



Coffs Harbour City Council

15 October 2015

ORDINARY MEETING

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

THURSDAY, 22 OCTOBER 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 – 8 October 2015
9. Rescission Motion
10. Notices of Motion - General
11. General Manager's Reports
12. Notices of Motion – Business Services
13. Directorate Reports – Business Services
14. Notices of Motion – Sustainable Communities
15. Directorate Reports – Sustainable Communities
16. Notices of Motion – Sustainable Infrastructure
17. Directorate Reports – Sustainable Infrastructure
18. Trust Reports
19. Requests for Leave of Absence
20. Questions On Notice
21. Matters of an Urgent Nature
22. Consideration of Confidential Items (if any)
23. 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
22 OCTOBER 2015

Contents

ITEM DESCRIPTION

NOTICES OF MOTION - SUSTAINABLE INFRASTRUCTURE

NOM15/18 LIGHT RAIL CORRIDORS

NOM15/19 BATTERY RECYCLING

DIRECTORATE REPORTS - SUSTAINABLE INFRASTRUCTURE

SI13/48 APPOINTMENT AS CORPORATE MANAGER RESERVE 91265 - CORINDI
 BUSH FIRE BRIGADE RESERVE TRUST

SI13/49 COFFS HARBOUR SENIOR CITIZEN ROOM HIRE RATES - CAVANBAH
 CENTRE

SI13/50 CHANGES TO OPERATIONAL PLAN - ROADS PROGRAM 2015-2016

DIRECTORATE REPORTS - BUSINESS SERVICES

BS15/48 2015-2016 COMMUNITY CAPITAL INFRASTRUCTURE GRANTS PROGRAM

BS15/49 BANK AND INVESTMENT BALANCES FOR SEPTEMBER 2015

DIRECTORATE REPORTS - SUSTAINABLE COMMUNITIES

SC15/45 DEVELOPMENT APPLICATION NO. 0817/15 - RESIDENTIAL SUBDIVISION -
 LOT 605, DP 1203155, FIDDAMAN ROAD, EMERALD BEACH

QUESTIONS ON NOTICE

QON15/6 TOURISM AND MANUFACTURING



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

8 OCTOBER 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

No disclosures of interests tabled.

APOLOGY

No apologies.

CONFIRMATION AND ADOPTION OF MINUTES

229 RESOLVED (Arkan/Degens) that the minutes of the Ordinary meeting held on 24 September 2015 be confirmed as a true and correct record of proceedings.

ORDINARY MEETING

8 OCTOBER 2015

RESCISSION MOTION

RM15/4 ADOPTION OF CODE OF MEETING PRACTICE - RESCISSION MOTION

MOVED (Arkan/Cowling) that:

The following Resolution number 213 of the Ordinary Meeting of 24 September 2015 be rescinded.

That Council adopts the attached Code of Meeting Practice.

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

DIVISION

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

VOTED FOR

Cr Cowling
Cr Arkan
Cr Townley
Cr Sultana

VOTED AGAINST

Cr Degens
Cr Palmer
Cr Knight
Cr Innes
Cr Rhoades

NOTICE OF MOTION

NOM15/17 ASSISTANCE FOR COFFS COAST REGIONAL DISABILITY ASSOCIATION

230 RESOLVED (Townley/Cowling) that:

1. Council continue to provide the meeting space for the Coffs Coast Regional Disability Association, according to room availability.
 2. Council commit to providing secretarial support, including assistance with finalising Fair Trading returns, up until, the end of 2015.
 3. Council staff officer meet with the group to discuss the application process for accessing Council funds to pay the current fees outstanding to Fair Trading.
-

GENERAL MANAGER'S REPORT

GM15/21 2015 DISCLOSURE OF INTEREST BY COUNCILLORS AND DESIGNATED PERSONS

Executive Summary:

Section 449(3) of the Local Government Act 1993 requires councillors (and designated persons) who hold that position on 30 June in each year to lodge a *"Disclosures by Councillors and Designated Persons Return"*. All current Councillors who held office at 30 June and have been re-elected, and designated officers, should have lodged such a return with their General Managers by 30 September 2015. These returns are to be tabled at the first meeting following the last day for lodgement.

This report is to advise of the tabling of these returns.

- 231 RESOLVED** (Innes/Palmer) that the Register of Disclosures by Councillors and designated persons for the period July 2014 – June 2015, as tabled, be noted.

SUSTAINABLE COMMUNITIES DEPARTMENT REPORTS

Cr Innes left the meeting, the time being 5.19pm.

SC15/43 PLANNING PROPOSAL PP_2015_COFFS_003_00 - REVIEW OF COFFS HARBOUR LOCAL ENVIRONMENTAL PLAN 2013

Executive Summary:

The objective of this report is to provide Council with a review of submissions received during the exhibition period for Planning Proposal (PP) PP_2015_Coffs_003_00, being the first of a planned series of regular performance reviews of Coffs Harbour Local Environmental Plan (LEP) 2013.

The review of Coffs Harbour LEP 2013 is considered necessary to ensure that it provides the most up to date and accurate information as it applies to development in the Coffs Harbour local government area (LGA).

Council has received seven submissions (including five objections) during the consultation period of this PP. While the initial PP proposed 25 minor amendments to Coffs Harbour LEP 2013, the revised PP presented in this report proposes 24 minor amendments to Coffs Harbour LEP 2013.

Cont'd

SC15/43 Planning Proposal PP_2015_Coffs_003_00 - Review of Coffs Harbour Local Environmental Plan 2013 ...(Cont'd)

As a result, in order to progress the PP Council needs to write to the NSW Department of Planning and Environment (P&E) and request the issue of an amended Gateway Determination.

232 RESOLVED (Degens/Sultana) that:

1. Council endorse and forward a revised Planning Proposal PP_2015_Coffs_003_00 - Review of Coffs Harbour Local Environmental Plan 2013 to NSW Planning and Environment, seeking an amended "Gateway Determination" for the correction of minor provisions in Coffs Harbour Local Environmental Plan 2013 (Attachment 1).
2. Council request that the Secretary of the NSW Department of Planning and Environment endorse the continuation of a "Written Authorisation to Council to Exercise Delegation" of the plan making functions under section 59 of the Environmental Planning and Assessment Act in respect of the revised Planning Proposal.
3. The NSW Department of Planning and Environment be advised that due to the minor nature of the objections received during the consultation period, Council does not consider it necessary to publicly re-exhibit the revised Planning Proposal.
4. Should the NSW Department of Planning and Environment issue an amended Gateway Determination with a written authorisation to exercise delegation, that Council delegates to the General Manager the authority issued by the NSW Department of Planning and Environment to exercise the functions of the Minister under Section 59 of the Environmental Planning and Assessment Act 1979 for the purposes of finalising this Planning Proposal.
5. Council continues to consult with the NSW Department of Planning and Environment on the terms of the amendment to Coffs Harbour Local Environmental Plan 2013, to ensure its consistency with the objectives, outcomes and provisions of the Planning Proposal.
6. The landowners and where relevant, their consultant/s, be informed of Council's decision.
7. Revised Land zoning map 1800_COM_LZN_006C_020_20150130 and revised Lot Size map 1800_COM_LSZ_006C_020_20150522 be included within the Planning Proposal prior to forwarding it to NSW Planning and Environment.

VOTED FOR

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

VOTED AGAINST

SC15/44 VIDEO SURVEILLANCE ON PUBLIC AND OTHER LANDS POLICY

Executive Summary:

At its meeting of 28 May 2015, Council considered a report in respect to the draft Video Surveillance on Public and Other Lands Policy and resolved the following:

- 1. That Council endorses the release of the draft Video Surveillance on Public and Other Lands Policy for public exhibition and invite submissions for a period of 42 days.*
- 2. That a report be brought back to Council on the draft Video Surveillance on Public and Other Lands Policy following completion of the exhibition and submission period.*

The draft Policy was placed on public exhibition for the period from 10 June 2015 through to the 22 July 2015 in accordance with the above resolution. One submission was received.

The Video Surveillance on Public and Other Lands Policy aims to provide a consistent and transparent approach to the use of covert and overt video surveillance equipment; which may be used from time to time within public places and other lands for the protection of Council's assets, prevention of crime and other law enforcement purposes within the Coffs Harbour Local Government Area (LGA).

The Policy aims to provide clear guidelines for the appropriate and lawful use of video surveillance equipment within public and other lands.

- 233 RESOLVED** (Arkan/Palmer) that the report be deferred and a further report be brought back to Council for consideration incorporating the submission which was inadvertently not included at the time the report was prepared.

BUSINESS SERVICES DEPARTMENT REPORTS

BS15/43 BANK AND INVESTMENT BALANCES FOR JULY 2015

Executive Summary:

The purpose is to report on Council's Bank Balances and Investments as at 31 July 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.

- 234 RESOLVED** (Palmer/Sultana) that:
1. The bank balances and investments totaling (from loans, Section 94 and other avenues that form the restricted accounts and are committed for future works) \$148,315,288 as at 31 July be noted.
 2. The general fund unrestricted cash and investments totaling \$123,772 as at 31 July 2015 be noted.

BS15/44 BANK AND INVESTMENT BALANCES FOR AUGUST 2015

Executive Summary:

The purpose is to report on Council's Bank Balances and Investments as at 31 August 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.

235 RESOLVED (Palmer/Sultana) that:

1. The bank balances and investments totaling (from loans, Section 94 and other avenues that form the restricted accounts and are committed for future works) \$161,030,902 as at 31 August be noted.
2. The general fund unrestricted cash and investments totaling \$123,772 as at 31 August 2015 be noted.

BS15/45 CERTIFICATION OF ANNUAL FINANCIAL STATEMENTS 2014-2015

Executive Summary:

Draft financial statements to be certified to meet legislative requirements in relation to the completion and audit of the Annual Financial Statements for 2014/2015.

236 RESOLVED (Palmer/Sultana) that the General Purpose Financial Statements – Statement by Councillors and Management and Special Purpose Financial Statements – Statement by Councillors and Management forms for 2014/2015 be approved for completion by the designated signatories.

Cr Innes returned to the meeting, the time being 5.26pm.

BS15/46 FINANCIAL REVIEW - SECTION 355 MANAGEMENT COMMITTEES

Executive Summary:

Council has eight Section 355 facility management committees who are currently responsible for maintaining their financial records.

Council has completed a review of the financial records of Council's Section 355 facility management committees for the year ended 30 June 2015. The primary aim of these reviews is to ensure that the financial statements and financial records reflect fairly the position of the committees for the 2014/2015 financial year.

All except one of the committees were found to be maintaining their financial records such that an opinion could be given that their financial statements present fairly their activities for the 2014/2015 financial year. It was however necessary to qualify the audit report of the Eastern Dorrigo Showground and Community Hall Management Committee for poor financial management practices.

Analysis of the Income Statements show that a number of the management committees reported small losses for the financial year, reflecting the difficulties faced in maintaining sufficient revenue in the face of increasing costs.

237 RESOLVED (Sultana/Palmer) that the report be noted.

BS15/47 MANAGEMENT OPTIONS FOR CROWN RESERVES

Executive Summary:

In March 2015 a report was provided to Council in its capacity as Reserve Trust managers for various Crown Reserves, including the Coffs Coast State Park Trust (CCSPT), Coffs Coast Reserve Trust and Woolgoolga Beach Reserve Trust (WBRT), recommending that the respective Trusts consider consolidation of reserves into the Coffs Coast State Park Trust.

Whilst the report in March Council was intended to be considered by Council as Corporate Manager of the Trusts, ultimately the resolution was passed by Council itself. Council resolved that:

1. *Council staff prepare a report detailing cost savings from the proposed recommendation.*
2. *The report also provide 'compare and contrast' scenarios for other management models, including a Regional Park.*

This report is submitted to provide Council with an overview of the various land management frameworks available for Crown Land under its care, control and management and indicative cost savings associated with consolidation of certain reserves.

238 RESOLVED (Innes/Degens) that Council notes the report.

TRUST REPORTS

T15/6 **TRANSFER OF R704 16 (WOOLGOOLGA LAKE) FROM THE COFFS COAST RESERVE TRUST TO THE COFFS COAST STATE PARK TRUST**

Executive Summary:

Council is the Reserve Trust Manager for the Coffs Coast Reserve Trust (CCRT)

Council is the Reserve Trust Manager for the Coffs Coast State Park (CCSPT) which incorporates Park Beach Holiday Park & Sawtell Beach Holiday Park.

Council is the Reserve Trust Manager for the Woolgoolga Beach Reserve Trust (WBRT) which incorporates Woolgoolga Beach Holiday Park & Lakeside Holiday Park.

Notwithstanding the common management structure of the business unit across all areas, the two separate Trusts, under the Crown Lands Act, require each Reserve to be managed independently. This gives rise to a duplication of administration and reporting efforts across the Trusts. Further it limits the capacity of Council to achieve operational efficiencies across all business operations on the subject Crown Reserves.

Lands have provided in principle support, through both the adoption of the WBRT (North) Plan of Management and recent correspondence (attached), for the incorporation of these Reserves into the CCSPT.

Subject to the Trusts endorsement, the Crown now requires a formal request for the removal of Reserve R70416 from the Coffs Coast Reserve Trust to facilitate its inclusion into the Coffs Coast State Park Trust. This report is submitted to seek formal endorsement from Council in its capacity as the Reserve Trust Manager for the removal of the listed reserve from the CCRT and transfer it into the Coffs Coast State Park Trust.

- 239 RESOLVED** (Sultana/Palmer) that Coffs Harbour City Council as Reserve Trust Manager of the Coffs Coast Reserve Trust, make a formal request to NSW Trade & Investment, Crown Lands for the removal of Reserve 70416 (Woolgoolga Lake) from the Coffs Coast Reserve Trust to facilitate its consolidation into the Coffs Coast State Park Trust.

T15/8 DISSOLUTION OF THE WOOLGOOLGA BEACH RESERVE TRUST

Executive Summary:

Council is the Reserve Trust Manager for the Coffs Coast Reserve Trust (CCRT)

Council is the Reserve Trust Manager for the Coffs Coast State Park (CCSPT) which incorporates Park Beach Holiday Park & Sawtell Beach Holiday Park.

Council is the Reserve Trust Manager for the Woolgoolga Beach Reserve Trust (WBRT) which incorporates Woolgoolga Beach Holiday Park & Lakeside Holiday Park.

Council operates the four holiday parks under the entity of Coffs Coast Holiday Parks (CCHP) along with other business operation on Crown reserves.

All of the holiday parks are located on Crown Reserves with Council acting as the Reserve Trust Manager for each of the Trust entities.

Notwithstanding the common management structure of the business unit across all areas, the two separate Trusts, under the Crown Lands Act, require each Reserve to be managed independently. This gives rise to a duplication of administration and reporting efforts across the Trusts. Further it limits the capacity of Council to achieve operational efficiencies across all business operations on the subject Crown Reserves.

Lands have provided in principle support, through both the adoption of the WBRT (North) Plan of Management and recent correspondence (attached), for the incorporation of these Reserves into the CCSPT.

For this to take effect and subject to the Trusts endorsement, the Crown now requires a formal resolution from Woolgoolga Beach Reserve Trust for the dissolution of the Woolgoolga Beach Reserve Trust and for the inclusion of Reserves R63706 and R72664 into the Coffs Coast State Park Trust. This report is submitted to seek formal endorsement from Council in its capacity as the Reserve Trust Manager for the dissolution of the Woolgoolga Beach Reserve Trust.

- 241 RESOLVED** (Palmer/Innes) that Coffs Harbour City Council as Reserve Trust Manager for the Woolgoolga Beach Reserve Trust, make a formal request to NSW Trade & Investment, Crown Lands for the dissolution of the Woolgoolga Beach Reserve Trust to facilitate the consolidation of Reserves 63706 and 72664 into the Coffs Coast Sate Park Trust.

REQUESTS FOR LEAVE OF ABSENCE

No requests for leave of absence.

MATTERS OF AN URGENT NATURE

No matters of an urgent nature.

QUESTIONS ON NOTICE

No questions on notice.

This concluded the business and the meeting closed at 5.35 pm.

Confirmed: 22 October 2015

.....
Denise Knight
Mayor



REPORT TO ORDINARY COUNCIL MEETING

LIGHT RAIL CORRIDORS

Motion:

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

That Council investigate possible corridors for a future light rail system inside the City of Coffs Harbour.

Rationale:

Coffs Harbour is becoming a larger city and the pressures of the traffic system are growing year by year.

The Gold Coast recently completed the construction of its light rail system, requiring major reconstruction of the city in order to do so. The message is clear, beginning the planning earlier rather than later for these types of infrastructure projects means lower costs in the long term and Coffs Harbour is certainly a place expected to grow in the coming years.

Staff Comment:

- The primary road network that incorporates parts of the Pacific Highway, Harbour Drive and Orlando Street are considered to be the primary transport corridors required to service the future growth of the inner Coffs Harbour area.
- These carriageways are considered of sufficient width to allow for the installation of alternative passenger transport systems or facilities such as a light rail or transit system should such a system be considered appropriate at some future point in time.
- If Council was to advance these corridors specifically for a future light rail system, a detailed analysis would be required to ensure Coffs Harbour land use controls provided for a light rail transport system or similar within the identified transport corridors.
- Whilst it is considered good practice to conduct forward planning it should be appropriately limited by the reality of the State Government's overall responsibility for the provision of public transport.



REPORT TO ORDINARY COUNCIL MEETING

BATTERY RECYCLING

Motion:

Councillor Townley has given notice of her intention to move the following:

That Council Sustainability staff coordinate a meeting with battery retailers to discuss options for battery recycling in the LGA.

Rationale:

Battery disposal is a major problem within our waste stream, yet 96% of the components in most batteries are recyclable. The problem of toxicity in landfill as people dispose of batteries in red or yellow bins is significant. Some batteries can affect the soil and material around them over several metres.

The problem is growing as more and more appliances now have portable power solutions and therefore more batteries. There is a lack of awareness among the community about 1) how and where to safely dispose of batteries; and 2) the fact that potential for recycling of components is extremely high.

Many battery retailers have a strong commitment to collection and recycling. One local supplier is part of a larger firm which runs its own recycling plant in Wagga. They assume all costs associated with transport and recycling. However, the lack of education within the community means that there is little or no coordinated approach to this problem and only a very small fraction of batteries are captured.

Council's Sustainability staff and Waste Education officer could coordinate a response among the industry itself which could set a standard for other LGAs to follow. At a minimum, this might consist of writing to suppliers, inviting them to attend a meeting with the object of forming a working group to coordinate collection and to develop educational materials for schools and the wider public.

The expense to Council would be some staff time to coordinate, with the idea being that the industry and local retailers will be the most effective contributors to solutions and educational material.

There are obvious long term benefits to Council and the community in terms of reducing the amount of toxic material in landfill and the costs associated with remediation. Council has an opportunity to be a forerunner in assisting the safer and economically beneficial systems of battery disposal.

Staff Comment:

Waste Services staff can coordinate a meeting with dedicated battery retailers to discuss options for end-of-life battery recycling in the Coffs Harbour LGA. The initial aim of the meeting/s should be to develop the strategic context of the issue.



REPORT TO ORDINARY COUNCIL MEETING

APPOINTMENT AS CORPORATE MANAGER RESERVE 91265 - CORINDI BUSH FIRE BRIGADE RESERVE TRUST

REPORTING OFFICER: Property Officer (Leasing & Licencing)
DIRECTOR: Sustainable Infrastructure
COFFS HARBOUR 2030: LC 1.2 Develop community resilience, disaster preparedness and response mechanisms
ATTACHMENTS: ATT Map outlining Reserve 91265/Lot 132 DP 752820

Recommendation:

Council request Appointment as Reserve Trust Managers of the Corindi Bush Fire Brigade Reserve Trust (No 91265).

EXECUTIVE SUMMARY

Corporate management of the Corindi Bush Fire Brigade Reserve Trust has been with Clarence Valley Council. With the realignment of the Local Government Area in the June 2004 Proclamation, this property now lies within Coffs Harbour City Council LGA.

Clarence Valley Council has now formally requested removal as Trust Manager accordingly.

Council as Local Authority, under the Rural Fire Act 1997 is obliged to provide accommodation to the Rural Fire Service. This Reserve No 91265 comprises Lot 132 DP 752820 at Corindi which is for the purpose of bush fire brigade use.

REPORT

Description of Item:

Crown Lands Reserve 91265 is a Reserve for the purposes of bush fire brigade use. The Reserve comprises lot 132 DP 752820, otherwise known as 31 Coral Street, Corindi. This is the current, established operations base for the Corindi Bush Fire Brigade and the Corindi SES.

The Reserve has previously been managed by Clarence Valley Council, however by Proclamation in June 2004, the land was realigned into Coffs Harbour City Council Local Government Area. Clarence Valley Council has now formally requested removal as Trust Manager of the Trust accordingly.

NSW Government Trade & Investment – Crown Lands have now requested Coffs Harbour City Council seek appointment as Corporate Manager of the Reserve.

- **Issues:**

Council is obliged to provide accommodation to the Rural Fire Service under the Rural Fires Act 1997, Clause 37 **Responsibilities of fire control officers and local authorities**

- (3) The local authority for the rural fire district for which a fire control officer is appointed must provide facilities and accommodation to enable the fire control officer to exercise his or her functions.

Additionally, this is confirmed as part of the Service Agreement between Council and the NSW Rural Fire Service dated 12 July 2012.

The Corindi Bush Fire Brigade is part of the Coffs Harbour City Council's Local Government Area. They provide a valuable service to the Corindi community. It would be prudent for Coffs Harbour City Council to be installed as Corporate Managers of the Trust.

- **Options:**

Council has the following options available to them:

1. Adopt the recommendation provided to Council and resolve to have Council appointed as Corporate Manager of the Trust.
2. Reject the recommendation provided to Council in which case the Department of Trade and Investment Crown Lands may appoint another party as Corporate Manager of the Trust, administer the land directly or devolve the management of the Reserve to Council.

Sustainability Assessment:

- **Environment**

The Reserve is already developed. This Reserve exists for the purpose of Bush Fire Brigade use and is already currently the base for operations for the Corindi Bush Fire Brigade.

Additionally, the Corindi SES has their operational base on site in their own shed.

- **Social**

The NSW RFS provides a valuable community service to the city. Although fighting fires and protecting the community from emergencies is the most visible aspect of the RFS role, the Service has many responsibilities as the leading agency for bushfire management and mitigation in NSW. The Service comprises over 2,000 volunteer rural fire brigades with a total membership of just over 70,000. In addition, salaried staff are employed to manage the day-to-day operations of the Service at Headquarters, regional offices and district fire control centres.

- **Civic Leadership**

Proceeding with appointment as Corporate Manager is consistent with the adopted 2015-2019 Delivery Program under LC1 "Coffs Harbour is a strong, safe and adaptable community" - STRATEGY: LC1.2 Develop community resilience, disaster preparedness and response mechanisms

- **Economic**

Broader Economic Implications

Councils in NSW contribute to the Rural Fire Service based on estimates approved by the Commissioner of the Rural Fire Service.

Delivery Program/Operational Plan Implications

The Corindi Bush Fire Brigade is already in place. This agreement does not change the current financial arrangement built into Council's Operational Plan and Delivery Program.

Risk Analysis:

Proceeding with appointment as Corporate Manager will bring additional responsibility and require resources for ongoing management. This would be limited to a broad overview of the property management undertaken by Mid North Coast Fire Control.

Management of the land which accommodates both Fire Brigade and SES operations does not present undue risk to Council. On the contrary, failure to provide adequate premises is a breach of its obligations under the Rural Fires Act 1997, section 65.

Should Council not proceed with appointment, then Crown Lands may decide to appoint an outside body as Corporate Manager. Crown Lands also have the power under section 92 of the Crown Lands Act 1989 to devolve the Reserve to Coffs Harbour City Council whether Council requests or not.

Consultation:

The Department of Trade and Investment Crown Lands

Related Policy, Precedents and / or Statutory Requirements:

Council is currently, and has been, Reserve Trust Manager for many other Reserves in the Local Government Area under the Crown Land Act of 1983.

Council is obliged to provide accommodation to the Rural Fire Service under the Rural Fires Act 1997.

Implementation Date / Priority:

The process will be implemented on Council Resolution. Council is formally appointed when 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 Reserve Trust Manager is requested by Department of Trade and Investment Crown Lands given the Reserve now lies within Coffs Harbour City Council's LGA. Council effectively already manages the Reserve through its facilitation of the Corindi Bush fire Brigade accommodation. The appointment as Corporate Manager of the reserve formalises the management arrangements already in place.





REPORT TO ORDINARY COUNCIL MEETING

COFFS HARBOUR SENIOR CITIZEN ROOM HIRE RATES - CAVANBAH CENTRE

REPORTING OFFICER: Property Manager
DIRECTOR: Sustainable Infrastructure
COFFS HARBOUR 2030: LC3.1 - Council supports the delivery of high quality, sustainable outcomes for Coffs Harbour
PL2.2 - Provide public spaces and facilities that are accessible and safe for all
ATTACHMENTS: Nil.

Recommendation:

That the adopted 2015/2016 fees and charges for hiring the Cavanbah Centre for the Category 1 (Not for profit) user groups remain unchanged.

EXECUTIVE SUMMARY

Council resolved on 27 August 2015 to seek a report outlining the historical arrangements and outlining mechanisms for achieving an equitable rental for Coffs Harbour Senior Citizens Inc (NOM15/13 Cavanbah Centre / Resolution number 192).

The resolution was the product of discussion arising from a NOM seeking the future rent increases payable by the Coffs Harbour Senior Citizen Club to be capped at CPI.

The rationale submitted in support of the NOM was that the land was held in perpetuity by the Coffs Harbour Senior Citizens Club.

The Cavanbah Centre is on a Crown Reserve with the gazetted purpose of a Senior Citizen Centre. Council is the appointed Corporate Manager. Tenure over the Reserve has not been granted to the Coffs Harbour Senior Citizen Club in perpetuity. Notwithstanding this the Coffs Harbour Senior Citizens Club has a strong connection to the centre and represents a significant user group of the facility.

Substantial improvements in 2009 expanded the original facility and in so doing also expanded the utility of the facility to service the whole of the community. Senior citizens, and specifically the Coffs Harbour Senior Citizens Club continue to enjoy preferred access to the facility at subsidised rates.

The rates adopted by Council as part of the fees and charge for 2015/2016 were set to pursue overall operational sustainability for the Centre. The fees and charges provide a subsidy to community and not for profit groups (including the CHSCC) and a commercial rate for private hiring and commercial enterprises.

All other users are paying in accordance with Council's published fees and charges.

REPORT

Description of Item:

Issues:

Council resolved on 27 August 2015 to seek a report outlining the historical arrangements and outlining a mechanism for achieving an equitable rental for Coffs Harbour Senior Citizens Inc (NOM15/13 Cavanbah Centre / Resolution number 192).

The resolution was the product of discussion arising from a NOM seeking the future rent increases payable by one of the user groups at the Cavanbah Centre, being the Coffs Harbour Senior Citizen Club, to be capped at CPI. The rationale submitted in support of the NOM was that the land was held in perpetuity by the Coffs Harbour Senior Citizens Club.

This report is focused on two aspects of the operation of the Cavanbah Centre. The first is the historical use and gazetted purpose of the Reserve. More specifically this report confirms the tenure of the Coffs Harbour Senior Citizens Club Inc.

HISTORICAL USE AND GAZETTED PURPOSE

Lot 3 Section 4 DP 758258 is within Reserve 90985 for the purpose of Senior Citizens Centre, notified in the NSW Government Gazette on 3 February 1978 folio 400.

Department of Primary Industries, Lands has undertaken an initial investigation of the status and interest for Lot 3 Section 4 DP 758258.

The investigation revealed the following;

- Individuals were appointed as Trustee of Reserve 90985, notified in the NSW Government Gazette on 3 February 1978 folio 394,
- Cavanbah Hall Reserve Trust was appointed as Trustee of Reserve 90985, notified in the NSW Government Gazette on 21 December 1990 folio 11285,
- Coffs Harbour Pensioners Welfare Fund Incorporated were appointed Corporate manager to manage the affairs of the Cavanbah Hall Reserve Trust, notified in the NSW Government Gazette on 21 December 1990 folio 11285,
- On 22 January 2003 the Coffs Harbour Pensioners Welfare Fund Incorporated advised that it had resolved to resign from the management of the Cavanbah Hall Reserve Trust,
- On 4 February 2003 Coffs Harbour City Council as Corporate manager of Coffs Harbour (R.140058) Community Village Reserve Trust accepted appointment as Trustee of Reserve 90985,
- Cavanbah Hall Reserve Trust was dissolved, notified in the NSW Government Gazette on 14 February 2003 folio 1655,
- Coffs Harbour (R.140058) Community Village Reserve Trust was appointed as Trustee of Reserve 90985, notified in the NSW Government Gazette on 14 February 2003 folio 1655,
- Coffs Harbour (R.140058) Community Village Reserve Trust was altered to Coffs Harbour Community Village Reserve Trust, notified in the NSW Government Gazette on 31 October 2003 folio 10341.

A review of Council and Lands records failed to find any evidence of the granting of a 99 year lease to the Coffs Harbour Senior Citizens Club or any dedication of the subject land to the Coffs Harbour Senior Citizens Club in perpetuity.

The original improvements on the Reserve were rebuilt 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 to be encouraged,
- where appropriate, multiple use of the land be encouraged, and,
- where appropriate, the land should be used and managed in such a way that both the land and its resources are sustained in perpetuity.

The Department of Primary Industries, Lands, in their response also commented as follows:

“The Department is aware that since 2003 Council has provided significant funds to maintain and upgrade this community facility, to meet legislative and regulative requirements and has managed this facility to meet local and broader community’s needs. The department commends Council for taking the initiative to undertake actions which may result in this facility becoming financially sustainable. The department considers that these actions will ensure that this facility will be available to the local and broader community into the future.”

FEES & CHARGES

The rates adopted by Council as part of the fees & charge for 2015/2016 were set to pursue overall operational sustainability for the Centre. The fees & charges provide a subsidy to community and not for profit groups (including the CHSCC) and a commercial rate for private hiring and commercial enterprises.

Room hire is managed to ensure that community groups obtain majority access and use of the facility. Private hire and commercial hire is managed to ensure that the community subsidy can continue.

Financial Performance

In FY14-15, the Cavanbah 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 a significant proportion. A rough (conservative) forecast based on July 2015 room hire statistics shows that Category 1 hirers will still make up 77% of the hire base. Community hirers remain the predominant group utilising the centre.

To provide context to the fees and charges recommended research into other venues was undertaken in November 2014 to compare pricing with similar venues around the CBD area and to determine whether a fee rise was appropriate for the venue. This research, as

expected, 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.

Options:

1. The Trust can elect to apply the fees and charges adopted for 2015/2016
2. The Trust can elect to apply the fees and charges adopted for 2015/2016 but allow a concession to the category 1 user groups by way of a phase in of the new fee structure over a predetermined period, say two years.
3. The Trust can elect to disregard the adopted fees and charges and apply a separate fee structure to the Coffs Harbour Senior citizen club Inc. (pls refer to the risk section in this regard)

Sustainability Assessment:

- **Environment**

The recommendation will not adversely impact on environmental outcomes.

- **Social**

The catalyst to the NOM was a complaint from the Coffs Harbour Senior Citizens Club stating that the quanta of fees adopted by Council are excessive and not affordable to its members.

- **Civic Leadership**

In facilitating fair and affordable access to Cavanbah Centre, Council as Corporate Manager of the reserve Trust is supporting the delivery of high quality, sustainable outcomes for Coffs Harbour whilst also providing public spaces and facilities that are accessible and safe for all.

- **Economic**

Broader Economic Implications

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 be to increase the operating deficit if all other operating arrangements are to remain the same.

Delivery Program/Operational Plan Implications

Council subsidises the overall operation of the Community Village.

In 2014/2015 the operational deficit (subsidy) attributable to the Cavanbah Centre amounted to approximately \$47,000.

The operational remit to staff is to seek to maximize community use of the facility and to operate on a financially sustainable basis.

To this end it is necessary to balance the room hire charges to community and private users against the time allocation for each user group.

As detailed above, community user groups account for 75% of the total use of the facility.

Allowing for the adopted fee increase and maintaining the current apportionment of community/private use it is expected that the overall operational deficit will be reduced by at least \$5,000. Whilst this is only a modest improvement in the reduction of the operating deficit a greater reduction would have entailed a steeper price rise which was considered too onerous on the various user groups.

Risk Analysis:

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.

Consultation:

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

Related Policy, Precedents and / or Statutory Requirements:

Council manages the Crown Reserve as the appointed Trust manager in accordance with the provisions of the Crown Lands Act and the Reserve Trust Handbook.

Implementation Date / Priority:

Councils resolution will be implemented immediately

Conclusion:

The Cavanbah Centre is managed in accordance with Crown Land management principles including where appropriate:

- That multiple use of the land be encouraged, and,
- That the land should be used and managed in such a way that both the land and its resources are sustained in perpetuity.

Use of the Cavanbah Centre under the current fee structure is in line with, if not more affordable, than similar facilities in neighbouring LGA's.

Staff have rationalised the fee structure to

- ensure that a consistent room hire rate is applied to the various user groups; and,
- ensure that not for profit groups continue to obtain the benefit of the subsidised room hire rates,
- seek to ensure that the operation of the facility is moving towards sustainability.

The Coffs Harbour Senior Citizen Club is a major user of the Cavanbah Centre and has previously made generous contributions to the refurbishment of the facility. Staff will continue to work closely with the Club to best ensure that their needs are met within the operational constraints of the broader centre.



REPORT TO ORDINARY COUNCIL MEETING

CHANGES TO OPERATIONAL PLAN - ROADS PROGRAM 2015-2016

REPORTING OFFICER:	Roads Project Engineer
DIRECTOR:	Director Sustainable Infrastructure
COFFS HARBOUR 2030:	MA 1.1 Plan for new transport infrastructure MA 1.2 Improve the effectiveness of the existing transport system MA 1.4 Integrate cycle way and footpath networks including linking schools, shops and public transport
ATTACHMENTS:	ATT1 Road Rehabilitation Program ATT2 Bridge Renewal Program ATT3 Footpath and Cycleway Construction ATT4 Jetty Structure and Open Space ATT5 General Allocation for Future Planning

Recommendation:

That Council:

1. Approves the proposed amendments to the Operational and Delivery Program relating to the Road Rehabilitation Program, Bridge Renewal Program, Footpath Construction Program and Jetty Structure Refurbishment and Open Spaces Programs.
 2. Notes that the relevant financial reallocations and adjustments will be reflected in the next Budget Quarterly Review report.
-

EXECUTIVE SUMMARY

In preparing the delivery of the 2015/16 Operational Plan it has become evident that improvements and adjustments need to be made to accommodate recent developments and forward planning within infrastructure related programs. These changes seek to:

1. Provide for the means for the forward planning of proposed infrastructure programs.
2. Allow for whole of life costing decision making within the road network
3. Place Council in a stronger position in understanding its bridge stock
4. Provide for discrete footpath construction works
5. Enable forward planning on Jetty Structure refurbishment works and funding for the ongoing capital renewal of Open Space assets.

Whilst these changes are in keeping with the Operational Plan and are not considered substantial, the consideration and endorsement of Council is required.

REPORT

Description of Item:

With the implementation of Operational Plan for 15/16, particularly infrastructure related projects, it has become evident that improvements and adjustments need to be made to items listed within Operational Plan to accommodate recent developments and more detailed forward planning within the areas of:

1. Road Rehabilitation Program
2. Bridge Renewal Program
3. Footpath Construction Program
4. Jetty Structure Refurbishment and Open Spaces

A common adjustment through each of the programs above to allow funding for more detailed forward planning for the subsequent financial year. The purpose of forward planning is to provide sufficient time-space between the construction and design programs such that the design process does not adversely impact on the time to plan, procure and deliver construction works. Further, the allowance of funding for forward planning provides the opportunity to:

1. Identify unforeseen issues arising from geotechnical, traffic, environmental, structural and, property acquisition considerations,
2. Appropriately estimate the cost of these issues
3. Ensure that the Operational Plan is informed with more accurate estimates before its final adoption.
4. Apply for grant funding with project governance already established.

This report seeks to clarify the proposed changes to the 15/16 Operational Plan associated with the areas above.

Road Rehabilitation Program

As a Roads Authority, Council has an obligation to keep the road network in a safe and functional condition and to also meet the service level expectations of the community. Council manages these obligations by implementing operational and maintenance, renewal, upgrade and new works strategies across the road network.

A substantial portion of Council's road capital funding goes towards the renewal of its pavements, that is, the structural portion of gravel that spreads a vehicular load to the natural ground. There are two schools of thought to achieve the best outcome with the funding available:

1. Network level approach
2. Lifecycle costing approach

Historically, Council has taken the network level approach where it would seek to renew as much of the road network as possible with the funding available. However, the treatments that are adopted in this approach have, in certain circumstances, a shortened effective life of 15 years. Further, this approach generally overlooks the opportunity to undertake other related improvements concurrently, such as the construction of missing sections of kerb and gutter.

In comparison, the lifecycle costing approach seeks to optimize the whole of life costs associated with a project by considering the time value of money. In the context of pavement management it typically looks at the direct costs of a road agency for various treatment options to determine the lowest whole of life costs. However, when the additional indirect costs of the road user, the risk costs to council over time, and any opportunity costs associated with variations in the treatments are factored in, then the treatment that provides the longest effective life is the optimized option.

Whilst the current “network approach” seeks to uniformly and equitably bring the road network to the same condition collectively, there is a risk that at some point in the future there is a substantial peak in demand for pavement renewals. Preliminary modelling undertaken by staff suggests that there is a substantial peak for renewal demand in 2060 that will eventuate if Council’s current network approach to road asset management is continued.

The recommendation arising from this modeling is that Council should endeavor to extend the remaining useful life of existing sound pavement through resurfacing treatments. Also, when there is a need to renew a pavement, every effort should be made to maximize the effective life of a treatment and to minimize the whole of life costs of an asset. It is anticipated that this approach will suppress the renewal peak suggested above, but it may see certain low priority roads requiring pavement renewal remaining as a deferred works.

It needs to be highlighted that in various circumstances, level of service or engineering considerations may trump whole of life cost considerations, for example it may be more practical or desirable for a pavement to have an asphalt or concrete pavement as opposed to a flexible gravel pavement. e.g. roundabouts.

Similarly opportunity costs can also influence decision making in terms of additional works that would improve a streetscape whilst the pavement renewal works occur – for example kerb and gutter construction. The opportunity cost of constructing kerb and gutter with pavement renewal works as opposed to just kerb and gutter at a future point in time is up to \$100 per lineal metre.

In the instance of kerb and gutter construction, its placement often extends the life of a pavement by physically containing the pavement and providing defined drainage away from the pavement, improves public safety and pedestrian access, reduces litigious risks to Council and indirectly improves adjacent property prices. Conversely when retro-fitting kerb and gutter to an existing road, there is usually the need to undertake a half-road reconstruction to ensure adequate compaction and shape to the road pavement is achieved. This represents an opportunity cost because of the loss of remaining life of the existing pavement.

When placed in the context, this approach constitutes a paradigm shift in Council’s road asset management methodology. Consequently there would be a need to review the projects listed in Council’s current Operational Plan, including the scope and budgets nominated.

Council staff have undertaken the necessary geotechnical pavement investigations, option estimates and analyses to propose a new road rehabilitation program. The proposed new program proposes to allow for:

1. meeting a whole of life approach to the treatment selection,
2. funding for future planning and contingency purposes

In proposing the changes, every effort has been made to maintain the existing listing of works, however certain projects will need to be deferred to accommodate the above shift in methodology. As a change management approach all current projects that service safety issues, high traffic volumes and legacy issues have been prioritized over other projects.

The existing program has funding from two main sources: the Roads to Recovery Program; and, the Special Rate Variation. Certain projects have also been moved between the funding sources to best match the intent and conditions of each program.

The proposed revision of the Road Rehabilitation Program is shown in Attachment 1

Bridge Renewal Program

Every year Council upgrades 3-5 timber bridges to mitigate the risk of failure of Council's remaining 63 timber bridges as they reach the end of their effective life. The existing program proposes the replacement of 5 single span timber bridges being; Condons Bridge, North Bonville Bridge, Keoghs Bridge, Rhodes Bridge and Ferretts Bridge.

However, there is a need to make funding available to accommodate:

1. Preparatory and investigative works for the 16/17 Operational Plan. This funding supports pre-planning related work such as survey, geotechnical investigation and design.
2. Load carrying capacity review of bridges 'at risk' of failure. There is need for Council to gain a better understanding of the carrying capacity of each of its bridges (particularly timber) and the regulation of over-mass and over-size vehicles that use Council's local road network. The funding proposed above would be used to provide structural modeling of each bridge in order to assess possible adverse load configurations submitted to Council.

To free up the proposed funding it is proposed to defer Ferretts Bridge from this year's Operational Plan, given that it has alternate access should it need to be closed. A revision of the works program is provided in Attachment 2.

Footpath & Cycleway Construction Program

Reference is given to the notice of motion discussed at the Council Meeting of the 24th September 2015. The staff response highlighted that there was community dissatisfaction previously identified with the current quantity of footpath and cycleway facilities provided.

It is proposed to allocate initially \$150,000 to the provision of a footpath construction program, where the intent of this allocation would be to address emergency footpath works as they arise, at the discretion of the Director Sustainable Infrastructure. It is proposed that the source of this funding would be a reallocation of existing funding within the Financial Sustainability Program as detailed in Attachment 3.

Jetty Structure and Open Space

The Jetty Structure was reconstructed by the Department of Public Works in 1997 using mostly recycled structural timber which at the time had an envisaged effective life of 20 years. Council has since carried out certain substantive refurbishment works including the sleeving and strengthening of piles, termite damage repair and select structural component replacement. However, it has been identified that further substantive works will be required.

Within the Delivery Program there are already allocations of \$820,298, \$844,907, \$870,254 for the refurbishment of the Jetty Structure for the financial years of 2016/17, 2017/18 and 2018/2019 respectively. Similarly there is a further \$545,557 allocated to Fences & Access Ways and Playground Works in 2015/16 with no additional funding in subsequent financial years. With the exception of S94 funding, this funding represents the majority of capital funding for Open Spaces.

It is proposed to facilitate the investigative planning for the Jetty structural repairs works to occur this financial year, as well as providing ongoing capital funding to the renewal of Open Space assets, that the abovementioned funding be reallocated as detailed in Attachment 4.

General Funding for Future Works Planning

Consistent with the proposals presented above, there is a need to allocate funding to invest in the planning of future known projects that have yet to be allocated a defined funding source. Typically, these projects are planned to be grant funded projects that rely on being “shovel ready” to be successful and credible in the grant application process. It is proposed that through a process of project nomination and prioritization that reallocated pool of funding be created and used to strategically target State or Federal Government grant programs. However, some use of this funding source for planning of non-grant works is also anticipated.

It is therefore proposed that an initial allocation of \$150,000 be made available this financial year to start preparing a portfolio of projects for this purpose and that funding be reallocated as detailed in Attachment 5.

Issues:

Whilst these proposed amendments are in keeping with, and do not represent substantive changes to the Operational Plan, it is necessary to ensure the due consideration and approval of Council, not only because changes to scope and reallocation of existing funding is proposed, but also because the funding involves the Special Rate Variation (SRV).

The intent of the SRV was to bolster renewal spending to Council's infrastructure and any deviation from this intent may be seen by the community or the Independent Pricing and Regulatory Tribunal (IPART) as contrary to the justification for the SRV. Undoubtedly, Council does have infrastructure requiring renewal, however a certain amount of flexibility needs to be applied to the application of this funding that delivers the best outcome for the asset and community e.g. kerb and gutter construction with pavement renewals, as discussed above.

Options:

In considering the options available to Council in order to action this report, it is suggested that the following is appropriate:

1. Adopt the recommendation provided to Council to adjust the allocations detailed in the Appendices.
2. Amend the recommendation provided to Council and then adopt, by considering specific programs discussed within the report.
3. Reject the recommendation provided to Council and retain the direction and funding which exists in the current Operational Plan.

Sustainability Assessment:

- **Environment**

There are no environmental considerations that are pertinent to this report, however in delivering the works environmental assessments will be undertaken when relevant.

- **Social**

The main social impact stemming from the discussion above is the opportunity for improvement in the quality of service delivery. As outlined above, with the creation of time-space within the Works Program for planning, procurement and delivery should serve to enable better cost efficiencies, scheduling and quality.

- **Civic Leadership**

In the context of this report Council is seen as a provider of services through infrastructure, in particular the Objective of Moving Around, as per the Coffs Harbour 2030 Community Strategic Plan.

The intent of the discussion above aligns with the strategies of:

- MA 1.1 Plan for new transport infrastructure
- MA 1.2 Improve the effectiveness of the existing transport system
- MA 1.4 Integrate cycle way and footpath networks including linking schools, shops and public transport

- **Economic**

Broader Economic Implications

It is anticipated that there are no broader economic implications stemming from this report other than to suggest that the community and its infrastructure will benefit in the long term through the continuous improvement of asset and project management within Council. It is believed that allocating funding to planning future works will serve as an enabler to continuous improvement.

Delivery Program/Operational Plan Implications

As the changes proposed consist of a reallocation of funding within existing programs, there is no additional financial impact on existing Council's Budget. There is however potential impacts relating to the deferral of some impacted works listed within the Operational Plan. Such impacts are limited to potential customer dissatisfaction.

Risk Analysis:

In the context of risk management the changes proposed will seek to minimize risks that may result from the poor application of Strategic Asset Management or Project Management principles.

Consultation:

Council's operational staff have been consulted with concerning the need for the reallocation of funding and the associated amounts. Discussion has occurred with Council's Finance Section pertaining to the proposed reallocation of funding.

Related Policy, Precedents and / or Statutory Requirements:

Council's Asset Management Policy is the main policy pertaining to this report, which states...

"The underlying principle for all asset management activities will be minimisation of life cycle costs, effective, timely maintenance of assets to extend the useful life of assets and optimise renewal spending."

Consideration may also be given to the Sections 402, 404, 405 of the Local Government Act 1993 pertaining to Integrated Planning and Reporting requirements as well as the Integrated Planning and Reporting Manual for Local Government in NSW.

Implementation Date / Priority:

The implementation of the recommendations to this report, if approved, are to occur at the release of the minutes of the Council meeting to Council staff.

Conclusion:

There is opportunity to action various improvements to the delivery methodology of infrastructure projects within Council.

The changes proposed to the Operational Plan seek to:

1. Provide for the means for the forward planning of proposed infrastructure programs.
2. Allow for whole of life costing decision making within the road network
3. Place Council in a stronger position in understanding its bridge stock
4. Provide for discrete footpath construction works
5. Enable forward planning on Jetty Structure refurbishment works and funding for the ongoing capital renewal of Open Space assets.

Road Rehabilitation Program

Local Roads 2015/2016 Works Programs

2015/2016 Local Road Rehabilitation Program		
<i>(Note: approximately \$400,000 per year is allocated to Regional Roads)</i>		
Road Segment	Road Hierarchy	Rehab. Cost (\$)
Special Rate Variation funded Works		
Lakeside : From : Beach Rd To : Hibiscus Ave	CU	56,000
Lakeside : From : Hibiscus Ave To : Poincianna Ave	CU	62,000
Lakeside : From : Poincianna Ave To : End	CU	90,000
Gundagai Place : From : High St To : End	LU	98,000
Beach : From : Headland Rd To : Lakeside Dr	LU	180,000
Beach : From : Lakeside Dr To : End	LU	80,000
James Small : From : End Kerb To : Norman Hill Dr	DU	46,771
James Small : From : Norman Hill Dr To : Plantain Rd	DU	138,398
Gordon : From : Vernon St To : Coff St	DU	240,125
Beach : From : Queen St To : Carrington St	DU	63,519
Sawtell Road : From : Boambee Creek To : Hamilton Dr	DU	440,000
Sub-Total Special Rate Variation funded Works		1,494,812

Road Hierarchy:
CU - Collector Urban
LU - Local Urban
DU - Distributor Urban
RR - Regional Road
CR - Collector Rural
LR - Local Rural

Roads To Recovery Grant funded Works		
Harbour : From : Salamander St To : Hardacre St	DU	126,018
Harbour : From : Hardacre St To : Glenreagh St	DU	89,474
Lower Bucca : From : McCraes Bridge West To : 6224	DR	181,553
Boultwood : From : Ocean Pde To : Hogbin Dr Nth	CU	85,845
Bonville Waters : From : Lyons Rd To : Cunningham Cr	CU	31,939
Green Lea : From : Calala Pl (Nth) To : Joyce St (Nth)	CU	78,439
Links : From : Bellevue Dr To : Kotara Pl	CU	27,122
Minorie : From : Day Care Centre To : Toormina Rd	CU	118,678
Second : From : First Ave To : Fourth Ave	CU	82,911

Continued next page

Local Roads 2015/2016 Works Programs (Continued)

2015/2016 Local Road Rehabilitation Program <i>Continued</i>		
Road Segment	Road Hierarchy	Rehab. Cost (\$)
Roads To Recovery Grant funded Works Continued		
Ocean Parade : From : Prince St To : Bowling Club	CU	46,453
Arrawarra Beach : From : (Loop)	CU	67,685
Emerald Heights : From : Graham Dr To : Anselmo Cl	CR	10,053
Emerald Heights : From : Anselmo Cl To : Stefan Cl	CR	42,913
Emerald Heights : From : Stefan Cl To : 470 (End Kerb)	CR	42,770
South Boambee : From : Lindsays Rd To : 60m (Over Culvert) (No1)	CR	30,000
South Boambee : From : Bridge To : 67m (No 2)	CR+D73	13,671
Korora School : From : James Small Dr To : Scour Valve	LU	28,574
Korora School : From : Scour Valve To : Highway	LU	90,086
Northside Lane : From : York St To : End Kerb	LU	14,077
Mcgregor : From : Linden Ave To : End	LU	53,962
Hughes : From : Kane Cres To : End	LU	82,230
Coramba : From : Bakers Road To : Change Of Seal	RR	167,494
First : From : Eleventh Ave To : Nth Dillon St	RR	163,979
Lyons : From : Royal Palms Dr To : Rail Bridge	RR	64,328
Eastern Dorrigo Way : (East Of Ulong)	RR	91,375
Sub-Total Roads To Recovery Grant funded Works		1,831,630
Funding Source Special Rate Variation		1,500,631
Funding Source Roads To Recovery Grant		1,800,000
Total Expenditure 2016/2016		3,300,631

Road Hierarchy:
CU - Collector Urban
LU - Local Urban
DU - Distributor Urban
RR - Regional Road
CR - Collector Rural
LR - Local Rural

Attachment 1

Proposed Reallocation to 2015/2016 Local Road Rehabilitation Program		
Special Rate Variation Funded Works		Proposed Allocation
Project Name	Treatment	\$1,500,631
James Small Drive End Kerb to Plantain Ave	K&G extension, Reconstruction	\$314,000
Bucca Rd McRaes Br west to 6224	Combination Stabilise and box out	\$196,000
Coramba Road Bakers to change of seal	Stabilisation	\$220,000
Korora School Rd, James Small to Highway	Rip, add and stabilise	\$174,000
Bonville Waters Drive, Lyons to Cunningham	Subsoils only	\$86,000
Greenlea Cl, Roasedale(nth) to Joyce(Nth)	Stabilise	\$136,000
Planning and Contingency Reserve		\$224,631
General allocation for Future Planning	Transfer outside renewal program	\$150,000
		\$1,500,631
Roads to Recovery Funded Works		Proposed Allocation
Project Name	Treatment	\$ 2,763,656
Beach Street Sapphire	Full Reconstruction	\$685,656
Lakeside Drive Sapphire	Full Reconstruction	\$500,000
Gundagai Street	K&G and reconstruction	\$266,000
First Ave 11th to Dillon	Stabilise and shape	\$260,000
Lyons Road Royal Palms to Railway	Reconstruction	\$530,000
Sawtell Road Boambee Creek to Hamilton Dr	Reconstruction	\$282,000
Solitary Island Way Reseal - Casuarina to Johnsons	Shape and Reseal	\$120,000
Planning and Contingency Reserve		\$120,000
		\$2,763,656

Bridge Renewal Program

Statement of Council's Revenue Policy (Continued)

Levies and Special Rate Variations (Continued)

Priority Infrastructure (2008)

For its 2008/2009 Management Plan, Council secured approval for a special variation of 5.95% for costs associated with priority infrastructure and economic development projects. This continues to be a main funding source for Council's bridge replacement and maintenance program.

BRIDGE PROGRAM 2015/2016	
Project	Budget (\$)
Major Repairs Timber Bridges	26,781
Ferrets Bridge	190,000
Condons Bridge	210,000
Rhodes Bridge	140,000
North Bonville Bridge	140,000
Keoghs Bridge	120,000
Curtins Bridge	35,000
Williams Bridge	
Corfes Bridge No. 2	
Wedds Bridge	
Wades Bridge	
Moleton Bridge No. 3	
Boambee Creek Footbridge	
Melaleuca Footbridge	
Bardens Bridge	
Taylor's Bridge	
Schooners Bridge	
Morrays Bridge	
Halgaiths Bridge	
Old Coast Road Bridge No. 1	
Old Coast Road Bridge No. 3	
McClellands Bridge	
William Seccombs Bridge	
Catholic Protection	
TOTALS	\$61,781
RATE VARIATION REVENUE	\$61,781

*Works schedules subject to change according to re-prioritisation and final cost estimates.

	Current Allocation	Proposed Allocation
Program Allocation	\$861,871	\$861,781
Ferretts Bridge	\$190,000	\$0
Kirtons Bridge	\$35,000	\$70,000
Rhodes Bridge	\$140,000	\$220,000
Keoghs Bridge	\$120,000	\$120,000
North Bonville Bridge	\$140,000	\$120,000
Condons Bridge	\$210,000	\$210,000
Catholic Protection	\$10,000	\$0
Major Repairs Unallocated	\$16,871	\$11,781
Funding for Future Planning	\$0	\$50,090
Williams	\$0	\$0
Corfes Bridge No 2	\$0	\$0
Wedds Bridge	\$0	\$0
Wades Bridge	\$0	\$0
Moleton Bridge No 3	\$0	\$0
Boambee Creek Footbridge	\$0	\$0
Melaleuca Footbridge	\$0	\$0
Taylor's Bridge	\$0	\$0
Bridge Capacity Assessment	\$0	\$100,000
	\$861,871	\$901,871
REVOTE from 14/15	\$40,090	0

Footpath & Cycleway Program

Special Rate Variation to General Income 2015/2017 (Continued)

Other Transport Asset Works 2015/2016

Year	Other Transport Asset Works				Funding Sources		
	Kerbing Works (\$)	Car Park Works (\$)	Footpaths & Cycleway Works (\$)	Guard Rail Works (\$)	Total Expenditure (\$)	Approved Rate Increase from 2014/15 (\$)	Approved Rate Increase for 2015/16 (\$)
2015/16	193,676	60,000	85,000	60,000	398,676	194,560	204,116

Open Space Asset Works 2015/2016

Year	Open Space Asset Works				Funding Sources		
	Fences & Accessway Works (\$)	Playground Works (\$)	Jetty Works (\$)	Total Expenditure (\$)	Approved Rate Increase from 2014/15 (\$)	Approved Rate Increase for 2015/16 (\$)	
2015/16	484,967	60,590		545,557	266,240	279,317	

Building Renewals Program 2015/2016

Building Renewal Works for 2015/2016		Estimated Cost (\$)
Fitzroy Oval Public Amenities		600,000
Jetty Memorial Theatre Facilities		120,000
Nana Glen Pool		125,000
Building Renewals - Various Projects		162,182
Total Expenditure		1,007,182
Funded From:		
Approved Rate Increase from 2014/2015		491,520
Approved Rate Increase for 2015/2016		515,662
Total Funding		1,007,182

Other Transport Assets – Proposed Allocation					
Year	Kerbing Works (\$)	Car Park Works (\$)	Footpath & Cycleway Works (\$)	Guard Rail Works (\$)	Total Expenditure (\$)
2015/2016	158,676	45,000	150,000	45,000	398,676

Jetty Structure & Open Space

Special Rate Variation to General Income 2015/2017 (Continued)

Other Transport Asset Works 2015/2016 - 2018/2019

Year	Other Transport Asset Works				Funding Sources		
	Kerbing Works (\$)	Car Park Works (\$)	Footpaths & Cycleway Works (\$)	Guard Rail Works (\$)	Total Expenditure (\$)	Approved Rate Increase from 2014/15 (\$)	Approved Rate Increases for 2015/16 & 2016/17 (\$)
2015/16	193,676	60,000	85,000	60,000	398,676	194,560	204,116
2016/17	249,448	90,000	150,000	110,000	599,448	200,397	399,051
2017/18	256,931	92,700	154,500	113,300	617,431	206,409	411,022
2018/19	264,639	95,000	159,000	117,315	635,954	212,601	423,353

Open Space Asset Works 2015/2016 – 2018/2019

Year	Open Space Asset Works			Funding Sources		
	Fences & Accessway Works (\$)	Playground Works (\$)	Jetty Works (\$)	Total Expenditure (\$)	Approved Rate Increase from 2014/15 (\$)	Approved Rate Increases for 2015/16 & 2016/17 (\$)
2015/16	484,967	60,590		545,557	266,240	279,317
2016/17			820,298	820,298	274,227	546,071
2017/18			844,907	844,907	282,454	562,453
2018/19			870,254	870,254	290,927	579,327

Open Space Works 2015/2016 - 2018/2019 PROPOSED ALLOCATION				
Year	Fencing & Access Way Works (\$)	Playground Works (\$)	Jetty Works (\$)	Total
2015/16	\$364,967	\$60,590	\$120,000	\$545,557
2016/17	\$280,298	\$40,000	\$500,000	\$820,298
2017/18	\$304,907	\$40,000	\$500,000	\$844,907
2018/19	\$330,254	\$40,000	\$500,000	\$870,254

Attachment 5

General Allocation for Future Planning

Proposed Reallocation to 2015/2016 Local Road Rehabilitation Program		
Special Rate Variation Funded Works		Proposed Allocation
Project Name	Treatment	\$1,500,631
James Small Drive End Kerb to Plantain Ave	K&G extension, Reconstruction	\$314,000
Bucca Rd McRaes Br west to 6224	Combination Stabilise and box out	\$196,000
Coramba Road Bakers to change of seal	Stabilisation	\$220,000
Korora School Rd, James Small to Highway	Rip, add and stabilise	\$174,000
Bonville Waters Drive, Lyons to Cunningham	Subsoils only	\$86,000
Greenlea Cl, Roasedale(nth) to Joyce(Nth)	Stabilise	\$136,000
Planning and Contingency Reserve		\$224,631
General allocation for Future Planning	Transfer outside renewal program	\$150,000
		\$1,500,631
Roads to Recovery Funded Works		Proposed Allocation
Project Name	Treatment	\$ 2,763,656
Beach Street Sapphire	Full Reconstruction	\$685,656
Lakeside Drive Sapphire	Full Reconstruction	\$500,000
Gundagai Street	K&G and reconstruction	\$266,000
First Ave 11th to Dillon	Stabilise and shape	\$260,000
Lyons Road Royal Palms to Railway	Reconstruction	\$530,000
Sawtell Road Boambee Creek to Hamilton Dr	Reconstruction	\$282,000
Solitary Island Way Reseal - Casuarina to Johnsons	Shape and Reseal	\$120,000
Planning and Contingency Reserve		\$120,000
		\$2,763,656



REPORT TO ORDINARY COUNCIL MEETING

BANK AND INVESTMENT BALANCES FOR SEPTEMBER 2015

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

Recommendation:

1. That the bank balances and investments totaling (from loans, Section 94 and other avenues that form the restricted accounts and are committed for future works) \$159,571,253 as at 30 September 2015 be noted.
2. That the general fund unrestricted cash and investments totaling \$123,772 as at 30 September 2015 be noted.

EXECUTIVE SUMMARY

The purpose is to report on Council's Bank Balances and Investments as at 30 September 2015. Council receives independent advice and invests surplus funds in accordance with Councils Investment Policy to maximise investment income and preserve capital to assist with funding requirements for projects listed under the Coffs Harbour 2030 Community Strategic Plan.

REPORT

Description of Item:

A copy of the state of Bank Balances and Investments as at 30 September 2015 is attached.

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

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

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

Reports written by Laminar Group Pty Ltd (Council's investment portfolio advisors), which examine economic and financial markets data for September 2015 are available in the Councilors' Resource Centre.

Issues:

There are no issues associated with the report.

Options:

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

Sustainability Assessment:

- **Environment**

There are no perceived current or future environmental impacts.

- **Social**

There are no perceived current or future social impacts.

- **Civic Leadership**

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

- **Economic**

Broader Economic Implications

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

Delivery Program/Operational Plan Implications

For September 2015 it is noted that after deducting, from the total bank and investment balances of \$159,571,253 the estimated restricted General, Trust, Water and Sewerage cash and investments (\$159,447,481) the Unrestricted Cash is \$123,772.

Risk Analysis:

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

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

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

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

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

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

- Deposits/Covered Bonds – these share first ranking
- Senior debt – Floating Rate Notes/Fixed Coupon Bonds.

- Subordinated debt
- Hybrids
- Preference shares
- Equity shares (common shares).

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

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

Consultation:

Council's investment advisors, Laminar Group Pty Ltd have been consulted in the preparation of this report.

Related Policy, Precedents and / or Statutory Requirements:

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

Local Government Act 1993 – Section 625

Local Government Act 1993 – Investment Order (dated 12 January 2011).

Local Government General Regulation 2005

The Trustee Amendment (Discretionary Investments) Act 1997 – Sections 14A(2), 14C(1) and 14C(2).

Implementation Date / Priority:

Nil.

Further details are provided as a note on the attachment.

Conclusion:

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



Coffs Harbour City Council
All Books for Selected Entity
Investment Report Pack

1 September 2015 to 30 September 2015



Table of Contents

1. Interest Income For 1 September 2015 to 30 September 2015
2. Portfolio Valuation As At 30 September 2015
3. Portfolio Valuation By Categories As At 30 September 2015
4. Performance Statistics For Period Ending 30 September 2015



1. Coupon Interest Income For 1 September 2015 to 30 September 2015

Security	Income Expense Code	Transaction Date	Consideration Notional	Trading Book
ME Bank 4.27 02 Sep 2019 1826DAY TD	IEI25707	2 Sep 2015	85,400.00	Coffs Harbour
NAB 3.68 02 Sep 2015 365DAY TD	IEI22057	2 Sep 2015	36,800.00	Coffs Harbour
BOQ 5.65 04 Sep 2017 1827DAY TD	IEI25784	4 Sep 2015	113,000.00	Coffs Harbour
ING 5.6 06 Sep 2017 1826DAY TD	IEI25840	7 Sep 2015	111,693.15	Coffs Harbour
MACQ 2.9 09 Mar 2017 FRN	IEI26354	9 Sep 2015	63,559.40	Coffs Harbour
ARA 4.25 10 Sep 2015 730DAY TD	IEI25878	10 Sep 2015	85,000.00	Coffs Harbour
BENAU 0.93 17 Sep 2019 FRN	IEI26004	17 Sep 2015	23,327.67	Coffs Harbour
CUA 1.3 20 Mar 2017 FRN	IEI26049	21 Sep 2015	12,914.40	Coffs Harbour
HBSHB 7.25 20 Jun 2017 ASX Fixed	IEI26042	21 Sep 2015	54,225.00	Coffs Harbour
CUA 1.2 22 Dec 2017 FRN	IEI26104	22 Sep 2015	8,452.15	Coffs Harbour
Bankwest 3 24 Sep 2015 120DAY TD	IEI23777	24 Sep 2015	9,863.01	Coffs Harbour
NAB 11am Cash	IEI26379	30 Sep 2015	5,714.73	Coffs Harbour
NAB 11am Cash	IEI26380	30 Sep 2015	23,141.81	Coffs Harbour
NAB 11am Cash	IEI26378	30 Sep 2015	116.41	CHRPT
SYD 2.85 30 Sep 2015 90DAY TD	IEI24188	30 Sep 2015	7,027.40	Coffs Harbour
			640,235.13	



2. Portfolio Valuation As At 30 September 2015

Fixed Interest Security	Security Rating	ISIN	Face Value Original	Bond Factor	Face Value Current	Capital Price	Accrued Interest Price	Market Value	% Total Value	Running Yield	Weighted Running Yield
11am Cash											
ANZ 11am Cash	S&P A1+		568.42	1.00000000	568.42	100.000	0.000	568.42	0.00%	1.00%	
ANZ 11am Cash	S&P A1+		138,741.59	1.00000000	138,741.59	100.000	0.000	138,741.59	0.09%	1.00%	
NAB 11am Cash	S&P A1+		81,053.01	1.00000000	81,053.01	100.000	0.000	81,053.01	0.05%	1.00%	
NAB 11am Cash	S&P A1+		4,098,525.57	1.00000000	4,098,525.57	100.000	0.000	4,098,525.57	2.57%	2.33%	
NAB 11am Cash	S&P A1+		2,465,071.06	1.00000000	2,465,071.06	100.000	0.000	2,465,071.06	1.54%	2.40%	
			6,783,959.65		6,783,959.65			6,783,959.65	4.25%		2.31%
ASX Listed Fixed Rate Security											
HBSHB 7.25 20 Jun 2017 ASX Fixed	AR AR BBB+	AU0000HBSHB9	3,000,000.00	1.00000000	3,000,000.00	105.321	0.179	3,165,000.00	1.98%	6.88%	
			3,000,000.00		3,000,000.00			3,165,000.00	1.98%		6.88%
ASX Listed Floating Rate Security											
CBAHA 1.05 24 Dec 2015 Retail Bonds Series1 Tranche A ASX Float	S&P N/A	AU0000CBAHA0	2,310,300.00	1.00000000	2,310,300.00	99.886	0.675	2,323,260.78	1.46%	3.18%	
			2,310,300.00		2,310,300.00			2,323,260.78	1.46%		3.18%
Covered Floating Bond											
SunMet 0.7 05 Nov 2019 COVEREDFLO	S&P A+	AU3FN0025136	2,000,000.00	1.00000000	2,000,000.00	99.660	0.436	2,001,920.00	1.25%	2.82%	
			2,000,000.00		2,000,000.00			2,001,920.00	1.25%		2.82%
Flexi Deposit											
NAB 3.65 23 Jan 2020 1826DAY FlexiDep	S&P AA-		2,000,000.00	1.00000000	2,000,000.00	100.000	0.000	2,000,000.00	1.25%	3.65%	
			2,000,000.00		2,000,000.00			2,000,000.00	1.25%		3.65%
Floating Rate Deposit											
BOQ 1.5 26 Feb 2016 1095DAY FRD	S&P A-		1,500,000.00	1.00000000	1,500,000.00	100.000	0.000	1,500,000.00	0.94%	3.63%	
			1,500,000.00		1,500,000.00			1,500,000.00	0.94%		3.63%
Floating Rate Note											
BOQ 1.07 06 Nov 2019 FRN	S&P AA-	AU3FN0025235	4,000,000.00	1.00000000	4,000,000.00	100.121	0.484	4,024,200.00	2.52%	3.22%	
BENAU 1.27 14 Nov 2018 FRN	S&P A-	AU3FN0021226	1,000,000.00	1.00000000	1,000,000.00	101.167	0.440	1,016,070.00	0.64%	3.38%	
BENAU 0.93 17 Sep 2019 FRN	S&P A-	AU3FN0024824	3,000,000.00	1.00000000	3,000,000.00	99.817	0.111	2,997,840.00	1.88%	3.11%	
BENAU 1.1 18 Aug 2020 FRN	S&P A-	AU3FN0028361	2,000,000.00	1.00000000	2,000,000.00	99.646	0.382	2,000,560.00	1.25%	3.24%	
CredSuis 1.03 16 Jul 2019 FRN	S&P A	AU3FN0023990	5,500,000.00	1.00000000	5,500,000.00	99.366	0.660	5,501,430.00	3.45%	3.17%	

Agenda - Ordinary Meeting 22 October 2015 - DIRECTORATE REPORTS - BUSINESS SERVICES



CUA 1.3 20 Mar 2017 FRN	S&P BBB+	AU3FN0022372	1,500,000.00	1.00000000	1,500,000.00	100.248	0.086	1,505,010.00	0.94%	3.49%
CUA 1.2 22 Dec 2017 FRN	S&P BBB+	AU3FN0024865	1,000,000.00	1.00000000	1,000,000.00	100.025	0.074	1,000,990.00	0.63%	3.38%
HBS 1.15 07 May 2018 FRN	Fitch BBB+	AU3FN0027330	2,000,000.00	1.00000000	2,000,000.00	99.932	0.487	2,008,380.00	1.26%	3.29%
LEH 15 Jun 2040 FRN	Unrated UR	XS0305158031	800,000.00	1.00000000	800,000.00	0.000	0.000	0.00	0.00%	0.00%
MACQ 2.9 09 Mar 2017 FRN	S&P A	AU3FN0015004	5,000,000.00	1.00000000	5,000,000.00	103.219	0.291	5,175,500.00	3.24%	5.06%
MACQ 1.1 03 Mar 2020 FRN	S&P A	AU3FN0026605	1,000,000.00	1.00000000	1,000,000.00	99.795	0.240	1,000,350.00	0.63%	3.23%
ME Bank 1 17 Nov 2017 FRN	S&P BBB+	AU3FN0025532	3,000,000.00	1.00000000	3,000,000.00	99.942	0.379	3,009,630.00	1.89%	3.14%
NPBS 1.1 27 Feb 2018 FRN	S&P BBB+	AU3FN0026498	900,000.00	1.00000000	900,000.00	99.907	0.300	901,863.00	0.57%	3.23%
PCU 1.1 21 Aug 2017 FRN	S&P BBB+	AU3FN0024329	1,000,000.00	1.00000000	1,000,000.00	99.928	0.355	1,002,830.00	0.63%	3.23%
SunMet 0.94 20 Aug 2019 FRN	S&P A+	AU3FN0024345	3,000,000.00	1.00000000	3,000,000.00	99.967	0.345	3,009,360.00	1.89%	3.07%
UBS Aust 0.95 27 Aug 2019 FRN	S&P A-	AU3FN0024402	2,000,000.00	1.00000000	2,000,000.00	99.780	0.286	2,001,320.00	1.25%	3.08%
Westpac 0.9 28 Jul 2020 FRN	S&P AA-	AU000WBCHBI0	2,000,000.00	1.00000000	2,000,000.00	99.517	0.530	2,000,940.00	1.25%	3.03%
			38,700,000.00		38,700,000.00			38,156,273.00	23.91%	3.44%
Floating Rate TCD										
ANZ 0.85 11 Nov 2019 FloatTCD	S&P AA-	AU3FN0025433	2,250,000.00	1.00000000	2,250,000.00	99.852	0.410	2,255,895.00	1.41%	3.00%
GBS 1.5 15 Apr 2016 FloatTCD	S&P BBB	AU3FN0018636	2,000,000.00	1.00000000	2,000,000.00	100.459	0.770	2,024,580.00	1.27%	3.65%
			4,250,000.00		4,250,000.00			4,280,475.00	2.68%	3.31%
Term Deposit										
AMP 7.35 24 May 2016 1827DAY TD	S&P A+		5,000,000.00	1.00000000	5,000,000.00	100.000	0.000	5,000,000.00	3.13%	7.35%
ARA 3.1 15 Jan 2016 212DAY TD	S&P S&PB		2,000,000.00	1.00000000	2,000,000.00	100.000	0.000	2,000,000.00	1.25%	3.10%
ARA 3.1 05 Apr 2016 270DAY TD	S&P B		1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	3.10%
ARA 3.05 10 Jul 2017 731DAY TD	S&P B		2,000,000.00	1.00000000	2,000,000.00	100.000	0.000	2,000,000.00	1.25%	3.05%
ARA 4.7 07 May 2018 1826DAY TD	S&P BB+		1,500,000.00	1.00000000	1,500,000.00	100.000	0.000	1,500,000.00	0.94%	4.70%
ACC 3 27 Nov 2015 60DAY TD	S&P A2		1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	3.00%
Auswide 7.1 29 Jul 2016 1828DAY TD	S&P BBB		1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	7.10%
Auswide 7.1 08 Aug 2016 1827DAY TD	S&P BBB		1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	7.10%
Auswide 3.75 12 Dec 2016 733DAY TD	S&P BBB		2,000,000.00	1.00000000	2,000,000.00	100.000	0.000	2,000,000.00	1.25%	3.75%
BCCU 4.25 02 Jun 2017 1095DAY TD	Unrated UR		1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	4.25%
BOQ 7.47 29 Jun 2016 1827DAY TD	S&P A-		1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	7.47%
BOQ 6.69 08 Aug 2016 1827DAY TD	S&P A-		2,500,000.00	1.00000000	2,500,000.00	100.000	0.000	2,500,000.00	1.57%	6.69%
BOQ 4.65 17 May 2017 1461DAY TD	S&P A-		1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	4.65%
BOQ 5.44 06 Jun 2017 1827DAY TD	S&P A-		2,000,000.00	1.00000000	2,000,000.00	100.000	0.000	2,000,000.00	1.25%	5.44%
BOQ 5.65 04 Sep 2017 1827DAY TD	S&P A-		2,000,000.00	1.00000000	2,000,000.00	100.000	0.000	2,000,000.00	1.25%	5.65%



BOQ 5.15 05 Feb 2018 1827DAY TD	S&P A-	3,000,000.00	1.00000000	3,000,000.00	100.000	0.000	3,000,000.00	1.88%	5.15%
BOQ 4.7 20 Feb 2018 1460DAY TD	S&P A-	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	4.70%
BOQ 5.1 05 Mar 2018 1826DAY TD	S&P A-	2,000,000.00	1.00000000	2,000,000.00	100.000	0.000	2,000,000.00	1.25%	5.10%
SYD 3.1 06 Oct 2015 96DAY TD	Unrated UR	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	3.10%
SYD 3 11 Nov 2015 90DAY TD	Unrated UR	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	3.00%
BENAU 2.95 12 Aug 2016 365DAY TD	S&P A2	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	2.95%
BBA 3.4 02 Mar 2016 366DAY TD	S&P A2	750,000.00	1.00000000	750,000.00	100.000	0.000	750,000.00	0.47%	3.40%
BBA 3.45 02 Mar 2017 731DAY TD	S&P A2	750,000.00	1.00000000	750,000.00	100.000	0.000	750,000.00	0.47%	3.45%
BBA 3.7 02 Mar 2018 1096DAY TD	S&P A2	990,000.00	1.00000000	990,000.00	100.000	0.000	990,000.00	0.62%	3.70%
CBA 2.21 13 Oct 2015 183DAY TD	S&P A1+	1,650,365.00	1.00000000	1,650,365.00	100.000	0.000	1,650,365.00	1.03%	2.21%
CBA 4.5 16 May 2016 1098DAY TD	S&P AA-	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	4.50%
CBA 4.5 17 May 2016 1098DAY TD	S&P AA-	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	4.50%
CBA 4.55 23 May 2016 1098DAY TD	S&P AA-	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	4.55%
CBA 4.55 30 May 2016 1105DAY TD	S&P AA-	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	4.55%
CBA 4.55 06 Jun 2016 1112DAY TD	S&P A1+	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	4.55%
ING 6.01 17 Aug 2017 1826DAY TD	S&P A-	2,000,000.00	1.00000000	2,000,000.00	100.000	0.000	2,000,000.00	1.25%	6.01%
ING 5.6 06 Sep 2017 1826DAY TD	S&P A-	2,000,000.00	1.00000000	2,000,000.00	100.000	0.000	2,000,000.00	1.25%	5.60%
ING 4.55 02 Mar 2018 1460DAY TD	S&P A-	2,000,000.00	1.00000000	2,000,000.00	100.000	0.000	2,000,000.00	1.25%	4.55%
ING 4.66 07 May 2018 1826DAY TD	S&P A-	1,500,000.00	1.00000000	1,500,000.00	100.000	0.000	1,500,000.00	0.94%	4.66%
ME Bank 4.15 02 Jun 2017 1096DAY TD	S&P BBB+	1,500,000.00	1.00000000	1,500,000.00	100.000	0.000	1,500,000.00	0.94%	4.15%
ME Bank 5.05 18 Feb 2019 1826DAY TD	S&P BBB+	3,000,000.00	1.00000000	3,000,000.00	100.000	0.000	3,000,000.00	1.88%	5.05%
ME Bank 4.81 07 May 2019 1826DAY TD	S&P BBB+	2,000,000.00	1.00000000	2,000,000.00	100.000	0.000	2,000,000.00	1.25%	4.81%
ME Bank 4.65 03 Jun 2019 1826DAY TD	S&P BBB+	2,000,000.00	1.00000000	2,000,000.00	100.000	0.000	2,000,000.00	1.25%	4.65%
ME Bank 4.65 11 Jun 2019 1827DAY TD	S&P BBB+	1,500,000.00	1.00000000	1,500,000.00	100.000	0.000	1,500,000.00	0.94%	4.65%
ME Bank 4.27 02 Sep 2019 1826DAY TD	S&P BBB+	2,000,000.00	1.00000000	2,000,000.00	100.000	0.000	2,000,000.00	1.25%	4.27%
NAB 2.94 12 Oct 2015 123DAY TD	S&P A1+	2,500,000.00	1.00000000	2,500,000.00	100.000	0.000	2,500,000.00	1.57%	2.94%
NAB 2.97 29 Oct 2015 183DAY TD	S&P A1+	1,220,000.00	1.00000000	1,220,000.00	100.000	0.000	1,220,000.00	0.76%	2.97%
NAB 3.18 26 Nov 2015 273DAY TD	S&P A1+	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	3.18%
NAB 2.87 01 Feb 2016 152DAY TD	S&P A1+	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	2.87%
NAB 2.95 17 Feb 2016 184DAY TD	S&P A1+	500,000.00	1.00000000	500,000.00	100.000	0.000	500,000.00	0.31%	2.95%
NAB 3.17 26 Feb 2016 365DAY TD	S&P A1+	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	3.17%
NAB 4.08 04 Mar 2016 731DAY TD	S&P AA-	2,000,000.00	1.00000000	2,000,000.00	100.000	0.000	2,000,000.00	1.25%	4.08%
NAB 3.98 13 May 2016 731DAY TD	S&P AA-	1,500,000.00	1.00000000	1,500,000.00	100.000	0.000	1,500,000.00	0.94%	3.98%



NAB 2.9 17 Feb 2017 550DAY TD	S&P A1+	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	2.90%
NAB 3.17 20 Feb 2017 733DAY TD	S&P AA-	4,000,000.00	1.00000000	4,000,000.00	100.000	0.000	4,000,000.00	2.51%	3.17%
NAB 4 12 Dec 2019 1826DAY TD	S&P A1+	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	4.00%
PCUSA 4.51 17 May 2016 1096DAY TD	Unrated UR	500,000.00	1.00000000	500,000.00	100.000	0.000	500,000.00	0.31%	4.51%
PCUSA 4.1 30 Oct 2018 1460DAY TD	Unrated UR	500,000.00	1.00000000	500,000.00	100.000	0.000	500,000.00	0.31%	4.10%
PCUSA 5.05 01 Mar 2019 1824DAY TD	Unrated UR	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	5.05%
Old Police 4.15 16 May 2016 732DAY TD	S&P BBB	2,000,000.00	1.00000000	2,000,000.00	100.000	0.000	2,000,000.00	1.25%	4.15%
Old Police 3.05 21 Feb 2017 550DAY TD	S&P BBB	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	3.05%
RABO 7.15 24 Mar 2016 1826DAY TD	S&P A+	5,000,000.00	1.00000000	5,000,000.00	100.000	0.000	5,000,000.00	3.13%	7.15%
RABO 4.1 18 Aug 2018 1461DAY TD	Moodys Aa2	1,500,000.00	1.00000000	1,500,000.00	100.000	0.000	1,500,000.00	0.94%	4.10%
RABO 4.05 14 Jan 2020 1826DAY TD	Moodys Aa2	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	4.05%
SunMet 2.95 11 Mar 2016 182DAY TD	S&P A1	5,000,000.00	1.00000000	5,000,000.00	100.000	0.000	5,000,000.00	3.13%	2.95%
Warwick CU 3 12 Feb 2016 183DAY TD	Unrated UR	500,000.00	1.00000000	500,000.00	100.000	0.000	500,000.00	0.31%	3.00%
WAWCU 4.7 27 May 2016 730DAY TD	Unrated UR	1,000,000.00	1.00000000	1,000,000.00	100.000	0.000	1,000,000.00	0.63%	4.15%
		99,360,365.00		99,360,365.00			99,360,365.00	62.27%	4.54%
Total		159,904,624.65		159,904,624.65			159,571,253.43	100.00%	4.14%



3. Portfolio Valuation by Categories As At 30 September 2015

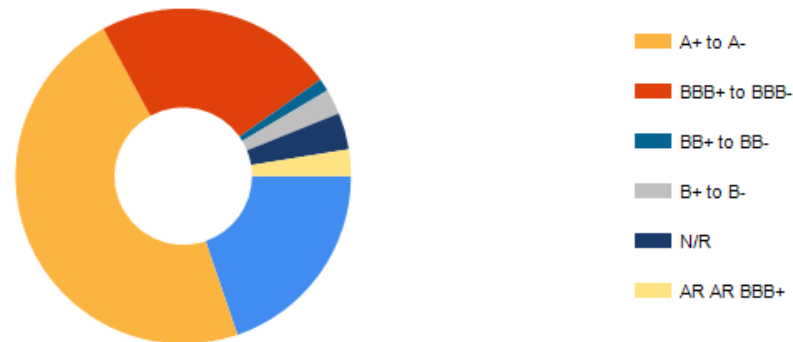
Short Term Security Rating Group	Market Value	% Total Value
A1+	18,654,324.65	11.69%
A1	5,000,000.00	3.13%
A2	4,490,000.00	2.81%
B1	2,000,000.00	1.25%
N/R	6,500,000.00	4.07%
Portfolio Total	36,644,324.65	22.96%

Market Value by Security Rating Group (Short Term)



Long Term Security Rating Group	Market Value	% Total Value
AA+ to AA-	24,281,035.00	15.22%
A+ to A-	58,204,350.00	36.48%
BBB+ to BBB-	28,444,903.00	17.83%
BB+ to BB-	1,500,000.00	0.94%
B+ to B-	3,000,000.00	1.88%
N/R	4,331,640.78	2.71%
AR AR BBB+	3,165,000.00	1.98%
Portfolio Total	122,926,928.78	77.04%

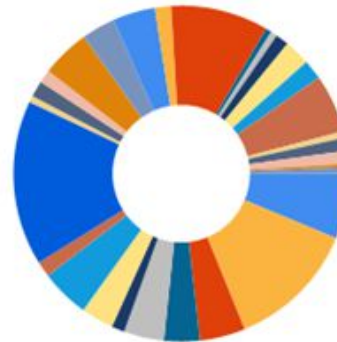
Market Value by Security Rating Group (Long Term)





Issuer	Market Value	% Total Value
AMP Bank Ltd	5,000,000.00	3.13%
ANZ Banking Group Ltd	2,395,205.01	1.50%
Arab Bank Australia Ltd	6,500,000.00	4.07%
Australian Central Credit Union Ltd trading as People's Choice Credit Union	1,000,000.00	0.63%
Auswide Bank Ltd	4,000,000.00	2.51%
Bananacoast Community Credit Union Ltd	1,000,000.00	0.63%
Bank of Queensland Ltd	20,024,200.00	12.55%
Bank of Sydney Ltd	2,000,000.00	1.25%
Bendigo & Adelaide Bank Ltd	7,014,470.00	4.40%
Beyond Bank Australia Ltd	2,490,000.00	1.56%
Commonwealth Bank of Australia Ltd	8,973,625.78	5.62%
Credit Suisse Sydney	5,501,430.00	3.45%
Credit Union Australia Ltd	2,506,000.00	1.57%
Greater Building Society Ltd	2,024,580.00	1.27%
Heritage Bank Ltd	5,173,380.00	3.24%
ING Bank Australia Limited	7,500,000.00	4.70%
Lehman Brothers Treasury Co. B.V.	0.00	0.00%
Macquarie Bank	6,175,850.00	3.87%
Members Equity Bank Ltd	15,009,630.00	9.41%
National Australia Bank Ltd	25,364,649.64	15.90%
Newcastle Permanent Building Society Ltd	901,863.00	0.57%
Police Bank Ltd	1,002,830.00	0.63%
Police Credit Union SA	2,000,000.00	1.25%
Queensland Police Credit Union	3,000,000.00	1.88%
Rabobank Australia Ltd	7,500,000.00	4.70%
Suncorp-Metway Ltd	10,011,280.00	6.27%
UBS Australia Ltd	2,001,320.00	1.25%
Warwick Credit Union	500,000.00	0.31%
WAW Credit Union	1,000,000.00	0.63%
Westpac Banking Corporation Ltd	2,000,940.00	1.25%
Portfolio Total	159,571,253.43	100.00%

Market Value by Issuer



- Suncorp-Metway Ltd
- Bank of Queensland Ltd
- Bendigo & Adelaide Bank Ltd
- Credit Suisse Sydney
- Macquarie Bank
- UBS Australia Ltd
- AMP Bank Ltd
- ING Bank Australia Limited
- ANZ Banking Group Ltd
- National Australia Bank Ltd
- Australian Central Credit Union Ltd trading as People's Choice Credit Union
- Beyond Bank Australia Ltd
- Westpac Banking Corporation Ltd
- Rabobank Australia Ltd
- Heritage Bank Ltd
- ...



Security Type	Market Value	% Total Value
11am Cash	6,783,959.65	4.25%
ASX Listed Fixed Rate Security	3,165,000.00	1.98%
ASX Listed Floating Rate Security	2,323,260.78	1.46%
Covered Floating Bond	2,001,920.00	1.25%
Flexi Deposit	2,000,000.00	1.25%
Floating Rate Deposit	1,500,000.00	0.94%
Floating Rate Note	38,156,273.00	23.91%
Floating Rate TCD	4,280,475.00	2.68%
Term Deposit	99,360,365.00	62.27%
Portfolio Total	159,571,253.43	100.00%

Market Value by Security Type



- 11am Cash
- ASX Listed Fixed Rate Security
- ASX Listed Floating Rate Security
- Covered Floating Bond
- Flexi Deposit
- Floating Rate Deposit
- Floating Rate Note
- Floating Rate TCD
- Term Deposit



Term Remaining	Market Value	% Total Value
0 to < 1 Year	62,252,165.43	39.01%
1 to < 3 Years	53,509,203.00	33.53%
3 to < 5 Years	43,809,885.00	27.45%
5+ Years	0.00	0.00%
Portfolio Total	159,571,253.43	100.00%

Note: Term Remaining is calculated using a weighted average life date (WAL) where appropriate and available otherwise the interim (initial) maturity date is used.

Market Value by Term Remaining





4. Performance Statistics For Period Ending 30 September 2015

Trading Book		1 Month	3 Month	12 Month	Since Inception
Coffs Coast State Park Trust					
	Portfolio Return (1)	0.24%	0.00%	0.00%	0.49%
	Performance Index (2)	0.18%	0.00%	0.00%	0.36%
	Excess Performance (3)	0.06%	0.00%	0.00%	0.13%
Coffs Harbour City Council					
	Portfolio Return (1)	0.33%	1.48%	0.00%	2.74%
	Performance Index (2)	0.18%	0.54%	0.00%	1.31%
	Excess Performance (3)	0.15%	0.94%	0.00%	1.43%
Coffs Harbour City Council Regional Park Trust					
	Portfolio Return (1)	0.24%	0.00%	0.00%	0.48%
	Performance Index (2)	0.18%	0.00%	0.00%	0.36%
	Excess Performance (3)	0.06%	0.00%	0.00%	0.12%

Notes

- 1 Portfolio performance is the rate of return of the portfolio over the specified period
- 2 The Performance Index is the
- 3 Excess performance is the rate of return of the portfolio in excess of the Performance Index

Trading Book	Weighted Average Running Yield
All	4.14
Coffs Coast State Park Trust	2.92
Coffs Harbour City Council	4.16
Coffs Harbour City Council Regional Park Trust	2.85



Disclaimer:

Laminar Capital Pty Ltd ABN 33 134 784 740 (AFSL 476686), its officers, employees, agents and associates ("Associates") from time to time hold interests in securities of, or earn brokerage, fees and other benefits from, corporations or investment vehicles referred to in documents provided to clients. All information contained herein is confidential and proprietary to Laminar Capital and, accordingly, this material is not to be reproduced in whole or in part or used for any purpose except as authorised by Laminar Capital. It is to be treated as strictly confidential and not disclosed directly or indirectly to any other person, firm or entity.

Distribution of this information to anyone other than the original recipient and that party's advisers is unauthorised. Any reproduction of these materials, in whole or in part, or the divulgence of any of its contents, without the prior consent of Laminar Capital is prohibited. Any securities recommendation or comments (including an opinion) contained in this document is general advice only and does not take into account your personal objectives, financial situation or needs. Laminar Capital is not acting in a fiduciary capacity. Recommendations or statements of opinion expressed may change without notice. You should not act on a recommendation or statement of opinion without first considering the appropriateness of the general advice to your personal circumstances or consulting your investment advisor to determine whether the recommendation or statement of opinion is appropriate for your investment objectives, financial situation or needs.

Laminar Capital believes that the information contained in this document is accurate when issued. Laminar Capital does not warrant that the information contained herein is accurate, reliable, complete or up-to-date, and, to the fullest extent permitted by law, disclaims all liability of Laminar Capital and its Associates for any loss or damage suffered by any person by reason of the use by that person of, or their reliance on, any information contained in this document or any error or defect in this document, whether arising from the negligence of Laminar Capital or its Associates or otherwise. No action should be taken on the basis of or in reliance on the information, opinions or conclusions contained in this document.

Laminar Capital acts as principal when we buy and sell fixed interest securities in the secondary markets. The yield that we quote to you incorporates any margin that we may receive. The margin is the difference between the price at which we, as principal, buy the security and the price at which we sell the security to you. Laminar Capital may also receive placement fees from Issuers for distributing securities on their behalf.

This document is not, and is not intended to be, an offer or invitation for subscription or sale, or a recommendation, with respect to any securities, nor is it to form the basis of any contract or commitment. This document does not purport to identify the nature of the specific market or other risks associated with these products. Before entering into any transaction in relation to the products, the investor should ensure that it fully understands the terms of the products and the transaction, relevant risk factors, the nature and extent of the investor's risk of loss and the nature of the contractual relationship into which the investor is entering. Prior to investing in these products, an investor should determine, based on its own independent review and such professional advice as it deems appropriate, the economic risks and merits, the legal, tax accounting characteristics and risk, and the consequences of an investment in them. This is not a substantive commentary or analysis by Laminar Capital and has not been prepared as a research product or comments by a research analyst.

LAMINAR CAPITAL PTY LTD
ACN 134 784 740
WWW.LAMINARCAPITAL.COM.AU

MELBOURNE OFFICE: LEVEL 2, 546 COLLINS STREET, MELBOURNE, VIC 3000 T 61 3 9001 6990 F 61 3 9001 6933
SYDNEY OFFICE: LEVEL 42, GATEWAY TOWER, 1 MACQUARIE PLACE, SYDNEY NSW, 2000 T 61 2 8094 1230 F 61 2 8094 1233
BRISBANE OFFICE: LEVEL 18, RIVERSIDE CENTRE 123 EAGLE STREET, BRISBANE QLD, 4000 T 61 7 3123 5370 F 61 7 3123 5371



REPORT TO ORDINARY COUNCIL MEETING

2015-2016 COMMUNITY CAPITAL INFRASTRUCTURE GRANTS PROGRAM

REPORTING OFFICER: Accountant – Special Projects
DIRECTOR: Director Business Services
COFFS HARBOUR 2030: PL 2.2 Provide public spaces and facilities that are accessible and safe for all
ATTACHMENTS: Nil

Recommendation:

That Council:

1. Approve the Community Capital Infrastructure Grants Program for 2015/2016 totaling \$82,400 as follows;

Organisation	Proposed Project	Cost of Project	Funding Recommended
Nana Glen Sport, Recreation & Equestrian Centre Management Committee	Construction of a storage facility for bulky equestrian equipment	\$19,140	\$9,550
Coffs Harbour Regional Landcare – Kinchela Reserve Landcare Group	Public seating for Kinchela Reserve	\$2,750	\$800
Coramba Community Hall Management Committee	Replacement of hall kitchen and floor covering	\$11,674	\$5,800
Coffs Harbour Regional Conservatorium Inc.	Studio 13 Build	\$39,662	\$19,700
Orara Valley Football Club	Repairs to the roof and guttering of clubhouse, lining of equipment room and installation of bubblers	\$13,398	\$6,700
Bonville Sawtell Lions Club Inc.	Refurbishment of Boronia Park Playground equipment.	\$40,500	\$20,500
Special Needs Support Group Inc.	Installation of a skylight	\$2,500	\$1,250
Hockey Coffs Coast Inc.	Replacement of scoreboard and Spectator Seating Awning	\$30,020	\$13,650
Bunker Cartoon Gallery Inc.	Upgrade of lighting at Bunker Cartoon Gallery	\$9,790	\$4,450
Total:			\$82,400



REPORT TO ORDINARY COUNCIL MEETING

- 2. Approve a second round of funding for the balance of the program's funds of \$117,600 for February 2016.**

EXECUTIVE SUMMARY

In the 2015/2016 Operational Plan an amount of \$200,000 is available to fund community infrastructure projects. Council sought applications from not-for-profit organisations seeking to construct new public facilities or to refurbish existing infrastructure, in consultation with Council.

Thirteen applications were received totaling \$148,792 for proposed projects to the value of \$303,430. Council considered all applications for capital funding in accordance with the assessment criteria. Nine applications are recommended for funding based on merit in the first round, totaling \$82,400.

It is proposed that a second round of funding be made available in February 2016, for the balance of the program's funds of \$117,600, which would permit those applications unsuccessful in the first round due to outstanding issues to reapply, in addition to any new applications from other community organisations.

REPORT

Description of Item:

The Community Capital Infrastructure Grants Program is a source of funds that community groups can access for capital improvement works.

The objectives of the Community Capital Infrastructure Grants Program are to ensure that:

1. Council assists in the provision of innovative community projects that target community needs and result in direct benefits to the wider community.
2. Council assists in increasing the participation in and accessibility, and range of community organisations for the residents of the Coffs Harbour City Council area.
3. Council has a consistent, equitable and transparent process to respond to requests by community organisations for funding of capital infrastructure.
4. Partnerships and joint ventures are encouraged to maximise outcomes from limited resources.

This program is designed to assist with development of public infrastructure. Projects should have a strong community benefit that is clearly identifiable and where possible quantifiable.

The initial Community Grants Program commenced in 2013/2014 with a budget allocation of \$100,000, with the Program potentially building to \$300,000 in 2016/2017. The 2015/2016 Program has a budget allocation of \$200,000.

Council advertised the program, and held a community information session on 5 July 2015. Applications for the program closed on 28 August 2015.

Thirteen applications were received totaling \$148,792 for proposed projects to the value of \$303,430. Council considered all applications for capital funding in accordance with the assessment criteria, with the recommended applications for funding determined on merit.

To be eligible for funding under the Community Capital Infrastructure Grants Program, the applicant was required to demonstrate co-funding to a minimum of 50%. This co-funding could be in cash, grants, in-kind labour, materials supply or other, with the proviso that the applicant is required to make at least a 20% financial cash contribution.

Applicants for this program were encouraged to seek alternate grant funding where available, and a "How to Get that Grant" workshop was held on 4 July 2015, to assist applicants to access alternative grant funds. Not-for-Profit organisations can access alternative small grants, such as those from Enterprise Training & Training Company Ltd (ETC), to supplement fundraising efforts to fund smaller capital projects and equipment purchases. The Community Capital Infrastructure Grants Program, whilst not precluding any smaller projects in the community, represents a larger funding pool available to community organisations wishing to leverage grant funding for larger infrastructure projects.

As a component of the application process, Council sought detailed project plans, financial budgets and a variety of documents and reports from applicants. Applications under this program were required to be well formed, with demonstrated acceptance and commitment from the applicant organisation, rather than being simply a 'good idea'.

All projects must be completed within one year of the organisation receiving the funds, in accordance with the timeframe set in the application, and Council will require formal acquittal of the grant for all funding in excess of \$20,000.

Council requires as a condition of the grant that the successful applicant will assume all normal commercial responsibility including public risk and/or any other appropriate insurance cover for the project.

Issues:

Distribution of the funding within the Community Capital Infrastructure Grants Program is recommended by an Assessment Panel and based on the eligibility, merit of the project in accordance with the triple-bottom line assessment (taking in to account social, economic and environmental factors), and the ability of the applicant organisation to manage the project.

The guidelines for the Community Capital Infrastructure Grants Program, includes assessment criteria and a scoring process.

Of the 13 applications received for the 2015/2016 Program, nine proposals are recommended for funding in the first round. Three of the applications relate to sporting organisations. Two of the applications namely the Orara Valley Football Club and the Coffs Harbour Regional Conservatorium relate to property not owned by Council.

The Upper Orara Recreation Reserve is owned by the Crown but receives little support towards the operational and maintenance costs of the facility. Council recognises the importance of this facility to the Orara Valley community, and the work done by the volunteers in raising the required funds for replacement of the roofing and guttering, lining of the equipment storage shed and installation of the water bubblers. It is anticipated that completion of this project will enable not only improved amenity to the site but greater community usage.

The Coffs Harbour Regional Conservatorium is an independent community based organisation. The application presented is to provide a versatile multi-purpose studio for sound-proof recording and tuition, and is part of a staged \$1.5 million dollar redevelopment of the Conservatorium site in Bray Street, Coffs Harbour. This application is part of a well-considered and long-term plan by the Board and the management of the Coffs Harbour Regional Conservatorium.

The following table lists those projects recommended by the Assessment Panel.

Organisation	Proposed Project	Cost of Project	Funding Recommended
Nana Glen Sport, Recreation & Equestrian Centre Management Committee	Construction of a storage facility for bulky equestrian equipment	\$19,140	\$9,550
Coffs Harbour Regional Landcare – Kinchela Reserve Landcare Group	Public seating for Kinchela Reserve	\$2,750	\$800
Coramba Community Hall Management Committee	Replacement of hall kitchen and floor coverings	\$11,674	\$5,800
Coffs Harbour Regional Conservatorium Inc.	Studio 13 Build	\$39,662	\$19,700
Orara Valley Football Club	Repairs to the roof and guttering of clubhouse, lining of equipment room and installation of bubblers	\$13,398	\$6,700

Bonville Sawtell Lions Club Inc.	Refurbishment of Boronia Park Playground equipment.	\$40,500	\$20,500
Special Needs Support Group Inc.	Installation of a skylight	\$2,500	\$1,250
Hockey Coffs Coast Inc.	Replacement of scoreboard and Spectator Seating Awning	\$30,020	\$13,650
Bunker Cartoon Gallery Inc.	Upgrade of lighting at Bunker Cartoon Gallery	\$9,790	\$4,450
Total:			\$82,400

The following table lists those projects not recommended for funding by the Assessment Panel.

Organisation	Proposed Project	Cost of Project	Funding Recommended
Waratah Respite Centre Inc.	Waterproofing of outdoor area including roofing and airconditioning	\$8,000	\$0
Lions Club of Coffs Harbour Inc.	Children's Playspace behind Lions Bicycle Safety Park (rear of PCYC on Bray Street)	\$55,000	\$0
Sawtell Toormina Sports & Recreation Club	Construction of a shelter at the Rugby League Club	\$35,996	\$0
Sawtell Rotary Club	Safety fence to be constructed at Wonga Park Playground	\$20,000	\$0
Total:		\$118,996	

Several of the applications were not recommended for funding in the current round, due to outstanding issues that needed to be resolved prior to funding. In these instances, Council will continue to work in consultation with these organisations to resolve these issues, so they may resubmit their applications in subsequent funding rounds.

Several organisations have been working in consultation with Council to develop significant infrastructure projects, but were unable to comply with the closing date for round one of the 2015-2016 Community Capital Grants Program.

The Program guidelines permit a second round of funding should all funds not be allocated in the first round. Given the merit of these community programs, it is recommended that a second round of the 2015-2016 Community Capital Grants Program be conducted in February 2016, which would permit those applications unsuccessful in the first round due to outstanding issues to reapply, in addition to any new applications from other community organisations.

Options:

There are several options that may be considered by Council including:

1. Adopt the recommendation provided to Council. This option provides for the optimal distribution of grant funding based on the submissions received and the assessment process.
2. Amend the recommendation provided to Council and then adopt. As a budget is established in the Operational Plan for this Program for \$200,000 amendment of the recommendation is likely to involve the redistribution of these funds.
3. Reject the recommendation provided to Council. Selection of this option requires that Council cannot distribute the grants to the community. As a consequence, the applicant sporting and cultural groups who applied for grant funding would be required to fund their projects exclusively from their organisation's funds or other sources.

Sustainability Assessment:

- **Environment**

Council assesses the merit of each project based on the impact of the surrounding environment. Council also considered the location of the proposed projects in terms of community amenity and acceptance.

- **Social**

Applicants are required to identify both the community benefit and need provided by the project; and how this benefit has been determined or quantified. This may be by providing new infrastructure or refurbishing existing infrastructure.

- **Civic Leadership**

This approach is addressed in Coffs Harbour 2030 through PL 2.2 Provide public spaces and facilities that are accessible and safe for all.

- **Economic**

Broader Economic Implications

The assessment of projects under the Program is based on:

- Each project's capital costs, the total lifecycle or maintenance costs, and value for money; and
- The economic benefits that may exist due to the projects, which may be a reduction on other costs or income derived.

Delivery Program/Operational Plan Implications

The Community Capital Infrastructure Grants Program is funded as part of the Community Facilities Program Special Rate Variation, being a program of capital works totaling \$41.1 million. The Special Rate Variation substantially meets loan repayments related to the program of works.

The funds for this Program are included in the Operational Plan and Delivery Program.

Risk Analysis:

The guidelines for this Program includes clauses requiring applicants to have in place public liability insurance (minimum \$10 million), personal injury income protection for volunteer insurance and/or any other appropriate insurance cover for the project. Council is to be noted as an interested party on all insurance certificates for the purpose of the grant.

The Program's guidelines also require that all works are carried out in a safe work environment in accordance with the Work Health and Safety Act, Regulations and Codes of Practice. Only licensed contractors are to undertake related works to the project. Council also reserves the right to pre-approve contractors for the project.

The guidelines for the Program include provisions relating to financial reporting, governance and a structured schedule to ensure that grantees fulfill the objectives of their application. A formal acquittal of the grant is required on completion of the project.

Consultation:

The report has been developed through a consultative process that has included input from a range of Council officers and the Assessment Panel consisting of the Mayor, General Manager and Director Business Services.

Related Policy, Precedents and / or Statutory Requirements:

Council has several small grants programs in various areas and the Community Capital Infrastructure Grants Program complements these programs and provides a source of funding for the development of public infrastructure.

Council is required to account for the special rates expenditure raised through the Community Facilities Program's Special Rate Variation.

Implementation Date / Priority:

Grant funding will be forwarded as soon as possible, where appropriate.

Conclusion:

The Community Capital Infrastructure Grants Program is a funding initiative that assists Council to work in partnership with not-for-profit sporting and cultural organisations to deliver projects that improve public infrastructure.



REPORT TO ORDINARY COUNCIL MEETING

DEVELOPMENT APPLICATION NO. 0817/15 - RESIDENTIAL SUBDIVISION - LOT 605, DP 1203155, FIDDAMAN ROAD, EMERALD BEACH

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

ATTACHMENTS: ATT1 Development Application 0817/15 - Section 79C
ATT2 Development Application 0817/15 - Plans
ATT3 Development Application 0817/15 - Draft Conditions
ATT4 CONFIDENTIAL Development Application 0817/15 - Submissions

Recommendation:

1. That Development Application No. 0817/15 for a Residential Subdivision at Lot 605, DP 1203155, Fiddaman Road, Emerald Beach be approved subject to the conditions in Attachment 3.
 2. That persons who made a submission on Development Application No. 0817/15 be informed of Council's decision.
-

EXECUTIVE SUMMARY

This report provides an assessment of Development Application 0817/15 for a residential subdivision at Lot 605, DP 1203155, Fiddaman Road, Emerald Beach. The application was advertised and notified to adjoining land owners. A number of public submissions were received in response to notification of the application. 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).

Accordingly, this matter is reported to Council for determination due to significant public interest and community input, as demonstrated by 21 public submissions being received on the application.

REPORT

Description of Item:

- **The Site**

The site is Lot 605, DP 1203155, Fiddaman Road, Emerald Beach. It is approximately 11.5 hectares in size and is irregular in shape. It fronts Solitary Islands Way to the west, with access from a roundabout on Solitary Islands Way. The Pacific Highway is located immediately west of Solitary Islands Way. The boundaries to the north and east are shared with existing residential allotments of Emerald Beach. Land owned by the Crown reserve is located to the south of the site.

Moonee Creek runs from the western property boundary to the eastern property boundary (where it runs through existing residential properties). This divides the site into northern and southern sections. The highest point of the northern section is along the western boundary with the remainder of this section falling from this point. There is some vegetation in the north east corner and along Moonee Creek. The southern section of the site is largely flat and clear of vegetation.

The site has approval for Serviced Self-care Housing under Development Consent No. 0978/05, issued on 17 November 2005. More recently, the site has been used as a site compound for the Sapphire to Woolgoolga Pacific Highway Upgrade.



Our Ref: Report/001_Square_20150912

- **The Development**

The application has been lodged under the Staged Development provisions of the *Environmental Planning and Assessment Act 1979*. The proposed development involves a residential subdivision for 98 residential allotments. A future stage of 14 lots will be the subject of a future development application.

The subdivision generally follows a grid pattern, with the majority of lots having longer north/south boundaries. The proposed lots vary in size from 450 m² to 1085 m². The majority of lots have direct public road frontage. There are four battle-axe lots in the subdivision.

It is proposed to rehabilitate and revegetate an area of land adjoining Moonee Creek and dedicate this to Council as public reserve.

Construction of the development will occur in stages with development generally commencing at the northern part of the site and progressing to the south.

Construction will involve some bulk earthworks to create residential allotments, roads and associated services and infrastructure.

The development proposes two stormwater bioretention basins for treatment of stormwater. One detention basin is located in the northern section of the site and the other is located in the southern section. These have been designed to accord with Council's Water Sensitive Urban Design Policy.

All access to the subdivision will be gained off the roundabout on Solitary Islands Way.

Issues:

- **Moonee Creek**

The development proposes to rehabilitate and revegetate the section of Moonee Creek that runs through the property. This will be done in accordance with an approved vegetation management plan. Once these works are done the area will be dedicated to Council as public reserve. This is considered an appropriate treatment for this part of the site.

- **Subdivision Design**

A number of submissions have considered the subdivision design and have expressed concern about the individual size of lots in the subdivision and the number of lots in the subdivision.

The general trend in residential development is for smaller residential lots. The lot sizes in this development vary from 450 m² to 1085 m². While some of the proposed lots will be smaller than existing residential lots in Emerald Beach, the majority of lots will be comparable in size. The minimum lot size for residential development in this area, under Coffs Harbour Local Environmental Plan 2013, is 400 m². All lots are well above this size. The size of lots proposed is considered acceptable.

The number of lots in the subdivision is a result of the size of the lots proposed and the area of land proposed to be dedicated as public reserve. Given that the size of individual lots is considered acceptable and that dedication of a public reserve for land adjoining Moonee Creek is considered an appropriate design response, the number of lots is also acceptable and appropriate given the subdivision design.

- **Acoustics**

While the site is in close proximity to the Pacific Highway, the majority of the site is at a finished ground level below the height of the upgraded Pacific Highway and Solitary Islands Way. In addition, the grade height of Solitary Islands Way is higher than the grade height of the Pacific Highway and provides partial noise screening.

The application includes a Road Traffic Noise Impact Assessment, which concludes that future dwellings on the site can be constructed to meet the acoustic requirements specified in *State Environmental Planning Policy (Infrastructure) 2007* and *Development Near Rail Corridors and Busy Roads - Interim Guideline*. This may require construction of dwellings to a Category 3 standard in accordance with the Interim Guideline.

In summary, the report recommends that there should be further detailed noise assessments, prior to approval of any residential development, on Lots 1–5 and Lots 91–95, and for any double storey dwellings on Lots 6-11, Lots 39-40 and Lots 91–94.

It is appropriate to require that an acoustic report be provided in accordance with this recommendation and a condition requiring a restriction on title is a recommended condition of consent. The site is considered suitable for the proposed development with respect to acoustic considerations with imposition of this condition.

- **Flooding and Vegetation Impacts**

The application was accompanied by an initial flood impact assessment and a later update to the initial report. This information includes results of flood modeling and estimates the 100-year ARI flood level could increase in the order of 180mm to 200mm adjacent to the southwest corner of the development site. The potential flood impact dissipates downstream of the development site reducing to approximately 50mm or less at a distance of approximately 60m. The land affected is owned by the Crown and is zoned E2 – Environment Conservation. There is no existing development in the area potentially impacted by the proposed development and it has limited development potential due to the zoning. The assessment also predicts there will be a reduction in the estimated 100-year ARI flood level east of the site where Moonee Creek runs through Emerald Beach and downstream of the south east corner of the development site. It should also be noted that the site has already undergone modification for its use as a site compound during the Pacific Highway upgrade.

As the vegetation types within the Crown land to the south are significant to the area, it is appropriate to consider the impact of this inundation on the adjoining vegetation communities.

Potential impacts from these hydrological changes have been addressed by a further ecological assessment. This assessment considered the hydrological changes to be relatively minor and has acknowledged that the plant communities on the adjoining land are adapted to infrequent inundation by flood water. Changes that may occur include a shift in distribution of some species and minor repositioning of plant community boundaries. Given that forest ecosystems are dynamic, and such variations occur over time for many reasons, the resulting hydrological changes are not considered of a magnitude that is likely to impact significantly on the survival of the plant communities on the adjoining land over the long term. It should also be noted that the recent highway upgrade works would have an impact on the local flow paths particularly for small or frequent runoff events.

Using a merit based approach, the level of flood affectation is considered acceptable as it will not result in any adverse impacts on existing development or significantly impact plant communities.

- **Fiddaman Road and Footpath Requirements**

A number of submissions have raised concerns about traffic impacts to Fiddaman Road. It should be noted that Council can only require developments to contribute to public infrastructure where there is a direct nexus between the development proposed and the public infrastructure. While it is considered that there is a nexus for construction of a footpath from the development site and along Fiddaman Road to Lights Street, this nexus would not extend to works on the carriageway of Fiddaman Road itself. The construction of footpath along Fiddaman Road to Lights Street is required by a condition of development consent.

It should be noted that Council is currently investigating funding the construction of the footpath from Lights Street to the existing footpath (near Bluff Road intersection). This would be anticipated to be constructed at a similar time to the developer's required footpath construction and therefore provide for a continuous fully constructed footpath to the core of Emerald Beach.

Options:

1. Adopt the recommendation thereby granting consent to the application, subject to 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 proposed development is not expected to result in any unacceptable environmental impacts. A complete assessment of potential environmental impacts is provided in the S79C Assessment Report provided as Attachment 1 to this report.

- **Social**

The development will provide additional land for housing in the area. Conditions will be imposed to ensure that potential amenity impacts during construction are minimised. It is considered that the development is unlikely to result in any unacceptable social impacts to the locality.

- **Civic Leadership**

The proposed development is considered consistent with the aims and objectives of the Coffs Harbour 2030 Community Strategic Plan. In particular, it is considered that the development is consistent with Council's "Places for Living" relating to urban development and sustainable living.

- **Economic**

Broader Economic Implications

The development will provide construction related employment opportunities during the construction phase and additional housing to the area on completion.

Delivery Program/Operational Plan Implications

There are no implications for Council's Delivery Program/adopted Operational Plan.

Risk Analysis:

A risk analysis has been undertaken and it is considered that approval of the development application as recommended does not pose a significant risk to Council.

Consultation:

The application was publicly exhibited and notified from 2 July 2015 to 1 August 2015. In response, 21 submissions were received which raised various objections to the proposed development.

A full copy of all of the submissions is a confidential attachment to this report (Attachment 4) as the submissions may contain personal or private information or other considerations against disclosure as prescribed under the Government Information (Public Access) Act 2009.

Related Policy, Precedents and / or Statutory Requirements:

- **Section 79C Evaluation**

Section 79C of the Environmental Planning and Assessment 1979, specifies the matters which a consent authority must consider when determining a development application.

A section 79C evaluation is provided as Attachment 1.

- **Relevant Statutory Instruments**

- Coffs Harbour Local Environmental Plan 2013
- State Environmental Planning Policy No. 55 - Remediation of Land
- State Environmental Planning Policy No. 71 - Coastal Protection
- Coffs Harbour Development Control Plan 2013

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

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 complying with relevant conditions of the consent.

Conclusion:

This report provides an assessment of the application that 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 0817/15DA

a. the provisions of,

i. any environmental planning instrument, and

• ***State Environmental Planning Policy No 55—Remediation of Land***

The policy specifies that the consent authority must not consent to the carrying out of any development unless it has considered whether the land on which the development is proposed is contaminated and/or is required to be remediated for its intended use.

The land is zoned residential and is predominately vacant. In recent years, the site has been used by Leighton Fulton Hogan as a construction compound as part of the Pacific Highway upgrade works. Parts of this compound remain onsite. As part of this use, the site was filled to create hardstand areas.

The application was accompanied by a Site Contamination Assessment, which concludes that the site, including the imported material, is suitable for residential use and does not require any remediation.

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

The subject land is located within the 'coastal zone' and the proposed development is considered to be consistent with the aims of the policy and satisfies the relevant matters for consideration. Clauses of particular relevance are discussed further below:

Clause 7 – Application of Clause 8 Matters

Clause 7 requires that the consent authority 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 following comments are relevant for this assessment.

- The proposal is considered to meet the aims of the Policy.
- The proposal will not impede or diminish public access to and along the coastal foreshore. The development will allow for public access to the section of Moonee Creek that is within the site.
- The development is considered suitable given its type, location and design and its relationship with the surrounding area. It is subdivision allowing for low density housing at a density that is similar to that of existing residential development in Emerald Beach. It is proposed to retain and revegetate the area of the site that adjoins Moonee Creek.
- The development will not result in any detrimental impact on the amenity of the coastal foreshore. There will be no impact of overshadowing to the coastal foreshore and there will be no loss of views as a result of the proposed development.
- The proposed development will not adversely impact upon the scenic quality of the 'NSW Coast'.
- The site is considered unlikely to form habitat for animals under the Threatened Species Conservation Act 1995 and there is not considered to be plants, in accordance with the Threatened Species Conservation Act 1995, on the site.

Attachment 1

- The development proposes revegetation and rehabilitation of the section of Moonee Creek within the site. This area will be dedicated to Council as public reserve. Provision for the treatment of stormwater from roads and for future dwelling developments is proposed. This will minimise stormwater impacts downstream from the site and as a result it is considered unlikely that there will be any impacts on the water quality of coastal waterbodies
- The development is not considered to have impact on wildlife corridors.
- The site is not subject to coastal processes.
- There are no known items of Aboriginal cultural heritage currently on the development site. Notwithstanding, it is appropriate to impose a condition that, in the event that development works disturb Aboriginal cultural materials, works stop immediately, appropriate measures be put in place and that relevant persons be notified. Further, an advisory note has been placed on the consent drawing the applicant's attention to their obligations under the *National Parks and Wildlife Act 1974*.

Clause 16 – Stormwater

Clause 16 specifies that the consent authority must not grant consent to development where stormwater will, or is likely to, be discharged untreated into the sea, a beach, an estuary, a coastal lake, a coastal creek or other similar body of water.

Stormwater treatment is proposed to accord with the requirements of Council's WSUD (Water Sensitive Urban Design) Policy. The development proposes arrangements that are acceptable under this policy.

• **Coffs Harbour Local Environmental Plan 2013**

Clause - 2.2 Zoning of land to which Plan applies

The site is zoned R2 Low Density Residential under Coffs Harbour Local Environmental Plan (LEP) 2013.

Subdivision of land is permissible pursuant to Clause 2.6 *Subdivision—consent requirements*. This clause specifies that the land may be subdivided, but only with development consent.

Clause - 4.1 Minimum subdivision lot size

This provision specifies that the size of any lot resulting from a subdivision of land is not to be less than the minimum size shown on the Lot Size Map. The minimum size specified is 400 m². All proposed lots meet this requirement.

Clause - 5.5 Development within the coastal zone

The matters under this clause have been addressed under State Environmental Planning Policy 71 – Coastal Development

Clause - 7.1 Acid sulfate soils

The site is mapped as Class 4 and 5 Acid Sulfate Soils meaning that acid sulfate soils are unlikely to be encountered for any works less than two metres below natural ground level. Notwithstanding, an assessment for acid sulfate soils has been submitted with the

Attachment 1

application, which concludes that it is unlikely that the development will encounter any acid sulfate soils during construction.

Clause - 7.2 Earthworks

Clause 7.2 specifies a number of matters that must be considered for development proposals that involve earthworks. The proposed development will involve some bulk earthworks to create the lots and associated infrastructure and roads. Earthworks are also necessary to ensure the appropriate management of stormwater from the site. The proposed earthworks are considered to be consistent with the requirements of the Clause. The recommended conditions include mitigation measures for erosion and sediment control.

Clause - 7.3 Flood planning

This clause specifies that consent must not be granted unless the consent authority is satisfied that the development:

- a) is compatible with the flood hazard of the land, and
- b) is not likely to significantly adversely affect flood behaviour resulting in detrimental increases in the potential flood affectation of other development or properties, and
- c) incorporates appropriate measures to manage risk to life from flood, and
- d) is not likely to significantly adversely affect the environment or cause avoidable erosion siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses, and
- e) is not likely to result in unsustainable social and economic costs to the community as a consequence of flooding.

The application was accompanied by an initial flood impact assessment and a later update to the initial report. The report includes results of flood modelling and estimates the 100-year ARI flood level could increase in the order of 180mm to 200mm adjacent to the southwest corner of the development site. The potential flood impact dissipates downstream of the development site reducing to approximately 50mm or less at a distance of approximately 60m. The land affected is owned by the Crown and is zoned E2 – Environment Conservation. There is no existing development in the area potentially impacted by the proposed development and it has limited development potential due to the zoning. The assessment also predicts there will be a reduction in the estimated 100-year ARI flood level east of the site where Moonee Creek runs through Emerald Beach and downstream of the south east corner of the development site. The proposed development is considered acceptable with respect to the above considerations.

Clause 7.6 - Riparian land and watercourses

This clause applies to land identified as “Watercourse” on the Riparian Lands and Watercourses Map and specifies that a number of matters be considered before an application is determined. Moonee Creek is identified as a “Watercourse” on the Riparian Lands and Watercourses Map. The following matters are required to be considered:

- a) whether or not the development is likely to have any adverse impact on the following:
 - i. the water quality and flows within the watercourse;
 - ii. aquatic and riparian species, habitats and ecosystems of the watercourse;
 - iii. the stability of the bed and banks of the watercourse;

Attachment 1

- iv. the free passage of fish and other aquatic organisms within or along the watercourse;
- v. any future rehabilitation of the watercourse and riparian areas, and
- b) whether or not the development is likely to increase water extraction from the watercourse, and
- c) any appropriate measures proposed to avoid, minimise or mitigate the impacts of the development.

The development is considered acceptable with respect to these matters given that:

- the proposed stormwater treatment is through detention basins and the use of water tanks;
- the proposal involves improvements to the stability of the Moonee Creek bed and banks, via revegetation and rehabilitation of the riparian corridor adjoining the Creek;
- there are no works proposed, which will affect the passage of fish or other aquatic organisms; and
- no water extraction from Moonee Creek is proposed.

7.11 Essential services

All services that are essential for the development are available and adequate as required by this provision.

ii. The provisions of any draft environmental planning instrument

There are no draft environmental planning instruments that require consideration.

iii. any Development Control Plan (DCP)

- **Coffs Harbour Development Control Plan 2013**

Component A2 - Notification and Public Participation

The proposed development has been advertised and notified in accordance with the requirements of this component.

Component B1 - Subdivision Requirements

B1.2 Infrastructure

B1.2.2 Controls:

a) Infrastructure in Urban Areas

This control requires that subdivisions in urban areas be provided with the following infrastructure:

- road;
- footpath;
- kerb and gutter;
- drainage;
- reticulated sewer and water;
- telecommunications (including National Broadband Network);
- street lighting; and
- electricity.

The above infrastructure will be provided to the proposed development.

c) Stormwater Drainage

Concept details for stormwater drainage have been provided with the application. These conceptual details are considered satisfactory. Detailed engineering plans will be required to be provided prior to the release of a construction certificate for civil construction works.

d) Utility Services

Relevant utility services will be required by a condition of development consent.

B1.5 Land Dedication in Developing Areas

B1.5.2 Controls:

The development proposes the dedication of land adjoining Moonee Creek as public reserve. All road reservations will be dedicated to Council.

Component C1 Design Requirements

C1.2 Subdivision Design Controls

C1.2.2 Controls:

a) Allotment shape

The majority of the proposed lots are regular in shape, with some corner lots being slightly irregular in shape. The proposed lots have suitable frontage to depth ratios. It is considered that the proposed lots are of an appropriate shape to accommodate future residential development.

b) Subdivision pattern and connectivity

The subdivision pattern and layout generally follows a grid pattern, which satisfies the requirements of this control.

c) Frontage requirements

This control requires that all lots have a minimum frontage of four metres to a public road, except where two 'battle axe handle' shaped lots will share a single driveway. All proposed lots meet this requirement.

d) Energy efficiency - lot orientation

This control requires that the majority of each lot's length is generally oriented within a north/south or east/west direction. The subdivision is largely based on a grid pattern and complies with this requirement.

e) Flood affected areas

This control requires that each residential lot has a minimum building site area of 400m² above the 100-year ARI flood level and that roads are above the 100-year ARI flood level. The subdivision meets this requirement.

Component C3 - Landscaping Requirements

The proposed development is accompanied by a landscape plan, which satisfies the requirements of this development control plan component.

Component D1 Erosion and Sediment Control Requirements

The provision of an appropriate erosion and sediment control plan is required by a condition of development consent, which satisfies the requirements of this development control plan component.

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

There are no matters as required by the regulations that relate to the proposed development that require consideration under this section.

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

Council adopted the Coffs Harbour Coastal Zone Management Plan at its meeting of 14 February 2013. The plan provides the basis for future management and strategic land use planning of the Coffs Harbour coastal zone. The development site is within the study area of the plan but is not within any area covered by specific management strategies contained within the plan.

The Coffs Harbour Coastal Processes and Hazard Definition Study 2010 was prepared prior to, and informed the Coastal Zone Management Plan and identified likelihood of hazards occurring, such as beach erosion, coastal inundation and the impacts of sea level rise on these hazards by 2100. The Hazard Study does not identify any coastal processes that would impact on the development site.

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

The proposed development is not expected to result in any significant adverse environmental, social or economic impacts in the locality.

Rehabilitation and protection of Moonee Creek:

The application proposes rehabilitation and revegetation of Moonee Creek and the land immediately surrounding. This area will then be dedicated to Council as a public reserve. Revegetation in this area will include compensatory planting for native vegetation that will be removed from the north-eastern part of the site. A detailed plan of all proposed planting to occur within the Moonee Creek riparian area will be required to be provided to Council for approval prior to the issue of construction certificate. A recommended condition of consent requires this.

To ensure that there are no impacts to Moonee Creek during construction works, appropriate conditions in relation to the management of sediment and erosion have been recommended. Works to be completed within 40 metres of Moonee Creek will also need approval from the NSW Office of Water under the *Water Management Act 2000*. The NSW Office of Water has provided their General Terms of Approval for this work and these have been incorporated as conditions of development consent.

Hydrological changes and existing vegetation:

Attachment 1

The application was accompanied by a flooding assessment, which identified that there will be increased inundation levels to the Crown land located to the south of the development site (for significant storm events). The vegetation types within this Crown land are considered significant.

The potential impact resulting from these hydrological changes have been addressed in a further ecological assessment submitted as part of the application. This assessment considered the hydrological changes to be minor and has acknowledged that the plant communities on the adjoining land are adapted to infrequent inundation by flood water. Changes that may occur include a shift in distribution of some species and minor repositioning of plant community boundaries. Given that forest ecosystems are dynamic, and such variations occur over time for many reasons, the resulting hydrological changes are not considered of a magnitude that is likely to impact significantly on the survival of the plant communities on the adjoining land over the long term.

Adjoining Pacific Highway – Acoustic Considerations

While the site adjoins the Pacific Highway, the majority of the site is at a finished ground level below the height of the upgraded Pacific Highway and Solitary Islands Way. In addition, the grade height of Solitary Islands Way is higher than the grade height of the Pacific Highway and will provide partial noise screening to future dwellings.

The application included a Road Traffic Noise Impact Assessment. The assessment concludes that future dwellings on the site can be constructed to meet the acoustic requirements specified in *State Environmental Planning Policy (Infrastructure) 2007* and *Development Near Rail Corridors and Busy Roads - Interim Guideline*. This may require construction of dwellings to a Category 3 standard in accordance with the Interim Guideline.

The report recommended that a detailed noise assessment should be provided, prior to approval of future dwellings, in accordance with the following table.

Development Type	Lots Affected
Single and double storey dwelling	Lots 1 - 5 Lots 91 - 95
Double storey dwelling	Lots 6 -11 Lots 39 and 40 Lots 91 - 94

Given these findings, it is appropriate to require that an acoustic report be provided in accordance with this recommendation and a condition requiring a restriction on title is a recommended condition of consent. The site is considered suitable for the proposed development with respect to acoustic considerations.

Cultural Heritage

The site has been the subject of investigations in relation to Aboriginal cultural heritage values. In this regard, an approval was issued on 7 December 2006, under section 90 of the National Parks and Wildlife Act 1974 (Consent #2587) to partially destroy an Aboriginal object place and collect and/or excavate for the purpose of salvage. Salvage of the site in accordance with this consent was undertaken between 11-15 December 2006. As a result, salvaged items are now in the possession of The Coffs Harbour and District Local Aboriginal Land Council and those artefacts do not affect the site.

The developer will be required to comply with the requirements of the *National Parks and Wildlife Act 1974*. In this regard, no harm to Aboriginal items or reburial of items is to occur on the site unless authorised to do so by a permit under the *National Parks and Wildlife Act*. A recommended advisory note has been placed on the consent.

Dust Control:

Conditions requiring implementation of dust control measures are proposed to address potential dust impacts during construction.

Given all of the matters above, it is considered that the proposed development is unlikely to result in any significant environmental, social or economic impacts in the locality.

c. the suitability of the site for the development,

The attributes of the site are considered to be conducive to the proposed residential subdivision.

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

A total of 21 submissions were received following advertising and notification of the proposed development. The following provides a summary of the issues raised in the submissions. Responses to these matters are also provided below, where relevant.

Fiddamans Road and footpath requirements:

- Traffic impacts along Fiddamans Road as a result of additional traffic and associated safety impacts to pedestrians and motorists.

Comment:

It is considered that the existing road network can accommodate additional traffic movements that may result from the proposed development. In this regard, a Traffic Impact Assessment was submitted with the application, which concluded that there are no significant traffic or transport issues that would warrant upgrading of the existing road network.

A recommended condition of consent will require construction of a footpath from the development site to Lights Street. It should be noted that Council can only require developments to contribute to public infrastructure where there is a direct nexus between the development proposed and the public infrastructure. While it is considered that there is a nexus for construction of a footpath from the development site and along Fiddamans Road to Lights Street, this nexus would not extend to works on the carriageway of Fiddamans Road itself.

Suitability of proposed lots:

- Lot sizes are too small in comparison to other lots in the locality.
- There are an excessive number of lots proposed.

Comment:

The general trend in residential development is for smaller residential lots. The lot sizes in this development vary from 450 m² to 1085 m². While some of the proposed lots will be smaller than existing residential lots in Emerald Beach, the majority of lots will be comparable in size. The minimum lot size for residential development in this area, under Council's Local Environmental Plan, is 400 m². All lots are well above this size. The size of lots proposed is considered acceptable.

Attachment 1

The number of lots in the subdivision is a result of the size of the lots proposed and the area of land proposed to be dedicated as public reserve. Given that the size of individual lots is considered acceptable and that dedication of a public reserve for land adjoining Moonee Creek is considered appropriate, the number of lots is also acceptable and appropriate given the subdivision design.

Additional pressure on community facilities:

- The development will put additional pressure on the existing limited public infrastructure and community facilities.
- Limited improvements to public infrastructure and community facilities have been provided to the Emerald Beach area over time.

Comment:

There are no developer contribution plans for Emerald Beach that would enable the development to contribute to community facilities in the area.

Environmental impact:

- Environmental impacts and the adequacy of proposed measures.
- Impacts to Moonee Creek e.g. pollution during construction.
- The development involves residential lots adjoining a proposed reserve.

Comment:

The potential environmental impacts of the development have been considered above in S79C (b) of this report. In this regard, the development is not expected to result in any unacceptable environmental impacts.

Flooding and drainage impacts:

- The development will result in flooding impacts.
- There are stormwater issues in the locality that will be exacerbated by the development.
- The development does not appropriately address drainage issues.

Comment:

Concept details in relation to the proposed management of stormwater have been provided with the application. These conceptual details are considered satisfactory. Detailed engineering plans will be required to be provided prior to the release of a construction certificate for civil construction works. The proposed development is not expected to exacerbate existing drainage issues in the locality.

The application was accompanied by flood assessments. The proposed development is considered to be acceptable with respect to flooding.

Suitability of site:

- Potential contamination of the site as result of fill being previously dumped on the land as part of the highway works.
- Suitability of the site given past use as a Leighton's compound associated with highway upgrading works.

Comment:

The land is zoned residential and is predominately vacant. In recent years the site has been used by Leighton Fulton Hogan as a construction compound as part of the Pacific Highway upgrade works. Parts of this compound remain onsite. As part of this use the site was filled to create hardstand areas.

Attachment 1

The application was accompanied by a Site Contamination Assessment, which concludes that the site, including the imported material, is suitable for residential use and does not require any remediation.

Social Impacts:

- Need for a landscaped buffer between the Highway and the proposed subdivision.
- The development will result in amenity impacts such as noise impacts, visual impacts, and privacy impacts to adjoining landowners.

Comment:

Solitary Islands Way is located between the development site and the Pacific Highway and provides some separation. The acoustic assessment report submitted with the application concludes that future dwellings can be built to acceptable noise impact standards.

The site is zoned for low density residential development and the proposed development is a typical residential subdivision. Any future amenity impacts are expected to be typical for that of a low density residential environment. These impacts are not expected to be unacceptable.

e. the public interest:

The development has been assessed against Councils strategic and statutory planning framework and is considered acceptable. Where appropriate, conditions of consent are recommended to mitigate impacts resulting from the development. It is considered that the development is within the public interest and approval of the development subject to conditions is recommended.

Legend

- Site Boundary
- - - Stage Boundary
- - - 27m Bushfire Buffer
- - - Approximate Creek Location
- - - 15m Creek Buffer from Top of Bank
- Open Space
- Stormwater Management System
- Indicative Playground
- Artefact Relocation Area
- Replanting Works

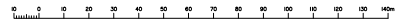
Development Statistics

Stage 1

Total Stage Area	10.76 ha
Total Area of Open Space	2.123 ha
Total No. of Allotments	98
25m Deep Product	
Courtyard Allotments 15.0m Wide	1
Traditional Allotments 20.0m+ Wide	2
30m Deep Product	
Courtyard Allotments 15.0m Wide	23
Traditional Allotments 20.0m+ Wide	59
35m Deep Product	
Courtyard Allotments 15.0m Wide	8
Traditional Allotments 20.0m+ Wide	5
Area of New Road	2.706 ha
Total Length of New Road	2314 m
14.0m Wide Road	197 m
15.0m Wide Road	1965 m
16.0m Wide Road	152 m



Note:
 All Lot Numbers, Dimensions and Areas are approximate only, and are subject to survey and Council approval.
 Dimensions have been rounded to the nearest 0.1 metres.
 Areas have been rounded down to the nearest 5m².
 The boundaries shown on this plan should not be used for final detailed engineers design.
Source Information:
 Site boundaries: Registered Survey Plans.
 Adjoining Information: DCDB.
 Design Contours: Jackie Arms Landscape Architect.



<p>REVISION</p> <p>A: 1/11/14 Additional Lots in Stage 2 / Review Park B: 1/12/14 Amend Drainage Corridor C: 1/12/2014 Amend RPZ D: 24/08/15 Amend Northern Pedestrian Linkage</p>	<p>PROJECT PROPOSED RESIDENTIAL SUBDIVISION</p>	<p>CLIENT</p> <p style="text-align: center;">EMERALD VILLAGE PTY LTD</p>	<p>EMERALD BEACH DETAILED PROPOSAL</p>
<p>Job Ref. 115868 Date 24 August 2015</p> <p>Comp By. BM / MD / KH DWG Name. 115868-09</p> <p>Checked By. PHE Locality EMERALD BEACH</p> <p>Local Authority COFFS HARBOUR CITY COUNCIL</p>	<p>RPS Australia East Pty Ltd ACN 140 292 762 ABN 44 140 292 762</p> <p>Urban Design Brisbane Design Studio 455 Brunswick Street Fortitude Valley QLD 4006 T +61 7 3124 9300 F +61 7 3124 9399 W www.rps.com.au</p>		
<p>Scale 1 : 1000 Sheet A1 Plan Ref 115868-09 Rev D</p>			

Attachment 3

Proposed Conditions Development Application No. 0817/15DA

Schedule of Conditions

ADMINISTRATIVE CONDITIONS

Development Description:

1. Development consent is granted only to carrying out the development described in detail below:

- ***Subdivision (98 lots, public reserve, roads and residue)***

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 in Accordance with Plans:

3. The development is to be implemented in accordance with the plans set out in the following table except where modified by any conditions of this consent (Development Consent No 0817/15).

Plan No.	Prepared by	Rev	Dated
Staging Plan (Plan Ref 115868-09)	RPS Australia East Pty Ltd	A	18 November 2014

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

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

Development in Accordance with Documents:

4. The development shall be undertaken in accordance with the following documents:

Planning Documentation:

- (1) Statement of Environmental Effects, prepared by Petersen Consulting and dated April 2015 (including any amendments to);

Environmental Assessment Documentation:

- (2) Traffic Impact Assessment, prepared by Bitzios Consulting, dated 20th March 2015;
- (3) Flood Impact Assessment, prepared by GHD, dated 28th November 2014 (including any amendments to);
- (4) Engineering Services Report, prepared by BG&E, dated 24th February 2015;

Development Application No. 0817/15

Schedule of Conditions

- (5) Road Traffic Noise Impact Assessment, prepared by CRG Acoustics dated 25th March 2015;
- (6) Bushfire Threat Assessment Report, prepared by Peter Thornton, dated 17th of December 2014;
- (7) Coffey Geotechnics Pty Ltd Correspondence, dated 29th October 2014;
- (8) Ecological Assessment, prepared by FloraFauna Consulting, dated February 2015 (including any amendments to);
- (9) Vegetation Management Plan, prepared by FloraFauna Consulting, dated February 2015;
- (10) Site Contamination Assessment Report, prepared by Regional Geotechnical Solutions, 23 April 2015.

Inconsistency between Documents:

5. In the event of any inconsistency between:
 - (1) The conditions of this approval and the drawings/documents referred to in conditions 3 and 4, the conditions of this approval prevail; and
 - (2) Any drawing/document listed in conditions 3 and 4 and any other drawing/document listed in conditions 3 and 4, the most recent document shall prevail to the extent of inconsistency.

Staging of Development:

6. This development consent acknowledges that the construction of the project will be staged.

Stage 1 works:

- 13 residential lots (Lots 92 – 95 and Lots 104 - 112); and
- Associated roads and infrastructure.

Stage 2 works:

- 8 residential lots (Lots 96 – 103); and
- Associated roads and infrastructure.

Stage 3 works:

- 17 residential lots (Lots 11 – 22 and 87 - 91); and
- Associated roads and infrastructure.

Development Application No. 0817/15

Schedule of Conditions

Stage 4 works:

- 22 residential lots (Lots 51 - 72);
- Public reserves; and
- Associated roads and infrastructure.

Stage 5 works:

- 17 residential lots (Lots 23 – 39); and
- Associated roads and infrastructure.

Stage 6 works:

- 21 residential lots (Lots 1 - 10 and 40 - 50); and
- Associated roads and infrastructure.

PRIOR TO ISSUE OF A CIVIL WORKS CONSTRUCTION CERTIFICATE

Civil Works Construction Certificate:

7. No subdivision works are to commence on site until a Civil Works Construction Certificate has been issued for the work and Council has been notified that a Principal Certifying Authority has been appointed.

Erosion and Sedimentation Control Plan:

8. An erosion and sediment control plan, together with a management strategy, detailing soil erosion and sediment control measures, shall be prepared by a qualified environmental or engineering consultant in accordance with the document Managing Urban Stormwater – Soils & Construction Volume 1 (2004) by Landcom. Details being submitted and approved by the Certifying Authority **prior to issue of a Construction Certificate.**

Stormwater and Drainage Works Design:

9. Design plans of the stormwater drainage systems and treatment measures within the proposed subdivision, prepared by a qualified practicing Civil Engineer and in accordance with the requirements of Council, shall be submitted to and approved by the Certifying Authority **prior to the issue of a Construction Certificate.**

A plan of any required interallotment drainage and easements to facilitate this drainage is to be approved by Council. Design details are to include consideration of the impact of concentration of stormwater on receiving land parcels.

Development Application No. 0817/15

Schedule of Conditions

Stormwater Management Plan:

10. A Stormwater Management Plan complying with the relevant controls of Council's Water Sensitive Urban Design Policy being submitted to and approved by Council **prior to issue of the Construction Certificate**.

Please refer to the WSUD Information Sheet, Policy and Guideline available on Council's web site www.coffsharbour.nsw.gov.au.

The design is to incorporate a detention system that achieves compliance with the Coffs Harbour City Council WSUD Policy targets. Design details are to include calculations showing the effect of the proposed development on design stormwater run-off flow rates and the efficiency of proposed measures to limit the flows.

The design shall be accompanied by an Operation and Maintenance Plan for the system.

Road Design and Services:

11. The following works:

- (a) roads;
- (b) footpath from the development site, along Fiddaman Road to Lights Street;
- (c) water supply;
- (d) sewerage;
- (e) stormwater drainage, including WSUD requirements;

shall be provided to serve the development with the works conforming with the standards and requirements set out in Council's Development Design and Construction specifications and relevant policies (Water Sensitive Urban Design).

Plans and specifications are to be submitted to Council and approved **prior to issue of the Construction Certificate**. Plan submissions are to be accompanied by payment of prescribed fee.

Plans and specifications submitted later than six (6) months from the date of development consent shall comply with Council's current specifications at a date six (6) months prior to submission.

All work is to be at the developer's cost.

Plans and specifications of the works are to be submitted to and approved by Council **prior to issue of the Construction Certificate**.

Development Application No. 0817/15

Schedule of Conditions

Street Names:

12. A street name application being submitted to Council **prior to issue of the Construction Certificate**.

Fill:

13. Contour plans indicating the location of proposed fill areas in the subdivision being submitted and approved by Council **prior to issue of the Construction Certificate**.

Contour plans are to include a clear description of impact of changes proposed on water movement both to and from the site on all adjacent land and to show stormwater discharge points.

Landscape Plan:

14. An amended Landscape Master Plan for the proposed public reserves and road reserves shall be submitted to and approved by Council **prior to the issue of a Construction Certificate**. The Plan shall contain details of:
 - Refinement of species selection; and
 - Refinement of landscaping surrounding the playground area to reduce concealment opportunities.

Amended Vegetation Management Plan:

15. **Prior to issue of the Construction Certificate**, and prior to commencement of any works on the site, an amended Vegetation Management Plan (VMP) in accordance with Council's Biodiversity Guidelines No 1 '*Preparing Vegetation Management Plans*' being submitted and approved by Council.

The VMP shall be prepared by persons with professional qualifications and/or knowledge and experience in bush regeneration/stream rehabilitation practices and who are members of the Australian Association of Bush Regenerators (AABR).

In addition to the requirements of Council's Biodiversity Guidelines No 1 '*Preparing Vegetation Management Plans*', the VMP must:

- (i) detail buffer plantings either side of defined creeks and flow lines (blue lines on CMA 1:25,000 topographic maps);
- (ii) include any stream rehabilitation, as required by the NSW Office of Water;
- (iii) revised costings for 'Zone 2' (of the submitted draft VMP);
- (iv) refinement of species selection; and
- (v) detail and cost short-term protective fencing measures, or equivalent, to protect plantings from mowing/pedestrian activity.

Development Application No. 0817/15

Schedule of Conditions

PRIOR TO COMMENCEMENT OF WORKS

Site Notice:

16. 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.

Erosion and Sediment Control:

17. Prior to commencement of work on the site for each stage of the development, erosion and sedimentation control measures are to be installed and operational including the provision of a “shake down” area where required to the satisfaction of the Principal Certifying Authority.

DURING CONSTRUCTION

Approved Plans to be On-Site:

18. A copy of the approved and certified plans, specifications and documents incorporating the 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 Council or the Principal Certifying Authority.

Hours of Work:

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

Monday to Friday 7.00 a.m. - 6.00 p.m.
Saturday 7.00 a.m. - 1.00 p.m. if inaudible from adjoining residential properties, otherwise 8.00 a.m. - 1.00 p.m.

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

Development Application No. 0817/15

Schedule of Conditions

Importation of Fill:

20. The only fill material that may be received at the development is:
- a) Virgin excavated natural material (within the meaning of the Protection of the Environment Operations (POEO) Act);
 - b) Any other waste-derived material the subject of a resource recovery exemption under Clause 51A of the Protection of the Environment Operations (Waste) Regulation 2005 that is permitted to be used as fill material, excluding waste tyre.

Any waste-derived material the subject of a resource recovery exemption received at the development site must be accompanied by documentation as to the material's compliance with the exemption conditions and must be provided to the Principal Certifying Authority on request.

Excavated Material:

21. Where excavated material is to leave the site it is to be disposed of at an approved landfill facility.

Alternatively, where it is proposed to dispose of the excavated material at another location no material is to leave the site until:

- Council has been advised in writing of the destination site(s); and
- Council has been advised of the quantity and makeup of the material; and
- Council has issued written approval for disposal to the alternate location(s).

Note: The exportation of fill or soil from the site must be in accordance with the provisions of the Protection of the Environment Operations Act (POEO) 1997 and the Office of Environment and Heritage "*Waste Classification Guidelines*" and shall comply with the terms of any approval issued by Council.

Erosion and Sediment Control:

22. 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.

Development Application No. 0817/15

Schedule of Conditions

Cultural Heritage:

23. 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.

Dust Control Measures:

24. Adequate measures being taken to prevent dust from affecting the amenity of the neighbourhood during construction. In particular, the following measures must be adopted:
- (1) Physical barriers being erected at right angles to the prevailing wind direction or being placed around or over dust sources to prevent wind or activity from generating dust emissions;
 - (2) Earthworks and scheduling activities shall be managed to coincide with the next stage of development to minimise the amount of time the site is left cut or exposed;
 - (3) All materials shall be stored or stockpiled at the best locations;
 - (4) The work area being dampened slightly to prevent dust from becoming airborne but not to the extent that runoff occurs;
 - (5) All vehicles carrying spoil or rubble to or from the site shall at all times be covered to prevent the escape of dust or other materials;
 - (6) All equipment wheels shall be washed before exiting the site using manual or automated sprayers and drive through washing bays (if applicable);
 - (7) Gates shall be closed between vehicle movements and shall be fitted with shade cloth; and
 - (8) Cleaning of footpaths and roadways shall be carried out regularly by manual dry sweep or by use of a cleaning vehicle.

PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

Part 4A Certificate:

25. Prior to the registration of the final subdivision plan at Land and Property Information NSW a Part 4A Certificate (Subdivision Certificate) shall be obtained from Council under section 109D(1)(d) of the *Environmental Planning and Assessment Act 1979*.

Development Application No. 0817/15

Schedule of Conditions

Restriction on Title:

26. A restriction on title under Section 88B of the Conveyancing Act 1919, being registered on the title of the following lots to the effect that:
- a. *any application for future residential development on lots 1 to 5, 95 to 97 (for ground floor levels) and lots 1 to 11, 39, 40 and 90 to 97 (for above ground floor levels) be accompanied by an acoustic assessment, which demonstrates that internal noise levels will comply with the requirements of State Environmental Planning Policy (Infrastructure) 2007 and the Development Near Rail Corridors and Busy Roads – Interim Guideline 2008, prepared by the Department of Planning.*
 - b. *any application for future residential development on all remaining lots be accompanied by information that demonstrates that the buildings will be constructed in accordance with AS 3671:1989 (Category 2).*

Any section 88B instrument creating restrictions as to user, rights of carriageway or easements, which benefit Council, shall contain a provision enabling such restrictions, easements or rights of carriageway to be revoked, varied or modified only with the consent from Council.

Details of the Restriction(s) are to accompany the application for Subdivision Certificate.

Section 94 Monetary Contributions:

27. Payment to Council of contributions, at the rate current at the time of payment, towards the provision of the following public services or facilities:

Note 1 - The contributions are to be paid **prior to release of any Subdivision Certificate** unless other arrangements acceptable to Council are made.

Note 2 - The rates will be adjusted in accordance with the procedures set out in Council's Section 94 Contributions Plans. The applicant is advised to confirm the contribution rate applicable at the time of payment as rates are revised at least annually.

Note 3 - If the development is to be staged, contributions are to be paid on a pro rata basis in respect of each stage.

	\$ Per Lot
- Coordination and Administration	520.08
- Coffs Harbour Road Network	527.15
- Surf Rescue Facilities	71.31
- District Open Space	3,740.84

The Section 94 contribution is currently \$476,219.24 for the 98 additional lots proposed in the subdivision.

Development Application No. 0817/15

Schedule of Conditions

Contributions have been imposed under the following plans:

- Coffs Harbour Open Space 2014.
- Coffs Harbour Road Network 2014.
- Surf Rescue Facilities 2013.
- Coffs Harbour Administration Levy

The Contribution Plans may be inspected at the Council Administration Offices, 2 Castle Street, Coffs Harbour or on Council’s web site, www.coffsharbour.nsw.gov.au

Water and Sewerage Services – Developer Services Charges:

28. The **Subdivision 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/Lot	Total
	\$	\$
Works to satisfy increased demand within the area for 98 additional lots of residential subdivision.		
Water	10,047.30	984,635.10
Sewer	9,608.06	941,590.14
TOTAL AMOUNT PAYABLE		1,926,225.24

Access and Services:

29. The following works:
- (a) roads;
 - (b) footpath from the development site, along Fiddaman Road to Lights Street;
 - (c) water supply;
 - (d) sewerage;
 - (e) stormwater drainage, including WSUD requirements;

being constructed in accordance with the approved plans and specifications and completed **prior to issue of the Subdivision Certificate.**

Development Application No. 0817/15

Schedule of Conditions

Services:

30. The subdivision being provided with underground reticulated electricity and telephone cables. The applicant shall provide a letter from the relevant electricity energy provider stating that satisfactory arrangements have been made for the supply of electricity and a letter from Telstra stating that satisfactory arrangements have been made for telecommunications infrastructure in the subdivision / development. These letters are to be provided to Council **prior to release of the Subdivision Certificate**.

Street lighting being provided to the requirements of the relevant electricity energy provider with all work being completed **prior to release of the Subdivision Certificate**.

Stormwater Management Certification:

31. **Prior to issue of Subdivision Certificate** the consultant design engineer / landscape architect shall issue a certificate to the Principal Certifying Authority to the effect that the stormwater treatment system has been installed and complies with the approved design.

Work as Executed Plan:

32. **Prior to the issue of Subdivision Certificate**, a work as executed plan endorsed by a Registered Surveyor or Consulting Engineer (hard or digital format) being submitted to Council certifying that:
- All drainage lines, sewer lines, services, and structures are wholly contained within the relevant easement;
 - The plans accurately reflect the work as executed.

Water Services and Sewer Junction:

33. A water service and sewer junction being provided (or being available) within each lot **prior to issue of Subdivision Certificate**, with the works conforming to the requirements of Coffs Water.

Fill - Certification:

34. All lots and roads are to have a finished level above the 100-year ARI flood level. **Prior to the release of the Subdivision Certificate**, a fill report along with a final contour plan is to be submitted to Council showing the location, depth, and type of fill located on the site. Alternatively, where no fill has been placed on the site, a written statement to that effect is to be submitted to Council.

Development Application No. 0817/15

Schedule of Conditions

Sediment and Erosion Control:

35. **Prior to the issue of a Subdivision Certificate** the site shall be stabilised to the Principal Certifying Authority's satisfaction, which as a minimum, shall be at least 50% grass cover or application of mulch or hydroseeding to all disturbed areas.

Dedication of Internal Roads:

36. All internal roads shall be constructed by the proponent and dedicated to Council as public roads following registration of the Plan of Subdivision. Upon dedication and at the end of the maintenance period Council will be responsible for the on-going maintenance of the roads.

Dedication of Land to Council:

37. The proponent must make necessary arrangements for the dedication to Council at no cost to Council of the land shown as 'open space' on the 'Staging Plan (Plan Ref 115868-09)', prepared by RPS Australia East Pty Ltd, dated 18 November 2014 **at the time of registration of the Subdivision Certificate for Stage 4.**

Prior to the issue of a Subdivision Certificate for the relevant stage of the subdivision, a deed of agreement must be prepared with Council to allow the proponent to carry out management and maintenance works on the open space area for two years after the dedication of the land described above.

All necessary rehabilitation work must be undertaken to the satisfaction of Council prior to management passing to Council.

All costs are to be borne by the proponent.

Vegetation Management plan:

38. **Prior to issue of Subdivision Certificate for Stage 4** prescribed initial works (other than maintenance works) in accordance with the Vegetation Management Plan (VMP) and associated addendums shall be completed. A Certificate of Completion shall be submitted with any Subdivision Certificate application.

Landscaping:

39. All landscaping works, as shown on the approved Landscape Master Plan, shall be completed **Prior to issue of Subdivision Certificate for Stage 4.**

Development Application No. 0817/15

Schedule of Conditions

GENERAL TERMS OF APPROVAL

NSW Office of Water:

40. Prior to the commencement of any controlled activity (works) on waterfront land, the consent holder must obtain a Controlled Activity Approval (CAA) under the Water Management Act from the NSW Office of Water. Waterfront land for the purposes of this DA is land and material in or within 40 metres of the top of the bank or shore of the river identified.
41. The consent holder must prepare or commission the preparation of:
 - (i) Vegetation Management Plan
 - (ii) Works Schedule
 - (iii) Erosion and Sediment Control Plan
42. All plans must be prepared by a suitably qualified person and submitted to the NSW Office of Water for approval prior to any controlled activity commencing. The plans must be prepared in accordance with the NSW Office of Water guidelines located at www.water.nsw.gov.au/WaterLicensing/Approvals/default.aspx
 - (i) Vegetation Management Plans
 - (ii) Riparian Corridors
 - (iii) In-stream works
 - (iv) Outlet structures
 - (v) Watercourse crossings
43. The consent holder must (i) carry out any controlled activity in accordance with approved plans and (ii) construct and/or implement any controlled activity by or under the direct supervision of a suitably qualified professional and (iii) when required, provide a certificate of completion to the NSW Office of Water.

Rehabilitation and Maintenance:

44. The consent holder must carry out a maintenance period of two (2) years after practical completion of all controlled activities, rehabilitation and vegetation management in accordance with a plan approved by the NSW Office of Water.
45. The consent holder must reinstate waterfront land affected by the carrying out of any controlled activity in accordance with a plan or design approved by the NSW Office of Water.

Access ways:

46. The consent holder must design and construct all ramps, stairs access ways, cycle paths, pedestrian paths or other non-vehicular form of access way so that they do not result in erosion, obstruction of flow, destabilisation, or damage to the bed or banks of the river or waterfront land, other than in accordance with a plan approved by the NSW Office of Water.

Development Application No. 0817/15

Schedule of Conditions

Bridge, Causeways, Culverts and Crossings:

47. The consent holder must ensure that any bridge, causeway, culvert or crossing does not obstruct water flow and direction, is the same width as the river or sufficiently wide to maintain water circulation, with no significant water level difference between either side of the structure other than in accordance with a plan approved by the NSW Office of Water.

Disposal:

48. The consent holder must ensure that no materials or cleared vegetation that may (i) obstruct flow, (ii) wash into the water body, or (iii) cause damage to river banks; are left on waterfront land other than in accordance with a plan approved by the NSW Office of Water.

Drainage and Stormwater:

49. The consent holder is to ensure that all drainage works (i) capture and convey runoffs, discharges and flood flows to low flow water level in accordance with a plan approved by the NSW Office of Water; and (ii) do not obstruct the flow of water other than in accordance with a plan approved by the NSW Office of Water.
50. The consent holder must stabilise drain discharge points to prevent erosion in accordance with a plan approved by the NSW Office of Water.

Erosion Control:

51. The consent holder must establish all erosion and sediment control works and water diversion structures in accordance with a plan approved by the NSW Office of Water. These works and structures must be inspected and maintained throughout the working period and must not be removed until the site has been fully stabilised.

Excavation:

52. The consent holder must ensure that no excavation is undertaken on waterfront land other than in accordance with a plan approved by the NSW Office of Water.

Maintaining River:

53. The consent holder must ensure that (i) river diversion, realignment or alteration does not result from any controlled activity work and (ii) bank control or protection works maintain the existing river hydraulic and geomorphic functions, and (iii) bed control structures do not result in river degradation other than in accordance with a plan approved by the NSW Office of Water.

Development Application No. 0817/15

Schedule of Conditions

River Bed and Bank Protection:

54. The consent holder must establish a riparian corridor along Moonee Creek in accordance with a plan approved by the NSW Office of Water.

GENERAL TERMS OF APPROVAL

NSW Rural Fire Service:

55. At the issue of subdivision certificate and then in perpetuity all proposed residential lots, within the proposed subdivision, shall be managed as an inner protection area (IPA) as outlined within section 4.1.3 and Appendix 5 of 'Planning for Bush Fire Protection 2006' and the NSW Rural Fire Service's document 'Standards for asset protection zones'.
56. A restriction to the land use, pursuant to section 88B of the 'Conveyancing Act 1919', shall be placed upon proposed lots 40 to 53 inclusive requiring the provision of asset protection zones (APZ). The required APZ will cover only that portion of land located between the Southernmost boundary (of the identified lots) and extending North to a point that is located 27m North of the Southern boundary of the parent lot 605 DP 1203155. These APZs shall be managed as outlined within section 4.1.3 and Appendix 5 of 'Planning for Bush Fire Protection 2006' and the NSW Rural Fire Service's document 'Standards for asset protection zones'.

This requirement reflects the "27m Bushfire Buffer" noted on the Plan titled "Proposed Residential Subdivision", prepared by RPS, for Emerald Village Pty Ltd, referenced as plan 115868-08 Rev C and dated 17 December 2014.

57. Landscaping of open space areas, including stormwater management systems, shall be in accordance with the specific notes included on the concept detail titled: "1413-07 Bushfire Management Plan", issue B as prepared by Jackie Amos - Landscape Architect. A final Bushfire Management Plan and Procedure (BMPP) shall be submitted to the Consent Authority and approved **prior to the release of the Subdivision Certificate.**
58. Water, electricity and gas are to comply with section 4.1.3 of 'Planning for Bush Fire Protection 2006'.
59. Public road access shall comply with section 4.1.3 (1) of 'Planning for Bushfire Protection 2006', except for the following:
- The width of the perimeter road located to the south of Lots 40 to 53, shall have adjacent landscaping positioned to ensure a minimum unobstructed width of 8m (measured from the northern kerb).

Development Application No. 0817/15

Schedule of Conditions

- The southern side of the perimeter road located to the south of Lots 40 to 53, shall be provided with "No Parking" signage.
- Where road design includes inner curve radii of <40m, the road width shall be 8m. The 8m width may incorporate additional width in the roll back kerb.

ADVISORY NOTES

60. Any reburial of Aboriginal items on the site may require a permit issued under the *National Parks & Wildlife Act 1974*.



REPORT TO ORDINARY COUNCIL MEETING

TOURISM AND MANUFACTURING

Question:

How much does Council spend annually on the promotion of tourism and the promotion of our manufacturing industries?

Response:

In the 2014/2015 year, Council's net spend on these industries was as follows:

Tourism Promotion: \$ 228,619

This includes

- Tourism development
- Tourism campaigns
- Media famils
- Brochures
- Point of Sale
- Advertising, including digital
- Consumer shows
- Website

This excludes

- Visitor Information Centre
- Staff expenses

Manufacturing Promotion: \$ 53,292

This includes

- Economic development initiatives, liaison
- Enterprise facilitation – including dealing with investment enquiries, research
- Co-working, entrepreneurs, business start-ups
- Manufacturing liaison, chamber.

Note: costs are broadly shared (and estimated) across different sector initiatives.

And excludes

- Staff expenses



REPORT TO ORDINARY COUNCIL MEETING

Employment:

(Source: 2011 census), Coffs Harbour LGA

Tourism-related: **2,253**

Manufacturing: **1,282**

Total workforce (including tourism, manufacturing and other sectors): 25,050.