additional 3m of carriageway to be funded from contributions.

15% of value of the land required for this portion of the collector road will be funded from contributions based on the need for the road reserve being increased from 17 metres for local roads to 20 metres wide for the collector road.

Where development does not directly adjoin the collector road, full cost of construction of the collector road, together with associated land costs, will be funded by contributions.

Newman's Road forms part of this collector road system, and this contributions plan provides for upgrading to collector road standard.

The West Woolgoolga Release Area is traversed by Woolgoolga Creek. In order to provide safe egress and access from the Pacific Highway to the development area north of Woolgoolga Creek, it will be necessary undertake works at the intersection of Solitary Islands Way and **Newman's** Road.

It is anticipated that these works will be required prior to the area being fully developed. Therefore these works will require forward funding. To cover these works interest on forward funding has been included in the contribution rate.

Traffic management measures at intersections are to be undertaken where necessary. All lots being created in the DCP area generate traffic. The cost of these facilities, therefore, is to be met by contributions from each lot created.

Attachment 11

Public Transport

The provision of a good public transport system will reduce car dependency, provide for energy efficiency and enable residents without a private vehicle to maintain reasonable mobility, particularly the elderly and those less than 17 years of age.

Opportunities for public transport within West Woolgoolga are limited to the provision of a possible bus service.

To provide for a safe, comfortable and efficient bus service, certain basic facilities are required, including bus shelters and seats. Bus bays are to be included in the cost of estimates of the collector road. It is proposed to provide bus shelters/seats along the collector road which has the highest frequency of use. A total of four shelters will be provided.

Pedestrian and Bicycle Ways

The provision of pedestrian and bicycle facilities in residential areas can provide an important alternative transport route for both recreation and functional journeys. The proposed routes are identified in Map 3 and have been designed to relate to the need for access to the neighbourhood park, surrounding recreational facilities and nearby shops and beaches.

Pedestrian and cycle routes are to be shared with vehicles on low order local roads and off-road footpaths/cycleways on the collector road. A cycle bridge over Woolgoolga Creek is proposed linking to the existing cycleway and underpass along the Pacific Highway.

PROPOSED FACILITIES

The following table summarises the traffic and transport facilities, which will be funded using Section 94 contributions on the basis of the local and district facilities.

Solitary Islands Way/Newmans Road Intersection Works	\$800,000
Part construction of collector road	\$130,507
Collector Road Land	\$35,120
Upgrading of Newman's Road	\$1,351,500
Traffic Calming	\$40,000
Bus Shelters	\$40,000
Pedestrian/Cycleways	\$583,000
Street Lighting	\$70,000
Street Tree Planting	\$8,893
 Total Works	 \$3,059,020
15% contingencies	\$429,751
15% design & supervision	\$523,315
Interest on forward Funded works	\$103,788
 Total Cost	 \$4,115,874

Attachment 11

CALCULATION OF CONTRIBUTION RATE

The contribution rate is calculated as follows:

$$\text{Contribution rate} = \frac{C - L - F}{P}$$

C = Cost of works

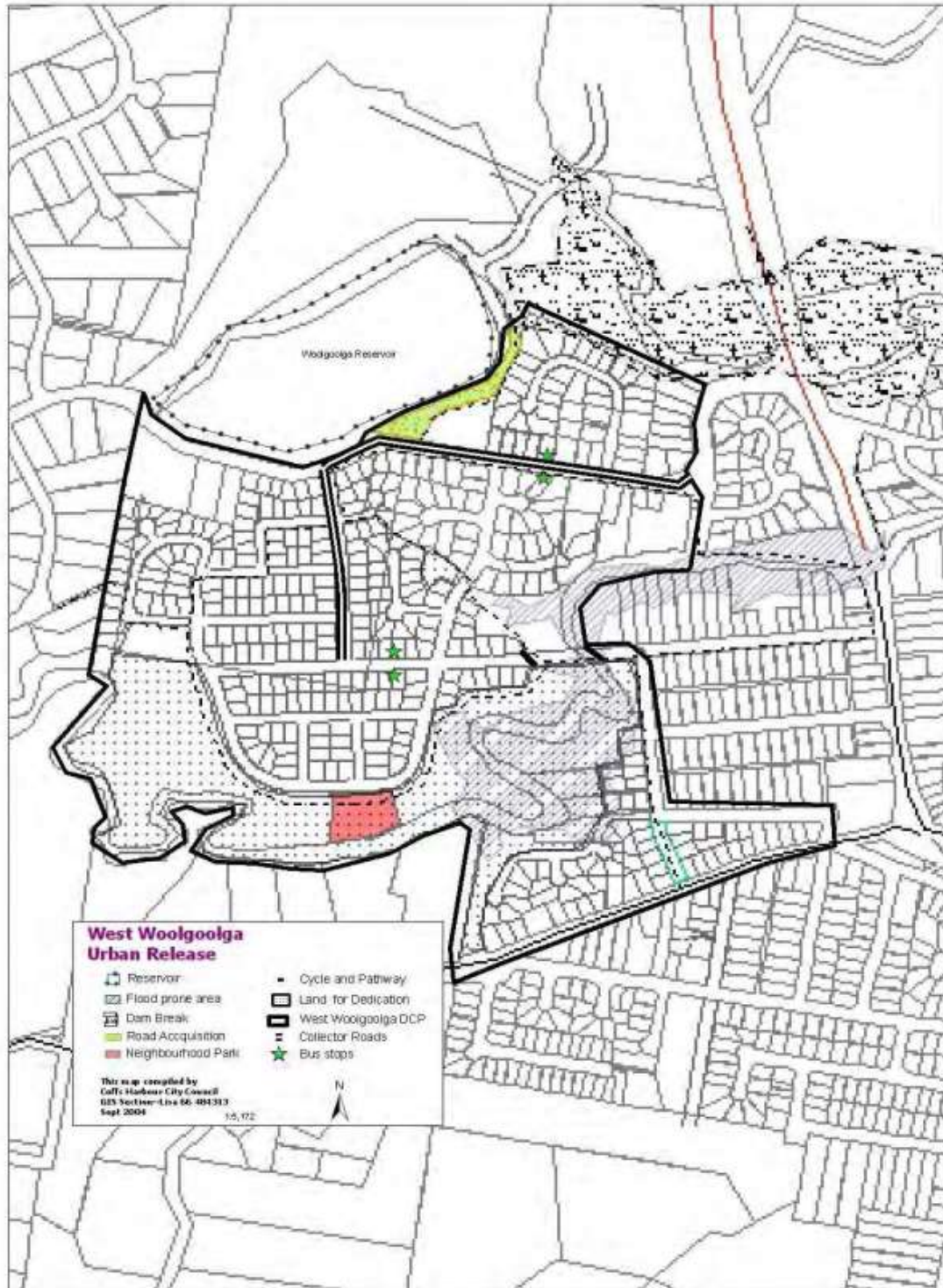
P = Expected population

L = Funds levied but not received

F = Funds collected to date

$$= \frac{4,115,874 - 1,595,960 - 563,403}{568}$$

$$= \$3,444.56 \text{ per person}$$



MAP 3
 TRAFFIC AND TRANSPORT STRATEGY

FIRE SERVICES

EXISTING FACILITIES

There is a bush brigade in **Newman's** Road (Country Club Rural Fire Brigade). This Brigade serves the area known as the Country Club Estate (west of the Pacific Highway and north of Woolgoolga Creek).

IDENTIFIED NEEDS

According to the Rural Fire Services "**Standards of Fire Cover**", the additional population generated within the West Woolgoolga Release Area will increase the risk of potential fires.

In order to address this increased risk additional fire-fighting equipment will be required. As this additional risk is directly attributable to the additional development, all of the additional population lots will contribute to the cost of this equipment.

The cost of the required equipment has been assessed as \$130,000.00

CALCULATION OF CONTRIBUTION RATE

The following formula is used to calculate the contribution rate for community facilities/services:

$$\text{Contribution rate} = \frac{C - L - F}{P}$$

C = Cost of community facility/ service
 L = Funds levied but not received
 F = Funds Collected to date
 P = Expected population

$$= \frac{\$130,000.00 - \$36,290 - \$14,899}{568}$$

$$= \$138.75 \text{ per person}$$

URBAN PLANNING DEVELOPMENT STUDIES

Section 94 of the Environmental Planning and Assessment Act 1979 allows the recoupment of costs for the preparation of the DCP, this Contributions Plan and associated studies. The cost of studies and the plan is \$45,031.00.

CALCULATION OF CONTRIBUTION RATE

The following formula is used to calculate the contribution rate:

$$\text{Contribution rate} = \frac{C - L - F}{P}$$

C = Cost of community facility/ service
 L = Funds levied but not received
 F = Funds Collected to date
 P = Expected population

$$= \frac{\$45,031 - 19,809 - 5,689}{568}$$

$$= \$34.39 \text{ per person}$$

APPENDIX A - INDEXING FACTORS FOR FUTURE WORKS

Contribution Type	Indexation Basis	Index	Date Applied
Traffic Facilities	Consumer Price Index – All Groups (A) for Sydney	165.5	30/12/2008
Neighbourhood Open Space	Consumer Price Index – All Groups (A) for Sydney	165.5	30/12/2008
Fire Fighting Services	Consumer Price Index – All Groups (A) for Sydney	165.5	30/12/2008
Development Studies	Consumer Price Index – All Groups (A) for Sydney	165.5	30/12/2008
Land Acquisition	Consumer Price Index – All Groups (A) for Sydney	165.5	30/12/2008

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
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

CLASSIFICATION	Unit Rate per ET	Unit Rate per ET	Unit Rate per ET
	Section 94 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	Determined on Application
Place of worship	N/A	1 per 80 seats (pro- rata)	1 per 80 seats (pro- rata)
Cultural Establishment	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Correctional Centre	N/A	0.5 per bed	0.5 per bed
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) excluding secondary dwellings as defined in the Affordable Rental Housing State Environmental Planning Policy.

**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

Attachment 11

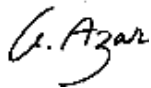
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Development Servicing Plan For Water Supply 2015

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Summary

This Development Servicing Plan (DSP) covers water supply developer charges for the following areas served by Coffs Harbour City Council (CHCC):

- ❑ Nana Glen
- ❑ Coramba
- ❑ Coffs Harbour Coastal Strip (includes Coffs Harbour South, Coffs Harbour North, Boambee, Boambee East, North Boambee Valley, Toormina, Sawtell, Korora, Sapphire, Moonee, Emerald, Woolgooga, Barkhut, Mullaway, Arrawarra and Corindi)

In its meeting on the 11th March 2010 Council resolved to levy a developer charge for wastewater services lower than the calculated value. The water supply developer charges calculated for the area covered by this DSP and the Council's proposed charges are below:

Water Supply	Residential Developer Charge Calculated 09/10 (\$ per ET)	Developer Charges Proposed by CHCC 09/10 (\$ per ET)
Coffs Harbour City Council	14,130	8,690

Adopting the lower charges will result in some cross-subsidy from existing customers to new development. The extent of the cross-subsidy is \$72 per year for each residential water supply customer.

This DSP has been prepared in accordance with the Developer Charges Guidelines for Water Supply, Sewerage and Stormwater (2002) issued by the Minister for Land and Water Conservation (now Department of Environment Climate Change and Water – DECCW), pursuant to section 306 (3) of the Water Management Act 2000. This document is to be registered with the NSW DECCW. The development servicing zone areas covered by this DSP are shown in Appendix A.

The timing and expenditures for works serving the area covered by this DSP are shown in section 4. Standards of service to be provided by Council are provided in section 5.

Developer charges relating to this DSP will be reviewed as described in section 7.5.

The developer shall be responsible for the full cost of the design and construction of water supply reticulation works within subdivisions.

The timing of payment of developer charges is described in section 7.9.

A background document titled CHCC 2009 Water Supply DSP Background Document identifies the characteristics of the assets covered by this DSP and is available from Council.



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1 Introduction

Section 64 of the Local Government Act 1993 enables a local government council to levy developer charges for water supply, sewerage and stormwater. This derives from a cross-reference in that Act to section 306 of the Water Management Act 2000.

A Development Servicing Plan (DSP) is a document which details the water supply, sewerage and/or stormwater developer charges to be levied on development areas utilising a water utility's water supply, sewerage and/or stormwater infrastructure.

This DSP covers water supply developer charges in Nana Glen, Coramba and Coffs Harbour development areas, which are served by Coffs Harbour City Council.

This DSP has been prepared in accordance with the Developer Charges Guidelines for Water Supply, Sewerage and Stormwater (2002) issued by the Minister for Land and Water Conservation (now Department of Environment Climate Change and Water – DECCW), pursuant to section 306 (3) of the Water Management Act 2000.

This DSP supersedes any other requirements related to water supply developer charges for the area covered by this DSP. This DSP takes precedence over any Councils codes or policies where there are any inconsistencies relating to water supply developer charges.

This DSP was amended on 8/5/2013 with the schedules at appendix B being updated. This DSP was further amended on 18/12/2013 to recognise the gazettal of LEP 2013.

This DSP was further amended on X/X/XXXX to recognise the exemption of Section 64 contributions for Secondary Dwellings as defined under the Affordable Rental Housing State Environmental Planning Policy for consents granted between 1/7/2015 to 30/6/17.

2 Administration

Coffs Harbour City Water Supply	
DSP Area	The area covered by this DSP is shown on plans in Appendix A , which shows the water supply area covered by this DSP
DSP Boundaries	The basis for defining the DSP areas boundaries is the existing and future development served by Coffs Harbour City Council water supply scheme
Payment of Developer Charges	Payment of a developer charge is a precondition to the grant of a Compliance Certificate, which must be obtained in order to complete a development. A Compliance Certificate will not be issued until the developer charge payment has been received.
Time & Payment	Council will issue a Notice of Payment – Developer Charges at the time of assessing development application or other type of application. If payment is made within three months of the date of the notice, no further charges will apply for the development. If payment is not received within three months, a payment will be required prior to issue of Compliance Certificate and the charge will be recalculated in accordance with the DSP valid at that time.
Review	Developer Charges relating to this DSP will be reviewed after a period of 5 years. A shorter review period is permitted if a major change in circumstances occurs.
Indexation	The charges will be adjusted quarterly on the basis of movements in CPI all groups for Sydney, excluding the impact of GST.

3 Demographic and Land Use Planning Information

3.1 Growth Projections

CHCC growth projections for Equivalent Tenements (ETs) are shown in Table 1.

Table 1: Projected Residential Demand Growth in ET

	2006	2011	2016	2021	2038
Nana Glen	118	136	167	199	700
Coramba	134	155	191	226	260
Coffs Harbour South (including Boambee, Boambee East and North Boambee Valley)	2,986	3,304	3,779	4,768	6,260
Coffs Harbour North (including Korora)	6,079	6,677	7,287	7,861	10,310
Toormina	4,222	4,509	4,660	4,808	6,100
Sawtell	976	981	986	990	1,260
Saphire	383	478	583	593	790
Moonee (including Safety Beach and Sandy Beach)	376	857	1,300	1,532	3,085
Emerald	623	703	782	857	2,360
Woolgoolga	1,461	1,786	2,094	2,331	3,415
Barkhut	240	440	602	759	1,270
Mullaway (including Arrawarra)	545	603	684	775	1,720
Corindi	465	515	585	660	1,230
Coffs Harbour Coastal Strip	18,356	20,853	23,342	25,934	37,800

1 ET = a standard urban fully detached dwelling Source: CHCC Water Supply DSP 2008 - Interim

The population estimated in 2031 is from Council's 'Our Living City' 2008 report.

Table 2: Growth Projections for the Areas Covered by this DSP.

Area	Population (estimated in 2031)	Equivalent Tenements (ETs) 2006	Equivalent Tenements (ETs) 2038	Total New ETs	Proportion of Growth
Nana Glen	1,790	118	700	582	2.9%
Coramba	620	134	260	126	0.6%
Coffs Harbour Coastal Strip	90,200	18,356	37,800	19,444	96.5%
Total	92,610	18,608	38,760	20,152	100.00%

3.2 Land Use Information

This DSP should be read in conjunction with Coffs Harbour City Council Local Environment Plan 2013.



4 Water Supply Infrastructure

4.1 Assets

The existing and proposed water supply assets serving the area covered by this DSP are listed in table 1 and 2 of the CHCC 2009 Water Supply DSP background document.

4.2 Estimates of Capital Costs

Capital works comprising new works and renewals with an estimated value of \$70.2M will be required over the next 30 years to provide water supply services to the serviced areas.

Capital cost of works to upgrade and improve water supply services is detailed in table 2 of the CHCC 2009 Water Supply DSP background document.

4.3 Timing of Works and Expenditure

The annual capital works expenditure for water supply is shown graphically in Figure 1. Timing of works and expenditure are to be reviewed and updated if required.

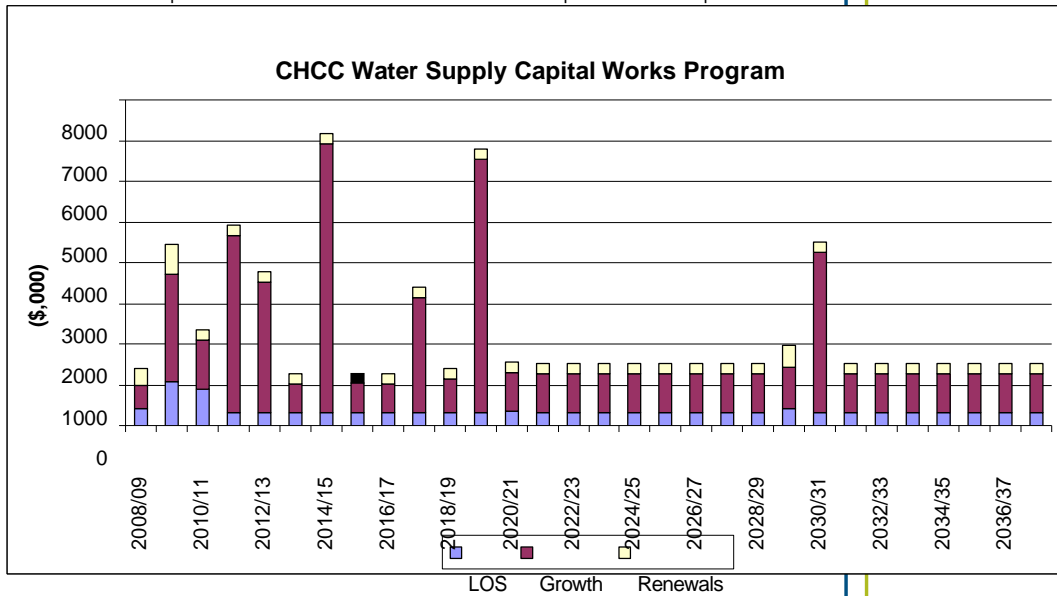


Figure 1: CHCC 30 Years Capital Works Program

5 Standards of Service

The Levels of Service (LOS) are the water supply targets that CHCC aims to achieve. They are not intended as a formal customer contract.

System design and operations are based on providing the standards of service shown below.

- Treated water to 1996 NHMRC/ARMCANZ Australian Drinking Water Guidelines 100% of the time
- Minimum water pressure of 12 meters at the property boundary when supplying the peak instantaneous demand
- Nil unplanned interruptions greater than 6 hours
- Nil programmed interruptions greater than 4 hours
- Unrestricted peak water demand of 2.3 kilolitres per ET per day

The bulk water supply from the Regional Water Supply and Karangi Dam were designed to provide a secure yield. The secure yield is considered to be the annual demand which can be supplied from the headworks over a period of records used in the analysis and satisfying the following conditions:

- Unrestricted water demand of 230 kilolitres per ET per annum
- Water restrictions should not be applied more than 5% of the time
- Water restrictions should not be imposed more often than once every 10 years on average
- The system should be able to supply 80% of the normal demand (i.e. 20% reduction in consumption) through a repeat of the worst drought on record

The key considerations for the procedures were that:

- It is neither practical, economic nor environmentally responsible, to provide "restriction free" water supply systems
- A trade off is necessary between the security of supply provided (i.e. the relative lack of restrictions) and the associated capital and operating costs

6 Design Parameters

Investigation and design of water supply components is based on the following:

- ❑ Water Supply Investigation Manual (1990) - This Manual was prepared by NSW Public Works and is now managed by the DLWC
- ❑ WS-SPEC Water Service Specification (2000)
- ❑ Water Reticulation Code of Australia WSA 03 (1999)
- ❑ Design parameters as nominated in the Coffs Harbour Water Supply Strategy Study (de Groot & Benson, 1998)

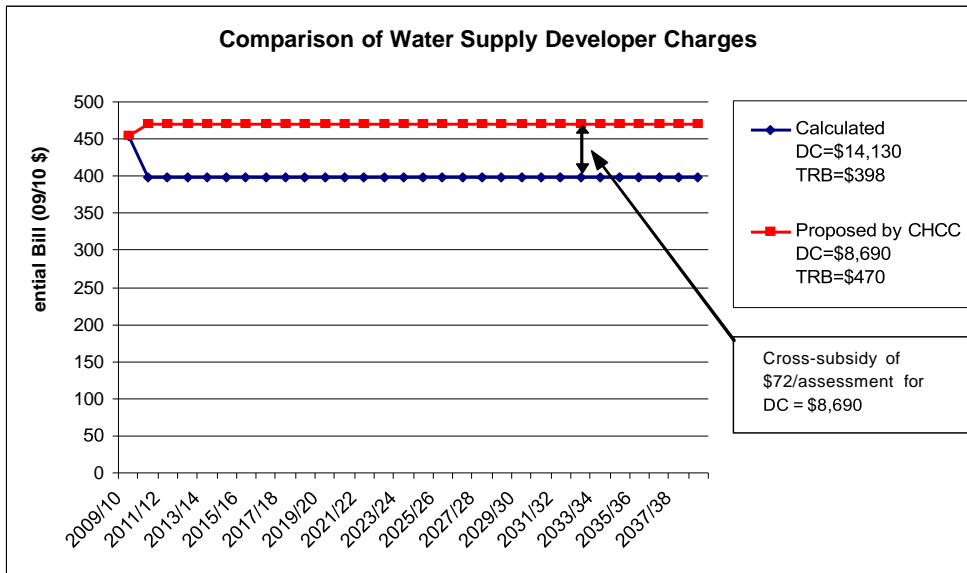
7 Calculated Developer Charges

7.1 Summary of Proposed Developer Charge

In its meeting on the 11th March 2010 Council resolved to levy a developer charge for wastewater services lower than the calculated value. The proposed water supply developer charge is 25% higher than the current contribution charges. Table and graph below show the proposed water supply developer charges and the cross-subsidy involved.

Developer Charge 09/10 (\$ per ET)	Cross-subsidy to new development	Cross-subsidy from Typical Residential Bills (\$/assessment)	Required TRB (10/11 onwards) (\$/assessment)	Resulting Increase in TRB (%)	Resulting total cross-subsidy over 30 years (\$M)
Calculated	14,130	Nil	398	Nil	Nil
Proposed by CHCC	8,690	5,440	470	18	70

Note: TRB stands for Typical Residential Bills



7.2 Summary of Calculated Developer Charges

The developer charges for the area covered by this DSP are as follows:

	Weighted Capital Charge 08/09 (\$ per ET)	Reduction Amount (\$ per ET)	Developer Charge 09/10 (\$ per ET)
Water Supply	15,046	1,247	14,130

The developer charge is indexed to 2009/10 Sydney's CPI of 2.4%. This amount has been calculated on the basis of the following capital charges and reduction amounts.

7.3 Capital Charge

The capital charges for the area served by this DSP have been calculated as follows:

Area	Capital Charge (\$ per ET)	Proportion of growth (%)	Weighted Capital Charge 08/09 (\$ per ET)
Nana Glen	15,786	2.9	456
Coramba	13,590	0.6	14,505
Coffs Harbour Coastal Strip	15,033	96.5	85
Total			15,046

7.4 Reduction Amount

Council has adopted the NPV of Annual Charges method to calculate the Reduction Amount. This method calculates the reduction amount as the NPV of the future net income from annual charges (income less OMA) for the development area.

The reduction amount was calculated using a Financial Plan prepared using FINMOD Financial planning software and a reduction amount calculator developed by DECCW which are based on a 30 year projection. A 10 year calculation of the reduction amount was carried out and extended to 30 years. Details of the reduction amount calculation are included in the CHCC 2009 Water Supply DSP background document.

7.5 Reviewing/ Updating of Calculated Developer Charges

Developer charges relating to this DSP will be reviewed at not greater than 5-yearly intervals. In the period between any reviews, developer charges will be adjusted quarterly on the basis of movements in CPI for Sydney, excluding the impact of GST. Developer charges will be those charges determined by Council from time to time and will be published in Council's Annual Fees and Charges.

7.6 Exclusions

The developer charges do not cover the costs of reticulation works and assets commissioned pre-1970. The developer shall be responsible for the full cost of the design and construction of water supply reticulation works within subdivisions, as well as works leading up to that subdivision.

Council exempts Section 64 contributions and charges the LGA wide minimum Section 94 contributions for the construction of Secondary Dwellings, 60 square metres or less only, for a trial period of 2 years for consents granted between 1/7/2015 to 30/6/17; this is not retrospective.

7.7 Developments Requiring Forward Funding

Developments requiring the provision of infrastructure prior to the planning phase by Council will require the developer to forward fund infrastructure at their own costs and they will be reimbursed as Council receive developer charges from other developments reliant on that infrastructure in the area.

7.8 Payment for Developer Charges

All developer charges will be paid at the rate applicable at the time of application for a Certificate of Compliance pursuant to Division 5 of Part 2 of Chapter 6 of the Water Management Act 2000.

7.9 Timing of Payment of Developer Charges

Payment of developer charges must be finalised at the following stages:

- Development consents for subdivisions – prior to the issue of a subdivision certificate
- Development consents involving building work – prior to the issue 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

7.10 Methodology for Determining Developer Charges to be paid

Refer to Appendix B to determine developer charges to be paid.

Developer charges will be applied as follows to all properties rated for water supply (paying standing charge):

- For residential lot in subdivision 1 Residential lot = 1 ET.
- The first lot in a residential subdivision is exempt from developer charges
- The developer charge for a dual occupancy, villa, townhouse or residential flat development is the number of ET's (Equivalent Tenements) generated as per Appendix B minus the charge for one lot (1 ET)

Properties not rated for water supply (paying a standing charge) do not receive the one lot credit.

7.11 Developments Outside Boundaries of DSP

After the adoption of DSP, an unforeseen new development may occur outside the boundaries of the DSP (see Appendix A). If the planning authorities approve the development, Coffs Harbour City Council as the utility may either:

- Apply the developer charges adopted for the DSP to the new development, or
- Prepare a new DSP for the new development

Such a development is likely to require the construction of specific assets. Provided that there are no other constraints to the development, Coffs Harbour City Council may approve construction of the essential assets ahead of time. In such cases the assets will be sized by the Council in accordance with the requirements of the DSP, and the full capital cost would be met by the developer, in addition to the developer charges levied on the development.

If the asset funded by this developer will serve other future development, the developer may be reimbursed when Council collects developer charges from the future development. Council and the developer must enter into an agreement stating how the developer will be reimbursed in the future.

7.12 Works In Kind

Council may accept an applicant's offer to make a contribution by way of a works in kind contribution.

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

8 Reference Documents

Background information and calculations relating to this DSP are contained in the following documents:

- ❑ Developer Charges for Water Supply, Sewerage and Stormwater Guidelines, December 2002
- ❑ CHCC 2009 Water Supply DSP Background Document (This document contains detailed calculations for the capital charge and reduction amount, including asset commissioning dates, size/length of assets, MEERA valuation of assets, and financial modelling for calculations of reduction amounts. These documents can be reviewed in Councils offices by appointment)

9 Other DSPs and Related Plans

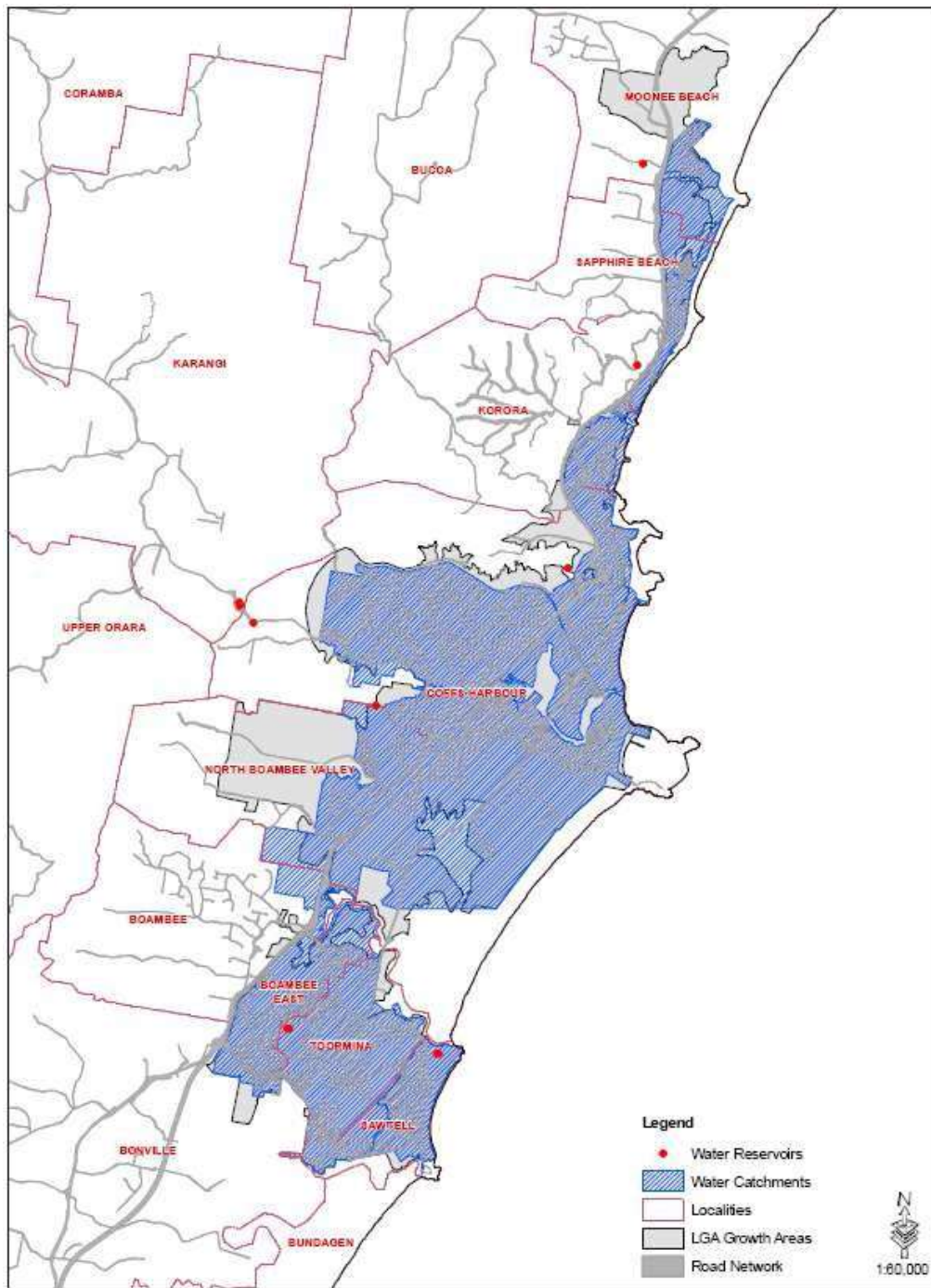
- ☐ Coffs Harbour City Council DSP for Wastewater 2015

10 Glossary

Annual Demand	Total annual water consumption
Capital Cost	The present Value (MEERA basis) of assets used to service the development
Capital Charge	Capital cost of assets per ET x Return on Investment (ROI) factor.
CHCC	Coffs Harbour City Council
CPI	Consumer Price Index
Developer Charge	A charge levied on developers to recover part of the capital cost incurred in providing infrastructure to new development.
DECCW	Department of Environment Climate Change and Water (formerly DWE)
DSP	Development Servicing Plan
DLWC	Department of Land and Water Conservation
EP	Equivalent Person
ET	Equivalent Tenement
LEP	Local Environment Plan
MEERA	Modern Equivalent Engineering Replacement Asset
NPV	Net Present Value
OMA	Operation, maintenance and administration (costs)
Post 1996 Asset	An Asset that was commissioned by a water utility on or after 1st January 1996 or that is yet to be commissioned.
Pre-1996 Asset	An Asset that was commissioned by a water utility before 1st January 1996.
Reduction Amount	The amount by which the capital charge is reduced to arrive at the developer charge. This amount reflects the present value of the capital contribution that will be paid by the occupier of a development as part of future annual charges.
ROI	Return on investment. Represents the income that is, or could be, generated by investing money.
Service Area	An area served by a separate water supply system, a separate small town or village, or a new development of over 500 lots.

Appendix A

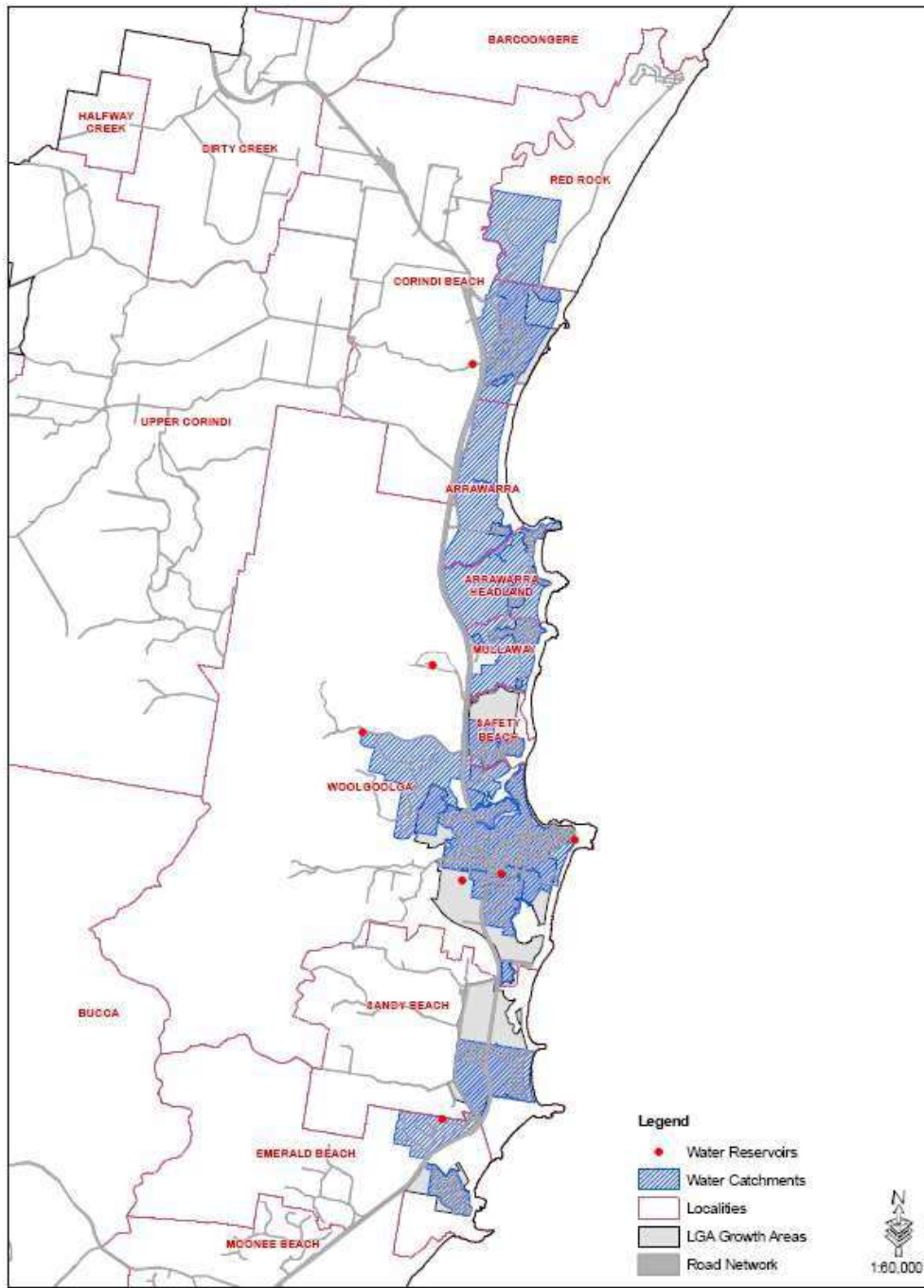
Development Servicing Zone Areas



Water Supply Areas

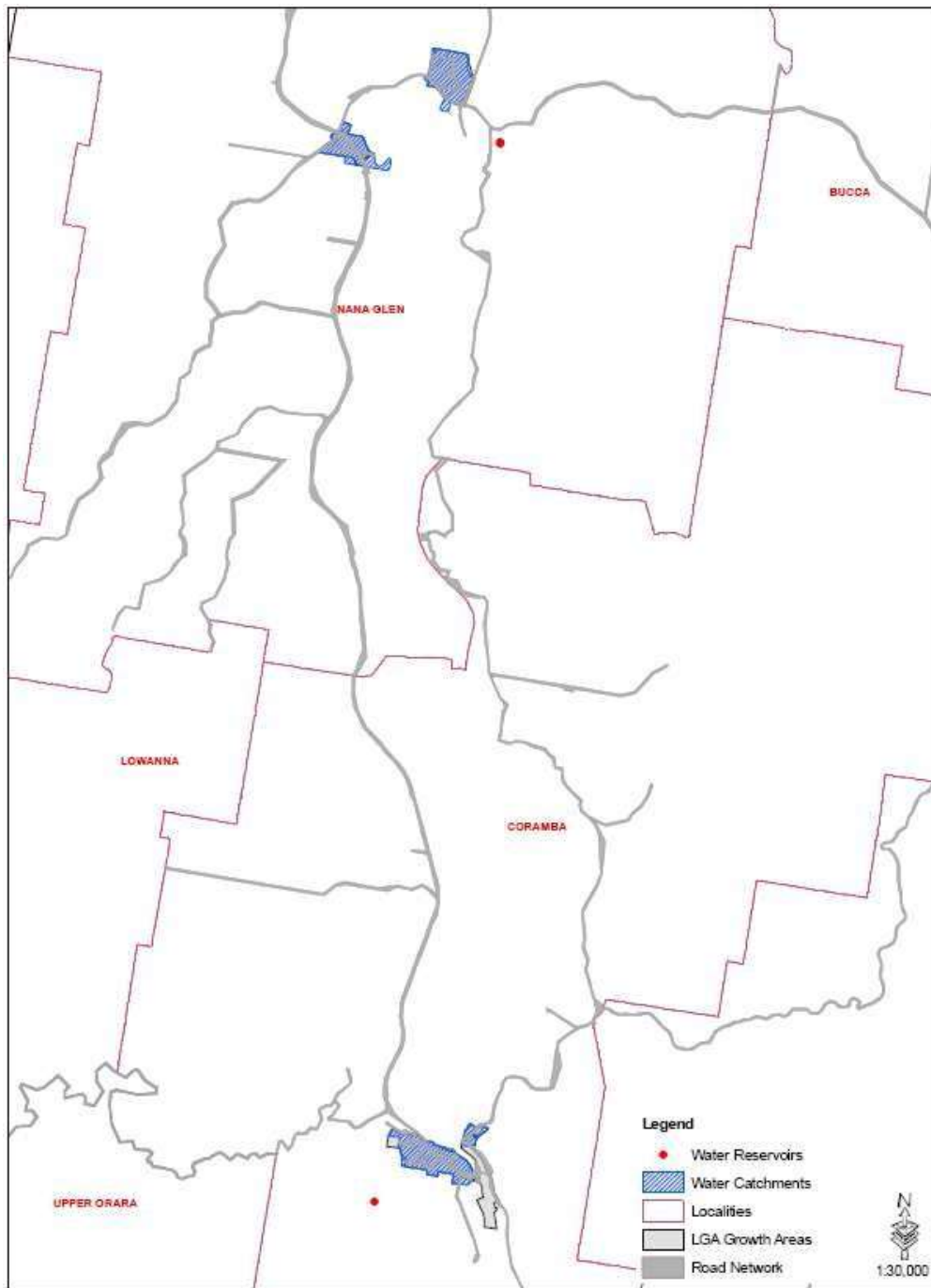
Figure 2:

Coffs Harbour South Serviced Areas



Water Supply Areas

Figure 3: Coffs Harbour North Serviced Areas



Water Supply Areas

Figure 4: Coramba and Nana Glen Serviced Areas

Appendix B

Calculation of Developer Charges to be Paid

Charges shall be calculated for each development application as follows: C

= A x B

C = Developer Charges Payable

A = \$8,690/ET as at 30/6/10 or as revised in Council's Annual Fees and Charges.

B = Number of ET's (Equivalent Tenements) from Table 3 (development types) or Table 4 (sum of individual fixtures).

Table 3 Equivalent Tenement Loadings - Development Types

CLASSIFICATION	Unit Rate per ET	
	Water DSP	Waste Water DSP
RESIDENTIAL		
Subdivision lot	1	1
Small Dwelling*	0.7 per dwelling	0.7 per dwelling
Large Dwelling**	1 per dwelling	1 per dwelling
Boarding House	0.35 per bed	0.35 per bed
Seniors Living (SEPP)	0.55 per dwelling	0.55 per dwelling
Nursing Home	0.35 per bed	0.35 per bed
Self-Care retirement unit	0.55 per unit	0.55 per unit
Hostel	0.35 per bed	0.35 per bed
Group Home	0.35 per bed	0.35 per bed
TOURIST AND VISITOR ACCOMMODATION		
Motel / hotel / resort room	0.35 per room	0.35 per room
Serviced apartments	0.35 per room	0.35 per room
Backpackers accommodation		
per bed	0.1 per bed	0.1 per bed
Bed & Breakfast		
Accommodation	0.35 per room	0.35 per room
Guest House/Hostel	0.35 per room	0.35 per room
Caravan/Camp/cabin site -		
Permanent	0.6 per site	0.6 per site
Caravan/ Cabin site temporary	0.35 per site	0.35 per site
Camp/Tent Site temporary	0.25 per site	0.25 per site
BUSINESS PREMISES		
Shop	0.3 per 100m2	0.3 per 100m2
General Store	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Convenience Store	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Supermarket	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Bulky Goods Premises	0.2 per 100m2	0.2 per 100m2
Hairdressing/beauty salon	0.5 per 100m2	0.5 per 100m2
Laundromat	0.5 per machine	0.5 per machine
Office Premises	0.65 per 100m2 GFA	0.65 per 100m2 GFA
Warehouse/distribution centre	0.1 per 100m2 GFA	0.1 per 100m2 GFA
Industrial Premise***	0.1 per 100m2 GFA	0.1 per 100m2 GFA

Attachment 12

CLASSIFICATION	Unit Rate per ET	
	Water DSP	Waste Water DSP
Self-Storage Premises***	0.1 per 100m2 GFA (admin area)	0.1 per 100m2 GFA (admin area)
Car Wash	Determined on Application	Determined on Application
Plant nursery	Determined on Application	Determined on Application
Service Station	0.6 per lane	0.6 per lane
Car Sales Showroom (indoor)	Determined on Application	Determined on Application
Car Sales Showroom (outdoor)	Determined on Application	Determined on Application
FOOD AND DRINK PREMISES		
Café / Coffee Shop	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Convenience Store	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Fast Food/Snack Bar No amenities	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Fast Food/Snack Bar with amenities	1.5 per 100m2 GFA	1.5 per 100m2 GFA
Restaurant	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Hotel Public Bar	1.4 per 100m2 GFA	1.4 per 100m2 GFA
Lounge/beer garden	1.3 per 100m2 GFA	1.3 per 100m2 GFA
Registered Club - Licenced	0.6 per 100m2 GFA	0.6 per 100m2 GFA
Registered Club - Unlicenced	0.3 per 100m2 GFA	0.3 per 100m2 GFA
COMMUNITY FACILITIES		
Child care without Laundry - per child	0.04 per child	0.04 per child
Child care with Laundry - per child	0.07 per child	0.07 per child
Marina per berth -	Determined on Application	Determined on Application
Place of worship	1 per 80 seats (pro-rata)	1 per 80 seats (pro-rata)
Cultural Establishment	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Correctional Centre	0.5 per bed	0.5 per bed
Educational Establishment		
- Primary/Secondary School	.04 per student	.04 per student
- Tertiary	.04 per student	.04 per student
- Boarding School	0.35 per resident student	0.35 per resident student
Eco Tourism facility		
Passenger Transport Terminal	0.15 per 100m2 GFA	0.15 per 100m2 GFA
HEALTH SERVICE FACILITIES		
Hospital	1 per bed	1 per bed
Medical Centre	0.5 per consultancy room	0.5 per consultancy room
Dental Surgery	0.5 per consultancy room	0.5 per consultancy room
Veterinary Clinic	0.5 per consultancy room	0.5 per consultancy room
ENTERTAINMENT		
Bowling Alley	0.2 per alley	0.2 per alley
Brothel	0.4 per room	0.4 per room
Swimming Pool - Commercial	7 per ML	7 per ML
Recreational centre - indoor	0.3 per 100m2	0.3 per 100m2

Attachment 12

CLASSIFICATION	Unit Rate per ET	
	Water DSP	Waste Water DSP
Function/Conference Centre	0.3 per 100m ²	0.3 per 100m ²

*A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) not including secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy.

**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

Equivalent Tenement Loadings - Known Fixtures:

Table 4 is only to be used if the development type is not categorised in Table 3 or if the development is to be determined on application.

Table 4: Calculation of Equivalent Tenements from known fixture units

Fixture	Equivalent Tenement (ET) Water
Ablution Trough	0.18
Autopsy Table	0.18
Bar Sink (Domestic)	0.07
Bar Sink (Commercial)	0.18
Basin	0.07
Bath	0.26
Bed Pan Steriliser & Washer (Cistern)	0.26
Bed Pan Steriliser & Washer (Flush Valve)	0.18
Bidet	0.07
Bain Marie	0.07
Carwash (Commercial)	6.85
Cleaner's Sink	0.07
Clothes Washing Machine (Domestic)	0.3
Clothes Washing Machine (Commercial)	0.63
Combination Pan Room Sink & Flushing Bowl	0.37
Dental Unit	0.07
Dishwasher (Domestic)	0.18
Dishwasher (Commercial)	0.03
Drinking Fountain	0.07
Garbage Grinder (Domestic)	0.07
Garbage Grinder (Commercial)	0.07
Glass Washing Machine	0.18
Kitchen Sink (Commercial)	0.3
Laboratory Sink	0.07

Attachment 12

Laundry Trough, Single or Double	0.3
Potato Peeler	0.18
Refrigerated Cabinet	0.07
Sanitary Napkin Disposal Unit	0.18
Shower	0.11
Shower Bath	0.18
Slop Hopper (Cistern)	0.26
Slop Hopper (Flush Valve)	0.37
Stable (based on a per stable calculation)	0.74
Steriliser	0.07
Urinal (2.4 meters of wall length or 4 stalls)	0.18
Water-closet (cistern)	0.26
Water-closet (Flush Valve)	0.37
Group of Fixtures in one room (bath, basin, shower, water closet)	0.37
Tundish	0.07

Coffs Harbour City Council

Development Servicing Plan For Wastewater 2015



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Summary

This Development Servicing Plan (DSP) covers wastewater developer charges for the following catchments served by Coffs Harbour City Council (CHCC):

- Coffs Harbour
- Moonee/Emerald
- Woolgoolga
- Corindi

In its meeting on the 11th March 2010 Council resolved to levy a developer charge for wastewater services lower than the calculated value. The wastewater developer charges calculated for the area covered by this DSP and the Council's proposed charges are below:

Wastewater	Residential Developer Charge Calculated 09/10 (\$ per ET)	Developer Charges Proposed by CHCC 09/10 (\$ per ET)
Coffs Harbour City Council	9,804	8,309

Adopting the lower charges will result in some cross-subsidy from existing customers to new development. The extent of the cross-subsidy is \$23 per year for each residential wastewater customer.

This DSP has been prepared in accordance with the Developer Charges Guidelines for Water Supply, Sewerage and Stormwater (2002) issued by the Minister for Land and Water Conservation (now Department of Environment Climate Change and Water – DECCW), pursuant to section 306 (3) of the Water Management Act 2000. This document is to be registered with the NSW DECCW.

The development servicing zone areas covered by this DSP are shown in Appendix A.

The timing and expenditures for works serving the area covered by this DSP are shown in section 4.

Standards of service to be provided by Council are provided in section 5.

Developer charges relating to this DSP will be reviewed as described in section 7.5.

The developer shall be responsible for the full cost of the design and construction of wastewater reticulation works within subdivisions.

The timing of payment of developer charges is described in section 7.9.

A background document titled CHCC 2009 Wastewater DSP Background Document identifies the characteristics of the assets covered by this DSP and is available from Council.





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1 Introduction

Section 64 of the Local Government Act 1993 enables a local government council to levy developer charges for water supply, sewerage and stormwater. This derives from a cross-reference in that Act to section 306 of the Water Management Act 2000.

A Development Servicing Plan (DSP) is a document which details the water supply, sewerage and/or stormwater developer charges to be levied on development areas utilising a water utility's water supply, sewerage and/or stormwater infrastructure.

This DSP covers wastewater developer charges in Coffs Harbour (including Sawtell), Moonee / Emerald, Woolgoolga and Corindi development areas, which are served by Coffs Harbour City Council.

This DSP has been prepared in accordance with the Developer Charges Guidelines for Water Supply, Sewerage and Stormwater (2002) issued by the Minister for Land and Water Conservation (now Department of Environment Climate Change and Water – DECCW), pursuant to section 306 (3) of the Water Management Act 2000.

This DSP supersedes any other requirements related to wastewater developer charges for the area covered by this DSP. This DSP takes precedence over any Councils codes or policies where there are any inconsistencies relating to wastewater developer charges.

This DSP was amended on 8/5/2013 with the schedules at appendix B being updated. This DSP was further amended on 18/12/2013 to recognise the gazettal of LEP 2013. This DSP was further amended on x/xx/xxxx to recognise the exemption of Section 64 contributions for Secondary Dwellings as defined under the Affordable Rental Housing State Environmental Planning Policy 60 square metres or less for consents granted between 1/7/2015 to 30/6/17.



2 Administration

Coffs Harbour City Council – Wastewater	
DSP Area	The area covered by this DSP is shown on plans in Appendix A, which shows the wastewater area covered by this DSP
DSP Boundaries	The basis for defining the DSP areas boundaries is the existing and future development served by Coffs Harbour City Council wastewater schemes
Payment of Developer Charges	Payment of a developer charge is a precondition to the grant of a Compliance Certificate, which must be obtained in order to complete a development. A Compliance Certificate will not be issued until the developer charge payment has been received.
Time & Payment	Council will issue a Notice of Payment – Developer Charges at the time of assessing development application or other type of application. If payment is made within three months of the date of the notice, no further charges will apply for the development. If payment is not received within three months, a payment will be required prior to issue of Compliance Certificate and the charge will be recalculated in accordance with the DSP valid at that time.
Review	Developer Charges relating to this DSP will be reviewed after a period of 5 years. A shorter review period is permitted if a major change in circumstances occurs.
Indexation	The charges will be adjusted quarterly on the basis of movements in CPI for all groups Sydney, excluding the impact of GST.



3 Demographic and Land Use Planning Information



3.1 Growth Projections

CHCC growth projections for Equivalent Tenements (ETs) are shown in Table 1.

Table 1: Projected Demand Growth in ET

	2006	2011	2016	2021	2038
Coffs Harbour Catchment	14,831	21,000	22,500	24,000	28,800
Moonee/ Emerald Catchment	1,138	1,681	2,188	2,482	3,750
Woolgoolga Catchment	3,227	3,956	4,587	5,151	6,870
Corindi Catchment	465	515	585	660	926

1 ET = a standard urban fully detached dwelling. Source: CHCC

The Coffs Harbour Sewerage Strategy Environmental Impact Statement (CEENA, 2000) predicts population growth population in 2021 as shown in Table 2.

Table 2: Growth Projections for the Areas Covered by this DSP

Area	Population (estimated in 2021)	Equivalent Tenements (ETs) 2006	Equivalent Tenements (ETs) 2038	Total New ETs	Proportion of Growth
Coffs Harbour Catchment	68,050	14,831	28,800	13,969	67.5%
Moonee/ Emerald Catchment	6,700	1,138	3,750	2,612	12.6%
Woolgoolga and Corindi Catchment	17,260	3,692	7,796	4,104	19.8%
Total	92,010	19,661	40,346	20,685	100%

3.2 Land Use Information

This DSP should be read in conjunction with Coffs Harbour City Council Local Environment Plan 2000 as amended in August 2009.

4 Wastewater Infrastructure

4.1 Assets

The existing and proposed wastewater assets serving the area covered by this DSP are listed in table 1 and 2 of the CHCC 2009 Wastewater DSP background document.

4.2 Estimates of Capital Costs

Capital works comprising new works and renewals with an estimated value of \$128.2M will be required over the next 30 years to provide wastewater services to the serviced areas.

Capital cost of works to upgrade and improve wastewater services is detailed in table 2 of the CHCC 2009 Wastewater DSP background document.

4.3 Timing of Works and Expenditure

The annual capital works expenditure for wastewater is shown graphically in Figure 1. Timing of works and expenditure are to be reviewed and updated if required.

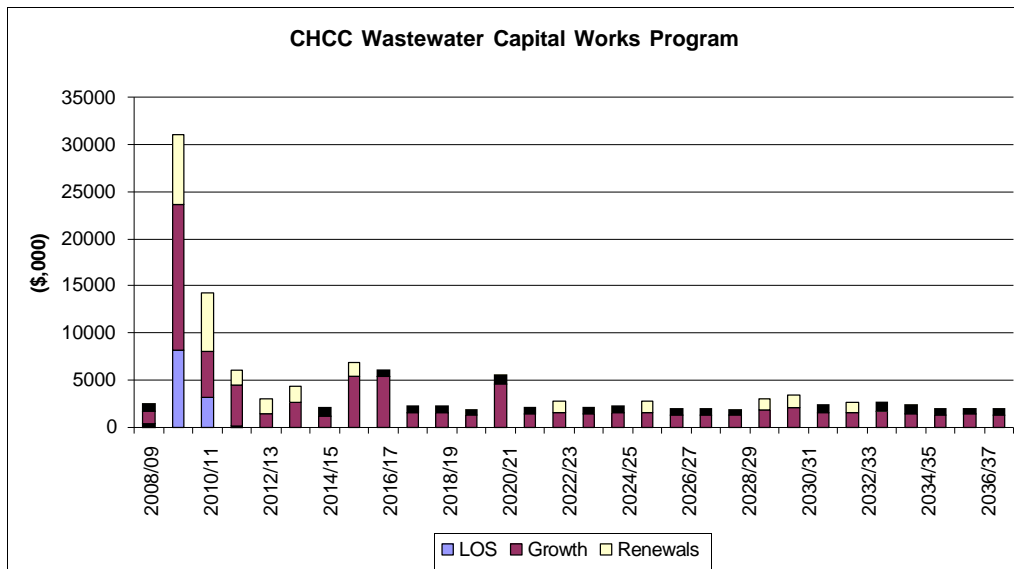


Figure 1: CHCC 30 Years Capital Works Program

5 Standards of Service

The Levels of Service (LOS) are the wastewater targets that CHCC aims to achieve. They are not intended as a formal customer contract.

System design and operation are based on providing the following standards of service:

- Sewage effluent meeting National Water Quality Guidelines for Sewerage Systems, Use of Reclaimed Water, Nov 2000 – Table 3 Food Crops (Direct Contact with Reclaimed Water)
- All sewer chokes removed and service restored within 4 hours
- Sewage overflows less than 1 per pump station per year
- Sewer odour complaints less than 2 per treatment plant and pump station per year - 240 litres per day
- Dry weather flow generated by 1 ET - 576 litres per day

6 Design Parameters

Investigation and design of wastewater system components is based on the following:

- ❑ Manual of Practice: Sewer Design (1984) and the Manual of Practice: Sewage Pumping Station Design (1986). These Manuals were prepared by NSW Public Works and are now managed by the Department of Land and Water Conservation
- ❑ WS-SPEC Water Service Specification
- ❑ Design parameters as nominated in the Coffs Harbour Sewerage Strategy Environmental Impact Statement (CEENA, 2000)

7 Calculated Developer Charges

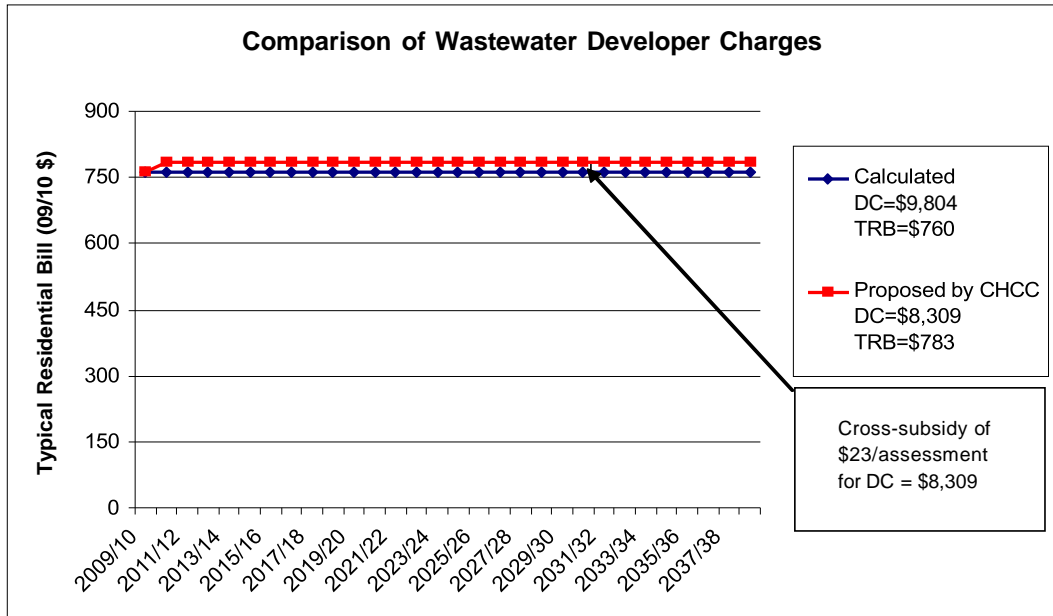
7.1 Summary of Proposed Developer Charge

In its meeting on the 11th March 2010 Council resolved to levy a developer charge for wastewater services lower than the calculated value. The proposed wastewater developer charge is 25% higher than the current contribution charges. Table and graph below show the proposed wastewater developer charges and the cross-subsidy involved.

	Developer Charge 09/10 (\$ per ET)	Cross-subsidy to new development	Cross-subsidy from Typical Residential Bills (\$/assessment)	Required TRB (10/11 onwards) (\$/assessment)	Resulting Increase in TRB (%)	Resulting total cross-subsidy over 30 years (\$M)
Calculated	9,804*	Nil	Nil	760	Nil	Nil
Proposed by CHCC	8,309*	1,495	23	783	3	21

Note: TRB stands for Typical Residential Bills

*Rates applicable as at 1 July 2010



7.2 Summary of Calculated Developer Charges

The developer charges for the area covered by this DSP are as follows:

	Weighted Capital Charge 08/09 (\$ per ET)	Reduction Amount (\$ per ET)	Developer Charge 09/10 (\$ per ET)
Wastewater	12,028	2,454	9,804

The developer charge is indexed to 2009/10 Sydney's CPI of 2.4%. This amount has been calculated on the basis of the following capital charges and reduction amounts.

7.3 Capital Charge

The capital charges for the area served by this DSP have been calculated as follows:

Area	Capital Charge (\$ per ET)	Proportion of growth (%)	Weighted Capital Charge 08/09 (\$ per ET)
Coffs Harbour Catchment	13,130	67.5	8,867
Moonee/ Emerald Catchment	9,319	12.6	1,177
Woolgoolga and Corindi Catchment	10,004	19.8	1,985
Total			12,028

7.4 Reduction Amount

Council has adopted the NPV of Annual Charges method to calculate the Reduction Amount. This method calculates the reduction amount as the NPV of the future net income from annual charges (income less OMA) for the development area.

The reduction amount was calculated using a Financial Plan prepared using FINMOD Financial planning software and a reduction amount calculator developed by DECCW which are based on a 30 year projection. A 10 year calculation of the reduction amount was carried out and extended to 30 years. Details of the reduction amount calculation are included in the CHCC 2009 Wastewater DSP background document.

7.5 Reviewing/ Updating of Calculated Developer Charges

Developer charges relating to this DSP will be reviewed at not greater than 5-yearly intervals. In the period between any reviews, developer charges will be adjusted quarterly on the basis of movements in CPI for Sydney, excluding the impact of GST. Developer charges will be those charges determined by Council from time to time and will be published in Council's Annual Fees and Charges.

7.6 Exclusions

The developer charges do not cover the costs of reticulation works and assets commissioned pre -1970. The developer shall be responsible for the full cost of the design and construction of wastewater reticulation works within subdivisions, as well as works leading up to that subdivision.

Development consents involving construction of a secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy that are approved between 1 July 2015 and 30 June 2017 are exempt from contributions applicable under this contributions plan.

7.7 Developments Requiring Forward Funding

Developments requiring the provision of infrastructure prior to the planning phase by Council will require the developer to forward fund infrastructure at their own costs and they will be reimbursed as Council receives developer charges from other developments reliant on that infrastructure in the area.

7.8 Payment for Developer Charges

All developer charges will be paid at the rate applicable at the time of application for a Certificate of Compliance pursuant to Division 5 of Part 2 of Chapter 6 of the Water Management Act 2000.

7.9 Timing of Payment of Developer Charges

Payment of developer charges must be finalised at the following stages:

- Development consents for subdivisions – prior to the issue of a subdivision certificate
- Development consents involving building work – prior to the issue 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

7.10 Methodology for Determining Developer Charges to be paid

Refer to Appendix B to determine developer charges to be paid.

Developer charges will be applied as follows to all properties rated for wastewater:

- For residential lot in subdivision 1 Residential lot = 1 ET.
- The first lot in a residential subdivision is exempt from developer charges

Or

- The first dwelling on a residential lot is exempt from developer charges
- The developer charge for a dual occupancy, villa, townhouse or residential flat development is the number of ETs (Equivalent Tenements) generated as per Appendix B minus the charge for one lot (1 ET)

Properties not rated for wastewater do not receive the one ET credit.

7.11 Developments Outside Boundaries of DSP

After the adoption of DSP, an unforeseen new development may occur outside the boundaries of the DSP Development areas outside the Development Servicing Zone (see Appendix A). If the planning authorities approve the development, Coffs Harbour City Council as the utility may either:

- Apply the developer charges adopted for the DSP to the new development, or
- Prepare a new DSP for the new development

Such a development is likely to require the construction of specific assets. Provided that there are no other constraints to the development, Coffs Harbour City Council may approve construction of the essential assets ahead of time. In such cases the assets will be sized by the Council in accordance with the requirements of the DSP, and the full capital cost would be met by the developer, in addition to the developer charges levied on the development.

If the asset funded by this developer will serve other future development, the developer may be reimbursed when Council collects developer charges from the future development. Council and the developer must enter into an agreement stating how the developer will be reimbursed in the future.

8 Reference Documents

Background information and calculations relating to this DSP are contained in the following documents:

- ❑ Developer Charges for Water Supply, Sewerage and Stormwater Guidelines, December 2002
- ❑ CHCC 2009 Wastewater DSP Background Document (This document contains detailed calculations for the capital charge and reduction amount, including asset commissioning dates, size/length of assets, MEERA valuation of assets, and financial modelling for calculations of reduction amounts. These documents can be reviewed in Councils offices by appointment)

9 Other DSPs and Related Plans

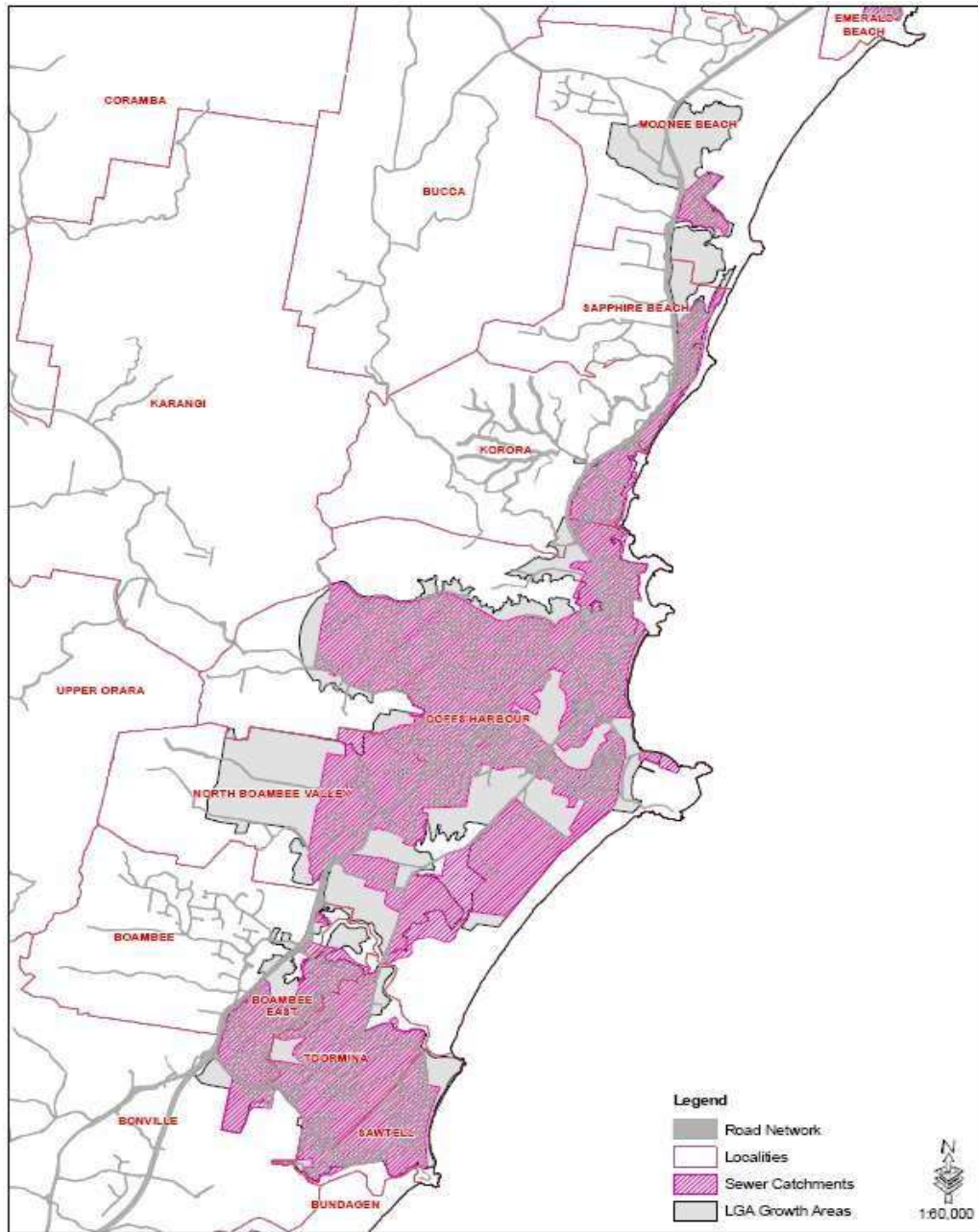
- ☐ Coffs Harbour City Council DSP for Water Supply 2015

10 Glossary

Annual Demand	Total annual water consumption
Capital Cost	The present Value (MEERA basis) of assets used to service the development
Capital Charge	Capital cost of assets per ET x Return on Investment (ROI) factor.
CHCC	Coffs Harbour City Council
CPI	Consumer Price Index
Developer Charge	A charge levied on developers to recover part of the capital cost incurred in providing infrastructure to new development.
DECCW	Department of Environment Climate Change and Water (formerly DWE)
DSP	Development Servicing Plan
DLWC	Department of Land and Water Conservation
EP	Equivalent Person
ET	Equivalent Tenement
LEP	Local Environment Plan
MEERA	Modern Equivalent Engineering Replacement Asset
NPV	Net Present Value
OMA	Operation, maintenance and administration (costs)
Post 1996 Asset	An Asset that was commissioned by a water utility on or after 1st January 1996 or that is yet to be commissioned.
Pre-1996 Asset	An Asset that was commissioned by a water utility before 1st January 1996.
Reduction Amount	The amount by which the capital charge is reduced to arrive at the developer charge. This amount reflects the present value of the capital contribution that will be paid by the occupier of a development as part of future annual charges.
ROI	Return on investment. Represents the income that is, or could be, generated by investing money.
Service Area	An area served by a separate wastewater system, a separate small town or village, or a new development of over 500 lots.

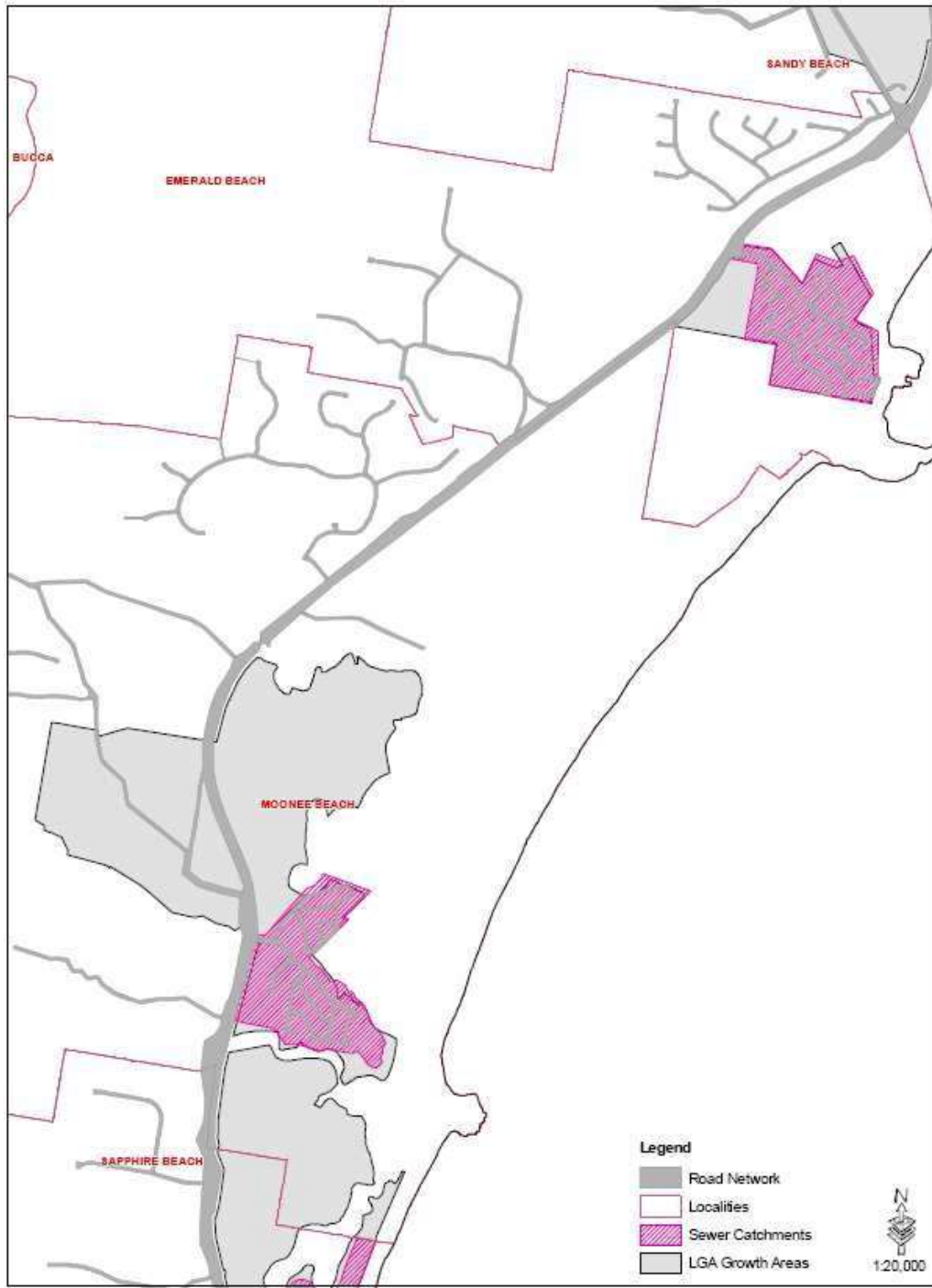
Appendix A

Development Servicing Zone Areas



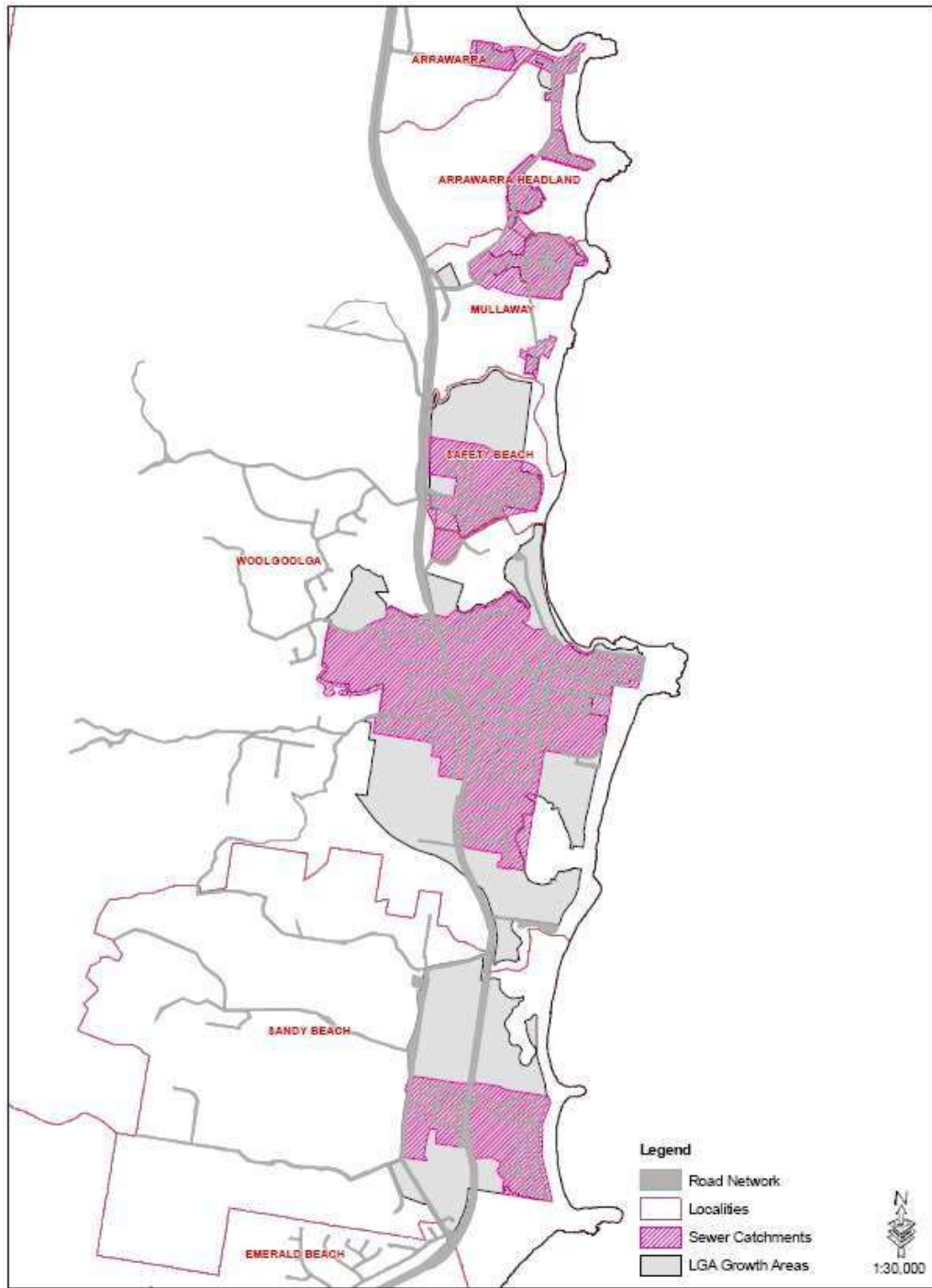
Waste Water Areas

Figure 2: Coffs Harbour Catchment Serviced Area



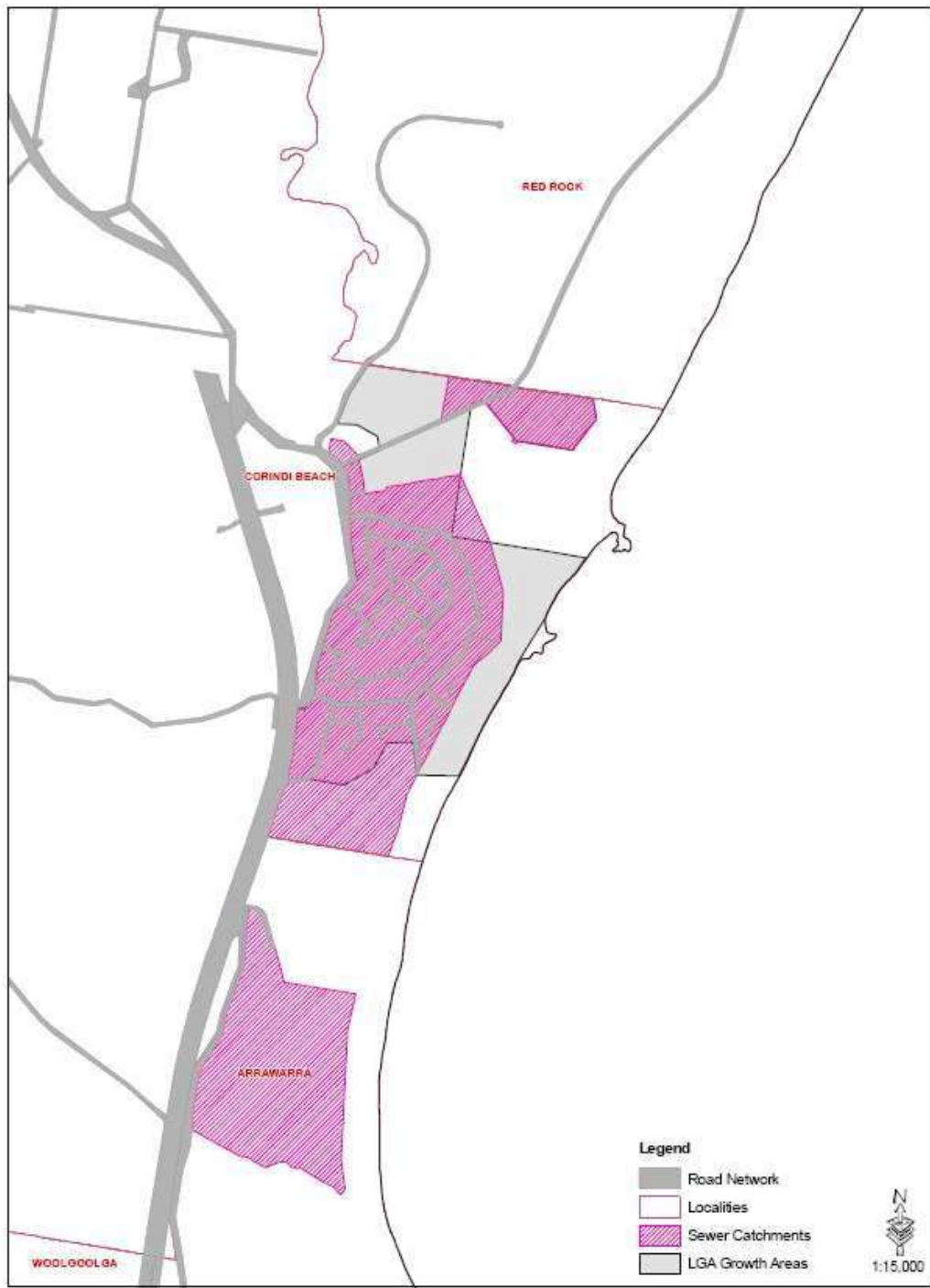
Waste Water Areas

Figure 3: Moonee/Emerald Catchment Serviced Areas



Waste Water Areas

Figure 4: Woolgoolga Catchment Serviced Areas



Waste Water Areas

Figure 5: Corindi Catchment Serviced Areas

Attachment 13



Appendix B

Calculation of Developer Charges to be Paid

Charges shall be calculated for each development application as follows:

$$C = A \times B$$

C = Developer Charges Payable

A = \$9,804/ET as at 30/6/2010 or as revised in Council's Annual Fees and Charges

B = Number of ET's (Equivalent Tenements) from

Table 3 (development types) or Table 4 (sum of individual fixtures).

Note: B = EP's /2.8

Table 3 Equivalent Tenement Loadings - Development Types

CLASSIFICATION	Unit Rate per ET	
	Water DSP	Waste Water DSP
RESIDENTIAL		
Subdivision lot	1	1
Small Dwelling*	0.7 per dwelling	0.7 per dwelling
Large Dwelling**	1 per dwelling	1 per dwelling
Boarding House	0.35 per bed	0.35 per bed
Seniors Living (SEPP)	0.55 per dwelling	0.55 per dwelling
Nursing Home	0.35 per bed	0.35 per bed
Self Care retirement unit	0.55 per unit	0.55 per unit
Hostel	0.35 per bed	0.35 per bed
Group Home	0.35 per bed	0.35 per bed
TOURIST AND VISITOR ACCOMMODATION		
Motel / hotel / resort room	0.35 per room	0.35 per room
Serviced apartments	0.35 per room	0.35 per room
Backpackers accommodation per bed	0.1 per bed	0.1 per bed
Bed & Breakfast Accommodation	0.35 per room	0.35 per room
Guest House/Hostel	0.35 per room	0.35 per room
Caravan/Camp/cabin site - Permanent	0.6 per site	0.6 per site
Caravan/ Cabin site temporary	0.35 per site	0.35 per site
Camp/Tent Site temporary	0.25 per site	0.25 per site
BUSINESS PREMISES		
Shop	0.3 per 100m2	0.3 per 100m2
General Store	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Convenience Store	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Supermarket	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Bulky Goods Premises	0.2 per 100m2	0.2 per 100m2
Hairdressing/beauty salon	0.5 per 100m2	0.5 per 100m2
Laundromat	0.5 per machine	0.5 per machine
Office Premises	0.65 per 100m2 GFA	0.65 per 100m2 GFA
Warehouse/distribution centre	0.1 per 100m2 GFA	0.1 per 100m2 GFA
Industrial Premise***	0.1 per 100m2 GFA	0.1 per 100m2 GFA
Self Storage Premises***	0.1 per 100m2 GFA (admin area)	0.1 per 100m2 GFA (admin area)
Car Wash	Determined on Application	Determined on Application
Plant nursery	Determined on Application	Determined on Application
Service Station	0.6 per lane	0.6 per lane
Car Sales Showroom (indoor)	Determined on Application	Determined on Application
Car Sales Showroom (outdoor)	Determined on Application	Determined on Application
FOOD AND DRINK PREMISES		
Café / Coffee Shop	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Convenience Store	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Fast Food/Snack Bar No amenities	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Fast Food/Snack Bar with amenities	1.5 per 100m2 GFA	1.5 per 100m2 GFA
Restaurant	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Hotel Public Bar	1.4 per 100m2 GFA	1.4 per 100m2 GFA

Attachment 13

Lounge/beergarden	1.3 per 100m2 GFA	1.3 per 100m2 GFA
Registered Club - Licensed	0.6 per 100m2 GFA	0.6 per 100m2 GFA
Registered Club - Unlicensed	0.3 per 100m2 GFA	0.3 per 100m2 GFA
COMMUNITY FACILITIES		
Child care without Laundry - per child	0.04 per child	0.04 per child
Child care with Laundry - per child	0.07 per child	0.07 per child
Marina per berth -	Determined on Application	Determined on Application
Place of worship	1 per 80 seats (pro-rata)	1 per 80 seats (pro-rata)
Cultural Establishment	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Correctional Centre	0.5 per bed	0.5 per bed
Educational Establishment		
- Primary/Secondary School	.04 per student	.04 per student
- Tertiary	.04 per student	.04 per student
- Boarding School	0.35 per resident student	0.35 per resident student
Eco Tourism facility		
Passenger Transport Terminal	0.15 per 100m2 GFA	0.15 per 100m2 GFA
HEALTH SERVICE FACILITIES		
Hospital	1 per bed	1 per bed
Medical Centre	0.5 per consultancy room	0.5 per consultancy room
Dental Surgery	0.5 per consultancy room	0.5 per consultancy room
Veterinary Clinic	0.5 per consultancy room	0.5 per consultancy room
ENTERTAINMENT		
Bowling Alley	0.2 per alley	0.2 per alley
Brothel	0.4 per room	0.4 per room
Swimming Pool - Commercial	7 per ML	7 per ML
Recreational centre - indoor	0.3 per 100m2	0.3 per 100m2
Function/Conference Centre	0.3 per 100m2	0.3 per 100m2

*A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas) not including secondary dwelling as defined under the Affordable Rental Housing State Environmental Planning Policy.

**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

Equivalent Tenement Loadings - Known Fixtures:

Table 4 is only to be used if the development type is not categorised in Table 3 or if the development is to be determined on application.

Table 4: Calculation of Equivalent Tenements from known fixture units

Fixture	Equivalent Tenement (ET) Wastewater
Ablution Trough	0.18
Autopsy Table	0.18
Bar Sink (Domestic)	0.07
Bar Sink (Commercial)	0.18
Basin	0.07
Bath	0.26
Bed Pan Steriliser & Washer (Cistern)	0.26
Bed Pan Steriliser & Washer (Flush Valve)	0.18
Bidet	0.07
Bain Marie	0.07
Carwash (Commercial)	6.85
Cleaner's Sink	0.07
Clothes Washing Machine (Domestic)	0.3
Clothes Washing Machine (Commercial)	0.63
Combination Pan Room Sink & Flushing Bowl	0.37
Dental Unit	0.07
Dishwasher (Domestic)	0.18
Dishwasher (Commercial)	0.03
Drinking Fountain	0.07
Garbage Grinder (Domestic)	0.07
Garbage Grinder (Commercial)	0.07
Glass Washing Machine	0.18
Kitchen Sink (Commercial)	0.3
Laboratory Sink	0.07
Laundry Trough, Single or Double	0.3
Potato Peeler	0.18
Refrigerated Cabinet	0.07
Sanitary Napkin Disposal Unit	0.18
Shower	0.11
Shower Bath	0.18
Slop Hopper (Cistern)	0.26
Slop Hopper (Flush Valve)	0.37
Stable (based on a per stable calculation)	0.74
Steriliser	0.07
Urinal (2.4 meters of wall length or 4 stalls)	0.18
Water-closet (cistern)	0.26
Water-closet (Flush Valve)	0.37
Group of Fixtures in one room (bath, basin, shower, water closet)	0.37
Tundish	0.07



REPORT TO ORDINARY COUNCIL MEETING

ENVIRONMENTAL LEVY PROJECTS REPORT TO 30 JUNE 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 30 June 2015

Recommendation:

That Council:

1. Notes the status of Environmental Levy projects as at 30 June 2015 as outlined in the attachment.
2. Approves the following projects' surplus funds to be returned to the Environmental Levy Reserve for allocation to future projects:

<u>Project</u>	<u>Surplus Funds</u>
KPoM Review of Koala Populations -South & West Precincts	\$ 23,376.62
Impact on Freshwater Ecosystems	\$ 1,125.42
Sustainable Management of Biodiversity in LGA	\$ 12,123.11
Strategic Planning - Biodiversity	\$ 4,390.04
Environmental Levy Coordination	\$ 10,771.38
Matching Grant Funding Pool	\$ 31,964.00
Green School Sustainability Fund 1314	\$ 1,999.07
Coffs Coast Sustainable Living Festival	\$ 2,278.44
Koala/Wildlife Corridor Bakker Dr Bonville Stage 2	\$ 2,539.94
Sapphire Beach & Diggers Headland Path Upgrade	\$ 1,181.51
Botanic Gardens Education Officer	\$ 1,538.29
Restoration of Grey-headed Flying-Fox Maternity Camp	\$ 827.15
Various projects with balances under \$10	\$ 0.60
Total	\$ 94,115.57

3. Approves funding of the 2013/14 late expenditure for the following projects from the Environmental Levy Reserve:

Yarrowarra Giriin Team – Bush Regeneration	\$ 4,916.00
Coffs Harbour Community Seedbank Network	\$ 1,982.00
Total	\$ 6,898.00

4. Notes that the financial result for year ended 30 June 2015 incorporates the Environmental Levy revotes as recommended in this report summarised as follows:



REPORT TO ORDINARY COUNCIL MEETING

<u>Project</u>	<u>Revote Funds</u>
Culturally Significant Landscapes of the Coffs Harbour LGA	\$ 34,986.59
KPoM Review of Koala Populations -South & West Precincts (balance after recommendation 2)	\$ 10,000.00
Green School Sustainability Fund	\$ 23,186.54
Koala/Wildlife Corridor Bakker Dr Bonville Stage 2	\$ 2,582.40
Darkum Headland Access Rehabilitation	\$ 8,337.50
Woolgoolga Beach Rehabilitation Project	\$ 10,000.00
Total	\$ 89,093.03

5. Notes the financial result for year ended 30 June 2015 incorporates contribution, revenue and grant revotes as follows:

Orara River Rehabilitation	\$ 23,699.34
Coffs Coast Sustainable Living Festival	\$ 6,000.00
Darkum Headland Access Rehabilitation	\$ 8,337.51
West Coffs to CBD Cycleway (Stage 1)	\$ 91,001.28
Total	\$ 129,038.13

EXECUTIVE SUMMARY

The purpose is to provide Council with a status report to 30 June 2015 on the projects funded under the Environmental Levy (EL) Program and make recommendations regarding revotes for each project. The Environmental Levy Program funds environmental projects that would not otherwise be undertaken with revenue funding.

There were 32 projects including seven revoted projects that were not complete as at last year. As at 30 June 2015 two previous year projects and four current year projects are still incomplete and have requested revoting to next year. All other projects are complete.

REPORT

Description of Item:

A description of the status of the Environmental Levy Program projects as at 30 June 2015, including total funding against actual expenditure, is included as an attachment to this report.

Issues:

Status of Funding for EL Program as at 30 June 2015

Estimated funding position of the Environmental Levy as at 30 June 2014 is summarised as follows:

	\$
Reserve as at 1 July 2014	235,348
<u>Income</u>	
Special Rate	1,161,740
Pensioner Subsidy	861
Water Account	50,000
Contributions, Grants, Rev, Restrict, Reserve	123,515
Interest (estimated)	<u>7,500</u>
Total Income	<u>1,343,616</u>
<u>Funds Available</u>	1,578,964
Less <u>Expenditure</u>	<u>1,475,494</u>
Reserve Balance as at 30 June 2015	<u>103,470</u>

The revotes recommended from 2014/15 to 2015/16 are \$218,131 which is funded by:

Environmental Levy	89,093
Restricted Grants	23,699
Revenue	6,000
Contributions	99,339
Reserves	0

The Environmental Levy Reserve balance of \$103,470 less the revotes to 2015/16 of \$89,093 results in a balance of \$14,377.

Of the Environmental Levy funding of the revotes recommended, the funds were allocated in the following years:

2012/13	\$ 10,000	1 project, refer item 3.
2013/14	8,3371	1 project, refer item 29.
2014/15	<u>70,756</u>	4 projects, refer items 1, 16, 20, & 31.
Total	\$ <u>89,093</u>	

Project Status Report

Relevant additional comments in relation to the projects are:

1. Culturally Significant Landscapes of the Coffs Harbour LGA \$35,000

The first component of the Culturally Significant Landscapes project involved the review of Local Environmental Plan clauses and implementation of planning controls for Indigenous Cultural Heritage considerations under the Development Control Plan

(DCP). The DCP is currently under review and now contains draft provisions for the consideration and management of indigenous cultural values in the landscape. Contact with Office of Environment and Heritage (OEH) has been undertaken in regards to development of a joint project plan to develop resources to aid in the strategic planning and development consideration processes. These resources will aim to clarify and appoint more specific conservation mechanisms and identify any issues with current management. The next stage is the preliminary aboriginal community consultation in regards to how and what they see as the way forward for Council and this project. The works conducted to date have been done in-kind from OEH; this has reduced costs to the actual project funding. Requests revote on the project funding to the next financial year.

It is recommended the remaining funds of \$34,986.59 be revoted to 2015/16.

2. Wildlife Support \$8,800

The Koala enclosure installed at a property at Bucca was paid this quarter, plus shade cloth material to line new Macropod pens at Kungala. As per approved variation request Wires used remaining funds to purchase 20 more of the snuggle safe warmers which are required in rescue kits to keep orphaned / injured warm blooded animals at a consistent optimum temperature. New carrier boxes were also purchased for the annual Wedge-tailed Shearwater releases of disorientated fledgling birds rescued at time of northern migration from Muttonbird Island.

3. Koala Plan of Management (KPOM) Review of Koala Populations in the Southern & Western Precincts 2012/13 \$55,000

The State Environmental Planning Policy 44 - Koala Habitat re-listing of Coffs Harbour (Local Government Area) on the SEPP 44 Schedule is currently on public exhibition under a SEPP revision process by Department of Planning & Environment. The Memorandum of Understanding with Office of Environment and Heritage for the Project Plan for the Southern and Western Precincts' koala population and habitat assessment is current pending signoff from the Regional Manager. The Project Plan is due for completion August - September 2015. The planned commencement of on ground survey work is now subject to funding availability. To date operational funding has been applied to the koala health program which supports the intensive care of koalas in Coffs Harbour. Revote of remaining funds to contribute to the implementation of the Project Plan and development of a new Koala Plan of Management for the Local Government Area is requested.

It is recommended that \$10,000 be revoted to 2015/16 and the remaining funds of \$23,376.62 be returned to the Environmental Levy Reserve.

4. Impact on Freshwater Ecosystems \$2,000

So far the findings from the Korora Lagoon study have shown that these lagoons are contaminated by Arsenic and this has affected the aquatic community. Obligate shredders were found, but in low numbers. This lack of a section of the food chain will result in an increase in rotting vegetation in the benthic layer of the lagoons, low oxygen levels and stagnant water giving off an unpleasant odour. There were no Ostracods found at the most westerly end of the western lagoon. There may be sewage contaminating that area; the Resort owner has on more than one occasion commented on the smell. Ostracods will not tolerate sewage contaminated water but they were found in other areas of the lagoons.

There has been involvement in school and Landcare projects. Reports will be forwarded to Council in the future and published in journals, acknowledging Council's support. Reports will cover cattle in the creeks, defoliation, the impact of the flood mitigation on the aquatic community, the effects of the Flying Foxes on waterways and different methods of riparian restoration with recommendations for native tree planting based on leaf toughness and their use as a food supply to the aquatic community.

It is recommended the remaining funds of \$1,125.42 be returned to the Environmental Levy Reserve.

5. Remote Camera Surveys for Medium Sized Ground Mammals of Coffs Harbour's Hinterland – Gap Surveys \$12,000

All cameras have now been collected and photos downloaded. The geo-referenced data is in a form suitable for direct input to the Atlas of NSW Wildlife. In total 42 camera sites were installed at 14 locations. A final report, including this project and two previous phases of this project, have been collated and submitted to Council. Remote camera surveys of the Coffs Harbour LGA have now established 142 geo-referenced sites at 47 locations. They are providing an important inventory of ground fauna which can be used as baseline for future monitoring. This will assist in the long term conservation of the regions native species. Threatened species identified as part of this project have included the Spotted-tailed Quoll, Koala, Red-legged Pademelon and Parma Wallaby. There have also been a range of vertebrate pests captured during this study including feral cats, wild dog, foxes, black rat, brown Rat and deer. The project has added important knowledge regarding Coffs Harbour LGA's biodiversity and has informed the community, through relevant landowners of biodiversity and conservation issues relevant to them.

6. Marine Estate Agents - SIMP School Environment Awards \$5,265

The Marine Estate Agents Program has been successful with five of the eight participating schools applying for the Marine Estate Agents Environment Awards. The award recipients were selected by a judging panel which included the Marine Parks Education Officer and Council's Sustainability Officer. To promote the program a media release was put out which was taken up by local radio. A feature was also developed for Live Local Magazine and Scuttlebutt Magazine showcasing participating schools efforts. Feedback for the program has been positive and associated documentation has been included with this report. Marine Parks are committed to utilising the resources developed and will continue to run the Marine Estate Agents Program and make it a focal point of our Marine Park Education Schools Program.

7. Developing and Fostering a Sustainable Environment and Community through a Biodiverse Community Garden \$13,000

The garden hosted three Living Lightly workshops this quarter which were attended by around 55 people with positive feedback recorded. Coffs Support Services and Anglicare visited the garden in the past three months; CHESS is also planning to visit with the aim of getting more involved and finding activities for their clients at the garden. Contact was made with these groups whilst applying for a grant. Two grants were applied for in the final quarter, unfortunately both were unsuccessful.

The garden will be extending its opening from two days to Tuesday to Friday. The garden maintains small colonies of animals for the purpose of demonstrating integrated systems of organic production and to show members and visitors the basics of how to care for these animals in a humane and organically based situation.

Garden memberships have continued to grow steadily throughout the year to almost 70 at the end of the year. Where upon it returns to zero, some renew and new members join the garden.

8. Orara River Restoration Project \$227,609

Structural erosion and weed control works have been completed at Cochran's Pool and in the Old Skewes Quarry Reach. Weed control work was completed in the second quarter with the balance of the revoted funds. Cats Claw was eradicated over 21 properties, with camphor and privet control occurring on 5 properties.

During this quarter, the Orara River Rehabilitation Project completed works funded by the Habitat Action Grant from the Department of Primary Industries (Fisheries), with matched funds from the Environment Levy. A total of 1,506 trees were planted across 8.5 hectares of riparian land at 8 locations, weed control over 17 hectares of riparian zone, which included the upgrade of Heritage Park, Coramba, with weed control, tree planting, and installation of an interpretive sign profiling the 'Fishes of the Orara River'. Works were also completed on 5 of the 6 properties under Land Management Agreements, with the North Coast Local Land Services awarding a 3-year contract worth \$190,000 to the project, which has works with a matched environmental levy component. Weed control and maintenance works were carried out on another 15 properties focusing on the Nana Glen and Bucca reaches of the Orara River. Inspections of 9 erosion sites were conducted in conjunction with Local Land Services, with 2 selected for erosion control works and the other 7 sites being re-vegetated and will be reviewed in 12 months' time. It is anticipated the plantings will assist with slowing the water flow and preventing further erosion. Two community workshops were held on weed control and bush regeneration with the assistance of Council's weeds and bush regeneration staff. The project shared a stand at the Orara Valley Fair with Landcare, with much interest shown in the project. The OVRCEMG has met monthly to oversee works and approve work plans.

9. Conservation & Sustainable Management of Biodiversity in LGA \$215,270

Council staff have completed all the reports and spatial layers necessary to identify High Value Habitat in the Coffs Harbour LGA in accordance with Council's adopted Biodiversity Action Strategy. The next steps will be to construct a composite layer (Biodiversity Assets) and rank these according to ecological importance. Delays associated with finalising the keystone spatial layers have prevented progressing toward a new Priority Habitats and Corridors Strategy.

In the reporting period 20 Tree Permit applications were completed along with reviewing the environmental sections of an amended Development Control Plan including changes to the Preservation of Vegetation Clause. Advice has also been provided on Planning Proposals, Local Environmental studies and reports prepared by external consultants. Staff also fields many question from the general public regarding the rules and regulations regarding tree preservation on a range of land tenures. A significant amount of time was also spent investigating breaches of Council's Preservation of Vegetation clause with a number of warnings and fines issued and a small number of cases heard in the local court.

It is recommended the remaining funds of \$12,123.11 be returned to the Environmental Levy Reserve.

10. Aquatic Biodiversity Survey & Baseline Mapping of Freshwater Crayfish & Aquatic Species of the MNC 2013/14 \$2,000

The completed report Aquatic Biodiversity Survey and Baseline Mapping of Freshwater Crayfish and Aquatic Species of the Coffs Harbour City Council Local Government Area - Coastal Strip has been submitted. The main report and summary guide to freshwater fish, crayfish and invertebrates of the Coffs Harbour Coast area and attached photographs are pending webpage creation by Council. The material submitted to Council was of a very high professional standard and has provided a rare insight to the rich diversity of the aquatic environments associated with the coastal streams of the Coffs Harbour Local Government Area.

11. Shorebirds of the Coffs Coast - Signage & Brochures 2013/14 \$1,534

The signs have been made and delivered. The final payment was made by Council and BirdLife Australia forwarded its remaining contribution to Council. The exact location and installation of signs needs to be negotiated with staff and can then proceed.

12. Strategic Planning – Biodiversity 2013/14 \$12,309

Council Resolution of 28 May 2015 noted the Landscape Corridors Report and Spatial Mapping specifying that it could not be utilised for the purpose of development assessment under Part 4 of the Environmental Planning and Assessment Act, 1979. Council will now proceed with development of the 'Biodiversity Assets' layer without the Landscape Corridors layer. All the remaining environmentally significant building blocks have been completed and will be the foundation for the Biodiversity Assets layer which is effectively a composite of all the layers. This is a simple GIS exercise that can be completed internally by Council negating the need for remaining or additional funds. This project completes the requirements specified in Council's Biodiversity Action Strategy 2012 - 2030 to identify important high value landscapes in the Coffs Harbour Local Government Area.

It is recommended the remaining funds of \$4,390.04 be returned to the Environmental Levy Reserve.

13. Environmental Levy Coordination \$64,059

Coordination of EL Program for this quarter met all required time frames. Principal functions for Council's Environmental Levy Program include: monthly maintenance/updating of spreadsheets detailing funding and expenditure; preparing quarterly management reports and Council reports; coordinating Working Group meetings and submissions as part of the EL Program. Letters were sent to 2015/16 applicants advising whether their projects were successful or not and successful projects were listed on Council's website.

It is recommended the remaining funds of \$10,771.38 be returned to the Environmental Levy Reserve.

14. Matching Grant Funding Pool \$31,964

There were total funds of \$31,964 available towards grant applications for matching funds, made up of revote of \$26,846 approved by Council in 2014 and current year funds of \$5,118. \$8,000 from the pool was applied for on behalf of the Woolgoolga Community Garden Group in July 2014 to strengthen their grant application. The EL Working Group supported the application.

The Woolgoolga Community Gardens grant application was not successful in the third quarter; accordingly the \$8,000 previously held for the project remains unallocated and there have been no further requests to this budget. Balance for future matching grant applications of \$31,964 can be returned to the pool as \$20,836 has been allocated in 2015/16.

It is recommended the remaining funds of \$31,964 be returned to the Environmental Levy Reserve.

15. Green School Sustainability Fund 2013/14 Revote \$19,642

A total of 18 local schools and centres were awarded funding from the 2013/14 round of Green Schools. 17 of these schools and centres completed their projects. Projects completed included: 7 vegetable gardens, 4 habitat gardens and regeneration projects, 2 waste wise projects and 4 water savings projects. During the implementation of these projects a total of 1421 students at child care centres, primary and high schools were engaged in education for sustainability. Outcomes achieved by schools during the 2013/14 round of funding included: an increase in insect biodiversity (evaluated through surveys conducted by students, integrating maths and science into education for sustainability); transformation of unused, unproductive spaces into highly productive kitchen gardens, for use by hospitality students; installation of water tanks for use on kitchen garden beds, integrating water conservation practices through water audits; reduction in organic waste sent to landfill, engaging students in a closed loop system (growing produce from seed, harvesting, eating produce, composting any waste and feeding future harvests with nutrient rich compost). One school did not complete their project leaving unspent funds of \$1,999.07 to be returned to the EL Reserve.

It is recommended the remaining funds of \$1,999.07 be returned to the Environmental Levy Reserve.

16. Green School Sustainability Fund \$51,616

School visits by the Project Officer have commenced, with six schools and centres having received visits to date and a further seven visits have been scheduled for early in Term 3 to engage with teachers and students; assess project progress; provide assistance and develop case studies. The Sustainable Schools Network launched in March has seen the primary and secondary streams of the network gather for two successful meetings, while the early childcare stream saw a professional development training day held for educators in the field of Education for Sustainability implementation in early childcare.

To date one school and one childcare centre have completed their projects, with the remaining eleven having commenced their projects. As with previous years, schools have provided feedback that they prefer to run the projects over a school year, rather than a financial year to ensure continuity and enable teachers to more easily incorporate lessons into the current year's curriculum. Whilst the project timeframes have been shortened this year, it is expected that all schools and centres will have completed their projects by the end of August 2015. Therefore, a revote of \$23,186.54 is recommended to enable schools to complete their projects.

It is recommended the remaining funds of \$23,186.54 be revoted to 2015/16.

17. Coffs Ambassadors Interpretive Tours \$42,482

This quarter 119 residents and tourists attended one of the ten Coffs Ambassadors walking tours of the LGA. The tour assessment and mentoring project continued to ensure tours continue to meet Work Health & Safety standards and deliver educational

and behavioral change outcomes. A training and debrief session was held for the volunteer tour guides. The winter tour program was developed and promoted Coffs 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; an article in Coffs Coast Child magazine and via an advertisement in the Coffs Coast Focus Magazine.

18. Coffs Coast Sustainable Living Festival \$30,000

Survey respondents stated that having attended the Coffs Coast Sustainable Living Festival they were inspired to change the way they do things in their everyday lives. The Festival's audience is comprised of a wide variety of community members. This year's Festival attracted a large number of people who had not attended the Festival in previous years. 100% of Botanica survey respondents stated that they would like to see the Festival continue and grow into the future.

The media coverage during this year's Festival included supportive stories in the Coffs Coast Advocate as well as slots on 2CSFM radio. Additionally, the Botanica Spring Fair was featured in the Sydney Morning Herald. Social media advertising were used this year, resulting in 362 Festival Facebook followers and 2,453 website visits (www.slf.net.au). Additional promotional activities were also used advertising the Festival.

It is recommended the remaining funds of \$2,278.44 be returned to the Environmental Levy Reserve.

19. Boambee Beach Bush Revegetation & Bush Regeneration at Jetty Foreshore & Boambee Beach \$36,400

Jetty Foreshore

Some specific weeds have been targeted in the past 3 months to treat them before they were able to set seed. The process involved chemical treatment where appropriate as well as hand weeding and manual and machine seed harvest when required. A number of priority weed species have had a significant reduction in occurrence and now need to be searched out for treatment.

North Boambee

A systematic sweep of the dunes east of the main track has continued to allow the manual removal of woody weeds; this has been supported by a regime of spraying weed grasses. A walk behind self-propelled slasher was hired to manage the proliferation of annuals before they went to seed. Vine weeds at the northern end of the site have been a primary focus for follow up. These have been manually removed, mostly before seed set. A clear edge has now been established approximately 800m south of the slip-rail beyond which primary work is yet to be done. Ongoing funding will allow this edge of restoration to be pushed further south while appropriate follow up will continue to be undertaken on the "weed free" area to the north until residual weed seed has been exhausted.

North Boambee Bush Revegetation

1554 native plants from locally sourced seed were purchased for revegetation of degraded areas caused by illegal use of 4WD; 250 of these will be planted out on National Tree Day in July 2015. These plants include species to increase the biodiversity throughout the site. Materials were also purchased to ensure the survival of plantings. Six new volunteers, 90 Primary students and 15 Year 10 students have been trained in planting techniques and plant identification. Illegal vehicle use in dunes has been reduced due to signage at vehicle access points provided by Jetty Dunecare. The current aged and damaged signs at the 4WD beach access are not effective in

preventing illegal use. A sign needs to be erected at the entrance to the beach emphasising the vehicle restrictions to the dunes and thus reducing damage to new plantings.

20. Koala / Wildlife Corridor Bakker Dr Res Bonville Stage 2 \$6,750

Wet weather throughout the fourth quarter continued to impact on bringing heavy tree-removing equipment onto the reserve. Therefore due to the lateness of Council tree officers in cutting the camphor's and because Friends of Park did not have funds deposited into their bank account, purchasing of plants and extra mulch and preparation of the ground for planting and completing re-vegetation of the area by Friends of Park volunteers was not possible, prior to the end of the financial year. A further \$2,582.40 was spent on tree lopping in the final week of June 2015. However, this amount is actually showing in the 2015-2016 Council ledgers. Friends of Park request that this amount please be revoted to 2015-2016 to cover the late costs.

It is recommended that \$2,582.40 be revoted to 2015/16 and the remaining funds of \$2,539.94 be returned to the Environmental Levy Reserve.

21. Supporting Community Action in the Coffs Harbour LGA \$155,000

Three agencies MOU - Volunteer Management Agreement - were signed by all parties. Onsite training and support of volunteers continued with a total of 117 volunteers attending support visits over the year. In addition, 39 members attended "Principles of Bush Regeneration" workshops; 10 volunteers completed First Aid Training; CHRLC's volunteer spraying evaluator updated his chemcert accreditation. Throughout the year all planned and EL funded bush regeneration works were completed, complemented by over \$20,000 bush regeneration works funded by "Start-Up" grants, Local Land Services Targeted Landcare grants and an Environmental Trust grant.

There were 12 new Landcare members this quarter. CHRLC nursery distributed 2,173 plants to landcare sites and projects throughout the year. Senna was again a targeted weed on many sites this quarter with mature senna being virtually eliminated at Sapphire Reserve & Serenity Beach Landcare sites. Continued volunteer support has seen some sites / groups thriving, while others have experienced reduced numbers of volunteers, with some sites are down to just 1 to 2 volunteers. Effective site planning and targeted support will help to bolster existing sites / groups.

22. Yarrawarra Giriin Team - Bush Regeneration \$19,671

Team members have had the opportunity to further develop skill in a conservation and land management through on the job training provided by EnviTE by professional bush regenerators. The four team members have extended their knowledge in the areas of native plant and weed identification, appropriate methods for weed control including manual and chemical techniques, plant community structure and variables in different habitats, plant selection for regeneration projects and data collection for assessment and monitoring. The team has started demonstrate the capacity to work independently in all aspects of bush regeneration best practice and are able to make informed decisions regarding day to day works. Three members have enrolled in Certificate III Conservation and Land Management at North Coast TAFE.

The final 2013/14 invoice of \$4,916 has been processed in the 2014/15 financial year and funds were not requested to be revoted. Therefore, it is recommended that the over budget funds of \$4,916 be covered from the Environmental Levy Reserve.

23. Coffs Harbour Community Seedbank Network \$9,982

The Coffs Harbour community seedbank has provided seeds to a range of community and other organisations during the year. Species have been collected from within the Coffs Harbour LGA, stored within the Florabank Guidelines and delivered with the high success rates during propagation. During this time the seedbank has collected 112 batches of 61 species to include within our storage facility and delivered over 5kg of seed to propagators within the area. This amount of seed has the potential to propagate over 200,000 native plants for re-vegetation and restoration projects within the LGA.

The final 2013/14 invoice of \$1,982 has been processed in the 2014/15 financial year and funds were not requested to be revoted. Therefore, it is recommended that the over budget funds of \$1,982 be covered from the Environmental Levy Reserve.

24. Bush Regeneration \$207,618

Priority weed control and revegetation works were undertaken across 12 reserves with 510 native plants planted. Work Health & Safety inductions and volunteer sign-up occurred with Kinchela Ave Landcare.

25. Environmental Weed Control \$106,090

Follow up maintenance works in Pinus restoration areas adjacent to Bolwarra St were undertaken. Follow up Vine Weeds removal and restoration in areas adjacent to Bray and Kurrajong Streets were undertaken. Follow up maintenance works in Camphor laurel riparian restoration areas adjacent to Bolwarra St were undertaken.

26. Buluunggal (Coffs Creek) Interpretive Bush Tucker Trail 2012/13 \$3,244.45

The eight trackside interpretive signs funded by the NSW Environmental Trust have been ordered and are in production phase. The sculpture and seat entry sign, funded by EL and Coffs Harbour & District Local Aboriginal Land Council, has been ordered and paid for. Installation will occur in August and an opening ceremony involving the Elders is being considered, completing this project.

27. Sapphire Beach & Diggers Headland Path Upgrade \$62,250

A Federal Government Green Army Team was trained and mentored by Council staff in the construction of a raised non timber boardwalk, paved pathway and upgraded beach access to a high standard and providing improved all ability beach access in this coastal location. Natural area weed control, restoration and planting were undertaken by Green Army under the guidance of NPWS. Sapphire Landcare volunteers contributed to weed control under the guidance of NPWS.

It is recommended the remaining funds of \$1,181.51 be returned to the Environmental Levy Reserve.

28. Botanic Gardens Education Officer

The Education Officer worked on four projects throughout the year. An interpretive walk through the bushland areas describing plant uses by early settlers. Six holiday activity sessions looking at a variety of activities; 60 children were in attendance.

The AUSBIOTA Program was attended by 198 Year 11 students from Port Macquarie to Mclean. Other programs included a field study on plant pathogens and diseases for

year 12 students, "How Plants Grow" excursion of Primary students, and an annual children's cultural day; combining Primary and Secondary students. A total of 1509 school children visited the Gardens for 2014/15.

The Education Officer has developed Botanic Art workshops to learn Botanic Art. Three workshops were held and these will be ongoing into 2015/16. The Botanic Garden is developing a small collection of Botanic Art.

It is recommended the remaining funds of \$1,538.29 be returned to the Environmental Levy Reserve.

29. Darkum Headland Access Rehabilitation

The Federal Government Green Army Team under training and mentoring from Council staff constructed 210 lineal metres of paved coastal walk to a high standard and undertook further weed control under the guidance of NPWS staff. The 180 lineal metre maintenance track sub-base was reconstructed; however, persistent rain events to the end of June prevented the track drying out sufficiently for the bitumen seal to be applied and a control access gate installed. There is likely to be surplus funds at the completion of works that can be returned 50/50 to EL and Coffs Coast Regional Park Trust account as a result of the Green Team savings. A revote of the balance of funds is recommended to complete this project in the first quarter of 2015-2016 so the seal and gate installation can be completed when conditions dry out sufficiently.

It is recommended the remaining funds of \$16,675.01; \$8,337.50 EL and \$8,337.51 NPWS contribution be revoted to 2015/16.

30. West Coffs to CBD Cycleway (Stage 1)

Works completed to date on Shephards Lane include 80 metres of concrete off-road cycleway with a 10 metre small retaining wall and handrail and 39 metres of off-road cycleway from the creek extending around to Flintwood Place and preliminary works on the new bridge spanning the creek. Footings have been installed for the bridge and construction is underway. West Coffs Cycleway is a key project in the Council bike plan to facilitate access to the city centre, schools and other facilities for a significant number of residents.

EL funds are fully expended and Section 94 funds of \$100 000 have been allocated to this project in 2014/15 which will complete the construction of the bridge and further works in adjacent streets.

It is recommended the remaining contribution funds of \$91,001.28 be revoted to 2015/16.

31. Woolgoolga Beach Rehabilitation Project \$10,000

Council has now been successful in having the matching grant from the State Government approved for this project. The project is due to start in July 2015 and be completed by December 2015. This EL project is requested to be revoted into the 2015/16 financial period which will comply with the State Government Grant.

It is recommended the remaining funds of \$10,000 be revoted to 2015/16.

32. Restoration of Grey-headed Flying Fox Maternity Camps \$30,000

Counting of both camps undertaken in May indicated that the Woolgoolga camp had increased in numbers whilst, as per other years at this time, the Coffs Creek camp was

empty. Works undertaken included planting of 300 trees and 40 advanced stock at Coffs Creek, weed control and re-vegetation maintenance at both camps including work in the core camp area at Coffs Creek.

It is recommended the remaining funds of \$827.15 be returned to the Environmental Levy Reserve.

Options:

In considering this report Council has the following options:

1. Adopt the recommendations provided to Council.
2. Amend the recommendations provided to Council and then adopt. This may impact upon the projected budgeted position.
3. Reject the recommendations provided to Council. This would revert the budget back to its original position prior to the recommendations being sought.

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 funded have resulted in beneficial outcomes for the environment of the Coffs Harbour Local Government Area (LGA).

• **Social**

The Environmental Levy Policy includes the following criteria to be used in assessing EL submissions:

- protect and / or rehabilitate the natural environment;
- strategic integration;
- generating a community benefit;
- is community based;
- the ability to attract other funding; and
- improve aesthetic quality of natural environment and / or raise community awareness and education.

Many projects included in the program each year are undertaken by community groups.

• **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.

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.

The EL Program has a balance of \$14,377 after taking into account the variations and revotes recommended in this report. These funds will be available for allocation to future EL applications.

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 and reviewed 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 receives quarterly reports on the status of Environmental Levy Projects throughout the year.

Implementation Date / Priority:

The recommendations of this report will be implemented immediately upon Council adoption.

Conclusion:

This report summarises the status of the Environmental Levy Program projects and the proposed budget adjustments as at 30 June 2015.

Agenda - Ordinary Meeting 27 August 2015 - BUSINESS SERVICES DIRECTORATE REPORTS

Attachment

ENVIRONMENTAL LEVY SUMMARY AS AT

30-Jun-15

Description	FUNDING SOURCE					TOTAL FUNDING	Actual Exp 2014/2015	FUNDING OF EXPENDITURE					Total Expenditure	FUNDING OF REVOTES					Total
	Env Levy	Grants	Revenue	Contrib	Con/Restrict			Env Levy	Grants	Revenue	Contrib	Con/Restrict		Env Levy	Grants	Revenue	Contrib	Con/Restrict	
<i>Projects</i>																			
Culturally Significant Landscapes of the	35,000.00	0.00	0.00	0.00	0.00	35,000.00	13.41	13.41					13.41	34,986.59	0.00	0.00	0.00	0.00	34,986.59
Wildlife Support	8,800.00	0.00	0.00	0.00	0.00	8,800.00	8,800.00	8,800.00					8,800.00	0.00	0.00	0.00	0.00	0.00	0.00
Koala Plan of Management - Sthn & W	55,000.00	0.00	0.00	0.00	0.00	55,000.00	21,623.38	21,623.38					21,623.38	33,376.62	0.00	0.00	0.00	0.00	33,376.62
Impacts on Fresh Water Systems	2,000.00	0.00	0.00	0.00	0.00	2,000.00	874.58	874.58					874.58	1,125.42	0.00	0.00	0.00	0.00	1,125.42
Remote Camera Surveys Ground Mar	12,000.00	0.00	0.00	0.00	0.00	12,000.00	12,000.00	12,000.00					12,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Marine Est Agents - SIMP School Env	5,265.00	0.00	0.00	0.00	0.00	5,265.00	5,265.00	5,265.00					5,265.00	0.00	0.00	0.00	0.00	0.00	0.00
Develop a Sustainable Environment th	13,000.00	0.00	0.00	0.00	0.00	13,000.00	13,000.00	13,000.00					13,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Orara River Restoration Project	173,109.00	0.00	0.00	50,000.00	0.00	223,109.00	223,109.00	173,109.00		50,000.00			223,109.00	0.00	0.00	0.00	0.00	0.00	0.00
NCLLS Orara River Rehab	4,500.00	70,000.00	0.00	0.00	0.00	74,500.00	50,800.66	4,500.00	46,300.66				50,800.66	0.00	23,699.34	0.00	0.00	0.00	23,699.34
Conservation & Sustainable Managem	215,270.00	0.00	0.00	0.00	0.00	215,270.00	203,146.89	203,146.89					203,146.89	12,123.11	0.00	0.00	0.00	0.00	12,123.11
Aquatic Biodiversity Survey & Baseline	2,000.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00	2,000.00					2,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Shorebirds of the Coffs Coast - Signa	1,534.00	0.00	0.00	0.00	0.00	1,534.00	1,533.99	1,533.99					1,533.99	0.01	0.00	0.00	0.00	0.00	0.01
Strategic Planning - Biodiversity	12,309.00	0.00	0.00	0.00	0.00	12,309.00	7,918.96	7,918.96					7,918.96	4,390.04	0.00	0.00	0.00	0.00	4,390.04
Environmental Levy Coordination	64,059.00	0.00	0.00	0.00	0.00	64,059.00	53,287.62	53,287.62					53,287.62	10,771.38	0.00	0.00	0.00	0.00	10,771.38
Matching Grant Funding Pool	31,964.00	0.00	0.00	0.00	0.00	31,964.00	0.00	0.00					0.00	31,964.00	0.00	0.00	0.00	0.00	31,964.00
Green School Sustainability Fund 131	19,642.00	0.00	0.00	0.00	0.00	19,642.00	17,642.93	17,642.93					17,642.93	1,999.07	0.00	0.00	0.00	0.00	1,999.07
Green School Sustainability Fund	51,616.00	0.00	0.00	0.00	0.00	51,616.00	28,429.46	28,429.46					28,429.46	23,186.54	0.00	0.00	0.00	0.00	23,186.54
Coffs Ambassadors Interpretive Tours	42,482.00	0.00	2,374.00	0.00	0.00	44,856.00	44,855.51	42,481.51		2,374.00			44,855.51	0.49	0.00	0.00	0.00	0.00	0.49
Coffs Coast Sustainable Living Festiva	30,000.00	0.00	6,000.00	0.00	0.00	36,000.00	27,721.56	27,721.56					27,721.56	2,278.44	0.00	6,000.00	0.00	0.00	8,278.44
Boambee Beach Bush Reveg & Bush	36,400.00	0.00	0.00	0.00	0.00	36,400.00	36,400.00	36,400.00					36,400.00	0.00	0.00	0.00	0.00	0.00	0.00
Koala / Wildlife Corridor Bakker Dr Re	6,750.00	0.00	0.00	0.00	0.00	6,750.00	1,627.66	1,627.66					1,627.66	5,122.34	0.00	0.00	0.00	0.00	5,122.34
Supporting Community Action in the C	155,000.00	0.00	0.00	0.00	0.00	155,000.00	155,000.00	155,000.00					155,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Yarrawarra Giriin Team - Bush Regen	19,671.00	0.00	0.00	0.00	0.00	19,671.00	24,587.00	24,587.00					24,587.00	-4,916.00	0.00	0.00	0.00	0.00	-4,916.00
Coffs Harbour Community Seedbank	9,982.00	0.00	0.00	0.00	0.00	9,982.00	11,964.00	11,964.00					11,964.00	-1,982.00	0.00	0.00	0.00	0.00	-1,982.00
Bush Regeneration	207,618.00	0.00	1,181.00	0.00	0.00	208,799.00	208,799.12	207,618.12		1,181.00			208,799.12	-0.12	0.00	0.00	0.00	0.00	-0.12
Environmental Weed Control	106,090.00	0.00	7,179.00	0.00	0.00	113,269.00	113,268.78	106,089.78		7,179.00			113,268.78	0.22	0.00	0.00	0.00	0.00	0.22
Buluunggal (Coffs Creek) Interpretive	3,244.45	0.00	0.00	0.00	0.00	3,244.45	3,244.45	3,244.45					3,244.45	0.00	0.00	0.00	0.00	0.00	0.00
Sapphire Beach Path Upgrade	22,500.00	0.00	0.00	20,250.00	0.00	42,750.00	41,793.26	21,543.26		20,250.00			41,793.26	956.74	0.00	0.00	0.00	0.00	956.74
Diggers HeadLand Path Upgrade	9,750.00	0.00	0.00	9,750.00	0.00	19,500.00	19,275.23	9,525.23		9,750.00			19,275.23	224.77	0.00	0.00	0.00	0.00	224.77
Botanic Gardens Education Officer	16,000.00	0.00	0.00	0.00	0.00	16,000.00	14,461.71	14,461.71					14,461.71	1,538.29	0.00	0.00	0.00	0.00	1,538.29
Darkum Headland Access Rehabilitati	37,000.00	0.00	0.00	0.00	37,000.00	74,000.00	57,324.99	28,662.50					57,324.99	8,337.50	0.00	0.00	0.00	8,337.51	16,675.01
West Coffs to CBD Cycleway (Stage 1	27,553.00	0.00	0.00	100,000.00	0.00	127,553.00	36,551.72	27,553.00		8,998.72			36,551.72	0.00	0.00	0.00	91,001.28	0.00	91,001.28
Woolgoolga Beach Rehab Project	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00	0.00					0.00	10,000.00	0.00	0.00	0.00	0.00	10,000.00
Restoration of Grey-headed Flying Fo	30,000.00	0.00	0.00	0.00	0.00	30,000.00	29,172.85	29,172.85					29,172.85	827.15	0.00	0.00	0.00	0.00	827.15
TOTAL	1,477,108.45	70,000	16,734	180,000	37,000	1,780,842.45	1,475,493.72	1,300,797.85	46,300.66	10,734.00	88,998.72	28,662.50	1,475,493.72	176,310.60	23,699.34	6,000	91,001.28	8,337.51	305,348.73



REPORT TO ORDINARY COUNCIL MEETING

REBATES FOR SOLAR INSTALLATIONS ON COMMERCIAL PROPERTIES

REPORTING OFFICER:	Group Leader Financial Management
DIRECTOR:	Director Business Services
COFFS HARBOUR 2030:	Looking after Our Environment Theme LC3.1 Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour LP1.3 Support innovation and leadership in sustainable business practice LP4.1 Promote sustainability programs and policies LE1.2 Develop programs to actively engage the community on environmental issues and solutions LE2.2 Reduce our carbon footprint LE4.6 Promote and adopt energy efficient practices and technologies across the community
ATTACHMENTS:	Nil

Recommendation:

That Council reaffirms its support to apply funds allocated to the Renewable Energy Fund to invest in energy efficiency and renewable energy works across Council's assets.

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with information to consider the use of Council funds allocated to the Renewable Energy Fund to offer a rate rebate as an incentive for owners of commercial properties to install solar power systems. The report will include consideration of allocating \$3,000 to \$5,000 per applicant, with a minimum system size of greater than 10kW.

REPORT

Description of Item:

The purpose of this report is to provide Council with the report requested in resolution 112 of 11 June 2015, which stated:

That Council staff prepare a report based on the following:

That Council uses funds allocated to the Renewable Energy Fund (CHCC resolution 15 March 2015) to offer a rate rebate as an incentive for owners of commercial properties to install solar power systems.

The report should explore allocating \$3k to \$5k per applicant, with a minimum system size of >10kW.

Issues:

Under the Notice of Motion presented to Council on 11 June 2015, Councillor Townley provided the following rationale with the notice of motion:

While Australia has seen a high uptake rate of solar power for use in residential homes, there has been a much lower uptake in commercial premises. There are many reasons for this but one significant factor is that small business operators frequently do not own the premises in which they operate. As a tenant, the incorporation of solar power, while attractive, is a significant expense and therefore a risk when longevity of tenure may be uncertain. Therefore, a program which creates incentives for commercial landlords to install solar systems may have significant benefits for the wider community.

There are two models which could operate for this purpose. The first is where the landlord purchases outright the solar system. In this case, the landlord is the owner of the system and therefore the power. The tenant would receive the available power directly, receiving this as part of their rental agreement. The landlord could accordingly receive a higher rental return by adding a cost for the power supplied.

The second model is where a landlord can enter into an agreement with the solar company. In this model, the solar company owns the equipment and sells the power to the landlord. The price per unit is normally charged at a lower rate than through a grid provider. However, the overall cost is significantly lower as there is no fee for transmission of the power. This type of agreement, known as a Power Purchase Agreement (PPA), would normally run for ten to fifteen years. In this scenario, the tenant would receive the benefit of a much reduced power bill. The landlord would also have the option of adjusting the rent upwards.

Both of these scenarios have the following benefits. For landlords, the value-adding to their property of being furnished with cheaper electricity makes for a more highly desirable rental property, giving them a market edge. This should result in more tenancy options and longer-term tenants.

For a tenant, knowing that the cost of their power will remain more fixed and will be at a significantly cheaper cost for their business.

For the community as a whole, there is a shared benefit in reducing emissions from coal-powered electricity. Further, increased rates of solar installations creates more local business activity in that sector.

For the Council, there is a shared benefit in reduced emissions. Council is also seen as leader and facilitator in the movement towards renewable energies.

Ideally, the report should include a discussion of offering say ten to seventeen rebates at a cost of \$3,000 to \$5,000 each. A direct investment of say \$50,000 would buy approximately 36kW in any one year (dispersed via 17 x \$3,000 grants to install minimum system size of 10kW = 170kW in any one year. This allows reasonably accurate forecasting of a minimum carbon abatement for the entire program, based on kW of installed generation. A 10kW system is considered suitable minimum size for most small businesses. Council would also receive a return via DA fees for the installation.

The report should further both options as detailed above. Further, mechanisms for sharing power across property boundaries could be explored, ie the creation of small communities or hubs of power generation shared across properties. Additionally a discussion of offering the first year as a trial to property owners within the CBD area. At present, there are significant numbers of untenanted business premises. In keeping with the CBD Masterplan objectives of revitalising business within the City Centre, a focus on this part of the LGA could be explored.

The information provided above has suggested two possible models. There may be more models available to a landlord which provides greater return or tax advantages. The model chosen by a landlord will be a business decision and is not within the purview of Council Officers to provide advice or comment on which may best fit for businesses within the community and therefore will not be further considered within the report.

Research has indicated that a number of Council's throughout Australia offer incentives for the installation of photovoltaic solar panels in their Local Government Area. All are limited by the annual budget set by the Council for each scheme. The following information outlines three different schemes offered by Local Government.

Adelaide City Council has a subsidy scheme that is for the benefit of the whole community and the base conditions are as follows:

- 1.5kW to ≥10kW Solar Panel Incentive Criteria
Photovoltaic systems of 1.5kW and up to and including 10kW capacity are eligible to receive 20% of the installed system cost up to a maximum of \$1,000.
- Landlords installing the system on a residential rental property\ receive 50% of the system cost up to a maximum of \$1,000.
- Concession card holders receive 50% of the system cost up to a maximum of \$1,000.
- >10kW to 20kW and >20kW Solar Panel Incentives Criteria
Photovoltaic systems of more than 10kW up to and including 20kW are eligible to receive 20% of the installed cost of the system up to a maximum of \$2,500.
- Photovoltaic systems of more than 20kW are eligible to receive 20% of the installed cost of the system up to a maximum of \$5,000.

The City of Melbourne has a subsidy scheme that is only for the benefit of the business community. The installed system must be greater than 10 kW. The program only runs for the first two months of the current financial year. There are a limited number of rebates as following:

Number of rebates available	System size	Amount per rebate
4	30 kW+	\$4,000
6	20 – 29.99 kW	\$3,000
8	10 - 19.99 kW	\$2,000

The City of Melbourne has set an ambitious target to secure 25 per cent of the municipality's (entire community) electricity from renewable sources by 2018.

The City of Whitehorse also offers a rebate for the installation of Photovoltaic systems and Solar Hot Water systems. Photovoltaic systems attract a rebate of \$154 and solar hot water systems attract a rebate of \$100.

Revenue that would be generated from the installation of these systems from the charging of Development application fees will vary. On average it is estimated the Council would receive Development application fees of \$1250 per installation. If 16 applications were received through this process per annum this would generate \$20,000. This additional work load however does come at a cost, and the additional revenue would not necessarily exceed the cost of providing the Development Application assessment process by Council officers. As it stands the Development Assessment and Building Services Section is forecast to make a loss in the 2015/16 financial year of \$946,961.

In the 2015/16 financial year an amount of \$50,000 has been budgeted for the Renewable Energy Fund. This will increase to \$100,000 per annum from the 2016/17 financial year. This fund was established in March 2015 by Council resolution 46 of 2015, which stated:

46 RESOLVED (Townley/Innes) that:

1. Council seek 3% of its energy from green sources.
2. Council allocate 10% of the difference between green and black power OR \$100,000, whichever is greater, for Council's large contestable sites and street lighting, to invest into a Renewable Energy Fund on an annual basis for use as funding for energy efficiency and renewable energy works across Council's assets.

The following is an extract of the information considered by Council in the report presented on the item which led to resolution 46:

Over the past two and a half years Council has also adopted a number of resolutions relating to Council's carbon emissions and energy reduction including:

In April 2013, Council resolved (resolution 71):

That Council review its Greenhouse Action Strategy adopted in 2002, while continuing to invest in its energy efficient cost saving program.

That Council request costing for the provision of 10%, and also 20% of energy supplied to be sourced from green or renewable sources, and a report be prepared for Council.

In June 2014 Council resolved (resolution 172):

That Council sets targets for its use of energy from renewable sources, including hydroelectricity, solar and other.

In July 2014 Council resolved (resolution 194) that states:

That Council staff investigates strategies for reducing energy consumption. This may include such things as use of automatic timers, air conditioners and use of energy-efficient technology such as LED. In particular, options for street lighting should be included.

In December 2014 Council adopted an updated set of emissions reduction and renewable energy targets. The adoption of these targets addresses the above resolution 172 and starts the process of addressing resolutions 71 and 194, which will be fully addressed in Stage 3 when the Coffs Harbour Emissions Reduction Plan is finalised and endorsed.

Council has in the past purchased a percentage of green power for Council's small sites. In requesting the inclusion of green power Council is showing its desire to reduce its corporate emissions footprint and to be showing leadership in reducing carbon emissions. As green power will not form a part of the reverse auction, Council will need to negotiate any green power with the assistance of Regional Procurements' business partners Energy Action prior to the auction.

Alongside this, Council is in the process of developing the detailed Emissions Reduction Plan (CHERP) that will outline energy efficiency and renewable energy activities to be undertaken in order to achieve the adopted targets referred to above.

Whilst the purchase of green power may be viewed as a way of demonstrating corporate leadership in carbon emissions reduction, it is arguable that it is only worth doing if Council has already undertaken significant energy efficiency works. Otherwise Council will be paying for green power for inefficient assets and does not improve Council's energy efficiency per se.

In previous resolutions Council has indicated its desire to continue the purchase of green power as part of the Greenhouse Action Strategy 2002. The Greenhouse Action Strategy is currently under redevelopment. In December 2014, Council adopted updated emissions reduction and renewable energy targets as below:

1. Coffs Harbour City Council will reduce its per annum corporate emission (tonnes CO₂-e) from 2010 levels of 25% by 2020 and 50% by 2025.
2. Coffs Harbour City Council energy use to consist of 25% renewables by 2020, 50% renewables by 2025 and 100% renewables by 2030.

Council staff are now in the process of developing the detailed Coffs Harbour Emissions Reduction Plan. Council does not at present have an energy efficiency cost saving program as stated in resolution 71; however, this will be addressed by the Coffs Harbour Emissions Reduction Plan, once developed. The plan will outline the actions to be undertaken to deliver the adopted targets. Implementation of the plan once adopted is currently unfunded.

In order to achieve the adopted targets Council will need to invest significantly in energy efficiency and renewable energy works. These works will in return offer significant financial savings to Council in the short to midterm (approximately 1 – 10 years). The Coffs Harbour Emissions Reduction Plan will consider different financing options (e.g. loans for PV solar, Power Purchase Agreements for Renewable Energy)

but it is recommended that a budget be allocated annually to undertake energy efficiency works (e.g. installation of LED lighting across Council assets, changeover of street lighting to LED). These costs are best covered by an annual budget so appropriate works planning can be undertaken.

Should the Council wish to commence rates rebates for the installation of commercial photovoltaic solar panels, it would need to resolve to amend what the funds in the Renewable Energy Fund could be expended upon to allow expenditure outside of the Council's Assets. Resolution 46 quite clearly states that the funds put into the Renewable Energy Fund would be "*for use as funding for energy efficiency and renewable energy works across Council's assets*".

As pointed out in the Council report in March however, with the new targets adopted by Council for emission reductions and renewable energy used within the organisation, Council will need to significantly invest in energy efficiency and renewable energy works. The utilisation of the Renewable Energy Fund to subsidise external entities installation of commercial photovoltaic solar panels will reduce the Council's ability to fund the works on its own assets. The installation of commercial photovoltaic solar panels on its own assets will also provide an ongoing benefit in the reduction of expenditure on energy costs into the future. An example of this is the installation of commercial photovoltaic solar panels on Rigby House which saves Council in the order of \$30,000 per annum.

Options:

There are numerous options available to Council. Council could vary amounts or percentage of reimbursement. Council could limit the geographic extent of the rebate to the any identified segment of the City of Coffs Harbour. Council may wish to trial the time period for which rebates apply. Council could offer greater incentives to owner occupier versus rental property's or vice versa. The numerous options are almost unlimited however for the purpose of this report three options have been put forward and are outlined below:

1. Council offers a rebate to 16 ratepayers who install photovoltaic solar panels, of greater than 10 kW capacity, on their business premises on a flat reimbursement basis of \$3,000 per installation limited to one installation per rateable property, funded from the Renewable Energy Fund.
2. Council offers a rebate to ratepayers who install photovoltaic solar panels, of greater than 10 kW capacity, on their business premises on a 20% of installation cost reimbursement basis limited at \$5,000 per installation, limited to one installation per rateable property, with the Council's total spend limited to \$50,000 per annum, funded from the Renewable Energy Fund.
3. Council chooses not to offer a rebate to external entities and applies funds allocated to the Renewable Energy Fund to invest in energy efficiency and renewable energy works across Council's assets.

A further option that was explored in the writing of the report was that of limiting the geographic boundary of the scheme to the Central Business District of the Coffs Harbour and funding the rebates through the Special Rates Variation that was approved in 2013/14. Further investigation of this option showed that it was not possible to find a funding source within the allocated works under the Special Rates Variation and therefore this option was discounted from further consideration.

Given the significant drive from the organisation towards both financial and environmental sustainability, it is considered that the Council would be best placed to invest the funds from the Renewable Energy Fund in energy efficiency and renewable energy works across Council's assets. This investment will reduce the organisations carbon emissions and increase its renewable energy sources to help achieve the targets set in December 2014.

This investment will also decrease energy based expenditure into the future and improve the organisation's financial sustainability. Therefore option 3 is the recommended option.

Sustainability Assessment:

- **Environment**

Council has established the Renewable Energy Fund to work towards achieving the Sustainability targets established in December 2014. The implementation of a rate rebate scheme for Commercial properties who install photovoltaic solar panels would have a positive impact on emissions in the Coffs Harbour City area. It is estimated that 170 kW could approximately generate 238 MWh per year which would abate about 205 tonnes of CO₂-e on a Scope 2 basis, and 2,047 tonnes over 10 years. (Scope 2: Indirect Green House Gas emissions from consumption of purchased electricity, heat or steam).

- **Social**

The rates rebate scheme for Commercial properties who install photovoltaic solar panels would have a minor impact on the creation of jobs within the LGA provided the panels were purchased locally.

- **Civic Leadership**

By establishing a Renewable Energy Fund the Council has already shown civic leadership. By meeting the targets set for renewable energy and carbon emission reductions the Council will reinforce this leadership stance. The implementation of the rate rebate scheme for Commercial properties who install photovoltaic solar panels would also show civic leadership for our community.

- **Economic**

Broader Economic Implications

The cost of solar PV is approximately \$1.35/Watt, excluding GST and including the Small Scale Renewable Energy Scheme credit which amounts to about 65c/Watt (i.e. full cost would be about \$2/Watt). So 170 kW would cost \$230,000, or \$180,000 if supported with \$50,000 in grant assistance.

Delivery Program/Operational Plan Implications

Should the Council choose to allocate \$50,000 per annum from the Renewable Energy Fund to the subsidy program, it could place resource constraints upon the organisation meeting the renewable energy and carbon emission targets set in December 2014. It could also inhibit achieving some of the outcomes in the Delivery Program associated with the Council's Sustainability Plan.

Risk Analysis:

The Council is currently undertaking a significant transformation process to assist Council achieve financial sustainability. There is a risk that the commencement of such a rate rebate scheme for the installation of commercial photovoltaic solar panels could be seen as not financially prudent given expending the Renewable Energy Fund, as originally determined by the Council, on Council's own assets will generate operational cost savings and assist in meeting the renewable energy and carbon emission targets set in December 2014.

Consultation:

Consultation has been undertaken with officers within Council from the Community Programs, Development Assessment and Financial Support sections.

Consultation has also been undertaken with Sustainable Business Consulting who is the consultant company working with Council to develop the Coffs Harbour Emissions Reduction Plan.

Related Policy, Precedents and / or Statutory Requirements:

Sustainability Policy

2014 - **372 RESOLVED** (Townley/Degens) that:

1. Council notes the Coffs Harbour Emissions Reduction Plan (Stages 1 - 2) and adopts the following provisional targets:
 - 1.1 Coffs Harbour City Council will reduce its per annum corporate emissions (tonnes CO₂-e) from 2010 levels by 25% by 2020 and by 50% by 2025.
 - 1.2 Coffs Harbour City Council energy use to consist of 25% renewables by 2020, 50% renewables by 2025 and 100% renewables by 2030.
2. A further report be presented to Council in 2015 revisiting the provisional targets in the context of the Coffs Harbour Emissions Reduction Plan (Stage 3).

2015 - **46 RESOLVED** (Townley/Innes) that:

1. Council seek 3% of its energy from green sources.
2. Council allocate 10% of the difference between green and black power OR \$100,000, whichever is greater, for Council's large contestable sites and street lighting, to invest into a Renewable Energy Fund on an annual basis for use as funding for energy efficiency and renewable energy works across Council's assets.

Implementation Date / Priority:

Should Council choose to offer a rebate on the installation of photovoltaic solar panels, it should commence no earlier than 1 January 2016 to coincide with Council's initial \$50,000 investment in the Renewable Energy Fund.

If the Council chooses to offer a rebate on the installation of photovoltaic solar panels, a more thorough set of conditions for the administration of the scheme will need to be developed.

Conclusion:

This report addresses the resolution that Council staff prepare a report based on the following:

- That Council uses funds allocated to the Renewable Energy Fund (CHCC resolution 15 March 2015) to offer a rate rebate as an incentive for owners of commercial properties to install solar power systems.
- The report should explore allocating \$3k to \$5k per applicant, with a minimum system size of >10kW.

Council should consider the information and options provided in the report.



REPORT TO ORDINARY COUNCIL MEETING

ENCROACHMENTS ONTO LANEWAY AT CORAMBA - NO. 7

REPORTING OFFICER:	Property Development Manager
DIRECTOR:	Director Sustainable Infrastructure
COFFS HARBOUR 2030:	MA 1.3 Improve the effectiveness of the existing transport system.
ATTACHMENTS:	ATT1 Plan showing location of encroachments. ATT2 Council Report - Encroachments onto Laneway at Coramba - No. 6

Recommendation:

That Council:

1. **Note the refusal by Crown Lands of the road closure application lodged over the section of laneway impacted by the encroachments.**
 2. **That the owners of both numbers 16 and 18 Thrower Avenue, Coramba be requested to remove fences and other structures that block the laneway, within 60 days.**
 3. **That Council reaffirm that it has no intention to form or construct the laneway to a trafficable condition.**
 4. **That any encroachments not removed by the owners of numbers 16 and 18 Thrower Avenue, Coramba, be removed by Council.**
 5. **After removal of the encroachments, Council monitor the situation in relation to drainage from the laneway.**
-

EXECUTIVE SUMMARY

This is the seventh report in relation to this long running matter of some 10 years. Council at its last meeting in 2011 resolved to lodge a road closure application over the section of road upon which encroachments are located in the rear yards of Nos. 16 and 18 Thrower Avenue, Coramba.

Council has recently been notified that the road closure application it lodged in 2011 has now been refused by Crown Lands. The adjoining owner at No. 47 Gale Street still wishes to access the laneway which is his right. This leaves Council with the only option being to direct the owners of Nos. 16 and 18 Thrower Avenue to remove the encroachments from the laneway.

REPORT

Description of Item:

This is the seventh report to Council on this matter. Attached is report number 6 (which had attached earlier reports) that gives the background on this long running issue.

Report No. 6 was considered by Council on 10 March 2011 at which it was resolved:

1. *Council applies to the Land & Property Management Authority (now Crown Lands) to close that part of the lane behind Numbers 16 & 18 Thrower Avenue Coramba.*
2. *If approved, the land be classified as Operational land under the Local Government Act (as amended).*
3. *The owners of properties that adjoin the proposed closure be notified of Council's decision.*
4. *Following the determination of the closure application by the Land & Property Management Authority (now Crown Lands), a further report be brought back to Council.*

Council received formal written notification from Crown Lands on 9 June 2015 that the road closure application had been refused. A number of submissions were received from the public by Crown Lands objecting to the closure.

In pursuance of point 3 within Council's resolution of 10 March 2011, adjoining owners were recently notified in writing of Crown Lands decision.

In recent weeks, meetings have been held with Mr and Ms Felton and the owners of 16 and 18 Thrower Avenue, Coramba.

Mr and Mrs Felton have expressed a strong view that they still wish to access the section of the laneway blocked by the encroachments for both the purposes of access to their rear yard and to facilitate the lodgment of a Development Application that would require access from the laneway. Mr and Mrs Felton wish the matter to be resolved as soon as possible and expressed little flexibility with regards to the timing for the removal of encroachments which is their legal right.

Meetings were subsequently held on site with the owners of Nos. 16 and 18 Thrower Avenue, Coramba. Although disappointed, both owners expressed an acceptance of the current situation that has now arisen as a result of the refused road closure application. Although accepting that the encroachments need to be removed from the public land, they expressed their views on a number of issues, some of which have previously been noted and include:

1. The encroachments, once removed, may lead to drainage issues for surrounding properties as a result of runoff from the laneway.
2. The issue of reduced privacy as a result of the laneway being unblocked and the possibility of increased pedestrian traffic.
3. The cost of removing some of the encroachments was considered somewhat of an issue. The point being made was that when the properties were purchased, the encroachments already existed and as such the owners of these properties had no legal ownership of the offending structures. The structures generally comprise garden beds, retaining walls and fencing. Given they were never owned by the residents and do not exist on their land, it was considered unfair that Council require them to pay for the removal.

The above points 1 and 2 are considered moot points and are generally reflective of all properties in the Coffs Harbour region which back onto a public road laneway. The drainage issue is seen as a separate matter to the encroachment issue. Council does have a responsibility to deal with water runoff and drainage issues on public roads and as such this matter should be monitored once the encroachments are removed and attended to if there is an issue.

In response to point 3, it is considered that this is a fair point. As such the owners should be provided the opportunity to remove those encroachments they wish to retain and Council should, at its cost, remove any further structures to unobstruct the laneway.

Given the history of this matter and the time and costs involved in attempting to reach a resolution, it is now an appropriate time to bring the matter to a final resolution in light of the failed road closure application. Council, as the owner and asset manager of the laneway, has a duty to ensure that the appropriate legislation is adhered to and that the rights of the community are maintained. The Roads Act is quite clear that access to public roads is a right enjoyed by all in the community.

Issues:

Although disappointed by the requirement to remove the encroachments, the owners of Nos. 16 and 18 Thrower Avenue, Coramba are accepting of the current situation.

Should Council not proceed with an order to have the encroachments removed, it is possible that Mr and Mrs Felton would take legal action against Council to maintain their legal rights of access to the laneway.

Options:

The following options are available to Council:

1. Issue an order for the removal of the laneway encroachments to Nos. 16 & 18 Thrower Avenue, Coramba. Council could contribute to the costs of removing some of the structures which is seen as a fair outcome.
2. Council could not do anything and leave the matter unresolved. If this occurred it is possible Mr and Mrs Felton may take legal action against Council which in turn would put further pressure on Council's financial and staff resources.

Sustainability Assessment:

- **Environment**

Nil.

- **Social**

Refer to previous reports.

- **Civic Leadership**

Council needs to deal with the matter openly and impartially in the best interests of the community.

- **Economic**

Broader Economic Implications

The matter will have no broad economic implications.

Delivery Program/Operational Plan Implications

There will be a minor impact on the roads maintenance budget with the costs of removing some of the structures. The works that would be required are minor and can potentially be completed within a day using a small machine. Sufficient funds exist within the current budget.

Risk Analysis:

There is little risk in issuing an order for the removal of the encroachments as Council has this power under the Roads Act.

The issue of drainage, should there be one, may require future financial resources to resolve. At present the laneway is unformed and no water is concentrated. It would appear to be overland flow.

Consultation:

All affected residents including Mr and Mrs Felton and the owners of Nos. 16 and 18 Thrower Avenue, Coramba, have recently been consulted by face to face meetings.

Related Policy, Precedents and / or Statutory Requirements:

Section 5 of the Roads Act guarantees members of the public the right of passage along a public road. Section 6 of the Roads Act guarantees right of access to a public road by owners of the adjoining land.

Section 107 of the Roads Act provides Council the power to direct any person that causes an obstruction or encroachment on a public road to remove it.

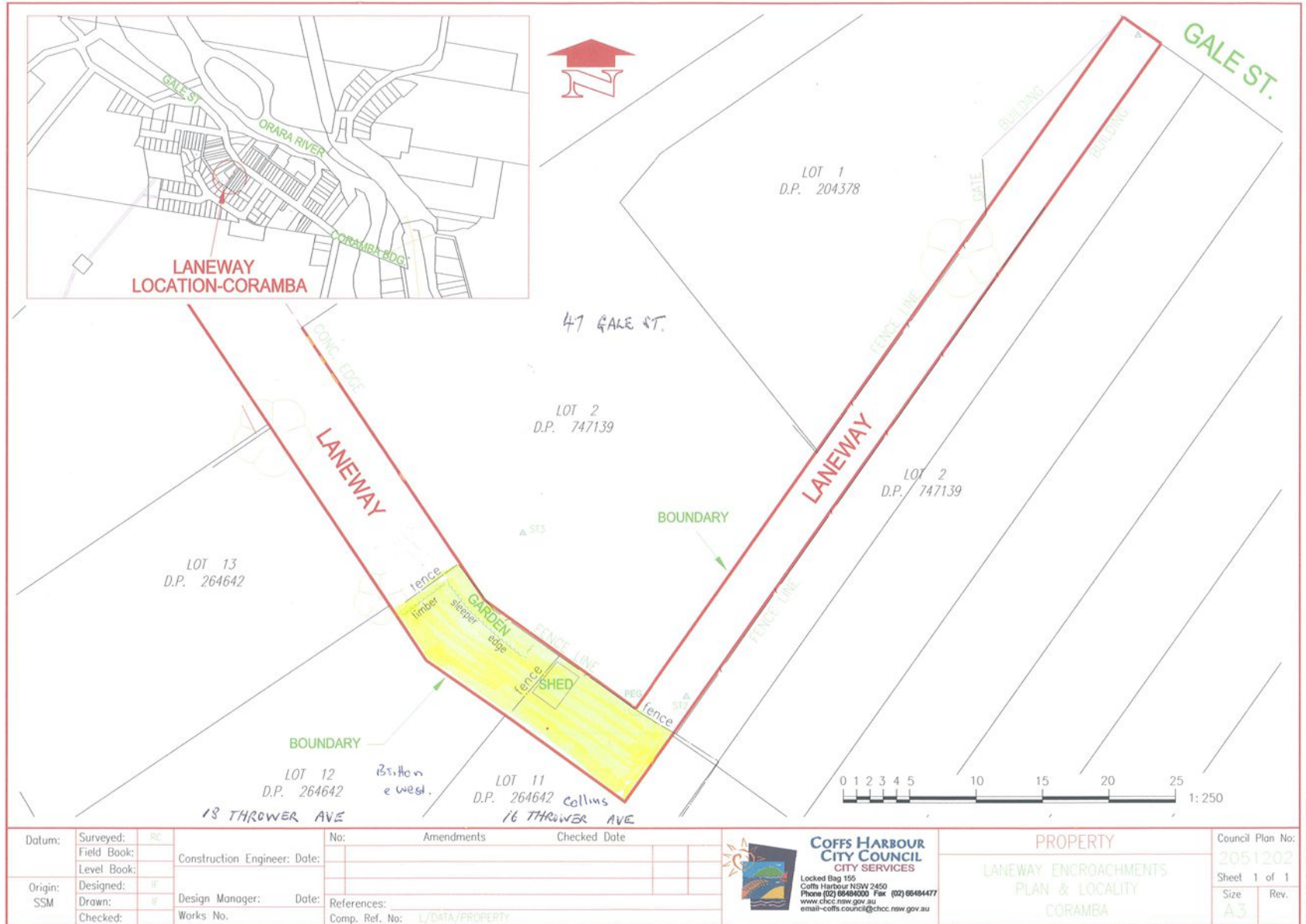
Implementation Date / Priority:

This matter can be actioned immediately.

Conclusion:

The report recommends that after a long running history this matter should be brought to a conclusion by requesting that the owners of Nos. 16 and 18 Thrower Avenue, Coramba be directed to remove the offending structures at the rear of their properties which are located on the laneway. Any structures not removed by a specified date should be removed by Council at its cost.

Given Council's position, the above option is seen as the only tenable alternative for the matter to be resolved.



Datum:	Surveyed: RC	No:	Amendments	Checked Date	 COFFS HARBOUR CITY COUNCIL CITY SERVICES Locked Bag 155 Coffs Harbour NSW 2450 Phone (02) 66484000 Fax (02) 66484477 www.chcc.nsw.gov.au email-coffs.council@chcc.nsw.gov.au	PROPERTY		Council Plan No:
Origin:	Field Book:	Construction Engineer:	Date:			LANEWAY ENCROACHMENTS PLAN & LOCALITY CORAMBA		2051202
SSM	Level Book:	Design Manager:	Date:	References:			Sheet 1 of 1	
Checked:	Drawn: IF	Works No.:		Comp. Ref. No: L/DATA/PROPERTY			Size A3	
							Rev.	

PDF ARCHIVE DATED:

CB11/7 ENCROACHMENTS ONTO LANEWAY AT CORAMBA - NO. 6

Purpose:

To review the status of encroachments onto a laneway at Coramba.

Description of Item:

This is the sixth report to Council on this matter. Attached is report number 5 (which had as an attachment of earlier report) which gives the background to this long running issue.

Report number 5 was considered by Council in October 2008 at which it resolved as follows:

“That a decision be deferred subject to a site inspection with a report to come back to Council in February 2009.”

An inspection was scheduled but did not occur. The matter has been in abeyance since that time.

In December 2010 Council received a letter from W J Grace Solicitors of Ballina on behalf of their client, Mr Graeme Felton of 47 Gale Street Coramba, requesting Council take action to have the encroachments removed. Another letter dated 11 February 2011 has been received from the Solicitor in support of their position. The Solicitor has requested that both of the letters be brought to the Councillors attention, and copies of the letters were distributed to Councillors with their business papers.

It is unknown why the matter has re-emerged after a gap of over two years.

The owners of the properties with the encroachments, 18 Thrower Avenue (Britten and West) and 16 Thrower Avenue (Collins) were contacted to ascertain the current situation. Nothing has change since the last report to Council. The owners of No. 18's son (now aged 9) still has behavioral problems and a respite carer on a regular basis. Both land owners were concerned about the water runoff problems that may occur if the encroachments were removed.

Sustainability Assessment:

- **Environment**

Refer to previous reports.

- **Social**

Refer to previous reports.

- **Civic Leadership**

Council needs to deal with the matter openly and impartially in the best interests of the community.

- **Economic**

Broader Economic Implications

Refer to previous reports.

Cont'd

CB11/7 Encroachments onto Laneway at Coramba - No. 6 ... (Cont'd)

Delivery Program/Operational Plan Implications

Future costs will depend on Council's decision and whether the matter can be settled without legal action. There are sufficient funds in the current budget to lodge a road closure application.

Consultation:

Consultation for this report has been restricted to the owners of the encroaching properties. Mr Felton has not been contacted as he has chosen to speak through a solicitor. His solicitor was spoken to and his position on behalf of his client is clearly stated in the letters circulated to Councillors.

Related Policy and / or Precedents:

Refer to previous reports.

Statutory Requirements:

Section 5 of the Roads Act guarantees members of the public right of passage along a public road. Section 6 of the Roads Act guarantees right of access to a public road by owners of the adjoining land.

Under the Roads Act, Council has the power to issue an order for removal of the encroachments. The Act also allows applications to be made for roads to be closed. Road closure applications are made to the Land & Property Management Authority (LPMA) who are required to advertise the proposal and make a determination.

Issues:

The issues remain much the same as discussed in the previous reports. Legally Mr Felton is within his rights to request the removal of the encroachments.

However, after taking into account the following facts:

- The encroachments were originally onto private land (the land only became a laneway in November 2005) and therefore the land has never been available for use by the public.
- If the encroachments were removed the land would only provide unformed pedestrian access, as Council has no intension of constructing the lane and there is a very large tree in the lane behind No 16 Thrower Avenue.
- Mr Felton enjoys adequate rear access to his property from the adjoining laneways.
- In the last 2 years no member of the public has contacted or written to Council requesting that the laneway be opened.
- Removal of the encroachments would change water runoff patterns with a possible detrimental affect on some properties.

It is considered that Council should apply to close that part of the lane subject to the encroachments. The application would be processed by the LPMA who would determine the application taking into account any objections from adjoining owners or the public at large.

Cont'd

CB11/7 Encroachments onto Laneway at Coramba - No. 6 ...(Cont'd)

If the application were to be successful the land would become Council operational land and this would allow Council to deal with it as it saw fit. Closure applications often take the LPMA a long time to process and therefore a further report would be brought back to Council following the LPMA's approval/refusal.

Implementation Date / Priority:

Should Council accept the recommendation the closure application would be lodged with LPMA.

Recommendation:

1. **That Council applies to the Land & Property Management Authority to close that part of the lane behind Numbers 16 & 18 Thrower Avenue Coramba.**
2. **That, if approved, the land be classified as Operational land under the Local Government Act (as amended).**
3. **That the owners of properties that adjoin the proposed closure be notified of Council's decision.**
4. **That, following the determination of the closure application by the Land & Property Management Authority, a further report be brought back to Council.**

Attachments:

Attachment 1



COPY OF COUNCIL REPORT OF 16 OCTOBER 2008

C69 ENCROACHMENTS ONTO LANEWAY AT CORAMBA - NO 5

Purpose:

Determination of applications to close and purchase parts of the laneway affected by the encroachments.

Description of Item:

This matter has had a long history. Attached is a copy of a previous report presented to Council on 19 October 2006, which gives the background to the matter.

Essentially there are two encroachments across an unformed laneway in the village of Coramba. These encroachments existed prior to Council obtaining ownership of the lane. They consist of the fencing-in of the lane into the backyards of 18 Thrower Avenue and 16 Thrower Avenue. (Refer to the attached plan.)

The owner of 47 Gale Street, Coramba adjoins the other side of the laneway and has been pursuing Council to have the encroachments removed.

Council deferred the matter on 19 October 2006. Councillors and staff carried out an onsite inspection on 16 November 2006.

The next report to Council was on 15 November 2007. It contained the following information -

" The position outlined in the previous report has not changed. The owners of 16 Thrower Avenue do not wish to proceed with their application to close and purchase part of the laneway, and the owners of 18 Thrower Avenue do wish to proceed. The owner of 47 Gale Street still opposes the closure and sale, and wants all the encroachments removed.

The issue as to whether it was possible to lease the area as opposed to closure and sale has been raised in previous discussions. The Council can only lease roads (for up to 5 years) if, in its opinion, the road is not being used by the public. Some of the public are saying they wish to use the lane. Therefore the decision to lease or close and sell is bound by the same parameters.

As outlined in the previous report, on balance it is considered the public interest overrides the personal interest in this instance. Even if Council resolves otherwise, it is considered the application is unlikely to be approved by the Department of Lands, given the objections of nearby owners.

The previous recommendations are re-submitted for Council's consideration."

The Council again deferred the matter requesting clarification of an issue relating to "adverse possession". Advice was obtained on this issue and a report was put to Council on 17 April 2008. The report concluded the "adverse possession" issue was one that Council need not concern itself, when deciding the matter.

Cont'd

C69 Encroachments onto Laneway at Coramba – No 5 ... (Cont'd)

In the April report, the previous recommendations to Council remained unchanged. Council again deferred the matter as it was concerned about the impact the removal of the encroachments may have on drainage from the lane. Advice was sought from Council's Design Branch which indicated the removal of the encroachments may impact upon the drainage patterns and, if this was the case a drain may have to be constructed through private land in the vicinity of the elbow of the lane. Cost would be in the order of \$8,000 - \$10,000. They also recommended advice be sought on Council's legal obligation to address the water runoff.

The advice received, although helpful, was not conclusive, which was not unexpected. Council has of course many drainage issues throughout the Local Government area which it deals with as and when they arise.

Sustainability Assessment:

- **Environment**

Refer to attached report.

- **Social**

Refer to attached report.

- **Economic**

Broader Economic Implications

Refer to attached report.

Management Plan Implications

Refer to attached report.

Consultation:

Refer to attached report.

Related Policy and / or Precedents:

Refer to attached report.

Statutory Requirements:

Under the Roads Act, Council has the power to issue an order for removal of the encroachments. The Roads Act also allows applications to be made for roads to be closed and sold. If Council resolved to support the closure application, then an application is made to the Department of Lands who are required to advertise the proposal and make the final determination.

Cont'd

C69 Encroachments onto Laneway at Coramba – No 5 ... (Cont'd)

Issues:

The removal of the encroachments and the drainage matter, although physically linked, are actually two distinct issues. The drainage scenario may be a consequence of a Council decision to remove the encroachments, but it would be wrong for Council to decide the encroachment issue on the fact Council may have to deal with drainage in the laneway as a result. Council owns the lane and its responsibilities in relation to drainage, in reality, do not change with or without the encroachments.

Therefore the previous recommendations put to Council in relation to the encroachments are resubmitted for Council's consideration.

Following discussion with Council's City Services staff, it is recommended that if the encroachments are removed, the drainage situation be assessed at that time and monitored. If there is a problem that can't be dealt with within the laneway itself, then a report be brought back to Council to address the issue.

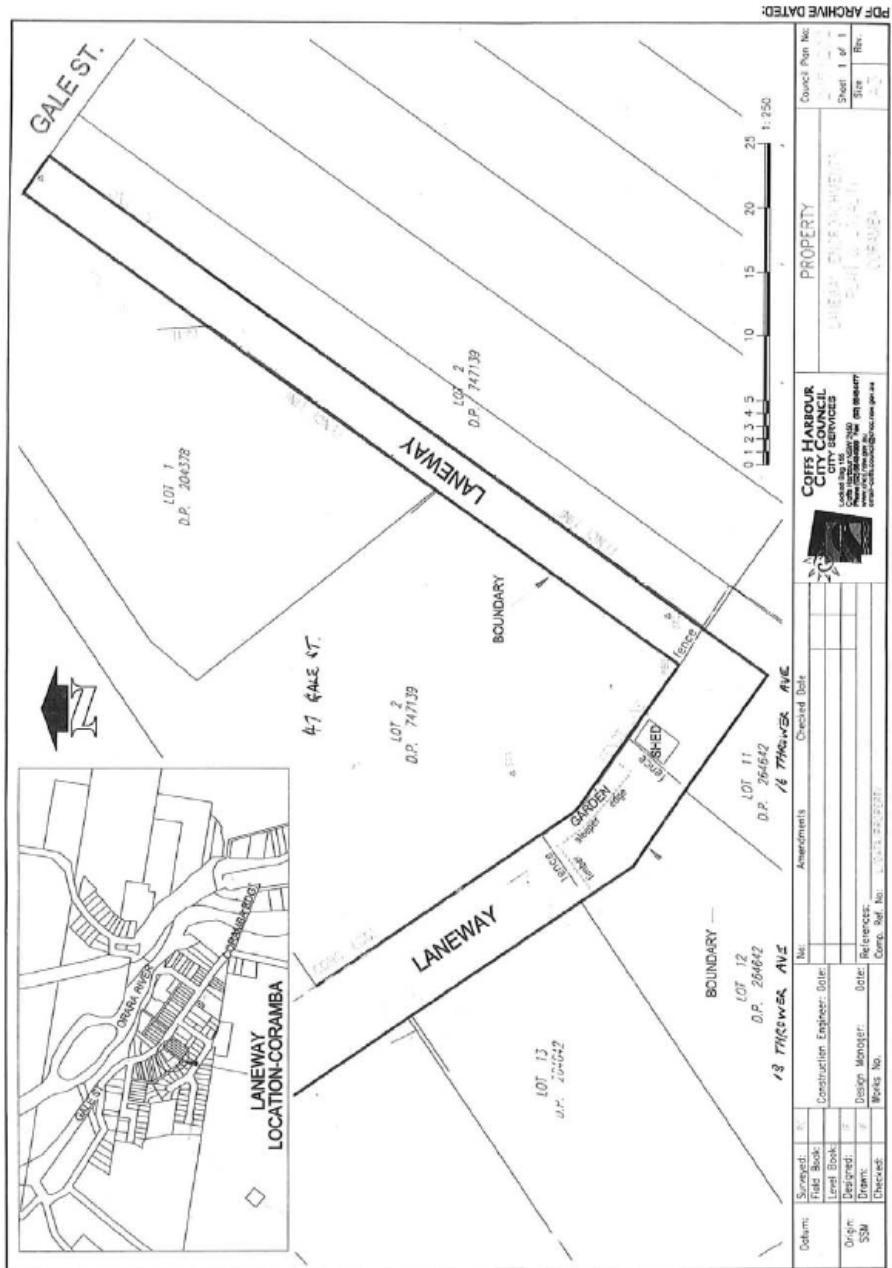
The owner of 47 Gale Street continues to press for the removal of the encroachments.

Implementation Date / Priority:

It is recommended that the owners of numbers 16 and 18 Thrower Avenue be given three months to remove fences or other structures that block the laneway.

Recommendation:

1. That Council note that the owners of number 16 Thrower Avenue, Coramba have withdrawn their application to close and purchase that part of the laneway that adjoins the rear of their property.
2. That Council not approve the application of the owners of number 18 Thrower Avenue, Coramba to close and purchase that part of the laneway that adjoins the rear of their property.
3. That the owners of both numbers 16 and 18 Thrower Avenue, Coramba be requested to remove fences or other structures that block the laneway within three months from Council's decision.
4. That land owners who adjoin the lane, and those persons who lodged objections be informed of Council's decision.
5. That Council re-affirm that it has no intention to form or construct the laneway to a trafficable condition.
6. After removal of the encroachments, Council monitor the situation in relation to drainage from the laneway.



PDF ARCHIVE DATED:

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COPY OF COUNCIL REPORT OF 19 OCTOBER 2006

C80 ENCROACHMENTS ONTO LANEWAY AT CORAMBA

Purpose:

Determination of applications to close and purchase parts of the laneway affected by the encroachments.

Description of Item:

History

At its meeting held on 4 May 2006, Council considered a report regarding encroachments onto a laneway at Coramba. The laneway, although used in part for this purpose for a long time, only recently came into Council's ownership and legally became a lane.

Over the years there had been various encroachments onto the lane. At the time of the last report only two remained. These consisted of the fencing in of the lane into the backyards of No's 18 and 16 Thrower Avenue. These properties are owned by Ms West and Mr Britten and Mr and Mrs Collins respectively (see attached plan).

These encroachments were already in existence when the current owners purchased their respective properties. The land owner directly behind these properties (Mr G Felton of Gale Street) had requested Council to take action to have the encroachments removed to increase the substantial access he already enjoyed to the lane. Mr Felton has plans to carry out alterations to his house, which involve using the laneway for access. At the time of the last report, and to date, Mr Felton has not lodged a Development Application.

On 4 May 2006, Council resolved as follows:

"That

1. *the encroachments onto the laneway at the rear of No's 16 and 18 Thrower Avenue be allowed to remain, subject to the owners of the properties making application to close and purchase these parts of the laneway.*
2. *all land owners who were surveyed be informed of Council's decision."*

Current

Council wrote to the owners of No's 16 and 18 Thrower Avenue informing them of Council's decision and in due course each owner made a formal application to close and purchase that part of the laneway that was fenced into their backyards.

Council staff also negotiated with the owners in relation to purchase price, subject of course to the road closure being approved by Council in the first instance, and ultimately the Department of Lands.

At the end of September Mr and Mrs Collins advised Council that they did not wish to proceed with their application. Their reasons were based on financial considerations. Mr Collins stated that they were still happy to support their neighbour's application.

C80 Encroachments Onto Laneway At Coramba ... (Cont'd)

Sustainability Assessment:

- **Environment**

There are no significant environmental issues. However, the removal of the encroachments could lead to drainage issues in the future.

- **Social**

That section of the laneway that adjoins the encroachments is not constructed. If the encroachments were removed, then due to topography and the narrow width of the access way leading to Gale Street, it is highly unlikely that it would be used by through traffic. Also there is a large tree in the laneway behind number 16 Thrower Avenue. It could however be used by pedestrians.

There would be an impact on the owners of number 18 Thrower Avenue if they are not able to purchase the encroachment. Their house is set well back on the block, and without the laneway land they will have a very small and restricted backyard.

- **Economic**

Broader Economic Implications

Due to the location of the encroachments at the end of, and at the bend of the laneway, it is considered that the value of properties backing onto the lane will not be affected whether the encroachments remain, or are removed.

Management Plan Implications

If Council were to approve the application for closure, and it was ultimately approved by the Department of Lands, then Council would receive the market value of the land as negotiated with the owner, which in respect of number 18 Thrower Avenue is \$15,000.

Consultation:

The Road Closure Applications were circulated to the various sections of Council for comment. None of the Departments raised any significant objections to the proposed closures.

Prior to the report to Council in May, the land owners that back onto the laneway were consulted. They were evenly divided in relation to the issue of whether the encroachments should or should not remain.

Council wrote to the land owners again in July asking for comment in relation to the two applications. It received four responses, one in support and three against. The two applicants were, of course, not canvassed. Council has also received five objections from the general public who had for one reason or another become aware of the issue. Two of these live close by.

Copies of the nine letters have been placed in the Councillors room. These objections will be discussed further under the issues section of the report.

C80 Encroachments Onto Laneway At Coramba ...(Cont'd)

Related Policy and / or Precedents:

Council has a general policy of not closing laneways for sale unless there are special circumstances. If Council were to consent to the application, there is little doubt that in the current circumstances it would fall within the policy.

Statutory Requirements:

Under the Roads Act, Council has the power to issue an order for removal of the encroachments. The Roads Act also allows applications to be made for roads to be closed and sold. If Council resolved to support the closure application, then an application is made to the Department of Lands who are required to advertise the proposal and make the final determination.

Issues:

As mentioned earlier, the owners of number 16 Thrower Avenue have decided (reluctantly) not to proceed with their application. This does change the complexion of the situation.

Council needs to decide in light of the objections whether it should support the application from the owners of number 18 Thrower Avenue. Council's decision could be challenged, and therefore must be one, that a reasonable person, given the available information, could so conclude.

Looking further ahead, even if Council were of a mind to support the application, it is considered that as three of the objectors either adjoin or are immediately adjacent to the subject property, it is unlikely that the Department of Lands would approve the closure.

The decision essentially is, does the public interest override the personal interest, given the circumstances, and the limited use to which the reopened laneway would be put? Mr Felton's interest in obtaining additional access to that which he already enjoys, is not as strong a determinant as that of the future use by the public at large.

On balance it is recommended that the remaining application for closure and purchase not be supported by Council, and that the encroachments be removed.

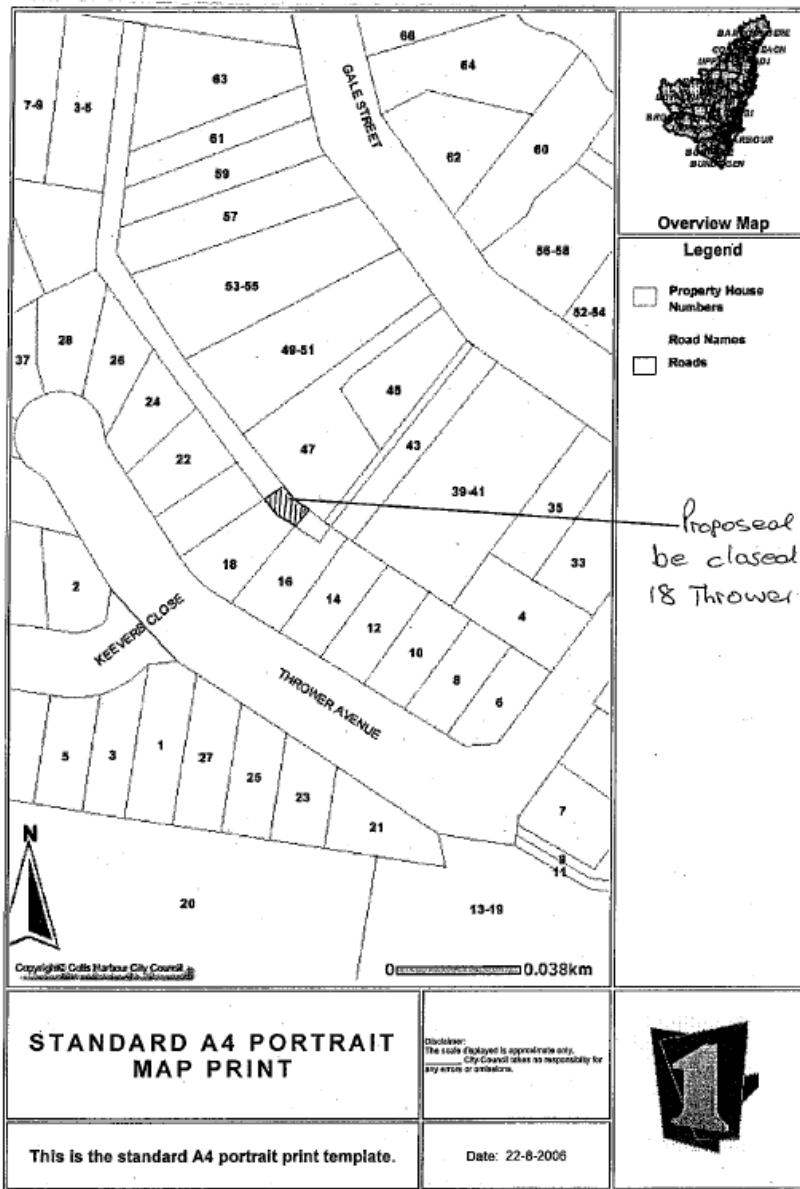
Implementation Date / Priority:

It is recommended that the owners of numbers 16 and 18 Thrower Avenue be given three months to remove fences or other structures that block the laneway.

C80 Encroachments Onto Laneway At Coramba ...(Cont'd)

Recommendation:

1. That Council note that the owners of number 16 Thrower Avenue, Coramba have withdrawn their application to close and purchase that part of the laneway that adjoins the rear of their property.
2. That Council not approve the application of the owners of number 18 Thrower Avenue, Coramba to close and purchase that part of the laneway that adjoins the rear of their property.
3. That the owners of both numbers 16 and 18 Thrower Avenue, Coramba be requested to remove fences or other structures that block the laneway within three months from Council's decision.
4. That land owners who adjoin the lane, and those persons who lodged objections be informed of Council's decision.
5. That Council re-affirm that it has no intention to form or construct the laneway to a trafficable condition.





REPORT TO ORDINARY COUNCIL MEETING

CHCC RECYCLED WATER POLICY & RECYCLED WATER MANAGEMENT SYSTEM

REPORTING OFFICER:	Project Engineer, Strategic Asset Management
DIRECTOR:	Director Sustainable Infrastructure
COFFS HARBOUR 2030:	Implement total water cycle management practices
ATTACHMENTS:	ATT CHCC Recycled Water Quality Policy

Recommendation:

That Council adopt the Recycled Water Policy as attached.

EXECUTIVE SUMMARY

Council approved the draft Recycled Water Policy for public exhibition at its meeting on 11 June, 2015. The Public Exhibition period ran from 1 July 2015 to 29 July 2015 and no submissions were received from the community.

This report recommends that Council adopt the Recycled Water Quality Policy as exhibited.

REPORT

Description of Item:

Council approved the public exhibition of the draft Recycled Water Quality Policy at its meeting on 11 June, 2015. During the public exhibition period from 1 July 2015 to 29 July 2015, no submissions from the community were received.

- **Issues:**

The absence of submissions indicates that the Coffs Harbour community has no issues with the policy.

- **Options:**

Given that there were no submissions received from the community, the options available to Council are:

1. Adopt the recommendation provided to Council. This would result in the Recycled Water Policy being adopted without changes.
2. Amend the recommendation provided to Council and then adopt if Councillors choose to change the Policy.

A consultation and re-tabling process would delay adoption of the policy and the implementation of the RWMS, possibly without any foreseeable advantage.

3. Reject the recommendation and the Recycled Water Policy.

As outlined within the prior report to Council tabled on the 11 June 2015 (Reference No. S115/25), rejection of a recycled water policy would signal to the NSW Office of Water that Council is not concerned about meeting its legislative requirements and the Australian Guidelines for Water Recycling 2006 (AGWR). Council's future competitiveness for seeking external grant and funding opportunities may be eroded.

Sustainability Assessment:

- **Environment**

The Recycled Water Policy will assist Council in minimising risks to recycled water end users, the public and the environment. The use of recycled water contributes to the sustainable use of water resources.

- **Social**

Council's recycled water scheme provides benefits to its end users, including minimising their irrigation water purchase costs where applicable, and providing additional means for end users to enhance their water security during dry periods. The existing reclaimed water scheme originates from commitments Council made to the community prior to the last major upgrade of its sewerage treatment plants.

- **Civic Leadership**

Adopting the policy will lead Council in its progression towards full compliance with the AGWR 2006. It is consistent with the Coffs Harbour 2030 Community Strategic Plan strategy LC3.1, which states that 'Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour.'

- **Economic**

Broader Economic Implications

The Policy is consistent with Council's long term financial plans.

Delivery Program/Operational Plan Implications

The policy commitments can be undertaken within existing and future delivery programs and operational plans.

Risk Analysis:

The Recycled Water Quality Policy will underpin Council's commitment in adopting a preventative risk management approach for managing its recycled water system in accordance with the risk management framework of the AGWR 2006.

Consultation:

In addition to public exhibition of the policy, extensive consultation was undertaken with key staff within Council, NSW Health and NSW Office of Water. Both NSW Office of Water and NSW Health are supportive of the adoption of the recycled water policy.

Related Policy, Precedents and / or Statutory Requirements:


Council does not currently have a recycled water policy that demonstrates Council's commitment to managing recycled water in accord with the current Australian Guidelines for Water Recycling 2006.

Implementation Date / Priority:

The Policy and its commitments can be pursued immediately following adoption by Council.

Conclusion:

As no submissions have been received, it is therefore recommended that Council adopt the Recycled Water Policy. This will lead Council in its progression towards full compliance with the AGWR 2006 and addressing its legislative requirements.

Locked Bag 155. Coffs Harbour, NSW 2450 ABN 79 126 214 487	COFFS HARBOUR CITY COUNCIL	
<h2>Recycled Water Quality Policy</h2>		
Policy Statement: The Recycled Water Quality Policy states Council's commitment to the responsible, safe and sustainable use of recycled water.		
Director or Manager Responsible for Communication, Implementation and Review: Director Sustainable Infrastructure		
Related Legislation, Division of Local Government Circulars or Guideline: <i>Local Government Act 1993</i> <i>Public Health Act 2010</i> <i>NSW Public Health Regulation 2012</i> <i>Protection of the Environment Operations Act 1997</i> <i>Competition and Consumer Act 2010</i> The Australian Guidelines for Water Recycling (AGWR) 2006 NSW Best-Practice Management of Water Supply and Sewerage Guidelines		
Does this document replace an existing policy?		No
Other Related Council Policy or Procedure: Coffs Harbour City Council Recycled Water Management System, February 2015.		
Application: It is mandatory for all staff, councillors and delegates of council to comply with this policy.		
Distribution: This policy will be provided to all staff, councillors and delegates of council by: <input checked="" type="checkbox"/> Internet <input checked="" type="checkbox"/> Intranet <input type="checkbox"/> Email <input checked="" type="checkbox"/> Noticeboard <input checked="" type="checkbox"/> ECM		
Approved by: Executive Team [Meeting date] Council [Meeting date & Resolution No.]	Signature: _____ <i>General Manager</i>	
Council Branch Responsible:	Date of next Review:	

Key Responsibilities

<i>Position</i>	<i>Directorate</i>	<i>Responsibility</i>
Mayor	Council	To lead councillors in their understanding of, and compliance with, this policy and guidelines.
General Manager	Executive	To lead staff (either directly or through delegated authority) in their understanding of, and compliance with, this policy and guidelines.
Directors	All Directorates	To communicate, implement and comply with this policy and related guidelines and to ensure staff have frameworks and strategies necessary to implement and comply with this policy.
Group and Section Leaders	All Directorates	To ensure policy is integrated into planning and decision making and to implement and comply with this policy and related procedures.
All Council officials	Council	To have an understanding of and comply with this policy and related procedures.

1. Introduction

The Australian Guidelines for Water Recycling 2006 (AGWR) set out a holistic approach to managing health and environmental risks. The approach involves identifying, assessing and managing risks to human and environmental health in a proactive way. It involves identifying how hazards may arise and determining risk controls and barriers to protect users, the public and the environment. This approach can be referred to as a Framework for Management of Recycled Water Quality and Use.

Whilst not mandatory standards, the AGWR provide an authoritative reference based on the best scientific evidence for determining the safe use of recycled water.

The AGWR encourages the endorsement of a Recycled Water Quality Policy to ensure organisation support and long term commitment by senior management. This should ensure the effective management of recycled water quality within the organisation.

2. Definitions

Nil

3. Policy content

Coffs Harbour City Council supports and promotes the responsible use of recycled water and the application of a management approach that consistently meets the National Guidelines on Water Recycling, as well as recycled water user and regulatory requirements.

To achieve this we will:

- 3.1 **ensure that protection of public and environmental health** is recognised as being of paramount importance
- 3.2 **maintain communication and partnerships** with all relevant agencies involved in management of water resources, including waters that can be recycled
- 3.3 **engage appropriate scientific expertise** in developing recycled water schemes
- 3.4 **recognise the importance of community participation** in decision-making processes and the need to ensure that community expectations are met
- 3.5 **manage recycled water quality** at all points along the delivery chain from source to the recycled water user
- 3.6 **use a risk-based approach** in which potential threats to water quality are identified and controlled
- 3.7 **integrate the needs and expectations** of our users of recycled water, communities and other stakeholders, regulators and employees into planning processes
- 3.8 **establish regular monitoring** of control measures and recycled water quality and establish effective reporting mechanisms to provide relevant and timely information, and promote confidence in the recycled water supply and its management
- 3.9 **develop appropriate contingency planning and incident** response capability

- 3.10 **participate in and support appropriate research and development** activities to ensure continuous improvement and continued understanding of recycled water issues and performance
- 3.11 **contribute to the development of industry regulations and guidelines**, and other standards relevant to public health and the water cycle
- 3.12 **continually improve** our practices by assessing performance against corporate commitments and stakeholder expectations.

Coffs Harbour City Council will implement and maintain recycled water management systems consistent with the National Guidelines on Water Recycling to effectively manage the risks to public and environmental health.

All employees involved in the supply of recycled water are responsible for understanding, implementing, maintaining and continuously improving the recycled water management system. Membership and participation in professional associations dealing with management and use of recycled water is encouraged

4. Consultation

Key staff members across the organisation have been consulted in the development of this policy.

5. References

Coffs Harbour City Council Recycled Water Quality Management System February 2015.
 Australian Guidelines for Water Recycling (2006)

6. Appendices

Coffs Harbour City Council Recycled Water Quality Management System February 2015.
 Australian Guidelines for Water Recycling (2006)

7. Table of Amendments

Amendment	Authorised by	Approval reference	Date



REPORT TO ORDINARY COUNCIL MEETING

WOOLGOOLGA COMMUNITY SPORTS COUNCIL RESERVE TRUST

REPORTING OFFICER: Property Manager
DIRECTOR: Director Sustainable Infrastructure
COFFS HARBOUR 2030: Sport (S21) – Action M21.01 Sport facility usage
ATTACHMENTS: ATT Plan showing High Street Playing Fields Reserve

Recommendation:

Council request reappointment as Corporate Trust Manager of the Woolgoolga Community Sports Council Reserve Trust (No 140073).

EXECUTIVE SUMMARY

Council resolved to accept appointment as corporate management of the Woolgoolga Community Sports Council Reserve Trust at its Ordinary meeting 3 February 2005. This appointment was made for a period of five years and has since expired.

Staff have sought to obtain agreement in principle from the Department of Lands to rationalise a number of Reserves, in lieu of ongoing administration of individual reserves, so as to be able to present a more efficient management model for the Trusts consideration. The Department however is not amenable to the rationalisation of this Reserve. Accordingly the matter of re-appointment is being addressed.

The term of five years has been adopted by the Department of Trade & Investment Crown Lands as a policy to bring Corporate Managers in line with Community Trust Board appointments.

Upon expiry of the appointment management of the Trust defaults to the Minister administering the Crown Lands Acts. In such circumstances the Minister may elect to dissolve the Trust and devolve the management of the land to Council

REPORT

Description of Item:

Council's appointment as Corporate Manager of Reserve 140073 expired in February 2011 and theoretically management of the Trust defaulted to the Minister administering the Crown Lands Acts. In practice however the Trust has continued overseeing management of the Reserve pending direction from the Department on future management options.

As Council has made a considerable contribution to the development of these fields and is continuing to support their operation with ongoing maintenance funding it is in Council's interest to seek re-appointment as Corporate Manager of the Reserve.

Council in its capacity as Corporate Manager of the Reserve is best placed to manage the lease to Woolgoolga Sports Council Inc. who, in turn, continue to manage this facility together with two other sporting field facilities in Woolgoolga. The only framework within which this can continue is through the Reserve Trust system with Council appointed as the Corporate Manager.

- **Issues:**

The Woolgoolga Sports Council Inc. currently lease the three separate playing fields in Woolgoolga and oversee the day to day management and operation of the fields with Council's assistance by way of an annual subsidy.

The current lease for the reserve is due to expire in 2016 however the WSC have an option for a further ten year term.

Management of the Reserve by a third party may weaken Council's position and would not be desirable given Council's investment and the need to provide these sporting facilities to the Community.

- **Options:**

Council has the following options available to them:

1. Adopt the recommendation provided to Council and resolve to have Council reappointed as Corporate Manager of the Trust for a further 5 year period. This would be the recommended option in order to keep control over the areas the Woolgoolga Sports Council Inc are managing.
2. Reject the recommendation provided to Council in which case the Department of Trade and Investment Crown Lands may appoint another party as Trust Manager, or alternatively, dissolve the Trust whereupon the Reserve will devolve to Council. Under the latter scenario Council will not have authority to issue tenure over the land.

Sustainability Assessment:

- **Environment**

The reserve is already developed.

- **Social**

These playing fields form a significant part of the sporting infrastructure for the Northern Beaches. It is the major soccer complex for the area and provides the only baseball field for the area.

- **Civic Leadership**

Proceeding with reappointment as Corporate Manager is consistent with the adopted 2015-2019 Delivery Program under Strategy PL2.2– Provide public spaces and facilities that are accessible and safe for all.

- **Economic**

Broader Economic Implications

The Reserve contributes significantly to the local economy with many games and carnivals being hosted on the fields. These input into the local economy through overnight stays, food etc.

In addition to the subsidy paid, Council has contributed towards the upgrade of the facility over recent years including an amenities block, a pump station and smaller incidental assistance covering asset damage repair, installation of bollards, and pump repair. These costs vary from time to time but demonstrate Council's investment in the Reserve.

Delivery Program/Operational Plan Implications

Council is already contributing to the ongoing maintenance of the reserve through its subsidy to the Woolgoolga Sports Council Inc. The total subsidy contribution for the 2014/2015 financial year is \$70,070.00 (GST inc) for the three fields.

Risk Analysis:

Proceeding with reappointment as Corporate Manager will require resources for ongoing management. This equates to maintaining the operational status quo.

However, with the property being leased to Woolgoolga Sports Council Inc, together with the other two main playing fields in Woolgoolga, it is in Council's interest to have control of all the properties under the Sports Council's management. Council is best placed to track spending, works and provision of sports facilities to the community.

Should Council not proceed with reappointment, then Crown Lands may decide to appoint an independent Trust Board which may weaken Council's overall control of sports fields in Woolgoolga. It should be noted that discussion with Crown Lands staff indicate that the re-appointment of a Trust board (as opposed to Corporate Trust) is unlikely and dissolution of the Trust and devolvement to Council is a more likely outcome.

Consultation:

The Department of Trade and Investment Crown Lands
Section Leader – Stadium & Major Events

Related Policy, Precedents and / or Statutory Requirements:

Council has previously been Reserve Trust Manager for this Reserve, and continues to be Reserve Trust Manager for other Reserves in the Local Government Area under the Crown Land Act of 1983.

Implementation Date / Priority:

The process will be implemented on Council resolution and once the Department of Trade and Investment Crown Lands publish a notice in the Government Gazette proclaiming Council as the Corporate Manager of the Reserve Trust.

Conclusion:

Council's appointment as Corporate Manager of the Reserve has expired and resolution is required in order to be reappointed by Department of Trade and Investment Crown Lands.

Council has invested and continues to invest considerably in the infrastructure on this Reserve. Ongoing day to day management of the Reserve is managed by the Woolgoolga Sports Council under a lease agreement. It is considered that this arrangement is in the best interest of the Reserve and best serves the Woolgoolga sporting community's interests at this stage. Council should seek re-appointment as Corporate Manager of the Reserve.



High Street Playing Fields Reserve

Attachment



Legend

- Land Boundaries
- Locality Boundaries
- Road Easements

Notes

0.2 0 0.08 0.2 Kilometers

GDA_1994_MGA_Zone_56

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REPORT TO ORDINARY COUNCIL MEETING

CONTRACT NO. RFT-716-TO - GORDON STREET - HARBOUR DRIVE INTERSECTION ROAD RECONSTRUCTION, TRAFFIC SIGNALS & DRAINAGE CONSTRUCTION

REPORTING OFFICER: Group Leader Strategic Asset Management
DIRECTOR: Director Sustainable Infrastructure
COFFS HARBOUR 2030: LP 3.2 Develop the city centre as a social and cultural focus for Coffs Harbour
ATTACHMENTS: ATT Tender Assessment Contract RFT-716-TO

Recommendation:

That Council consider tenders received for the road reconstruction, traffic signals and drainage construction - Gordon Street-Harbour Drive, Coffs Harbour, Contract No. RFT-716-TO, and move the motion as detailed in the confidential attachment.

EXECUTIVE SUMMARY

Council at its meeting of 24 July 2014 allocated funding from the City Wide Flood Mitigation program and from the Road Rehabilitation program to the Harbour Drive – Gordon Street reconstruction project.

At the same meeting Council entered into a Voluntary Planning Agreement with Gowing Bros to deliver the project with a cost share arrangement requiring Council to pay 66% of total project cost.

Tenders were called for the works for a Lump Sum contract with tenders closing 3:30pm on Tuesday 4 August 2015.

A critical assessment criteria for the works was full closure to traffic of the Gordon Street – Harbour Drive intersection after the WRC event (14th September 2014) and opening to traffic of the intersection prior to the peak Christmas period.

No conforming tenders were received. One non-conforming Tender was received from;

- a) Ryan Earthmoving

The nature of the non-conformance was in the timing of the works.

REPORT

Description of Item:

Council at its meeting of 24 July 2014 allocated funding from the City Wide Flood Mitigation program and from the Road Rehabilitation program to the Harbour Drive – Gordon Street reconstruction project.

At the same meeting Council entered into a Voluntary Planning Agreement with Gowing Bros to deliver the project with a cost share arrangement requiring Council to pay 66% of total project cost.

Council has for some time been examining reconstruction of the intersection to enable lowering of road levels to improve drainage overland flow paths and Installation of traffic control signals to improve pedestrian safety and amenity.

Coffs Central (Gowings) have been progressing redevelopment of their site resulting in the opening of the previous 'blank wall' fronting Harbour Drive to retail access and footpath activity. Extension of this redevelopment to the east of the current work will require raising of footpath levels to match the extended Coffs Central floor level, again enabling direct access to shop fronts and activation of the street through retail and on-street dining opportunities.

The current proposal involves removal of the Harbour Drive – Gordon Street roundabout and installation of traffic control signals. This allows reconstruction of Harbour Drive and Gordon Street at levels which would improve drainage overland flow away from the low point in Harbour Drive at the marked pedestrian crossing.

Open tenders were called for the works for a Lump Sum contract in local and capital city newspapers and via Council's electronic Tenderlink portal. The deadline for submission of tenders was 3:30pm on Tuesday 4 August 2015.

A critical assessment criteria for the works was full closure to traffic of the Gordon Street – Harbour Drive intersection after the WRC event (14th September 2014) and opening to traffic of the intersection prior to the peak Christmas period.

No conforming tenders were received. One non-conforming Tender was received from;

- a) Ryan Earthmoving

The nature of the non-conformance was in the timing of the works.

Issues:

The Tender for the intersection works also includes a major drainage pipe diversion (fully funded by Gowing Bros) which will allow more effective development of the corner site. Council currently has twin 1200mm diameter stormwater pipes running under the Coffs Central building and adjacent development site which is less than desirable. The current proposal replaces these pipes with new 1350mm diameter stormwater pipes in the road reserve as is standard.

Unfortunately the drainage works (and hence the roadworks) need to be completed prior to Gowings being able to commence the site redevelopment works.

Finding a window of opportunity to complete the road a drainage works while minimizing disruption to CBD businesses and special events will always be problematic.

Council staff believe the construction program may provide opportunities for staging of the works and review of costs.

Options:

1. Adopt the recommendation provided in the Confidential Section of this report which is the most advantageous to Council and provides options for progression of the project
2. Amend the recommendation in accordance with the other options available under Clause 178(3) of the Local Government (General) Regulations. None of the options are likely to result in reduced cost or improved timeframes.
3. Accept the non-conforming tender. This would require assessment of Councils obligations in relation to the Voluntary Planning Agreement with Gowing Bros.

Sustainability Assessment:

- **Environment**

The proposed works will significantly improve pedestrian access and safety at the busiest intersection in the Coffs Harbour CBD. This would increase the desirability of replacing short vehicular trips in and around the CBD with pedestrian or cycle trips.

- **Social**

Redevelopment of the Coffs Central street frontage on to Harbour Drive will introduce increased street activity providing more social opportunities, diverse retail options and improved security. Reduction in flood levels could provide improved opportunities for growth and development of some businesses currently highly constrained by flood risk in the CBD.

- **Civic Leadership**

The proposal will reinforce a number of elements of the Coffs Harbour 2030 Plan including:

“Places for Living”, “Learning and Prospering’ and “Moving Around”.

Implementation of what would effectively be a joint venture with a major CBD land owner to reinvigorate the heart of the CBD would see long lasting community benefit

- **Economic**

Broader Economic Implications

Assuming continued growth in business and retail activity in the Coffs Harbor CBD, the proposed work, both in terms of flood mitigation and traffic management would eventually be required to meet community expectation, and the onus would be on Council to undertake the work. Implementation of the work in conjunction with redevelopment of Coffs Central potentially saves significant cost in improving constructability, and provides an opportunity to negotiate a cost share arrangement. The development also has broader economic benefits detailed in the Development Application and VPA

Delivery Program/Operational Plan Implications

Council has \$400,000 identified in the original City Centre Special Rate Variation (2012/13) for the Harbour Drive – Gordon Street traffic control signal works.

A cost share agreement has been negotiated with Gowings which is based on their funding of all footpath and access related works plus a contribution toward the traffic signal and flood mitigation work. The cost share arrangement which is formalised in the VPA as a percentage of actual cost requires Gowings to contribute 33% of final cost.

Council funding for the works has been allocated as follows;

CBD Special Rate Variation	\$400,000
Flood Mitigation Program	\$845,100
Road Rehabilitation program	\$450,000

Risk Analysis:

Given the large capital investment required and the challenges in constructing the proposed work while maintaining traffic and pedestrian access, it is unlikely the flood mitigation and traffic management works would be viable unless undertaken as a joint venture with redevelopment of the Coffs Central site.

All the proposed road, intersection and drainage works will be undertaken by Gowings. The VPA defines the cost sharing arrangement as a percentage of actual costs. The VPA provides for a variation in the contract price of up to 20%. If the contract price for the public works exceeds the estimated costs by more than 20% then either party may elect to terminate this Agreement prior to commencement of the public works.

A number of different construction staging scenarios have been tested however the most efficient and least disruptive construction method for the intersection will require full closure of the intersection to traffic for a period of six to eight weeks. Full closure of the intersection could not be achieved without mitigation of traffic impacts. This is proposed to be carried out through construction of a by-pass of the Gordon Street – Harbour Drive along Vernon Street and Duke Street to Harbour Drive via the road reserve adjacent the old Museum building. Construction cost of the temporary by-pass are included in the project cost.

Consultation:

Consultation on the proposal has been undertaken as part of the development assessment process. Detailed stakeholder consultation will be undertaken as part of the construction management process.

Related Policy, Precedents and / or Statutory Requirements:

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

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

Implementation Date / Priority:

Implementation will be dependent on Councils decision in relation to this matter.

Conclusion:

Given the large capital investment required and the challenges in constructing the proposed work while maintaining traffic and pedestrian access, it is unlikely the flood mitigation and traffic management works would be viable unless undertaken as a joint venture with redevelopment of the Coffs Central site.

The motion detailed in the attached confidential report will provide the best opportunity for completion of the work in a timeframe which minimises disruption to local business and at a competitive cost.



REPORT TO ORDINARY COUNCIL MEETING

CONTRACT NO. RFT-712-TO: MACAULEYS HEADLAND AMENITIES

REPORTING OFFICER:	Infrastructure Programs Project Engineer
DIRECTOR:	Director Sustainable Infrastructure
COFFS HARBOUR 2030:	LC 2.1 Promote healthy living LC 3.1 Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour PL 2.2 Provide public spaces and facilities that are accessible and safe for all
ATTACHMENTS:	ATT CONFIDENTIAL Tender Assessment Contract RFT-712-TO

Recommendation:

That Council consider tenders received for the, supply and installation of a new precast concrete amenities block - Contract No. RFT-712-TO, and move the motion as detailed in the confidential attachment.

EXECUTIVE SUMMARY

The subject of this report is to approve the tender for the supply and installation of the Macauleys Headland Amenities Block

The existing Macauleys Headland Amenities Block at the northern end of Ocean Parade is in need of significant repairs and does not conform to current design, accessibility and safety standards.

A new amenities block has been architecturally designed to replace the existing Macauleys Headland amenities. The design has been developed to be easily reproduced at other locations. The main components are cast concrete to provide significant protection from the elements and vandalism.

REPORT

Description of Item:

In accordance with Coffs Harbour's Park Beach Reserve Plan of Management, the Macauleys Headland amenities will provide utility services to improve safety and public health facilities while providing support to recreational activities.

The design incorporates a modern open amenities block to maximise air flow and natural light while minimising blind spots. A separate, standalone shower will be installed in the adjacent area.

The work comprises:

- Removal of existing amenities
- Construction new amenities and separate shower

Open tenders were called for a Lump Sum contract in local and capital city newspapers and via Council's electronic Tenderlink portal. The deadline for submission of tenders was 3:30pm on Tuesday 14 July 2015.

Tenders were evaluated on the following criteria:

- Financial capacity (a hurdle that requires compliance)
- Work Health And Safety Management Systems
- Capability
- Relevant Experience
- Methodology
- Quality
- Cost

Three tenders were received:

- a) Momentum Built Pty Ltd
- b) 4D Build Pty Ltd
- c) Simpson Building Group Pty Ltd

Issues:

The current amenities are outdated, in need of significant maintenance and difficult, non-conforming disabled access.

Options:

1. Adopt the recommendation provided in the confidential section of this report which is the most advantageous to Council and provide a new, architecturally designed amenities block which can be reproduced at other locations.
2. Amend the recommendation and then adopt a more "generic design". The key stakeholders have been involved in the design process and amending the project would not be consistent with input that has been provided by our Property and our Landscape Architects sections.
3. Reject the recommendation. This would be less than desirable to Council as the existing amenities are outdated and do not conform to current Australian Standards.

Sustainability Assessment:

- **Environment**

A Review of Environmental Factors has revealed no adverse environmental issues. The little excavation included in the work is within areas that have previously been highly disturbed and do not present heritage issues. Normal construction techniques will ensure no adverse environmental effects.

- **Social**

The Park Beach area is seen as a major social hub for Coffs Harbour. The project is a significant part of upgrading the area that will further enhance the social amenity, allowing better recreational facilities for locals and visitors alike. The project is well supported by the community.

- **Civic Leadership**

As Council is the provider of public amenities infrastructure for the community, this work is consistent with the following sections of Council's 2030 Strategic Plan.

- LC 2.1 Promote healthy living
- LC 3.1 Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour
- PL 2.2 Provide public spaces and facilities that are accessible and safe for all

The modern design has incorporated added protection from the elements which will ensure increased life and reduce whole of life costs

- **Economic**

Broader Economic Implications

The recommended tenderer will utilise local labour and supplies which will provide financial benefit to the city. All materials will be manufactured in Australia. Concrete, quarry products etc will be sourced locally.

Delivery Program/Operational Plan Implications

Provision for the expenditure for these works has been made in Council's 2014/2015 Public Amenities Upgrade Program Budget and this has been requested to be revoted for this financial year. It is anticipated that there will be minimal ongoing maintenance expenses due to the robust concrete design.

Risk Analysis:

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

Consultation:

The design was completed by a local business G2 Architects through consultation with Councils Property Section and Landscape Architects.

Related Policy, Precedents and / or Statutory Requirements:

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

Council's policy is that the tender with the highest weighted score and provides best value to Council becomes the recommended tender.

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

Implementation Date / Priority:

Completion time for the project is 12 working weeks from the date of the letter of acceptance.

Conclusion:

It is believed that adopting the recommendations in the confidential attachment will ensure that the Macauleys Headland amenities upgrade project will proceed in a timely manner, and will provide good value and level of service for Council and the community.