



Coffs Harbour City Council

04 December 2013

ORDINARY MEETING

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

THURSDAY 12 DECEMBER 2013

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 – 28 November 2013
9. Notices of Motion
10. General Manager's Reports
11. Consideration of Officers' Reports
12. Requests for Leave of Absence
13. Matters of an Urgent Nature
14. Questions On Notice
15. Consideration of Confidential Items (if any)
16. Close of Ordinary Meeting.

Steve McGrath
General Manager



COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
COUNCIL CHAMBERS
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR
12 DECEMBER 2013

Contents

ITEM DESCRIPTION

NOTICES OF MOTION

NOM13/17 COMPULSORY ACQUISITION OF LAND TO CREATE EASEMENTS FOR FLOOD MITIGATION

CITY INFRASTRUCTURE SERVICES DEPARTMENT REPORTS

CIS13/61 FLOOD DATA MANAGEMENT AND MAPPING

CIS13/62 PROPOSED LEASING OF COMMERCIAL OFFICE SPACE - RIGBY HOUSE

CIS13/63 PROPOSED LEASE WESTSIDE TENNIS FACILITY

CIS13/64 COMMERCIALISATION OF CITYWORKS

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

CIS13/65 CONTRACT NO. RFT-597-TO - TENDER FOR THE CONSTRUCTION OF THE MAIN SAWTELL SEWAGE PUMP STATION

CIS13/66 TENDER: CONTRACT NO. RFT-612-TO CONSRUCTION OF BRELSFORD SKATE PARK AND YOUTH SPACE

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

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

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

CORPORATE BUSINESS DEPARTMENT REPORTS

- CB13/75 MONTHLY BUDGET REVIEW FOR OCTOBER 2013
- CB13/76 DEVELOPER CONTRIBUTIONS PLANS REVIEW 2013
- CB13/77 BANK BALANCES AND INVESTMENT FOR OCTOBER 2013

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

- CB13/78 PROPERTY ACQUISITIONS UPDATE
A portion of this report is confidential for the reason of Section 10A (2):
(g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege, and in accordance with Section 10A (1) the meeting may be closed to the public.

COMMUNITY DEVELOPMENT DEPARTMENT REPORTS

- CD13/9 COMMITTEE MEMBERSHIP - NANA GLEN SPORT, RECREATION & EQUESTRIAN CENTRE AND AYRSHIRE PARK MANAGEMENT COMMITTEES
- CD13/10 COFFS HARBOUR ECONOMIC STRATEGY 2014-2017

CITY PLANNING DEPARTMENT REPORTS

- CP13/44 DEVELOPMENT APPLICATION 765/13 - LOT 56 DP 1187099, (FORMER LOTS 5 AND 6, DP 17296), NO. 78 BEACH STREET, WOOLGOOLGA - PROPOSED DEMOLITION OF MOTEL, CONSTRUCTION OF HOTEL AND MULTI-UNIT HOUSING
- CP13/45 APPLICATION TO MODIFY DEVELOPMENT CONSENT 43/14DM (955/12DA) – LOT 5 DP 876129, NO. 81D OLD BUCCA ROAD, MOONEE BEACH – ANIMAL ESTABLISHMENT (DOG BOARDING FACILITY)
- CP13/46 DEVELOPMENT APPLICATION 189/14 – LOT 1, DP 612294 AND LOT 3, DP 826373 NO. 30 BLACKADDER ROAD AND LOT 2, DP 612294 NO. 32 BLACKADDER ROAD, CORINDI BEACH – SUBDIVISION (BOUNDARY ADJUSTMENT)
- CP13/47 HIGH VALUE HABITATS OF COFFS HARBOUR LOCAL GOVERNMENT AREA - HIGH VALUE ARBOREAL HABITAT
- CP13/48 UPDATE - MEMBERSHIP TO THE UNITED NATIONS INTERNATIONAL COUNCIL FOR LOCAL ENVIRONMENTAL INITIATIVES (ICLEI)
- CP13/49 E-WASTE POLICY



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

28 NOVEMBER 2013

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

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

Leave of Absence: Cr B Palmer.

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

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

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

DISCLOSURE OF INTEREST

No disclosures of interest tabled.

PUBLIC ADDRESS

Time	Speaker	Item
5.00pm	Rod McKelvey	CB13/74 - Tender: RFT-606-TO, Advertising Services at Coffs Harbour Regional Airport
5.05pm	Vicki O'Dea	CP13/42 - DA189/14 - 30 and 32 Blackadder Road, Corindi Beach - Subdivision (Boundary Adjustment)

CONFIRMATION OF MINUTES

- 294** **RESOLVED** (Degens/Arkan) that the minutes of the Ordinary meeting held on 14 November 2013 be confirmed as a true and correct record of proceedings with the following change to MUN13/8 and additional item MUN13/9.

MUN13/8 Woolgoolga Development Application

Cr Arkan asked four questions regarding a proposed Tavern in Beach Street, Woolgoolga:

1. Contrary to the DCP plan for off-street parking, why has Council made a modification to that?
2. What will the public benefit of that decision be?
3. Why didn't Council notify anybody of the modification?
4. Was the focus group of Woolgoolga's Master Plan notified and if not why not?

MUN13/9 Carols by Candlelight 2013

Cr Sultana raised the issue of the possibility of the Coffs Harbour Carols by Candlelight not being held this year due to funding issues.

RESCISSION MOTION

RM13/4 CAMPING AT THE JETTY FORESHORES - RESCISSION MOTION

295 **RESOLVED** (Degens/Arkan) that Resolution 276 of Ordinary meeting held on 14 November 2013 regarding item CB13/69 - Camping at the Jetty Foreshores, and reading as follows, be rescinded:

RESOLVED (Arkan/Degens) that:

1. The Council approves the adoption and implementation of Option 4, including its tariffs of \$10 per night, in its capacity as the corporate manager of Coffs Coast State Park Trust and publicises the fact in the CMCA magazine, and a report be brought back to Council 3 months before the end of a 12 month trial period.
2. Council, to address the issue of illegal camping on reserves under its control, including the Jetty Foreshores.
3. Council write to the State Government, and lobby Local Government NSW to do the same, requesting that the State Government show leadership on this issue and put in place clear legislation/regulations that will resolve this issue Statewide.
4. The appropriate industry associations and the media be advised of Council's decision.

296 **RESOLVED** (Knight/Arkan):

1. That Council approves the adoption and implementation of Option 4, including its tariffs of \$10.00 per night, in its capacity as the corporate manager of Coffs Coast State Park Trust and publicises the fact in the CMCA magazine, and a report be brought back to Council within 3 months of the end of a 12 months trial period, noting that:
 - The peak tourist periods of Easter, Easter School Holidays and Christmas School Holidays be excluded from the \$10.00 per night tariff and usual rates at these times be applied.
2. Council address the issue of illegal camping on reserves under its control, including the Jetty Foreshores and appropriate signs to be posted.
3. Council write to the State Government, and lobby Local Government NSW to do the same, requesting that the State Government show leadership on this issue and put in place clear legislation/regulations that will resolve this issue State-wide.
4. The appropriate industry associations and the media be advised of Council's decision.

RM13/4 - Camping at the Jetty Foreshores - Rescission Motion (Cont'd)

DIVISION

A division was duly called (Rhoades/Arkan), and those members voting for and against the motion were recorded:

FOR

Cr Arkan
Cr Cowling
Cr Knight
Cr Degens
Cr Sultana
Cr Innes
Cr Townley

AGAINST

Cr Rhoades

NOTICE OF MOTION

NOM13/16 SUSTAINABLE WASTE MANAGEMENT PRACTICES AT EVENTS

- 297 **RESOLVED** (Townley/Arkan) that CHCC develop and adopt an Event Policy containing a requirement for events requiring DA approval to comply with a minimum standard of sustainable waste management.
-

DIVISION

A division was duly called (Innes/Sultana), and those members voting for and against the motion were recorded:

FOR

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

AGAINST

Cr Innes

CORPORATE BUSINESS DEPARTMENT REPORT

TENDER: RFT-606-TO, ADVERTISING SERVICES AT COFFS HARBOUR AIRPORT

- 298 **RESOLVED** (Degens/Cowling) that the matter be referred to Closed Meeting at the end of the meeting:

CITY PLANNING DEPARTMENT REPORT

CP13/42 DEVELOPMENT APPLICATION 189/14 LOT 1, DP 612294 AND LOT 3, DP 826373 NO. 30 BLACKADDER ROAD AND LOT 2, DP 612294 NO. 32 BLACKADDER ROAD, CORINDI BEACH SUBDIVISION (BOUNDARY ADJUSTMENT)

The purpose of this report is to present Development Application 189/14 for Council's consideration, which is an application for a boundary adjustment.

The application is reported to Council for determination as required by the Department of Planning Circular PS 08-014 of 14 November 2008 "Reporting Variations to Development Standards".

The land subject to the proposed development is described as Lot 1 DP 612294 and Lot 3 DP 826373 No. 30 Blackadder Road, and Lot 2 DP 612294 No. 32 Blackadder Road, Corindi Beach. Conditional approval of the development application is recommended.

- 299 **RESOLVED** (/Degens/Arkan) that the matter be deferred.

AMENDMENT

MOVED (Rhoades /Innes)

1. That the written objection made pursuant to Clause 6 of *State Environmental Planning Policy No. 1 - Development Standards* for the variation to the minimum allotment size under Clause 18(5A)(c) of the Coffs Harbour City Local Environmental Plan 2000 be supported in this particular case.
2. That Development Application 189/14 for a Boundary Adjustment at Lot 1 DP 612294 and Lot 3 DP 826373 No. 30 Blackadder Road, and Lot 2 DP 612294 No. 32 Blackadder Road, Corindi Beach be approved subject to conditions appended to this report (Attachment 3).

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

DIVISION

A division was duly called (Rhoades/Innes), and those members voting for and against the motion were recorded:

FOR

Cr Rhoades
Cr Innes
Cr Sultana

AGAINST

Cr Arkan
Cr Cowling
Cr Knight
Cr Degens
Cr Townley

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

GENERAL MANAGER'S REPORTS

GM13/33 COUNCILLOR EXPENSES AND FACILITIES POLICY

In accordance with Section 252 of the Local Government Act 1993, (the Act) Council is required within five months of the end of each financial year to adopt a policy concerning the payment of expenses incurred by, and the provision of facilities to, the Mayor and Councillors in relation to discharging the functions of civil office.

300 RESOLVED (Degens/Innes) that Council adopts the Councillor Expenses and Facilities Policy.

GM13/34 COFFS HARBOUR PART DAY RACE DAY PUBLIC HOLIDAY

For Council to make a determination on the duration of the Coffs Harbour Race Day local public holiday on the first Thursday every August for the City of Coffs Harbour.

301 RESOLVED (Arkan/Sultana) that:

1. Under the *Public Holidays Act 2010* Council makes application to the Minister for the first Thursday in August 2014 to be declared a part day public holiday (from 12.00 pm to 5.30 pm) for the Coffs Harbour local government area.
2. As a matter of policy, Council makes application to the Minister in subsequent years for the first Thursday in August to be declared a part day public holiday (from 12.00 pm to 5.30 pm).
3. Council's Transport Working Group be utilised as a suitable forum for discussion of transport arrangements on the day between schools and bus companies.

AMENDMENT

MOVED (Innes/) that the part day public holiday for Race Day be from 1.00pm until the last race finishes.

The **AMENDMENT** lapsed for want of a seconder.

GM13/35 2012/2013 ANNUAL REPORT

To provide Council with the first stage of the Annual Report for the 2012/2013 financial year, with the recommendation that it be adopted for public release.

302 RESOLVED (Degens/Arkan) that Council:

1. Adopts the 2012/2013 Annual Report Sections 1 and 2 as tabled with this report.
2. Note that the 2012/2013 Annual Report Section 3 (Annual Financial Statements) is in the process of being finalised with an expectation that it will be tabled at the Council meeting of 12 December 2013.
3. Note that the outstanding details of Assets Acquired and Held and the Condition of Public Works be included in the adopted Section 2 (Statutory Report) once Section 3 has been adopted by Council.

CITY INFRASTRUCTURE SERVICES DEPARTMENT REPORTS

CIS13/58 SUSTAINABLE SERVICE DELIVERY

To present an analysis of community feedback regarding levels of service options and, based on this feedback, to recommend the preparation of the 2014-2018 Delivery Program for community consultation that maintains current levels of service whilst closing the “gap” to financial sustainability in part by a Special Rate Variation.

303 RESOLVED (Degens/Arkan) that Council:

1. Note feedback from the community regarding levels of service was generally supportive of Council continuing to deliver its current services, acknowledging that to do so requires Council to generate additional revenues
2. Note that if Council is to maintain current levels of service for infrastructure, an additional \$6.2 million per year is required to be spent on repair and renewal of infrastructure
3. Note that long-term financial modeling indicates that Council requires an additional \$1.8 million per year to fund increases in costs over and above the increases expected to be obtained from increases in the “rate peg” amount
4. Notify IPART of its intention to apply for a Special Rate Variation, pursuant to Section 508(A) of the Local Government Act, of six (6) million dollars, to be staged over a period of three years at the rate of two (2) million dollars per year to fund increased expenditure on infrastructure repair and renewal.
5. Acknowledge in its 2014-2018 Delivery Program the need to pursue a range of options to close the remainder of the “gap” to financial sustainability including the Transformation to Sustainability Project and continued emphasis on Asset Management.
6. Undertake a community engagement process regarding the proposed steps to be taken to adopt a financially sustainable position, including the application for a Special Rate Variation and options to close the remainder of the “gap” to financial sustainability.

CIS13/59 FLOOD DATA MANAGEMENT AND MAPPING

To inform Council of the revised processes involved in flood data management and mapping and to amend the relevant Component of Development Control Plan 2013.

MOVED (Townley/Cowling):

1. That Council adopt the following amendment to Development Control Plan (DCP) 2013 – Component D3 – Flooding and Coastal Hazards.

D3.1.2 Controls

Development of flood prone lands (as identified as the Flood Planning Area and Indicative Flood Areas in Council's Flood Mapping GIS dataset) is to be undertaken in accordance with Coffs Harbour City Council's Floodplain Development and Management Policy, as well as flood controls in Floodplain Risk Management Studies and Plans developed for individual catchments such as the Coffs Creek Floodplain Risk Management Study (where appropriate).

2. That, in accordance with the provision of the Environmental Planning and Assessment, Council place on public exhibition the amended DCP together with the draft maps.
3. In recognising the evolving nature of the Flood Mapping GIS dataset, that further reports will be referred to Council when there is updated flood information affecting individual lots within the local government area.
4. Once adopted, that the Flood Mapping GIS dataset be made available to the public.
5. Once adopted, that Section 149(2) hazard notations for flooding risk include both the Flood Planning Area and Indicative Flood Areas as detailed in the adopted Flood Mapping GIS dataset.

AMENDMENT

- 304 RESOLVED** (Rhoades/Arkan) that the matter be deferred.

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

CIS13/60 COFFS COAST REGIONAL PARK - STAGE 2 TRANSFER OF CHCC LAND

Report seeking Council approval to execute a transfer and other required documents under seal to facilitate the disposal of Part Lot 91 DP 24666 at The Boulevarde, Mullaway.

- 305 RESOLVED** (Arkan/Townley) that Council execute under seal the required documents to enable transfer of that part of Lot 91 DP 24666 described in this report to the Coffs Coast Regional Park in accordance with Council's resolution number 120 of 23 June 2011.

COMMUNITY DEVELOPMENT DEPARTMENT REPORT

CD13/6 - CONTRACT NO. RFT-599-TO: MANAGEMENT OF SPORTZ CENTRAL, BRAY STREET, COFFS HARBOUR

- 306 RESOLVED** (Rhoades/Arkan) that the matter be referred to Closed Meeting at the end of the meeting:

CD13/7 REQUESTING COUNCIL'S SUPPORT OF THE "RACISM. IT STOPS WITH ME" CAMPAIGN LED BY THE AUSTRALIAN HUMAN RIGHTS COMMISSION

To request Council's support of the "Racism. It Stops With Me" initiative led by the Australian Human Rights Commission.

- 307 RESOLVED** (Degens/Arkan) that Council support the national "*Racism. It Stops with Me*" campaign and the General Manager and Mayor sign the Support Agreement provided by the Australian Humans Rights Commission.

CD13/8 CORAMBA COMMUNITY HALL MANAGEMENT COMMITTEE MEMBERSHIP

To recommend to Council appointment of community members to the Coramba Community Hall Management Committee.

- 308 RESOLVED** (Arkan/Degens) that Mr Barry Mannall and Mr Donald Henderson be appointed to the Coramba Community Hall Management Committee.

CITY PLANNING DEPARTMENT REPORTS

CP13/40 HIGH VALUE HABITATS OF COFFS HARBOUR LOCAL GOVERNMENT AREA - ENDANGERED ECOLOGICAL COMMUNITIES AND OVER-CLEARED VEGETATION TYPES

To recommend that Council adopt the Endangered Ecological Communities and Over-cleared Vegetation types mapping and accompanying report for the Coffs Harbour Local Government Area.

- 309 RESOLVED** (Townley/Sultana):
1. That Council adopt the following digital layers and report:
Data Layer:
 - 1.1 Coffs Harbour Endangered Ecological Communities mapping (Version EEC 1.0)
 - 1.2 Coffs Harbour Over-cleared Vegetation Types mapping (Version OCVT 1.0)*Report:*
Endangered Ecological Communities and Over-cleared Vegetation Types of the Coffs Harbour Local Government Area
 2. That all people who made submissions to the public exhibition process be informed, in writing, of Councils resolution.

CP13/41 SUSTAINABILITY POLICY

For Council to adopt the Sustainability Policy.

- 310 RESOLVED** (Degens/Townley) that Council adopts the Sustainability Policy.

CP13/43 DEVELOPMENT APPLICATION 141/14 LOT 4, DP 601611 AND LOT 20, DP 1141168 NO. 68 AND 30 MACCUES ROAD, MOONEE BEACH SUBDIVISION (BOUNDARY ADJUSTMENT)

The purpose of this report is to present Development Application No. 141/14 for Council's consideration, which is an application for a boundary adjustment.

The application is reported to Council for determination as required by the Department of Planning Circular PS 08-014 of 14 November 2008 "Reporting Variations to Development Standards".

The land subject to the proposed development is identified as Lot 4, DP 601611, No. 68 Maccues Road and Lot 20, DP 1141168, No. 30 Maccues Road, Moonee Beach. Conditional approval of the application is recommended. The following map illustrates the existing lot configuration.

311 RESOLVED (Arkan/Sultana):

1. That the written objection made pursuant to Clause 6 *State Environmental Planning Policy No. 1 - Development Standards* for the variation to the minimum allotment size under Clause 18(5A) of Coffs Harbour Local Environmental Plan 2000 be supported in this particular case.
2. That Development Application 141/14 for Boundary Adjustment at Lot 4, DP 601611, No. 68 Maccues Road and Lot 20, DP 1141168, No. 30 Maccues Road, Moonee Beach be approved subject to conditions appended to this report (Attachment 3).

VOTED FOR

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

VOTED AGAINST

REQUESTS FOR LEAVE OF ABSENCE

No requests for leave of absence.

MATTERS OF AN URGENT NATURE

MUN13/10 NSW Planning Bill

Councillor Rhoades gave an update on the current situation with the Planning Bill legislation, which has now been deferred until next year.

QUESTIONS ON NOTICE

No questions on notice.

The meeting adjourned for a five minute break, time being 7.08pm.

CLOSED MEETING – SECTION 10(A)

The Mayor requested a motion to close the meeting to consider two confidential reports as outlined in the meeting agenda, the time was 7.13 pm.

- 312 RESOLVED** (Cowling/Degens) that the meeting be closed to the press and public during consideration of the following items for the reasons as stated:

CB13/74 - Tender: RFT-606-TO, Advertising Services at Coffs Harbour Regional Airport
CD13/6 - Contract No. RFT-599-TO: Management of Sportz Central, Bray Street, Coffs Harbour

These reports are considered confidential in accordance with the reasons provided in Section 10A(2):

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

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

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

The press and public vacated the chamber.

- 313 RESOLVED** (Arkan/Innes) that the Closed Meeting be recorded on this occasion.

CB13/74 TENDER: RFT-606-TO, ADVERTISING SERVICES AT COFFS HARBOUR REGIONAL AIRPORT

To report on tenders received for Contract No RFT-606-TO for the Provision of Advertising Services at Coffs Harbour Regional Airport and to gain Council approval to accept a tender.

MOVED (Rhoades/Knight):

1. That Council accept the tender of Interspace Airport Advertising Australia Pty Ltd ABN for Contract No. RFT-606-TO, Provision of Advertising Services at Coffs Harbour Regional Airport, for the lump sum of \$212,334.00 on the basis that:
 - 1.1 The tender is the most advantageous tender following the application of Council's Tender Value Selection System.
 - 1.2 The Tenderer has the necessary experience in similar works and it's ability and performance are satisfactory.
 - 1.3 The Tenderer's financial capacity is acceptable.
2. That the contract documents be executed under the Seal of Council.

AMENDMENT

MOVED (Townley/Degens)

1. That Council accept neither tender on the basis that the current model does not provide optimal outcomes to Council in terms of financial return and of advertising quality and content.
2. The matter be referred back to Council Management for a review of the model relating to Airport Advertising, and a subsequent report be brought back to Council on the revised model.

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

During discussion on the Amendment above, notice was provided of a Foreshadowed Amendment.

FORESHADOWED AMENDMENT

314 RESOLVED (Arkan/Sultana):

1. That Council not accept any of the tenders received for Contract No. RFT-606-TO Provision of Advertising Services at Coffs Harbour Regional Airport.
2. That a report be brought back to Council prior to 30 June 2014 providing further information and recommendations regarding investigations into options for the advertising at the Coffs Harbour Regional Airport.

The **FORESHADOWED AMENDMENT** on being put to the meeting was **CARRIED**.

CB13/74 - Tender: RFT-606-TO, Advertising Services at Coffs Harbour Regional Airport (Cont'd)

DIVISION

A division was duly called (Rhoades/Innes), and those members voting for and against the motion were recorded:

FOR

Cr Sultana
Cr Townley
Cr Degens
Cr Cowling
Cr Arkan

AGAINST

Cr Rhoades
Cr Innes
Cr Knight

The **FORESHADOWED AMENDMENT** became the **MOTION** and was declared **CARRIED**.

DIVISION

A division was duly called (Rhoades/Innes), and those members voting for and against the motion were recorded:

FOR

Cr Sultana
Cr Townley
Cr Degens
Cr Cowling
Cr Arkan

AGAINST

Cr Rhoades
Cr Innes
Cr Knight

SUPPLEMENTARY MOTION.

- 315 RESOLVED** (Rhoades/Innes) that Council refer Council agenda item of 28 November 2013 CB13/74 Tender for Advertising Services at Coffs Harbour Airport to the Division of Local Government for investigation regarding process and involvement of elected members and that the copy of the tape recording of this discussion and tape be held until such time as the investigation is completed.

CB13/74 - Tender: RFT-606-TO, Advertising Services at Coffs Harbour Regional Airport (Cont'd)

DIVISION

A division was duly called (Rhoades/Innes), and those members voting for and against the motion were recorded:

FOR

Cr Rhoades
Cr Townley
Cr Degens
Cr Cowling
Cr Arkan
Cr Innes
Cr Knight

AGAINST

Cr Sultana

CD13/6 CONTRACT NO. RFT-599-TO: MANAGEMENT OF SPORTZ CENTRAL, BRAY STREET, COFFS HARBOUR

To report to Council on tenders received for the Management of Sportz Central Bray Street, Coffs Harbour - Contract No RFT-599-TO.

316 RESOLVED (Arkan/Sultana):

1. That Council not accept any of the tenders received for Contract No. RFT-599-TO Management of Sportz Central Bray Street, Coffs Harbour.
2. That a report be brought back to Council prior to 30 June 2014 providing further information and recommendations regarding investigations into options for the ongoing management of the facility.

AMENDMENT

MOVED (Cowling/Knight):

1. That Council not accept any of the tenders received for Contract No RFT-599-TO Management of Sportz Central Bray Street, Coffs Harbour for the reason that the tenders have gone out twice without result.
2. That negotiation takes place with the current manager with a view to entering into a contract suitable to both parties, for the reason that we need to keep Sportz Central functioning at peak performance as the Manager has been doing for 5 plus years.

CD13/6 - Contract No. RFT-599-TO, Management of Sportz Central, Bray Street, Coffs Harbour (Cont'd)

3. That delegated authority be given to the Sportz Central manager to allow him/her to promote the stadium through the media.

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

DIVISION

A division was duly called (Rhoades/Innes), and those members voting for and against the motion were recorded:

FOR

Cr Townley
Cr Cowling

AGAINST

Cr Arkan
Cr Knight
Cr Degens
Cr Sultana
Cr Innes
Cr Rhoades

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

DIVISION

A division was duly called (Arkan/Rhoades), and those members voting for and against the motion were recorded:

FOR

Cr Arkan
Cr Cowling
Cr Knight
Cr Degens
Cr Townley
Cr Sultana

AGAINST

Cr Rhoades
Cr Innes

CD13/6 - Contract No. RFT-599-TO, Management of Sportz Central, Bray Street, Coffs Harbour (Cont'd)

SUPPLEMENTARY MOTION.

- 317 RESOLVED** (Rhoades/Innes) that Council refer Council agenda item of 28 November 2013 - CD13/6 Contract No. RFT-599-TO Management of Sportz Central Bray Street, Coffs Harbour to the Division of Local Government for investigation regarding process and involvement of elected members and that the copy of the tape recording of this discussion and tape be held until such time as the investigation is completed.

DIVISION

A division was duly called (Rhoades/Innes), and those members voting for and against the motion were recorded:

FOR

Cr Rhoades
Cr Cowling
Cr Knight
Cr Degens
Cr Innes

AGAINST

Cr Arkan
Cr Sultana
Cr Townley

OPEN MEETING

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

- 318 RESOLVED** (Arkan/Degens) that the Closed Meeting now move into Open Meeting. 9.12pm

The General Manager read to the meeting the resolutions of the Closed Meeting.

- 319 RESOLVED** (Innes/Arkan) that the report and resolutions of the Closed Meeting be accepted.

This concluded the business and the meeting closed at 9.16pm.

Confirmed: 12 December 2013.

.....
Denise Knight
Mayor

ACQUISITION OF LAND - BENNETS ROAD DETENTION BASIN

Purpose:

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

That Council enter into negotiations with the owners of Lot 1 DP 134234 with the intention of purchasing that part of the property affected by the easement for inundation shown on DP 1177880.

That the amount to be paid to the owner for the acquisition of the affected area of the property takes into account Council's obligation to compensate the owner for the compulsory acquisition of the easement for inundation gazetted on 26 April 2013.

That Councillors be advised of the process and outcome of the negotiations.

Staff Comment:

The notice of motion is in regard to one of the properties discussed in the report titled 'Property Acquisitions Update' appearing under Corporate Business in this business paper.

As discussed in that report, the matter of compensation for the acquisition of the easement is not finalised, and opening up new negotiations could unnecessarily complicate the matter further.

If Council did pass this motion, and an agreement on price could not be reached with the owner, then a compulsory acquisition would be the only alternative. However, it is certain that Council would not obtain the Minister's consent to compulsorily acquire that part of the property affected by the easement, as the public purpose of flood mitigation has already been satisfied by the creation of the easement. This would effectively place Council in the same position it is now.

There is no funding available to purchase the land and if Council were to pass the motion it would ultimately increase the budget deficit.

FLOOD DATA MANAGEMENT AND MAPPING

Purpose:

To inform Council of the revised processes involved in flood data management and mapping and to amend the relevant Component of Development Control Plan 2013.

Description of Item:

The Coffs Local Government Area (LGA) has over 13 coastal catchments with significant residential development plus rural catchments such as the Orara River and Bucca Bucca Creek. Council has collated flood information over the years from various sources and of various quality. Sources include flood studies undertaken by Council following the NSW Governments 'Floodplain Development Manual', Development Applications, Local Environment Plans or other agencies such as the Roads and Maritime Services (RMS). There are also large areas of the LGA that do not have flood studies the majority of these are rural.

The current flood information exists in a variety of forms from flood studies that are only available in hard copy to the latest 2D flood studies with fully digital flood results and maps. To make this large source of data more readily available for use by Council and available to the public a 'data cleansing' exercise has been undertaken.

The trigger to undertake this data cleansing has been the ePlanning project. Council is currently investigating various eBusiness/eGovernment opportunities, noting that significant benefits can be gained across the organisation through the better use of electronic business procedures.

As part of the ePlanning project Council intends to deliver an online development enquiry service that will involve providing people with the ability to undertake enquiries relating to the relevant planning controls and affectations applying to a property. The project will also include the automated generation of flood notation for 149 zoning certificates.

The successful operation of this service relies on Council undertaking various 'data cleansing' activities to ensure that accurate information, in terms of land based constraints or affectations, can be provided to people using the service at a land parcel level. These data cleansing activities were commenced in late June 2012 and will be ongoing.

At its meeting of 28 November 2013 Council considered a report CIS 13/59 Flood Data Management and Mapping. Following a discussion regarding concerns as to the accuracy of the maps and the need for public exhibition, Council resolved that the matter be deferred pending input from staff, which follows.

The flood mapping layers are an evolving data set. Council does not have detailed flood assessment and ground level data of every part of every catchment. The data set is a compilation of the best available flood information that Council has, and will grow and improve over time.

Taking the above into consideration, placing the Flood Mapping GIS dataset on public exhibition may create an expectation that Council is able to address particular issues of concern with the information Council has available.

At its meeting of 14 November 2013 Council considered a report CIS 13/56 which detailed the priority assigned to floodplain management in each of the catchments in the local government area. The assigned priorities were Low, Medium or High, determined by using available flood information in studies and plans, if available, and knowledge of the size and number of flood issues and other factors such as development pressures within the relevant catchment.

Council resolved that:

1. *Council continue with the Floodplain Management Program in accordance with the priorities and information provided and that the priorities are reviewed regularly by Council's Floodplain Management Advisory Committee.*
2. *The update on the Flood Mitigation Program be noted*

Given that Council has limited resources to address flooding issues and that these must be focused based on a prioritisation of issues, it is not recommended that the Flood Mapping GIS dataset be placed on exhibition, but rather that any concerns raised regarding the dataset be referred to the Floodplain Management Advisory Committee when it reviews the priorities of the program.

Sustainability Assessment:

- **Environment**

Flood events, large and small, are natural occurrences. Development of the floodplain needs to be controlled with appropriate measures based on the level of risk with controls integrated into the planning system.

- **Social**

Large flood events can have a huge impact on the local community and on individuals affected by flooding. The integration of flood planning controls into Council planning and strategic processes is very important so that the community is informed of possible flood risk and that appropriate controls are placed on development.

- **Civic Leadership**

Under the NSW Flood Prone Land policy the management of flood prone land is, primarily, the responsibility of councils. The Coffs Harbour 2030 Plan, Places for Living, strategy PL 1.2. Provide infrastructure that supports sustainable living and is resilient to climatic events. Having flood data and information integrated into the ePlanning process helps facilitate the strategy.

- **Economic**

Broader Economic Implications

The 1996 flood event in Coffs Harbour had an estimated damages bill of over \$30 million and state wide flooding causes the most damage annually of all the natural disasters. Thus locally and regionally flooding can have a very large impact on the local economy with many varied economic implications. Having sound flood planning processes is part of the frame work for controlling flood impacts on the community.

Delivery Program/Operational Plan Implications

Grant funding through the ePlanning project was obtained to undertake the data cleansing of flood information. On-going maintenance of the flood data and mapping will be absorbed in Council's normal operational budget.

Risk Analysis:

Council receives indemnity, in relation to flood advice given and actions done, under the provisions of Section 733 of the Local Government Act, 1993 provided it has followed the guidelines of the State Government's Manual in developing, adopting and implementing the Floodplain Risk Management Plans and has acted in good faith. Council's Floodplain Risk Management Plans have been prepared following the guidelines.

Consultation:

Council's 'City Infrastructure Services – Engineering Services' staff have worked closely with the planning staff to facilitate the data cleansing and mapping of flood information making sure it is suitable to facilitate ePlanning. 'Corporate Business – Corporate Information' have also been consulted in the process.

Related Policy and / or Precedents:

Component D3 of the Coffs Harbour Development Controls Plan 2013 addresses Flooding and Coastal Hazards. It applies to proposed development on any land that is potentially flood prone. Development of flood prone lands is to be undertaken in accordance with Council's Floodplain Development and Management policy.

Council's 'Floodplain Development and Management' policy has the following aims:

- To minimise risk, both physical and economic, due to mainstream flooding;
- To minimise the effects of development on flooding in natural watercourses;
- To give developers clear guidelines for the requirements of particular developments on flood liable land.

Statutory Requirements:

Coffs Local Environment Plan 2013 (LEP 2013) has recently been gazetted. Section '7.3 Flood Planning' is an 'Additional Local Provision' in part 7 of the LEP. This clause applies to land at or below the flood planning level with the flood planning level being the 1:100 ARI (Average Recurrence Interval) flood event plus 0.5m freeboard.

LEP 2013 has not been adopted across the whole of the LGA with some areas deferred. These areas are still assessed under the Local Environment Plan 2000, Clause 23A Development of Flood Prone Land. This clause applies to land shown as flood prone on the flood prone land map. The flood prone land map depicts the 1:100 ARI flood event.

The mapping prepared in this process is to be integrated into Council's policy framework by amending the existing adopted DCP 2013 – in particular component D3 – Flooding and Coastal Hazards.

The DCP needs to be amended to say:

D3.1.2 Controls

Development of flood prone lands (as identified as the Flood Planning Area and Indicative Flood Areas in Council's Flood Mapping GIS dataset) is to be undertaken in accordance with Coffs Harbour City Council's Floodplain Development and Management Policy, as well as flood controls in Floodplain Risk Management Studies and Plans developed for individual catchments such as the Coffs Creek Floodplain Risk Management Study (where appropriate).

Section 79C of the Environmental Planning and Assessment Act 1979 (EP&A Act) relates to matters of consideration that in determining a development application, a consent authority is to take into consideration. Flood related development controls are not defined but would include any development standards relating to flooding applying to land under consideration.

Under Section 149 of the EP&A Act a person may apply to Council for a certificate with respect to any land within the area of Council. The Environmental Planning and Assessment Regulation 2000, Schedule 4 Planning Certificates provides regulations on the information that Councils are required to provide. Clause '7A Flood related development control information' provides details on flood information required.

Council's property information system will include a spatial layer including the flood prone land dataset, this will be based on "Council's adopted flood mapping" at the time of the inquiry. The spatial layer will be linked into Council's property information system enabling it to be automatically accessed in the generation of 149 Certificates. This Flood Mapping GIS dataset will need to be regularly updated and thereby regularly reported to Council as new information is provided or available to Council.

Issues:

ePlanning requires flood data to be in an electronic format suitable to interact with other Council systems to facilitate online enquiries and automatically generate flood data relating to properties. The best method available is to provide flood data in Geographic Information System (GIS) format. This is a relatively new format of presenting flood information with the most recent flood studies using the GIS format and tools to present flood maps and results. However, much of Councils flood data is held in older flood studies with hard copy maps created prior to GIS usage.

As part of the flood data cleansing process Council reviewed available flood data in terms of the methodologies used and quality of the flood study. The assessment was based around the various criteria and flood data was assigned a confidence level.

Also as part of the process Council engaged consultants to undertake a '1st Pass' flood assessment of the entire LGA. The consultant used the TUFLOW flood modelling software to produce a flood extents map indicating potentially flood prone land. The 1st Pass flood modelling is a preliminary assessment of flooding it is not a detailed flood study and does not represent the 1% AEP (Annual Exceedance Probability or 1 in 100 year) flood. The modelling included various filtering of results to provide a practical flood extents map, removing small steep gullies with small flows associated with 1st and 2nd order streams. The 1st Pass flood extent mapping will be used for areas that do not have detailed flood studies. It provides Council with a high level of confidence that flooding is an issue in these areas and if development or rezoning is proposed then further detailed flood assessment would be required. The areas identified under the 1st Pass flood assessment will be referred to as 'Indicative Flood Areas'.

For the flood data cleansing project consultants were provided with Councils flood information and they undertook the following steps:

- Assign a confidence level for the flood data based on the original flood study quality and methodology;
- Convert Council's flood data to GIS format;
- Align the flood data with Council ALS (Airborne Laser Scanning) ground level data;
- Consolidate the flood layers into a GIS data base;
- Provide GIS meta data for the information.

This process has provided Council with a dataset within GIS. This dataset is a spatial representation of possible flood extents for the LGA, it is not necessarily comprehensive or definitive and should be viewed as evolving. For detailed flood information one has to refer to the flood study from where the information has been obtained and interpret the flood data in the context of the flood study.

This dataset will be used for the issuing of Section 149(2) planning certificates in the ePlanning process. The data cleansing undertaken will provide better mapping of flood affected properties resulting in more accurate assignment of flood notations. Adjustments to flood notation will be made with properties gaining or losing notations as required.

Essentially the Flood Dataset Maps are evolving as new data comes available. Council needs to manage and regulate development on flood prone land in a structured, consistent and transparent manner, in accordance with best practice and State provisions. The new dataset is required in order to more comprehensively implement a management framework within the planning and development process of Coffs Harbour City Council.

The dataset is triggered for development assessment by provisions within the Development Control Plan 2013.

In undertaking the data cleansing process Council has developed criteria for the quality or confidence level of flood data and has updated and / or converted existing flood data into a form suitable to implement ePlanning while satisfying statutory requirements and facilitating implementation of councils LEP, DCP and policy flood related controls. Flood data changes or new data becomes available regularly and council needs to be able to maintain an up to date GIS database of the best available flood information. Council staff need to be able to maintain flood information and the data cleansing process has provided a criteria and methodology to do so. Any changes to the dataset will be reported to council.

Implementation Date / Priority:

The GIS flood dataset and process for maintaining it will be incorporated into Council's systems following adoption of this report.

Recommendation:

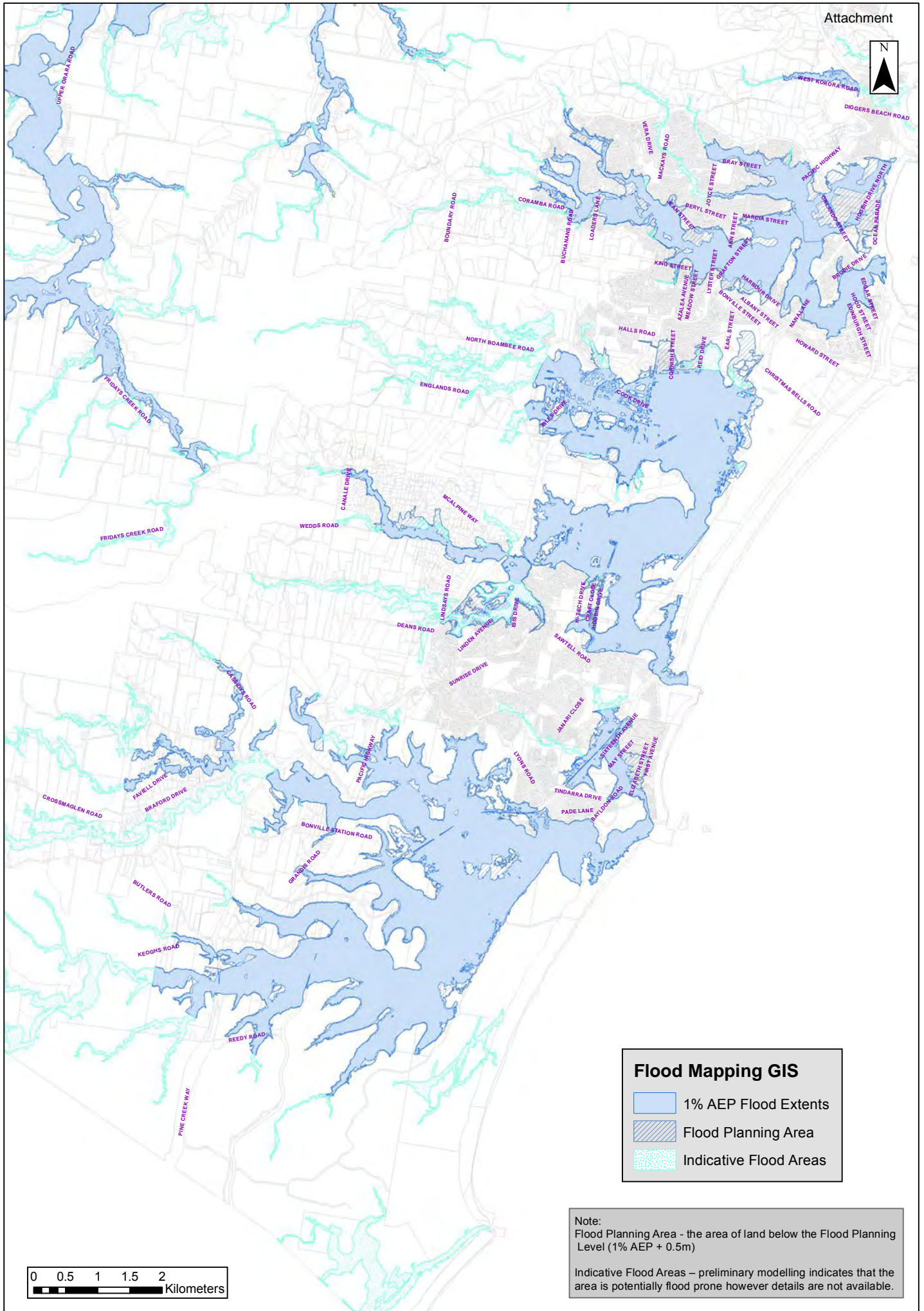
That Council adopts the following:

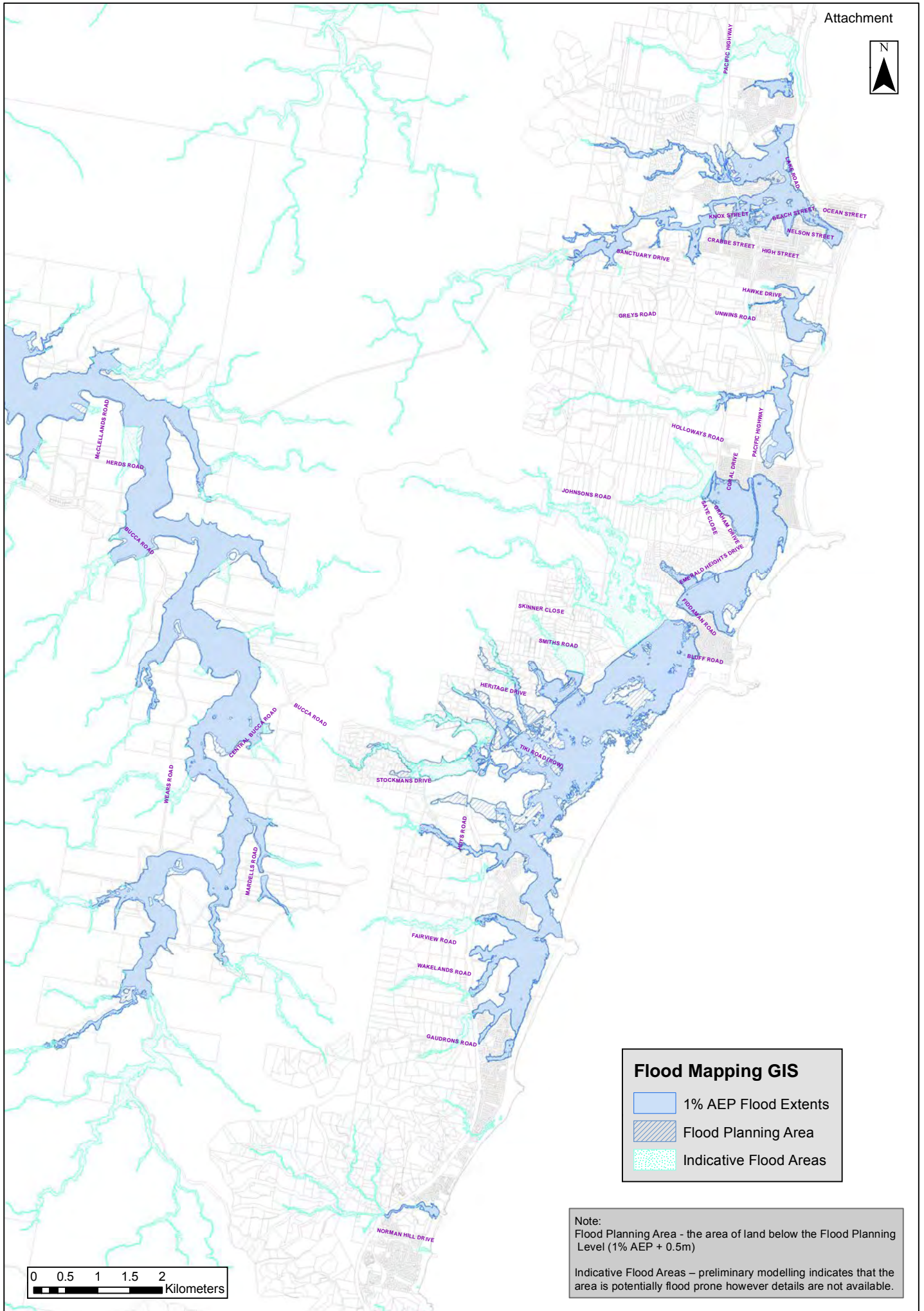
- 1. That Council adopts the Flood Mapping GIS dataset (Version 1.0) as detailed in Attachment 1.**
- 2. That the Flood Mapping GIS dataset be made available to the public.**
- 3. That Section 149(2) hazard notations for flooding risk include both the Flood Planning Area and Indicative Flood Areas as detailed in the Flood Mapping GIS dataset.**
- 4. That Council adopt the following amendment to Development Control Plan (DCP) 2013 – Component D3 – Flooding and Coastal Hazards.**

D3.1.2 Controls

Development of flood prone lands (as identified as the Flood Planning Area and Indicative Flood Areas in Council's Flood Mapping GIS dataset) is to be undertaken in accordance with Coffs Harbour City Council's Floodplain Development and Management Policy, as well as flood controls in Floodplain Risk Management Studies and Plans developed for individual catchments such as the Coffs Creek Floodplain Risk Management Study (where appropriate).

- 5. That, in accordance with the provision of the Environmental Planning and Assessment, Council place on public exhibition the amended DCP.**
- 6. In recognising the evolving nature of the Flood Mapping GIS dataset, that further reports will be referred to Council when there is updated flood information affecting individual lots within the local government area.**

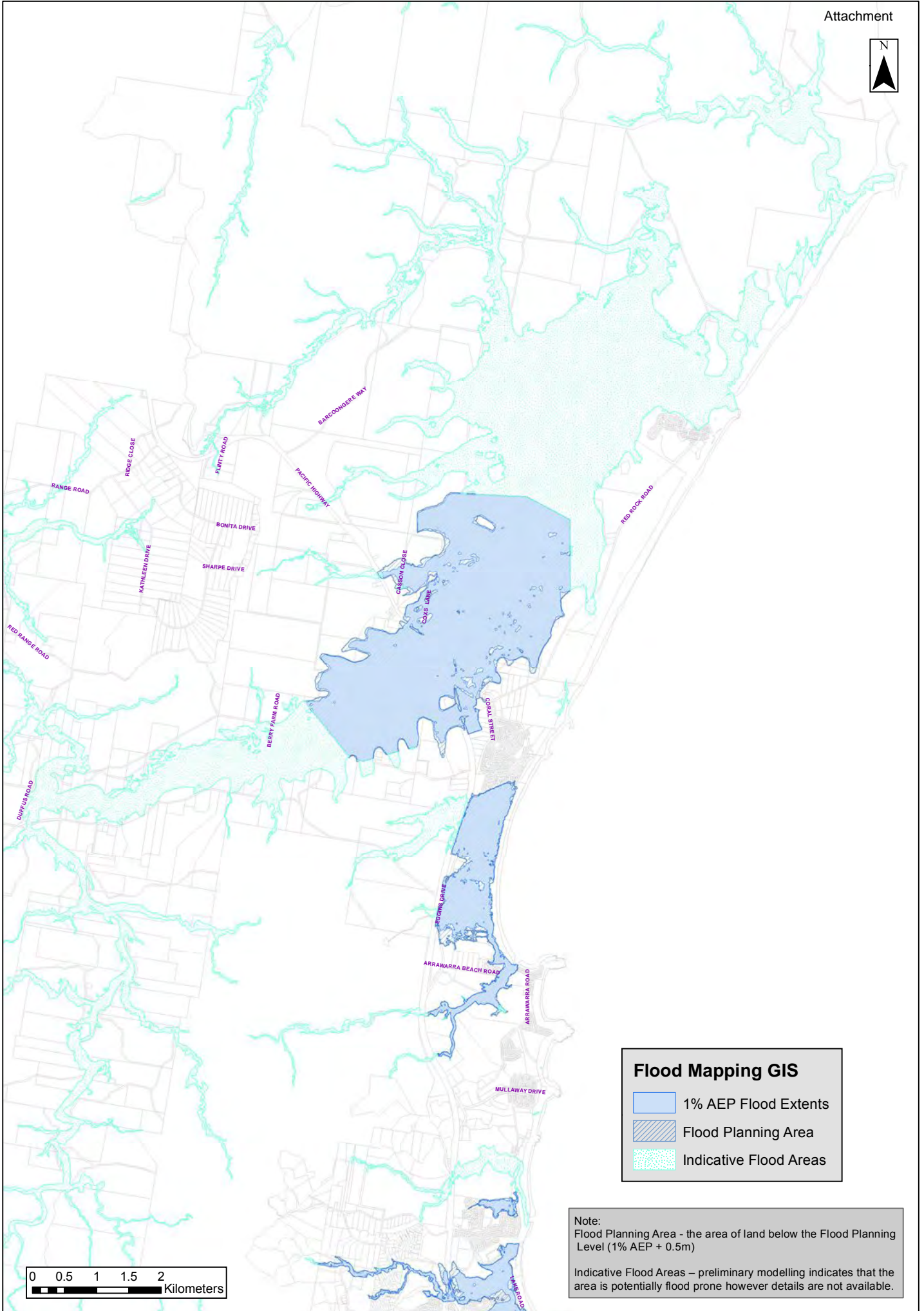




Flood Mapping GIS

- 1% AEP Flood Extents
- Flood Planning Area
- Indicative Flood Areas

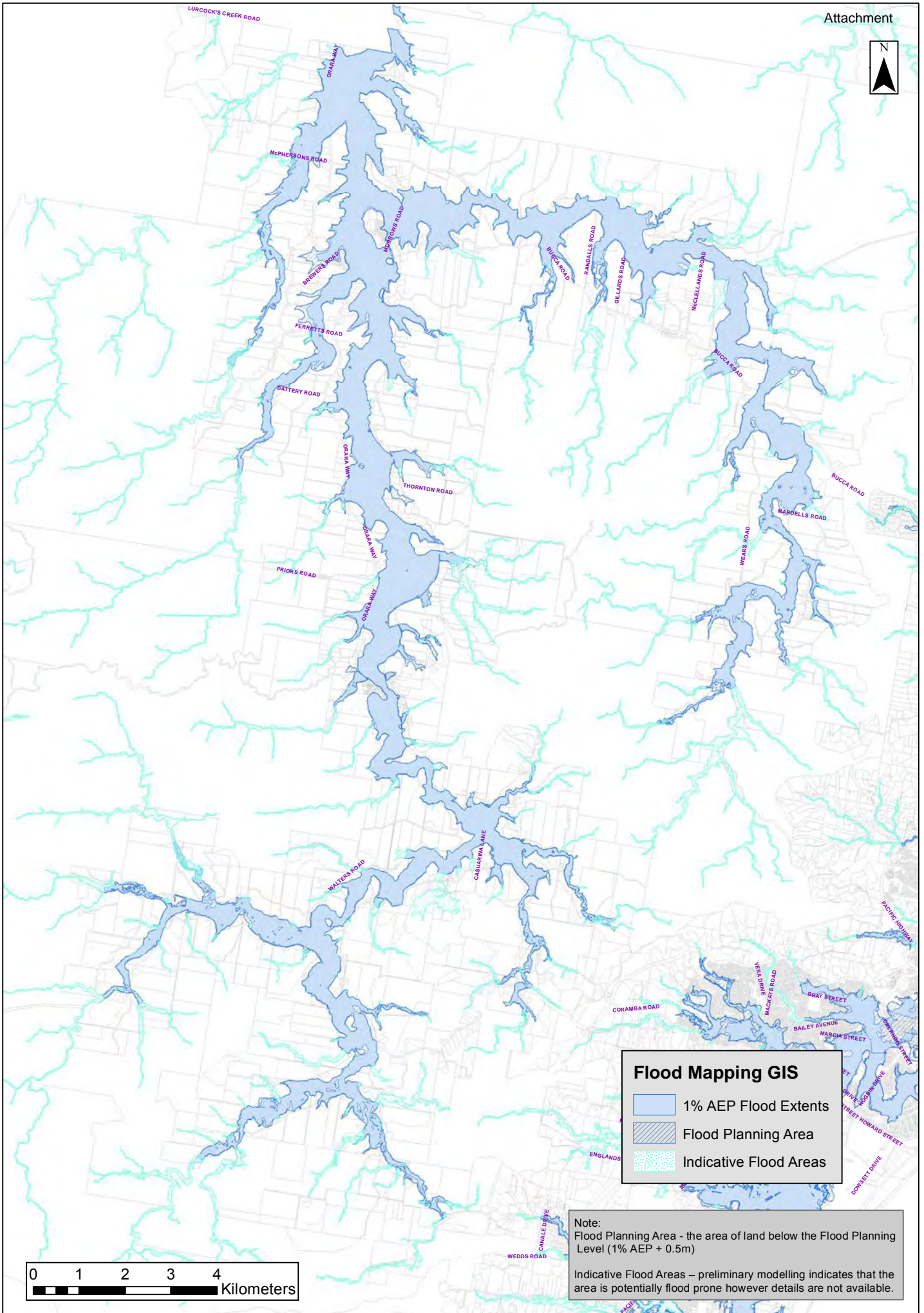
Note:
 Flood Planning Area - the area of land below the Flood Planning Level (1% AEP + 0.5m)
 Indicative Flood Areas – preliminary modelling indicates that the area is potentially flood prone however details are not available.



Flood Mapping GIS

- 1% AEP Flood Extents
- Flood Planning Area
- Indicative Flood Areas

Note:
 Flood Planning Area - the area of land below the Flood Planning Level (1% AEP + 0.5m)
 Indicative Flood Areas – preliminary modelling indicates that the area is potentially flood prone however details are not available.



Flood Mapping GIS

- 1% AEP Flood Extents
- Flood Planning Area
- Indicative Flood Areas

Note:
Flood Planning Area - the area of land below the Flood Planning Level (1% AEP + 0.5m)

Indicative Flood Areas – preliminary modelling indicates that the area is potentially flood prone however details are not available.



PROPOSED LEASING OF COMMERCIAL OFFICE SPACE - RIGBY HOUSE

Purpose:

Seeking delegated authority to the General Manager to finalise lease negotiations for the lease of office space on level 2 Rigby House and for authority for the execution of leases between Coffs Harbour City Council and incoming lessees.

Description of Item:

Council is the registered proprietor of Lot 110 in DP 777398 being the Rigby House office complex on Duke Street, Coffs Harbour.

Council currently occupies the ground floor (Gallery and Library) and the first floor (administration).

Centrelink leased the whole of the second floor until the expiry of its lease in September 2013.

Level 2 is now vacant and an agent has been engaged to market the property for future letting.

To ensure a smooth and timely transition from negotiation to formalisation of lease agreements it is necessary to be able to finalise and execute lease documents without delay.

This report provides some background to the leasing efforts and the process required to finalise lease negotiations.

Sustainability Assessment:

- **Environment**

The intended leases will relate to existing commercial office space which has been previously occupied and used for this purpose for many years. The leasing proposals will continue this use. As such there will be no change to the environmental impact.

- **Social**

This lease proposal will continue an existing use of the premises and as such there is no perceived potential change in regard to social sustainability and impact. Having the premises occupied and maintained creates a positive image for the centre and is better than rendering the land vacant and unproductive.

- **Civic Leadership**

The Coffs Harbour 2012-2016 delivery program objective is to (OC1.1.6) pursue corporate business opportunities to generate income to support Council programs. The proposed lease is consistent with this objective.

- **Economic**

Broader Economic Implications

A contribution to the activation of commercial office space within the CBD through appropriate tenure at market rent contributes to the strength of the CBD rental market and economic activity generally.

Delivery Program/Operational Plan Implications

Rent from the commercial leasing of level 2 Rigby House meets the operating costs of the building and supports the Property program generally. The current budget has been revised downwards in recognition of the current vacancy, noting that the commercial office space market in Coffs Harbour is regarded as soft. It is in council interest to let the premises as soon as possible.

Risk Analysis:

Prolonged vacancy

There are inherent financial risks associated with the leasing of commercial properties.

Foremost is the balance between seeking to maximize lease rentals against the potential duration of vacancy. As previously detailed the opportunity cost of holding out for higher rentals is effectively the value of forgone rent. Assuming the lower end of the market assessment, this would equate to approximately \$32,500 per month(gross). Conversely seeking to mitigate this loss in the short term can preclude the opportunity to capitalize on higher rents if/when the market improves. In other words forgone rent in the short term needs to be weighed up against accepting a lower rent under a long term lease arrangement.

In current market conditions, where traditional large space lessees are seeking to consolidate office space (such as government departments), the likelihood of protracted vacancy is high. Estimates from local agents are in the range of 6 – 12 months.

Council can, and does, mitigate this risk to a degree by including periodic and regular market rent reviews in the lease agreement. In this way council can absorb an initial reduction in effective rent to secure a tenancy but reserve the right to adjust the rent “to market” at times, and in a manner, prescribed by the lease agreement.

In this market it is suggested that some flexibility be shown to effective rent payable in the initial term but with a market rent review within the first two to three years of the tenure and then periodically thereafter, depending on the lease term.

Accommodating smaller tenancies.

The available space is 1420m².

There has been no interest to date for leasing the entire area and all market indications suggest that should Council insist on letting the space under a single tenancy then Council may experience a prolonged period of vacancy.

Accordingly staff investigating steps to enable the area to be divided into at least three separate office spaces. These will include the west wing in its entirety and two new suites comprising approximately equal spaces in the east wing. There is no guarantee that this effort is necessary but it is considered warranted in order to achieve the broadest possible market appeal.

Consultation:

- Council's Senior Valuer
- Independent local commercial property agents.
- Executive Manager Business Development

- Chief Information Officer
- Manager Telecommunications and New Technologies

Related Policy and / or Precedents:

The recommendations are in line with general leasing practices.

Where Council property is not required for current use for Council purposes, then numerous precedents have been set for leasing such premises or properties in order to obtain additional income and help to cover holding costs.

Statutory Requirements:

The property is classified as Operational Land in accordance with provisions of the Local Government Act 1993. Therefore, there are no impediments to pursuing this lease arrangement in accordance with normal leasing procedures and practices under the NSW Real Property Act 1900 and the Conveyancing Act 1919.

Regulation 400(2) Local Government (General) regulation 2005 applies with respect to execution of the lease documentation under Council seal.

Issues:

From a budget perspective operating revenue for Rigby House has been revised downwards for this financial year on account of the current vacancy.

To take advantage of the period of vacancy staff are taking the opportunity to refurbish the common areas as well as paint the interior of level two. These activities were otherwise not scheduled in the current budget but deemed necessary to maximize the presentation of the property to prospective tenants and to minimize any potential interruption to future tenancies (and therefore potential rent abatements).

Current market rental is assessed in the range \$275 - \$325/m² pa gross plus GST. In other words expected market rent per square meter is anticipated to be not less than approx \$32,000 per month (plus GST). Agent updates suggest that the commercial office market is softening putting further downward pressure on this range.

It should be noted that in soft lease markets, such as is being experienced in Coffs Harbour's CBD, lessors (Council) may need to consider rent holidays to secure future tenants on reasonable lease terms.

Marketing efforts continue to endeavor to secure a new tenant with print, internet and direct agent contact being the primary mediums used for marketing.

Authority to finalise lease agreements

To expedite potential leasing it is essential that there is flexibility and authority to negotiate and finalise agreements in a timely fashion. This report is submitted to facilitate this process by seeking delegated authority to the General Manager to finalise lease agreements for the lease of all or part of level two Rigby House at the market rental value determined by Councils Senior Valuer at the time and otherwise within the following parameters.

1. Term – minimum 2 years with options not exceeding a maximum lease term of 10 years.
2. Each party to meet respective legal costs.
3. Standard commercial office lease provisions as advised by Councils legal representative to otherwise apply.

Tenancy recommendations

Submissions from various local agents for the agency agreement all noted that the office market for 1420m² is "...limited...". Recent office lettings from Council's appointed agent has been for premises in the range 250m²- 500m².

Against this background it has been recommended that council consider dividing all or parts of level two into smaller tenancies (as mentioned in the risk assessment section of this report). Accordingly planning is being undertaken to facilitate three separate office spaces, being the whole of the west wing (720m²) and two suites within the east wing (at apprx 350m²) each.

This necessarily involves providing separate and discreet power sources to each proposed suite. Emergency egress must also be provided to the relevant standard.

The estimated cost of attending to the electrical division, including reconfiguring house power, is \$21,000. There is a speculative element in attending to the above however this is considered warranted given the current commercial office leasing market and the imperative to let the space as soon as possible.

Occupation by CHCC for operational use

Another aspect that has been considered as part of the marketing and leasing efforts has been Council's future requirements for office space to accommodate and centralize administration staff and whether there is, or will be, a need to utilise this space for office accommodation.

There is no strategic plan to utilise level 2 of Rigby House for council administration purposes in the short to mid term and accordingly proposed lease terms of up to, say, 10 years (including options) should not adversely impact on council's current requirements.

Council's IT section has similarly considered the use of the dedicated CPU room in the western wing of level 2.

Consideration was had to the utilisation of Rigby House solar power for the operation of the Council mainframe, particularly over the weekend when the solar power generated by the Rigby House system is not otherwise utilised. Preliminary costings however indicate that the cost to transfer Council's mainframe and the ongoing access and maintenance costs will exceed the potential savings.

Neither the recommendations nor the proposed lease(s) otherwise give rise to any foreseeable issues that would be contrary to the commercial operation of Rigby House.

Implementation Date / Priority:

Subject to offer and acceptance of lease terms, lease documents will be executed under seal following completion of drafting by Council's solicitor.

Recommendation:

- 1. That Council as the registered proprietor of Lot 110 in DP 777398 being the Rigby House office complex (Rigby House) undertake to lease on commercial terms all or part of level two to appropriately qualified tenants.**
- 2. That delegated authority be granted to the General Manager to finalise lease agreements for the lease of all or part of level two Rigby House at a rent within a 10% variance to the market rental value determined by Council's Senior Valuer at the time and otherwise subject to the following parameters:**

- 2.1 Term – minimum 2 years with options not exceeding a maximum lease term of 10 years.
 - 2.2 Each party to meet respective legal costs
 - 2.3 Standard commercial office lease provisions as advised by Councils legal representative
3. That any necessary documents required to give effect to the lease(s) of level 2 Rigby House, as negotiated by the General Manager in accordance with recommendation 2 above, be executed under the common seal of Council.

PROPOSED LEASE WESTSIDE TENNIS FACILITY

Purpose:

Seeking authority for the execution of a lease of Lot 3 in DP 7699, being the Westside Park at 10 King Street Coffs Harbour, between Coffs Harbour City Council and Westside Tennis Club Incorporated.

Description of Item:

Council is the registered proprietor of Lot 3 in DP 7699.

The land has been developed as the Westside Tennis complex and has previously been leased to the Westside Tennis Club Incorporated.

The previous lease expired in December 2012 and has operated under the continuing provisions of the lease on a month to month basis.

The previous lease rent was set at the equivalent Crown Land Minimum (currently \$450 p.a).

Westside Tennis Club Incorporated has requested a new lease for a period of 5 years with two options of 5 years (total potential tenure 15 years)

Council staff have written to all tennis clubs requesting input into a review of the respective lease structures to account for the commercial income being generated by the Tennis Professionals operating at the courts. The overarching objective is to better ensure the long term sustainability of the facilities, funded in part through income generated by commercial activities on the land.

The management and operation of the Tennis facilities through local tennis clubs has largely been a successful model. From the Westside's perspective the club has adequately maintained the facility and has actively sought grants to further improve facilities. A recent condition audit by the states peak sporting body Tennis NSW highlighted however a deficiency in forward planning for infrastructure replacement and renewal in the long term.

Council has sought to secure the long term sustainability of such facilities through the establishment of facility specific sinking funds drawn from income generated by commercial activity at the facility.

Sustainability Assessment:

- **Environment**

The recommendations do not give rise to any adverse environmental issues

- **Social**

This lease proposal will continue an existing use of the subject premises and as such there is no perceived change in regard to social sustainability and impact. The facility provides a valuable facility to help foster a sense of community and to promote healthy lifestyle choices.

- **Civic Leadership**

The Coffs Harbour 2012-2016 delivery program objective is to create facilities and services that allow the community to reach its full development potential
The proposed lease is consistent with this objective.

- **Economic**

Broader Economic Implications

The recommendation does not give rise to any adverse economic outcomes, noting that whilst the tenure is granted at a subsidised rate the responsibility for the ongoing maintenance and repair of the property rests with the lessee.

Further the tenure is granted on the basis the club commence and maintain a sinking fund with a minimum annual contribution being made as part of the lease agreement.

Delivery Program/Operational Plan Implications

Support of local clubs is in keeping with the 2030 Vision and delivery program for 2012 -2016 to provide each village with the services and facilities needed to maintain a sense of local community.

Further the plan aims to develop inclusive community, sporting and recreational activities. Facilitation of the Westside Tennis Complex lease will work towards these operational goals.

Risk Analysis:

The premise of the lease focuses on managing long term sustainability risks through establishing and building a capital reserve to meet future replacement and renewal costs.

Council will need to ensure that the proposed model is equally applied to the balance of the City's tennis facilities as the respective tenures fall due.

Consultation:

Tennis NSW.
Council Sports Development Officer.

Related Policy and / or Precedents:

The recommendations are in line with general leasing practices

Statutory Requirements:

The land is classified as community land and categorised as a sportsground pursuant to section 36 of the Local Government Act 1993.

Section 46 provides that a lease, licence or other estate in respect of community land may be granted in accordance with an express provision in the plan of management and provided such tenure is consistent with the core objectives of the land categorisation.

The land is subject to the Sportsground Plan of Management which, amongst other measures, authorises council to enter into lease and licences for the whole or part of the land.

The core objectives for management of community land categorised as a sportsground are:

- (a) to encourage, promote and facilitate recreational pursuits in the community involving organised and informal sporting activities and games, and
- (b) to ensure that such activities are managed having regard to any adverse impact on nearby residences.

Section 47 of the Act provides that Council must give public notice and consider submissions to the lease proposal prior to leasing or licensing the land.

Regulations 400(2) Local Government (General) regulation 2005 applies with respect to execution of the lease documentation under Council seal.

Issues:

The Westside Tennis Club is operated solely for the benefit of its members and the broader tennis playing community. From the proceeds of court hire and tournaments the club is required (pursuant to lease conditions) to meet the ongoing operational maintenance and repair cost of the facility.

Two issues have been discussed at length with the club executive in considering future tenure

Commercial operations being conducted at the facility

A tennis coaching and tuition professional and pro shop operates from the facility.

At Westside, as with all other tennis facilities in the City, Council has permitted the Clubs to manage the commercial operations at each facility independently of Council's control and influence.

It is incumbent on Council as the land manager to ensure that commercial market rents are applied to any commercial activity on the land.

Rental income is ultimately applied to the benefit and betterment of the facility.

In this instance the Club executive views the strength of the Club, the availability of the courts to the general public and the general presentation and maintenance of the courts, clubhouse and amenities as largely due to the efforts of the incumbent tennis pro who completes these tasks on a quid pro quo type arrangement in exchange for the right to conduct tennis coaching and tuition.

The Club executive is of the view that the operation of the Club is improved as a result of the attention of the incumbent tennis pro and that it is not in the best interest of the Club to significantly change this arrangement.

Planning and budgeting for capital replacement and renewal

The second issue is the Club's future capacity to meet the maintenance and repair of the facility pursuant to its lease/licence obligations.

Tennis NSW recommend a management model which, amongst other things, proposes establishing a sinking fund for such purposes.

It is recommended in this instance that the Club and the tennis pro negotiate an arrangement which allows the Club to commit to an agreed annual sinking fund contribution, which amount would be held by the Club and accessed only with the express consent of Council.

The overarching objective of the above is to ensure that sufficient funds are drawn from the facilities operation to enable the long term viability of the facility.

An adequate contribution to a sinking fund is proposed as an essential condition to the lease and will be subject to periodic review premised on the financial strength of the Club and the revenue generated by the Tennis Pro.

Tennis NSW estimate that a minimum of \$3,000 per court per annum is the minimum contribution which should be made to a sinking fund to ensure adequate capital and replacement in due course.

A facility condition audit and renewal budget plan completed by Tennis NSW for this facility estimates a required sinking fund contribution rate of \$5,000 per court per annum

Westside	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Resurface Court 1										\$20,000
Resurface Court 2										\$20,000
Resurface Court 3								\$20,000		
Resurface Court 4								\$20,000		
Resurface Court 5								\$20,000		
Clay Court Maintenance	\$10,500	\$10,500	\$10,500	\$10,500	\$10,500	\$10,500	\$10,500	\$10,500	\$10,500	\$10,500
Re Fence Courts 5-8				\$51,240						
Re Fence Courts 1-2					\$24,480					
Annual light bulb replacement allowance	\$720	\$720	\$720	\$720	\$720	\$720	\$720	\$720	\$720	\$720
Clubhouse and Amenities improvements		\$2,000				\$4,000				\$4,000
Nets and net posts	\$3,000						\$2,000	\$3,000		\$3,000
Replace Lights on										
Sinking Fund	\$40,293	\$66,366	\$93,439	\$122,512	\$100,345	\$104,938	\$130,011	\$157,084	\$123,157	\$152,230
Project Values for the year	\$14,220	\$13,220	\$11,220	\$82,460	\$35,700	\$15,220	\$13,220	\$74,220	\$11,220	\$58,220
Remaining Sinking Fund at years end	\$26,073	\$53,146	\$82,219	\$80,052	\$64,645	\$89,718	\$116,791	\$82,864	\$111,937	\$94,010

Council has two options

Council can resolve not to renew the lease to Westside Tennis Club and instead licence the facility to the Club for Club events and tournaments at the same rental as currently applied. In conjunction with this Council can call for EOI for a licence to conduct the commercial activities associated with professional tennis coaching and tuition. Council can collect the commercial rent and manage the proceeds accordingly.

Alternatively Council can allow the Club to continue to control the commercial activities on the land but require the Club, as a condition of the lease, to enter into a more commercial arrangement with the Tennis Pro. The proceeds of which are to be directed to the sinking fund.

Council will need to ensure that its management and handling of tennis facility tenure across the City is applied consistently,

Having regard to the long history the Westside Club has had in the development of the facility the latter approach is the recommended option.

The Club Executive has advised that they too prefer the latter option.

Accordingly the following lease provisions are proposed:

Premises	Lot 3 in DP 7699
Lessee:	Westside Tennis Club Incorporated
ABN:	92 741 523 670
Lessee Address:	PO Box 394 Coffs Harbour, NSW 2450
Guarantor	N/A
Licence Term:	5 years
Option	A further period of 5 years (maximum 10 years tenure)
Commencement	1/03/2014
Use:	Tennis courts and ancillary uses
Rental:	Equivalent to the Statutory minimum rent as determined by the Department of Lands from time to time (currently \$450) payable annually in advance. PLUS Contribution to sinking funds at a commencing rate of \$15,000 per annum
Review	Rent to be subject to annual cpi adjustment based on the quarter immediately preceding the anniversary of the commencement of the lease. Annual review of sinking fund contribution based on the audited financial accounts of the Lessor and the incumbent tennis professional and with a view to increasing annual sinking fund contributions to not less than \$24,000 in the final year of the first term.
GST:	Lessee is responsible for the payment of GST.
Outgoings:	Lessee is to be responsible for payment of all rates, taxes, charges and utilities including electricity and all other costs associated with its use and occupation of the premises.
Insurances:	Lessee to hold public liability insurance in a minimum amount of twenty million dollars (or such other amount as may be advised by Council from time to time) with such policy to nominate Council as being an interested party Lessee is to hold Workers Compensation insurance cover in respect of any employees working at the premises. Council as Licensor will, at Council expense, insure the buildings and improvement under council general insurance policy. The lessee must provide an annual asset condition report to facilitate insurance coverage.
Licence Costs:	Lessee is to be responsible for costs associated with leasing the premises, including Council's solicitors' reasonable costs.
Maintenance and Repairs	Lessee is responsible for all day to day maintenance and repair
Other:	The lessee will establish and maintain an interest bearing account to deposit sinking fund contributions. The lessee will require Council's written consent to access the account, which consent will only be granted for programmed capital renewal and replacement. Within 30 days of each anniversary of the lease the lessee will submit an annual statement as evidence of the sinking fund contribution and

	<p>balance. This provision will be an essential condition of the lease.</p> <p>The grant of coaching or professional rights or services to be subject to Council consent. Such consent will be subject to a review of the business plan and financial statements of the operator.</p> <p>The Lessee is to submit annual audited financial statements for Council review on an annual basis.</p> <p>The lessee is to record and report court usage rates on a monthly basis in the format prescribed by Council.</p> <p>Other Other general terms and conditions to be in line with the existing Lease agreement. Any other terms and conditions as may be advised or required by Council's solicitors.</p>
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Implementation Date / Priority:

The lease document will be executed under Seal following completion of drafting by Council's solicitor

Recommendation:

1. That Council as the registered proprietor of Lot 3 in DP 7699 being Westside Park, 10 King Street ("the demised premises") give public notice, pursuant to Section 47 of the Local Government Act 1993, of the proposal to lease the Demised Premises to Westside Tennis Club Incorporated for an initial term of 5 years with an option for a further 5 years subject to the lease terms and conditions detailed in this report.
2. That in the event there are no objections to the advertised proposed lease of Lot 3 DP 7699 to Westside Tennis Club Incorporated that Council as registered proprietor of Westside Park being 3 in DP 7699 (the Demised Premises) authorise the lease of the Demise Premises to Westside Tennis Club Incorporated for an initial period of 5 years and an option for a further period of 5 years and subject to the terms and conditions contained in this report.
3. That any necessary documents required to give effect to the lease of Westside Tennis Park being Lot 3 in DP 75699 to Westside Tennis Club Inc be executed under the Common Seal of Council.
4. That the cost of advertising the proposed lease pursuant to Section 47 of the Local Government Act 1993 and Council's reasonable legal costs in preparing and executing the lease be borne by the Lessee

COMMERCIALISATION OF CITYWORKS

Purpose:

To report to Council the positive outcomes of the review of the business case for commercialisation of the CityWorks branch and to recommend that Council proceed with commercialisation of the branch.

Description of Item:

At its Ordinary meeting of 22 November 2012 Council considered a report providing information on the commercial activities undertaken by the CityWorks branch under Council's Private Works Policy, and to propose a way forward to clarify opportunities arising from this area.

The report noted that CityWorks had undertaken around \$23 million in work for a range of customers (primarily State government and other councils, but also a limited number of private customers) and that around \$2.6 million had been generated as a result of these activities.

Council resolved that:

1. *Council note the scope of private works previously undertaken by CityWorks and the conclusions of phase one of the commercialisation review*
2. *Allocate \$95,000 from the Business Development Reserve in 2012/13 as a budget for the next stage of the commercialisation review of CityWorks to enable the development of a detailed business case and implementation plan.*

Council appointed Morrison Low Consultants to assist in coordinating the review and also providing specialist advice in a number of areas given their rather unique experience with local-government owned commercial operations in both Australia and New Zealand.

At its Ordinary meeting of 26 September 2013, Council received a report informing Council that progress on the review had been slower than hoped due to competing work demands and noting that a Project Control Group (PCG) was to be established. The PCG would be responsible for overseeing Portfolio Groups covering three key areas: Operations, Finance and Governance as well as monitoring overall progress. Council resolved to:

1. *Note progress on the Commercialisation Review of CityWorks*
2. *Appoint the Mayor and Deputy Mayor as members of the Project Control Group.*

Thanks to the overall coordination of the project by the PCG, but also considerable work by Council staff (particularly within CityWorks and Finance branches) the review is now complete.

The review determined that Council has an opportunity to establish CityWorks as a profitable, sustainable and innovative business that sells the core infrastructure-related capabilities – required to service Council's own needs – to external customers.

The commercialisation review produced three primary documents:

1. *Instrument of Delegation*: the means by which Council will limit the commercial operations of CityWorks through the General Manager beyond the over-arching controls established in the Private Works Policy.
2. *Governance Protocols*: the means by which the General Manager will maintain corporate governance that ensures best practice strategic direction and risk management, as well as accountability of CityWorks (on behalf of Council).
3. *An Operational Model*: the detailed implementation plan covering systems and processes, structure, resourcing and reporting necessary to ensure that Council's objectives in establishing the unit are met.

Central to the *Governance Protocols* (an attachment to this report) is the establishment of an Advisory Board. The role of the Board is to advise the General Manager on business planning, risk management, tenders and marketing for the unit. The Board would comprise three members selected on the basis of their skills which would be expected to include such areas as marketing, contracting, accounting, legal and financial management.

The *Protocols* establish

- limits on unit operations in terms of geography, financials and types of work to minimise risk corresponding to the limits established by the *Instrument of Delegation*.
- performance measures and targets for the unit across the "triple bottom line" of financial, social and environmental measures
- accounting policies (to ensure that Council complies with statutory obligations for financial reporting as well as the National Competition Policy) and

Further, the *Protocols* establish the means by which the General Manager will report to Council monthly on the operations and activities of CityWorks (including major tenders and issues that Council should be aware of) and annually as part of Council's Annual Report.

Finally, the *Protocols* establish an annual auditing program, to be undertaken by Council's Internal Auditor, to review compliance with the *Operational Model* in terms of processes, outputs and outcomes.

The *Operational Model* underpins the *Governance Protocols*.

As well as examining potential market opportunities (the business case), it serves as the implementation plan across the following areas:

- Procedures for project initiation, pricing and tender management
- Project management systems
- Structure and resource management
- Job cost control and reporting
- Contract management systems
- Subcontractor and supplier management
- Plant and fleet management
- Accounting and reporting
- Advisory board reporting
- Marketing of Coffs CityWorks
- Competitive Neutrality Policy

- Service Level Agreements (defining the relationships between CityWorks and other branches within Council including Governance, Finance, Human Resources, Corporate Information / IT, Engineering Services and Infrastructure Program Management)

A discussion of the many benefits of establishing CityWorks as a commercialised business unit of Council (beyond the direct benefit of the external revenues generated) are set out in the issues section of this report.

Sustainability Assessment:

- **Environment**

Commercialisation has driven higher standards for environmental management systems, with Cityworks implementation of an Integrated Management System (incorporating Environmental Protection, Workplace Health and Safety, Quality and Project Management) on projects gaining accreditation under the National Prequalification Scheme for construction industry contractors.

- **Social**

Commercialisation of CityWorks will lead to employment opportunities locally not only directly as employees of CityWorks but also indirectly via the engagement of local subcontractors.

The commercialised operation will have positive impacts on resource retention and therefore upon Council's ability to respond in emergencies.

- **Civic Leadership**

Commercialisation is an innovative way to improve Council service delivery as well as addressing Council's financial sustainability.

A commercialised operation is realising benefits in terms of Council's ability to achieve outcomes for the community outside of Council's direct control – i.e. the reconstruction of Cook Drive, discussed below.

- **Economic**

Broader Economic Implications

The commercialisation of CityWorks delivers positive benefits to the local economy via the engagement of local subcontractors on projects that may otherwise be delivered by contractors from out of town (e.g. Cook Drive, discussed below).

Delivery Program/Operational Plan Implications

Commercialisation of CityWorks is a means of driving innovation and improvements to Council service provision across a range of infrastructure-related programs and thus will impact positively on service delivery set out in the Delivery Program and Operational Plan.

Risk Analysis:

The primary means by which Council minimises its commercial risk through the limits to delegations set out in the *Instrument of Delegation*.

The *Governance Protocols* is the means by which the General Manager establishes suitable corporate governance arrangements to ensure CityWorks is profitable and sustainable.

The *Operational Model* establishes effective structures, systems and processes to ensure that risks associated with the operations of a commercialised CityWorks branch are identified and effectively managed.

Consultation:

The *Governance Protocols* have been developed in consultation with Council's Governance branch.

The *Operational Model* has been developed in consultation with relevant staff from Governance, Finance, Human Resources, Engineering Services and Infrastructure Program Management branches.

Unions and staff employed within the CityWorks branch have also been consulted about the proposal, noting that there is expected to be a positive impact on staff in terms of job opportunities and employment security.

Related Policy and / or Precedents:

Coffs Harbour City Council Private Works Policy dated 13 March 2009 establishes Council's overall policy regarding Private Works. The Instrument of Delegation establishes additional controls specifically relating to the Private Works undertaken by CityWorks

Statutory Requirements:

Under the National Competition Policy, government enterprises with a turnover in excess of \$2 million are subject to certain requirements to ensure a "level playing field" with private enterprise. This includes "ring fencing" of accounts, inclusion of tax equivalents in all pricing, full cost recovery of all internal charges and overheads.

Whilst current operations certainly comply, the proposed governance and operational arrangements demonstrate a far higher level of assurance that Council is compliant with National Competition Policy.

Delegation from Council to the General Manager as set out in the *Instrument of Delegation* is in accordance with section 377 of the NSW Local Government Act, 1993.

Issues:

Council has reaped considerable benefits from the commercial operations of CityWorks. As noted above, the unit has generated around \$2.6 million over the past few years working primarily for State and Local government.

Continuing these activities is attractive even on purely financial grounds – here is an opportunity to help Council "bridge the gap" to financial sustainability – but there are many other benefits besides.

Council must ensure that its internal resources are efficient and effective. Through its CityWorks branch, Council spends between \$25 and 30 million annually on a range of infrastructure-related services. Even a small increase in productivity will have a significant impact on Council's bottom line.

Commercialisation will drive improvements to efficiency and effectiveness through cultural change (staff viewing Council's operations more like a business), exposure to the market and improved systems and processes.

Additional work from external customers also helps Council achieve economies of scale. Many of Council's costs associated with infrastructure service provision are fixed e.g. depots, managerial and administration staff, plant ownership costs – whilst a portion of the costs of operating a grader or a truck, for example, are due to fuel, tyres, etc. a large portion are due to the cost of owning the item of plant. If the usage of the item increases (it does more hours in a year) then the cost of that item for Council to operate decreases substantially.

Council also benefits in terms of resource retention. This has two aspects to it: Council's own works programs vary from year to year. A commercialised entity is able to retain employment in years when Council has little work on (rather than needing to retrench staff) so that when, in future years, Council has lots of work to deliver it has the resources to do so.

Resource retention is vital in terms of Council's capacity to respond to emergencies. Resources retained to service a commercialised unit are available for Council to respond to an emergency.

One of the possible concerns with commercialisation of CityWorks is competition with local contractors. In fact, many of the contracts CityWorks has undertaken were likely to go to out of town suppliers had CityWorks not undertaken the work.

A good example of this is with the upcoming contract for the reconstruction of Cook Drive / North Boambee Valley Road and the Pacific Highway. This work, valued at several million dollars, is proposed to be delivered to Roads and Maritime Services by CityWorks under an alliance contract similar to that entered into with the then Roads and Traffic Authority relocating water supply mains ahead of the Sapphire to Woolgoolga Pacific Highway project.

To undertake work on the Pacific Highway for Roads and Maritime Services, contractors must be prequalified to the appropriate financial and technical level under the National Contractor Prequalification Scheme. There are no local contractors prequalified under this scheme, thus if the works were not undertaken by CityWorks then it would go to a contractor from out of the area.

Yet CityWorks will not only ensure this work helps local employment (not only Council permanent staff, but also casuals will be required to do the job) but also local contractors who will be engaged to assist in a sub-contract capacity.

The benefits of the commercialised operation of CityWorks extend further with the Cook Drive project: Council's pro-active approach to solving the construction difficulties and working through the risks has certainly assisted in realising this project that will not only be valuable in servicing the Bunnings development, but also reduce our number of traffic lights by one and significantly improve access into the North Boambee Road, currently a major bottleneck.

Conclusion

Fundamentally, Council must recognise that it is running a business. Whilst operating commercially brings with it external revenue opportunities, it also comes with commercial risk. There is a need to establish the strong governance framework set out in this report ensure that CityWorks is profitable and sustainable.

Council also operates a number of other business units and commercial ventures. These include the Telecommunications and New Technology Business Unit, Coffs Coast Conferences and external works in other departments such as Engineering Services (who undertake survey and design work for a limited number of customers such as Roads and Maritime Services) and Rangers (undertaking parking patrols in private car parks).

Whilst the Instrument of Delegation, Governance Protocols and Operational Model effectively address the commercial risks associated with private works undertaken by CityWorks, it is important that Council's framework to control risks arising from all its businesses is equally sure. For this reason, it is proposed that a broader review of Council's Private Works Policy be undertaken and that Council receive a further report on this to a meeting in the new year.

Implementation Date / Priority:

If Council resolves to establish a commercialised business unit for the CityWorks branch, the new structure, systems and processes would begin comprehensively on 1 July 2014. A number of the systems and processes set out in the Operational Model exist currently.

Recommendation:

That Council:

- 1. Note the outcomes of the commercialisation review of CityWorks, particularly that there is a business case for CityWorks to operate profitably and sustainably on a commercial basis as a business unit of Council**
- 2. In accordance with section 377 of the NSW Local Government Act, delegate the powers set out in the Instrument of Delegation for Coffs CityWorks to the General Manager, and that Council's seal be affixed.**
- 3. Endorse the Governance Protocols for Coffs Harbour CityWorks, by which the General Manager will maintain corporate governance that ensures best practice strategic direction and risk management of CityWorks, and which set out the reporting requirements regarding the operations of CityWorks to Council by the General Manager**
- 4. Receive a further report regarding the review of Councils Private Works Policy in the new year.**

Instrument of Delegation for Coffs CityWorks

Coffs CityWorks

Instrument of Delegation: General Manager

In exercise of the powers conferred by Section 377 of the Local Government Act 1993, the Coffs Harbour City Council delegates to the General Manager the powers, duties and functions set out in the attached Schedule and declares that:

1. This Instrument of Delegation is authorised by resolution **XXX** of Council passed on **.../.../.... (date)** and
2. The delegation
 - i) Comes into force immediately the Common seal of Coffs Harbour City Council is affixed to the Instrument of Delegation;
 - ii) Remains in force until Council decides to revoke it;
 - iii) Is subject to any conditions or limitations set out in the Schedule;
 - iv) Is to be exercised in accordance with the guidelines or policies, which Coffs Harbour City Council may from time to time adopt.

The Common seal of the Coffs Harbour City Council was affixed in the presence of

----- **Mayor**

----- **Councillor**

----- **Date**

Schedule

1. PREAMBLE

- 1.1 Coffs Harbour City Council CityWorks ('CityWorks') is a commercialised business unit of Coffs Harbour City Council ('Council').

2. AUTHORITY TO ENTER CONTRACTS

- 2.1 The General Manager will not allow CityWorks as a commercialised business unit to:
- (a) Enter into any single contract with a value greater than \$15M without prior consultation with the Council.
 - (b) Enter into any contract(s) with a single third party that sums to the value of 25% or more of CityWorks annual gross revenue without prior consultation with the Council.
 - (c) Enter into any customer contracts which have a term of longer than 5 years without prior consultation with the Council.
 - (d) Enter into contracts outside New South Wales without prior consultation with the Council

Coffs Harbour City Council

Coffs logo

Coffs Harbour CityWorks

CityWorks logo

Governance Protocols

November 2013

CityWorks Governance Protocols

1. PREAMBLE

1.1 Coffs Harbour City Council CityWorks ('CityWorks') is a commercialised business unit of Coffs Harbour City Council ('Council').

2. CORPORATE GOVERNANCE

2.1 The General Manager will maintain corporate governance that ensures best practice strategic direction and risk management of CityWorks, monitors management and ensures accountability of CityWorks on behalf of the Council.

2.2 To achieve this, the General Manager will:

- (a) Conduct quarterly briefings for Council, to discuss emerging risk and opportunities of the business, the general forecast performance expectations and to confirm relevant changes in Council policies, expectations or risk appetite.
- (b) Act on an informed basis, in good faith, with due diligence and care, and in the best interests of the Council.
- (c) Act in accordance with these Governance Protocols
- (d) Ensure compliance with applicable legislation and regulation.
- (e) Review and guide corporate strategy, major plans of action, risk policy, annual budgets and business plans; set performance objectives; monitor implementation and corporate performance; and oversee major capital and investment expenditures, acquisitions and divestments.
- (f) Select, direct and monitor key executives and oversee succession planning.
- (g) Monitor and manage declarations of potential conflicts of interest of management, Advisory Board members and the Council.
- (h) Ensure CityWorks's financial management is consistent with good business practice.
- (i) Ensure that Council's insurances are maintained at an appropriate level to cover the commercial operations of CityWorks
- (j) In the spirit of "No Surprises", keep the Council informed on significant events and issues, including those sensitive to publicity that may arise from Council being a political organisation.
- (k) Promote a culture which requires all employees to adhere to high levels of ethical behaviour.
- (l) Review and enhance Advisory Board performance and the performance and contribution of individual Advisory Board Members on an annual basis, taking account the current and future needs of CityWorks. Inform the Council on the mix of skills needed for the appointment of new Advisory Board Members as the need arises.
- (m) Monitor the effectiveness of overall governance and make changes as needed.

Attachment 2

CityWorks Governance Protocols

- 2.3** The General Manager will be assisted in maintaining corporate governance by the Advisory Board. The Advisory Board's role is to advise the General Manager on matters relating to CityWorks, including but not limited to business planning, risk management, tenders and marketing.
- 2.4** The Advisory Board will provide advice to the General Manager;
- (a) On corporate strategy, major plans of action, risk policy, annual budgets and business plans; set performance objectives; monitor implementation and corporate performance; and oversee major capital and investment expenditures, acquisitions and divestments.
 - (b) On CityWorks's compliance with the Operational Model
 - (c) On whether CityWorks's financial management is consistent with good business practice.
 - (d) On the validity of the annual insurance certificate; and
 - (e) On the effectiveness of overall governance
- 2.5** The Advisory Board shall act;
- (a) On an informed basis, in good faith, with due diligence and care, and in the best interests of the Council.
 - (b) In accordance with this Instrument of Delegation.
 - (c) In compliance with applicable legislation and regulation.
 - (d) To monitor and manage their potential conflicts of interest; and
 - (e) In the spirit of "No Surprises", keep the General Manager informed on significant events and issues, including those sensitive to publicity that may arise from Council being a political organisation.

3. AUTHORITY TO ENTER CONTRACTS

- 3.1** The delegation from the Council to the General Manager does not allow CityWorks as a commercialised business unit to:
- (a) Enter into any single contract with a value greater than \$15M without prior consultation with the Council.
 - (b) Enter into any contract(s) with a single third party that sums to the value of 25% or more of CityWorks annual gross revenue without prior consultation with the Council.
 - (c) Enter into any customer contracts which have a term longer than 5 years without prior consultation with the Council.
 - (d) Enter into contracts outside of New South Wales without prior consultation with the Council

4. OBJECTIVES

The principal objective of CityWorks undertaking external work shall be to operate a profitable, sustainable and innovative business and in so doing maintain a strong market presence in selected areas of infrastructure services. In pursuing this principle objective, the General Manager, the Advisory Board and CityWorks management shall:

CityWorks Governance Protocols

- 4.1 Focus on CityWorks core purpose, nature and scope as an infrastructure service provider.
- 4.2 Manage CityWorks prudently in order to maximise its long-term commercial viability and profitability to create Council value.
- 4.3 Achieve the commercial and non commercial objectives of the Council as set out in these Governance Protocols.
- 4.4 Manage the business with the objective of achieving agreed business growth.
- 4.5 Be customer focussed and ensure good customer results as measured against contract specifications.
- 4.6 Be a good employer that provides a work environment that recruits, fosters and maintains safe, competent, motivated, committed and productive employees.
- 4.7 Be a good corporate citizen:
 - (a) Meet the social interests of the community in a responsible way where able to do so
 - (b) Act in an environmentally responsible manner and apply environmentally sustainable practices.
 - (c) Act in accordance with Council’s Statement of Business Ethics

5. ADVISORY BOARD

- 5.1 The Advisory Board shall comprise:
 - (a) the General Manager (for an initial period while the Board becomes established)
 - (b) three Board members selected for their mix of skills determined by the General Manager as being appropriate to CityWorks
- 5.2 Each member of Advisory Board, other than the General Manager, will be paid a meeting fee, with the chair receiving double. The total fee paid to all eligible Advisory Board members shall not exceed \$3,000 per meeting and shall be reviewed annually taking into account CityWorks revenue for external work.
- 5.3 The members of the Advisory Board shall be appointed by the General Manager in consultation with the Mayor and the General Manager can remove a member of the Advisory Board at any time;
 - (a) Appointments to the Advisory Board will be for a two-year term, staggered to ensure continuity of the Advisory Board, with members retiring in September each relevant year.

CityWorks Governance Protocols

- (b) Prior to the appointment of any Advisory Board member the General Manager may call for Expressions of interest from members of the community with appropriate skills.
- (c) The General Manager shall appoint the Chair of the Advisory Board
- (d) The first Advisory Board will be appointed by 1 June 2014 and the General Manager may determine to extend the initial term of half the Advisory Board members to up to three years to ensure continuity.
- (e) All members of the Advisory Board shall be eligible for reappointment by the General Manager if they make themselves available.
- (f) The General Manager may declare an Advisory Board member's position vacant if the member fails to attend three consecutive meeting without good reason.
- (g) In the event of a casual vacancy occurring during the Advisory Board's term of office a replacement Advisory Board member shall be appointed by the General Manager to ensure the appropriate mix of skills is achieved.

5.4 The Meetings of the Advisory Board will be held at regular intervals at a time and place determined by the Board.

- (a) No business will be conducted unless there are at least two members of the Board plus the General Manager (if a current Board member) or his nominee present.
- (b) Meetings will be conducted in accordance with the Council's Code of Meeting Practice
- (c) The Executive Manager Coffs CityWorks will arrange for minutes of all meetings
- (d) The Advisory Board may require CityWorks managers and staff to attend meetings as ex-officio attendees, present reports and/or answer questions

5.5 Advisory Board meetings will be closed to the public as information that may be discussed would, if disclosed:

- (a) confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business is discussed
- (b) confer a commercial advantage on a competitor of the Council

6. NATURE AND SCOPE OF ACTIVITIES

6.1 The external work sought by CityWorks will be the kind of infrastructure construction and maintenance services that are generally delivered to the Council, including:

Attachment 2

CityWorks Governance Protocols

- Project Management
- Road Maintenance and Construction
- Bridge Maintenance and Construction
- Plant Hire
- Labour Hire
- Major and Minor Plant Maintenance
- Supply of Quarry Materials
- Heavy Haulage
- Water and Wastewater Maintenance and Construction
- Footpath and Cycleway, Repair and Construction
- Vegetation Removal and Management
- Road and Street Sweeping
- Traffic Control Lights Installation
- Line Marking and Sign Installation
- Weed Spraying
- Bitumen Spraying
- Electrical conduit installation
- Horticultural Services
- Concrete Maintenance, Repair and Construction
- Stormwater Maintenance and Construction

6.2 External work is defined as work that is for a client other than Council.

6.3 CityWorks shall deliver the Council's Capital Works and Maintenance Programs as delegated by the Director City Infrastructure Services unless otherwise allocated.

6.4 CityWorks will actively compete for customers and contracts in the Local Government Areas of

- Mid-North Coast Councils
(Bellingen, Coffs Harbour, Gloucester, Great Lakes, Greater Taree, Kempsey, Nambucca, Port Macquarie-Hastings)
- Central NSW Councils
(Cessnock, Dungog, Gloucester, Great Lakes, Lake Macquarie, Maitland, Muswellbrook, Newcastle, Port Stephens, Singleton, Upper Hunter)
- Namoi Regional Councils
(Gunnedah, Liverpool Plains, Narrabri, Tamworth Regional, Walcha)
- Northern Rivers Regional Councils
(Ballina, Byron, Clarence Valley, Kyogle, Lismore, Richmond River County, Richmond Valley, Rous Water, Tweed)

6.5 CityWorks may expand or contract the nature and scope of commercial activities;

- (a) Consistent with its objectives, delegations and relevant legislation;
- (b) In accordance with the advice of the Advisory Board; and
- (c) Consistent with the Council's objectives, risk management and funding requirements; and
- (d) With the agreement with the Council

6.6 CityWorks will not have work in hand in excess of \$15M (based on a rolling 12 month average) without consultation with the Council.

7. PERFORMANCE MEASURES AND TARGETS

The performance measures to be achieved for the 3 years ending 30 June 2017 are:

	<u>measure</u>
7.1 Return on Equity Net Profit before Tax as % of average Notional Equity Funds	TBA%
7.2 Return on sales Final annual net surplus (net profit) as a percentage of the annual sales revenue	TBA%
7.3 Distributions Distributions as % Distributable Income Cash surplus returned to Council from profits on external work	TBA% \$
7.4 Turnover Annual gross Income of	TBAm
7.5 Net Profit After Tax (equivalents) Before agreed abnormal items	TBAm
7.6 Average Gross Margin (Private Works) annual gross margin (gross profit) as a percentage of the annual sales revenue	20%
7.7 Days Outstanding In Receivables Average days sales divided into the month end receivable balance	TBAm
7.8 Council Program Percentage of Capital Works Program delivered Percentage of Maintenance Program delivered	% %
7.9 Health and Safety Lost time injury accident rate for accidents for every million hours worked	TBA%
7.10 Procurement Goods and services purchased in compliance with Council procurement guidelines	>TBA%
7.11 Environment Compliance with Council requirements such as (e.g. overflows, potholes, etc)	>TBA%

CityWorks Governance Protocols

<u>Performance Area</u>	<u>measure</u>
7.12 Customer Satisfaction Aged Debtors	>TBA%
7.14 Labour Utilisation Rate % non-chargeable Labour Overtime	>TBA%
 8. DISTRIBUTION POLICY	
8.1 CityWorks is committed to provision of consistent annual distributions to the Council in accordance with the performance goals set out in these Governance Protocols, CityWorks business plan and Council’s Dividend Policy.	
8.2 Dividends shall be used by the Council for; (a) Capital Works; and/or (b) Projects of strategic importance to Coffs Harbour City	
 9. ACCOUNTING POLICIES	
9.1 The measurement base adopted is that of historical cost. Reliance will be placed on the fact that CityWorks is part of the Council which is a going concern. Accrual accounting will be used to match expenses and revenues. CityWorks will comply with all Financial Reporting Standards that are appropriate.	
9.2 The specific accounting policies are set out in the recent audited financial report of the Council.	
9.3 CityWorks is a Category 1 Business Activity and shall at all times comply with the appropriate accounting standards and legislative requirements that apply under the National Competition Policy.	
 10. PROCUREMENT	
10.1 All procurement by CityWorks must comply with Council’s procurement guidelines and legislative requirements.	
 11. REPORTING	
11.1 The General Manager will report to the Council monthly on CityWorks: (a) as part of the ordinary budget reporting process. (b) Where there are updates to the Business Plan such as new major tenders; and	

CityWorks Governance Protocols

(c) On any other issues that, due to their financial political, social or environmental impact Council should be made aware of.

11.2 The General Manager, supported by the Advisory Board, will report to the Council annually on CityWorks;

- (a) annual financial plans to Council, with a three-year projection of income and expenditure
- (b) Annual Report and an audited financial statement to the Council by 30th November each year
- (c) Updated Strategic Business Plan

11.3 CityWorks shall report to the General Manager monthly on;

- (a) financial results (income and expenditure against budgets, projected results for the current year)
- (b) Budget v Actuals
- (c) Work in Hand
- (d) Profit and Loss
- (e) Balance Sheet
- (f) Aged debtors
- (g) Tenders Submitted and Prospective Works
- (h) Troublesome practice matters which includes but is not limited to;
 - o Any disputes or potential disputes arising with clients
 - o Unpaid invoices

12. COMPLIANCE

12.1 The operations of CityWorks shall be reviewed each year as part of Council's internal audit program. The audit shall review the level of compliance by CityWorks with the Operational Model in terms of processes, outputs and outcomes.

13. REVIEW

13.1 These protocols will be regularly reviewed by the General Manager who may make any amendments considered necessary for effective and efficient corporate governance.

CONTRACT NO. RFT-597-TO - TENDER FOR THE CONSTRUCTION OF THE MAIN SAWTELL SEWAGE PUMP STATION

Purpose:

To report on tenders received for Contract RFT-597-TO, for the Construction of the Main Sawtell Sewage Pump Station, and to gain Council approval to accept a tender.

Description of Item:

As part of the Coffs Harbour Sewer Strategy, Council is to close the existing Sawtell Sewage Treatment Plant (STP), and build a pumping station and rising main to deliver waste water through a 600 millimetre diameter rising main to the newly upgraded Coffs Harbour Water Reclamation Plant (WRP). The program of works for the decommissioning also includes the construction of a 40 Megalitre wet weather storage at the Coffs Harbour plant (to accommodate high inflows during storm events).

The work relevant to this tender, is the construction of the main Sawtell Pumping Station and associated structures. The station will include five submersible centrifugal pumps and will be capable of pumping over 600 litres per second to the WRP. Works generally comprise of:

- 10m deep, 10m diameter Sewage Pumping Station, valve pits, etc
- Earthworks for the site
- Gravity and Rising Main pipe work and structures
- Electrical and generator building
- Electrical conduits and structures
- Services, including water, reclaimed water, and drainage
- Concrete odour biofilter and associated mechanical equipment
- Installation of items supplied by Council
- Concrete paving of hard stand areas
- Roadworks, landscaping and fencing for the site

Open Tenders were called in local and capital city newspapers and in Council's Tenderlink portal. Tenders closed at 3:30pm on 19 November 2013.

Tenders were evaluated on the following criteria:

- Tenderer's financial capability and Tender conformity.
- Tender Price
- Nominated time for completion
- Details and logic of tender construction program
- Tenderer's experience & record of performance in similar projects

Five conforming tenders were received from:

- a) Haslin Constructions Pty Ltd (Sutherland, Sydney)
- b) Theiss Services Pty Ltd (Newcastle)
- c) Ledonne Constructions Pty Ltd (Carlton, Sydney)

- d) Gongues Construction Pty Ltd (Cameron Park, Lake Macquarie)
- e) Abergeldie Contractors Pty Ltd (Regents Park, Sydney)

Alternative tenders were also received from Ledonne Constructions and Haslin Constructions, but as these did not conform to the design intent, they were not considered further.

Sustainability Assessment:

- **Environment**

The Pump Station is part of the Coffs Harbour Sewer Strategy, for which an Environmental Impact Statement was completed in the year 2000. Since that time, each section of the project has had specific environmental assessments undertaken.

The pump station will enable the decommissioning of the outdated and deteriorated Sawtell STP, by pumping all sewage flows to the recently constructed Coffs Harbour Water Reclamation Plant. The main environmental benefit of the decommissioning is the closure of the effluent shoreline discharge at Boambee Headland. Other benefits include odour reduction, increased treatment quality, reduced energy usage, and reducing the risk of sewage overflow to the environment.

The Station has been designed to be as energy efficient as possible, utilising smaller 'jacking pumps' for normal flows, and only using the larger 'storm pumps' when necessary. The use of energy efficient motors, power factor correction and variable speed control will further reduce energy usage.

The location of the Pump Station is in a cleared area adjacent the existing treatment plant. Normal construction methods will result in no adverse environmental issues.

- **Social**

Social benefits of the Sawtell STP decommissioning include the elimination of the shoreline discharge adjacent to a swimming beach, the reduction of odour at the residential area adjacent to the plant, and the future rehabilitation of the plant site for community use.

The Sawtell STP site is also a common area for vandalism and unsocial behavior. The rehabilitation of the site will reduce this issue.

While the recommended Tenderer's business is based in Sydney, previous work undertaken by them employed workers from the local region. They have also nominated several local suppliers and sub-contractors

- **Civic Leadership**

The construction of the pump station is consistent with Council's 2030 Strategic Plan, as it will provide necessary infrastructure for present and future communities. The project is seen to be 'Best Practice' for wastewater management, and will enhance Coffs Harbour's advanced wastewater system.

- **Economic**

Broader Economic Implications

Economic analysis has been undertaken on the different scenarios for upgrading versus decommissioning the Sawtell STP. Decommissioning the plant has been deemed the most economically advantageous option for Council, both in the short and long term.

Economic analysis has also been undertaken to determine the most beneficial configuration of the Sawtell trunk sewer system. The adopted configuration, which also enables the decommissioning of two major sewage pumping stations, is the most advantageous.

Delivery Program/Operational Plan Implications

Council has Stage 2 funding approval for the overall project from the NSW Office of Water (NoW) under the NSW Country Towns Water Supply and Sewerage Program. Under NoW guidelines, a Stage 3 (and final) funding application for this section was not possible until after the closing of tenders. This application has been made and is awaiting approval from the Minister for Primary Industries and Small Business. The subsidy is 12.1% of the total cost.

Provision for the remainder of the costs for these works, has been made in Council's 2013/2014 Operational Plan.

The Tender prices include GST and is not the net cost to Council.

Risk Analysis:

Risk analysis has been undertaken on the different scenarios for upgrading versus decommissioning the Sawtell STP with decommissioning providing the lowest strategic, operational, financial, environmental, regulatory and reputation risk.

A risk assessment was undertaken during the Pump Station design phase to ensure that construction risk as well as the previously mentioned risks were minimised

Design and Tender documentation has been developed to minimise Council's exposure to risk.

Consultation:

Consultation with Council's Mechanical and Electrical Branch and Coffs Harbour Water Operations (who will carry out maintenance and operation of the pump station) was undertaken during the design and evaluation of the pump station

NSW EPA is an interested stakeholder in the decommissioning of the Sawtell STP, and receives monthly reports on the program of projects that will allow the plant closing.

Related Policy and / or Precedents:

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

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

Statutory Requirements:

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

Issues:

No issues arose during the calling of tenders.

The preferred tenderer has previously successfully undertaken work for Council, and favorable reports were received from all referees contacted. The tenderer has experience in construction of a pump station of similar size and design.

As mentioned previously, the works are eligible for subsidy from the NSW Office of Water. Under the subsidy guidelines, the tender cannot be awarded until final funding approval is received by the Minister for Primary Industries and Small Business. The Minister has been respectfully requested to provide this approval by 20 December 2013, so that the Contract can be let by the end of December.

Implementation Date / Priority:

The five tenderers nominated 'time to complete' between 30 weeks and 50 weeks. The preferred tenderer has nominated a 38 week period, which is satisfactory.

If Council resolves to award the contract and the Minister's funding approval is received in December, barring unforeseen events, it is expected that the works will be completed by the end of September 2014.

Recommendation:

That Council consider tenders received for tender RFT-597-TO for the Construction of the Main Sawtell Sewage Pump Station and move the motion as detailed in the confidential attachment.

TENDER: CONTRACT NO. RFT-612-TO CONSRUCTION OF BRELSFORD SKATE PARK AND YOUTH SPACE

Purpose:

To report on tenders received for the construction of Brelsford Skate Park and Youth Space, Contract No. RFT-612-TO, and to gain Council approval to accept a tender.

Description of Item:

On 7 March 2013, Council adopted the Brelsford Park Master Plan as detailed in the Coffs Harbour City Centre Master Plan 2031 that included the concept plans for the Brelsford Park Regional Skate Plaza / Youth Space on the corner of Earl St and Harbour Drive, Coffs Harbour.

Previous Council reports have detailed the justification for, planning and endorsement of this project in detail.

The Skate Park and Youth Space design has been completed and tenders were called for the specialised concreting, being the majority of the works. Due to the concreting being specialised in nature, there are currently only a small number of reputable companies in Australia carrying out such work to a high standard.

Works that are able to be carried out in-house will be constructed by Council day labour staff. These works include earthworks, landscaping, electrical and drainage.

Open tenders were called in local and capital city newspapers and in Council's Tenderlink portal. Tenders closed at 3:30pm on Tuesday, 19 November 2013.

Four (4) Tenders were received from the following:

- Concrete Skate Parks Pty Ltd (Hamilton, Qld)
- Convic Skate Parks Pty Ltd (Richmond, Vic)
- Precision Skate Parks Pty Ltd (Mulwala, NSW)
- VFG Skate Parks (Bogangar, NSW)

Sustainability Assessment:

- **Environment**

The works will be carried out under the conditions set forth in the Review of Environmental Factors (REF), necessary under Part V of the Environmental Planning and Assessment Act.

- **Social**

The works will require the majority of the northern corner to be closed during the construction phase. Pedestrian traffic will be affected at times, due to the footpath replacement works incorporated in the project. The works will be staged to minimise this disruption as much as possible. Car parking spaces adjacent to the site on Harbour Drive, and also on Earl Street will generally be available during construction.

The facility will continue to have good passive surveillance by the community.

The social benefits of the project have been extensively addressed in previous reports to Council.

- **Economic**

- Broader Economic Implications**

- Nil.

- Delivery Program / Operational Plan Implications**

- As reported to Council in February 2013, funding for the project is currently held in reserve with approximately \$1.21 million from the Community Facilities Fund and \$250,000 in the 2013/14 Operational Plan.

- Council has previously submitted funding applications to both Federal and State government through the RDAF program and the NSW Government through its Sport and Recreation Facility Grant program.

- While the RDA funding application was unsuccessful, NSW Sport and Recreation has approved a \$50,000 grant toward the project.

- The recommended tender will deliver the specialist concrete skate elements and pathways of the approved concept plan within the allocated budget.

- Risk Analysis:**

- Design and tender documentation has been developed to minimise Council's exposure to risk.

- Consultation:**

- Council has undertaken comprehensive community consultation, and also held numerous meetings/discussions throughout the design process with a stakeholder group comprising of community members with varied backgrounds and interests in the project. With the cooperation of the stakeholder group, Council representatives and the contracted designers, the design has been a collective of ideas and collaborative approach.

- Further details of the consultation process have been extensively addressed in previous reports to Council.

- Related Policy and / or Precedents:**

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

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

Statutory Requirements:

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

Issues:

The design phase of the project took longer than anticipated. The decision not to rush this phase will bear fruit in terms of the quality of the finished product.

Several elements of the facility were redesigned to accommodate requests from users and meet the needs of the whole Coffs community.

Considerable time has been spent in the detailing of construction issues. Given the scale and complexity of the structure, it is important to identify and address issues in the design phase rather than during construction.

Implementation Date / Priority:

It is anticipated that the contract works will commence in January 2014, and be completed late May 2014.

Onsite preparation work has already begun by CHCC staff, and CHCC staff will continue to carry out portions of the overall project onsite concurrently with these contracted works.

Due to the extensive concreting involved with the works, the completion date will be heavily dependent on weather. The intricate and unique design of the concreted areas will require a large number of specialised concrete pours, with each having the potential to be delayed by rain (or expected rain), high temperatures (above 30°C or expected high temperatures), or high/dry winds.

Recommendation:

That Council considers tenders received for the Construction of Brelsford Skate Park and Youth Space, Contract No. RFT-612-TO, and move the motion as detailed in the confidential attachment

MONTHLY BUDGET REVIEW FOR OCTOBER 2013

Purpose:

To report on the estimated budget position as at 31 October 2013.

Description of Item:

Estimated Budget Position as at 31 October 2013:

	General Account \$	Water Account \$	Sewer Account \$
Original Budget adopted 13 June 2013	426,307 (D)	4,553,442 (D)	3,165,226 (D)
Approved Variations to 30 September 2013	(335,000) (S)	Nil	Nil
Recommended variations for October 2013	(75,044) (S)	Nil	Nil
Estimated result as at 31 October 2013	<u>16,263 (D)</u>	<u>4,553,442 (D)</u>	<u>3,165,226 (D)</u>

General Account

	Deficit/ (Surplus)
Southern Phone shareholder dividend not budgeted for, payment to be received in February 2014.	(102,844) (S)
SES subsidy reduced as local expenses are now funded directly from the Police and Emergency Services levy.	(30,200) (S)
RMS approval received for \$3.08 million in grant funding for the storm events declared in January and February 2013. Council is required to contribute \$29,000 towards restoration works for each of these two storm events.	58,000 (D)
Total	(75,044) (S)

Water Account

Total	<u>Nil</u>
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Sewer Account

Total	<u>Nil</u>
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Sustainability Assessment:

- Environment**

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

- **Social**

There are no perceived short or long term social impacts.

- **Civic Leadership**

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

- **Economic**

Broader Economic Implications

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

Delivery Program/Operational Plan Implications

The Original budget for the General Account adopted on the 13 June 2013 provided for a deficit of \$426,307.

For substantial budget adjustments the associated council reports have addressed the triple bottom line factors independently in 2013/14.

Risk Analysis:

This is not applicable to this report.

Consultation:

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

Related Policy and / or Precedents:

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

Statutory Requirements:

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

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

Issues:

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

Implementation Date / Priority:

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

Recommendation:

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

Estimated Budget Position as at 31 October 2013:

	General Account \$	Water Account \$	Sewer Account \$
Original Budget adopted 13 June 2013	426,307 (D)	4,553,442 (D)	3,165,226 (D)
Approved Variations to 30 September 2013	(335,000) (S)	Nil	Nil
Recommended variations for October 2013	(75,044) (S)	Nil	Nil
Estimated result as at 31 October 2013	<u>16,263 (D)</u>	<u>4,553,442 (D)</u>	<u>3,165,226 (D)</u>

DEVELOPER CONTRIBUTIONS PLANS REVIEW 2013

Purpose:

To present to Council the following amended Developer Contributions Plans and Development Servicing Plans:

1. Regional, District and Neighbourhood Facilities & Services 2013
2. Coffs Harbour Road Network 2013
3. City Centre Car Parking 2013
4. Hearnese Lake/Sandy Beach Release Area 2013
5. Jetty Area Car Parking
6. Korora Rural Residential Release Area 2013
7. Mines and Extractive Industries 2013
8. Moonee Release Area 2013
9. North Coffs Release Area 2013
10. North Boambee Valley (East) Release Area 2013
11. North Bonville 2013
12. Park Beach Area 2013
13. South Coffs 2013
14. West Coffs Harbour 2013
15. West Woolgoolga 2013
16. Water Supply Development Servicing Plan 2013
17. Wastewater Development Servicing Plan 2013.

This report recommends that the Plans be adopted.

Description of Item:

On 27 September 2013 Council received formal advice of the gazettal of LEP 2013. Following receipt of this advice, and the adoption of the Coffs Harbour DCP 2013 in December 2012, Council's Developer Contributions Plans and Development Servicing Plans have been amended to refer to these recently adopted documents rather than the superceded LEP 2000 and various area specific DCP's.

Council, at its meeting on 10 October 2013, resolved to place the Draft Developer Contributions Plans listed above on exhibition for a period of 30 days. The Draft Plans were placed on exhibition from Thursday, 24 October to Friday, 22 November 2013. One submission was received on the Draft Plans. This is discussed in the 'Issues' section of this report.

Some other minor amendments to the contributions plans have also been undertaken and these are also discussed in the 'Issues' section of this paper.

The amendments to the Draft Plans are considered to be generally 'housekeeping' in nature.

Sustainability Assessment:

- **Environment**

There are no environmental issues associated with this report.

- **Social**

Council's Developer Contributions Plans are a mechanism for funding infrastructure and services that provide for the needs of additional population.

- **Civic Leadership**

It is appropriate that Council's contributions plans reflect the most recent strategies and plans rather than outdated documents. This will ensure a greater strategic alliance to Council's adopted Coffs Harbour 2030 Plan and its various components.

- **Economic**

Broader Economic Implications

The Draft Plans provide a mechanism for the collection of funds to enable the provision of infrastructure required as a result of development. The funds are allocated through the budget process as sufficient amounts are collected to undertake the works that are the subject of each contribution included in the draft plans.

Delivery Program/Operational Plan Implications

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

Risk Analysis:

The changes to the plans as proposed would reduce risk by way of referring to current strategies and plans rather than superceded documents.

Consultation:

Council's Developer Contributions Internal Working Group has been consulted in the preparation of this report.

Related Policy and / or Precedents:

There are no related policies or precedents associated with this report.

Statutory Requirements:

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

- 1) After considering any submissions about the draft contributions plan that have been duly made, the council:
 - a) may approve the plan in the form in which it was publicly exhibited, or
 - b) may approve the plan with such alterations as the council thinks fit, or
 - c) may decide not to proceed with the plan.
- 2) The council must give public notice of its decision in a local newspaper within 28 days after the decision is made.

Issues:

There have been some additional minor amendments to the plans that relate to referencing some of Council's adopted strategies.

Specifically the following plans have been amended to reference Councils 'Our Living City Settlement Strategy' rather than previous superceded urban development strategies and related documents:

- Coffs Harbour Road Network Contributions Plan
- Hearnese Lake/Sandy Beach Contributions Plan
- Moonee Release Area Contributions Plan
- North Bonville Area Contributions Plan
- West Coffs Contributions Plan
- West Woolgoolga Contributions Plan.

The following plans have been amended to reference Council's adopted Coffs Harbour Open Space Strategy 2010, the Coffs Harbour Sports Facilities Plan and the Coffs Harbour City Council's Social and Community Strategic Plan in lieu of the superceded Open Space Strategy 1998 and Coffs Harbour City Council's Community Services Plan:

- Hearnese Lake/Sandy Beach Contributions Plan
- Moonee Release Area Contributions Plan
- North Bonville Area Contributions Plan.

The abovementioned amendments ensure that the Draft Plans demonstrate the current nexus or need for the facilities that are the subject of a monetary contribution.

The existing Roads, Trunk Drainage and Mines and Extractive Industries Plan has been amended by the deletion of contributions towards two items, those being the upgrade of the Loaders Lane/Coramba Road intersection and the construction of a culvert on James Small Drive. Both these items have been completed and all necessary contributions accounted for. The revised draft plan, now titled the Mines and Extractive Industries Plan, now includes only contributions towards road maintenance associated with quarrying operations. The contribution applicable to mines and extractive industries in the draft plan has been updated to current day values.

The Water Development Servicing Plan and Waste Water Development Servicing Plan have an additional clause inserted – Clause 7.12, which references Council's adopted Works In Kind Policy. This inclusion is to ensure users can clearly identify the requirements associated with any proposed works in kind.

One submission was received in relation to the Draft Moonee Release Area Contributions Plan. The submission objects to the construction of a collector road through that land parcel and requests that the Draft Moonee Release Area Plan not be adopted pending an assured benefit of compensation for the effects of the construction of the northern collector road through that land. The northern collector road is integral to the development of all lands in the Moonee Release Area to the north of Moonee Beach Road. It should be noted that this land parcel is the subject of a major project application with the Department of Planning, that application including the siting of the collector road as per the Moonee DCP and Developer Contributions Plan. The current adopted Moonee Release Area Contributions Plan and the Draft Plan both include contributions towards the construction of the collector road and purchase of land under the collector road with no change to the monetary value of those contributions. Therefore, as the draft plans contain amendments to refer to current adopted policies and strategies only, whether the Draft plans are adopted or not will have no effect on the issue of compensation.

Implementation Date / Priority:

Public notice of the adoption of the Draft Plans will be provided immediately should Council adopt the recommendations of this report.

Recommendation:

That the following Draft Section 94 Developer Contributions Plans and Draft Section 64 Development Servicing Plans be adopted

1. **Regional, District and Neighbourhood Facilities & Services 2013**
2. **Coffs Harbour Road Network 2013**
3. **City Centre Car Parking 2013**
4. **Hearnes Lake/Sandy Beach Release Area 2013**
5. **Jetty Area Car Parking**
6. **Korora Rural Residential Release Area 2013**
7. **Mines and Extractive Industries 2013**
8. **Moonee Release Area 2013**
9. **North Coffs Release Area 2013**
10. **North Boambee Valley (East) Release Area 2013**
11. **North Bonville 2013**
12. **Park Beach Area 2013**
13. **South Coffs 2013**
14. **West Coffs Harbour 2013**
15. **West Woolgoolga 2013**
16. **Water Supply Development Servicing Plan 2013**
17. **Wastewater Development Servicing Plan 2013.**

As reported to Council 12 December 2013



ATTACHMENT 1

COFFS HARBOUR REGIONAL, DISTRICT AND NEIGHBOURHOOD FACILITIES AND SERVICES

Developer Contributions
Plan 2013

DRAFT



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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

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

The Coffs Harbour Land Capacity Assessment 2004 predicts, and the Draft "Our Living City" Sustainable Settlement Strategy makes provision for, further residential expansion in the order of 32,488 people by the year 2030 from an estimated population of 67,920 in 2004.

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

- additional open space;
- additional community facilities and services; and
- additional beach protection works

SUMMARY OF WORKS SCHEDULE

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

SUMMARY OF CONTRIBUTION RATES

Table 2 summarises the costs of the identified public facilities.

Table 3 summarises the contribution rates applying to the different public facilities to be provided in accordance with this contributions plan. Appendix "B" includes additional contribution rates that apply to various other forms of development.

DATE OF COMMENCEMENT OF THE PLAN

This plan came into operation on 23rd February 2000.

AMENDMENTS

This Plan was amended on 16th October 2003 and subsequently on the 4th November 2004, on the 24th August 2005, on 26th March 2007, on 24th April 2008 on 8th May 2013, and subsequently on XX/XX/XXXX.

ATTACHMENT 1

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

Works Required	Estimated Capital Cost	Catchment	Benchmark / Estimated Staging
Regional Open Space	\$5,490,000.00	Local Government Area	Substantial works complete Future works as funds become available.
Northern District Open Space	\$3,555,000.00	As shown on Map 1	Development as demand dictates
Coffs Harbour District Open Space	\$1,475,000.00	As shown on Map 2	All land in Council's ownership Combine street facility commenced 2006
Southern District Open Space	\$2,130,000.00	As shown on Map 3	Substantial works 2006. Future works as funds become available.
Ararawarra/Mullaway N'hood Open Space	\$10,000.00	As shown on Map 4	Works as funds become available
Woolgoolga N'hood Open Space	\$90,000.00	As show on Map 5	Works as funds become available
Korora N'hood Open Space	\$60,000.00	As shown on Map 6	Works as funds become available
Section 94 Co-ordination and Administration	\$692,008.00	Local Government Area	Five Year Program

ATTACHMENT 1

Table 2 – Summary of Costs of public Facilities and Services

Public Facility	Total Cost \$	Grant Funds or other Income \$	Contributions Collected or Levied as at 30-6-2006* \$	Net Cost to be Levied \$
Regional Open Space	5,490,000.00	0.00	580,360.00	4,909,640.00
Northern District Open Space	3,555,000.00	00.00	607,325.33	2,947,674.67
Coffs Harbour District Open Space	1,475,000.00	0.00	934,892.72	540,107.28
Southern District Open Space	2,130,000.00	0.00	752,204.88	1,377,795.12
Ararua/Mullaway N'hood Open Space	10,000.00	0.00	8,945.77	1,054.23
Woolgoolga N/hood Open Space	90,000.00	0.00	26,738.28	63,261.72
Korora N'hood Open Space	60,000.00	0.00	22,077.00	37,923.00
Developer Contributions Co- ordination and Administration	692,008.00	150,000.00	0.00	542,008.00

* Includes developments approved up till 30th June 2006

Table 3 – Summary of Contribution Rates

Service / Facility	Net Cost to be Levied \$	Per Person \$	Per Lot/ Large Dwelling \$	Per Small Dwelling \$	Per SEPP Seniors Living Dwelling (self care) \$
Regional Open Space	4,909,640.00	304.95	853.86	597.70	469.62
Northern District Open Space	2,947,674.67	999.55	2,798.74	1959.12	1539.31
Coffs Harbour District Open Space	540,107.28	233.71	654.39	458.07	359.91
Southern District Open Space	1,377,795.12	740.75	2,074.10	1451.87	1140.76
Arararra/Mullaway N'hood Open Space	1,054.23	23.43	65.60	45.92	36.08
Woolgoolga N'hood Open Space	63,291.72	168.25	471.10	329.77	259.11
Korora N'hood Open Space	37,923.00	135.44	379.23	265.46	208.58
S94 Co-ordination & Administration	\$542,008	110.61	309.71	216.80	170.34

Notes:

1. **Contribution rates will be applied as follows:**
 - the first lot in a residential subdivision is exempt from contributions
 - the first dwelling on a residential lot is exempt from contributions
 - the contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.
2. A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas).
3. The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres of floor area (excluding garages and balcony areas).
4. SEPP Seniors Living occupancy rates refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004
5. Additional contribution rates for various other types of development are included in this Plan at appendix "B"

PART 2 - ACCOUNTING AND ADMINISTRATION

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act 1979 and Part 4 of the Environmental Planning and Assessment Regulation 1994 and may be referred to as the Coffs Harbour Regional, District and Neighbourhood Facilities And Services Developer Contributions Plan 2013.

(iii) ensure that the existing community is not burdened by the provision of open space, community facilities and beach protection works required as a result of future development;

(iv) provide a comprehensive strategy for the assessment, collection, expenditure, accounting and review of development contributions on an equitable basis throughout the Coffs Harbour local government area (LGA).

PURPOSE OF THE PLAN

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

AREA TO WHICH THE PLAN APPLIES

The regional facilities included in this plan apply to the whole of the Coffs Harbour LGA. The district facilities included in this plan apply to the catchments shown in Maps 1 to 3. The neighbourhood facilities included in this plan apply to the catchments shown in Maps 4 to 6.

Other purposes of the plan are to:

- (i) ensure that an adequate level of open space, community facilities and beach protection works are provided throughout the local government area (LGA) as development occurs;
- (ii) enable Council to recoup funds which it has spent in the provision of open space, and community facilities in anticipation of likely future development;

RELATIONSHIP TO OTHER PLANS AND POLICIES

This contributions plan supersedes the previous developer contributions plans for community facilities, and open space, which came into effect on 13 May 2013

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

This plan should be referred to in conjunction with other contributions plans adopted by Council and applying within the Coffs Harbour LGA.

ATTACHMENT 1

FORMULA FOR DETERMINING CONTRIBUTIONS

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

Contribution per person

$$= \frac{(C - O - L)}{P}$$

Where:

C = total cost of works to provide the desired facility or service including:

- land acquisition cost to Council
- survey, investigation, design, and construction administration
- construction costs including embellishment of land

O = funds from other sources

L = contributions levied or received up to and including 30-6-2006

P = anticipated additional population

Contributions either paid or levied up to and including 30-6-2006 have been included for the purposes of determining the current contribution amount.

TIMING OF PAYMENT OF CONTRIBUTIONS

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

- development consents involving subdivisions – prior to release of the linen plan;
- development consents involving building work – prior to the release of the building approval;
- development consents where no building approval is required – at the time of issue of the notification of consent, or prior to the

commencement of approved development as may be determined by Council.

DEFERRED OR PERIODIC PAYMENT

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

- there are valid reasons for deferred or periodic payment;
- no prejudice will be caused to the community deriving benefits from the public facilities required by the proposed development;
- no prejudice will be caused to the operation of this plan;
- the provision of the public facility or service in accordance with the adopted work schedule will not be adversely affected.

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

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

ATTACHMENT 1

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

exempted under directions that may be made from time to time by the NSW Minister for Planning.

WORKS IN KIND

POOLING OF FUNDS

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

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

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

REVIEW OF CONTRIBUTION RATES

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

Council will review the contribution rates to ensure that the monetary contributions reflect the costs associated with the provision of the open space and community facilities.

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

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

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

where

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

C = Previous contribution rate

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

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

EXEMPTIONS

Council may consider exempting developments, or components of developments from the requirement for a contribution for developments that include aged care accommodation where the residents require in house care, and developments that are specifically

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

PART 3 - STRATEGY PLANS

RELATIONSHIP BETWEEN EXPECTED DEVELOPMENT AND DEMAND FOR ADDITIONAL PUBLIC FACILITIES

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

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

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

The Coffs Harbour City Council Social and Community Strategic Plan 2006-2010 specifies the community facilities required by future development.

The Coffs Harbour City Council Open Space Strategy 2010 identifies the passive and active open space facilities required by future population

Coffs Harbour Sports Facilities Plan identifies the active recreational facilities required by the future population

Causal Nexus

The anticipated increase in population in the Coffs Harbour LGA will place greater demands on existing community and open space facilities and beach protection works, and require the provision of new community and open space facilities and beach protection works which are not currently available in Coffs Harbour.

Physical Nexus

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

Table 1 identifies the catchment for each community and open space facility to be provided in accordance with the provisions of this plan.

Temporal Nexus

The community and open space facilities will be provided in a timely manner to benefit those who contributed towards them.

Table 1 lists the benchmark or estimated staging for the provision of public facilities to be provided in accordance with this plan.

ATTACHMENT 1

FUTURE POPULATION & DENSITIES

According to ABS Census figures the population of Coffs Harbour was 58,337 in 1996 and 62,492 in 2000. The Coffs Harbour Land Capacity Assessment 2004 estimates that the 2006 population plus development applications approved as 73,215 people, and that approximately 100,408 people will be living in Coffs Harbour in 2030.

Average occupancy rates in Coffs Harbour in 2001 were as follows:-

OCCUPANCY RATES

DWELLING TYPE	OCCUPANCY RATE
Large Dwelling	2.8
Small dwelling	1.8
Seniors Living SEPP dwelling (self care)	1.5

Source: ABS census figures

- A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas).
- The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres of floor area (excluding garages and balcony areas).

The Coffs Harbour City Council Open Space Strategy 2010 and the Coffs Harbour Sports Facilities Plan, which covers the entire LGA, provides Council with a framework for the acquisition, development and management of public open space within the City.

Regional open space facilities are being provided for the benefit of the entire Coffs Harbour population. Contributions will only be sought, therefore, for that proportion of the cost of those facilities attributable to new development. Council will cover the difference

between the total cost and the cost component created by the development from other capital funding sources.

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

REGIONAL OPEN SPACE

The Coffs Harbour Sports Facilities Plan 2010 identifies the Coffs Coast Sport & Leisure Park as a regional recreational facility designed to cater for the needs of the entire LGA population. The Coffs Coast Sport & Leisure Park Plan of Management 2001 provides details of the type of facility to be provided, funding and timing of provisions.

Existing Facilities

Existing facilities at the Coffs Coast Sport & Leisure Park include rugby league fields and amenities, hockey/cricket fields, soccer fields, Kart track, Motorcross track and road bike track and associated amenities. The Coffs Harbour International Stadium, also situated within the complex, was funded from an alternative source. The Hulberts road Velodrome facility is also regarded as a regional facility. All contributions towards the complex received to date have been expended.

Proposed facilities

In addition to the existing facilities the following facilities are proposed:

- 1 stadium warm up field
- 3 soccer fields
- 2 turf cricket wickets
- 4 softball diamonds
- 1 baseball diamond
- International Stadium upgrades

- Car Parking, landscaping and associated infrastructure

The total cost of these proposed works is estimated at \$5,490,000.00. The facility is to be constructed over a 15 year period. As the Coffs Coast Sport & Leisure Park is a regional facility, residential, rural residential and rural development will be required to pay a contribution towards its construction. The facility is designed to cater for the LGA population in 2020 which is expected to be an additional population of 16,100 people.

Calculation of Contribution Rate

In accordance with the standards provided for in Council's Open Space Strategy, all future works will be constructed to meet the needs of the future population. Accordingly the full cost of future works is to be collected from future development.

Contribution

Total cost of works C = \$5,490,000.00

Funds levied or collected L = \$580,360

Total future population P = 16,100

Contribution per person

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

$$= \frac{\$5,490,000 - \$580,360}{16,100}$$

$$= \text{\$304.95 per person}$$

DISTRICT OPEN SPACE

A network of formal district sporting facilities is required to cater for the recreational needs of both the new and existing population. It is intended that the facilities be located to ensure they are

within 30 minutes drive from users. The district network is designed to cater for a catchment population of around 30,000 to 35,000 people.

NORTHERN DISTRICT

The Northern District, as defined in Council's Open Space Strategy 1998, extends from the LGA boundary in the north to Emerald Beach in the south and west to the coastal range. The Coffs Harbour Land Capacity Assessment 2004 estimates the existing population plus approved developments as 12,902 people. The catchment population is ultimately expected to increase to 18,566 by the year 2030. However this would require some land to be rezoned. The catchment is shown in Map 1.

Existing Facilities

Active recreation facilities exist at Centennial Reserve and High Street in Woolgoolga and at the Woolgoolga Sportsground. Additional facilities will be required to cater to the needs of the new population.

Proposed Facilities

Land has been purchased west of the Pacific Highway at Woolgoolga to the north of Woolgoolga Dam. It is proposed to develop four district sporting ovals on this land as part of the district network. The Hearn's Lake/Sandy Beach Development Control Plan identifies land off Graham Drive at Sandy Beach for the provision of district sporting grounds and associated facilities.

ATTACHMENT 1

These facilities have been included in this **Existing Facilities**

Active recreation facilities exist at Centennial Reserve and High Street in Woolgoolga and at the Woolgoolga Sportsground. Additional facilities will be required to cater to the needs of the new population.

Proposed Facilities

Land has been purchased west of the Pacific Highway at Woolgoolga to the north of Woolgoolga Dam. It is proposed to develop four district sporting ovals on this land as part of the district network. The Hearnese Lake/Sandy Beach Development Control Plan identifies land off Graham Drive at Sandy Beach for the provision of district sporting grounds and associated facilities.

These facilities have been included in this plan.

plan.

Calculation of Contribution Rate

Cost of Works

Woolgoolga facility	\$1,540,000.00
Sandy Beach facility	\$2,015,000.00

Total Cost of works C = \$3,555,000.00

Contributions levied
Or received to date L = \$607,325.33

Future population P = 2,949

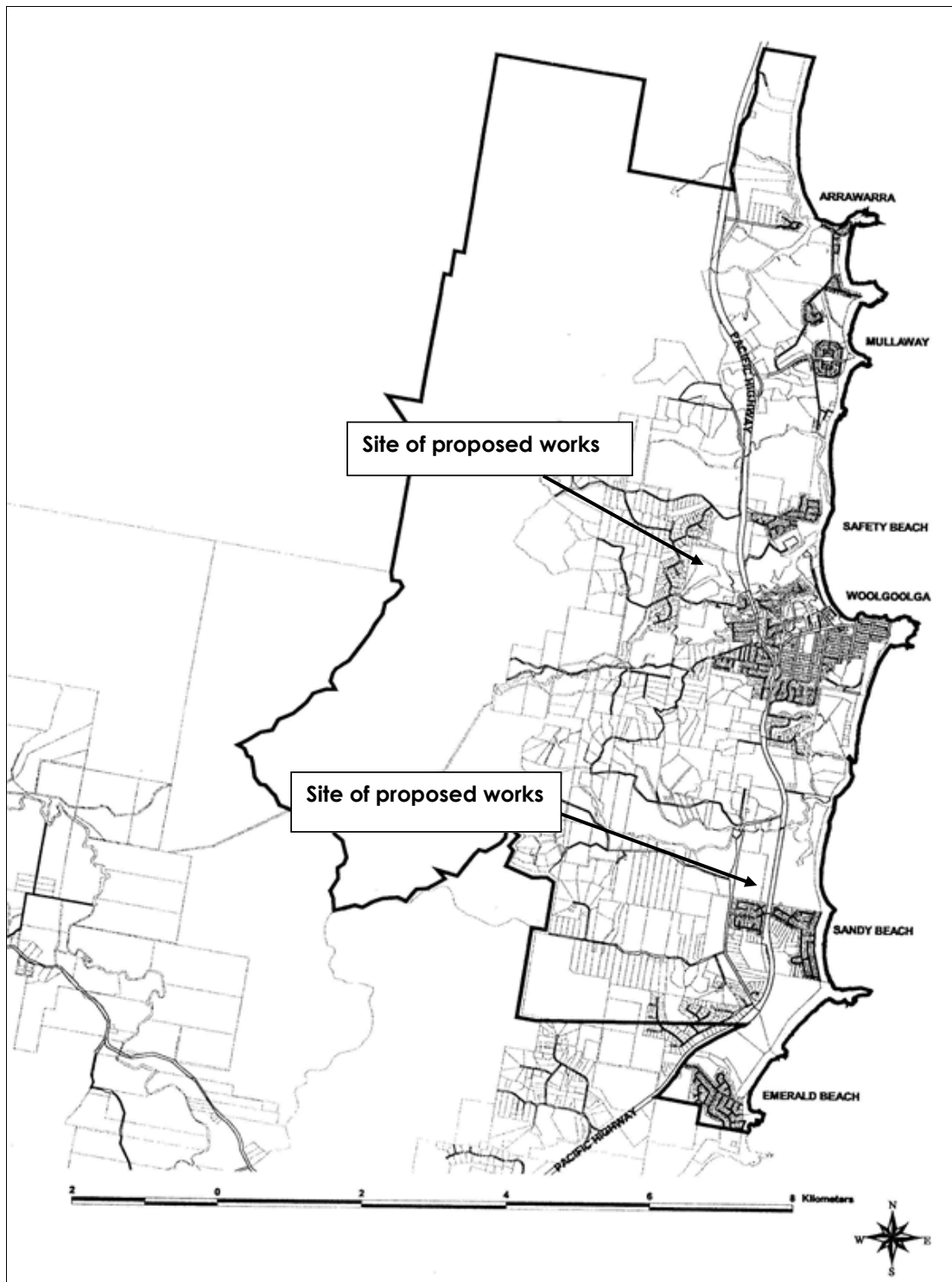
Contribution per person

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

$$= \frac{3,555,000 - 607,325.33}{2,949}$$

Contribution per person = \$999.55

ATTACHMENT 1



**MAP 1
NORTHERN DISTRICT**

COFFS HARBOUR DISTRICT

The Coffs Harbour District extends from Sapphire in the north, westward to Red Hill and to Boambee Creek in the south. North Boambee Valley is not included in this plan as it is covered by the North Boambee Valley Stage 1 Release Area Developer Contributions Plan 1999. Korora Rural residential area is also excluded.

Council's Land Capacity Assessment 2004 estimates the current population within the catchment as 30,658. It also predicts an additional 2,311 people can be accommodated on current zoned land.

The catchment is shown in Map 2.

Existing Facilities

There are district facilities in McLean Street, Bray Street, York Street, Brelsford Park, Orlando Street, Murray Drive, Coff Street, Plantain Ave Korora, and Polwarth Drive, West Coffs. These facilities serve the existing population.

The costs of these facilities have been paid for by previous contributions or funds from other sources.

Proposed Facilities

Land has been acquired at Combine Street, and Bakers Road, West Coffs for future active and passive open space facilities.

Council intends to construct two ovals plus amenities at Combine Street, and passive recreational facilities and amenities at Bakers road.

Cost of Works

Bakers Road

Passive recreation facilities
Including recreational amenities, picnic facilities and associated infrastructure \$495,000

Combine Street

2 Ovals plus amenities and associated infrastructure \$980,000

Total Cost of facilities \$1,475,000

Calculation of Contribution Rate

Cost of Works C = \$1,475,000

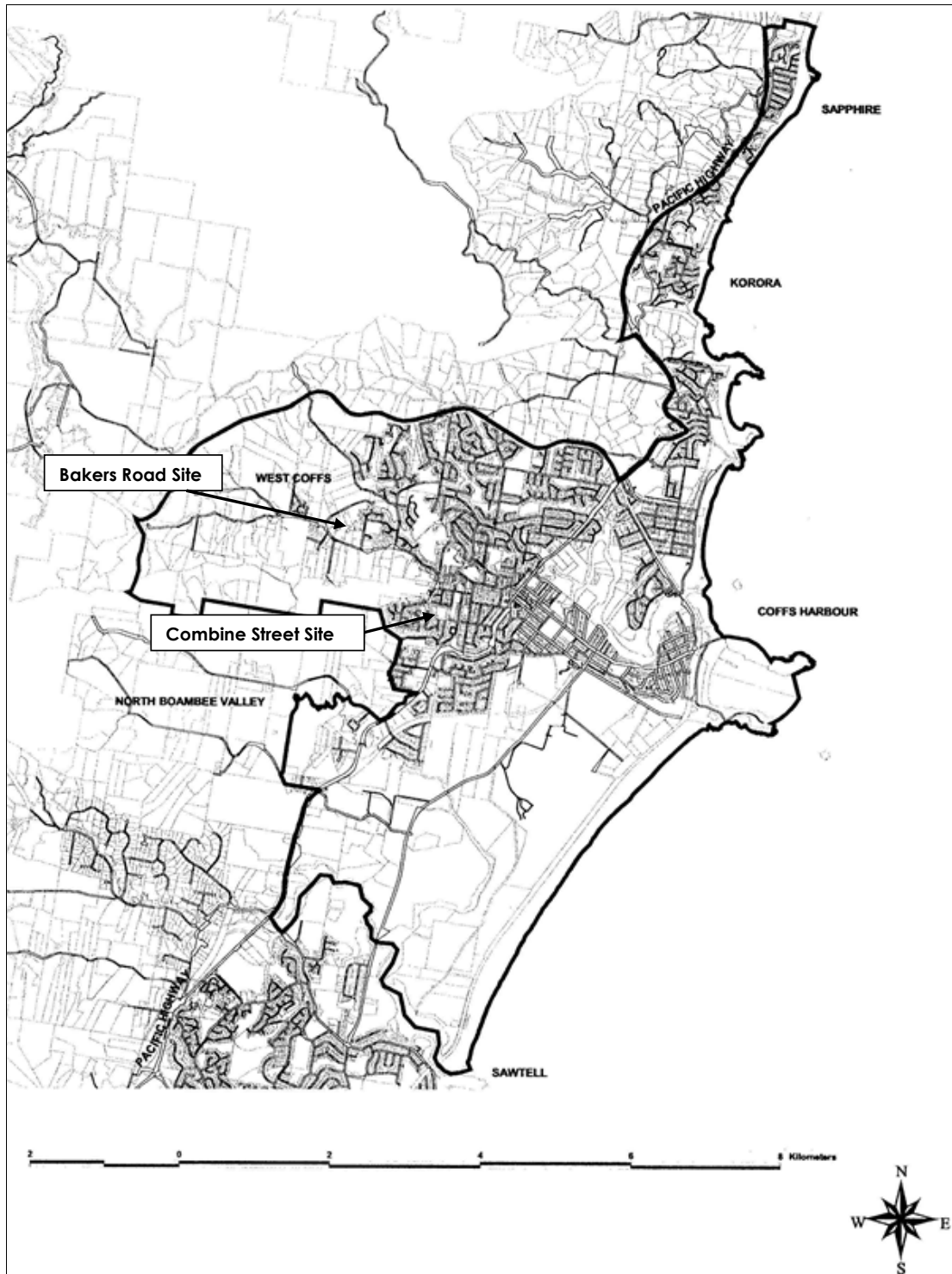
Received or levied to date L = \$934,892.72

Future Population P = 2,311

Contribution per person
= $\frac{1,475,000 - 934,892.72}{2,311}$

= **\$233.71 per person**

ATTACHMENT 1



MAP 2
COFFS HARBOUR DISTRICT

SOUTHERN DISTRICT

The Southern District extends from Boambee Creek in the north to the LGA boundary in the south and west. Council's Land Capacity Assessment 2004 estimates the current population within the catchment as 19,265. It also predicts an additional 1,860 people can be accommodated on current zoned land.

The catchment is shown in Map 3.

Existing Facilities

There are existing facilities at Richardson Park, Ayrshire Park, Sawtell Oval, Hulberts Road, and Toormina Oval.

Proposed Facilities

Further works are proposed at the Hulberts Road facility to cater to the needs of the future population. These works include 1 soccer field, 1 Aussie Rules/cricket oval, 1 baseball diamond, 10 netball courts and associated amenities and parking facilities.

Cost of Works

Construction costs \$2,130,000.00

Calculation of Contribution Rate

Cost of Works C = \$2,130,000.00

Received or levied to date L = \$752,204.88

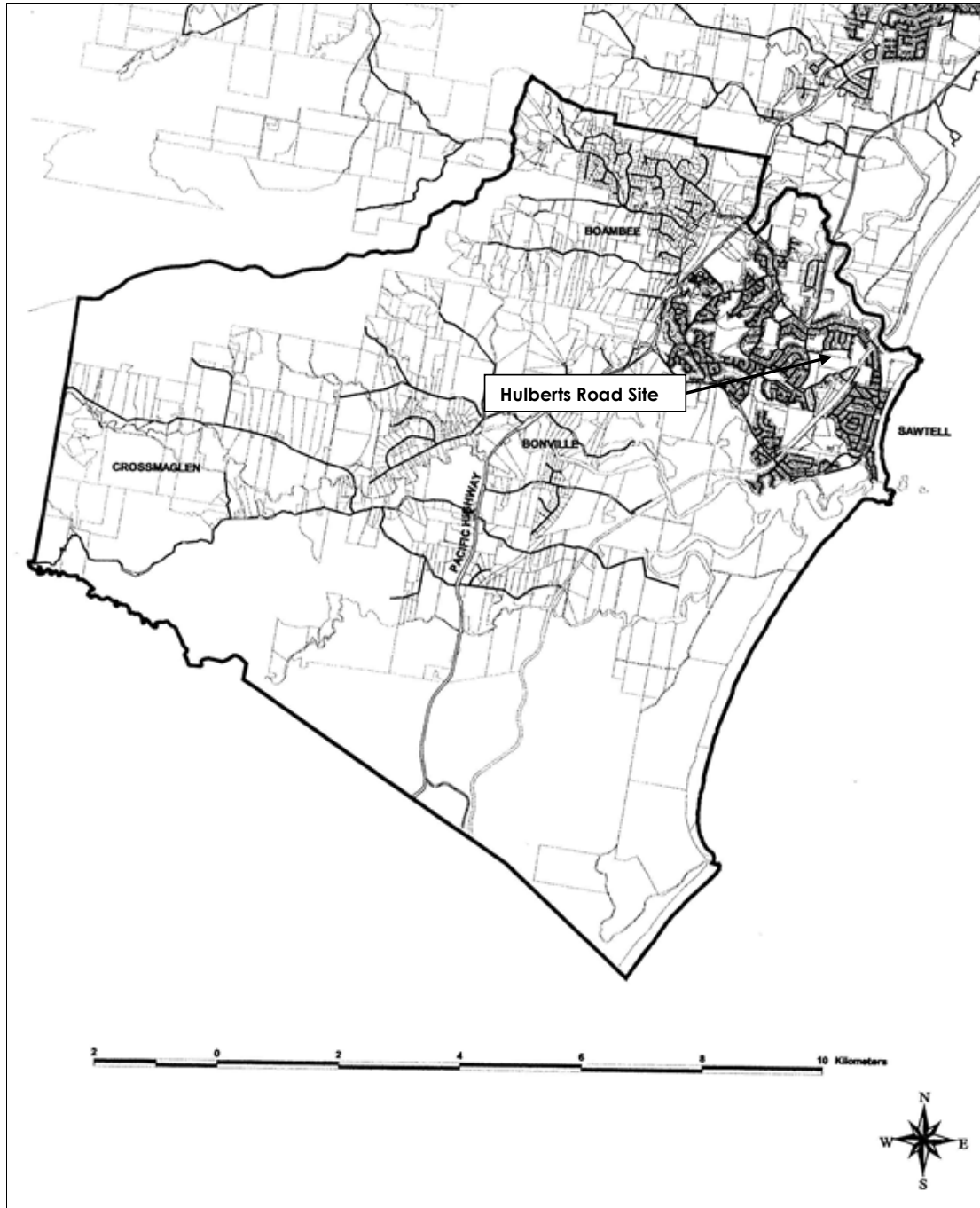
Future Population P = 1,860

Contribution per person

$$= \frac{2,130,000.00 - 752,204.88}{1,860}$$

= \$740.75 per person

ATTACHMENT 1



MAP 3
SOUTHERN DISTRICT

NEIGHBOURHOOD OPEN SPACE

Neighbourhood open space land is used primarily for localised recreational purposes and comprises neighbourhood parks, children's playground areas, passive reserves and drainage reserves. Local active open space generally serves young children and should therefore be provided within a reasonable walking distance, usually taken as 500 metres.

Contribution per person

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

$$= \frac{90,000 - 26,738.28}{376}$$

$$= \text{\$168.25 per person}$$

Arrawarra / Mullaway (Map 4)

Works

Upgrade Arrawarra/
Mullaway and
Ocean View Beach reserves

Total Cost of Works \$10,000.00

Future population P = 45

Amount levied or
paid to 30-6-2006 L = \$8,945.77

Contribution per person

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

$$= \frac{10,000 - 8,945.77}{45}$$

$$= \text{\$23.43 per person}$$

Korora (Map 6)

Works

Recreational amenities including picnic shelters and associated facilities \$ 60,000.00

Total cost of works C = \$60,000.00

Future population P = 280

Amount levied or
collected to 30.06.06 L = \$22,077

Contribution per person

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

$$= \frac{60,000.00 - 22,077}{280}$$

$$= \text{\$135.44 per person}$$

Woolgoolga (Map 5)

Works

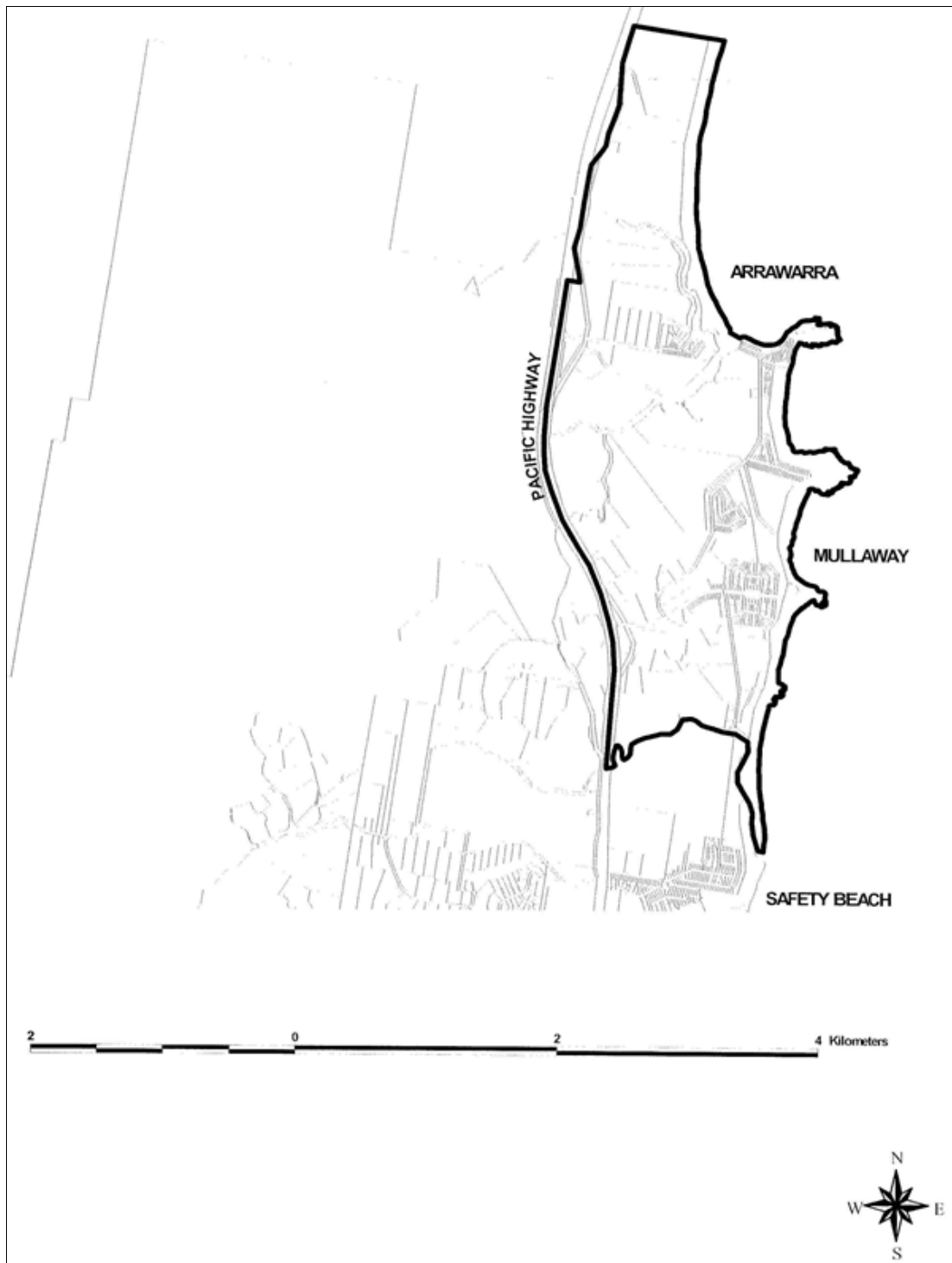
Foreshore reserve
recreational facilities

Total cost of works C = \$90,000.00

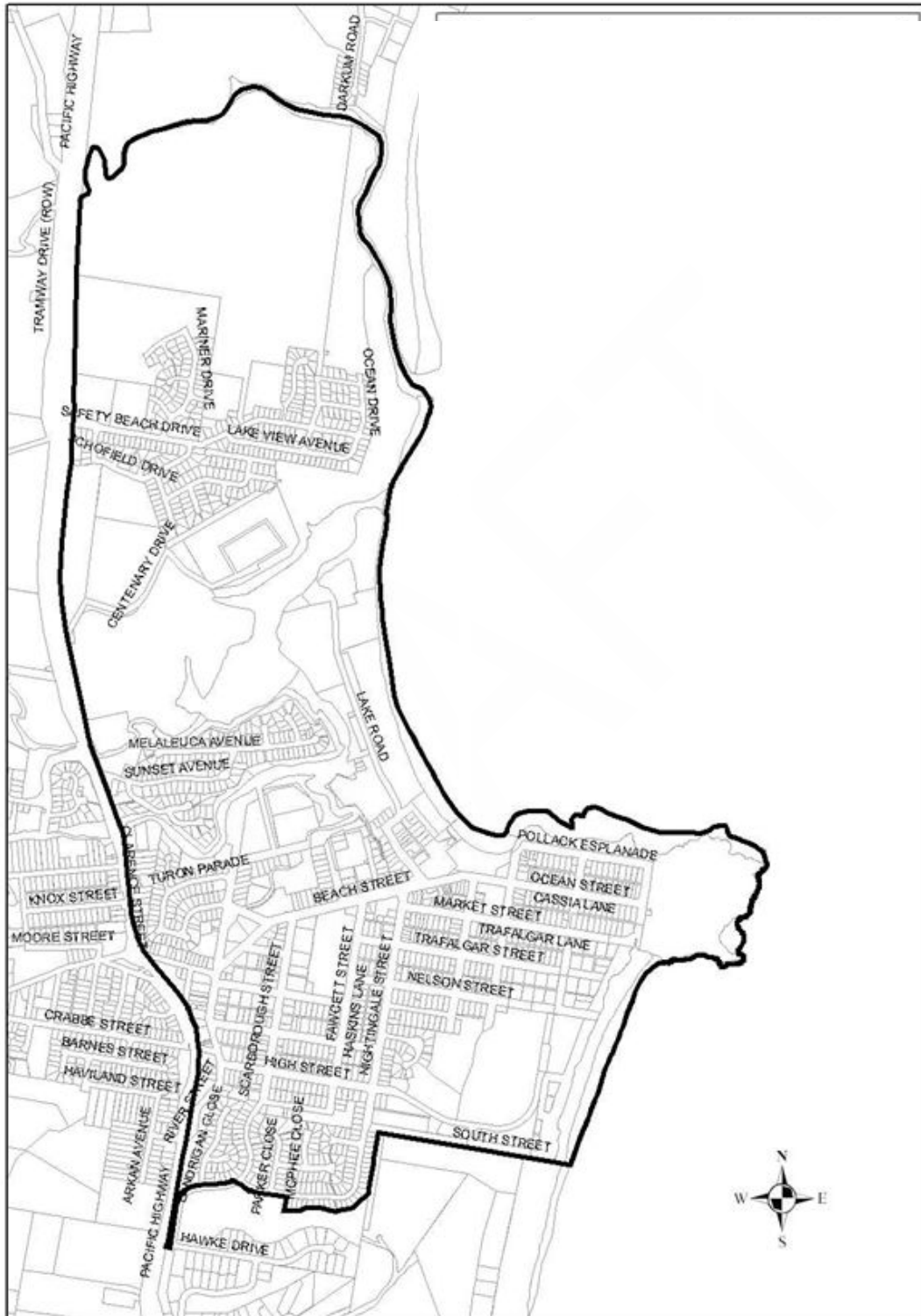
Future population P = 376

Amount levied or
collected L = \$26,738.28

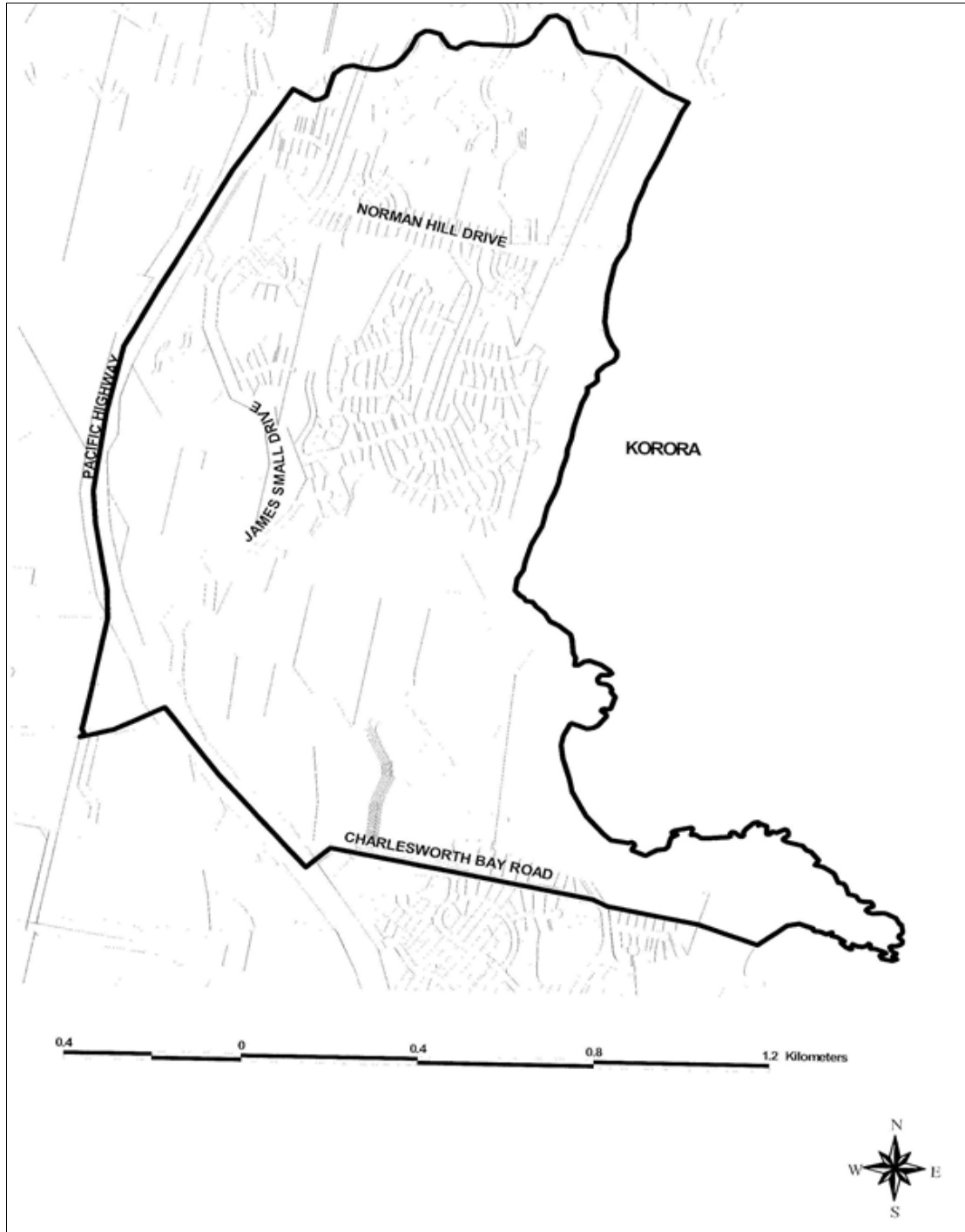
ATTACHMENT 1



MAP 4
ARRAWARRA - MULLAWAY NEIGHBOURHOOD



**MAP 5
WOOLGOOLGA NEIGHBOURHOOD**



MAP 6
KORORA NEIGHBOURHOOD

ATTACHMENT 1

SECTION 94 CO-ORDINATION AND ADMINISTRATION

The preparation, review, and administration of Council's Developer contributions plans is currently undertaken by the Developer Contributions Team, which includes representatives from all areas of Council. Additionally other staff are required to ensure the smooth and effective operation of Developer Contributions. These additional staff include, but are not limited to, Executive Team members (policy decisions etc), Strategic Planning staff, and Information Services staff support.

This process is co-ordinated by Council's Developer Contributions Co-ordinator.

Functions undertaken by this role include preparation of new contributions plans, review of, and amendments to existing plans, preparation and monitoring of short and long term budgets for expenditure of contributions, and synchronising of forward work plans.

Nexus

As developer contributions are required to provide the new infrastructure and services required as a result of development, the Developer Contributions Co-ordinators role is required to assist in ensuring that all contributions plans are operating in accordance with their objectives, and that plans are regularly reviewed to ensure that facilities are provided in a timely manner.

Part 4 of the Environmental Planning and Assessment Regulation sets out the requirements surrounding the approval, amendment and repeal of contributions plans. It further requires Council's to maintain a contributions register, account for contributions, and prepare annual statements. These requirements are the result of Council choosing to implement contributions plans so that the costs of

providing public facilities and amenities to the incoming population are equitably borne by those who will receive their benefit.

Therefore the co-ordinators role, together with the input of other staff involved on the Developer Contributions Team, is required as a direct result of development. Contributions towards the costs of this role and other associated support roles and some "one off" costs associated with the provision of office space & equipment are to be funded by way of contributions.

This contribution is to be levied on all development applications where Section 94 developer contributions are applied.

Calculation of Contribution

The cost of co-ordination and administration of developer contribution plans for the next five years is \$692,008. Of this approximately \$150,000 is applicable to contributions other than those levied under S94. This proportion will be funded from sources other than contributions under S94.

The net amount to be collected is therefore \$542,008.

Contribution

Total cost of service C = \$692,008
 Funds from other
 Sources O = \$150,000
 Total Future population P = 4,900

Contribution per person

$$= \frac{C - O}{P}$$

$$= \frac{692,008 - 150,000}{4,900}$$

$$= \$110.61 \text{ per person}$$

APPENDIX A - INDEXING FACTORS FOR PROPOSED WORKS

Contribution Type	Indexation Basis	Index	Date Applied
Regional Open Space	Consumer Price Index – (All Groups) for Sydney	152.2	Mar. 2006
Northern District Open Space	Consumer Price Index – (All Groups) for Sydney	152.2	Mar. 2006
Coffs Harbour District Open Space	Consumer Price Index – (All Groups) for Sydney	152.2	Mar. 2006
Southern District Open Space	Consumer Price Index – (All Groups) for Sydney	152.2	Mar. 2006
Arararra/Mullaway N'hood Open Space	Consumer Price Index – (All Groups) for Sydney	152.2	Mar. 2006
Woolgoolga/Safety Beach N'hood Open Space	Consumer Price Index – (All Groups) for Sydney	152.2	Mar. 2006
Korora N'hood Open Space	Consumer Price Index – (All Groups) for Sydney	152.2	Mar. 2006
S94 Contribution Co-ordination & Administration	Consumer Price Index – (All Groups) for Sydney	152.2	Mar. 2006

ATTACHMENT 1

APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

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

ATTACHMENT 1

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

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

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

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

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

Telephone: (02) 6648 4000

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As reported to Council 12 December 2013



ATTACHMENT 2

COFFS HARBOUR ROAD NETWORK

Developer Contributions
Plan 2013

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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

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

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

As a consequence of this anticipated development, and having regard to the level of facilities currently available and the expected profile of the new population, it will be necessary to provide road network improvements titled the "Road Network" in its entirety by the year 2021. The roading improvements that make up the Road Network are shown graphically in Figure 1.

SUMMARY OF WORKS SCHEDULE

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

TYPE OF DEVELOPMENT TO WHICH THIS PLAN APPLIES

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

AREA TO WHICH THIS PLAN APPLIES

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

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

SUMMARY OF CONTRIBUTION RATES

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

DATE OF COMMENCEMENT OF THIS PLAN

This contributions plan came into operation on 4th March 2004. This contributions plan was amended on 24th August 2005, on 7th May 2007, on 24th April 2008, 8th May 2013, and further on xx/xx/xxxx

Table 1 –Road Network: Sector Contribution Rates

RESIDENTIAL CONTRIBUTIONS						
Sector (see figure 2)	Weighting	Net Cost to be Levied \$	Per person	Per Lot/Large Dwelling \$	Per Small Dwelling \$	Per SEPP Seniors living Dwelling (self care)
A	66.65%	3,957,798	\$619.85	\$1,735.58	\$1,214.91	\$954.57
B	33.35%	1,993,778	\$272.90	\$764.12	\$534.88	\$420.27

Notes:

1. *In addition to the above the relevant contribution rates associated with all other current regional developer contributions plans, regional, district and neighbourhood open space and community facilities, and water and sewer, also apply.*
2. *Contribution rates will be applied as follows:*
 - *The first lot in a residential subdivision is exempt from contributions*
 - *The first dwelling on a residential lot is exempt from contributions*
 - *The contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.*
3. *A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas).*
4. *The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres (excluding garages and balcony areas).*
5. *SEPP Seniors Living occupancy rates refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004*
6. *Additional contribution rates for various other types of development are included in this plan at appendix "B"*

PART 2 ADMINISTRATION AND ACCOUNTING

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act 1979 and Part 4 of the Environmental Planning and Assessment Regulation 1994 and may be referred to as the **Coffs Harbour Road Network Developer Contribution Plan 2013**.

PURPOSE OF THE PLAN

The primary purpose of this plan is to satisfy the requirements of the Environmental Planning and Assessment Act and Regulation to enable Council to require a contribution towards the provision, extension or augmentation of traffic infrastructure that will be required as a consequence of development in identified areas, or that has already been provided in anticipation of or to facilitate such development.

Other purposes of the plan are to:

- (i) Ensure that an adequate level of traffic infrastructure is provided as development occurs, in order to ensure that existing traffic operating conditions are maintained at the level experienced currently;
- (ii) Enable Council to recoup funds that it has spent in the provision of traffic infrastructure in anticipation of future development;
- (iii) Ensure that the existing community is not burdened by the provision of traffic infrastructure required as a result of future development; and

- (iv) Provide a comprehensive strategy for the assessment, collection, expenditure, accounting and review of development contributions on an equitable basis throughout the Coffs Harbour LGA.

RELATIONSHIP TO OTHER PLANS AND POLICIES

This plan is consistent with the Coffs Harbour Urban Development Strategy 1996 and the Coffs Harbour City Council Urban Land Capacity Assessment 2004. This contribution plan should be read in conjunction with all other current developer contribution plans, including the Coffs Harbour Water Supply Development Servicing Plan and the Coffs Harbour Wastewater Development Servicing Plan (Section 64 of the Local Government Act 1993).

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

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HOW THE PLAN OPERATES

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

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

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

Coffs Harbour City will contribute 50% of costs of the Road Network not funded elsewhere; this 50% is to fund the costs associated with these identified 50% of "relevant" trips, the costs associated with such which cannot be easily ascribed elsewhere.

FORMULAE FOR DETERMINING CONTRIBUTIONS

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

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

Contribution per lot for development in the relevant sector =

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

Where:

C = total cost of works to provide the Future Road Network assigned to the relevant sector as displayed in figure 2, including land acquisition, survey and design and construction costs, less all funds from other sources

O = Funds from other sources

L = Funds levied or collected to date

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

P = Future population of relevant sector

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

CALCULATION OF CONTRIBUTION RATES

Sector 'A'

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

$$\frac{(\$26,866,000 - \$18,433,000 - \$2,481,424) \times .665}{6,385}$$

= \$619.85 per person

SECTOR 'B'

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

$$\frac{(\$26,866,000 - \$18,433,000 - \$2,481,424) \times .335}{7,306}$$

= \$272.90 per person

TIMING OF PAYMENT OF CONTRIBUTIONS

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

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

DEFERRED OR PERIODIC PAYMENTS

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

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

ATTACHMENT 2

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

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

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

Deferments will not be granted based on progressive land sales.

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

WORKS IN KIND

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

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

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

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

EXEMPTIONS

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

POOLING OF FUNDS

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

INDEXING OF CONTRIBUTION RATES

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

The contribution rates will be reviewed on the basis of movements in the Consumer Price Index, All Groups (A) Sydney, as published by

the Australian Bureau of Statistics in accordance with the following formula:

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

where

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

C = Previous contribution rate

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

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

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

PART 3 – STRATEGY PLANS

RELATIONSHIP BETWEEN DEVELOPMENT AND DEMAND FOR TRAFFIC INFRASTRUCTURE

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

EXPECTED DEVELOPMENT

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

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

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

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

Additionally, the availability of water and sewer utilities essentially acts as constraints to development, its location and timing, as set out by the land capacity assessment.

TRAFFIC MODELLING

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

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

FUTURE POPULATION & DENSITIES

According to ABS Census figures the population of Coffs Harbour was 58,337 in 1996 and 62,492 in 2000. The Coffs Harbour Land Capacity Assessment 2004 estimates that approximately 100,408 people will be living in Coffs Harbour in 2030.

An analysis of future development on lands currently zoned for development has revealed that an additional population of approximately 13,690 people can be accommodated. This figure does not include lands that are subject to a current development consent. Contributions for approved developments have been allowed for in contribution calculations in the figure labelled “Funds levied or collected to date”. This population increase is expected to occur by the year 2021.

OCCUPANCY RATES

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

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Average occupancy rates in Coffs Harbour in 2001 were as follows:-

Occupancy Rates

DWELLING TYPE	OCCUPANCY RATE
Lot/ Large Dwelling	2.8
Small Dwelling	1.8
Seniors Living SEPP dwelling (Self Care)	1.5

Source: ABS census figures

Notes:

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

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

CAUSAL NEXUS

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

GEOGRAPHICAL NEXUS

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

TEMPORAL NEXUS

Traffic modelling based on the estimated timing of anticipated new development alongside the location and intensity of the existing development establishes the staging priorities and construction dates of the

components of the Road Network as shown in Table 2.

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

MODELLING METHODOLOGY SUMMARY

MODEL HISTORY

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

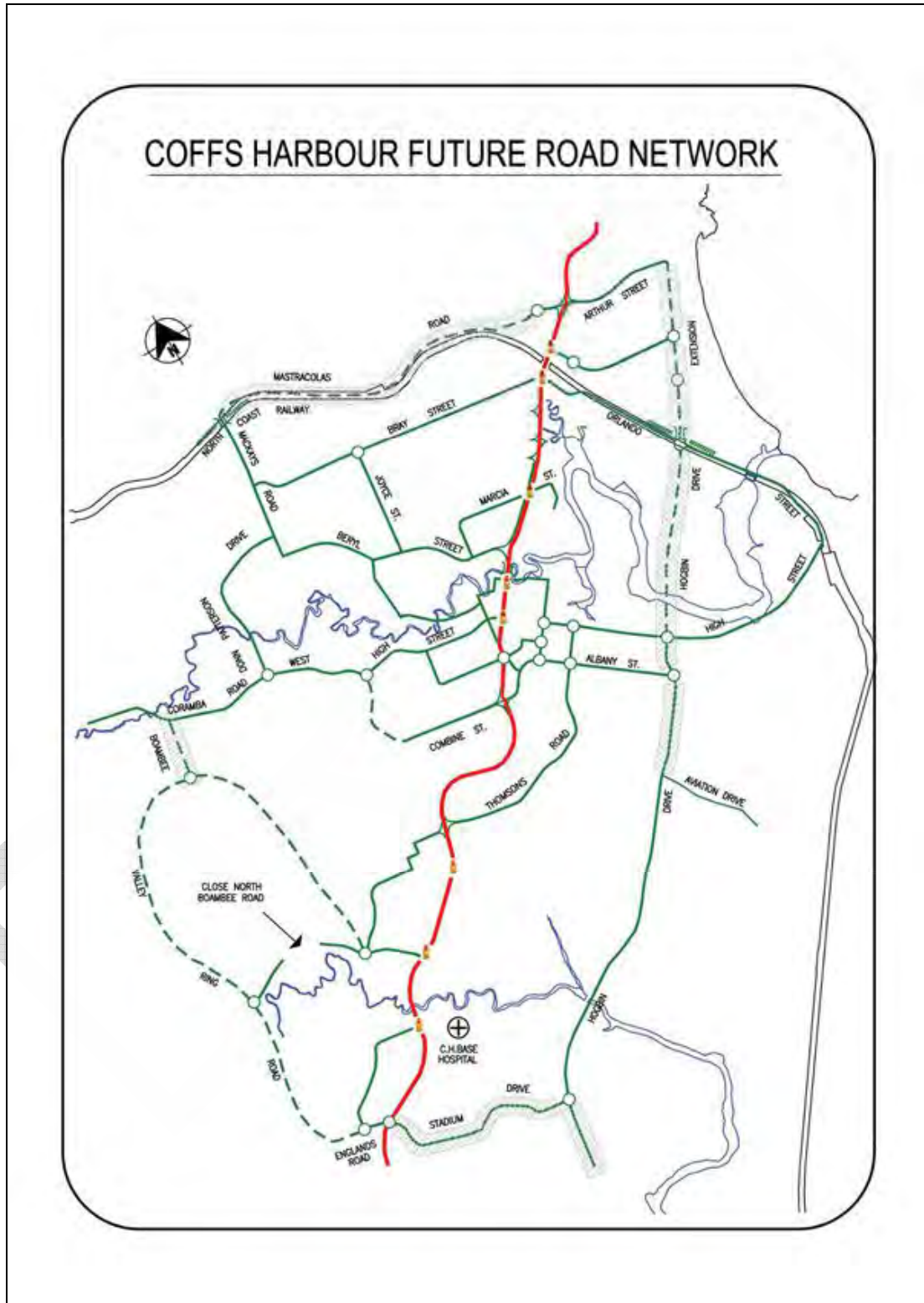
- Trip Generation
- Trip Distribution
- Trip Assignment
- Evaluation

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

METHODOLOGY OUTLINE

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

Future 1 – The Road Network (FRN) – Relevant Road upgrades are shaded



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

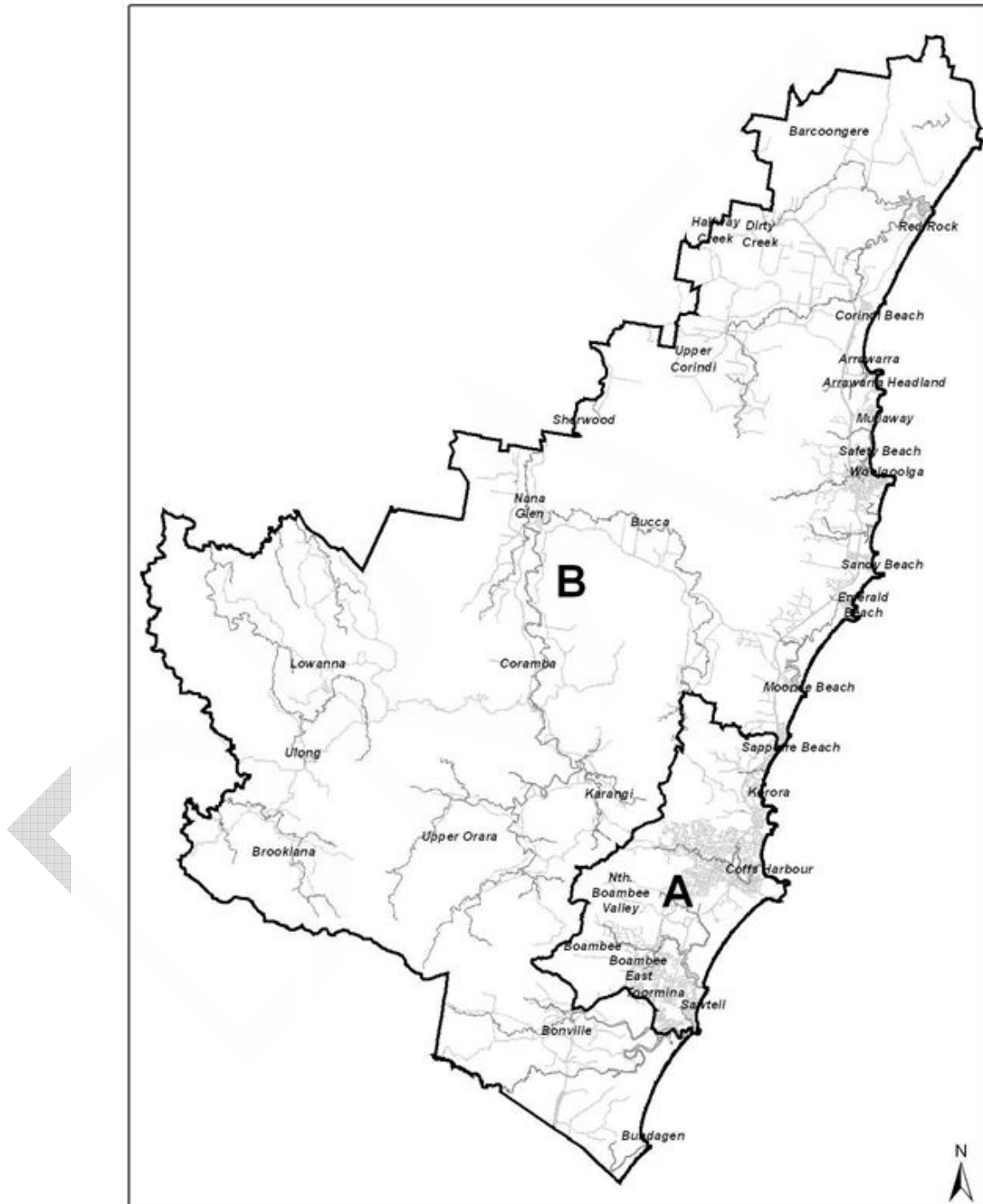


Table 2 – Schedule of Works, Construction Timing, Staging Priorities and Summary Costs

Priority	Description of Works	Timing of Works	Total Cost \$	Grant Funds or Other Income \$	Contrib.'s collected or levied as at 31-10-2006 \$	Net Cost to be Levied \$
1	Stadium Drive – Hogbin Drive to Pacific Highway	Works Complete	866,000	Council cont 433,000	182,542	250,458
2	Hogbin Drive Extension – Stage 1 Orlando Street to Park Beach Road	Works Complete	4,900,000	Council cont 2,450,000	1,032,861	1,417,139
3	Hogbin Drive Extension – Stage 2 Howard Street to Orlando Street	Works Complete	15,600,000	Govt cont 10,000,000. Council cont 2,800,000	949,839	1,850,161
4	Hogbin Drive Widening – Howard Street to Aviation Drive	Works Complete	600,000	Council cont 300,000	126,473	173,527
5	Hogbin Drive Widening – Stadium Drive to Boambee Creek	Works Complete	900,000	Council cont 450,000	189,709	260,291
6	Mastracolas Road Extension – Pacific Highway to MacKay's Road	2010	4,000,000	Council cont 2,000,000	0	2,000,000
TOTALS			26,866,000	18,433,000	2,481,424	5,951,576

APPENDIX A - INDICES APPLYING TO CONTRIBUTIONS FOR THE ROAD NETWORK

Contribution Type	Index	Date Applied	Indexation Basis
Roads/Traffic Management	155.8	December 2006	Consumer Price Index – All Groups (A) for Sydney
Land Acquisition	155.8	December 2006	Consumer Price Index – All Groups (A) for Sydney

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APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

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

ATTACHMENT 2

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

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

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

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

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

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

DRAFT

As reported to Council 12 December 2013



ATTACHMENT 3

COFFS HARBOUR CITY CENTRE CAR PARKING

Developer Contributions
Plan 2013

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PART 1 - INTRODUCTION

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment (EPA) Act 1979 and may be referred to as the **Coffs Harbour City Centre Car Parking Developer Contributions Plan 2007**.

This plan came into force on

PURPOSE OF THE PLAN

The purpose of this plan is to enable Council to require a contribution towards the provision of car parking in the City Centre.

AREA TO WHICH THE PLAN APPLIES

The plan applies to all land as shown in Map 1.

RELATIONSHIP TO OTHER PLANS AND POLICIES

This contributions plan repeals the previous developer contributions plan - "**Coffs Harbour City Centre car Parking Developer Contributions Plan 2000**". In addition, this plan supplements Local Environmental Plan 2013, the City Centre Strategic Plan, and the Coffs Harbour Development Control Plan 2013.

FORMULA FOR DETERMINING CONTRIBUTIONS

The formula to be used for the calculation of contributions under Section 94 of the EPA Act is as set out below.

$$\text{Contribution} = \frac{C - O - L + I}{S}$$

Where:

C = Cost of construction of the car parking facilities

O = Funding from other sources

L = Funds levied or held

S = Total number of additional car parking spaces to be provided to meet the projected increase in demand

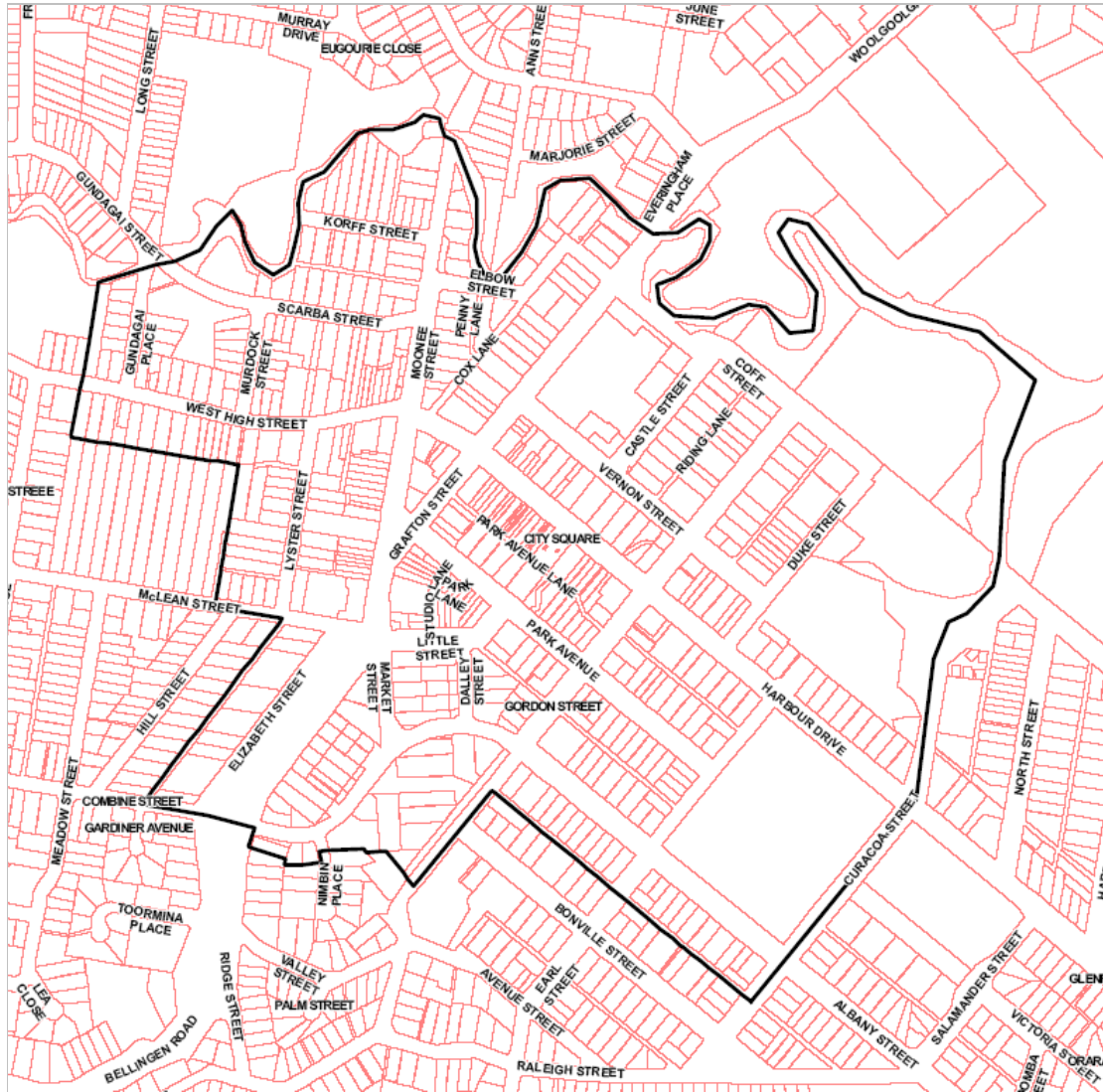
I = Interest on forward funded works

TIMING OF PAYMENT OF CONTRIBUTIONS

Payment of contributions should be finalised at the following stages:

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

MAP 1



DEFERRED OR PERIODIC PAYMENTS

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

- there are valid reasons for deferred or periodic payment;
- no prejudice will be caused to the community deriving benefits from the car parking facilities required by the proposed development;
- no prejudice will be caused to the operation of this plan;
- the provision of the car parking facilities in accordance with the adopted works schedule will not be adversely affected.

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

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

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

INDEXING OF CONTRIBUTION RATES

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

The contribution rates will be reviewed on the basis of the relevant index published by the Australian Bureau of Statistics Consumer Price Index All Groups - Sydney in accordance with the following formula:

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

Where:

where

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

C = Previous contribution rate

Previous Contribution Rate is the contribution rate applicable at the time of issue of the consent.

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

Previous index is the Consumer Price Index as listed in Table 1 or applicable at the time of issue of the consent.

The Council may also review the works schedule, the estimate of costs of the car parking facilities, floorspace projections, land acquisition costs or other aspects relating to the contribution plan.

**Table 1
Indexing Factors for Car Parking**

Contribution Type	Indexation Basis	Index	Date Applied
Car Parking	CPI – All Groups SYDNEY	158.1	Sept 2007

PART 2 – STRATEGY PLANS

CAUSAL NEXUS

The anticipated increase in commercial and retail development within the City Centre will place a greater demand on existing car parking areas. This will require the provision of additional public car parking facilities, which are not currently available in the City Centre.

Existing public parking within the City Centre can be categorised into one of the two following categories:

- on-street parking;
- off-street parking.

DEMAND

Commercial and retail development generates a demand for car parking to facilitate operation of their activities. This contributions plan aims to provide funding for convenient public car parking spaces to service the City Centre.

Existing Demand

A recent on ground stock take of existing car parking availability within the nominated catchment as shown in map 1 has revealed that the current supply of car parking meets the current demand.

Projected Demand

The Draft Coffs Harbour Retail Strategy prepared by AEC Group Ltd recommends a consolidation and an increase of retail floor space in the city centre to 75,000 square metres from the existing 52,000 square metres over the next 25 years. Based on this recommendation and surveys, it is anticipated that total occupied gross floor space for future retail and other development within the catchment will be in the order of 277,140 from the existing level of 205,082.

This expansion will require an estimated 2,250 additional car parking spaces by the year 2031. This equates to an average annual requirement of approximately 90 parking spaces.

Table 2 provides an indicative forecast of the future car parking demand.

**Table 2
Demand for Car Parking**

Year	Overall Parking Demand	Public Parking Demand*
2008	90	15
2015	720	105
2022	1,350	225

** Public Parking Demand is indicative only and will be subject to change with changes in the rate of development.*

SUPPLY

Based on an analysis of historic data, it is anticipated that the majority of additional car parking will be provided on site.

This contributions plan provides for anticipated demand over the next 20 years but will be subject to review as levels of development and car parking requirements change in line with growth of the city centre.

This plan provides for the re-configuring of at grade car parking in Harbour Drive between Earl Street and Curacoa Street. This will result in the provision of an additional 54 "nose in" car parks.

The works schedule also includes the construction of 13 additional car parks within the Earl Street road reserve and a further 87 car parks within the Brelsford Park precinct.

The current parking facility at the corner of Moonee and Elbow Streets is proposed to be redeveloped to accommodate a multi deck parking facility. Redevelopment of this site will result in the provision of an additional 279 parking spaces.

Allowing for the reduction at 218 Harbour Drive, this plan provides for a total of 366 additional parking spaces.

PHYSICAL NEXUS

This plan identifies the location of the proposed car parking facilities for the City Centre (refer Map 2).

The location of the proposed facilities has been derived having regard to the proximity of the sites to the city centre.

TEMPORAL NEXUS

Only those car parking facilities that are required as a consequence of anticipated development over the next 15 years, and will not be provided on site, are included in the works schedule. Timing for the provision of these works is based on the projected increases in commercial/retail floor space.

COST OF WORKS

The total cost of works provided for under this plan is \$9,808,246. This is derived from the cost of the on-street works, the Brelford Park precinct works and the construction of the multi deck parking facility at the corner of Moonee and Elbow Streets.

The cost includes provision for interest on accrued contributions, provision for CPI increases in the cost of works, CPI increases in the contribution rate, and provision for interest on forward funded works.

It is anticipated that forward funding of the Elbow Street facility will be required following receipt of contributions towards an additional 60 car parks.

CALCULATION OF CONTRIBUTION RATE

The contribution rate has been based on the total cost of the proposed works. Provision has been made for funds held, and funding from other sources which total \$5,588,825.

Based on the projected take up rate of the parking facilities, some works will occur in the shorter term. The contribution rate can be calculated as follows:

$$\text{Contribution} = \frac{C - O - L + I}{S}$$

Where:

C = Cost of construction of the car parking facilities

O = Funding from other sources

L = Funds levied or held

I = Interest on forward funded works

S = Total number of additional car parking spaces to be provided to meet the projected increase in demand

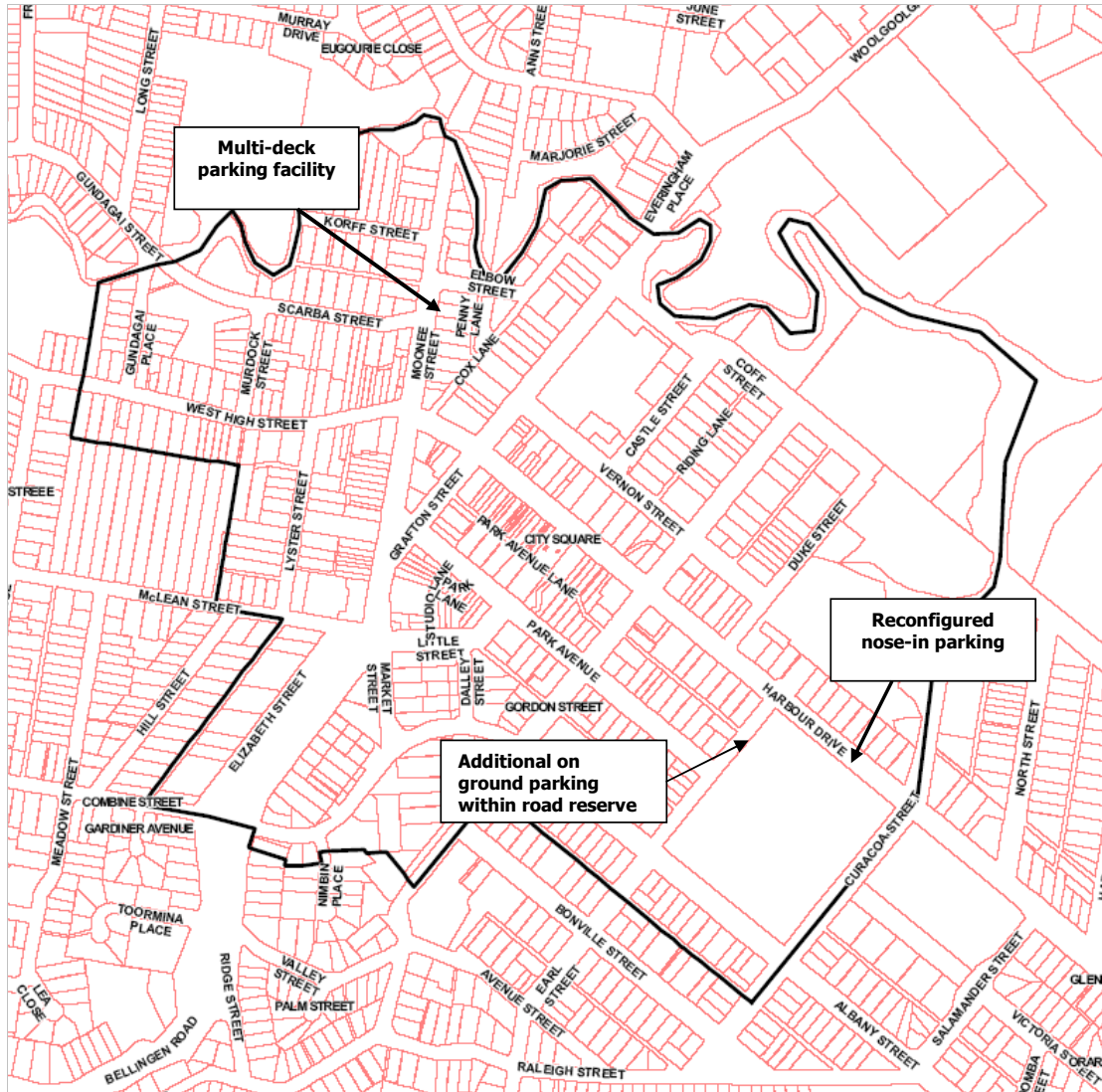
$$C = \frac{\$9,808,246 - \$5,400,000 - \$188,825 + 1,924,730}{366}$$

$$C = \$16,787.30$$

Hence, the contribution rate = \$16,787.30 per parking space.

Note
The above contribution rate may need to be reviewed in line with any changes in the cost of works, demand and development activity.

MAP 2 CITY CENTRE CAR PARKING FACILITIES



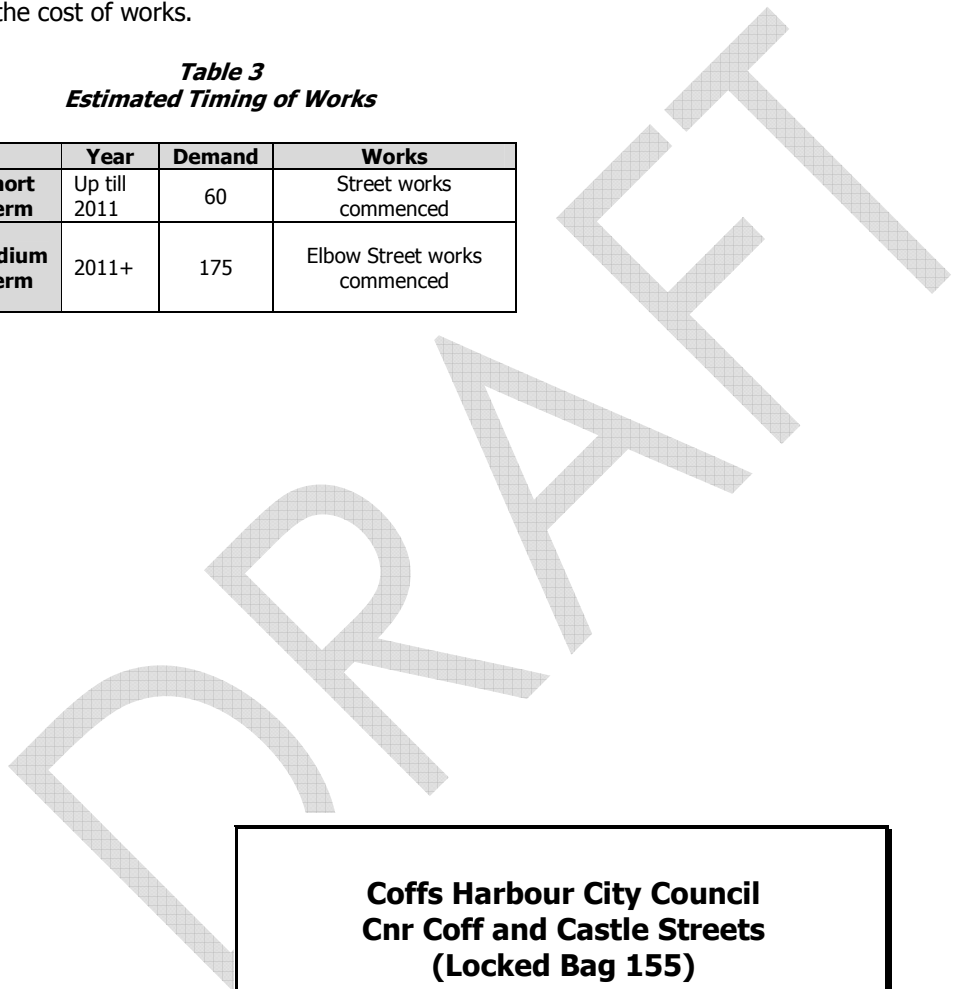
WORKS SCHEDULE

The works schedule shown below in table 3 outlines the estimated timing of the provision of parking facilities to be provided under this contributions plan.

The works schedule may be subject to variation as a result of changes to the anticipated rate of development or variations to the cost of works.

Table 3
Estimated Timing of Works

	Year	Demand	Works
Short Term	Up till 2011	60	Street works commenced
Medium Term	2011+	175	Elbow Street works commenced



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

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

As reported to Council 12 December 2013



ATTACHMENT 4

HEARNES LAKE / SANDY BEACH RELEASE AREA

Developer Contributions
Plan 2013

DRAFT



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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

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

The Hearnese Lake/ Sandy Beach Development Control Plan makes provision for, further residential expansion in the order of 502 additional dwellings accommodating 1,352 people.

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

- open space and recreational facilities
- transport and traffic facilities

SUMMARY OF CONTRIBUTION RATES

Table 1 summarises the contribution rates applying to the different forms of development in the Hearnese Lake /Sandy Beach release area. Appendix "B" includes additional contribution rates that apply to various other forms of development.

Table 2 summarises the costs of the identified public facilities.

DATE OF COMMENCEMENT OF THE PLAN

- This plan came into operation on 7th December 2005. This Contributions Plan was amended on 24th April 2008, 8th May 2013, and again on xx/xx/xxxx.
- This Plan repeals any other Plan made before this Plan, this Plan prevails to the extent of any inconsistency.

ATTACHMENT 4

Table 1 – Summary of Contributions

Service / Facility	Net Cost to be Levied \$	Per Person \$	Per Lot Or large dwelling \$	Per Small Dwelling \$	Per SEPP Seniors Living Dwelling (self cared)
ALL PRECINCTS					
Transport & Traffic	\$2,393,487	\$1,770.33	\$4,956.93	\$3,469.85	\$2,726.31
Development Studies	\$58,027	\$42.92	\$120.17	\$84.12	\$66.09
Open Space	\$340,000	\$251.48	\$704.14	\$492.90	\$377.22
Total Contributions All Precincts	\$2,791,514	\$2,064.73	\$5,781.24	\$4,046.87	\$3,169.62
NORTHERN PRECINCT					
Neighbourhood Open Space	\$70,000	\$111.11	\$311.11	\$217.78	\$171.11
Transport & Traffic	\$2,443,980	\$3,879.33	\$10,862.10	\$7,603.47	\$5,974.16
Total Contributions Northern Precinct	\$2,513,980	\$3,990.44	\$11,173.21	\$7,821.25	\$6,145.27
WESTERN PRECINCT					
Transport & Traffic	\$317,400	\$508.65	\$1,424.23	\$996.96	\$783.33
Neighbourhood Open Space	\$135,000	\$216.35	\$605.78	\$424.05	\$333.18
Total Contributions Western Precinct	\$452,400	\$724.00	\$2,030.01	\$1,421.01	\$1,116.51
EASTERN PRECINCT					
Neighbourhood Open Space	\$27,000	\$137.75	\$385.71	\$270.00	\$212.14
Total Contributions Eastern Precinct	\$27,000	\$137.75	\$385.71	\$270.00	\$212.14

Notes:

- In addition to the above, the relevant contribution rates in the Coffs Harbour Regional and District Facilities Contributions Plan, the Coffs Harbour Road Network Contributions Plan, the Surf Rescue Facilities Contributions Plan, the Coffs Harbour Water Supply and Wastewater Developer Services Plans and other contribution plans will also apply.*
- Contribution rates will be applied as follows:*
 - the first lot in a residential subdivision is exempt from contributions*
 - the first dwelling on a residential lot is exempt from contributions*
 - the contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.*
- A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas).*
- The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100m² of floor area excluding garages and balcony areas*
- SEPP Seniors Living occupancy rates refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004*
- Additional contribution rates for various other types of development are included in this plan at appendix "B"*

Table 2 - Schedule of Works, Commencement, Staging and Expenditures

Works Required	Estimated Capital Cost \$	Benchmark/Estimated Staging
ALL PRECINCTS		
Collector Roads and Traffic facilities - Construction - Cycleways/Pathways - Bus Shelters	\$2,393,487	As demand dictates
Development Studies	\$58,027	Completed
Open Space	\$340,000	As funds become available
NORTHERN PRECINCT		
Local Collector Roads - Construction - Bus Turning Area	\$2,443,980	As demand dictates
Neighbourhood Open Space - Embellishment	\$70,000	As funds become available
WESTERN PRECINCT		
Neighbourhood Open Space - Embellishment	\$135,000	As funds become available
Traffic Facilities - Construction	\$317,400	As demand dictates
EASTEN PRECINCT		
Neighbourhood facilities - Construction	\$27,000	As funds become available

PART 2

ADMINISTRATION AND ACCOUNTING

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act 1979 and Part 4 of the Environmental Planning and Assessment Regulation 1994 and may be referred to as the Hearnese Lake/ Sandy Beach Release Area Developer Contributions Plan 2013.

PURPOSE OF THE PLAN

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

Other purposes of the plan are to:

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

THE AREA TO WHICH THE PLAN APPLIES

The plan applies to all land within the Hearnese Lake /Sandy Beach Release Area as shown in Map 1.

RELATIONSHIP TO OTHER PLANS AND POLICIES

The plan supplements the Coffs Harbour City Local Environmental Plan 2013 and Hearnese Lake/Sandy Beach Development Control Plan.

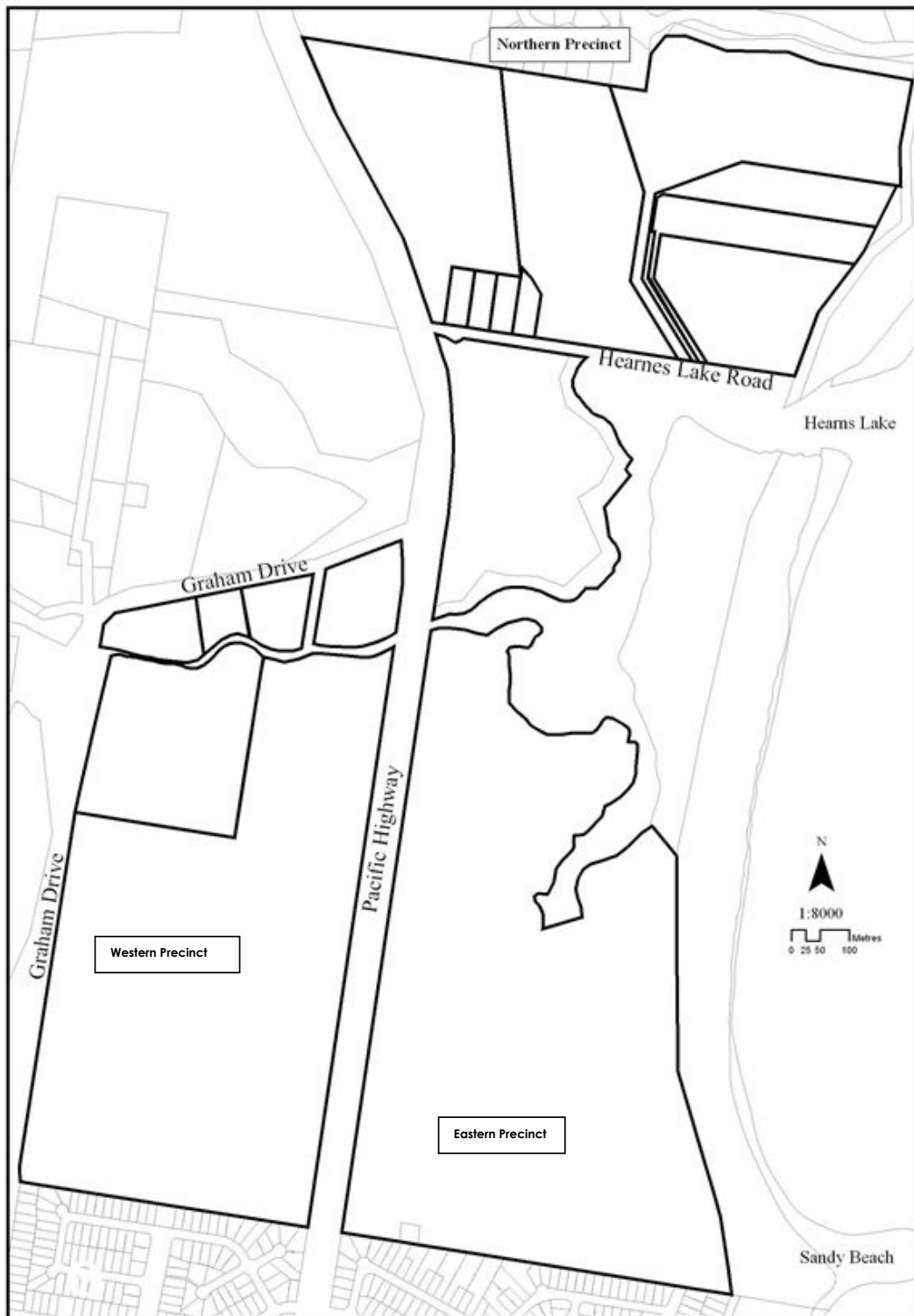
This contributions plan should be read in conjunction with the Coffs Harbour Regional, District and Neighbourhood Facilities Contributions Plan and the Coffs Harbour Water Supply and Wastewater Developer Services Plans (Section 306 (3) of the Water Management Act, 2000) and other contribution plans that may apply to the Hearnese Lake / Sandy Beach Release Area.

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

HOW THE PLAN OPERATES

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

MAP 1 - LOCALITY



FORMULA FOR DETERMINING CONTRIBUTIONS

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

Contribution per person =

$$\frac{C}{P}$$

Where:

C = total cost of works to provide the desired facility or service including land acquisition, survey and design and construction costs, but less any grant or other funds received

P = future population of catchment

TIMING OF PAYMENT OF CONTRIBUTIONS

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

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

DEFERRED OR PERIODIC PAYMENTS

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

- there are valid reasons for deferred or periodic payment;
- no prejudice will be caused to the community deriving benefits from the public facilities required by the proposed development;
- no prejudice will be caused to the operation of this plan;
- the provision of the public facility or service in accordance with the adopted work schedule will not be adversely affected.

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

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

ATTACHMENT 4

Deferments will not be granted based on progressive land sales.

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

EXEMPTIONS

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

WORKS IN KIND

Council may accept an applicant's offer to make a contribution by way of a works in kind contribution (for an item included on the works schedule) or a material public benefit (for an item not included on the works schedule) as referred to in Section 94 (2C) of the Environmental Planning and Assessment Act.

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

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

- (a) payment of the contribution in accordance with the provisions of the plan is unreasonable or unnecessary in the circumstances of the case
- (b) the in kind contribution will not prejudice the timing or the manner of the provision of the public facility for which the contribution was required.

- (c) the value of the works to be undertaken are at least equal to the value of the contribution assessed in accordance with this plan.

POOLING OF FUNDS

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

INDEXING OF CONTRIBUTION RATES

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

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

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

where

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

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

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

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

PART 3 – STRATEGY PLANS

RELATIONSHIP BETWEEN EXPECTED DEVELOPMENT AND DEMAND FOR ADDITIONAL PUBLIC FACILITIES

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

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

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

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

Coffs Harbour City Council Open Space Strategy 2010 identifies the passive and active open space facilities required by future population.

The Hearnese Lake/Sandy Beach Development Control Plan sets out detailed guidelines for development in the Hearnese Lake /Sandy Beach Release Area. It provides for residential development with the dominant form being detached dwellings.

CAUSAL NEXUS

The anticipated increase in population in Hearnese Lake will place greater demands on existing public facilities and require the provision of new public facilities that are not currently available in the Hearnese Lake / Sandy Beach area.

Table 1 in this plan lists the public facilities to be provided in the Hearnese Lake /Sandy Beach catchment.

The Coffs Harbour Regional, District and Neighbourhood Facilities Plan lists public facilities provided for the benefit of future population in Hearnese Lake together with future population in other catchments.

The Coffs Harbour Water Supply Development Services Plan 2013 and Wastewater Treatment & Carrier System Development Services Plan 2013 lists the water and sewerage requirements for new development in the Hearnese Lake /Sandy Beach Area.

PHYSICAL NEXUS

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

ATTACHMENT 4

TEMPORAL NEXUS

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

Table 2 lists the benchmark or estimated staging for the provision of public facilities in the Hearnese Lake /Sandy Beach Release Area.

There is also some provision for residential tourist accommodation in the Northern Precinct.

OCCUPANCY RATES

The projected overall population will be a consequence of the dwelling yield and varying occupancy rates. The forecast occupancy rates are shown in Table 3.

Table 3 - Occupancy Rates

EXISTING AND FUTURE DEVELOPMENT IN THE HEARNES LAKE / SANDY BEACH AREA

The Northern Precinct currently accommodates a population of approximately 42 people in detached residential dwellings on land parcels ranging from 0.4 to 6.4 ha. There is also an existing caravan park which has approval for 95 sites.

There is currently no residential development in the Eastern precinct.

The western precinct also currently has no significant residential development.

Housing Type	Occupancy Rates
Conventional, Dual Occ, Integrated Housing	2.8 persons/dwelling
Medium Density	1.8 persons/dwelling
Seniors Living SEPP Developments (self care)	1.5 persons / dwelling

PROJECTED DWELLING YIELD

Housing policy, prevailing market conditions and environmental constraints will together influence dwelling yield. The forecast population is based on the potential dwelling yield. These yields are derived from balancing existing urban patterns with changing demands for a wider choice of housing and endeavours to promote efficient and sustainable urban environments.

The projected dwelling yield for Hearnese Lake / Sandy Beach can be explained in terms of two types of housing:

- **Conventional Housing** - generally Torrens title allotments with single detached dwellings with allotment sizes less than 800m².
- **Dual Occupancy Housing** - Torrens strata or community title allotments comprising duplexes or two detached dwellings with an average allotment size of around 400m².

ATTACHMENT 4

The total projected population of the release area based on these occupancy rates and projected dwelling yields, is shown in Table 4.

Table 4 - Population Projection

Housing Type	*Occ Rate	No. of Dwellings	Pop'n
Northern Precinct			
Conventional, Dual Occ, Integrated Housing	2.8	191	535
Medium Density	1.8	53	95
Total		244	630
Western Precinct			
Conventional, Dual Occ, Integrated Housing	2.8	223	624
Total		223	624
Eastern Precinct			
Conventional, Dual Occ, Integrated Housing	2.8	35	98
Total		35	98
Total All Precincts		502	1,352

*Occupancy Rate

POPULATION PROFILE

The social infrastructure needs are based on an anticipated population of 1,352 persons.

The population profile of Hearnese Lake / Sandy Beach is initially anticipated to reflect an "ageing" population model. This ageing population is expected to have the following age characteristics:

Table 5 - Population

Age	%
0-9	13.5
10-19	15.3
20-29	9.3
30-39	12.5
40-49	15.6
50-59	12.5
60+	21.3
Total	100.0

The population is expected to have a high proportion of elderly people with persons of pensioner age (60+ years), young to middle age adults (30-49 years) and school age (5-19 years).

PROPOSED PUBLIC FACILITIES

There are no community facilities proposed for Hearnese Lake / Sandy Beach as the expected population for the area is not sufficient enough to support any new facilities. People in the Hearnese Lake area will have access to the Woolgoolga Neighbourhood Centre, Senior Citizens Centre and Woolgoolga Health Community Centre.

The population will contribute proportionally to the demands for certain regional facilities that could not be sustained by the Hearnese Lake / Sandy Beach Area in its own right.

The Coffs Harbour Regional, District and neighbourhood Facilities Contributions Plan identifies the contribution rate for regional community facilities.

OPEN SPACE AND RECREATION

EXISTING FACILITIES

Existing formal open space and recreation facilities are limited within Hearnese Lake / Sandy Beach.

Informal recreation opportunities are provided with the nearby beaches, and various bushland and reserve corridors.

ATTACHMENT 4

IDENTIFIED NEEDS

On the basis of this population model, it is anticipated that a preference for structured sporting facilities, passive recreation and neighbourhood parks/ playgrounds will exist. Open space facilities can be considered at a regional, district and local level.

Regional

Regional open space caters for users prepared to travel significant distances from within and outside the Coffs Harbour local government area. These lands generally form part of a vast network of open space facilities and provide a regional resource for passive and active recreational pursuits, and nature conservation.

Regional open space areas in the vicinity of Hearnese Lake / Sandy Beach include the Coffs Coast Sport & Leisure Park, North Coast Regional Botanic Garden, Brelsford Park and Jetty Foreshores.

Note:
Contributions for Regional Open Space are considered under a separate plan.

District

District open space is land used primarily for district sporting events and generally comprises playing fields and district sporting facilities.

The primary use of these lands will be for organized recreation by residents of Hearnese Lake /Sandy Beach. Council's Open Space Strategy provides standards for the provision of district sporting facilities.

Since the expected additional population of the release area is only 1,352 people, it is not necessary to provide a centralized complex with all these facilities. Whilst a Sporting complex incorporating two sporting fields, and associated facilities will be developed within the western precinct, this will serve the needs of a wider population than the new release area. The costs of these facilities will be levied on a district basis under a separate contributions plan.

Residents of Hearnese Lake /Sandy Beach can utilize a number of the facilities available in the northern district such as Centennial Reserve, Woolgoolga Sports Ground, Woolgoolga Beach Reserve, Woolgoolga Lake Reserve and Woolgoolga Creek Foreshores.

Recreation areas located on coastal reserves are also classified as district open space. A range of facilities are provided in these locations to complement the attraction of the coastline and beach.

Note:
Contributions for District Open Space are considered under a separate plan.

Local

Local open space is land used primarily for localized recreational purposes. These lands comprise neighbourhood parks, children's playground areas, passive reserves and drainage reserves.

Given that local open space generally serves young children, this space should be provided within a reasonable walking distance. A reasonable walking distance to a neighbourhood park or playground is considered to be 500m which represents, on average, a seven-minute walk.

Map 2 illustrates a 500m radius around potential neighbourhood park sites to provide a measure of demand based on spatial distribution and accessibility. It is to be noted that this radius does not take into account topography and other physical constraints. On this basis, one neighbourhood park with playgrounds and associated facilities will be required in the northern precinct and two neighbourhood parks in the western precinct to meet the needs of the community.

Additional facilities are planned for the Hearnese Lake foreshore area within the northern precinct. These facilities include car parking, picnic facilities, playground, toilets, a canoe launching facility, and other associated facilities. It is envisaged that these facilities will be used by all residents of the release area. Accordingly the cost of the facilities will be funded through contributions from all precincts in the release area.

Creek buffers and drainage reserves provide a necessary role in providing stormwater drainage requirements and environmental protection to Hearn's Lake. This contributions plan provides no allowance for purchase of any of these lands. These lands are to be dedicated progressively as subdivision applications are lodged.

PROPOSED FACILITIES

The location of the neighbourhood parks are shown on Map 2.

The minimum works required for neighbourhood parks are:

- playground equipment;
- park seats; and
- landscaping.

CALCULATION OF CONTRIBUTION RATE

The following formula is used to calculate the contribution rate for community facilities/services:

$$\text{Contribution rate} = \frac{C}{P}$$

C = Cost of facility

P = Expected population

ALL PRECINCTS

Foreshore embellishment works and facilities

$$\begin{aligned} \text{Contribution} &= \frac{C}{P} \\ &= \frac{\$340,000}{1,352} \\ &= \mathbf{\$251.48 \text{ per person}} \end{aligned}$$

Northern Precinct

1 neighbourhood playground

$$\begin{aligned} \text{Contribution} &= \frac{C}{P} \\ &= \frac{\$70,000}{630} \\ &= \mathbf{\$111.11 \text{ per person}} \end{aligned}$$

Western Precinct

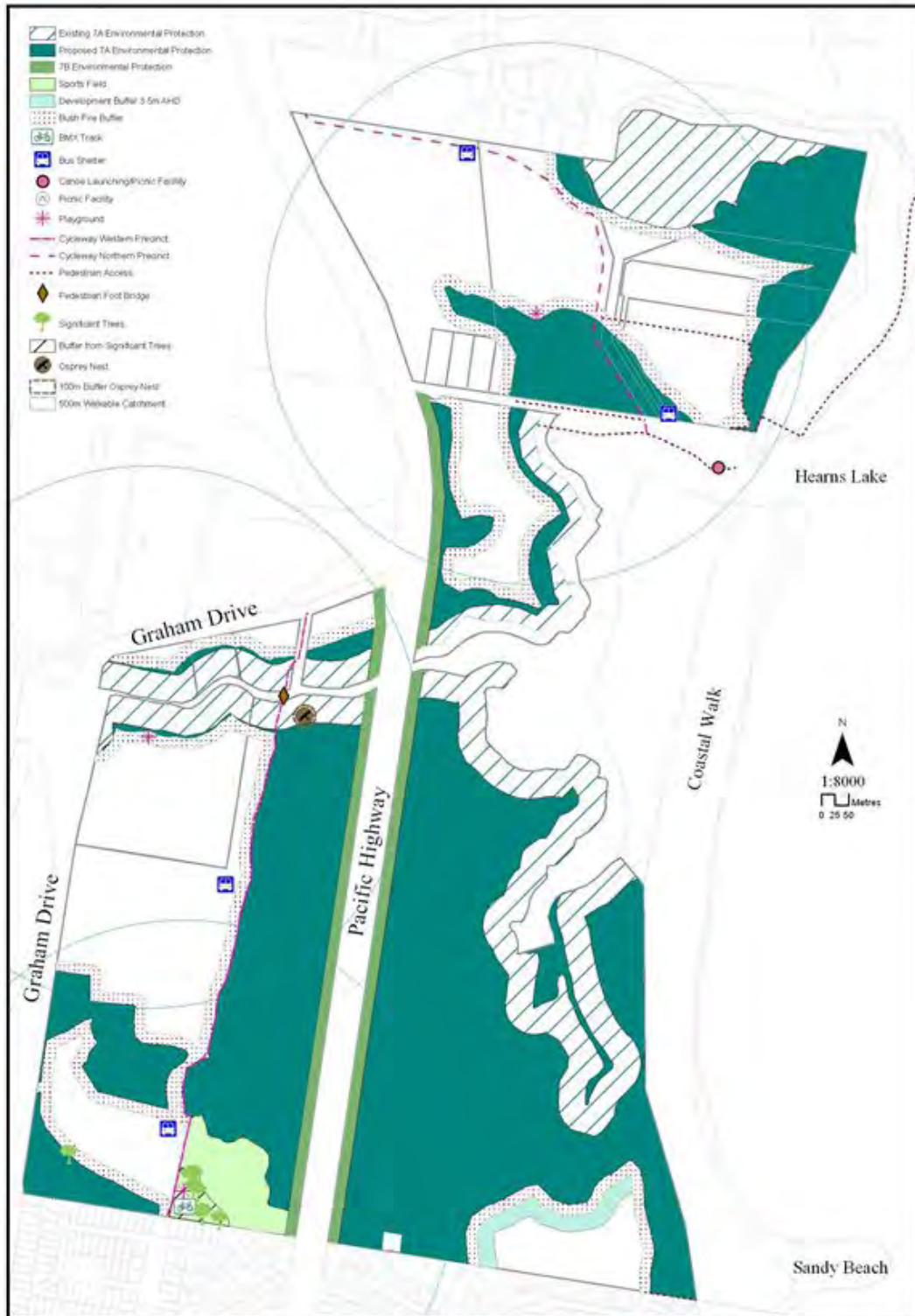
2 neighbourhood playgrounds plus BMX track

$$\begin{aligned} \text{Contribution} &= \frac{C}{P} \\ &= \frac{\$135,000}{624} \\ &= \mathbf{\$216.35 \text{ per person}} \end{aligned}$$

Eastern Precinct

Pedestrian/Cycleway to beach reserve

$$\begin{aligned} \text{Contribution} &= \frac{C}{P} \\ &= \frac{\$27,000}{98} \\ &= \mathbf{\$137.75 \text{ per person}} \end{aligned}$$



**MAP 2
OPEN SPACE AND RECREATION**

ATTACHMENT 4

TRANSPORT AND TRAFFIC MANAGEMENT

INTRODUCTION

The strategy for the movement of people within and through the Hearnese Lake /Sandy Beach area recognizes the dependence on the motor vehicle, yet provides for an efficient and convenient network of pedestrian and bicycle routes. The strategy also provides the infrastructure needed for an efficient bus service.

EXISTING FACILITIES

The Hearnese Lake /Sandy Beach Release Area is bisected by the Pacific Highway. Access to the east is provided by Hearnese Lake Road and to the west by Graham Drive. The Roads and Traffic Authority (RTA) have indicated that in the longer term access to the Highway should be restricted to grade separated intersections.

IDENTIFIED NEEDS

The transport demands within the release area can be categorized in terms of the road network, public transport and pedestrian/bicycle network.

Road Network

Under the DCP it is proposed that the RTA fund and construct a grade separated interchange on the Pacific Highway at Graham Drive as part of the Pacific Highway Upgrade program. A Collector Road is proposed connecting the eastern and western precincts to the northern precinct and through to South Woolgoolga via the grade separation.

District Facilities

This contribution plan provides for development of the collector road and associated traffic management measures. Development adjacent to the collector road will be required to fund a fully constructed 11m carriageway.

There are two sections of the collector road in the western precinct with no development adjacent to the road. As these sections are required for efficient access to the proposed district sporting and recreational facilities, the full cost of construction of those sections of the collector road will be funded from contributions from all three precincts. Map 3 identifies those sections of the collector road and associated infrastructure to be fully funded by contributions.

The contribution plan provides for the construction of two new major intersections required for development. One is proposed on Graham Drive North to access the Western Precinct and one on the Pacific Highway to access the Northern Precinct.

The Graham Drive intersection is deemed to be a District Facility as it is required for safe and efficient access between the development areas, sporting and recreation facilities, the foreshore area and local road access.

The contribution plan also provides for the reconstruction of sections of Graham Drive that require upgrade due to the impact of development.

Local Facilities

Development adjacent to the collector road will be required to fund a fully constructed 11m carriageway.

A section of the collector road in the northern precinct with no development adjacent will be funded from contributions. This plan makes no provision for forward funding these works. Map 3 identifies this section of the collector road.

Development North of Hearnese Lake Road will be required to pay a local contribution towards the construction of a new intersection on the Pacific Highway at Bosworth Road (The new Pacific Highway intersection will be subject to the approval of the RTA and dependent on timing of new development with timing of the Pacific Highway Upgrade).

ATTACHMENT 4

Pedestrian and Bicycle Ways

Development north of Hearnese Lake Road is limited to 80 lots after which access and egress to the northern precinct is to be via the Bosworth road intersection.

The provision of pedestrian and bicycle facilities in residential areas can provide an important alternative transport route for both recreation and functional journeys. The proposed routes are identified in Map 3 and have been designed to relate to the need for access to Sandy Beach School, recreation facilities and shops. These facilities will also provide a link for the Coastal Walk and northern beaches cycleway.

The cost of the collector road from the northern boundary of Lot 4 DP 612977 to Bosworth Road, and required intersection upgrade work is to be forward funded by the developer who wishes to proceed beyond the 80 lot limit, with costs being reimbursed as contributions are received.

Pedestrian and cycle routes are to be shared with vehicles on low order local roads and off-road footpaths/cycleways on the collector roads.

Development North of Hearnese Lake Road will also be required to pay a local contribution towards the construction of a bus turn around area at the eastern end of Hearnese Lake Road.

A pedestrian/cycleway bridge over Double Crossing Creek, linking the Northern Precinct to the Western Precinct, school and playing fields is required to separate vehicle traffic from school children and bicycle traffic. This bridge is to be funded through this contribution plan.

Additional transport and traffic management facilities required for development of the Eastern Precinct will be determined at the time of subdivision.

Public Transport

The provision of a good public transport system will reduce car dependency, provide for energy efficiency and enable residents without a private vehicle to maintain reasonable mobility, particularly the elderly and those under 17 years of age.

Opportunities for public transport within the release area are currently limited to the provision of a bus service.

To provide for a safe, comfortable and efficient bus service, certain basic facilities are required, including bus shelters, seats and bus bays.

Bus stops are to be included in the cost estimates for the collector road. It is proposed to provide bus shelters/seats at key bus stop locations. A total of 4 stops will be provided, as shown in Map 3.

ATTACHMENT 4

PROPOSED FACILITIES

The following table summarises the traffic and transport facilities, which will be funded using Section 94 contributions on the basis of the local and district facilities.

DISTRICT FACILITIES

Full construction 11m wide with bioretention/grass swale drains 165m @ 1300 including land acquisition	\$446,500
Reconstruction of Graham Drive at Morgan's Road	\$200,000
Austrroads Type C intersection on Graham Drive	\$600,000
Traffic Calming/cycleway crossovers 8 x \$5,000	\$40,000
District Cycleway 2,075m @ \$180	\$373,320
Pedestrian Bridge over Double Crossing Creek	\$150,000
15% Design and Supervision	\$271,473
15% Contingencies	\$312,194
	\$2,393,487

Total Cost **\$2,393,487**

CALCULATION OF CONTRIBUTION RATE

The contribution rate is calculated as follows:

$$\text{Contribution Rate} = \frac{C}{P}$$

$$C = \frac{\$2,393,487}{1,352}$$

$$P =$$

= \$1,770.33 per person

Local Facilities

Northern Precinct

Closure of Hearn's Lake Road	\$50,000
Bus Turning Area	\$60,000
Bus Stops	\$40,000
Collector road full width	\$546,000

Austrroads Type C intersection on Pacific Highway	\$600,000
Collector road to Highway intersection	\$552,000
15% Design & Supervision	
15% Contingencies	\$277,200
	\$318,780
Total Cost	\$2,443,980

$$\text{Contribution Rate} = \frac{C}{P}$$

$$C = \frac{\$2,443,980}{630}$$

$$P =$$

= \$3,879.33 per person

Western Precinct

Austrroads Type B intersection on Graham Drive	\$200,000
Bus Stops	
	\$40,000
15% Design and Supervision	\$36,000
15% Contingencies	\$41,400
	\$317,400

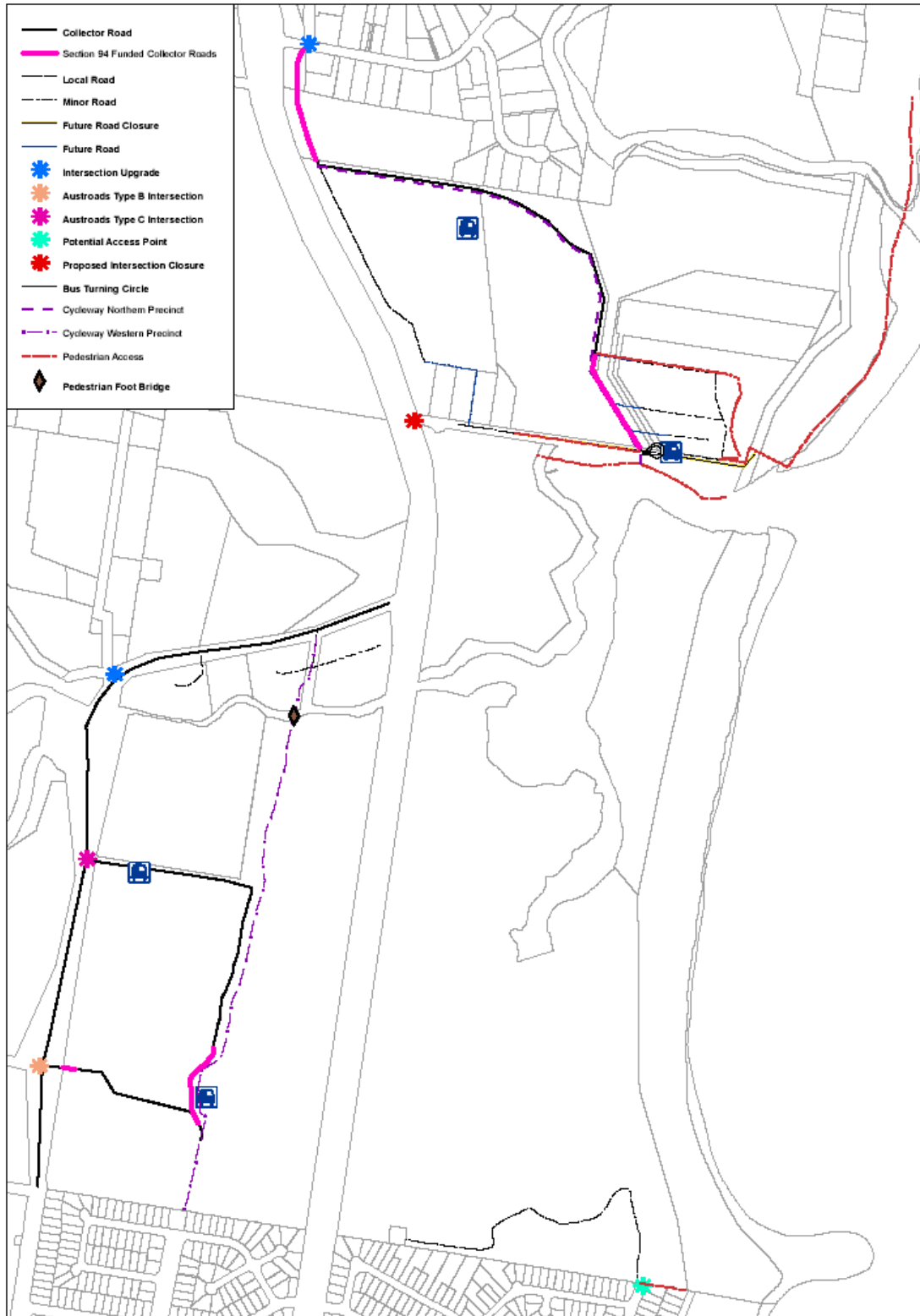
Total Cost **\$317,400**

$$\text{Contribution Rate} = \frac{C}{P}$$

$$C = \frac{\$317,400}{624}$$

$$P =$$

= \$508.65 per person



**MAP 3
TRAFFIC AND TRANSPORT STRATEGY**

URBAN PLANNING

DEVELOPMENT STUDIES

Section 94 of the Environmental Planning and Assessment Act 1979 allows the recoupment of costs for the preparation of the DCP, this Contributions Plan and associated studies. The cost of studies and the plan is **\$58,027.00**.

CALCULATION OF CONTRIBUTION RATE

The following formula is used to calculate the contribution rate:

$$\begin{aligned} \text{Contribution Rate} &= \frac{C}{P} \\ &= \frac{\$58,027.00}{1,352} \\ &= \mathbf{\$42.92 \text{ per person}} \end{aligned}$$

APPENDIX A - INDEXING FACTORS FOR FUTURE WORKS

Contribution Type	Indexation Basis	Index	Date Applied
Traffic Facilities	Consumer Price Index, All Groups (A) Sydney	150.50	30/9/2005
Neighbourhood Open Space	Consumer Price Index, All Groups (A) Sydney	150.50	30/9/2005
Development Studies	Consumer Price Index, All Groups (A) Sydney	150.50	30/9/2005

ATTACHMENT 4

APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

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

ATTACHMENT 4

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

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

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

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

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

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

As reported to Council 12 December 2013



ATTACHMENT 5

JETTY AREA CAR PAKING

Developer Contributions
Plan 2013

DRAFT



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PART 1 – INTRODUCTION

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment (EPA) Act 1979 and may be referred to as the **Coffs Harbour Jetty Area Car Parking Developer Contributions Plan 2013**.

This plan came into force on 22 August 2007.

PURPOSE OF THE PLAN

The purpose of this plan is to enable Council to require a contribution towards the provision of car parking in the Jetty Area.

AREA TO WHICH THE PLAN APPLIES

The plan applies to all land within the Coffs Harbour Jetty Area as shown in Map 1.

RELATIONSHIP TO OTHER PLANS AND POLICIES

This plan supplements Local Environmental Plan 2013, and the Coffs Harbour Development Control Plan 2013.

FORMULA FOR DETERMINING CONTRIBUTIONS

The formula to be used for the calculation of contributions under Section 94 of the EPA Act is as set out below.

$$\text{Contribution} = \frac{C}{S}$$

Where:

C = Cost of construction of the car parking facilities

S = total number of car parking spaces to be provided to meet the projected increase in demand

TIMING OF PAYMENT OF CONTRIBUTIONS

Payment of contributions should be finalised at the following stages:

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

**MAP 1
COFFS HARBOUR JETTY AREA TO WHICH THE PLAN APPLIES**



DEFERRED OR PERIODIC PAYMENTS

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

- there are valid reasons for deferred or periodic payment;
- no prejudice will be caused to the community deriving benefits from the car parking facilities required by the proposed development;
- no prejudice will be caused to the operation of this plan;
- the provision of the car parking facility in accordance with the adopted works schedule will not be adversely affected.

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

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

For the purposes of this provision, "appropriate rate of interest" means the seven year local government interest borrowing rate applicable from time to time, and "appropriate institution" means a licensed bank or other institution where securities comprise authorised investments under the Trustee Act 1912.

INDEXING OF CONTRIBUTION RATES

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

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

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

Where:

- RC = Revised contribution rate per car park applicable at the time of payment
- C = Previous contribution rate

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

Previous index is the Consumer Price index as listed in Table 1 or applicable at the time of issue of the consent.

The Council may also review the works schedule inclusions, and the estimate of costs of the car parking facilities, or other aspects relating to the contribution plan.

**Table 1
Indexing Factors for Car Parking**

Contribution Type	Indexation Basis	Index	Date Applied
Car parking	CPI	155.6	March 2007

PART 2 – STRATEGY PLANS

CAUSAL NEXUS

The anticipated increase in commercial and retail development within the Jetty Area will place a greater demand on existing car parking areas. This will require the provision of additional public car parking facilities, which are not currently available in the Jetty Area.

Existing public parking within the Jetty Area can be categorised into one of the two following categories:

- on-street parking;
- off-street parking.

Demand

Commercial and retail development generates a demand for car parking to facilitate operation of their activities. This contributions plan aims to provide funding for convenient public car parking spaces within the Jetty Area.

With the proposed redevelopment of the Harbour area, and continued growth of the residential sector in the Jetty area and surrounds it is anticipated that additional commercial and retail development will occur within the Jetty Area.

A proportion of the demand for car parking generated as a result of increased development will need to be provided on-site. However, where it is not possible to provide off street car parking Council may accept a contribution from the developer in lieu of on-site car parking spaces. The provision of car parking within the Jetty area is to be in accordance with the Coffs Harbour Development Control Plan 2013.

PHYSICAL NEXUS

This plan identifies the location of the proposed car parking facilities within the Jetty area (refer Map 2). The location of the proposed works is considered to be in good proximity to the areas zoned B4 Mixed Use within which future retail and commercial development are expected to occur.

TEMPORAL NEXUS

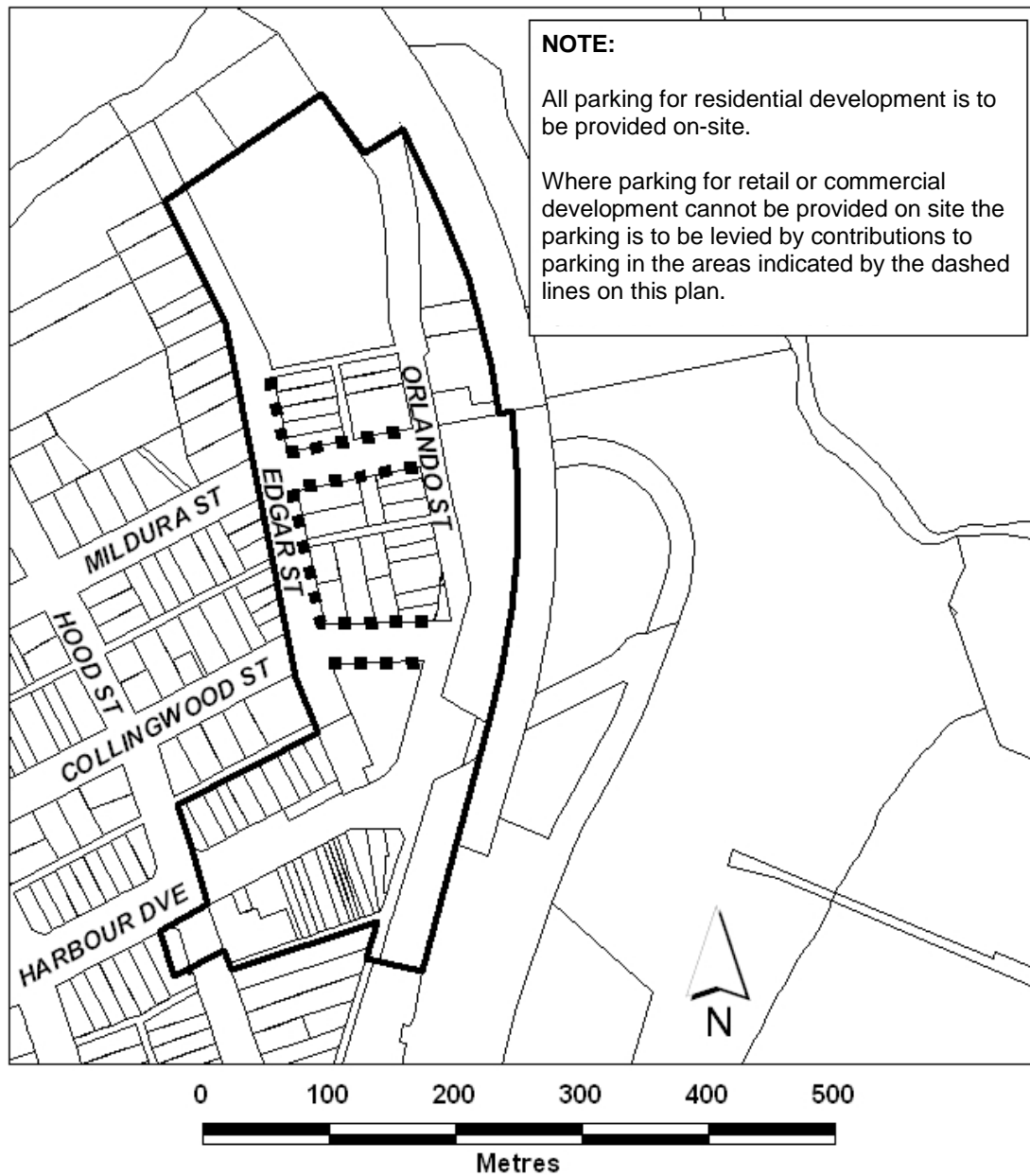
Car parking facilities required as a consequence of anticipated development in the short term are included in the works schedule. Timing for the provision of these works is reliant on the take-up rate for commercial/retail floorspace development, which will require an additional 48 spaces.

Supply

The implementation of the works provided for in this contribution plan will result in the provision of an additional 48 on streetcar parking spaces in Edgar Street, Collingwood Street, and Mildura Street.

Note:
Refer to Map 2 for location of works.

**MAP 2
PROPOSED LOCATION OF JETTY AREA CAR PARKING FACILITIES**



COST OF WORKS

The total cost of works to be funded under this plan is \$432,885. The works include the provision of hard surface car parking including kerb and gutter, drainage, and line marking. Design and supervision costs are included in the costs. Therefore, the contribution rate can be calculated as follows:

$$\text{Contribution} = \frac{C}{S}$$

Where:

C = Cost of construction of the car parking facilities

S = Total number of additional car parking spaces to be provided

$$C = \frac{\$432,885}{48}$$

$$C = \$9,018.43$$

Hence, the contribution rate = \$9,018.43 per parking space.

Note
The above contribution rate may need to be reviewed in line with any changes in the cost of works, demand and development activity.

WORKS SCHEDULE

The works schedule provides for the reconfiguration of car parking from parallel to "nose in" parking in Edgar Street, Collingwood Street, and Mildura Street in the locations as shown in map 2. Works include provision of hard surface on road car parking, line marking, drainage relocation, and kerb and gutter works.

The works will result in a total availability of a total of 96 car parks compared with the existing supply of 48 car parks. It is anticipated that the works will occur as a single construction project to achieve economies of scale, following receipt of the required funding.

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

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

As reported to Council 12 December 2013



ATTACHMENT 6

KORORA RURAL RESIDENTIAL RELEASE AREA

Developer Contributions
Plan 2013

DRAFT



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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

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

The Coffs Harbour Development Control Plan 2013 (DCP) makes provision for further rural residential expansion in the order of 250 additional dwellings accommodating 750 people. The Korora Rural Residential Release Area catchment will ultimately cater for a population of 1,500 people.

As a consequence of this anticipated development and having regard to the level of facilities currently available and the expected profile of the new population, it will be necessary to provide transport and traffic facilities and bush fire fighting equipment to cater for the additional population.

The costs of the urban planning component required to enable development of the release area are also included.

SUMMARY OF WORKS SCHEDULE

A schedule of works, estimated staging and expenditures is summarised on page 13.

SUMMARY OF CONTRIBUTION RATES

Table 1 summarises the costs of the identified public facilities.

Table 1 summarises the contribution rates applying to the different forms of development in the Korora Rural Residential Release Area. Appendix "B" includes additional contribution rates that apply to various other forms of development.

DATE OF COMMENCEMENT OF THE PLAN

This contributions plan came into operation on 27th February 2004. This plan was amended on 24th August 2005, 22nd March 2006, on the 24th April 2008, on 28th June 2012, 8th May 2013, and further on the XX/XX/XX .

Table1 - Summary of Contributions

Service/Facility	Net Cost to be Levied	Per Person	Per Lot / Large Dwelling	Per Small Dwelling	Per SEPP Seniors Living Dwelling (self care)
	\$	\$	\$	\$	\$
Transport and Traffic	3,394,661	6,591.57	17,138.08	11,996.66	9,425.94
Bush Fire Equipment	79,484	154.34	401.28	280.90	220.70
Urban Planning	217,702	422.72	1,099.07	769.35	604.49
Total Contribution	3,691,847	7,168.63	18,638.43	13,046.91	10,251.13

Notes:

- 1. Contribution rates will be applied as follows:**
 - *the first lot in a residential subdivision is exempt from contributions*
 - *the first dwelling on a residential lot is exempt from contributions*
 - *the contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.*
- 2. A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas).**
- 3. The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres of floor area (excluding garages and balcony areas).**
- 4. In addition to the above the relevant contribution rates for Regional, District and Neighbourhood Open Space and Community Facilities, Surf Rescue Equipment, and Coffs Harbour Road Network will also apply.**
- 5. SEPP Seniors Living occupancy rates refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004.**
- 6. Additional contribution rates for various other types of development are included in this plan at appendix "B"**

PART 2 - ADMINISTRATION & ACCOUNTING

THE AREA TO WHICH THE PLAN APPLIES

This plan applies to all land within the Korora Rural Residential Release Area as described on Map 1.

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act 1979 and Part 4 of the Environmental Planning and Assessment Regulation 1994 and may be referred to as the Korora Rural Residential Release Area Developer Contributions Plan 2013.

PURPOSE OF THE PLAN

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

Other purposes of the plan are to:

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

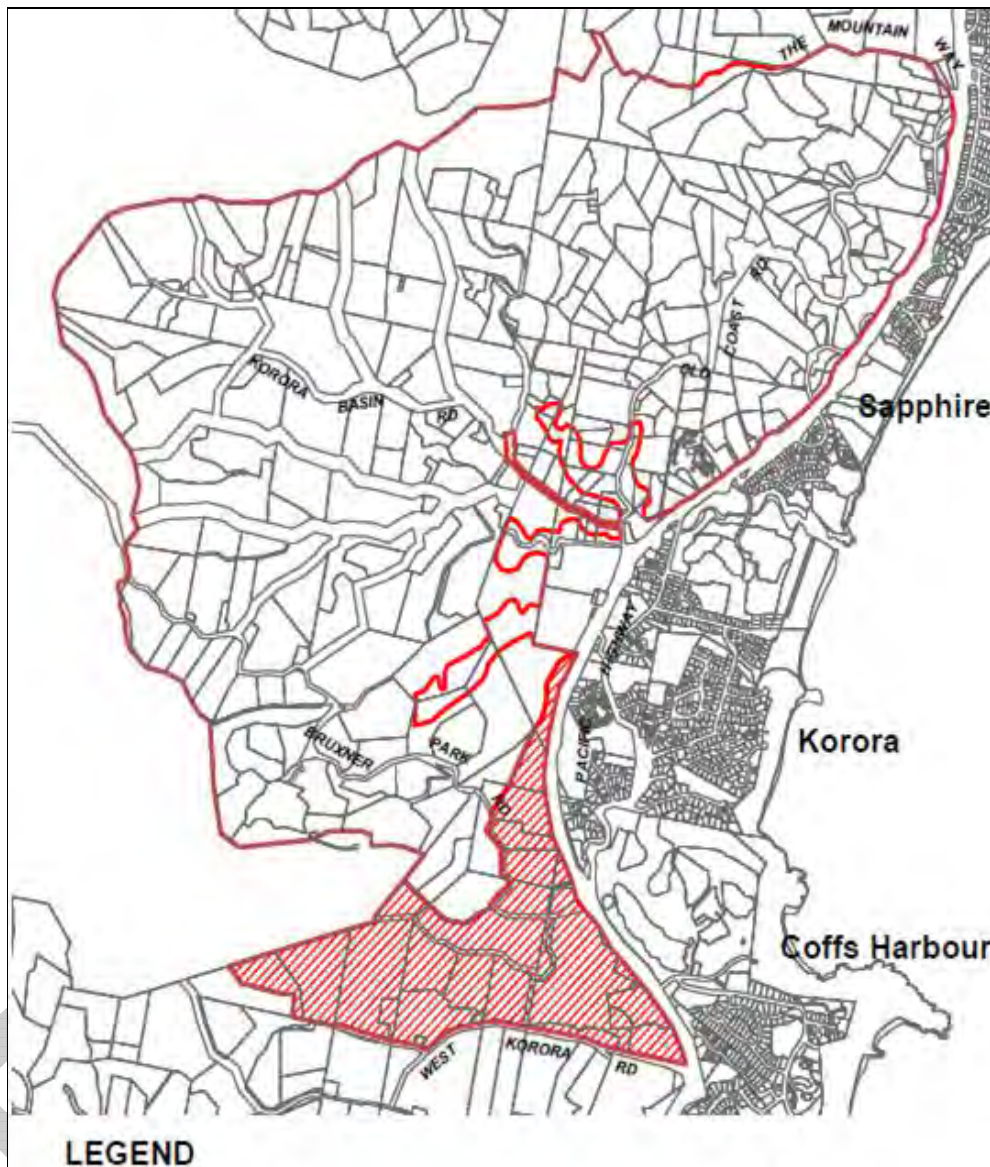
RELATIONSHIP TO OTHER PLANS AND POLICIES

This plan supplements the Coffs Harbour City Local Environmental Plan 2013 and Coffs Harbour Development Control Plan applying to the Korora Rural Residential Release Area. This contributions plan should be read in conjunction with the Regional, District and Neighbourhood Facilities Developer Contributions Plan 2013, the Surf Rescue Facilities Plan, the Coffs Harbour Road Network Plan and the Water Supply and Waste Water Treatment Carrier Development Servicing Plans and other contributions plans that may apply to the release area.

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

HOW THE PLAN OPERATES

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



**MAP 1
KORORA RURAL RESIDENTIAL RELEASE AREA**

FORMULA FOR DETERMINING CONTRIBUTIONS

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

Contribution per person =

$$\frac{C - E}{P}$$

Where:

C = total cost of works to provide the desired facility or service including land acquisition, survey and design and construction costs, but less any grant or other funds received

E = amount of available existing contributions either as cash held or levied as at 31 December 2011.

P = future population of catchment less lots approved

TIMING OF PAYMENT OF CONTRIBUTIONS

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

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

DEFERRED OR PERIODIC PAYMENT

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

- there are valid reasons for deferred or periodic payment;
- no prejudice will be caused to the community deriving benefits from the public facilities required by the proposed development;
- no prejudice will be caused to the operations of this plan; and
- the provision of the public facility or service in accordance with the adopted work schedule will not be adversely affected.

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

- (i) the deferment will be for a fixed period not exceeding six months from the date the contribution becomes due;
- (ii) the applicant must agree to pay the Council interest on contributions or on so much thereof as shall remain outstanding at the **appropriate rate of interest**.
- (iii) payment of the contributions and the interest must be secured by delivery to the Council of a guarantee in writing issued by an **appropriate institution**.
- (iv) deferments will not be granted based on progression sales of land, unless a staged approval is granted.

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

WORKS IN KIND

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

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

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

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

Any offer for carrying out of works in kind or provision of a material public benefit must be made in writing and accepted by Council prior to commencement.

EXEMPTIONS

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

POOLING OF FUNDS

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

INDEXING OF CONTRIBUTION RATES

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

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

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

where

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

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

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

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

PART 3 – STRATEGY PLANS

RELATIONSHIP BETWEEN EXPECTED DEVELOPMENT AND DEMAND FOR ADDITIONAL PUBLIC FACILITIES

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

Transport and Population Data Centre, NSW Statistical Local Area Population Projections 2001-2031, 2007 Release assesses the 2011 population for the Coffs Harbour Local Government Area as 75,340. Further it predicts a population of 81,720 in 2016.

The Coffs Harbour Land Capacity Assessment 2004 identifies the release area as having potential for an additional 300 dwellings.

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

Coffs Harbour City Council Open Space Strategy 2010 identifies the passive and active open space facilities required by future population throughout the local government Area.

The Coffs Harbour Development Control Plan 2013 sets out detailed guidelines for development in the Korora rural residential release area. It provides for a range of residential densities, although it is expected that the dominant form of development will be detached dwellings.

PROVISION

The anticipated increase in population in the Korora Rural Residential release area will place greater demands on existing public facilities and require the provision of new public facilities to cater for the demands of the additional population.

The Korora area is typically rural/agricultural oriented. The proposal is to change this rural/agricultural focus to rural residential in nature. The result is a major change to the level of facilities, services and infrastructure required for the development.

Table 1 in this plan lists the public facilities to be provided in the Korora Rural Residential release area.

The Coffs Harbour Regional, District and Neighbourhood Facilities Developer Contributions Plan lists public facilities provided for the benefit of future population in Korora together with future population in other catchments.

LOCATION

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

ATTACHMENT 6

TIMING

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

Table 1 lists the benchmark or estimated staging for the provision of public facilities in the Korora Rural Residential release area.

Any forward funding required for proposed development is to be undertaken by developers, who will be reimbursed as contributions become available.

EXISTING AND FUTURE DEVELOPMENT IN KORORA

The Korora rural residential release area comprises rural residential accommodation with single dwellings on allotments ranging from 1ha to 3 ha. Since adoption of this contributions plan contributions have been levied or collected for 94 additional allotments. Given the Coffs Harbour Land Capacity Assessment 2004's projection of an additional 300 dwellings, the remaining future development potential is 206 dwellings.

PROJECTED DWELLING YIELD

Housing policy, prevailing market conditions and environmental constraints will together influence dwelling yield. The forecast population is based on the potential dwelling yields. These yields will be derived from balancing existing urban patterns with changing demands for a wider choice of housing and endeavours to promote efficient and sustainable urban environments.

The housing policy promoted for the development of the Korora rural residential release area is to provide for a variety of housing types encouraging a heterogeneous population. However, environmental constraints and prevailing market conditions will create a demand for low density housing forms and conventional allotments of at least 1 hectare.

A maximum net density of 1 dwelling per hectare is achievable given the environmental constraints of the release area.

The projected dwelling yields for the area can be explained in terms of two main types of housing

- **Conventional Housing** - generally Torrens title allotments with single detached dwellings with an average allotment size of around 1 hectare.
- **Dual Occupancy Housing** - Torrens strata or community title allotments comprising a duplex or two attached dwellings with an average allotment size of around 1 hectare.

OCCUPANCY RATES

The projected overall population will be a consequence of the dwelling yield and varying occupancy rates. The forecast occupancy rates, which are based on ABS Census data average occupancy rates, are shown in Table 2.

Table 2 - Occupancy Rates

Housing Type	Occupancy Rates
Large Dwelling	2.6 persons/dwelling
Small Dwelling	1.8 persons/dwelling
Seniors Living SEPP dwelling (self care)	1.5 persons /dwelling

Notes:

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

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

The total projected population of the whole release area based on these occupancy rates and projected dwelling yields, is estimated to be 750. Having regard to the developments approved to date, the additional future population as at 31 December 2011 is expected to be 515 people.

PROPOSED PUBLIC FACILITIES

COMMUNITY FACILITIES AND SERVICES

The provision of community facilities under this plan are to be based on need and takes into account the provision of services and facilities by other levels of government, the private sector and other non-government providers. This plan only deals with those community facilities over which local government has direct influence. Other community facilities such as schools, hospitals, churches, private recreation facilities, clubs and the like are beyond this influence.

EXISTING FACILITIES

The two Bush Fire Brigade buildings are the only existing community facilities within the study area. The greater Korora area is serviced by other recreational and community facilities. The school hall at Kororo Public School is utilised as the community meeting place. The total population of the study area does not warrant any additional facilities.

OPEN SPACE AND RECREATION

EXISTING FACILITIES

Existing formal open space and recreation facilities do not exist within the Korora study area. Within the greater Korora area (east of the Highway) there are public reserves, a playground, a sports field and picnic facilities.

Informal recreation opportunities are provided with the nearby beaches, creeks and Nature Reserve.

As the release area is characterized by rural residential allotments it is considered that informal open space is available to residents. No formal local open space is to be provided for under this plan.

TRANSPORT AND TRAFFIC MANAGEMENT

INTRODUCTION

The strategy for the movement of people within and through the Release Area recognises the dependence on the motor car and therefore provides for works to accommodate the anticipated increase in traffic.

EXISTING FACILITIES

The Korora Release Area is adjacent to the Pacific Highway. The main access, within Korora, is currently provided by The Old Coast Road, Korora Basin Road, West Korora Road and Bruxner Park Road. The Roads and Traffic Authority (RTA) have indicated that in the longer term access to the Highway should be restricted to controlled intersections.

IDENTIFIED NEEDS

The transport demands within the release area can be categorised simply in terms of the road network.

Road Network

Under the DCP it is proposed that controlled intersections for access to and from the Highway be provided at Old Coast Road and Bruxner Park Road. The following works are proposed:

Bruxner Park Road

Upgrade sections of Bruxner Park Road

Installation of traffic safety measures

Estimated cost of these works is in the order of **\$850,000**.

Korora Basin Road/Rowsells Road:

Upgrade of intersection and first 100 metres of Rowsells Road. Estimated cost is in the order of **\$200,000**.

Korora Basin Road:

Minor upgrading works proposed together with the construction of a turning area at the western end. Estimated cost of the works is **\$200,000**

Old Coast Road (South):

Widening of two single lane bridges is proposed to enable traffic to pass in both directions. The estimated cost of these works is **\$750,000**.

Old Coast Road (North):

Widening and sealing of the road for the full length and installation of traffic safety measures to ensure a more trafficable road exists to cater for the increased population. A proportion of these works have been completed. The estimated cost to carry out the remaining work is **\$950,000**.

Finlays Road

Bridge upgrade works plus widening of the road. Installation of signage at "T" intersection with Korora Basin Road. The cost of the works is estimated to be **\$187,500**.

Transfer of Crown Lands

Many properties obtain access via a network of crown land parcels which are defined as windbreaks and crown roads. These parcels have been transferred to council as public roads. These roads have been added to Council's unmaintained road register. Any upgrading of these roads will be purely the responsibility of the developer/landowner.

The cost of survey and registration of the transfers is **\$35,000**. This has been paid from contributions collected to date.

PROPOSED FACILITIES

The following table summarises the future traffic facilities, which will be funded using Section 94 contributions.

Bruxner Park Road	\$850,000
Korora Basin Road/Rowsells Road intersection	\$200,000
Finlay's Road	\$187,500
Korora Basin Road	\$200,000
Old Coast Road (south)	\$750,000
Old Coast Road (north)	\$950,000
Design/Supervision @15%	\$470,625
Contingencies @15%	\$470,625

TOTAL \$4,078,750

CALCULATION OF CONTRIBUTION RATE

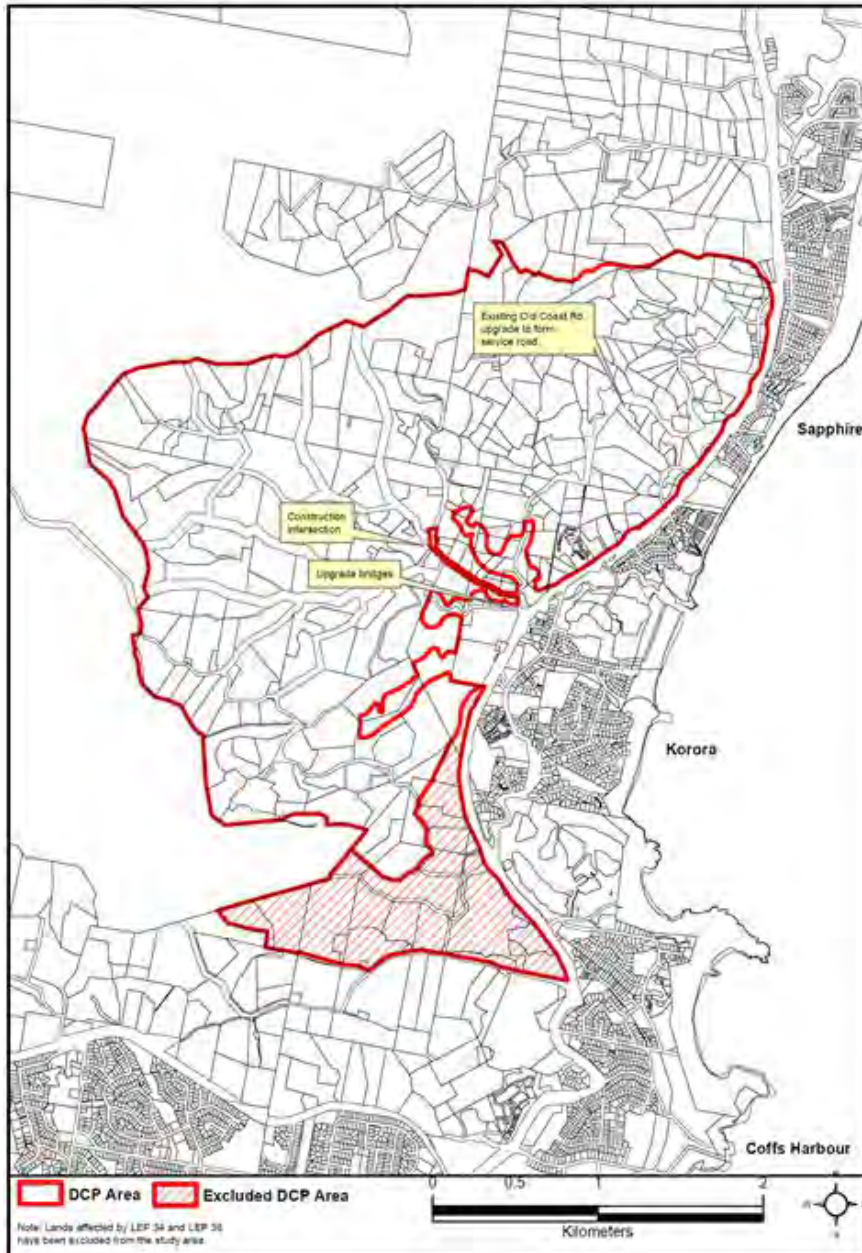
The contribution rate is calculated as follows:

$$\text{Contribution rate} = \frac{C - E}{P}$$

C = Cost of community facility
 P = Expected additional population
 E = amount of existing contributions either held or levied as at 31 December 2012.

$$\begin{aligned} C &= \$4,078,750 \\ P &= 515 \\ E &= \$684,089 \\ &= \frac{\$4,078,750 - \$684,089}{515} \end{aligned}$$

= \$6,591.57 per person



**MAP 3
TRAFFIC AND TRANSPORT STRATEGY**

ATTACHMENT 6

URBAN PLANNING

The following formula is used to calculate the contribution rate for bushfire equipment:

PLANS AND STUDIES

Section 94 of the Environmental Planning and Assessment Act allows the recoupment of costs for the preparation of the DCP, this Contribution Plan and associated studies. The cost of studies and the plan, which have been indexed in accordance with the provisions of the EP&AA Regulations, are as follows:

Flora and Fauna Study	\$41,392
Water Quality Study	\$61,935
Road & Traffic Study	\$57,950
Mapping	\$41,392
Development Control Plan	\$103,941
TOTAL	\$306,610

$$\text{Contribution rate} = \frac{C - E}{P}$$

- C = Cost of equipment
- P = Expected additional population
- E = Amount of existing contributions either paid or levied as at 31st January 2006

$$= \frac{\$120,000 - \$40,516}{515}$$

$$= \text{\$154.34 per person}$$

CALCULATION OF CONTRIBUTION RATE

The following formula is used to calculate the contribution rate for urban planning:

$$\text{Contribution rate} = \frac{C - E}{P}$$

- C = Cost of studies/plans
- P = Expected additional population
- E = Amount of existing contributions either paid or levied as at 31st December 2011 plus contributions expended to date

$$= \frac{\$306,610 - \$88,908}{515}$$

$$= \text{\$422.72 per person}$$

BUSHFIRE

The two existing Bush Fire Brigade units in the release area will require additional equipment and an upgrade to the vehicles provided. This is to enable an appropriate service to be developed in conjunction with the additional rural residences.

WORKS SCHEDULE

The works schedule detailed below outlines the projected staging of works in anticipated order of commencement. The works schedule may be subject to change, subject to development growth patterns, and funding.

Completed Works

Part Upgrade Old Coast Road North \$821,590

Future Works

Complete upgrade of Old Coast Road North \$950,000

Upgrade Korora Basin Road \$200,000

Upgrade Intersection Korora Basin and Rowsells Road \$200,000

Upgrade Old Coast Road South \$750,000

Upgrade Finlays Road \$187,500

Upgrade Bruxner Park Road \$850,000

Bushfire Equipment \$120,000

TOTAL ESTIMATED COST \$4,079,090

NOTE: Overall timing of works is dependant upon receipt of contribution funds

APPENDIX A - INDICES

CONTRIBUTION TYPE	INDEXATION BASIS	INDEX	DATE APPLIED
Roads/Traffic Management	Consumer Price Index – All Groups (A) for Sydney	178.7	31-12-2011
Planning Studies	Consumer Price Index – All Groups (A) for Sydney	178.7	31-12-2011
Fire equipment	Consumer Price Index – All Groups (A) for Sydney	178.7	31-12-2011

ATTACHMENT 6

APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

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

ATTACHMENT 6

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

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

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

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

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

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

As reported to Council 12 December 2013



ATTACHMENT 7

COFFS HARBOUR MINES AND EXTRACTIVE INDUSTRIES

Developer Contributions
Plan 2013

DRAFT



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PART 1 – SUMMARY SCHEDULES

EXECUTIVE SUMMARY

This contributions plan enables Coffs Harbour City Council to levy contributions under Section 94 of the Environmental Planning and Assessment Act 1979 where mines or extractive industries generate additional heavy vehicle movements on roads within the Coffs.

As a consequence of this anticipated expected increase in heavy vehicle movements increased road maintenance on haulage routes will be required.

SUMMARY OF CONTRIBUTION RATES

The contribution rates for the funding of the identified works are summarised at Table2.

DATE OF COMMENCEMENT OF THE PLAN

This plan came into operation on 23 February 2000. This Plan was amended on the 24 August 2005 and again on xx/xx/xxxx.

SUMMARY OF WORKS SCHEDULE

The additional road works required as a result of heavy vehicle movements from mines and extractive industries will depend on the scale and location of activity of those industries.

Table No. 1 - Schedule of Works, Staging and Expenditures

Description of Works	Cost of Works	Catchment Map Ref.	Staging
Mines and Extractive Industries	Dependent on activity level	N/A	As demand dictates

Table No. 2 Roads and Trunk Drainage Contribution Rates

Identified Works	Contribution Rate
Mines and Extractive Industries	\$0.088/t/km

PART 2 ADMINISTRATION AND ACCOUNTING

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act 1979 and Part 4 of the Environmental Planning and Assessment Regulation 1994 and may be referred to as the Coffs Harbour Mines and Extractive Industries Developer Contributions Plan 2013.

Mines and Extractive Industries Contributions Plan which came into effect on 24 August 2005. This contributions plan provides a means for implementing some of the planning and community development strategies adopted by Council.

PURPOSE OF THE PLAN

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

HOW THE PLAN OPERATES

In determining a development application Council may impose a condition requiring the payment of a monetary contribution in accordance with the provisions of this plan.

Other purposes of the plan are to:

1. ensure that the existing community is not burdened by the costs of road works caused by heavy haulage vehicles; and
2. provide a strategy for the assessment, collection, expenditure, accounting and review of developer contributions on an equitable basis.

FORMULA FOR DETERMINING CONTRIBUTIONS

Contributions are applied at the rate of \$0.088 per tonne of material extracted for each kilometre of road on which the haulage occurs, dependant on the specific haulage route.

TIMING OF PAYMENT OF CONTRIBUTIONS

Payment of financial contributions will generally occur on an annual basis calculated in accordance with the amount of material extracted during any 12 month period commencing from the date of determination of the relevant development application.

THE AREA TO WHICH THE PLAN APPLIES

This plan applies to the whole of the Coffs Harbour local Government Area

DEFERRED OR PERIODIC PAYMENT

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

RELATIONSHIP TO OTHER PLANS AND POLICIES

This contributions plan supersedes the previous Roads and Trunk Drainage and

- there are valid reasons for deferred or periodic payment

ATTACHMENT 7

- no prejudice will be caused to the community deriving benefits from the public facilities required by the proposed development
- no prejudice will be caused to the operation of this plan
- the provision of the public facility or service in accordance with the adopted work schedule will not be adversely affected.

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

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

For the purposes of this provision, "appropriate rate of interest" means the seven year local government interest borrowing rate applicable from time to time, and "appropriate institution" means a licensed bank or other institution where securities comprise authorised investments under the Trustee Act 1912.

WORKS IN KIND

Council may accept an applicant's offer to make a contribution by way of a works in kind contribution or a material public benefit as referred to in Section 94 (2C) of the Environmental Planning and Assessment Act.

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

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

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

INDEXING OF CONTRIBUTION RATES

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

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

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

where

RC = Revised contribution rate applicable at the time of payment

C = Previous contribution rate

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

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

PART 3 - STRATEGY PLANS

RELATIONSHIP BETWEEN EXPECTED DEVELOPMENT AND DEMAND FOR ADDITIONAL PUBLIC FACILITIES

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

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

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

Coffs Harbour LEP 2013 makes provision for residential expansion in a number of areas in the City.

CAUSAL NEXUS

Mines and extractive industries provide a significant role in meeting the resource needs of the community. Mines and extractive industries also have the potential to generate significant heavy vehicle movements with consequential impacts upon the local road network.

Heavy vehicles require a higher standard of road width, alignment and paving thickness to ensure safe and efficient movement and maintain reasonable amenity. The impact of

heavy vehicles (equivalent standard axles [ESA]) can reduce the pavement life for a set pavement thickness or require additional pavement width and thickness to maintain the design pavement life. The anticipated growth in population will create the need for additional roads which will in turn create additional extraction requirements from mines within the local government area.

PHYSICAL NEXUS

Mines and Extractive Industries

The travel distance between the resource and the nearest main road used to transport materials will form the length of road upon which the contribution will be levied.

TEMPORAL NEXUS

Mines and Extractive Industries

Contributions will be levied as mining and extractive industry development occurs.

CALCULATION OF CONTRIBUTION RATE

The contribution is calculated on the basis of the average cost per kilometre to bring a road up to the required standard for the development. The impact is calculated on the ESA loading on the road per vehicle as a proportion of total loadings on the road. This is then converted to a total cost per tonne (1000 kilograms) per kilometre.

ASSUMPTIONS

1. Design life of a rural road is 30 years. Design traffic volumes over this period is 1.0×10^6 ESAs.
2. Assessment of the impact on road pavement is based on the AUSTROADS "A Guide to structural Design of Road

Pavements”. The number of ESAs per commercial vehicle is determined by the Load Factor (f) equal to 1.9.

3. The standard commercial vehicle is assumed to be a three axle (single front, tandem rear axle) truck with gross vehicle mass of 20 t and net load of 13 t.
4. The construction cost for rural roads is \$600,000.00 per kilometre.

CALCULATIONS

1 commercial vehicle	=	1.9 ESAs
13 t	=	1.9 ESAs
1 ESA	=	13 / 1.9
	=	6.84 t

$$\text{Levy} = \frac{\text{Cost 1 kilometre}}{\text{Design Traffic x Tonnes per ESA}}$$

$$= \frac{\$600,000}{1.0 \times 10^6 \times 6.84}$$

$$= \mathbf{\$0.088/t/km}$$

Income from contributions will be spent on the road network associated with the development subject to the contribution, within a reasonable time frame pertaining to the circumstances of the development.

APPENDIX A - INDEXING FACTORS FOR LOCAL ROADS & TRUNK DRAINAGE

Contribution Type	Indexation Basis	Index	Date Applied
Mines & Extractive Industries	Consumer Price Index – (All Groups) for Sydney	102.7	March 2013

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

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

As reported to Council 12 December 2013



ATTACHMENT 8

MOONEE RELEASE AREA

Developer Contributions
Plan 2013

DRAFT



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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

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

The Moonee Development Control Plan makes provision for further residential expansion in the order of 1,686 additional dwellings accommodating 4,558 people.

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

- open space and recreational facilities
- transport and traffic facilities
- conservation protection
- community facilities

SUMMARY OF CONTRIBUTION RATES

Table 1 summarises the contribution rates applying to the different forms of development in Moonee. Appendix "B" includes additional contribution rates that apply to various other forms of development.

Table 2 summarises the costs of the identified public facilities.

DATE OF COMMENCEMENT OF THE PLAN

The Moonee Developer Contributions Plan came into operation on the 22nd September 2004. The Plan was amended on 24th August 2005, 7th May 2007, 24th April 2008, 8th May 2013, and further amended on xx/xx/xxxx.

This plan supersedes all Section 94 levies included in the previous Moonee Release Area Contributions Plan, which came into effect on 8th May 2013.

Table 1 – Summary of Contributions

Service / Facility	Net Cost to be Levied	Per Person	Per Lot/or Large Dwelling	Per Small Dwelling	Per SEPP Seniors Living Dwelling (self care)
	\$	\$	\$	\$	\$
Community Facilities	1,100,000	243.85	682.78	477.95	375.53
District Open Space	7,638,611	1,633.93	4,575.00	3,202.50	2,516.25
Local Open Space	1,830,265	405.25	1,134.70	794.29	624.09
Traffic Facilities	14,395,148	3,299.43	9,238.40	6,466.88	5,081.12
Stormwater Management	60,000	10.22	28.62	20.03	15.74
Urban Planning	188,370	40.75	114.09	79.86	62.75
Total Section 94	25,212,394	5,633.43	15,773.59	11,041.51	8,675.48
Northern Road Catchment Area					
Local Traffic Facilities	3,060,697	1,436.95	4,023.45	2,816.42	2,212.90
Total Section 94	28,273,091	7,070.38	19,797.04	13,857.93	10,888.38

Notes:

1. *In addition to the above, the relevant contribution rates in the Coffs Harbour Regional, District, and Neighbourhood Facilities and Services Contributions Plan, the Coffs Harbour Road Network Contributions Plan, the Surf Rescue Equipment Contributions Plan, the Coffs Harbour Water Supply and Wastewater Developer Services Plans and other contribution plans will also apply.*
2. *Contribution rates will be applied as follows:*
 - *the first lot in a residential subdivision is exempt from contributions*
 - *the first dwelling on a residential lot is exempt from contributions*
 - *the contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.*
3. *A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas).*
4. *The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres (excluding garages and balcony area).*
5. *SEPP Seniors Living occupancy rates refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004*
6. *Additional contribution rates for various other types of development are included in this plan at appendix "B"*

Table 2 - Schedule of Works, Commencement, Staging and Expenditures

Works Required	Estimated Capital Cost \$	Benchmark/Estimated Staging
District Transport Facilities - Construction - Cycleways/Pathways - Bus Shelters	\$14,395,148	As demand dictates. Works commenced in Moonee Beach Road. Anticipate collector road construction will commence from Moonee Beach Road north and from Split Solitary Road north within the next 2-3 years.
Local Transport Facilities	\$3,060,697	As demand dictates
Open Space: District - Land acquisition (incl. Interest) - Embellishment Local - Land Acquisition - Embellishment	\$5,638,211 \$2,000,400 \$1,049,265 \$781,000	As funds becomes available As funds becomes available
Development Studies	\$188,370	Majority of studies completed. Others will occur as development is undertaken
Stormwater Management	\$60,000	As funds become available
Community Facilities	\$1,100,000	Land in Council ownership Construction as funds become available

PART 2 ADMINISTRATION AND ACCOUNTING

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act 1979 and Part 4 of the Environmental Planning and Assessment Regulation 2000 and may be referred to as the Moonee Developer Contributions Plan 2013.

PURPOSE OF THE PLAN

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

Other purposes of the plan are to:

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

THE AREA TO WHICH THE PLAN APPLIES

The plan applies to all land within the Moonee Area as shown in Map 1.

RELATIONSHIP TO OTHER PLANS AND POLICIES

This plan supersedes all Section 94 levies included in the previous Moonee Release Area Contributions Plan, which came into effect on 13th May 2013.

The plan supplements the Coffs Harbour City Local Environmental Plan 2013 and Moonee Development Control Plan applying to the Moonee Area.

This contributions plan should be read in conjunction with the Coffs Harbour Regional, District and Neighbourhood Facilities and Services Contributions Plan, the Surf Rescue Facilities Plan, the Coffs Harbour Road Network Plan and the Coffs Harbour Water Supply and Wastewater Developer Services Plans 2013 (Section 306 (3) of the Water Management Act, 2000) and other contribution plans that may apply to the Moonee Area.

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

HOW THE PLAN OPERATES

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



MAP 1 - LOCALITY

FORMULA FOR DETERMINING CONTRIBUTIONS

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

$$\text{Contribution per person} = \frac{C - E + I}{P}$$

Where:

C = total cost of works to provide the desired facility or service including land acquisition, survey and design and construction costs, but less any grant or other funds received

I = Interest on forward funded works

P = future population of catchment

E = Amount of contributions levied or collected to date.

TIMING OF PAYMENT OF CONTRIBUTIONS

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

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

DEFERRED OR PERIODIC PAYMENTS

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

- there are valid reasons for deferred or periodic payment;
- no prejudice will be caused to the community deriving benefits from the public facilities required by the proposed development;
- no prejudice will be caused to the operation of this plan;
- the provision of the public facility or service in accordance with the adopted work schedule will not be adversely affected.

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

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

ATTACHMENT 8

Deferments will not be granted based on progressive land sales.

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

WORKS IN KIND

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

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

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

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

EXEMPTIONS

Council may consider exempting developments, or components of

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

POOLING OF FUNDS

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

INDEXING OF CONTRIBUTION RATES

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

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

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

where

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

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

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

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

PART 3 – STRATEGY PLANS

RELATIONSHIP BETWEEN EXPECTED DEVELOPMENT AND DEMAND FOR ADDITIONAL PUBLIC FACILITIES

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

The “ Our living City” Settlement Strategy establishes the level of existing development and estimates a population of around 100,000 in Coffs Harbour by the year 2030. The estimates are based on occupancy rates derived from the 2001 census .

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

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

Coffs Harbour City Council Open Space Strategy 2010 identifies the passive and active open space facilities required by future population.

The Moonee Development Control Plan sets out detailed guidelines for development in the Moonee Release Area. It provides for residential development with the dominant form being detached dwellings.

CAUSAL NEXUS

The anticipated increase in population in the Moonee Release Area will place greater demands on existing public facilities and will require the provision of new public facilities that are not currently available in the Moonee area

Table 1 in this plan lists the public facilities to be provided in the Moonee catchment.

The Coffs Harbour Regional, District and Neighbourhood Facilities and Services Plan lists public facilities provided for the benefit of future population in Moonee together with future population in other catchments.

The Coffs Harbour Water Supply Development Services Plan 2013 and Wastewater Treatment & Carrier System Development Services Plan 2013 lists the water and sewerage requirements for new development in Moonee.

Other Contribution Plans may also apply to the Moonee catchment.

PHYSICAL NEXUS

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

TEMPORAL NEXUS

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

Table 2 lists the benchmark or estimated staging for the provision of public facilities in the Moonee Release Area.

EXISTING AND FUTURE DEVELOPMENT IN MOONEE

Moonee generally comprises residential accommodation with single dwellings on allotments ranging from 700m² to 20.25ha. The existing population and approved developments is approximately 1451 people.

PROJECTED DWELLING YIELD

Housing policy, prevailing market conditions and environmental constraints will together influence dwelling yield. The forecast population is based on the potential dwelling yield. These yields are derived from balancing existing urban patterns with changing demands for a wider choice of housing and endeavours to promote efficient and sustainable urban environments.

The projected dwelling yield for Moonee can be explained in terms of three types of housing:

- **Conventional Housing** - generally Torrens title allotments with single detached dwellings with an average allotment size of around 550m² or less.
- **Dual Occupancy Housing** - Torrens strata or community title allotments comprising duplexes or two detached dwellings with a minimum allotment size of 400m².
- **Integrated Housing** – Community title allotments comprising a mix of detached and attached dwellings with an average allotment size of around 400m².
- **Medium Density Housing** – Torrens strata or community title allotments comprising multi-unit housing with a density of about one dwelling per 250m².

OCCUPANCY RATES

The forecast occupancy rates are shown in Table 3.

Table 3 - Occupancy Rates

Housing Type	Occupancy Rates
Large Dwelling	2.8 persons/dwelling
Small Dwelling	1.8 persons/dwelling
Seniors Living SEPP Developments (self care)	1.5 persons/dwelling

The total future projected population of Moonee based on these occupancy rates and projected dwelling yields, allowing for developments approved to date, is shown in Table 4.

Table 4 - Population Projection

Housing Type	*Occ Rate	No. of Dwellings	Pop'n
Large Dwelling	2.8	1,313	3,676
Small Dwelling	1.8	62	112
Seniors Living SEPP Developments (self care)	1.5	To be determined	
Total		1,375	3,788

*Occupancy Rate

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

A large dwelling is deemed to be any dwelling with a floor area equal to or exceeding 100 square metres (excluding garages and balcony areas).

POPULATION PROFILE

The social infrastructure needs are based on an anticipated population of 5,239 persons. This includes an existing population and approved developments catering for approximately 1,451 people and an additional population of 3,788 to be accommodated in the release area.

The population profile of the release area is initially anticipated to reflect a “developing” population model. This developing population, coupled with the existing population, is expected to have the following age characteristics:

Table 5 - Population

Age	%
0-9	13.2
10-19	17.8
20-29	5.5
30-39	11.8
40-49	19.8
50-59	13.0
60+	18.9
Total	100.0

The population is expected to have a high proportion of young families with persons of pre-school age (0-4 years), school age (5-19 years) and young to middle age adults (30-49 years).

PROPOSED PUBLIC FACILITIES

COMMUNITY FACILITIES AND SERVICES

The provision of community facilities under this plan is to be based on need and takes into account the provision of services and facilities by other levels of government, the private sector and other non-government providers. This plan only deals with those community facilities provided by local government.

Residential development in Moonee will generate a demand for a multi-purpose complex and associated infrastructure.

There is an existing community hall within the Moonee Beach Recreation Reserve. However this facility is unlikely to meet the future needs of the community.

IDENTIFIED NEEDS

The community service needs identified are based on the population profile and standards derived from the Coffs Harbour Social Plan. This represents the nexus between service demand and provision. These community service needs relate to the community wellbeing, development and information and are to be provided to meet the changing demands of the community as the population profile changes. Accordingly, the plan seeks to provide facilities that are flexible in order to meet changing demands in both spatial and functional terms.

Proposed Facilities

To meet the needs outlined above it is proposed to establish a centrally located neighbourhood community centre, which can operate as a multi-purpose centre. These facilities will include a building providing for community meetings/functions, including outdoor facilities, car parking and landscaping.

The cost of this facility is estimated to be \$1,100,000

Calculation of contribution rate:

$$\begin{aligned} \text{Contribution} &= \frac{C-E}{P} \\ &= \frac{1,100,000 - 176,299}{3,788} \\ &= \text{\$243.85 per person} \end{aligned}$$

OPEN SPACE: RECREATION AND CONSERVATION MANAGEMENT

EXISTING FACILITIES

Existing formal open space and recreation facilities are limited within Moonee. Within the Moonee Reserve there is a playground, tennis court and picnic facilities.

Informal recreation opportunities are provided with the nearby beach, creek and Nature Reserve.

Existing conservation areas are located within the Moonee Creek Reserve, Moonee Nature Reserve, Moonee Creek Estuary including Skinners Creek, Cunninghams Creek and Sugar Mill Creek, Moonee and Mid Sapphire Beach, Green Bluff Headland, Orara East State Forest, and public land in Parish Close.

IDENTIFIED NEEDS

On the basis of this population model, it is anticipated that a preference for structured sporting facilities, passive recreation and neighbourhood parks/ playgrounds will exist. In relation to conservation management, urban growth is the primary cause of native vegetation loss within the coastal area of Coffs Harbour.

To achieve sustainable urban growth, there is a need to ensure natural areas are protected and managed for conservation.

Open space facilities can be considered at a regional, district and local level.

Regional

Regional sporting facilities and passive recreation areas cater for users prepared to travel to significant distances from within and outside the Coffs Harbour local government area.

Sporting facilities and passive recreation areas in the vicinity of Moonee include the Coffs Coast Sport and Leisure Park, North Coast Regional Botanic Garden, Brelsford Park and Jetty Foreshores.

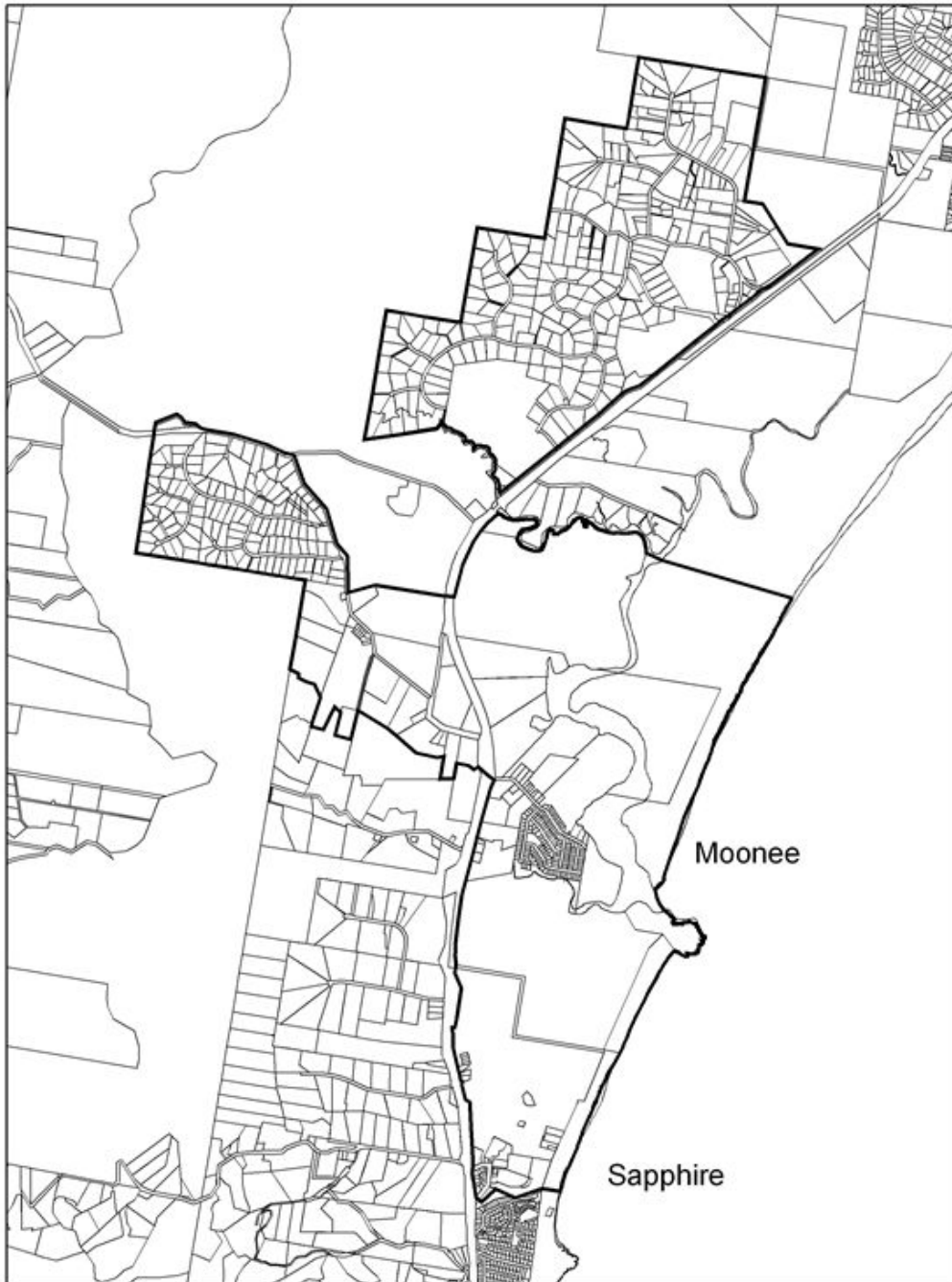
Regional conservation management land are iconic areas within the coastal strip that provide core conservation outcomes for protecting biodiversity and achieving a sustainable urban form. These lands form a vast network of conservation areas, many of which are linked with regional open space areas that provide for passive recreation and nature conservation.

Regional conservation management land in the vicinity of Moonee include Moonee Nature Reserve, Lower Moonee Creek Estuary, and Moonee and Mid Sapphire Beaches. Many of these provide for local conservation management needs.

District

District open space is land used primarily for district sporting events and generally comprises playing fields and district sporting facilities. The primary use of these lands will be for organized recreation by residents of the Moonee area.

A new district sporting facility is proposed to be provided on land in Hoys Road/Old Bucca Road. This will serve the proposed new population.



**Map 2
District Open Space**

This is a substantial addition to the existing population, and this new district facility would not be required if this substantial population growth were not to occur.

Contributions have been levied on Heritage Park Estate and Forest Glen Estate and these funds are held for the acquisition and embellishment of District Open Space facilities. While the current district population will benefit from this facility, they had previously been catered for through district facilities in Coffs Harbour and Woolgoolga.

Council's Open Space Strategy includes standards for the provision of district sporting facilities. These standards provide a benchmark for provision of district facilities within the Release Area and are described in Table 6.

Table 6 - District Open Space Standards

Sporting Code	Standard Facility: Population
Cricket	1:3,000
League	1:4,000
Soccer	1:3,000
Tennis	1:2,000
Baseball	1:10,000
Aust. Rules	1:10,000
Netball	1:2,000

To meet these needs it is proposed to provide a centralized complex to take advantage of economies of scale.

Recreation areas located on coastal reserves are also classified as district open space. A range of facilities are provided in these locations to complement the attraction of the coastline and beach.

Map 2 identifies the catchment to be served by the District Open Space facilities.

Proposed Facilities

It is proposed to centralize the district sporting facilities to maximize land efficiency and reduce embellishment costs through the shared use of car parks and other facilities. The area selected for the district sporting facilities is shown in Map 3 and represents a central location within reasonable proximity to the proposed school site. This Plan provides for interest on loans provided for the acquisition of the Active Open Space land.

A district park is also proposed on land adjacent to the existing shopping centre site. This facility will provide for the passive recreational needs of residents.

The identified works and facilities needed for the district sporting facilities include:

- access
- car parks
- amenities blocks
- irrigation and sub-surface drainage
- lighting
- earthworks/topsoil/turfing
- prepared courts
- landscaping
- pedestrian paths
- cycle links
- furniture and
- signs.

Proposed works on the district park include:

- access
- car parks
- youth space
- picnic facilities
- playground
- landscaping
- furniture and
- signs.

District Facilities

District Sportsground:

Earthworks	\$168,000
Subsurface Drainage	\$352,000
Training Lights	\$69,000
Amenities	\$250,000
2 cricket wickets	\$16,000
Parking	\$115,000
Roads	\$115,000
3 Tennis Courts	\$138,000
Tennis Parking	\$29,000
total	\$1,252,000
Design/contingencies (20%)	\$250,400
Land acquisition and interest on borrowings	\$5,638,211
Total	\$7,140,611

District Park

Youth Space	\$120,000
Playground	\$90,000
Gazebo x 3 small	\$45,000
Picnic and BBQ	\$30,000
Toilet facilities	\$100,000
Car Park and Access	\$50,000
Taps/bubblers	\$5,000
Bins	\$1,000
Fencing	\$5,000
Lighting	\$5,000
Electrical Work	\$5,000
Landscaping	\$30,000
Earthworks	\$10,000
Signage	\$2,000
Total	\$498,000

The following formula is used to calculate the contributions rate for District Open Space facilities/ services:

$$\text{Contribution rate} = \frac{C - E}{P}$$

C = Cost of community facility/service
 P = Expected population
 E = Amount of contributions levied or collected to date.

$$C - E = \frac{\$7,638,611 - 1,449,287}{3,788}$$

= \$1,633.93 per person

Local

Local open space is land used primarily for localized recreational purposes. These lands comprise neighbourhood parks, children's playground areas, passive reserves and drainage reserves.

Given that local open space generally serves young children, this space should be provided within a reasonable walking distance. A reasonable walking distance to a neighbourhood park or playground is considered to be 500m which represents, on average, a seven-minute walk.

Proposed facilities

Map 3 illustrates the proposed locations of neighbourhood park sites which will provide facilities to meet the demand generated based on spatial distribution and accessibility. This Plan provides for four playgrounds that will be required to meet the needs of the community.

Local conservation management land primarily provides a localized conservation purpose. It allows unconstrained urban land to be developed while significant natural areas are retained. It also provides for protection of regional conservation areas, buffering of the sensitive Moonee Creek Estuary from urban impacts, particularly from stormwater, and provides a high amenity value and scenic landscape setting for future residents. These lands as shown on map 3 are to be dedicated to council at no cost progressively as subdivision applications are lodged.

Neighbourhood parks are to be located adjacent or within areas set aside for general open space purposes or community purposes.

The minimum works required for neighbourhood passive open space coastal reserves are:

- walk in boat launch and car park
- playground equipment;
- picnic and bbq facilities;
- car parking;
- beach accessways;
- dune fencing; and
- showers.

The plan also provides for street tree planting along sections of the collector road.

Boat Ramp Facility

Boat launching facility	\$35,000
Car Park	\$30,000
Gazebo	\$15,000
Playground	\$70,000
Picnic Tables, BBQ facilities	\$20,000
Toilet Facilities	\$80,000
Landscaping	\$20,000
Total	\$270,000

Local Facilities

Neighbourhood Playground (4)

Mix of junior and senior playgrounds	\$70,000
Gazebo	\$15,000
Taps/bubblers	\$2,500
Fencing	\$5,000
Lighting	\$5,000
Signage	\$2,000
Landscaping	\$20,000
Total (each)	\$119,500
Total (4 playgrounds)	\$478,000

Street Trees (4407m) \$33,000

Land purchases \$1,049,265

Total Facilities Costs \$1,830,265

CALCULATION OF CONTRIBUTION RATE

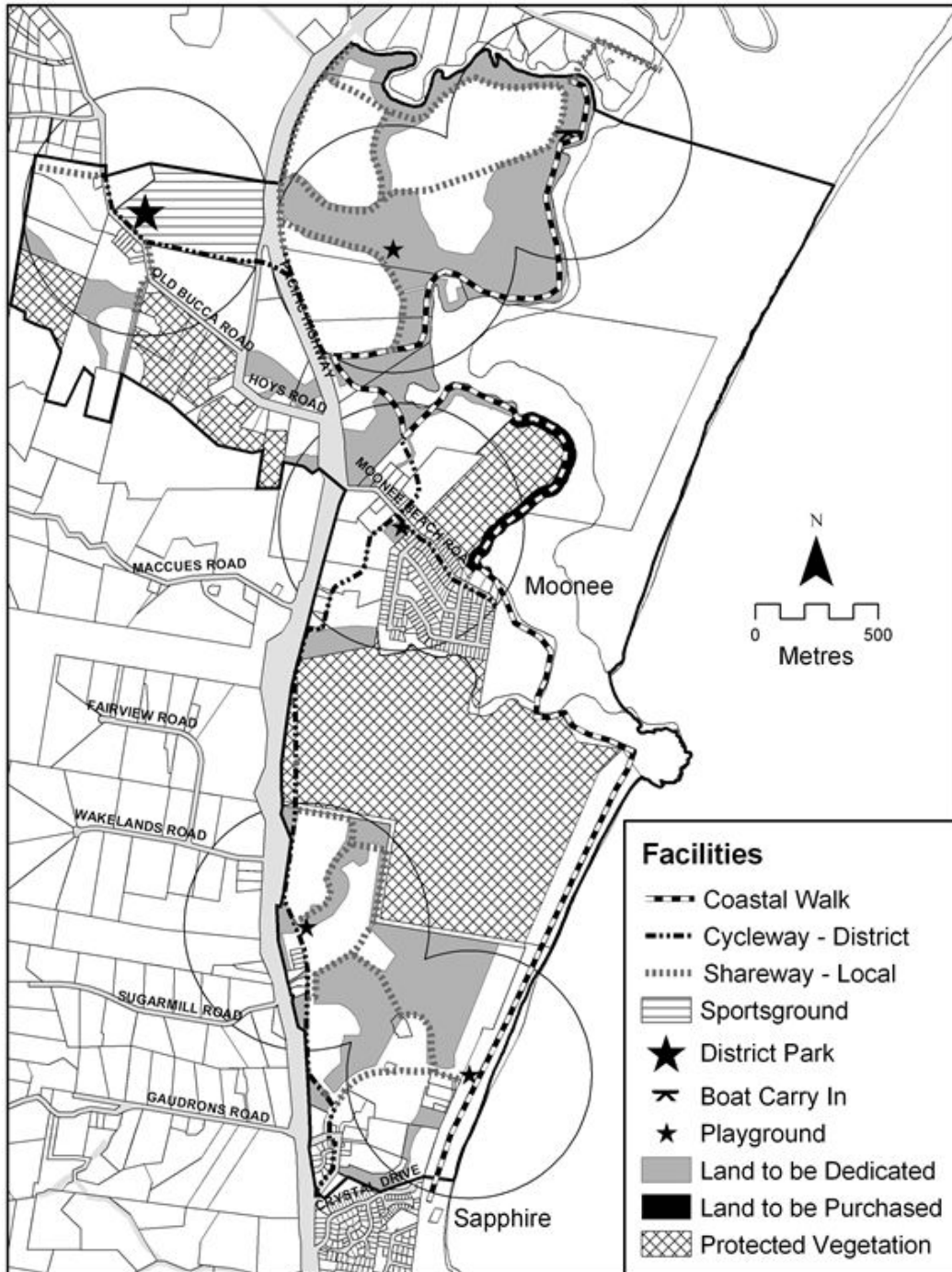
The following formula is used to calculate the contributions rate for Local Open Space facilities/ services:

$$\text{Contribution rate} = \frac{C - E}{P}$$

C = Cost of community facility/service
 P = Expected population
 E = Amount of contributions levied or collected to date.

$$\begin{array}{l}
 C - E = \\
 P =
 \end{array}
 \frac{\$1,830,265 - 295,176}{3,788}$$

= \$405.25 per person



**Map 3
Open Space Network**

TRANSPORT AND TRAFFIC MANAGEMENT

INTRODUCTION

The strategy for the movement of people within and through Moonee recognizes the dependence on the motor vehicle, yet provides for an efficient and convenient network of pedestrian and bicycle routes. The strategy also provides the infrastructure needed for an efficient bus service.

EXISTING FACILITIES

The Moonee Release Area is bisected by the Pacific Highway. Access to the east is provided by Moonee Beach Road and to the west by Hoys Road – Old Bucca Road. The Roads and Traffic Authority (RTA) have indicated that in the longer term access to the Highway should be restricted to grade separated intersections.

IDENTIFIED NEEDS

The transport demands within the release area can be categorized in terms of the road network, public transport and pedestrian/bicycle network.

Road Network

Under the DCP it is proposed that the RTA fund and construct upgraded intersections for access to and from the Highway at Moonee Beach Road and at Split Solitary Road. A Collector Road is proposed connecting the northern and southern urban areas that are on the eastern side of the Highway. On the western side of the Highway it is proposed to upgrade Hoys Road/Old Bucca Road to service this urban area, including access to the school site and playing fields.

District Facilities

This contribution plan provides for the development of sections of the collector road and associated traffic management measures. The collector road is to be of an 11 metre standard width. Development adjacent to the collector road will be required to fund a fully constructed 8m carriageway with the additional 3m of carriageway to be funded from contributions. 15% of value of the land required for this portion of the collector road will be funded from contributions based on the need for the road reserve being increased from 17 metres for local roads to 20 metres wide for the collector road.

Where development does not directly adjoin the collector road, full cost of construction of the collector road, together with associated land costs, will be funded by contributions. Map 4 identifies those sections of the collector road and associated infrastructure (culverts etc) to be fully funded by contributions.

Road construction will require actual construction shown in Map 4. Local roads will be at the expense of the developer including perimeter roads required for bushfire protection.

To reduce traffic conflict, traffic management measures will need to be provided at various intersections with the collector road (refer Map 4).

Local Facilities

Development north of Moonee Beach Road and to the east of the Pacific Highway will be required to pay a local contribution towards the construction of the collector road and associated infrastructure (culverts etc) from Moonee Beach Road to the southern boundary of lot 1 DP 725785. 85% of the cost of land acquisition for this section of the collector road will be funded from contributions. The catchment is shown in Map 4.

Culvert No.	Size	Estimated Cost \$	Approach Earthworks \$	Total \$
1	1 x 1500 Reinforced Concrete Pipe	27,000	14,000	41,000
2	4 x 2.1mx1.8m Reinforced Concrete Box Culvert	98,000	29,000	127,000
3	6 x 2.1mx1.8m Reinforced Concrete Box Culvert	164,000	43,000	207,000
4	2 x 2.1mx1.8m Reinforced Concrete Box Culvert	45,000	34,000	79,000
5	7 x 2.1mx1.8m Reinforced Concrete Box Culvert	159,000	43,000	202,000
6	2 x 2.1mx1.8m Reinforced Concrete Box Culvert	45,000	34,000	79,000
7	7 x 2.1mx1.8m Reinforced Concrete Box Culvert	159,000	43,000	202,000
TOTAL				\$937,000

Public Transport

The provision of a good public transport system will reduce car dependency, provide for energy efficiency and enable residents without a private vehicle to maintain reasonable mobility, particularly the elderly and those less than 17 years of age. Opportunities for public transport within the release area are currently limited to the provision of a bus service.

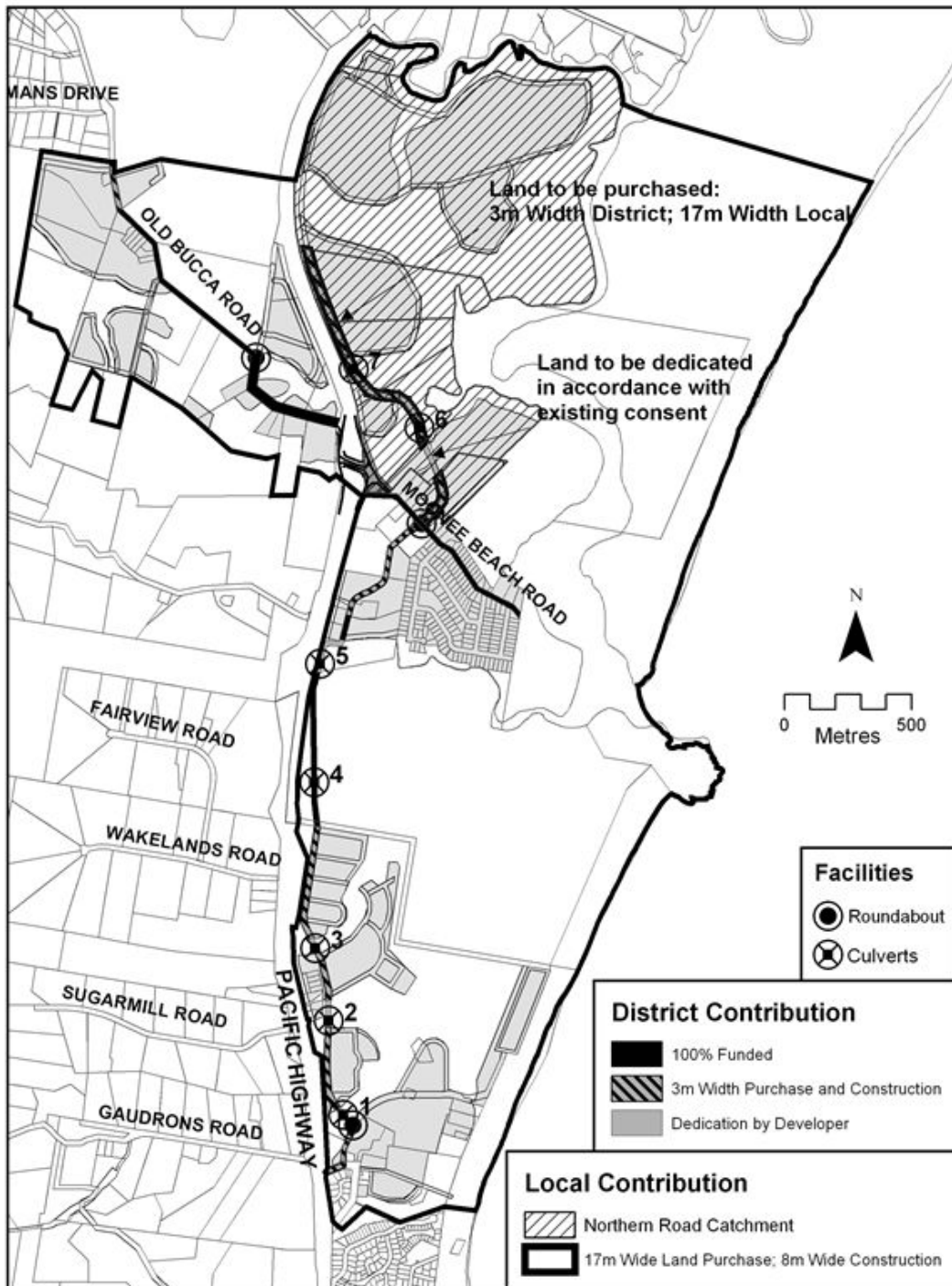
To provide for a safe, comfortable and efficient bus service, certain basic facilities are required, including bus shelters, seats and bus bays. Bus bays are to be included in the cost estimates for the collector road. It is proposed to provide bus shelters/seats at each bus stop. A total of 18 shelters will be provided, as shown in Map 5.

Pedestrian and Bicycle Ways

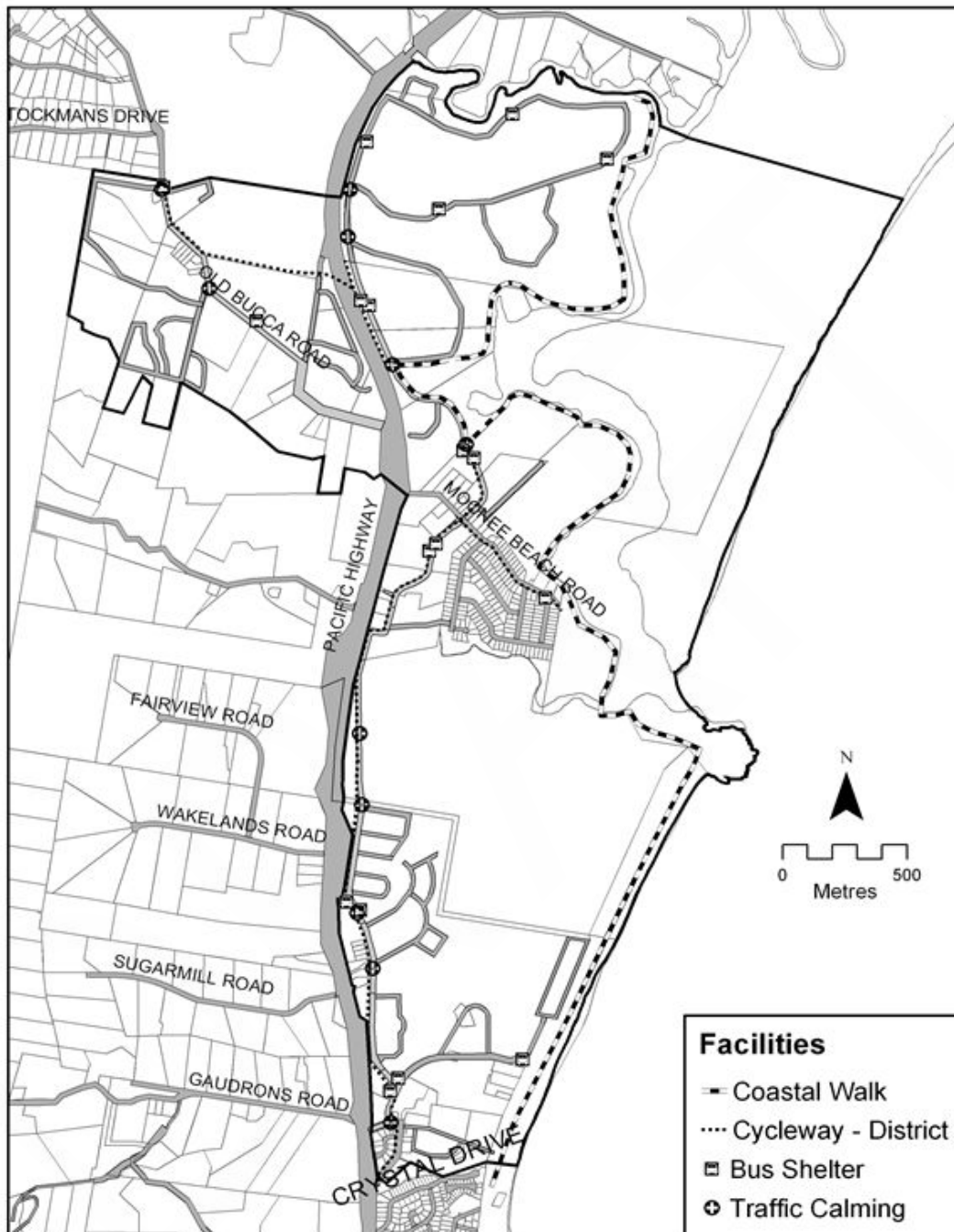
The provision of pedestrian and bicycle facilities in residential areas can provide an important alternative transport route for both recreation and functional journeys. The proposed routes are identified in Map 5 and have been designed to relate to the need for access to the school site, recreation facilities and shops. These facilities will provide a link for the Coastal Walk and northern beaches cycleway.

Pedestrian and cycle routes are to be shared with vehicles on low order local roads and off-road footpaths/cycleways on the collector roads.

A pedestrian/cycleway bridge over the Pacific Highway, linking to the school and playing fields is required to separate vehicle traffic from school children on bicycles. This bridge is to be funded through this contribution plan.



**MAP 4
TRAFFIC MANAGEMENT**



MAP 5
TRANSPORT MANAGEMENT

PROPOSED FACILITIES

The following table summarises the traffic and transport facilities, which will be funded using Section 94 contributions on the basis of the local and district facilities.

DISTRICT FACILITIES

Collector Roads

Full construction 11m wide with bioretention/grass swale drains 745m @ \$1,595	\$1,188,275
Culverts 2 @ estimated cost	\$281,000
Part construction of collector road 11m wide with bioretention/grass swale drains 3526m @ \$1,595 x 27.3%	\$1,502,251
Part construction of culverts 5 @ estimated cost x 27.3%	\$178,815
Reconstruction Old Bucca/ Hoys Road with bioretention up to southern boundary of lot 2 DP 748506	\$1,155,875
Reconstruction Moonee Beach Road per quote	\$1,280,000
Reconstruction of Split Solitary Road 81m @ \$1,595	\$129,195

Traffic Management

Roundabouts 3 x \$620,000	\$1,860,000
Traffic Calming/cycleway crossovers 14 x \$25,000	\$350,000
Land Acquisition Collector Road variable width of road reserve @ valuation	\$472,182
Route Lighting 6733m @ \$35	\$235,655
District Cycleway 6110m @ \$180	\$945,000
Coastal Walk 3608m @ \$180 x 80%	\$519,552
Pedestrian Bridge over Skinners Creek	\$125,000
Pedestrian/cycleway bridge over Highway	\$500,000
Bus Shelters 18 x \$9,000	\$162,000
Total Works	\$10,884,800
15% Design and Supervision	\$1,632,720
15% Contingencies	\$1,877,628

Total Cost \$14,395,148

CALCULATION OF CONTRIBUTION RATE

The contribution rate is calculated as follows:

$$\text{Contribution Rate} = \frac{C - E}{P}$$

C =	Cost of community facilities
P =	Expected population
E =	Amount levied or collected to date
C =	$\frac{\$14,395,148 - \$1,896,897}{3,788}$
P =	3,788
=	\$3,299.43 per person

Local Facilities

Part construction of collector road 1,309m @ \$1,595 x 72.7%	\$1,517,871
Land Acquisition Collector Road 20m wide road reserve wide @ 85% of valuation	\$592,169
Part construction 2 culverts estimate (\$281,000) x 72.7%	\$204,287
15% Design and Supervision	\$247,149
15% Contingencies	\$399,221

Total Cost \$3,060,697

$$\text{Contribution Rate} = \frac{C}{P}$$

C =	Cost of community facilities
P =	Expected population
C =	$\frac{\$3,060,697}{2,130}$
P =	2,130
=	\$1,436.95 per person

STORMWATER MANAGEMENT

EXISTING FACILITIES

Stormwater drainage infrastructure has not been established for the existing village area.

The Moonee Creek Catchment area contains four sub-catchments: Moonee Creek, Skinners Creek, Cunninghams Creek and Sugar Mill Creek. The Moonee Creek Catchment has an area of 42km² and contains urban, rural residential, agricultural and forestry uses.

IDENTIFIED NEEDS

Water Quality

Modelling of the catchment was undertaken to identify measures to achieve water quality objectives set out in Council's Urban Stormwater Management Plan.

The modelling identified the need to apply water sensitive urban design best practice for all development, together with substantial buffering of all watercourses. In addition an education strategy was identified as means to assist achievement of water quality objectives.

Buffer areas are to be purchased as part of the open space conservation management facilities.

This contribution plan only provides for the education strategy.

PROPOSED FACILITIES

Water Quality

Education Strategy	\$60,000
--------------------	----------

CALCULATION OF CONTRIBUTION RATE

The contribution rate is calculated as follows:

$$\text{Contribution Rate} = \frac{C - E}{P}$$

C = Cost of studies/plans

P = Expected population

E = Amount levied or collected to date

$$C = \frac{\$60,000 - 21,276}{3,788}$$

= **\$10.22 per person**

URBAN PLANNING

PLANS AND STUDIES

Section 94 of the Environmental Planning and Assessment Act allows the recoupment of costs for the preparation of the DCP, this Contribution Plan and associated studies. The cost of studies and the plan is as follows:

Flora and Fauna Study	\$6,870
Soil and Water Management Plan	\$16,500
Studies for Collector Road (acid sulfate, flora and fauna)	\$50,000
Mapping	\$30,000
Development Control Plan	\$25,000
Estuary Management Plan	\$40,000*
Bushfire Management Plan	\$20,000
	\$188,370

** Total cost \$70,000 part funded by DIPNR.*

CALCULATION OF CONTRIBUTION RATE

The following formula is used to calculate the contribution rate for urban planning.

$$\text{Contribution Rate} = \frac{C - E}{P}$$

C = Cost of studies/plans

P = Expected population

E = Amount levied or collected to date

$$= \frac{\$188,370 - 34,027.24}{3,788}$$

= **\$40.75 per person**

APPENDIX A - INDEXING FACTORS FOR FUTURE WORKS

Contribution Type	Indexation Basis	Index	Date Applied
Traffic Facilities	Consumer Price Index – All Groups (A) for Sydney	156.1	30/9/2006
Community facilities	Consumer Price Index – All Groups (A) for Sydney	156.1	30/9/2006
Open Space	Consumer Price Index – All Groups (A) for Sydney	156.1	30/9/2006
Stormwater Control Works	Consumer Price Index – All Groups (A) for Sydney	156.1	30/9/2006
Development Studies	Consumer Price Index – All Groups (A) for Sydney	145.0	30/3/2004
Land Acquisition	Consumer Price Index – All Groups (A) for Sydney	156.1	30/9/2006

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APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

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

ATTACHMENT 8

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

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

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

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

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

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

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As reported to Council 12 December 2013



ATTACHMENT 9

NORTH COFFS RELEASE AREA

**Developer Contributions
Plan 2013**

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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

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

The North Coffs Development Control Plan (DCP) makes provision for further residential expansion for a minimum of 732 additional lots accommodating a minimum of 1903 people. These figures include the Big Banana and adjacent lands, the deferred R1 and R2 Precincts and the Pacific Bay West Lands as identified in the North Coffs DCP 2012.

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

- transport and traffic facilities; and
- planning studies.

The North Coffs Release Area has been divided into two catchments based on the need for the above facilities and services. These are classified as:

- Catchment A (Big Banana and adjacent lands); and
- Catchment B (Pacific Bay West Lands - Southern).

The Pacific Bay West Lands – Northern Catchment is a standalone catchment area which is able to provide all of its own necessary infrastructure requirements. Consequently no contributions are required to be levied on this land.

The Big Banana Lands and the Pacific Bay West Lands – Southern Catchment will also be able to provide much of its own infrastructure.

This infrastructure will be provided by the developers of this land as part of any future Development Application.

Also of importance is the fact that the Big Banana Land has been zoned to accommodate expansion needs of the Big Banana Tourist Facility. This area will accommodate a significant demand for facilities and services. Most of these services will be provided for by the developer as part of the future development of this land.

It should be noted that the proposed expansion will require the upgrade of West Korora Road and its intersection with the Pacific Highway. Council will not be forward funding these works.

This contribution plan provides Council with the authority to levy contributions on other lands within the catchment that will benefit from these works. These contributions will then be reimbursed to the party that funds West Korora Road and intersection works. This is considered to be the most fair and equitable outcome for all property owners involved.

SUMMARY OF CONTRIBUTION RATES

Table 1 summarises the costs of the identified public facilities required as a result of the future development of the North Coffs Release Area.

Table 2 summarises the contribution rates applying to the different catchments within the North Coffs Release Area. Appendix "B" includes additional contribution rates that apply to various other forms of development.

DATE OF COMMENCEMENT OF THE PLAN

This contributions plan came into operation on 12 July 2012. This plan was amended on 8 May 2013, and further on xx/xx/xxxx.

Table 1 - Summary Cost by Land Use

Public Facility	Total Cost	Net Cost to be Levied
	\$	\$
Catchment A and B		
Transport and Traffic	4,845,744.00	4,845,744.00
Planning Studies	229,765.00	172,481.83

Table 2 - Summary of Contributions

Service/Facility	Net Cost to be Levied \$	Per Person \$	Per Lot / large dwelling \$	Per Small Dwelling \$
Catchment A (Big Banana and adjacent lands)				
Transport and Traffic	4,845,744.00	3,407.70	8,860.02	6,201.13
Planning Studies	172,173.13	124.47	323.62	220.05
Catchment B (Pacific Bay West Lands - Southern)				
Transport and Traffic	4,845,744.00	3,407.70	8,860.02	6,201.13
Planning Studies	308.70	7.92	20.59	14.41

Notes:

1. ***In addition to the above the relevant contribution rates for Regional, District and Neighbourhood open space and community facilities, Surf Rescue Equipment, the Coffs Harbour Road Network, and the Coffs Harbour Water Supply and Wastewater Development Services Plans will also apply.***
2. ***Contribution rates will be applied as follows:***
 - ***the first lot in a residential subdivision is exempt from contributions;***
 - ***the first dwelling on a residential lot is exempt from contributions; and***
 - ***the contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.***
3. ***A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas).***
4. ***The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres (excluding garages and balcony areas).***
5. ***SEPP Seniors Living occupancy rates of 1.5 persons per dwelling refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004***
6. ***Additional contribution rates for various other types of development are included in this Plan at appendix "B"***

PART 2 ADMINISTRATION AND ACCOUNTING

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act, 1979 and may be referred to as the **North Coffs Developer Contributions Plan 2013**.

PURPOSE OF THE PLAN

The primary purpose of this plan is to satisfy the requirements of the Environmental Planning and Assessment Act, 1979 to enable Council to require a contribution towards the provision, extension or augmentation of public facilities and services. These facilities and services are required as a consequence of development in the area or have been provided in anticipation of or to facilitate such development.

Other purposes of the plan are to:

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

THE AREA TO WHICH THE PLAN APPLIES

The plan applies to all land within North Coffs as described on Map 1. As can be identified in Map 1 the North Coffs Release Area has been divided into two catchments based on the demand for the required facilities and services. These are classified as:

- Catchment A (Big Banana and adjacent lands); and
- Catchment B (Pacific Bay West Lands - Southern).

RELATIONSHIP TO OTHER PLANS AND POLICIES

This plan supplements the Coffs Harbour City Local Environmental Plan 2013 and the Coffs Harbour Development Control Plan 2013. This plan should be read in conjunction with the Regional, District and Neighbourhood Facilities Developer Contributions Plan 2013, the Coffs Harbour Road Network Contributions Plan 2013, the Surf Rescue Facilities Contributions Plan 2012, and other contributions plans that may apply to the area.

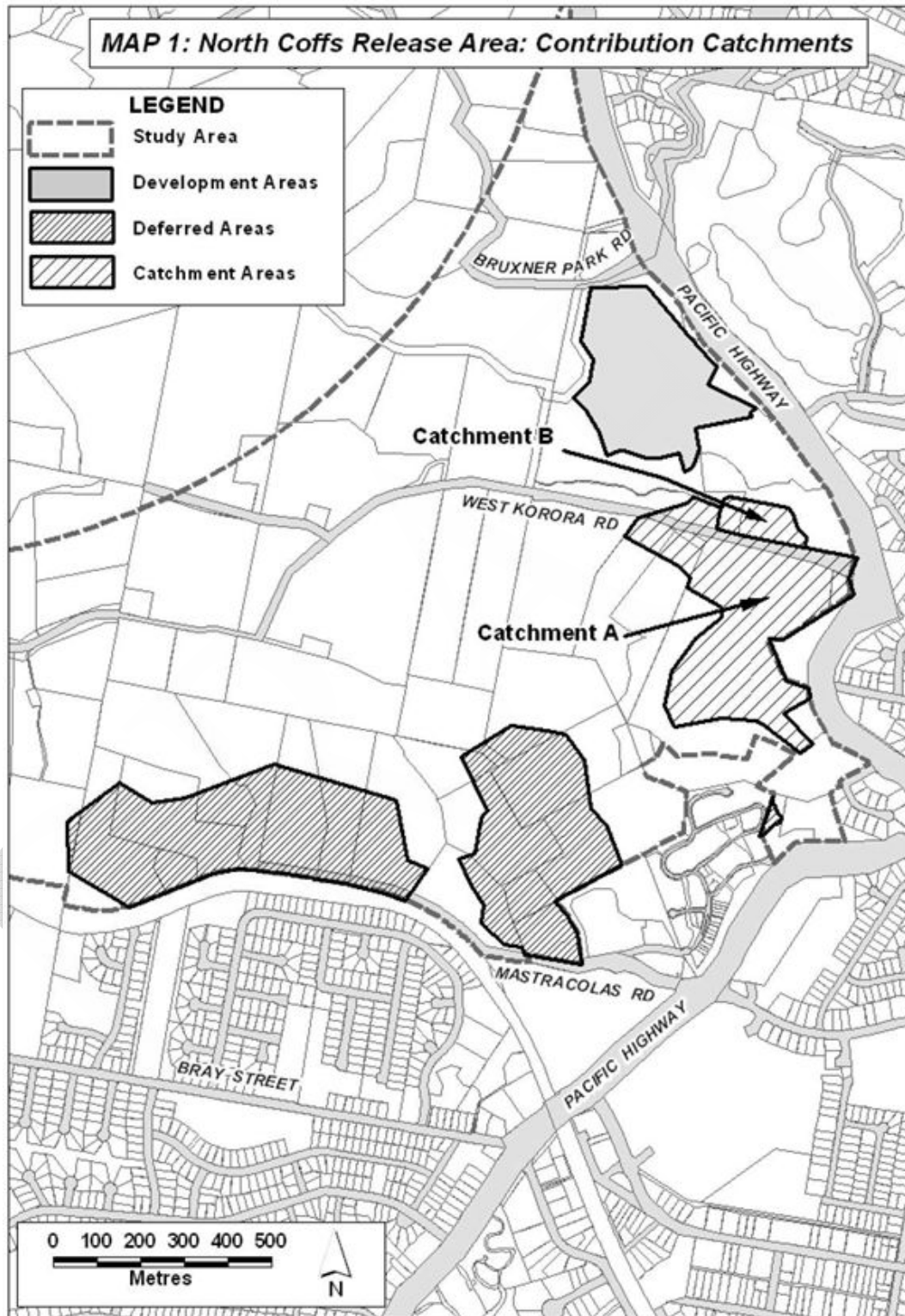
This plan does not include contributions under Section 27 of the Water Supply Authorities Act 1987 for water and sewerage services. Please consult Council in relation to these contributions.

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

HOW THE PLAN OPERATES

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

MAP 1
NORTH COFFS RELEASE AREA



FORMULA FOR DETERMINING CONTRIBUTIONS

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

$$\text{Contribution per person} = \frac{C}{P}$$

Where:

C = total cost of works to provide the desired facility or service including land acquisition, survey and design and construction costs, but less any grant or other funds received

P = future population of catchment

TIMING OF PAYMENT OF CONTRIBUTIONS

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

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

DEFERRED OR PERIODIC PAYMENTS

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

- there are valid reasons for deferred or periodic payment;
- no prejudice will be caused to the community deriving benefits from the public facilities required by the proposed development;
- no prejudice will be caused to the operations of this plan; and
- the provision of the public facility or service in accordance with the adopted works schedule will not be adversely affected.

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

- the deferment will be for a fixed period not exceeding six months from the date the contribution becomes due;
- the applicant must agree to pay the Council interest on contributions or on so much thereof as shall remain outstanding at the **appropriate rate of interest**;
- payment of the contributions and the interest must be secured by delivery to the Council of a guarantee in writing issued by an **appropriate institution**; and
- deferments will not be granted based on progressive sales of land.
- For the purposes of this provision, "**appropriate rate of interest**" means the seven year local government interest borrowing rate applicable from time to time, and "**appropriate institution**" means a licensed bank or other institution where securities comprise authorised investments under the Trustee Act 1925.

WORKS IN KIND

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

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

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

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

POOLING OF FUNDS

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

EXEMPTIONS

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

INDEXING OF CONTRIBUTION RATES

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

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

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

where

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

C = Previous contribution rate

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

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

The Council may also review the works schedule, the estimate of costs of the facilities, or other aspects relating to the contributions plan.

PART 3 – STRATEGY PLANS

RELATIONSHIP BETWEEN EXPECTED DEVELOPMENT AND DEMAND FOR ADDITIONAL PUBLIC FACILITIES

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

The Coffs Harbour “Our Living City Settlement Strategy” identifies the preferred location and expected type of future urban expansion within the City, and the associated requirements for public facilities. The North Coffs Release Area has been identified in the strategy as an Investigation Area for Residential Purposes’ and given Priority 1 – Short Term (2006-2011) status.

Coffs Harbour City Council Social and Community Strategic Plan 2006 identifies existing community facilities and services and highlights a range of community facilities and services required for the existing and future population.

The Coffs Harbour DCP 2013 sets out detailed guidelines for development within the North Coffs Release Area. It provides for a range of residential densities, although it is expected that the dominant form of development will be detached or semi detached dwellings.

PROVISION

The anticipated increase in population in North Coffs will place greater demands on existing public facilities and require the provision of new public facilities which are not currently available in the area.

Table 1 in this plan lists the public facilities to be provided in North Coffs.

The Coffs Harbour Regional, District and Neighbourhood Facilities Developer Contributions Plan 2013 lists the public facilities provided for the benefit of future population in North Coffs together with future population in other catchments.

LOCATION

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

TIMING

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

EXISTING AND FUTURE DEVELOPMENT IN NORTH COFFS

North Coffs is a new release area which has a minimal existing population due to the area previously being zoned Rural 1(A). The future permanent population for the release area is estimated to be a minimum of 1903 people. This includes the Big Banana and adjacent lands, the deferred R1 and R2 Precincts and the Pacific Bay West Lands as depicted on map 1

ATTACHMENT 9

PROJECTED DWELLING YIELD

Housing policy, prevailing market conditions and environmental constraints will together influence dwelling yield. The forecast population is based on the potential dwelling yields. These yields are derived from balancing existing urban patterns with changing demands for a wider choice of housing and endeavour to promote efficient and sustainable urban environments.

The housing policy promoted for the development of North Coffs is to provide for a variety of housing types which encourage a heterogeneous population. It should be noted that environmental constraints and prevailing market conditions may create a demand for low density housing forms and conventional allotments of 500-700m² within the study area. This, coupled with the fact that the likely future development of Catchment A will be unconventional development associated with the existing Big Banana Development, makes it very difficult to project an accurate future yield for catchment A.

For the purposes of this plan, the yield for the North Coffs Release area has been calculated based on Structure Plans prepared for each catchment which have taken into consideration the proposed zoning, site constraints and anticipated development patterns. A minimum lot yield approach has been adopted in preparing these structure plans.

In determining lot yield for the Big Banana Lands, the figures provided in the Traffic Assessment Report in the North Coffs Local Environmental Study have been utilised along with some assumptions based on environmental constraints.

Given the location and the site constraints of the Release Area, it is considered likely that larger lots will predominantly dominate the development pattern outside of the Big Banana expansion area. Accordingly the yields for the release area have been calculated on Large Lot/Dwelling rates with an occupancy rate of 2.6 persons per dwelling.

The total projected population of the North Coffs Coffs Release Area has been based on these occupancy rates, projected dwelling yields and assumptions and are shown in Table 3.

Table 3 - Population Projection

Service/ Facility	Occupancy Rate	Min Lot Yield/ Equivalent Tenements	Population/ Equivalent Population
Catchment A (Big Banana and adjacent lands)			
Conventional	2.6	532	1,383.20
Catchment B (Pacific Bay West Lands - Southern)			
Conventional	2.6	15	39.00
Total		547	1,422.20

ATTACHMENT 9

POPULATION PROFILE

The social infrastructure needs are based on an anticipated population of 1903 persons.

The population profile of North Coffs is initially anticipated to reflect a "developing" population model. This developing population, is expected to have the following age characteristics:

Table 4 - Population

Age	New	%
0-9	367	19.3
10-19	320	16.8
20-29	236	12.4
30-39	316	16.6
40-49	268	14.1
50-59	143	7.5
60+	253	13.3
Total	1,903	100

The population is expected to have a high proportion of young families with persons of pre-school age (0-4 years), school age (5-19 years) and young to middle age adults (30-49 years).

PROPOSED PUBLIC FACILITIES

There are no community facilities proposed for North Coffs as the expected population for the area is not sufficient enough to support any new facilities. People in North Coffs will have access to the Community Facilities that exist in and around Park Beach.

There is a significant retail/commercial precinct in proximity to the Release Area and the R1 Zone allows for establishment of a general store if demand dictates a need for such a use.

The population will contribute proportionally to the demands for certain regional facilities that could not be sustained by the North Coffs Release Area in its own right.

The Coffs Harbour Regional District and Neighbourhood Facilities Contributions Plan 2013 identifies the contribution rate for regional community facilities. The Coffs Harbour Road Network and Surf Rescue Equipment Contributions Plans also apply to the release area.

OPEN SPACE AND RECREATION

EXISTING FACILITIES

Existing formal open space and recreation facilities are provided at Park Beach and at Bray Street which are located to the east and south of the release area.

Informal recreation opportunities are provided with the nearby beaches, Coffs Creek and various bushland and reserve corridors.

IDENTIFIED NEEDS

The initial population of North Coffs is expected to reflect a developing population model with the proportion of the population under 19 years of age and in the 30-39 year age group being well above the NSW average. The lower than average proportion of the projected population in the over 60 years age group is a further indicator of the developing nature of the population.

On the basis of this population model, it is anticipated that a preference for structured sporting facilities and neighbourhood parks/playgrounds will exist. Open space facilities can be considered at a regional, district and local level.

Regional

Regional open space caters for users prepared to travel to significant distances from within and outside the Coffs Harbour local government area. These lands generally form part of a vast network of open space facilities and provide a regional resource for passive and active recreational pursuits, and nature conservation.

ATTACHMENT 9

Regional open space areas in the vicinity of North Coffs include the Coffs Coast Sport and Leisure Park and Solitary Islands Coastal Walkway.

Note:
Contributions for Regional Open Space are considered under a separate plan.

District

District open space is land used primarily for district sporting events and generally comprises playing fields and district sporting facilities. The primary use of these lands will be for organised recreation by residents of North Coffs. Council's Open Space Strategy provides standards for the provision of district sporting facilities. These standards provide a benchmark for provision of district facilities within North Coffs.

Since the expected minimum population of North Coffs is only approximately 1900 people, it is not necessary to provide a centralised complex with all these facilities. Residents of North Coffs can utilize a number of the district facilities available throughout the Coffs Harbour urban area. Recreation areas located on coastal reserves are also classified as district open space. A range of facilities are provided in these locations to complement the attraction of the coastline and beach.

Note:
Contributions for District Open Space are considered under a separate plan.

Local

Local open space is land used primarily for localised recreational purposes. These lands comprise neighbourhood parks, children's playground areas, passive reserves and drainage reserves.

Given that local open space generally serves young children, this space should be provided within a reasonable walking distance. A reasonable walking distance to a neighbourhood park or playground is considered to be 500m which represents, on average, a seven-minute walk.

The North Coffs DCP indicates the proposed location of a neighbourhood park site which is considered to be centrally located to best meet the demands of the future population. Parks and recreation areas are to be provided by developers of land in accordance with the DCP. Consequently no developer contributions for parks and recreation facilities are levied under this plan.

TRANSPORT AND TRAFFIC MANAGEMENT

INTRODUCTION

The strategy for the movement of people within and through North Coffs recognizes the dependence on the motorcar, yet provides for an efficient and convenient network of pedestrian and bicycle routes. The strategy also provides the infrastructure needed for a bus service.

EXISTING FACILITIES

Access to both catchments (which are subject to this contribution plan) is to be obtained from the Pacific Highway at the West Korora Road.

IDENTIFIED NEEDS

The transport demands within North Coffs can be categorised in terms of the road network, public transport and pedestrian/bicycle network.

Road Network

Map 2 identifies the works required to accommodate the proposed development within the North Coffs Release Area. These works include:

- upgrade of the West Korora/Pacific Highway intersection;
- upgrade of part of West Korora Road;
- Pedestrian and bike path facilities.

These works are likely to be funded and build as part of the Big Banana Development with this contribution plan levying development that will benefit from these works.

ATTACHMENT 9

Local roads will be at the expense of the developer.

This plan also provides for street tree planting along the upgraded section of West Korora Road.

Public Transport

The provision of a good public transport system will reduce car dependency, provide for energy efficiency and enable residents without a private vehicle to maintain reasonable mobility, particularly the elderly and those less than 17 years of age. Opportunities for public transport within North Coffs are limited to the provision of a possible bus service.

To provide for a safe, comfortable and efficient bus service, certain basic facilities are required, including bus shelters and seats. It is proposed to provide bus shelters/seats along West Korora Road. A total of two shelters will be provided.

Pedestrian and Bicycle Ways

The provision of pedestrian and bicycle facilities in residential areas can provide an important alternative transport route for both recreation and functional journeys.

Pedestrian and cycle routes are to be provided by the developer in the form of on-road footpaths/cycleways on low order local roads and off-road footpaths/cycleways on the collector road and do not form part of this plan.

The proposed route is identified in Map 2 and has been designed to relate to the need for access to the Council's existing pedestrian route.

PROPOSED FACILITIES

The following schedule summarizes the traffic and transport facilities, which will be funded via Section 94 contributions for catchments A and B (excludes areas R1 & R2)

Upgrade to West Korora Road

Upgrade of intersection at Pacific Highway \$2,000,000

Upgrade of West Korora Road \$1,350,000 (including:
 • 2 Bus Shelters @ \$12,500 each
 • Street tree planting \$8,200
 • Route lighting 500m @ \$100 per metre \$50,000)

Traffic Management

Cycle & pedestrian paths \$377,496

Additionally

15% design and supervision \$559,124

15% contingencies \$559,124

TOTAL \$4,845,744

CALCULATION OF CONTRIBUTION RATE

The contribution rate is calculated as follows:

C = Cost of Transport and Traffic facilities

P = Expected population

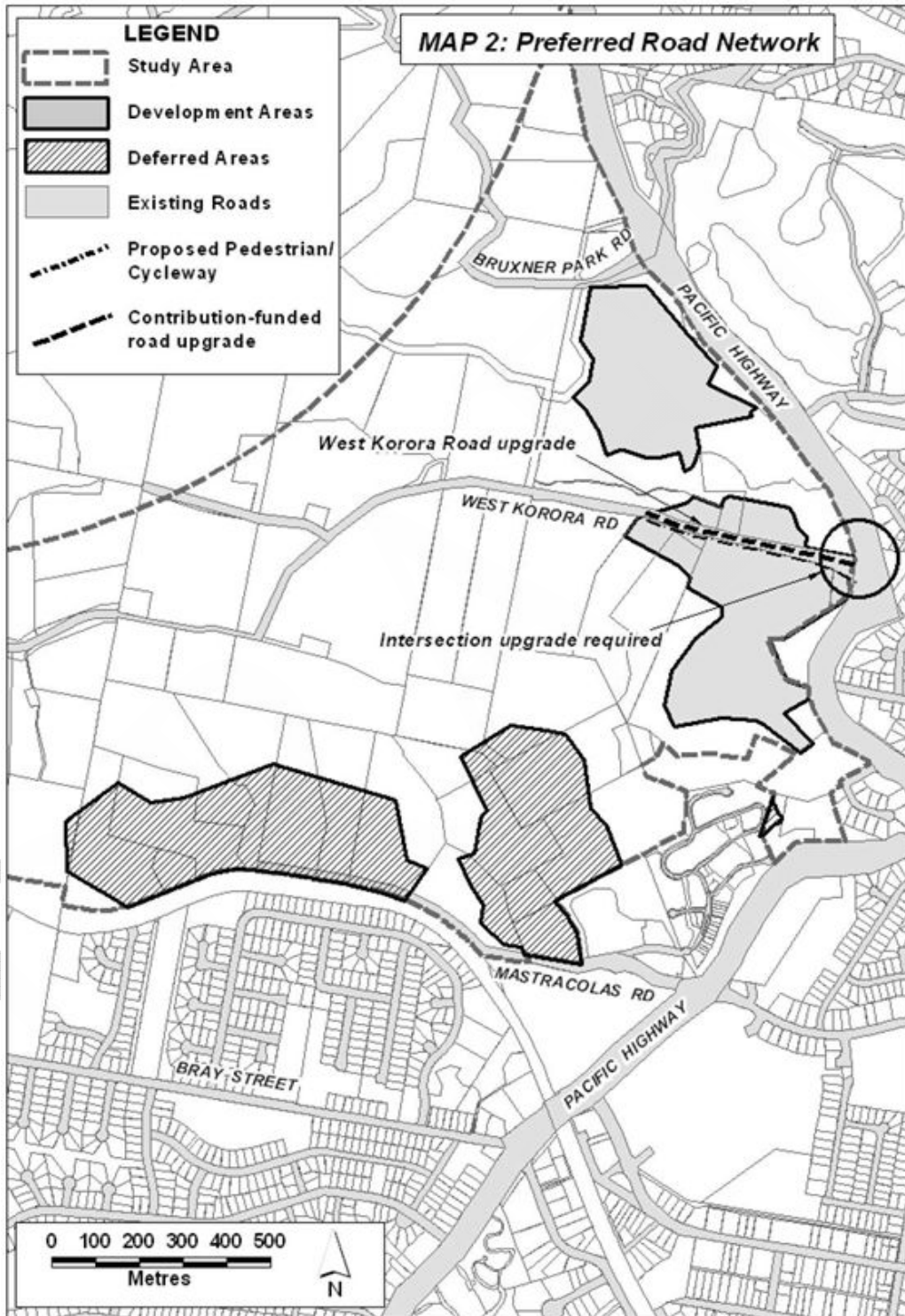
C = \$4,845,744

P = 1422

= $\frac{\$4,845,744}{1422}$

= **\$3,407.70 per person**

TRAFFIC & TRANSPORT STRATEGY



PLANNING REPORTS

INTRODUCTION

As part of the rezoning of the North Coffs Release Area, Council engaged the services of a consultant to prepare the required Local Environmental Study (LES), Development Control Plan and Developer Contributions Plan.

Pursuant to the provisions of the Environmental Planning and Assessment Act 1979 provides Council the ability to levy expenses it has incurred for planning studies undertaken to initiate the rezoning of land for development.

STUDIES UNDERTAKEN AND COSTS

The studies undertaken and costs incurred are outlined below.

Table 6 – Cost of Studies

Planning Study	\$
Local Environmental Study	195,665
Development Control Plan	19,200
Developer Contribution Plan	14,900
Total	229,765

APPORTIONMENT

All three of the above planning studies applied to land in Catchment A and the deferred areas of R1 and R2 Lands (refer North Coffs DCP). The Developer Contribution Plan also applies to Catchment B. None of the studies applied to the Pacific Bay West Lands – Northern Catchment.

The cost of the Local Environmental Study and the Development Control Plan will be levied against lots within Catchment A. The cost of the Developer Contributions Plan will be levied against Catchments A and B.

CALCULATION OF CONTRIBUTION RATE

The contribution rate is calculated as follows:

C = Cost of Relevant Planning Studies

P = Expected population

Catchment A

C = \$172,173.13

P = 1,383.20

= $\frac{\$172,173.13}{1,383}$

= **\$124.04 per person**

Catchment B

C = \$308.70

P = 39

= $\frac{\$308.70}{39}$

= **\$7.92 per person**

APPENDIX A - INDICES

CONTRIBUTION TYPE	INDEXATION BASIS	DATE APPLIED	INDEX
Roads/Traffic Management	Consumer Price Index – All Groups (A) for Sydney	December 2011	178.7
Planning Studies	Consumer Price Index – All Groups (A) for Sydney	December 2011	178.7

Notes:

- *Indices are issued by Australian Bureau of Statistics*

APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

CLASSIFICATION	Unit Rate per ET Section 94 Contribution Plans	Unit Rate per ET Water DSP	Unit Rate per ET Waste Water DSP
RESIDENTIAL			
Subdivision lot	1	1	1
Small Dwelling*	0.7 per dwelling	0.7 per dwelling	0.7 per dwelling
Large Dwelling**	1 per dwelling	1 per dwelling	1 per dwelling
Boarding House	0.35 per bed	0.35 per bed	0.35 per bed
Seniors Living (SEPP)	0.55 per dwelling	0.55 per dwelling	0.55 per dwelling
Nursing Home	0.35 per bed	0.35 per bed	0.35 per bed
Self Care retirement unit	0.55 per unit	0.55 per unit	0.55 per unit
Granny Flats (Affordable Rental Housing SEPP)	0.4 per dwelling	0.4 per dwelling	0.4 per dwelling
Hostel	0.35 per bed	0.35 per bed	0.35 per bed
Group Home	0.35 per bed	0.35 per bed	0.35 per bed
TOURIST AND VISITOR ACCOMMODATION			
Motel / hotel / resort room	0.35 per room	0.35 per room	0.35 per room
Serviced apartments	0.35 per room	0.35 per room	0.35 per room
Backpackers accommodation per bed	0.1 per bed	0.1 per bed	0.1 per bed
Bed & Breakfast Accommodation	0.35 per room	0.35 per room	0.35 per room
Guest House/Hostel	0.35 per room	0.35 per room	0.35 per room
Caravan/Camp/cabin site - Permanent	0.6 per site	0.6 per site	0.6 per site
Caravan/ Cabin site temporary	0.35 per site	0.35 per site	0.35 per site
Camp/Tent Site temporary	0.25 per site	0.25 per site	0.25 per site

ATTACHMENT 9

	Unit Rate per ET	Unit Rate per ET	Unit Rate per ET
	Section 94		
CLASSIFICATION	Contribution Plans	Water DSP	Waste Water DSP
BUSINESS PREMISES			
Shop	N/A	0.3 per 100m2	0.3 per 100m2
General Store	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Convenience Store	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Supermarket	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Bulky Goods Premises	N/A	0.2 per 100m2	0.2 per 100m2
Hairdressing/beauty salon	N/A	0.5 per 100m2	0.5 per 100m2
Laundromat	N/A	0.5 per machine	0.5 per machine
Office Premises	N/A	0.65 per 100m2 GFA	0.65 per 100m2 GFA
Warehouse/distribution centre	N/A	0.1 per 100m2 GFA	0.1 per 100m2 GFA
Industrial Premise***	N/A	0.1 per 100m2 GFA	0.1 per 100m2 GFA
Self Storage Premises***	N/A	0.1 per 100m2 GFA (admin area)	0.1 per 100m2 GFA (admin area)
Car Wash	N/A	Determined on Application	Determined on Application
Plant nursery	N/A	Determined on Application	Determined on Application
Service Station	N/A	0.6 per lane	0.6 per lane
Car Sales Showroom (indoor)	N/A	Determined on Application	Determined on Application
Car Sales Showroom (outdoor)	N/A	Determined on Application	Determined on Application
FOOD AND DRINK PREMISES			
Café / Coffee Shop	N/A	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Convenience Store	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Fast Food/Snack Bar No amenities	N/A	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Fast Food/Snack Bar with amenities	N/A	1.5 per 100m2 GFA	1.5 per 100m2 GFA
Restaurant	N/A	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Hotel Public Bar	N/A	1.4 per 100m2 GFA	1.4 per 100m2 GFA
Lounge/beer garden	N/A	1.3 per 100m2 GFA	1.3 per 100m2 GFA
Registered Club - Licensed	N/A	0.6 per 100m2 GFA	0.6 per 100m2 GFA
Registered Club - Unlicensed	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
COMMUNITY FACILITIES			
Child care without Laundry - per child	N/A	0.04 per child	0.04 per child
Child care with Laundry - per child	N/A	0.07 per child	0.07 per child
Marina per berth -	N/A	Determined on Application	Determined on Application
Place of worship	N/A	1 per 80 seats (pro- rata)	1 per 80 seats (pro- rata)
Cultural Establishment	N/A	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Correctional Centre	N/A	0.5 per bed	0.5 per bed
Educational Establishment			
- Primary/Secondary School	N/A	.04 per student	.04 per student
- Tertiary	N/A	.04 per student	.04 per student
- Boarding School	0.35 per resident student	0.35 per resident student	0.35 per resident student
Eco Tourism facility			
Passenger Transport Terminal	N/A	0.15 per 100m2 GFA	0.15 per 100m2 GFA

ATTACHMENT 9

	Unit Rate per ET	Unit Rate per ET	Unit Rate per ET
	Section 94		
CLASSIFICATION	Contribution Plans	Water DSP	Waste Water DSP
HEALTH SERVICE FACILITIES			
Hospital	N/A	1 per bed	1 per bed
Medical Centre	N/A	0.5 per consultancy room	0.5 per consultancy room
Dental Surgery	N/A	0.5 per consultancy room	0.5 per consultancy room
Veterinary Clinic	N/A	0.5 per consultancy room	0.5 per consultancy room
ENTERTAINMENT			
Bowling Alley	N/A	0.2 per alley	0.2 per alley
Brothel	N/A	0.4 per room	0.4 per room
Swimming Pool - Commercial	N/A	7 per ML	7 per ML
Recreational centre - indoor	N/A	0.3 per 100m2	0.3 per 100m2
Function/Conference Centre	N/A	0.3 per 100m2	0.3 per 100m2

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

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

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

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

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

As reported to Council 12 December 2013



ATTACHMENT 10

**NORTH BOAMBEE VALLEY
(EAST)
RELEASE AREA**

**Developer Contributions
Plan 2013**

DRAFT



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PART A - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

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

Council's "Our Living City" Settlement Strategy 2007 advises that the population of Coffs Harbour is expected to increase by 32,000 by 2031. The Strategy further identifies North Boambee Valley (East) as an area appropriately zoned and capable of additional residential development. Residential developments have been approved and some development completed within the release area for approximately 429 dwellings accommodating approximately 1,014 people.

It is expected that future development in the order of 361 dwellings accommodating approximately 939 people will occur within the release area.

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

- open space and recreation facilities
- transport and traffic facilities
- community facilities and services
- koala management facilities
- stormwater management.

SUMMARY OF WORKS

A schedule of works and current status is provided at table 1

SUMMARY OF CONTRIBUTION RATES

A summary of works costs by land use is included at Table 2.

Table 3 summarises the contribution rates applying to the different forms of development in North Boambee Valley (East). Appendix "B" includes additional contribution rates that apply to various other forms of development.

DATE OF COMMENCEMENT OF THE PLAN

This contributions plan came into operation on 23 February 2000.

AMENDMENTS

This Plan was amended on 16 October 2003, on 24 April 2008, on 2 August 2012, 8 May 2013, and further on xx/xx/xxxx.

ATTACHMENT 10

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

Works Completed	Capital Cost \$
Neighbourhood Community Centre	250,000
Open Space & Recreation Neighbourhood Park – Lakes Drive Street trees	312,456
Traffic Management Collector road – Lakes Drive (8.0m x 450m kerb & gutter, and cycleways incl. land acquisition) Roundabout (1) Route Lighting	2,540,332
Stormwater Management Catchment 1	1,291,551
Urban Planning	184,483
TOTAL	4,578,822
Future Works	Capital Cost \$
Neighbourhood Community Centre	500,000
Open Space & Recreation Neighbourhood Park	150,000
Traffic Management Cycleways	90,000
Koala Management	1,406,680
Stormwater Management Catchment 1 Catchment 2	182,465 200,000
TOTAL FUTURE WORKS	2,529,145
TOTAL ALL WORKS	7,107,967

Table 2 - Summary Costs by Land Use

Public Facility	Total Cost \$	Contributions Expended, Levied or Held as at 30-6-2012	Net Cost to be Levied \$
Community Facilities	750,000	304,297	445,703
Open Space	462,456	312,852	149,604
Transport and Traffic	2,630,332	2,026,559	603,773
Koala Management	1,406,680	440,406	966,274
Stormwater Catchment 1	1,474,016	865,105	608,911
Catchment 2	200,000	51,169	148,831
Urban Planning	184,483	159,928	24,555

ATTACHMENT 10

Table 3 - North Boambee Valley (East) Contribution Rates

Service / Facility	Net Cost to be Levied \$	Per Person \$	Per Small Dwelling \$	Per Large Dwelling / lot \$	Per SEPP Seniors Living Dwelling (self care) \$
Community Facilities	445,703	489.78	891.41	1,273.44	700.39
Open Space	149,604	164.40	299.21	427.44	235.09
Transport and Traffic	603,773	663.49	1,207.55	1,725.07	948.79
Koala Management	966,274	1,061.84	1,932.55	2,760.78	1,518.43
Stormwater Management					
Catchment 1	148,831	602.55	1,096.65	1,566.64	861.65
Catchment 2	608,911	918.42	1,671.52	2,387.89	1,313.34
Urban Planning	24,555	26.98	49.10	70.15	38.58
Total Catchment 1		3,009.04	5,476.47	7,823.52	4,302.93
Total Catchment 2		3,324.91	6,051.34	8,644.77	4,754.62

Notes:

1. **Contribution rates will be applied as follows:**
 - **the first lot in a residential subdivision is exempt from contributions**
 - **the first dwelling on a residential lot is exempt from contributions**
 - **the contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.**
2. **A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas).**
3. **The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres of floor area (excluding garages and balcony areas).**
4. **In addition to the above the relevant contribution rates for Regional, District and Neighbourhood Open Space and Community Facilities, Surf Rescue Equipment, and Coffs Harbour Road Network will also apply.**
5. **SEPP Seniors Living occupancy rates refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004.**
6. **Additional contribution rates for various other types of development are included in this plan at appendix "B"**

PART B - ADMINISTRATION AND ACCOUNTING

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act 1979 and Part 4 of the Environmental Planning and Assessment Regulation 2000 and may be referred to as the North Boambee Valley (East) Release Area Developer Contributions Plan 2013.

PURPOSE OF THE PLAN

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

Other purposes of the plan are to:

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

THE AREA TO WHICH THE PLAN APPLIES

This plan applies to all the land within the North Boambee Valley (East) residential release area described on Map 1.

RELATIONSHIP TO OTHER PLANS AND POLICIES

This plan supplements the Coffs Harbour Local Environment Plan 2013 and the Coffs Harbour Development Control Plan 2013. This contributions plan should be read in conjunction with the Regional, District and Neighbourhood Facilities Developer Contributions Plan 2013, The Coffs Harbour Road network Developer Contributions Plan 2013, the Coffs Harbour Development Servicing Plan for Water Supply 2013, the Coffs Harbour Development Servicing Plan for Wastewater 2010, and other plans that may apply to the Release Area.

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

HOW THE PLAN OPERATES

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

ATTACHMENT 10

LEGEND

-  RTA PACIFIC HIGHWAY PREFERRED BYPASS ROUTE
-  LAND EXCLUDED FROM THIS DCP



Map 1
North Boambee Valley (East) Release Area

ATTACHMENT 10

FORMULA FOR DETERMINING CONTRIBUTIONS

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

Contribution per person =

$$\frac{C - L - E}{P}$$

Where:

C = total cost of works

L = amount of existing contributions either paid or levied as at 30/6/2012

E = Expenditure to date

P = Future population of catchment

TIMING OF PAYMENT OF CONTRIBUTIONS

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

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

DEFERRED OR PERIODIC PAYMENTS

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

- there are valid reasons for deferred or periodic payment;
- no prejudice will be caused to the community deriving benefits from the public facilities required by the proposed development;
- no prejudice will be caused to the operation of this plan;
- the provision of the public facility or service in accordance with the adopted work schedule will not be adversely affected.

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

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

Deferments will not be granted based on progressive land sales.

ATTACHMENT 10

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

WORKS IN KIND

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

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

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

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

EXEMPTIONS

Council may consider exempting developments, or components of developments from the requirement for a contribution for developments that include aged care accommodation where the residents require in house care,

and developments that are specifically exempted under directions that may be made from time to time by the NSW Minister for Planning.

POOLING OF FUNDS

This plan expressly authorises monetary \$94 contributions paid for different purposes to be pooled and applied (progressively or otherwise) for those purposes.

INDEXING OF CONTRIBUTION RATES

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

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

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

where

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

C = Previous contribution rate

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

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

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

PART C - STRATEGY PLANS

RELATIONSHIP BETWEEN EXPECTED DEVELOPMENT AND DEMAND FOR ADDITIONAL PUBLIC FACILITIES

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

The Coffs Harbour "Land Capacity Assessment 2004, and the 'Our Living City" Settlement Strategy establishes the level of existing development and estimates a population of 99,000 in Coffs Harbour by the year 2031. The estimates are based on Department of Planning's Mid North Coast Regional Strategy population projections. The Strategy identifies the localities of proposed future development within the Coffs Harbour local Government Area and specifically identifies North Boambee Valley (East) as suitable for continued future residential development.

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

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

The North Boambee Valley (East) Development Control Plan sets out detailed guidelines for development in the North Boambee Valley (East) release area. It provides for a range of residential densities, although it is expected that the dominant form of development will be detached dwellings. It also allocates land for open space and environmental protection purposes.

CAUSAL NEXUS

The anticipated increase in population in the North Boambee Valley (East) release area will place greater demands on existing public facilities and require the provision of new public facilities which are not currently available.

Table 1 in this plan lists the public facilities to be provided in the North Boambee Valley (East) release area.

The Coffs Harbour Regional, District and Neighbourhood Facilities and Services Developer Contributions Plan 2013 and the Coffs Harbour Road Network Developer Contributions Plan 2013 lists public facilities provided for the benefit of future population in North Boambee Valley (East) together with future population in other catchments.

The Coffs Harbour Development Servicing Plan for Water Supply 2013, the Coffs Harbour Development Servicing Plan for Wastewater 2013 lists the water and wastewater requirements for new development in North Boambee Valley (East).

PHYSICAL NEXUS

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

ATTACHMENT 10

TEMPORAL NEXUS

The public facilities will be provided in a timely manner to benefit those who contributed towards them. Many facilities have already been provided such as stormwater detention systems and a collector road.

EXISTING AND FUTURE DEVELOPMENT IN NORTH BOAMBEE VALLEY (EAST)

The North Boambee Valley (East) release area has been the subject of residential development since the 1990's. It was originally intended that the development catchment would be significantly larger than that of the current North Boambee Valley (East) Release area, and would accommodate significantly more future population. However following extensive studies, the NSW Roads and Traffic Authority identified a corridor through the original release area as the preferred option for a Pacific Highway bypass. This has had a significant effect on the future development potential for the area.

The release area was originally expected to cater for an additional population in the order of 9,000 people. The reduced catchment is expected to cater for a total additional population in the order of 1,953 people

Completed and approved development comprises residential dwellings, The Lakes Retirement Village and an aged care facility.

PROJECTED POPULATION

Based on the conceptual lot layout as provided for in the North Boambee Valley (East) Development Control Plan and at Map 1, and adjusting for developments not yet approved, it is expected that a total of approximately 1,953 people will ultimately reside within the release area.

OCCUPANCY RATE

The Australian Bureau of Statistics 2006 Census Data has been used as a basis for estimating the dwelling occupancy rates. The Coffs Harbour City Population Profile 2009 examines the demographics of the population and identifies the average residential dwelling occupancy rate of 2.6 persons in North Boambee Valley (East). The anticipated occupancy rates for differing types of residential development are shown in table 5.

Table 5 - Occupancy Rates

Dwelling Type	Occupancy Rate
Large Dwelling	2.6
Small Dwelling	1.8
Seniors Living SEPP dwelling (Self care)	1.5

Notes:

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

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

ATTACHMENT 10

PROPOSED PUBLIC FACILITIES

OPEN SPACE AND RECREATION

Prior to development commencing within the release area existing facilities within North Boambee Valley were limited to privately owned facilities consisting of one playing field situated at Bishop Druitt College. An indoor sporting centre is located on the Pacific Highway.

Casual open space includes the surrounding State Forest which is utilised for passive recreation.

Open space facilities can be considered at regional, district and local level.

Regional

Regional open space caters for users prepared to travel significant distances from within and outside the Coffs Harbour local government area (LGA). These lands generally form part of a vast network of open space facilities and provide a regional resource for passive and active recreational pursuits.

The Coffs Harbour Sports Facilities Plan identifies the Coffs Coast Sports & Leisure Park, the Toormina Velodrome, and Sportz Central as examples of regional facilities.

Due to the limited development potential of the release area there are no regional facilities planned.

District

District open space is land used primarily for district sporting events and generally comprises playing fields and sporting facilities. The primary use of these facilities will be for organised recreation for residents of the release area.

Council's Open Space Strategy 2010 provides standards for the provision of

district sporting facilities. The anticipated population within the release area is deemed insufficient to warrant the provision of district active open space facilities.

Local

Local open space comprises neighbourhood parks, children's playground areas, passive reserves and drainage reserves.

Local open space is used primarily by children, and these facilities should be provided within walking distance of residential development. A reasonable walking distance to a neighbourhood park is considered to be 500 metres which represents, on average, a seven minute walk.

As part of the development of the Lakes Estate, a playground has been completed in Lakes Drive to accommodate the neighbourhood recreational needs of the residents. The cost of this facility is funded through contributions.

The Coffs Harbour Open Space Strategy 2010 identifies the need for a neighbourhood park in the south western sector of the release area as indicated on map 2.

Calculation of contribution rate

Local Facilities

$$\begin{aligned} \text{Contribution} &= \frac{C - L - E}{P} \\ &= \frac{\$462,456 - \$30,396 - \$282,456}{939} \\ &= \text{\$159.32 per person} \end{aligned}$$

ATTACHMENT 10

LEGEND

- ★ Existing Playground
- ☆ Proposed Playground



MAP 2
OPEN SPACE AND RECREATION

COMMUNITY FACILITIES AND SERVICES

INTRODUCTION

The provision of community facilities under this plan is based on need and takes into account the provision of services and facilities by other levels of government, the private sector and other non-government providers. This plan only deals with those community facilities over which local government has direct influence. Other community facilities such as schools, hospitals and churches are beyond this influence.

EXISTING FACILITIES

There are no existing formal community facilities within the release area.

PROPOSED FACILITIES

Following a reduction in the expected future population as a result of the location of the Coffs Harbour Highway bypass, it has been determined that the release area would be best serviced by an informal community meeting area and associated infrastructure.

The centre is to be located on land that is in Councils ownership, and is adjacent to the neighbourhood playground on Lakes Drive

The cost of these facilities are as follows:

◆ Neighbourhood Community Centre

Land Acquisition	\$250,000
Construction	\$500,000

TOTAL \$750,000

ATTACHMENT 10

CALCULATION OF CONTRIBUTION RATE

$$\begin{aligned} \text{Contribution} &= \frac{C - L - E}{P} \\ &= \frac{\$750,000.00 - \$54,297 - \$250,000}{939} \\ &= \mathbf{\$474.66 \text{ per person}} \end{aligned}$$

TRANSPORT AND TRAFFIC MANAGEMENT

EXISTING FACILITIES

Principal access to the release area is via North Boambee Road with alternative access being via Halls Road.

The transport demands within the Valley can be categorised in terms of road network, public transport, and pedestrian/cycleway network.

A road hierarchy has been established classifying roads as distributor, collector, local, and minor roads in accordance with their functional characteristics.

This contributions plan provides for the funding of the collector road as indicated in map 3.

Lakes Drive, the principal collector road, has been constructed to facilitate development that has occurred to date. The cost of these works including land acquisition, roundabout construction, collector road construction, construction of two culverts over the waterway system, and footpath/cycleway construction is the subject of contributions. Forward funded costs associated with these works is to be recovered by way of contributions. Local roads and culverts on local roads are to be at the expense of the developer.

ATTACHMENT 10

Public Transport

The provision of a good public transport system will reduce car dependency, provide for energy efficiency and enable residents without a private vehicle to maintain reasonable mobility, particularly the elderly and those under 17 years of age. Opportunities for public transport within the release area are limited to the provision of a bus service.

To provide for a safe, comfortable and efficient bus service, certain basic facilities are required, including bus shelters, and bus bays. .

Pedestrian and Cycleways

The provision of pedestrian and bicycle facilities in residential areas can provide an important alternative transport route for both recreational and functional journeys. The proposed routes are identified in Map 4 and have been designed to relate to the need for access to schools, recreation facilities, shops, University and employment centres for those residing in the release area. Cycle routes are provided for both commuter cyclists and recreational cyclists with the former provided with a faster more direct route and the latter with safer, traffic free routes generally within open space areas.

Pedestrian and cycle routes are provided in the form of on-road footpaths/ cycleways on lower order local roads and off-road footpaths/cycleways on the Collector road. Future cycleways through reserves where no development fronts the road only are included in this plan.

PROPOSED FACILITIES

The following table summarises the traffic and transport facilities which will be funded using Section 94 contributions on the basis of the local and district facilities.

Completed works

Roundabout	\$ 396,914
Collector Road Incl footpath/cycleway land	\$1,979,483
Street Lighting	\$ 45,492
Bus shelter	\$ 13,000
Design Supervision & Site establishment	\$ 105,443

Proposed works

Cycleways	\$ 90,000
-----------	-----------

TOTAL ALL WORKS \$2,630,332

CALCULATION OF CONTRIBUTION RATE

$$\text{Contribution} = \frac{C - L - E}{P}$$

$$= \frac{\$2,630,332 - \$76,865 - \$1,949,694}{939}$$

$$= \text{\$643.00 per person}$$

ATTACHMENT 10



**MAP 3
TRAFFIC AND TRANSPORT**

ATTACHMENT 10

KOALA MANAGEMENT

corridors and monitoring of the koala population after urbanisation.

INTRODUCTION

Core koala habitat areas are "Environmental Protection" in recognition of their importance in maintaining viable habitat areas.

The protection of the environment is critical in seeking the development of sustainable urban settlements.

PROPOSED FACILITIES

EXISTING ENVIRONMENT

Koala lighting, fencing, sign posting and supplementary food tree planting will be required as a condition of consent in areas identified in the DCP or Koala Management Plan. The acquisition of habitat areas is the only facility covered by this plan. Any other lands that may be the subject of agreed dedication to council are to be dedicated at no cost progressively as subdivision applications are lodged. The cost of acquiring the koala habitat areas shown on the map is \$1,406,680.00. Refer to map 4 for locations.

The existing environment has been substantially disturbed mainly as a result of land clearing for rural and residential activities, and of the residential development that has occurred to date. The Valley provides a habitat for koalas and other fauna and forms part of the catchment of Newports Creek. Under the North Coast Regional Environmental Plan, Council is required to protect fauna, flora, scenic escarpments and water quality. The North Boambee Valley (East) Release Area seeks to promote a neutral impact upon existing natural systems in terms of flora and fauna, water quality and natural landscape settings.

CALCULATION OF CONTRIBUTION RATE

IDENTIFIED NEEDS

The need for the acquisition of koala habitat areas arises out of the desire to maintain biodiversity and create sustainable urban settlements. The retention of koala habitat areas in public ownership (ie Council's ownership) will enable the maintenance of habitat

$$\begin{aligned} \text{Contribution} &= \frac{C - E}{P} \\ &= \frac{\$1,406,680 - \$440,406}{939} \\ &= \text{\$1029.05 per person} \end{aligned}$$

ATTACHMENT 10



**MAP 4
KOALA MANAGEMENT**

ATTACHMENT 10

STORMWATER MANAGEMENT

EXISTING FACILITIES

Prior to development commencing in the 1990's the site was greenfield and there were no existing stormwater drainage infrastructure. The Valley forms part of the catchment of Newports Creek. It is important to minimise the impact of new development upon the receiving waters of Newports Creek.

Works that are an integral part of the subdivision, such as kerb inlet pits and piping, are considered as part of the initial land development. However major works, such as culverts on the collector road over the main water course through the development area and the stormwater detention basins, are to be funded from contributions.

IDENTIFIED NEEDS

Water Quality

The principle adopted in relation to water quality is that the export of nutrients from the urbanisation of the Valley do not exceed the levels existing prior to urbanisation.

Water quality measures for the release area have been determined using stormwater management models based on the anticipated settlement pattern of the Valley.

Drainage

The release area is located upstream of existing urban development. It is necessary to provide flow retarding basins to maintain the 1% AEP flood discharge from the development area at the rate it was prior to urban development.

The most equitable means of seeking contributions is on a catchment basis. In this regard contributions for detention

ponds and wetlands will be sought from the catchments served by these facilities.

Catchment 1

These works consist of the formation of a small detention system and associated landscaping.

The cost of these works is estimated to be \$200,000

CALCULATION OF CONTRIBUTION RATE

Catchment 1

$$\begin{aligned} \text{Contribution} &= \frac{C - E}{P} \\ &= \frac{\$200,000 - \$51,169}{205} \end{aligned}$$

= \$726.00 per person

Catchment 2

A detention and water quality system has been constructed within stormwater catchment 1 which consists of a 5 lake detention system incorporating 2 major waterway culverts on the main collector road, Lakes Drive.

The costs of works related to landscaping and establishment are funded through this plan, with earthworks being undertaken at the cost of the developer to provide material for filling of low lying areas.

The cost of the works is \$1,474,016

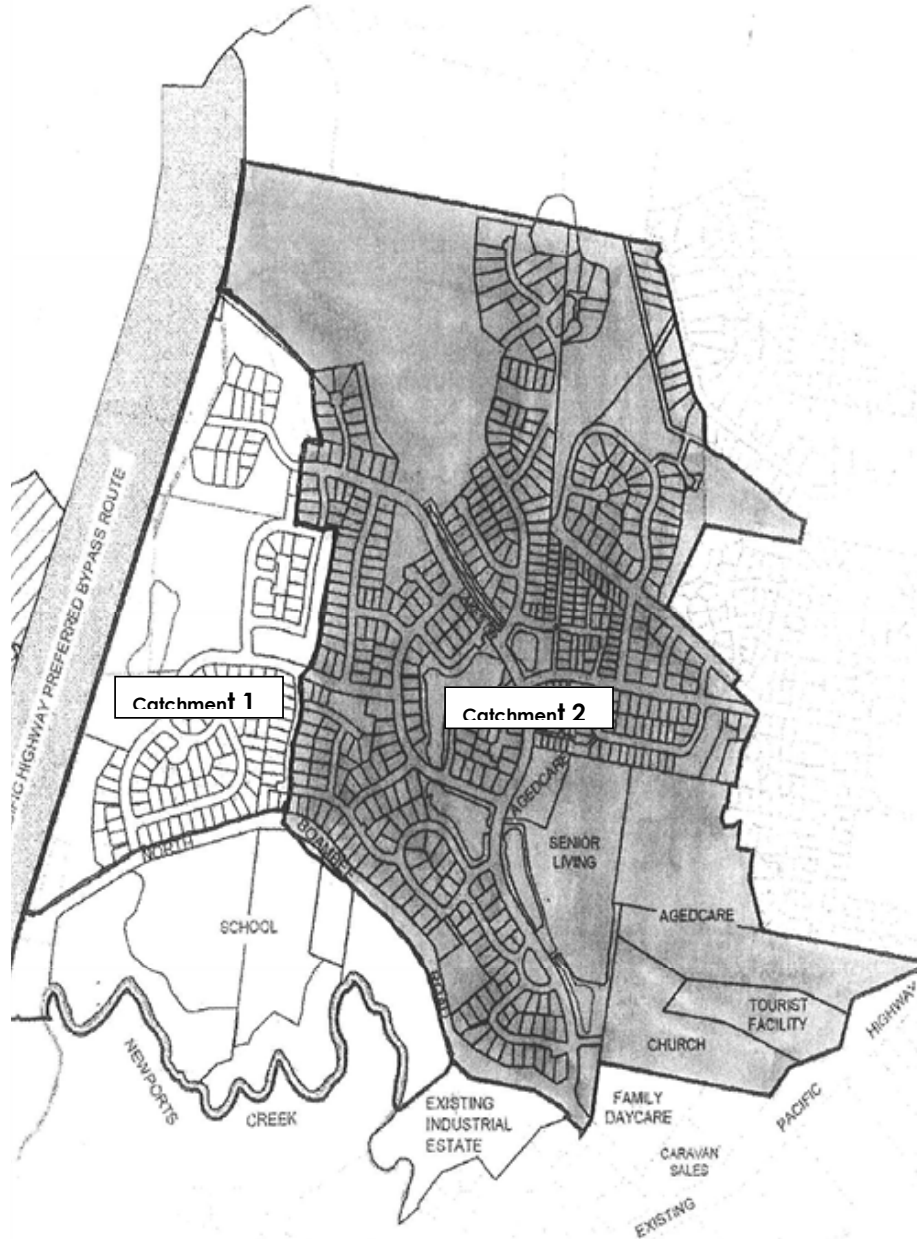
CALCULATION OF CONTRIBUTION RATE

Catchment 2

$$\begin{aligned} \text{Contribution} &= \frac{C - E}{P} \\ &= \frac{\$1,474,016 - \$865,105}{734} \end{aligned}$$

= \$829.58 per person

ATTACHMENT 10



MAP 6
STORMWATER MANAGEMENT
CATCHMENTS

ATTACHMENT 10

URBAN PLANNING

PLANS AND STUDIES

Section 94 of the Environmental Planning and Assessment Act allows recoupment of the costs for the preparation of the North Boambee valley Development Control Plan, relevant plans and studies and this Contributions Plan. The cost of the studies and plans is as follows:

Development Control Plan	\$67,624
Soil and Water Management Plan (Stage 1)	\$27,582
Flora & Fauna Plan	\$15,979
Mapping	\$73,298
Total	\$184,483

CALCULATION OF CONTRIBUTION RATE

$$\text{Contribution} = \frac{C - E}{P}$$

$$= \frac{\$184,483 - \$159,928}{939}$$

$$= \text{\$26.15 per person}$$

APPENDIX A - INDICES APPLYING TO CONTRIBUTIONS IN NORTH BOAMBEE VALLEY (East)

Contribution Type	Index	Date Applied	Indexation Basis
Roads/Traffic Management	178.8	March 2012	Consumer Price Index – All Groups (A) for Sydney
Buildings/Embellishment	178.8	March 2012	Consumer Price Index – All Groups (A) for Sydney
Land Acquisition	178.8	March 2012	Consumer Price Index – All Groups (A) for Sydney
Stormwater Management	178.8	March 2012	Consumer Price Index – All Groups (A) for Sydney
Koala Management	178.8	March 2012	Consumer Price Index – All Groups (A) for Sydney
Urban Planning	178.8	March 2012	Consumer Price Index – All Groups (A) for Sydney

ATTACHMENT 10

APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

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

ATTACHMENT 10

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

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

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

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

ATTACHMENT 10

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

Telephone: (02) 6648 4000**

DRAFT

As reported to Council 12 December 2013



ATTACHMENT 11

NORTH BONVILLE

Developer Contributions Plan 2013

DRAFT



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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

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

The Coffs Harbour Development Control Plan 2013(DCP) makes provision for further residential expansion in the order of 257 additional dwellings accommodating 720 people. The North Bonville catchment will ultimately cater for a population of 1,171 people.

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

- community facilities;
- open space and recreation facilities;
- transport and traffic facilities; and
- stormwater management facilities.

SUMMARY OF CONTRIBUTION RATES

Table 1 summarises the costs of the identified public facilities.

Table 2 summarises the contribution rates applying to the different forms of development in North Bonville. Appendix "B" includes additional contribution rates that apply to various other forms of development.

DATE OF COMMENCEMENT OF THE PLAN

This contributions plan came into operation on 19 December 2001.

AMENDMENTS

This Plan was amended on 16 October 2003, 7 July 2005, 24 April 2008, 8 May 2013, and further amended on xx/xx/xxxx.

Table 1 - Summary Cost by Land Use

Public Facility	Total Cost	Contributions levied as at 31.12.04	Net Cost to be Levied
	\$	\$	\$
Open Space	158,000	54,913	103,087
Transport and Traffic	1,499,252	388,631	1,110,620
Water Quality	330,000	57,814	272,186
Urban Planning	20,000	7,570	12,430

Table 2 - Summary of Contributions

Service/Facility	Net Cost to be Levied	Per Person	Per Lot / Large Dwelling	Per Small Dwelling	Per SEPP Seniors Living Dwelling (self care)
	\$	\$	\$	\$	\$
Open Space & Recreation					
Local Facilities	103,087	143.18	400.90	280.63	220.50
Transport and Traffic	1,110,620	1,542.53	4,319.08	3,023.35	2,375.49
Stormwater Management					
Water Quality	272,186	378.03	1,058.48	740.94	582.16
Urban Planning	12,430	17.26	48.33	33.83	26.58
Total Contribution	1,498,323	2,081.00	5,826.79	4,078.75	3,204.73

Notes:

1. *In addition to the above the relevant contribution rates for regional, district and neighbourhood open space and community facilities, Surf Rescue Equipment, the Coffs Harbour Road Network, and the Coffs Harbour Water Supply and Wastewater Developer Services Plans will also apply.*
2. *Contribution rates will be applied as follows:*
 - *the first lot in a residential subdivision is exempt from contributions*
 - *the first dwelling on a residential lot is exempt from contributions*
 - *the contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.*
3. *A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas).*
4. *The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres (excluding garages and balcony areas).*
5. *SEPP Seniors Living occupancy rates refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004*
6. *Additional contribution rates for various other types of development are included in this plan at appendix "B"*

PART 2

ADMINISTRATION AND ACCOUNTING

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act, 1979 and may be referred to as the **North Bonville Developer Contributions Plan 2013**.

PURPOSE OF THE PLAN

The primary purpose of this plan is to satisfy the requirements of the Environmental Planning and Assessment Act, 1979. This enables Council to require a contribution towards the provision, extension or augmentation of public services. These services are likely to be required as a consequence of development in the area or have been provided in anticipation of or to facilitate such development.

Other purposes of the plan are to:

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

THE AREA TO WHICH THE PLAN APPLIES

The plan applies to all land within North Bonville as described on Map 1.

RELATIONSHIP TO OTHER PLANS AND POLICIES

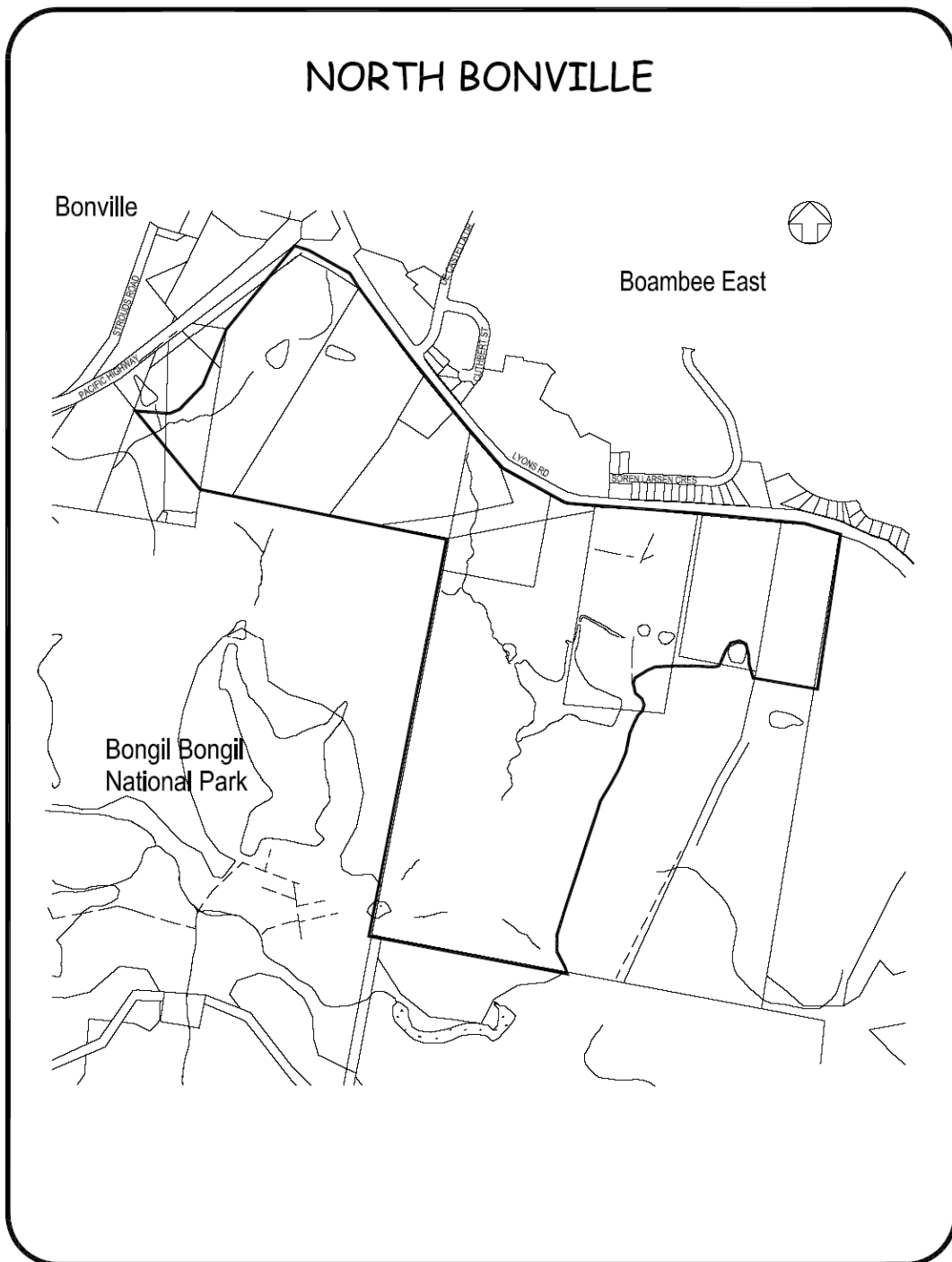
This plan supplements the Coffs Harbour City Local Environmental Plan 2013 and Coffs Harbour Development Control Plan 2013 applying to North Bonville. This plan should be read in conjunction with the Regional, District and Neighbourhood Facilities Developer Contributions Plan 2013 and other contributions plans that may apply to the area.

This plan does not include contributions under Section 27 of the Water Supply Authorities Act 1987 for water and sewerage services. Please consult Council in relation to these contributions.

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

HOW THE PLAN OPERATES

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



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**MAP 1
NORTH BONVILLE**

FORMULA FOR DETERMINING CONTRIBUTIONS

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

$$\text{Contribution per person} = \frac{C - E}{P}$$

Where:

C = total cost of works to provide the desired facility or service including land acquisition, survey and design and construction costs, but less any grant or other funds received

E = amount of existing contributions either paid or levied as at 31st December 2004

P = future population of catchment

TIMING OF PAYMENT OF CONTRIBUTIONS

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

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

DEFERRED OR PERIODIC PAYMENTS

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

- there are valid reasons for deferred or periodic payment;
- no prejudice will be caused to the community deriving benefits from the public facilities required by the proposed development;
- no prejudice will be caused to the operations of this plan; and
- the provision of the public facility or service in accordance with the adopted works schedule will not be adversely affected.

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

- the deferment will be for a fixed period not exceeding six months from the date the contribution becomes due;
- the applicant must agree to pay the Council interest on contributions or on so much thereof as shall remain outstanding at the **appropriate rate of interest**;
- payment of the contributions and the interest must be secured by delivery to the Council of a guarantee in writing issued by an **appropriate institution**; and
- deferments will not be granted based on progressive sales of land.

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

ATTACHMENT 11

WORKS IN KIND

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

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

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

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

POOLING OF FUNDS

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

EXEMPTIONS

Council may consider exempting developments, or components of developments from the requirement for a contribution for developments that include aged care accommodation where the residents require in house care, and developments that are specifically exempted

under directions that may be made from time to time by the NSW Minister for Planning.

INDEXING OF CONTRIBUTION RATES

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

The contribution rates will be reviewed on the basis of the relevant index published by the Australian Bureau of Statistics as the Australian National Accounts income and expenditure in accordance with the following formula:

$$C = \left[\frac{(NWD \times A)}{ETD} + \frac{(NAD \times C)}{ETD} \right] D$$

where

- C = contribution rate per ET
- NWD = total estimated cost of embellishment works
- ETD = total number of ET's within the catchment area
- A = is the index listed in Appendix A relevant to facility or services at time of review
- B = the index listed in Appendix "A" relevant to the facility or service at the time of calculation of the contribution
- NAD = total estimated cost of land acquisitions for facilities
- C = Consumer Price Index at the date of recalculation of the contribution
- D = Consumer Price index as listed in Appendix "A".

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

PART 3 – STRATEGY PLANS

RELATIONSHIP BETWEEN EXPECTED DEVELOPMENT AND DEMAND FOR ADDITIONAL PUBLIC FACILITIES

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

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

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

The Coffs Harbour City Council Social and Community Strategic Plan 2006-2010 specifies the community facilities required by future development.

The Coffs Harbour City Council Open Space Strategy 2010 identifies the passive and active open space facilities required by future population

Coffs Harbour Sports Facilities Plan identifies the active recreational facilities required by the future population.

The Coffs Harbour DCP 2013 sets out detailed guidelines for development in North Bonville. It provides for a range of residential densities, although it is expected that the dominant form of development will be detached dwellings.

PROVISION

The anticipated increase in population in North Bonville will place greater demands on existing public facilities and require the provision of new public facilities which are not currently available in the area.

Table 1 in this plan lists the public facilities to be provided in North Bonville.

The Coffs Harbour Regional, District and Neighbourhood Facilities Developer Contributions Plan lists the public facilities provided for the benefit of future population in North Bonville together with future population in other catchments.

LOCATION

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

TIMING

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

EXISTING AND FUTURE DEVELOPMENT IN NORTH BONVILLE

North Bonville generally comprises residential accommodation with single dwellings on allotments ranging from 700m² to 16ha. The population capacity of the subdivided land within the study area is 451 people.

PROJECTED DWELLING YIELD

Housing policy, prevailing market conditions and environmental constraints will together influence dwelling yield. The forecast population is based on the potential dwelling yields. These yields are derived from balancing existing urban patterns with changing demands for a wider choice of housing and endeavours to promote efficient and sustainable urban environments.

The housing policy promoted for the development of North Bonville is to provide for a variety of housing types which encourage a heterogeneous population. However, environmental constraints and prevailing market conditions will create a demand for low density housing forms and conventional allotments of at least 500-700m².

The projected dwelling yields for North Bonville can be explained in terms of two types of housing:

1. **Conventional Housing** - generally Torrens title allotments with single detached dwellings with an average allotment size of around 600m².
2. **Dual Occupancy Housing** - Torrens strata or community title allotments comprising duplexes or two detached dwellings with an average allotment size of around 400m².

OCCUPANCY RATES

The projected overall population will be a consequence of the dwelling yield and varying occupancy rates. The forecast occupancy rates are shown in Table 3.

Table 3 - Occupancy Rates

Housing Type	Occupancy Rates
Lot / Large Dwelling	2.8 persons/dwelling
Small Dwelling	1.8 persons/dwelling
Seniors Living SEPP Developments (self care)	1.5 persons/dwelling

Note:
15% of housing is expected to be in the form of dual occupancy development.

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

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

The total projected population of North Bonville based on these occupancy rates and projected dwelling yields, is shown in Table 4.

Table 4 - Population Projection

Housing Type	*Occ Rate	No. of Dwellings	Pop'n
Conventional	2.8	193	540
Dual Occupancy	2.8	64	180
Total		257	720

*Occupancy Rate

POPULATION PROFILE

The social infrastructure needs are based on an anticipated population of 1,171 persons. This includes an existing population of 451 and an additional population of 720 to be accommodated in the release areas.

The population profile of North Bonville is initially anticipated to reflect a "developing" population model. This developing population, coupled with the existing population, is expected to have the following age characteristics:

Table 5 - Population

Age	Existing	%	New	%
0-9	76	16.8	139	19.3
10-19	82	18.2	121	16.8
20-29	32	7.0	89	12.4
30-39	71	15.8	120	16.6
40-49	85	18.9	102	14.1
50-59	48	10.7	54	7.5
60+	57	12.6	96	13.3
Total	451	100.0	720	100.0

The population is expected to have a high proportion of young families with persons of pre-school age (0-4 years), school age (5-19 years) and young to middle age adults (30-49 years).

PROPOSED PUBLIC FACILITIES

There are no community facilities proposed for North Bonville as the expected population for the area is not sufficient enough to support any new facilities. People in North Bonville will have access to the Boambee East Community Centre (north of Lyons Road)/future childcare centre.

The above community service needs are based on the population profile and standards derived from the Coffs Harbour Social Plan which represents a connection between service demand and provision for specific local facilities.

The population will contribute proportionally to the demands for certain regional facilities that could not be sustained by North Bonville in its own right.

The Coffs Harbour Regional District and Neighbourhood Facilities Contributions Plan identifies the contribution rate for regional community facilities. The Coffs Harbour Road Network and Surf Rescue Facilities Contributions Plans also apply to the release area.

OPEN SPACE AND RECREATION

EXISTING FACILITIES

Existing formal open space and recreation facilities are limited within North Bonville. Within the adjoining Bongil Bongil National Park there are bike and walk trails, barbecue facilities, picnic areas and creek focus activities.

Informal recreation opportunities are provided with the nearby beaches, Bonville Creek and various bushland and reserve corridors.

IDENTIFIED NEEDS

The initial population of North Bonville is expected to reflect a developing population model with the proportion of the population under 19 years of age and in the 30-39 year age group being well above the NSW average. The lower than average proportion of the projected population in the over 60 years age group is a further indicator of the developing nature of the population.

On the basis of this population model, it is anticipated that a preference for structured sporting facilities and neighbourhood parks/playgrounds will exist. Open space facilities can be considered at a regional, district and local level.

ATTACHMENT 11

Regional

Regional open space caters for users prepared to travel to significant distances from within and outside the Coffs Harbour local government area. These lands generally form part of a vast network of open space facilities and provide a regional resource for passive and active recreational pursuits, and nature conservation.

Regional open space areas in the vicinity of North Bonville include the Coffs Coast Sport and Leisure Park and Solitary Islands Coastal Walkway.

Note:
Contributions for Regional Open Space are considered under a separate plan.

District

District open space is land used primarily for district sporting events and generally comprises playing fields and district sporting facilities. The primary use of these lands will be for organised recreation by residents of North Bonville. Council's Open Space Strategy provides standards for the provision of district sporting facilities. These standards provide a benchmark for provision of district facilities within North Bonville.

Since the expected additional population of North Bonville is only 720 people, it is not necessary to provide a centralised complex with all these facilities. Residents of North Bonville can utilise a number of the facilities available in the southern district such as Toormina playing fields, Sawtell Cricket Oval, and Hulberts Road Recreation Area.

Recreation areas located on coastal reserves are also classified as district open space. A range of facilities are provided in these locations to complement the attraction of the coastline and beach.

Note:
Contributions for District Open Space are considered under a separate plan.

Local

Local open space is land used primarily for localised recreational purposes. These lands comprise neighbourhood parks, children's playground areas, passive reserves and drainage reserves.

Given that local open space generally serves young children, this space should be provided within a reasonable walking distance. A reasonable walking distance to a neighbourhood park or playground is considered to be 500m which represents, on average, a seven-minute walk.

Map 2 illustrates a 500m radius around potential neighbourhood park sites to provide a measure of demand based on spatial distribution and accessibility. It is to be noted that this radius does not take into account topography and other physical constraints. On this basis, one playground would be required to meet the needs of the community.

A "general store" located adjacent to the Neighbourhood Park will assist in helping the recreation area become more of a community focus.

ATTACHMENT 11

PROPOSED FACILITIES

The location of the neighbourhood park is shown on Map 2.

The minimum works required for neighbourhood open space are:

- playground equipment;
- park seats; and
- landscaping.

This plan also provides for street tree planting along the collector road.

Neighbourhood Park

Land acquisition, landscaping and fill, playground and park seats \$155,000

Street Trees
(300m, 40 trees @ \$75.00 each) \$3,000

TOTAL \$158,000

CALCULATION OF CONTRIBUTION RATE

The following formula is used to calculate the contribution rate for community facilities/services:

$$\text{Contribution rate} = \frac{(C - L)}{P}$$

C = Cost of community facility/service

L = Less funds levied or collected to date

P = Expected population

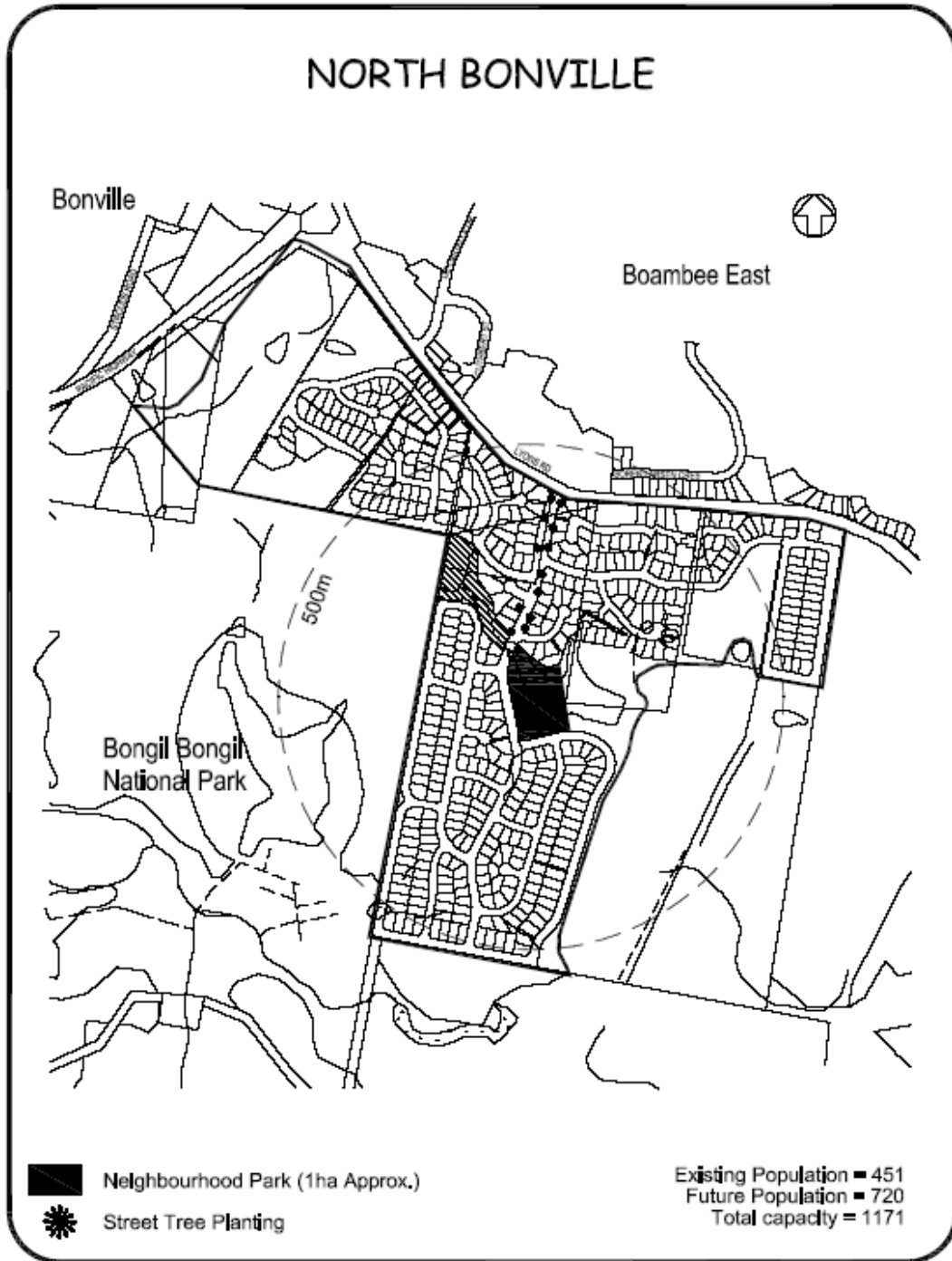
Local Facilities

$$\text{Contribution rate} = \frac{(C - L)}{P}$$

$$C = \frac{(\$158,000 - \$54,913)}{720}$$

$$= \frac{\$103,087}{720}$$

$$= \text{\$143.18 per person}$$



**MAP 2
OPEN SPACE AND RECREATION**

TRANSPORT AND TRAFFIC MANAGEMENT

INTRODUCTION

The strategy for the movement of people within and through North Bonville recognises the dependence on the motorcar, yet provides for an efficient and convenient network of pedestrian and bicycle routes. The strategy also provides the infrastructure needed for a bus service.

EXISTING FACILITIES

Access to North Bonville is obtained from Lyons Road with the Pacific Highway being the westerly boundary of the study area.

IDENTIFIED NEEDS

The transport demands within North Bonville can be categorised in terms of the road network, public transport and pedestrian/bicycle network.

Road Network

A road hierarchy has been established classifying roads as collector or local roads in accordance with their functional characteristics. The road network will be governed by the collector road which has been established to reduce the number of access points on to Lyons Road and ensure the safe movement of vehicles and pedestrians.

This contribution plan provides for the development of the collector road and associated traffic management measures. The collector road will be constructed from Lyons road in a southerly direction for approximately 200 metres. As this section of road is the major access for all future lots, all lots will be required to contribute towards the construction of the collector road and Lyons Road intersection works.

Local roads will be at the expense of the developer.

Public Transport

The provision of a good public transport system will reduce car dependency, provide for energy efficiency and enable residents without a private vehicle to maintain reasonable mobility, particularly the elderly and those less than 17 years of age. Opportunities for public transport within North Bonville are limited to the provision of a possible bus service.

To provide for a safe, comfortable and efficient bus service, certain basic facilities are required, including bus shelters and seats. It is proposed to provide bus shelters/seats along the collector road which has the highest frequency of use. A total of three shelters will be provided.

Pedestrian and Bicycle Ways

The provision of pedestrian and bicycle facilities in residential areas can provide an important alternative transport route for both recreation and functional journeys. The proposed routes are identified in Map 3 and have been designed to relate to the need for access to the neighbourhood park, surrounding recreational facilities and shops.

Pedestrian and cycle routes are to be provided in the form of on-road footpaths/cycleways on low order local roads and off-road footpaths/cycleways on the collector road. In addition, cycle refuge lanes are also to be provided on Lyons Road and on the collector road.

ATTACHMENT 11

PROPOSED FACILITIES

The following table summarises the traffic and transport facilities, which will be funded using Section 94 contributions on the basis of the local and district facilities.

Collector Road

First 200m of restricted access Road, plus intersection construction at Lyons Road \$750,000

Traffic Management

Cycle & pedestrian paths \$277,650

No right-turn barrier (at minor entrance) @ \$10,000 \$30,000

3 Bus Shelters @ \$15,000 each \$45,000

Refuge for bicycles on Lyons Road 2 unit @ \$12,000/unit \$24,000

Route lighting 200m @ \$35 per metre \$7,000

15% design and supervision \$170,047

15% contingencies \$195,555

TOTAL \$1,499,252

CALCULATION OF CONTRIBUTION RATE

The contribution rate is calculated as follows:

C = Cost of community facility

L = Less funds levied or collected to date

P = Expected population

C = \$1,499,252

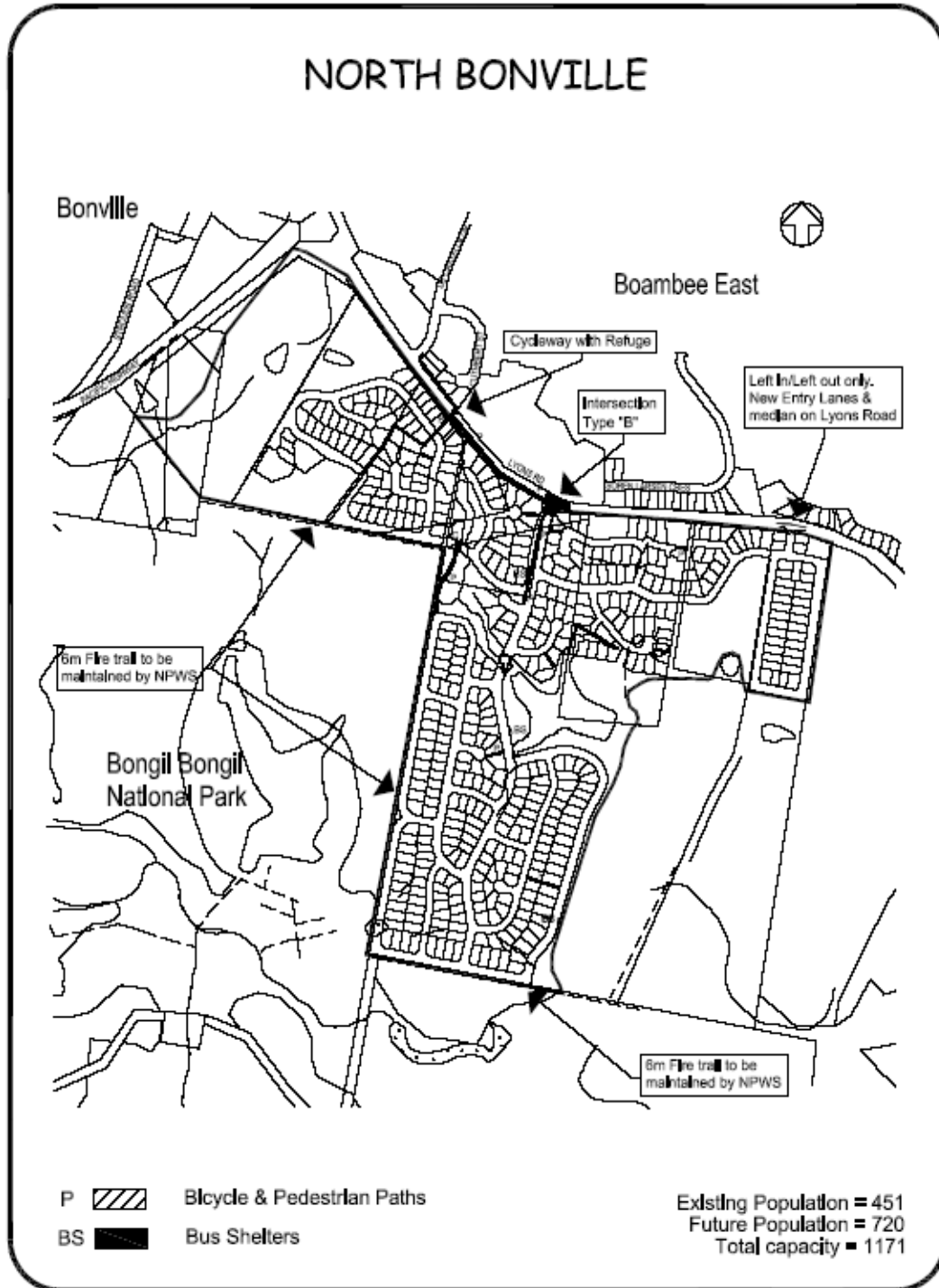
L = \$388,632

P = 720

= $\frac{(\$1,499,252 - \$388,632)}{720}$

= $\frac{\$1,110,620}{720}$

= **\$1,542.53 per person**



MAP 3
TRAFFIC & TRANSPORT STRATEGY

STORMWATER MANAGEMENT

EXISTING FACILITIES

There is no existing stormwater drainage infrastructure for North Bonville. North Bonville forms part of the catchment of Bonville Creek. It is important to minimise the impact of new development upon the receiving waters of Bonville Creek.

IDENTIFIED NEEDS

Water Quality

The contribution plan only allows for the provision of a wetland and coarse sediment and gross pollutant traps; filter strips will be required for each site as part of the development (refer Map 4).

PROPOSED FACILITIES

The following facilities are required:

Water Quality

Wetland (including acquisition)	\$250,000
Coarse sediment and gross pollutant traps	\$80,000
TOTAL	\$330,000

This plan provides for the acquisition of land for the proposed wetland site. There is no provision for the purchase of other drainage and environmental lands. These lands are to be dedicated to council free of cost progressively as subdivision applications are lodged.

CALCULATION OF CONTRIBUTION RATE

The following formula is used to calculate the contribution rate:

$$\text{Contribution rate} = \frac{(C - L)}{P}$$

- C = Cost of community facility/service
- L = Less funds levied or collected to date
- P = Expected population

$$\begin{aligned} & \frac{(\$330,000 - 57,814)}{720} \\ & = \mathbf{\$378.03 \text{ per person}} \end{aligned}$$

URBAN PLANNING

PLANS AND STUDIES

Section 94 of the Environmental Planning and Assessment Act allows the recoupment of costs for the preparation of the DCP, this Contribution Plan and associated studies. The cost of studies and the plan is as follows:

Water quality study	\$10,000
Development Control Plan	\$10,000
TOTAL	\$20,000

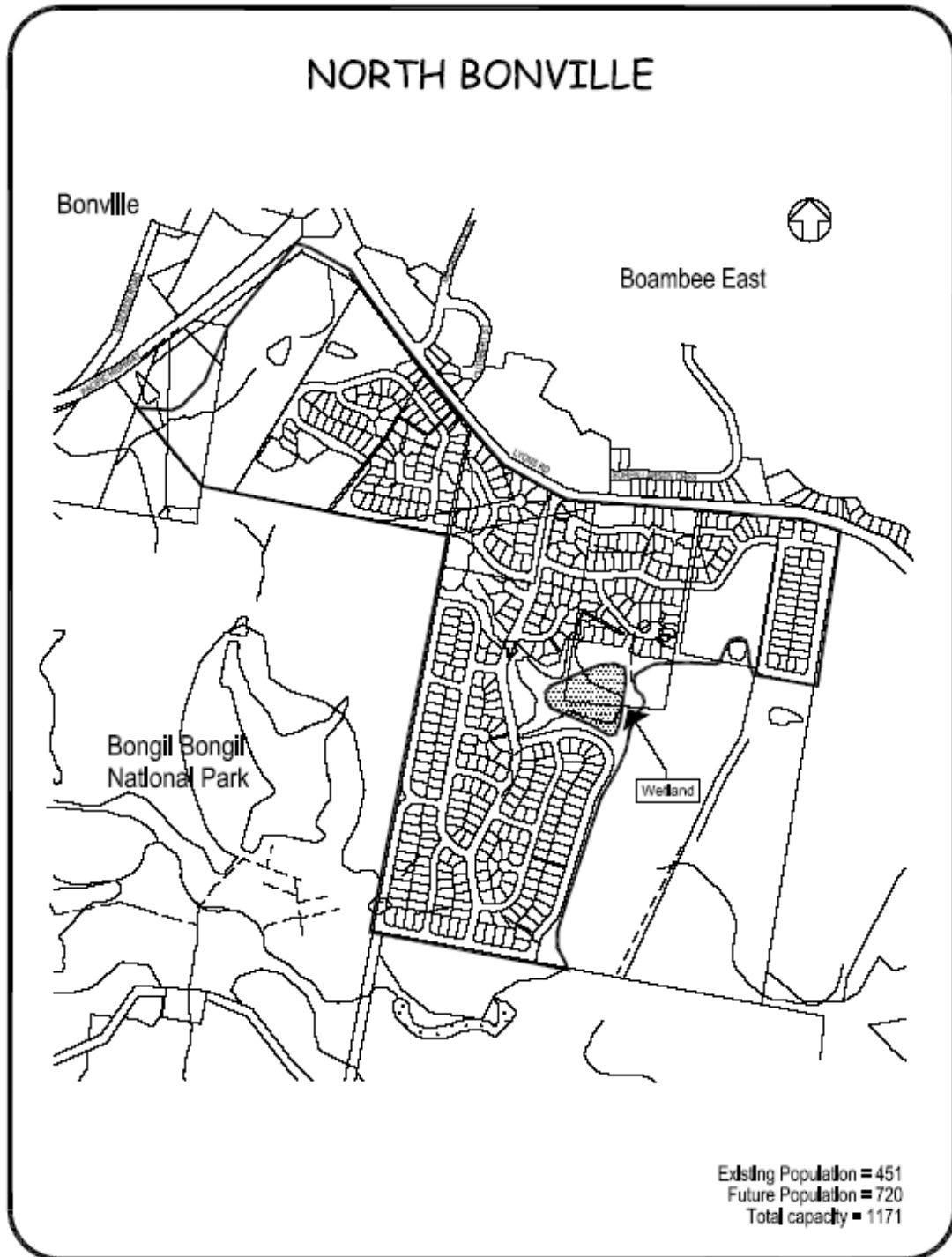
CALCULATION OF CONTRIBUTION RATE

The following formula is used to calculate the contribution rate:

$$\text{Contribution rate} = \frac{C}{P}$$

- C = Cost of studies/plans
- P = Expected population
- L = Less funds levied or collected to date

$$\begin{aligned} & = \frac{(\$20,000 - \$7,570)}{720} \\ & = \mathbf{\$17.26 \text{ per person}} \end{aligned}$$



**MAP 4
STORMWATER MANAGEMENT & DRAINAGE**

APPENDIX A - INDICES

CONTRIBUTION TYPE	INDEXATION BASIS	DATE APPLIED	INDEX
Roads/Traffic Management	PGFCE General Government State and Local Roads	March 2005	121.22
Buildings/Embellishment	PGFCE Non Dwelling Construction Non Dwelling Buildings	March 2005	119.96
Land Acquisition	Consumer Price Index	September 2003	142.40
Stormwater	PGFCE General Government State and Local Roads	March 2005	121.22

Notes:

- **PGFCE = Public Gross Fixed Capital Expenditure**
- **Statistics Issued by Australian Bureau of Statistics**

APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

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

ATTACHMENT 11

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

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

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

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

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

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

DRAFT

As reported to Council 12 December 2013



ATTACHMENT 12

PARK BEACH AREA

Development Contributions
Plan 2013

DRAFT



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PART 1 – SUMMARY SCHEDULES

EXECUTIVE SUMMARY

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

The Coffs Harbour Development Control Plan 2013 makes provision for multi-unit housing and tourist accommodation development at Park Beach.

As a consequence of this additional development and having regard to the level of facilities already available, it will be necessary to provide:

- Open space and recreation facilities
- Traffic facilities
- Footpaths
- Car parking

SUMMARY OF CONTRIBUTION RATES

Table 1 summarises the contribution rates applying to the different forms of development in Park Beach. Appendix "B" includes additional contribution rates that apply to various other forms of development.

Table 2 summarises the costs of the identified public facilities.

DATE OF COMMENCEMENT OF THE PLAN

This plan came into operation on 28 August 2006. This Plan was amended on 24th April 2008, on 8 May 2013, and again on XX/XX/XXXX.

Table 1 – Summary of Contributions

Service/Facility	Net Cost to be Levied \$	Per Person \$	Per Small Dwelling \$	Per Large Dwelling \$	Per Car Park \$	Per SEPP Seniors Living Dwelling (self cared) \$
Traffic Facilities	57,000	126.66	248.25	354.64		195.05
Open Space	375,200	833.78	1,634.21	2,334.58		1,284.02
Car Parking	208,000				4,000	

Notes:

1. **Contribution rates will be applied as follows:**
 - **the first lot in a residential subdivision is exempt from contributions**
 - **the first dwelling on a residential lot is exempt from contributions**
 - **the contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.**
2. **A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas).**
3. **The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres of floor area (excluding garages and balcony areas).**
4. **SEPP Seniors Living occupancy rates refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004**
5. **Additional contribution rates for various other types of development are included in this plan at annexure "A"**

Table 2 – Schedule of Works, Staging and Expenditures

Works Required	Estimated Capital Cost \$	Estimated Staging
Traffic Facilities	57,000	Progressively as funds become available
Open Space	375,200	Progressively as funds become available
Car Parking	208,000	As funds become available

PART 2 ADMINISTRATION AND ACCOUNTING

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment (EPA) Act 1979 and may be referred to as the **Park Beach Area Developer Contributions Plan 2013**.

PURPOSE OF THE PLAN

The purpose of this plan is to enable Council to require a contribution towards the provision of car parking, traffic facilities, and other public amenities in the Park Beach Area

AREA TO WHICH THE PLAN APPLIES

The plan applies to all land within the Park Beach Area as shown in Map 1.

RELATIONSHIP TO OTHER PLANS AND POLICIES

This plan supplements Coffs Harbour City Local Environmental Plan 2013 and Coffs Harbour Development Control Plan 2013.

This Plan should be read in conjunction with other contributions plans that may apply to the Park Beach Area as defined in Map 1.

FORMULA FOR DETERMINING CONTRIBUTIONS

The formula to be used for the calculation of contributions under Section 94 of the EPA Act is as set out below.

Car Parking Facilities

$$\text{Contribution} = \frac{C}{S}$$

Where:

C = Cost of construction of the car parking facilities

S = total number of car parking spaces to be provided to meet the projected increase in demand

Open Space & Traffic Facilities

$$\text{Contribution} = \frac{C}{P}$$

Where:

C = Cost of construction of the car parking facilities

P = Future population

TIMING OF PAYMENT OF CONTRIBUTIONS

Payment of contributions should be finalised at the following stages:

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

WORKS IN KIND

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

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

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

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

DEFERRED OR PERIODIC PAYMENTS

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

- there are valid reasons for deferred or periodic payment;
- no prejudice will be caused to the community deriving benefits from the car parking facilities required by the proposed development;
- no prejudice will be caused to the operation of this plan;
- the provision of the car parking facility in accordance with the adopted works schedule will not be adversely affected.

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

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

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

EXEMPTIONS

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

facilities, or other aspects relating to the contribution plan.

**Table 3
Indexing Factors for**

Contribution Type	Indexation Basis	Index	Date Applied
Car parking	CPI	152.2	Jan. 2006
Footpaths	CPI	152.2	Jan. 2006
Open Space	CPI	152.2	Jan. 2006
Traffic Facilities	CPI	152.2	Jan. 2006

POOLING OF FUNDS

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

REVIEW OF CONTRIBUTION RATES

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

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

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

where

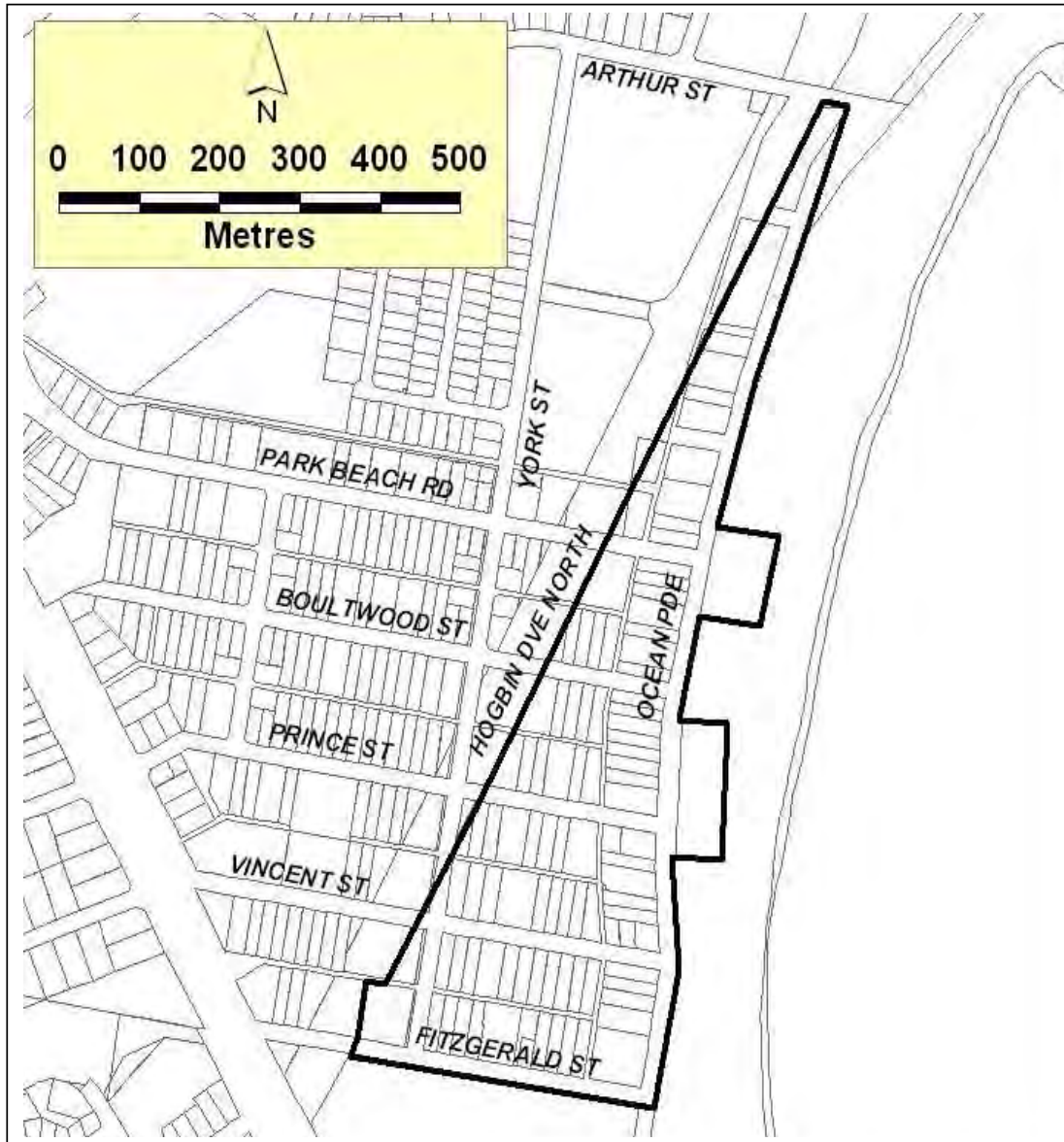
RC = Revised contribution rate per ET applicable at the time of payment

C = Previous contribution rate

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

Previous index is the Consumer Price index as listed in Table 3 or applicable at the time of issue of the consent.

The Council may also review the works schedule, the estimate of costs of the



MAP 1 - AREA TO WHICH THE PLAN APPLIES

PART 3 – STRATEGY PLANS

RELATIONSHIP BETWEEN EXPECTED DEVELOPMENT AND DEMAND FOR ADDITIONAL PUBLIC FACILITIES

The Coffs Harbour Our Living City Settlement Strategy estimates that there will be infill development within the Coffs Harbour area to accommodate around 3,000 people.

Having regard to the zonings applicable to the catchment, it is estimated development will occur to allow a further 1,000 people to reside in the catchment.

Additionally Coffs Harbour Development Control Plan 2013 provides for a strategy that will encourage “mixed use” type developments which may include activities such as restaurants and retail outlets, or general stores designed to meet the needs of residents and tourists alike.

Occupancy Rates

DWELLING TYPE	OCCUPANCY RATE
Large Dwelling	2.8
Small dwelling	1.8
Seniors Living SEPP dwelling (self care)	1.5

Source: ABS census figures

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

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

CAUSAL NEXUS

This anticipated increase in population will place greater demands on existing public facilities and require the provision of new public facilities within the release area. This plan provides for additional footpaths, traffic calming measures, and passive recreation facilities that are required as a result of an anticipated increase in local and tourist activity.

The introduction of additional “mixed use” developments will place pressure on existing car parking. This contributions plan provides funding for convenient public car parking spaces within the Park Beach Area.

Existing public parking within the Park Beach Area can be categorized into one of the two following categories:

- on-street parking;
- off-street parking.

Demand

The demand for parking space can be estimated using the parking demand standards for retail and commercial development provided in the Coffs Harbour Development Control Plan 2013 . This plan estimates a demand of one space per 23m² of retail floor space and one space per 40m² of commercial floor space.

A proportion of the demand for car parking generated as a result of increased “mixed use” development will need to be provided on-site. However, Council will accept a contribution from the developer in lieu of on-site car parking spaces where the provision for on-site parking will adversely affect the viability and/or integrity of the proposed development, and conflict with the intentions of the Coffs Harbour Development Control Plan. Each proposal will be assessed on its merit.

PHYSICAL NEXUS

Map 2 identifies the location of proposed footpaths, open space facilities, traffic calming and car parking facilities within the Park Beach Area. Studies have indicated that capacity exists for the provision of additional parking of 20 spaces in Foster Street, and 32 spaces on Ocean Parade. These locations are positioned to achieve the most cost effective option and provide easy access.

TEMPORAL NEXUS

The location of proposed facilities has been determined having regard to existing facilities, and the future needs of the additional population.

Car parking facilities required as a consequence of anticipated development of "mixed use" type developments are included in the works schedule. Timing for the provision of these works is based on the commercial/retail floor space development with an additional 52 spaces provided for under this plan.

CAR PARKING

In terms of parking supply, the majority of existing parking for "mixed use" type developments consists of on-street parking.

The Coffs Harbour Development Control Plan 2013 requires the provision of parking spaces on development sites to meet the full demand, generated by each development. Where this parking space cannot be provided on-site Council will accept a contribution for car parking. This contribution is put towards the parking sites shown in Map 2 and forms part of Council's Contributions Plan. The Contributions Plan provides for the following Schedule of Works.

**Table 4
Schedule of Works**

Location	No. of Spaces	Estimated Cost (\$)
Foster Street	20	80,000
Ocean Parade	32	128,000

COST OF WORKS

The total cost of works for the Foster Street and Ocean Parade parking is the construction of the facilities which is estimated at \$208,000. This will include the following works:

- excavation of subgrade;
- gravel pavement surfacing;
- drainage works;
- bitumen surfacing;
- linemarking and signage
- Landscaping

Therefore, the contribution rate can be calculated as follows:

$$\begin{aligned} \text{Contribution} &= \frac{\text{Total Cost of Works}}{\text{Number of parking spaces}} \\ &= \frac{\$208,000}{52} \\ &= \$4,000.00 \end{aligned}$$

TRAFFIC FACILITIES

It is envisaged that increased usage of foreshore reserves and beach access will create additional pedestrian movement within the area.

Traffic calming measures are to be installed along Ocean Parade to enhance the safety of pedestrian traffic. Additional street lighting is also required to enhance safety.

The cost of these works is estimated to be \$57,000.

The contribution towards these works can be calculated as follows:

$$\begin{aligned} \text{Contribution} &= \frac{\text{Total Cost of Works}}{\text{Future population}} \\ C &= \frac{\$57,000}{450} \end{aligned}$$

Contribution per person \$126.66

OPEN SPACE FACILITIES

A new amenities block is to be provided in the beach reserve. Footpath linkages to Macauleys Beach, and through Foster Street are included. Minor street tree planting in Foster Street and Ocean Parade are also planned.

The cost of these works is estimated to be as follows:

Amenities Block	\$200,000
Street Lighting	\$35,000
Footpath Construction	\$135,200
Street Trees	\$5,000
Total Cost of works	\$375,200

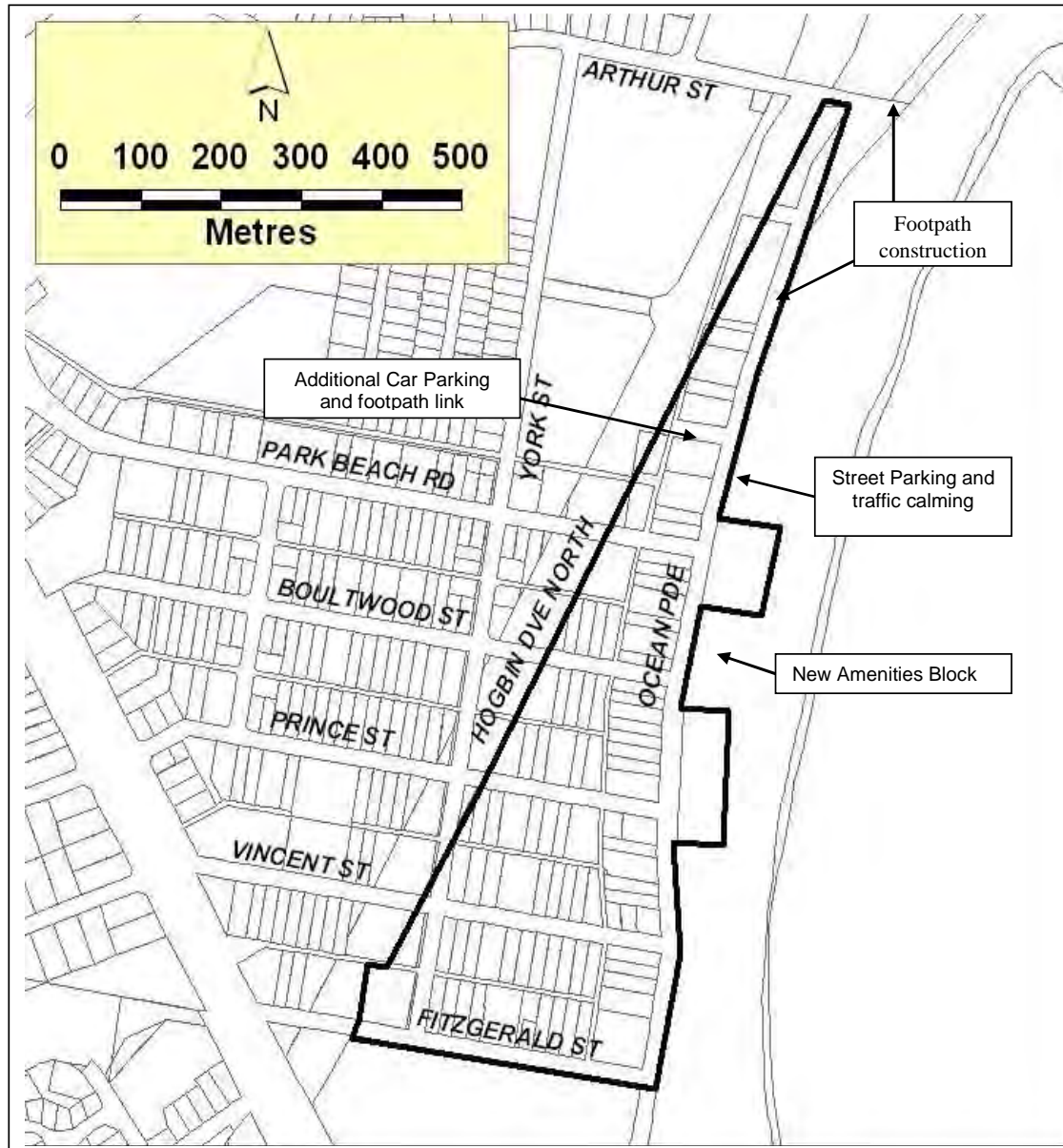
The contribution towards these works can be calculated as follows:

$$\text{Contribution} = \frac{\text{Total Cost of Works}}{\text{Future population}}$$

$$C = \frac{\$375,200}{450}$$

Contribution per person \$833.78

MAP 2 PARK BEACH AREA PROPOSED FACILITIES



ATTACHMENT 12

APPENDIX A – STANDARD EQUIVALENT TENEMENT FIGURES

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

ATTACHMENT 12

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

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

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

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

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

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

As reported to Council 12 December 2013



ATTACHMENT 13

SOUTH COFFS

Developer Contributions Plan 2013

DRAFT



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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

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

The Coffs Harbour Development Control Plan 2013 (DCP) makes provision for further residential expansion in the order of 328 additional dwellings accommodating approximately 886 people.

As a consequence of this anticipated development and having regard to the level of facilities currently available, it will be necessary to provide open space and recreation facilities and transport and traffic facilities;

SUMMARY OF CONTRIBUTION RATES

Table 1 summarises the costs of the identified public facilities.

Table 2 summarises the contribution rates applying to the different forms of development in South Coffs. Appendix "B" includes additional contribution rates that apply to various other forms of development.

DATE OF COMMENCEMENT OF THE PLAN

This contributions plan came into operation on 28 May 2009. This Plan was amended on 8 May 2013 and further amended on X/X/XX

Table 1 - Summary Cost by Land Use

Public Facility	Total Cost \$	Net Cost to be Levied \$
Open Space & Recreation Neighbourhood Park	120,000	120,000
Transport and Traffic	1,835,655	1,710,635

Table 2 - Summary of Contributions

Service/Facility	Net Cost to be Levied \$	Per Person \$	Per Lot / ET/ Large Dwelling \$	Per Small Dwelling \$	Per SEPP Seniors Living Dwelling (self care) \$
Open Space & Recreation	120,000	135.44	365.69	255.98	201.13
Transport and Traffic	1,710,635	1,930.74	5,213.00	3,649.10	2,867.15
Total	1,903,143	2,066.18	5,588.69	3,905.08	3,068.28

Notes:

1. *In addition to the above the relevant contribution rates for Regional, District and Neighbourhood open space and community facilities, Surf Rescue Facilities, the Coffs Harbour Road Network, and the Coffs Harbour Water Supply and Wastewater Development Services Plans will also apply.*
2. *Contribution rates will be applied as follows:*
 - *the first lot in a residential subdivision is exempt from contributions*
 - *the first dwelling on a residential lot is exempt from contributions*
 - *the contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.*
3. *A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas).*
4. *The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres (excluding garages and balcony areas).*
5. *SEPP Seniors Living occupancy rates refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004*
6. *Additional contribution rates for various other types of development are included in this plan at annexure "B"*

PART 2

ADMINISTRATION AND ACCOUNTING

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act, 1979 and may be referred to as the **South Coffs Developer Contributions Plan 2013**.

PURPOSE OF THE PLAN

The primary purpose of this plan is to satisfy the requirements of the Environmental Planning and Assessment Act, 1979 to enable Council to require a contribution towards the provision, extension or augmentation of public facilities and services. These facilities and services are required as a consequence of development in the area or have been provided in anticipation of or to facilitate such development.

Other purposes of the plan are to:

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

THE AREA TO WHICH THE PLAN APPLIES

The plan applies to all land within South Coffs as described on Map 1.

RELATIONSHIP TO OTHER PLANS AND POLICIES

This plan supplements the Coffs Harbour City Local Environmental Plan 2013 and the Coffs Harbour Development Control Plan 2013. This plan should be read in conjunction with the Regional, District and Neighbourhood Facilities Developer Contributions Plan 2013, the Coffs Harbour Road Network Contributions Plan 2013, the Surf Rescue Facilities Contributions Plan 2013, and other contributions plans that may apply to the area.

This plan does not include contributions under Section 27 of the Water Supply Authorities Act 1987 for water and wastewater services. Please consult Council in relation to these contributions.

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

HOW THE PLAN OPERATES

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

ATTACHMENT 13
MAP 1
SOUTH COFFS RELEASE AREA



FORMULA FOR DETERMINING CONTRIBUTIONS

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

$$\text{Contribution per person} = \frac{C}{P}$$

Where:

C = total cost of works to provide the desired facility or service including land acquisition, survey and design and construction costs, but less any grant or other funds received

P = future population of catchment

TIMING OF PAYMENT OF CONTRIBUTIONS

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

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

DEFERRED OR PERIODIC PAYMENTS

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

- there are valid reasons for deferred or periodic payment;
- no prejudice will be caused to the community deriving benefits from the public facilities required by the proposed development;
- no prejudice will be caused to the operations of this plan; and
- the provision of the public facility or service in accordance with the adopted works schedule will not be adversely affected.

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

- the deferment will be for a fixed period not exceeding six months from the date the contribution becomes due;
- the applicant must agree to pay the Council interest on contributions or on so much thereof as shall remain outstanding at the **appropriate rate of interest**;
- payment of the contributions and the interest must be secured by delivery to the Council of a guarantee in writing issued by an **appropriate institution**; and
- deferments will not be granted based on progressive sales of land.

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

WORKS IN KIND

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

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

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

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

POOLING OF FUNDS

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

EXEMPTIONS

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

INDEXING OF CONTRIBUTION RATES

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

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

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

where

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

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

Previous index is the Consumer Price index as listed in Table 3 or applicable at the time of issue of the consent.

The Council may also review the works schedule, the estimate of costs of the facilities, or other aspects relating to the contributions plan.

PART 3 – STRATEGY PLANS

RELATIONSHIP BETWEEN EXPECTED DEVELOPMENT AND DEMAND FOR ADDITIONAL PUBLIC FACILITIES

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

The Coffs Harbour “Our Living City Settlement Strategy” identifies the preferred location and expected type of future urban expansion within the City, and the associated requirements for public facilities. The South Coffs Release Area is identified as an appropriate area for residential development in the short term.

Coffs Harbour City Council Social and Community Strategic Plan 2006 identifies existing community facilities and services and highlights a range of community facilities and services required for the existing and future population.

The Coffs Harbour DCP sets out detailed guidelines for development in South Coffs. It provides for a range of residential densities, although it is expected that the dominant form of development will be detached dwellings.

PROVISION

The anticipated increase in population in South Coffs will place greater demands on existing public facilities and require the provision of new public facilities which are not currently available in the area.

Table 1 in this plan lists the public facilities to be provided in South Coffs.

The Coffs Harbour Regional, District and Neighbourhood Facilities Developer Contributions Plan 2013 lists the public facilities provided for the benefit of future population in South Coffs together with future population in other catchments.

LOCATION

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

TIMING

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

EXISTING AND FUTURE DEVELOPMENT IN SOUTH COFFS

South Coffs is a new release area which has a minimal existing population due to the area previously being zoned Rural 1(A). The future population for the release area is estimated to be 803 people.

PROJECTED DWELLING YIELD

Housing policy, prevailing market conditions and environmental constraints will together influence dwelling yield. The forecast population is based on the potential dwelling yields. These yields are derived from balancing existing urban patterns with changing demands for a wider choice of housing and endeavours to promote efficient and sustainable urban environments.

The housing policy promoted for the development of South Coffs is to provide for a variety of housing types which encourage a heterogeneous population. However, environmental constraints and prevailing market conditions will create a demand for low density housing forms and conventional allotments of at least 500-700m².

The projected dwelling yields for South Coffs can be explained in terms of two types of housing:

1. **Conventional Housing** - generally Torrens title allotments with single detached dwellings with an average allotment size of around 600m².
2. **Dual Occupancy Housing** - Torrens strata or community title allotments comprising duplexes or two detached dwellings with an average allotment size of around 400m².

OCCUPANCY RATES

The projected overall population will be a consequence of the dwelling yield and varying occupancy rates. The forecast occupancy rates are shown in Table 3.

Table 3 - Occupancy Rates

Housing Type	Occupancy Rates
Lot / Large Dwelling	2.7 persons/dwelling
Small Dwelling	1.8 persons/dwelling
Seniors Living SEPP Developments (self care)	1.5 persons/dwelling

Note:
10% of housing is expected to be in the form of dual occupancy development.

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

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

The total projected population of South Coffs based on these occupancy rates and projected dwelling yields, is shown in Table 4.

Table 4 - Population Projection

Housing Type	*Occ Rate	No. of Dwellings	Pop'n
Conventional	2.7	268	724
Dual Occupancy	2.7	60	162
Total		328	886

*Occupancy Rate

POPULATION PROFILE

The social infrastructure needs are based on an anticipated population of 886 persons.

The population profile of South Coffs is initially anticipated to reflect a "developing" population model. This developing population, is expected to have the following age characteristics:

Table 5 - Population

Age	New	%
0-9	171	19.3
10-19	149	16.8
20-29	110	12.4
30-39	147	16.6
40-49	125	14.1
50-59	66	7.5
60+	118	13.3
Total	886	100.0

The population is expected to have a high proportion of young families with persons of pre-school age (0-4 years), school age (5-19 years) and young to middle age adults (30-49 years).

PROPOSED PUBLIC FACILITIES

There are no community facilities proposed for South Coffs as the expected population for the area is not sufficient enough to support any new facilities. People in South Coffs will have access to the Boambee East Community Centre, located at Bruce King Drive.

Provision of land within the catchment zoned 3F – Business neighbourhood will allow development of a neighbourhood business centre including shops that can service the needs of the additional population.

The population will contribute proportionally to the demands for certain regional facilities that could not be sustained by South Coffs in its own right.

The Coffs Harbour Regional District and Neighbourhood Facilities Contributions Plan 2013 identifies the contribution rate for regional community facilities. The Coffs Harbour Road Network and Surf Rescue Facilities Contributions Plans also apply to the release area.

OPEN SPACE AND RECREATION

EXISTING FACILITIES

Existing formal open space and recreation facilities are provided at the Coffs Coast Sport & Leisure Facility which is located to the north of the release area.

Informal recreation opportunities are provided with the nearby beaches, Boambee Creek and various bushland and reserve corridors.

IDENTIFIED NEEDS

The initial population of South Coffs is expected to reflect a developing population model with the proportion of the population under 19 years of age and in the 30-39 year age group being well above the NSW average. The lower than average proportion of the projected population in the over 60 years age group is a further indicator of the developing nature of the population.

On the basis of this population model, it is anticipated that a preference for structured sporting facilities and neighbourhood parks/playgrounds will exist. Open space facilities can be considered at a regional, district and local level.

ATTACHMENT 13

Regional

Regional open space caters for users prepared to travel to significant distances from within and outside the Coffs Harbour local government area. These lands generally form part of a vast network of open space facilities and provide a regional resource for passive and active recreational pursuits, and nature conservation.

Regional open space areas in the vicinity of South Coffs include the Coffs Coast Sport and Leisure Park and Solitary Islands Coastal Walkway.

Note:
Contributions for Regional Open Space are considered under a separate plan.

District

District open space is land used primarily for district sporting events and generally comprises playing fields and district sporting facilities. The primary use of these lands will be for organised recreation by residents of South Coffs. Council's Open Space Strategy provides standards for the provision of district sporting facilities. These standards provide a benchmark for provision of district facilities within South Coffs.

Since the expected additional population of South Coffs is only 886 people, it is not necessary to provide a centralised complex with all these facilities. Residents of South Coffs can utilize a number of the district facilities available throughout the Coffs Harbour urban area.

Recreation areas located on coastal reserves are also classified as district open space. A range of facilities are provided in these locations to complement the attraction of the coastline and beach.

Note:
Contributions for District Open Space are considered under a separate plan.

Local

Local open space is land used primarily for localised recreational purposes. These lands comprise neighbourhood parks, children's playground areas, passive reserves and drainage reserves.

Given that local open space generally serves young children, this space should be provided within a reasonable walking distance. A reasonable walking distance to a neighbourhood park or playground is considered to be 500m which represents, on average, a seven-minute walk.

Map 2 indicates the proposed location of a neighbourhood park site which is considered to be centrally located to best meet the demands of the future population. This plan makes no provision for the purchase of drainage and environmental lands. These lands are to be dedicated to council at no cost progressively as subdivision applications are lodged

Proposed Facilities

The location of the neighbourhood park is shown on Map 2.

The minimum works required for neighbourhood open space are:

- playground equipment;
- park seats; and
- landscaping.

Neighbourhood Park

Playground Embellishment including landscaping and park furniture	\$120,000
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TOTAL	\$120,000
--------------	------------------

CALCULATION OF CONTRIBUTION RATE

The following formula is used to calculate the contribution rate for community facilities/services:

$$\text{Contribution rate} = \frac{C}{P}$$

C = Cost of community facility/service

P = Expected population

Local Facilities

$$\text{Contribution rate} = \frac{C.}{P}$$

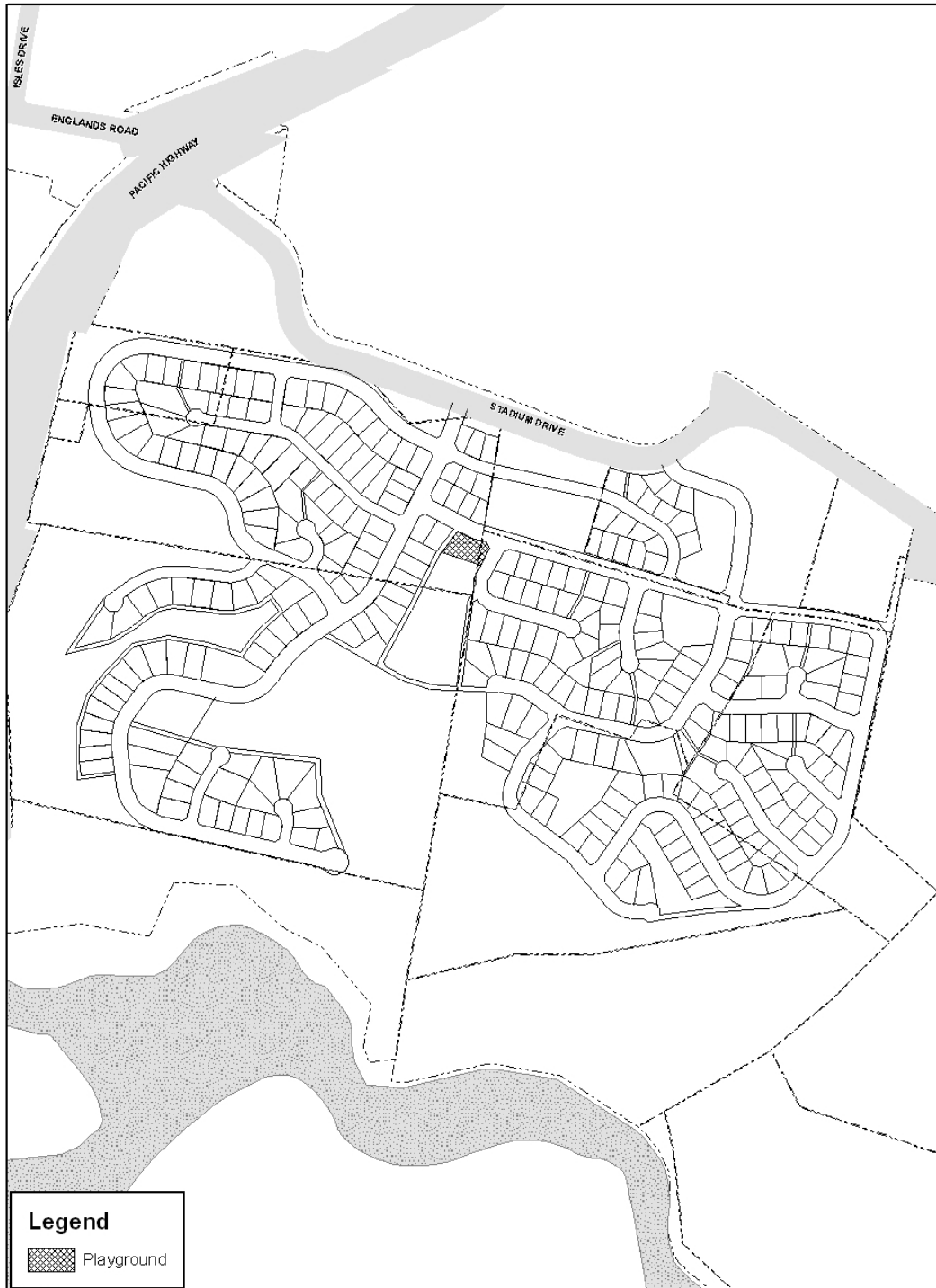
$$= \frac{\$120,000}{886}$$

= \$135.44 per person

ATTACHMENT 13

MAP 2

OPEN SPACE AND RECREATION NEIGHBOURHOOD PARK



South Coffs
Development Control Plan

N
1:6,000

TRANSPORT AND TRAFFIC MANAGEMENT

INTRODUCTION

The strategy for the movement of people within and through South Coffs recognizes the dependence on the motorcar, yet provides for an efficient and convenient network of pedestrian and bicycle routes. The strategy also provides the infrastructure needed for a bus service.

EXISTING FACILITIES

Access to South Coffs is obtained from Stadium Drive which provides access to the Pacific Highway in the west and Hogbin Drive in the east.

IDENTIFIED NEEDS

The transport demands within South Coffs can be categorised in terms of the road network, public transport and pedestrian/bicycle network.

Road Network

A road hierarchy has been established classifying roads as collector or local roads in accordance with their functional characteristics. The road network will be governed by the collector road which has been established to provide for satisfactory vehicular movements into and out of the release area, and also to provide adequate road widths for movement of buses.

This contribution plan provides for the development of sections of the collector road and associated traffic management measures. The collector road will be constructed from the western access point to the catchment and looping around to the eastern access point in the catchment. Intersection treatment works will be required at both access points. The intersection works will be fully funded from contributions. The collector road is to be of an 11 metre standard width.

Where the Collector road traverses a development parcel the developer will be required to fund a fully constructed eight metre carriageway with the additional three metres of carriageway being funded from contributions. 15% of value of the land required for this portion of the collector road will be funded from contributions based on the need for the road reserve being increased from 17 metres for local roads to 20 metres wide for the collector road.

Map 3 identifies those sections of the collector road and associated infrastructure to be funded by contributions.

All lots within the catchment will be required to pay a contribution towards the costs of the additional three metre width of the proposed collector road to be funded under this Plan.

Local roads will be at the expense of the developer.

This plan also provides for street tree planting along the collector road.

Public Transport

The provision of a good public transport system will reduce car dependency, provide for energy efficiency and enable residents without a private vehicle to maintain reasonable mobility, particularly the elderly and those less than 17 years of age. Opportunities for public transport within South Coffs are limited to the provision of a possible bus service.

To provide for a safe, comfortable and efficient bus service, certain basic facilities are required, including bus shelters and seats. It is proposed to provide bus shelters/seats along the collector road. A total of two shelters will be provided.

Pedestrian and Bicycle Ways

The provision of pedestrian and bicycle facilities in residential areas can provide an important alternative transport route for both recreation and functional journeys.

Pedestrian and cycle routes are to be provided in the form of on-road footpaths/cycleways on low order local roads and off-road footpaths/cycleways on the collector road. In addition a pedestrian/ cycleway along Stadium Drive is to be provided to facilitate safe access to the release area for pedestrians and cyclists.

The proposed routes are identified in Map 3 and have been designed to relate to the need for access to the neighbourhood park, surrounding recreational facilities and shops.

PROPOSED FACILITIES

The following schedule summarizes the traffic and transport facilities, which will be funded via Section 94 contributions.

Collector Road

Upgrade of two intersections on Stadium Drive	\$400,000
Part width construction of collector road including land acquisition	\$451,386

Traffic Management

Cycle & pedestrian paths	\$375,000
2 Bus Shelters @ \$15,000 each	\$30,000
Street tree planting	\$8,200
Route Lighting 820m @ \$35 per metre	\$28,700
15% design and supervision	\$202,247
15% contingencies	\$232,584

TOTAL \$1,710,635

CALCULATION OF CONTRIBUTION RATE

The contribution rate is calculated as follows:

C = Cost of Transport and Traffic facilities

P = Expected population

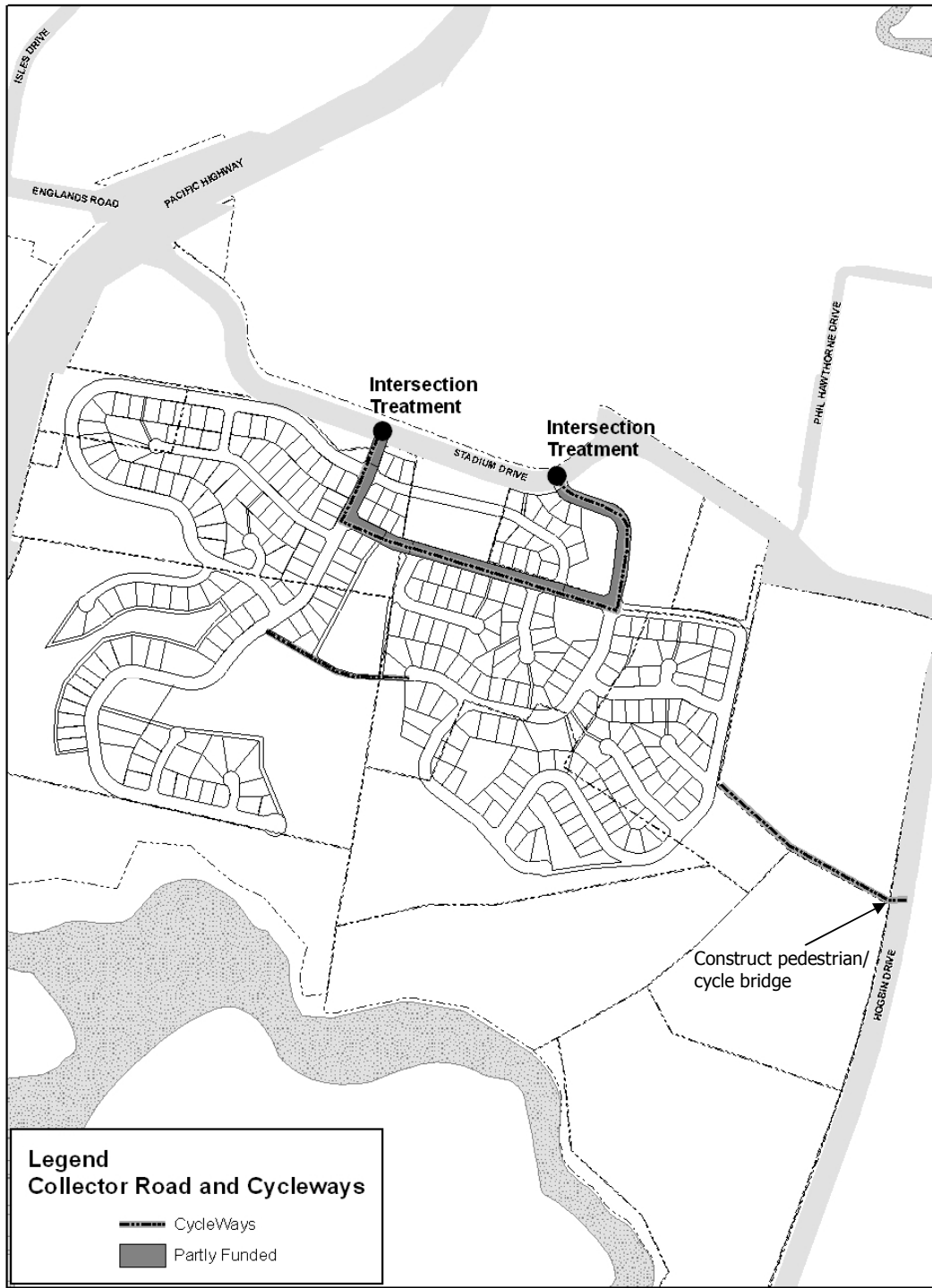
C = \$1,710,635

P = 886

= $\frac{\$1,710,635}{886}$

= **\$1,930.74 per person**

TRAFFIC & TRANSPORT STRATEGY



South Coffs
Development Control Plan

N
1:7,000

APPENDIX A - INDICES

CONTRIBUTION TYPE	INDEXATION BASIS	DATE APPLIED	INDEX
Roads/Traffic Management	Consumer Price Index All Groups – "Sydney"	June 2008	164.1
Open Space	Consumer Price Index All Groups – "Sydney"	June 2008	164.1

Notes:

- *Indices are issued by Australian Bureau of Statistics*

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APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

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

ATTACHMENT 13

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

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

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

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

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

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

DRAFT

As reported to Council 12 December 2013



ATTACHMENT 14

WEST COFFS HARBOUR

Developer Contributions Plan 2013

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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

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

The Coffs Harbour Development Control Plan 2013 makes provision for further residential expansion in the order of 510 additional dwellings accommodating 1,428 people. The West Coffs catchment will ultimately cater for a population of 6,703 people.

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

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

SUMMARY OF WORKS SCHEDULE

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

SUMMARY OF CONTRIBUTION RATES

Table 2 summarises the costs of the identified public facilities.

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

DATE OF COMMENCEMENT OF THE PLAN

This plan came into operation on the xx/xx/xxxx and supersedes the West Coffs Harbour Developer Contributions Plan which came into operation on 8th May 2013.

ATTACHMENT 14

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

Works Required	Estimated Capital Cost \$	Catchment	Benchmark/Estimated Staging
Drainage and Flood Mitigation Works - Land Acquisition - Retention Basins - Low Flow System Pipes - Surface Inlet Pits	5,838,879	(Map 2)	Work commenced in south eastern corner of catchment Future works as surrounding land is developed
Local Collector Roads - Land Acquisition - Construction - Roundabout - Culverts	3,596,847	(Map 3)	Work commenced at various locations throughout the catchment. Future works as surrounding land is developed
Donn Patterson Drive	1,149,705	(Map 4)	All works complete. Recoupment of previous expenditure.
Cycleways	259,000.00	(Map 3)	As demand dictates
Neighbourhood Open Space - Land Acquisition - Embellishment	710,000.00	(Map 1)	Majority of land now in Council's ownership. Embellishment as demand dictates.
Drainage & Conservation Land - Land Acquisition	1,590,000	(Map 3)	Acquisition when required
District Community Facilities	1,050,000	(Map 1)	Land purchased. Development as demand dictates.
Coffs Creek Drainage Works	2,139,420	(Map 5)	All works complete. Recoupment of previous expenditure
Development Studies	95,296	(Map 3)	Complete

ATTACHMENT 14

Table 2 - Summary Costs by Land Use

Public Facility	Total Cost	Grant Funds or other income	Anticipated Population in Catchment	Contributions collected or levied as at 28-02-04	Net Cost to be Levied
	\$	\$		\$	\$
Drainage & Flood Mitigation Works	5,838,878	3,892,582	1,305	621,570	1,324,726
Local Collector Roads	3,596,847	Nil	1,305	1,228,296	2,368,551
Donn Patterson Drive	1,149,706	Council cont 57,253	1,428	554,373	538,080
Cycleways	259,000	Nil	1,305	52,895	206,105
Neighbourhood Open Space	710,000	Nil	1,428	362,262	347,738
Drainage & Conservation Land	1,590,000	Nil	1,305	49,633	1,540,367
District Community Facilities	1,050,000	Council cont 244,064	1,428	494,089	311,847
Coffs Creek Drainage Works	2,139,420	State Gov't 878,411	1,428	853,709	407,300
Development Studies	95,296	Nil	1,305	33,387	61,909

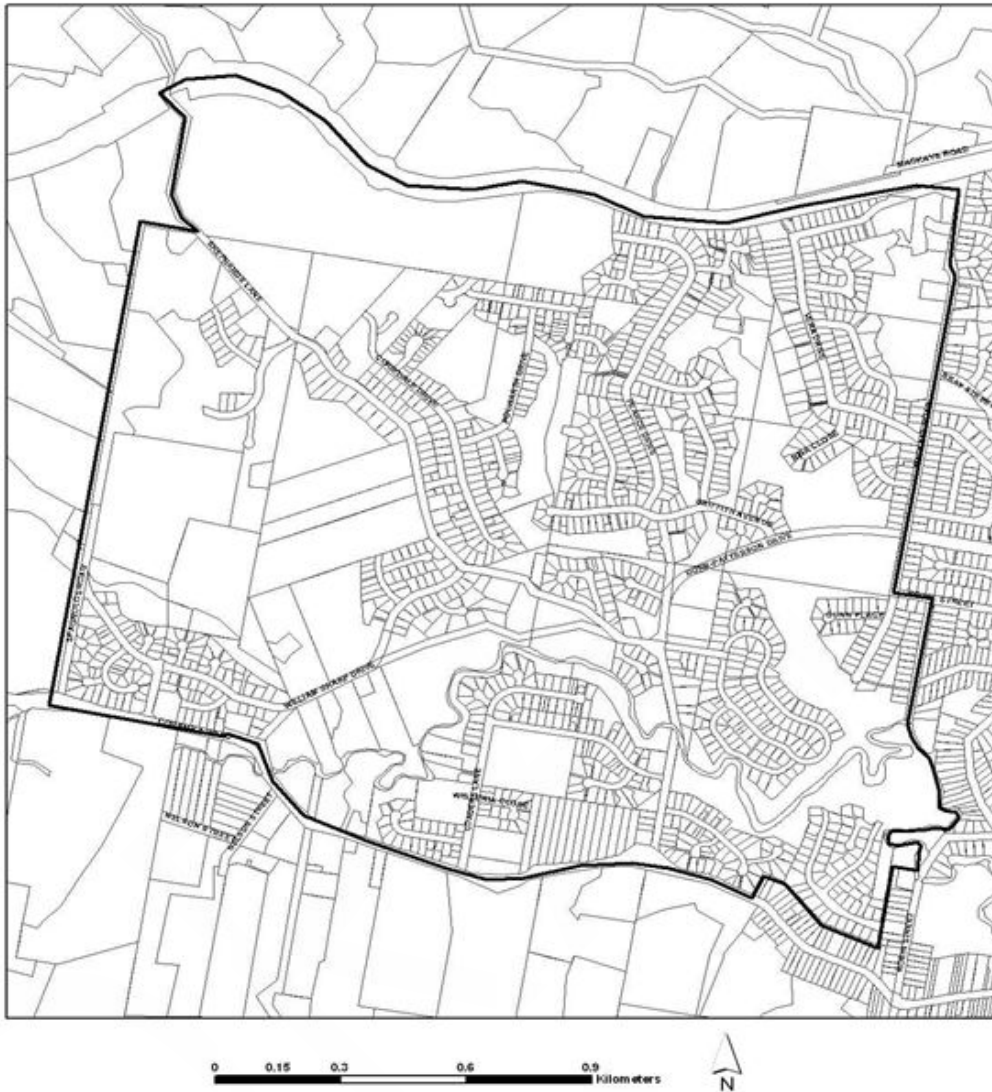
ATTACHMENT 14

Table 3 - West Coffs Harbour Contribution Rates

Service / Facility	Net Cost to be Levied	Per Person	Per Lot/ Large Dwelling	Per Small Dwelling	Per SEPP Seniors Living Dwelling (self care)
	\$	\$	\$	\$	
Flood Mitigation & Drainage Works	1,324,726.00	1,015.12	2,842.32	1,989.62	1,563.28
Local Collector Roads	2,368,551.00	1,814.98	5,081.05	3,556.74	2,794.58
Donn Paterson Drive	538,080.00	376.81	1,055.06	738.54	580.28
Cycleways	206,105.00	157.93	442.22	309.55	243.22
Neighbourhood Open Space	347,738.00	243.51	681.84	477.29	375.01
Drainage & Conservation Land	1,540,367.00	1,180.36	3,305.00	2,313.50	1,817.75
District Community Facilities	311,847.00	218.38	611.46	428.02	336.30
Coffs Creek Drainage Works	407,300.00	285.22	798.63	559.04	439.25
Development Studies	61,909.00	47.44	132.83	92.98	73.06
Total Section 94 Contributions		5,339.75	14,951.31	10,465.29	8,222.73

Notes:

- 1. In addition to the above the relevant contribution rates in the Coffs Harbour Regional and District Facilities Contributions Plan, the Coffs Harbour Road Network Plan, The Surf Rescue Equipment Plan, and Coffs Harbour Water Supply and Sewage Treatment and Carrier Systems Contributions Plan will also apply.**
- 2. Contribution rates will be applied as follows:**
 - the first lot in a residential subdivision is exempt from contributions**
 - the first dwelling on a residential lot is exempt from contributions**
 - the contribution rate for a medium density development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.**
- 3. A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas).**
- 4. The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres (excluding garages and balcony areas).**
- 5. SEPP Seniors Living occupancy rates refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004**
- 6. Additional contribution rates for various other types of development are included in this plan at appendix "B"**



Future Population 1,428

**MAP 1
COMMUNITY FACILITIES
NEIGHBOURHOOD OPEN SPACE
WEST COFFS HARBOUR DCP AREA**

PART 2 ADMINISTRATION AND ACCOUNTING

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act 1979 and Part 4 of the Environmental Planning and Assessment Regulation 1994 and may be referred to as the West Coffs Harbour Developer Contributions Plan 2013.

PURPOSE OF THE PLAN

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

Other purposes of the plan are to:

- (i) ensure that an adequate level of public infrastructure is provided throughout the catchment as development occurs
- (ii) enable Council to recoup funds which it has spent in the provision of public facilities in anticipation of likely future development
- (iii) ensure that the existing community is not burdened by the provision of public facilities required as a result of future development

- (iv) provide a comprehensive strategy for the assessment, collection, expenditure, accounting and review of development contributions on an equitable basis throughout the West Coffs Harbour Area.

THE AREA TO WHICH THE PLAN APPLIES

The plan applies to the area known as West Coffs Harbour, which extends generally westward from Mackays Road between Coramba Road to the south and the North Coast Railway to Spagnolos Road. This general area is shown in Map 1. The specific catchment areas of the various contributions to be levied are shown in Maps 1 to 5.

RELATIONSHIP TO OTHER PLANS AND POLICIES

This plan supersedes all Section 94 levies included in the previous West Coffs Contributions Plan which came into effect on 8 May 2013.

This contributions plan should be read in conjunction with the Coffs Harbour Regional, District and Neighbourhood Facilities Contributions Plan, the Coffs Harbour Road Network Contributions Plan, Surf Rescue Equipment Plan, the Coffs Harbour Water and Wastewater Developer Services Plan and other contributions plans that apply to the release area.

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

ATTACHMENT 14

HOW THE PLAN OPERATES

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

FORMULA FOR DETERMINING CONTRIBUTIONS

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

Contribution per person =

$$\frac{C + I - O - E}{P}$$

Where:

- C = total cost of works to provide the desired facility or service less any grant or other funds received
- I = Interest on forward funded works
- O = Funds from Other Sources
- E = amount of existing contributions either paid or levied at 28-2-2004
- P = future population of catchment

Contributions either paid or levied up to and including 28-02-04 have been included for the purposes of determining the current contribution amount.

TIMING OF PAYMENT OF CONTRIBUTIONS

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

- development consents involving subdivisions – prior to release of the linen plan;
- development consents involving building work – prior to the release of the construction certificate;

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

DEFERRED OR PERIODIC PAYMENTS

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

- there are valid reasons for deferred or periodic payment;
- no prejudice will be caused to the community deriving benefits from the public facilities required by the proposed development;
- no prejudice will be caused to the operation of this plan;
- the provision of the public facility or service in accordance with the adopted work schedule will not be adversely affected.

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

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

Deferments will not be granted based on progressive land sales.

ATTACHMENT 14

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

value of the contribution assessed in accordance with this plan.

EXEMPTIONS

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

POOLING OF FUNDS

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

WORKS IN KIND

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

INDEXING OF CONTRIBUTION RATES

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

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

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

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

where

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

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

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

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

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

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

PART 3 – STRATEGY PLANS

RELATIONSHIP BETWEEN EXPECTED DEVELOPMENT AND DEMAND FOR ADDITIONAL PUBLIC FACILITIES

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

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

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

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

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

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

CAUSAL NEXUS

The anticipated increase in population in West Coffs will place greater demands on existing public facilities and require the provision of new public facilities which are not currently available in Coffs Harbour.

Table 1 in this plan lists the public facilities to be provided in the West Coffs Harbour catchment.

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

PHYSICAL NEXUS

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

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

ATTACHMENT 14

TEMPORAL NEXUS

The public facilities will be provided in a timely manner to benefit those who contributed towards them. Table 1 lists the benchmark or estimated staging for the provision of public facilities in the West Coffs Harbour area.

EXISTING AND FUTURE DEVELOPMENT IN WEST COFFS HARBOUR

According to ABS census figures, the population of the West Coffs Harbour catchment was 2,836 in 2001. An analysis of remaining lands, having regard to land constraints, existing and proposed subdivision concepts, indicates that the release area will cater for an additional 510 lots.

Average occupancy rates in Coffs Harbour in 2001 were as follows:

Dwelling Type	Occupancy Rate
Large Dwelling	2.8 persons /dwelling
Small dwelling	1.8 persons/ dwelling
Seniors Living SEPP Developments (self care)	1.5 persons / dwelling

Source: ABS census figures

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

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

Almost 75% of the housing stock in West Coffs in 1996 comprised detached dwellings, compared to the LGA average of 68% (ABS 1996 census). It is expected that this trend will continue. The rate of dual occupancy development in Coffs Harbour has fallen from a peak of almost 30% of all dwelling approvals in 1993 to about 11% in 1997/98. This trend is also expected to continue in the release area.

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

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

PROPOSED PUBLIC FACILITIES

FLOOD MITIGATION AND DRAINAGE WORKS

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

In order to permit development within the catchment Council has forward funded some of the required works. Interest on these forward funded works is included in the contribution rate calculation.

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

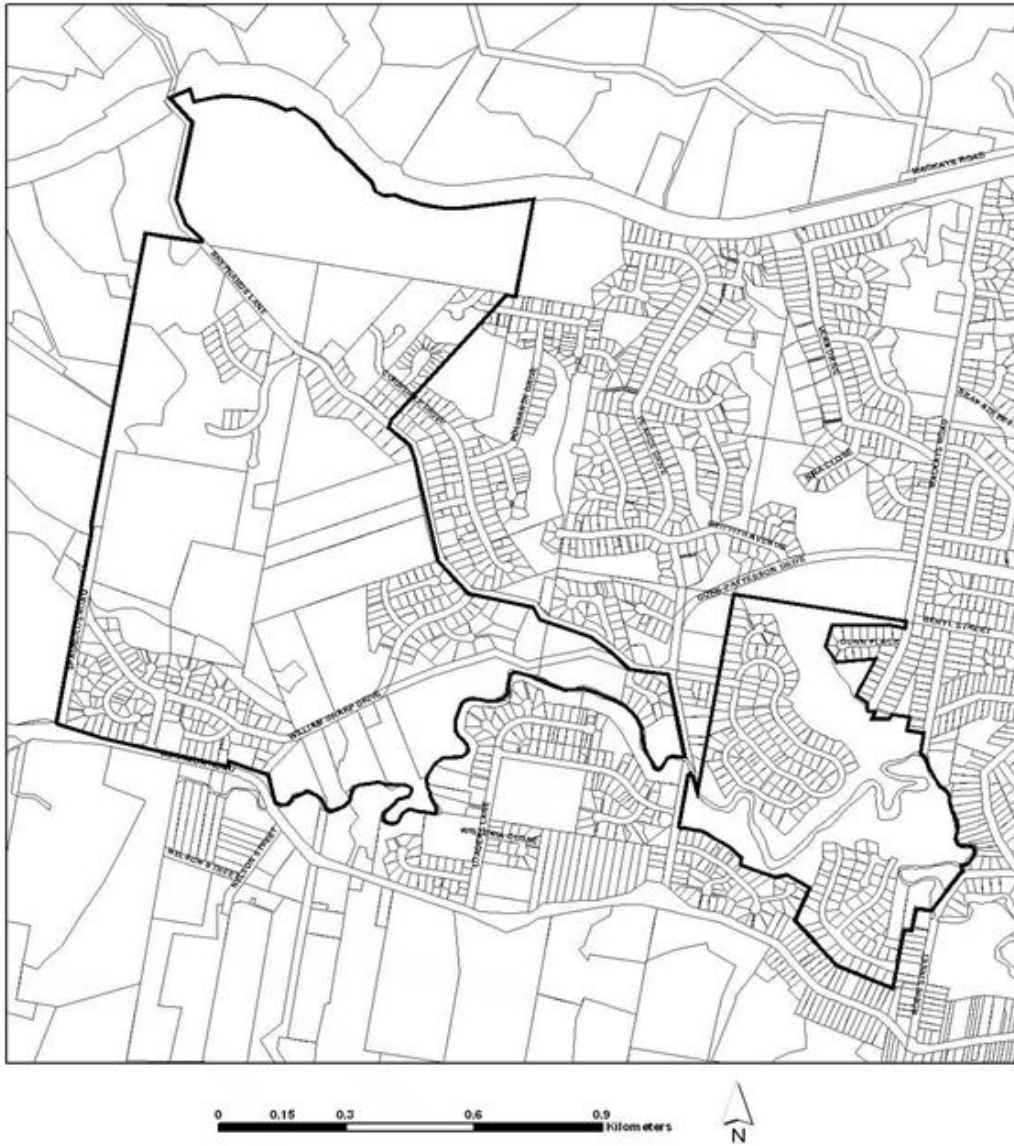
Calculation of contribution rate:

$$= \frac{C + I - O - E}{P}$$

$$= \frac{(\$5,815,043 + 23,836 - 3,892,582 - \$621,570)}{1,305}$$

$$= \text{\$1,015.12 per person}$$

ATTACHMENT 14



Future Population 1,305

**MAP 2
DRAINAGE & FLOOD
MITIGATION WORKS**

ATTACHMENT 14

LOCAL COLLECTOR ROADS

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

- (i) Donn Patterson Drive
- (ii) Future collector roads including Shephards Lane

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

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

A section of the loop road adjacent to Spagnolos Road will be required to be constructed to an 11 metre carriageway. Development adjacent to this section will be required to fund a fully constructed 8m carriageway with the additional 3m of carriageway to be funded from contributions.

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

A roundabout has been constructed at the intersection of Donn Patterson Drive and Shephards Lane, which was constructed under Development Consent No. 466/92. This contribution plan makes provision for land acquisition costs only for this work.

Coffs Harbour City Council has expended funds upgrading Shephards Lane, which forms part of the collector road system, and these funds will be recovered by way of contribution. The Council has also forward funded the construction of Donn Patterson Drive and these funds shall be recovered by way of contributions.

Maps 3 and 4 illustrate catchments, or areas which would directly benefit from the construction or upgrading of roads proposed to accommodate development in West Coffs Harbour.

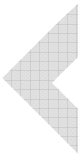
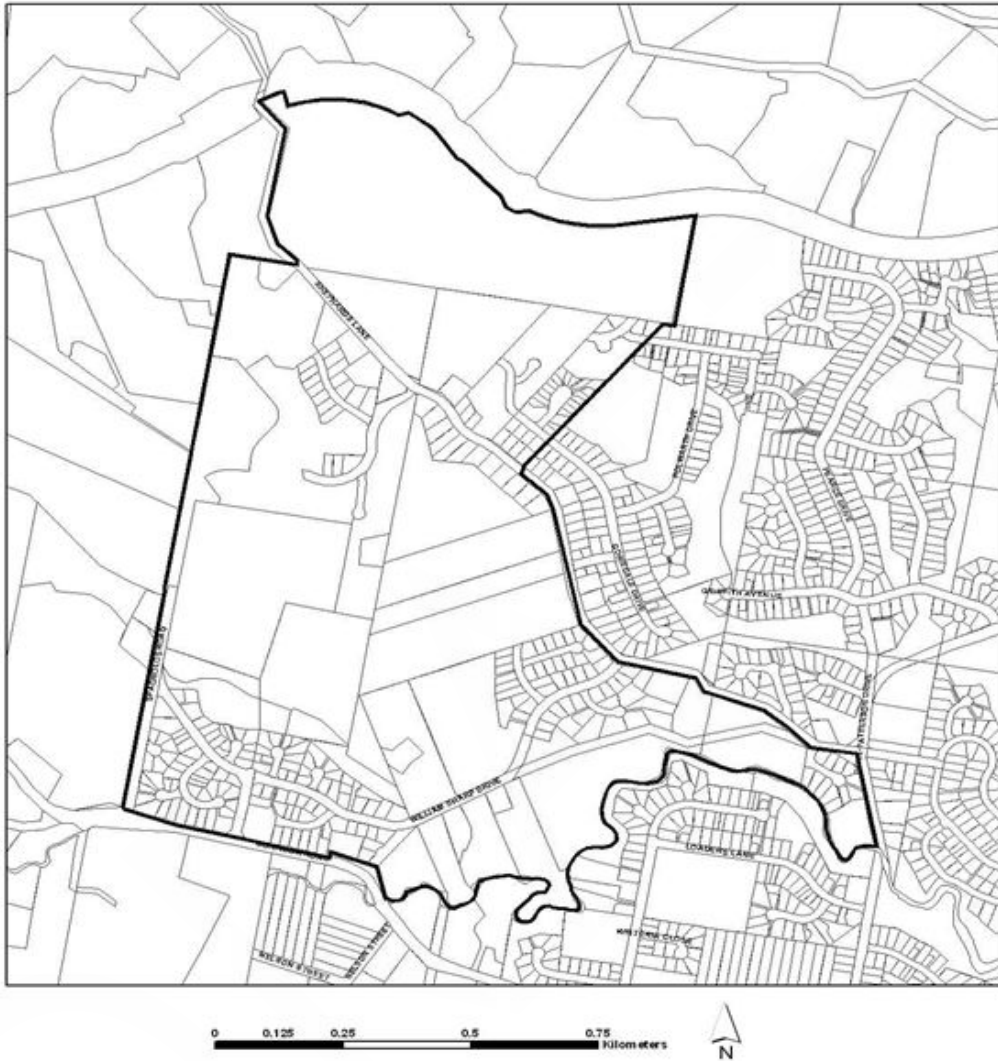
Calculation of contribution rate:

Local Collector Roads

$$\begin{aligned} \text{Contribution} &= \frac{C + I - E}{P} \\ &= \frac{(3,596,847 - 1,228,296)}{1,305} \\ &= \mathbf{\$1,814.98 \text{ per person}} \end{aligned}$$

Donn Patterson Drive

$$\begin{aligned} \text{Contribution} &= \frac{C + I - E}{P} \\ &= \frac{(888,355 + 204,097 - 554,373)}{1,428} \\ &= \mathbf{\$376.81 \text{ per person}} \end{aligned}$$

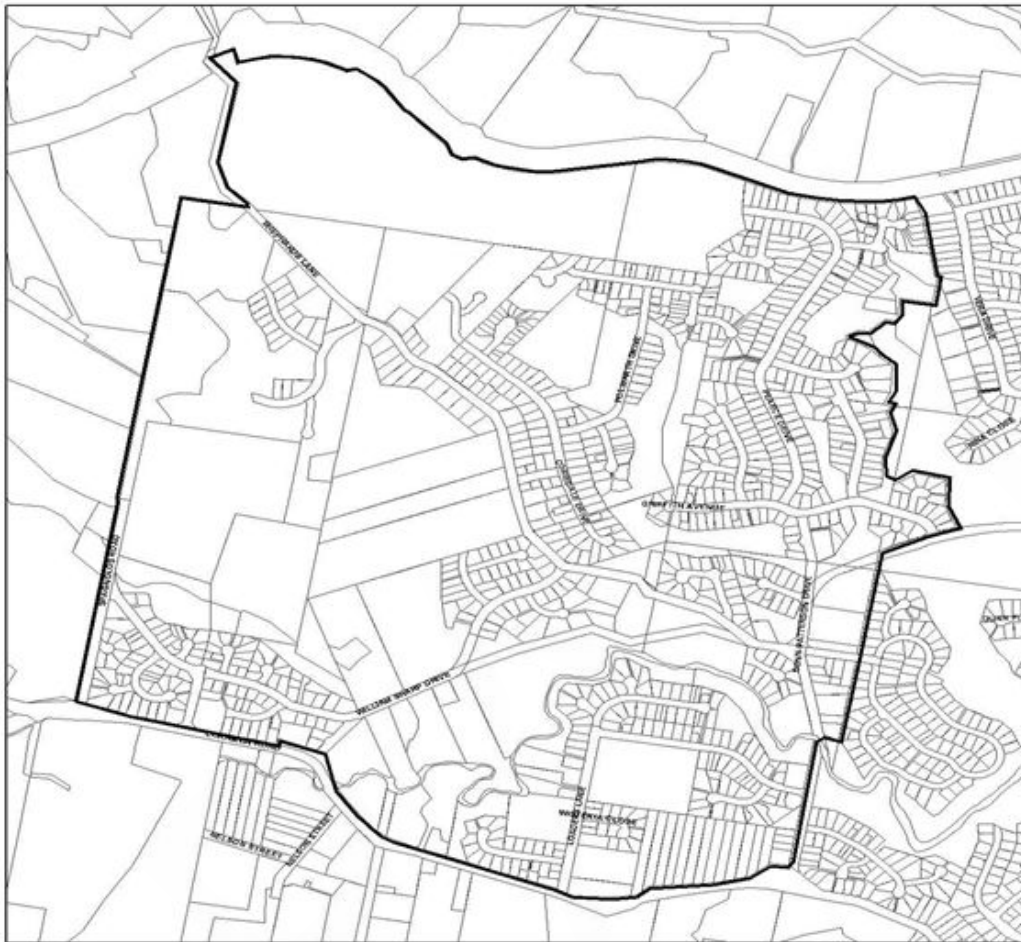


Future Population 1,305



**MAP 3
LOCAL COLLECTOR ROADS
CYCLEWAYS
DEVELOPMENT STUDIES
DRAINAGE RESERVES AND LOCAL CONSERVATION LAND**

ATTACHMENT 14



Future Population 1,428

**MAP 4
DONN-PATTERSON DRIVE**

ATTACHMENT 14

CYCLEWAYS

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

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

Calculation of contribution rate:

$$\begin{aligned} \text{Contribution} &= \frac{C - E}{P} \\ &= \frac{\$259,000.00 - \$52,895}{1,305} \\ &= \mathbf{\$157.93 \text{ per person}} \end{aligned}$$

NEIGHBOURHOOD OPEN SPACE

Neighbourhood open space is land used primarily for localised recreational purposes. These lands comprise neighbourhood parks, children’s playground areas, passive reserves and drainage reserves. The catchment for neighbourhood open space is shown on Map 1.

Works include land acquisition, landscaping and furniture, children’s playgrounds at Polwarth Drive, Bakers Road, Shephards Lane, and adjacent to the Conservation area.

Calculation of contribution rate:

$$\begin{aligned} \text{Contribution} &= \frac{C - E}{P} \\ &= \frac{\$710,000 - 362,262}{1,428} \\ &= \mathbf{\$243.51 \text{ per person}} \end{aligned}$$

DRAINAGE RESERVES AND LOCAL CONSERVATION LAND

Much of the West Coffs DCP area is traversed by a series of tributaries of Coffs Creek. Much of the land adjacent to these tributaries is to be transferred to Councils ownership to maintain the drainage channels and to act as buffer areas to protect the integrity of the creeks.

The DCP identifies areas of high conservation value. Council will acquire this land, which is currently privately owned.

Rehabilitation works will also be required. Subsequent use of the land could include wildlife refuge and education/ interpretational facilities.

The catchment for the drainage reserves and local conservation area is shown on Map 3.

The cost of moving these lands into Council ownership is estimated to be \$1,590,000.00

Calculation of contribution rate:

$$\begin{aligned} \text{Contribution} &= \frac{C - E}{P} \\ &= \frac{\$1,590,000 - \$49,633}{1,305} \\ &= \mathbf{\$1180.36 \text{ per person}} \end{aligned}$$

ATTACHMENT 14

DISTRICT COMMUNITY FACILITIES

The provision of community facilities under this plan is to be based on needs and takes into account the provision of services and facilities by other levels of government, the private sector, and other non-government providers. This plan only deals with those community facilities provided directly by local government.

Residential development in West Coffs Harbour will generate a demand for a multi-purpose complex, accommodating outreach facilities, community hall, meeting rooms, information centre and indoor/outdoor recreation facilities and associated infrastructure. These facilities are to be located on land zoned D5 Community Purposes, adjacent to Bakers Road.

Map 1 shows the catchment for district community facilities.

Calculation of contribution rate:

$$\begin{aligned} \text{Contribution} &= \frac{C - O - E}{P} \\ &= \frac{\$1,050,000 - 244,064 - 494,089}{1,428} \\ &= \mathbf{\$218.38 \text{ per person}} \end{aligned}$$

COFFS CREEK DRAINAGE WORKS

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

The works have all been completed with the final cost being \$2,139,420.44. A State Government subsidy of \$878,411.65 was provided.

An amount of \$1,261,008.79 is, therefore, to be recouped through Section 94 contributions.

Calculation of contribution rate:

$$\begin{aligned} \text{Contribution} &= \frac{C - E}{P} \\ &= \frac{\$1,261,008.80 - \$853,709.64}{1,428} \\ &= \mathbf{\$285.22 \text{ per person}} \end{aligned}$$

DEVELOPMENT STUDIES

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

Map 3 illustrates the extent of the West Coffs DCP

Calculation of contribution rate:

$$\begin{aligned} \text{Contribution} &= \frac{C - E}{P} \\ &= \frac{\$95,295.75 - \$33,387}{1,305} \\ &= \mathbf{\$47.44 \text{ per person}} \end{aligned}$$

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APPENDIX A - INDEXING FACTORS FOR FUTURE WORKS

Contribution Type	Indexation Basis	Index	Date Applied
Flood Mitigation & Drainage Reserves	Consumer Price Index – All Groups (A) for Sydney	143.6	30.12.2003
Donn Patterson Drive	Consumer Price Index – All Groups (A) for Sydney	143.6	30.12.2003
Collector Roads	Consumer Price Index – All Groups (A) for Sydney	143.6	30.12.2003
Cycleways	Consumer Price Index – All Groups (A) for Sydney	143.6	30.12.2003
Open Space	Consumer Price Index – All Groups (A) for Sydney	143.6	30.12.2003
Community Facilities	Consumer Price Index – All Groups (A) for Sydney	143.6	30.12.2003
Coffs Creek Drainage Works	Consumer Price Index – All Groups (A) for Sydney	143.6	30.12.2003
Development Studies	Consumer Price Index – All Groups (A) for Sydney	143.6	30.12.2003
Land Acquisition	Consumer Price Index – All Groups (A) for Sydney	145.00	31.3.2004

ATTACHMENT 14

APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

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

ATTACHMENT 14

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

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

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

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

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

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

DRAFT

As reported to Council 12 December 2013



ATTACHMENT 15

WEST WOOLGOOLGA

Developer Contributions
Plan 2013

DRAFT



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PART 1 - SUMMARY SCHEDULES

EXECUTIVE SUMMARY

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

The Coffs Harbour Development Control Plan 2013 makes provision for further residential expansion in the order of 363 additional dwellings accommodating 950 people.

Development consents have been issued for several land parcels within the release area. Analysis indicates that undeveloped land and land that is not subject to an approved development will accommodate an additional 568 people.

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

- open space and recreational facilities
- transport and traffic facilities
- fire fighting equipment

SUMMARY OF CONTRIBUTION RATES

Table 1 summarises the contribution rates applying to the different forms of development in West Woolgoolga. Appendix "B" includes additional contribution rates that apply to various other forms of development.

Table 2 summarises the costs of the identified public facilities.

DATE OF COMMENCEMENT OF THE PLAN

This plan came into operation on the 13 October 2004. This Plan was amended on 24 August 2005, and on 24th April 2008, on 26th November 2009, 8TH May 2013, and further on xx/xx/xx.

Table 1 – Summary of Contributions

Service / Facility	Total Cost to be Levied \$	Per Person \$	Per Lot Or large dwelling \$	Per Small Dwelling \$	Per SEPP Seniors Living Dwelling (self care) \$
Traffic Facilities	4,115,874	3,444.56	9,644.77	6,751.34	5,304.62
Neighbourhood Open Space	120,000	145.47	407.31	285.12	224.02
Development Studies	45,031	34.39	96.29	67.40	52.95
Fire Fighting Services	130,000	138.75	388.50	271.95	213.67
Total Section 94 Contributions	4,410,905	3,763.17	10,536.87	7,308.41	5,795.26

Notes:

1. *In addition to the above, the relevant contribution rates in the Coffs Harbour Regional and District Facilities Contributions Plan, the Coffs Harbour Water Supply and Wastewater Developer Services Plans and other contribution plans will also apply.*
2. *Contribution rates will be applied as follows:*
 - *the first lot in a residential subdivision is exempt from contributions*
 - *the first dwelling on a residential lot is exempt from contributions*
 - *the contribution rate for a dual occupancy, villa, townhouse or residential flat development is the number of dwellings multiplied by the appropriate dwelling rate minus one lot rate.*
3. *A small dwelling is deemed to be any dwelling with a floor area less than 100 square metres (excluding garages and balcony areas).*
4. *The lot rate/large dwelling rate applies to all types of dwelling with a floor area equal to or exceeding 100 square metres (excluding garages and balcony areas).*
5. *SEPP Seniors Living occupancy rates refers to developments approved under the State Environmental Planning Policy (Seniors Living) 2004*
6. *Additional contribution rates for various other types of development are included in this plan at appendix "B"*

Table 2 - Schedule of Works, Commencement, Staging and Expenditures

Works Required	Estimated Capital Cost \$	Benchmark/Estimated Staging
Local Collector Roads - Construction - Cycleways/Pathways - Bus Shelters	\$4,115,874	As demand dictates with highway intersection works occurring during the first half of development of the release area
Neighbourhood Open Space - Embellishment	\$120,000	As funds becomes available
Development Studies	\$45,031	Completed
Bush Fire Control	\$130,000	As funds become available

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PART 2 ADMINISTRATION AND ACCOUNTING

NAME OF THE PLAN

This contributions plan has been prepared in accordance with the provisions of Section 94 of the Environmental Planning and Assessment Act 1979 and Part 4 of the Environmental Planning and Assessment Regulation 1994 and may be referred to as the West Woolgoolga Developer Contributions Plan 2013.

PURPOSE OF THE PLAN

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

Other purposes of the plan are to:

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

THE AREA TO WHICH THE PLAN APPLIES

The plan applies to all land within the West Woolgoolga Release Area as shown in Map 1.

RELATIONSHIP TO OTHER PLANS AND POLICIES

The plan supplements the Coffs Harbour City Local Environmental Plan 2013 and Coffs Harbour Development Control Plan 2013. This contributions plan should be read in conjunction with the Coffs Harbour Regional, District and Neighbourhood Facilities Contributions Plan and the Coffs Harbour Water Supply and Wastewater Developer Services Plans (Section 306 (3) of the Water Management Act, 2000) and other contribution plans that may apply to the West Woolgoolga Release Area.

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

HOW THE PLAN OPERATES

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



**MAP 1
LOCALITY**

FORMULA FOR DETERMINING CONTRIBUTIONS

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

Contribution per person =

$$\frac{C + I - L - F}{P}$$

Where:

C = total cost of works to provide the desired facility or service including land acquisition, survey and design and construction costs, but less any grant or other funds received

I = Interest on forward funded works

L = Contributions levied on approved developments but not yet received

F = Funds collected to date

P = Future population of catchment

TIMING OF PAYMENT OF CONTRIBUTIONS

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

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

DEFERRED OR PERIODIC PAYMENTS

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

- there are valid reasons for deferred or periodic payment;
- no prejudice will be caused to the community deriving benefits from the public facilities required by the proposed development;
- no prejudice will be caused to the operation of this plan;
- the provision of the public facility or service in accordance with the adopted work schedule will not be adversely affected.

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

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

ATTACHMENT 15

Deferments will not be granted based on progressive land sales.

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

EXEMPTIONS

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

WORKS IN KIND

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

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

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

- (a) payment of the contribution in accordance with the provisions of the plan is unreasonable or unnecessary in the circumstances of the case;
- (b) the in kind contribution will not prejudice the timing or the manner of the provision of the public facility for which the contribution was required;

- (c) the value of the works to be undertaken is at least equal to the value of the contribution assessed in accordance with this plan.

INDEXING OF CONTRIBUTION RATES

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

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

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

where

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

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

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

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

POOLING OF FUNDS

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

PART 3 – STRATEGY PLANS

RELATIONSHIP BETWEEN EXPECTED DEVELOPMENT AND DEMAND FOR ADDITIONAL PUBLIC FACILITIES

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

The Coffs Harbour “Our Living City” Settlement Strategy identifies the preferred location and expected type of future urban expansion within the City, and the associated requirements for public facilities. It establishes the level of existing development and estimates a population of 102,388 in Coffs Harbour by the year 2021. The estimates are based on occupancy rates derived from the 2001 census

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

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

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

The Coffs Harbour Development Control Plan 2013 sets out detailed guidelines for development in the West Woolgoolga Release Area. It provides for residential development with the dominant form being detached dwellings.

CAUSAL NEXUS

The anticipated increase in population in West Woolgoolga will place greater demands on existing public facilities and require the provision of new public facilities that are not currently available in the Woolgoolga area.

Table 1 in this plan lists the public facilities to be provided in the West Woolgoolga catchment.

The Coffs Harbour Regional, District and Neighbourhood Facilities Plan lists public facilities provided for the benefit of future population in West Woolgoolga together with future population in other catchments.

The Coffs Harbour Water Supply Development Services Plan 2013 and Wastewater Treatment & Carrier System Development Services Plan 2013 lists the water and sewerage requirements for new development in West Woolgoolga.

PHYSICAL NEXUS

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

TEMPORAL NEXUS

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

Table 2 lists the benchmark or estimated staging for the provision of public facilities in the West Woolgoolga Release Area.

EXISTING AND FUTURE DEVELOPMENT IN WEST WOOLGOOLGA

West Woolgoolga generally comprises residential accommodation with single dwellings on allotments ranging from 700m² to 20.25ha. Development consents have been issued for several land parcels within the release area. Analysis indicates that undeveloped land and land that is not subject to an approved development will accommodate an additional 568 people.

PROJECTED DWELLING YIELD

Housing policy, prevailing market conditions and environmental constraints will together influence dwelling yield. The forecast population is based on the potential dwelling yield. These yields are derived from balancing existing urban patterns with changing demands for a wider choice of housing and endeavours to promote efficient and sustainable urban environments.

The projected dwelling yield for West Woolgoolga can be explained in terms of two types of housing:

- **Conventional Housing** - generally Torrens title allotments with single detached dwellings with an average allotment size of around 550m² or less.
- **Dual Occupancy Housing** - Torrens strata or community title allotments comprising duplexes or two detached dwellings with an average allotment size of around 400m².

OCCUPANCY RATES

The projected overall population will be a consequence of the dwelling yield and varying occupancy rates. The forecast occupancy rates are shown in Table 3.

Table 3 - Occupancy Rates

Housing Type	Occupancy Rates
Lot / Large Dwelling	2.8 persons/dwelling
Small Dwelling	1.8 persons/dwelling
Seniors Living SEPP Dwelling (self care)	1.5 persons/dwelling

The total projected population of West Woolgoolga based on these occupancy rates and projected dwelling yields, is shown in Table 4.

Table 4 - Population Projection

Housing Type	*Occ Rate	No. of Dwellings	Pop'n
Conventional, Dual Occ, Integrated Housing	2.8	297	832
Small Dwelling	1.8	66	118
Seniors Living SEPP Dwelling (self care)	1.5		
Total		363	950

*Occupancy Rate

Notes:

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

A large dwelling is deemed to be any dwelling with a floor area equal to or exceeding 100 square metres (excluding garages and balcony areas).

POPULATION PROFILE

The social infrastructure needs are based on an anticipated population of 950 persons.

The population profile of West Woolgoolga is initially anticipated to reflect an "ageing" population model. This ageing population is expected to have the following age characteristics:

Table 5 - Population

Age	%
0-9	13.1
10-19	13.5
20-29	7.4
30-39	10.7
40-49	14.2
50-59	11.3
60+	29.8
Total	100.0

The population is expected to have a high proportion of elderly people with persons of pensioner age (60+ years), young to middle age adults (30-49 years) and school age (5-19 years).

PROPOSED PUBLIC FACILITIES

There are no community facilities proposed for West Woolgoolga as the expected population for the area is not sufficient enough to support any new facilities. People in West Woolgoolga will have access to the Woolgoolga Neighbourhood Centre, Senior Citizens Centre and Woolgoolga Health Community Centre.

The population will contribute proportionally to the demands for certain regional facilities that could not be sustained by West Woolgoolga in its own right.

The Coffs Harbour Regional and District Facilities Contributions Plan identifies the contribution rate for regional community facilities.

OPEN SPACE AND RECREATION

EXISTING FACILITIES

Existing formal open space and recreation facilities are limited within West Woolgoolga.

Informal recreation opportunities are provided with the nearby beaches, Woolgoolga Creek and various bushland and reserve corridors.

IDENTIFIED NEEDS

On the basis of this population model, it is anticipated that a preference for structured sporting facilities, passive recreation and neighbourhood parks/ playgrounds will exist. Open space facilities can be considered at a regional, district and local level.

Regional

Regional open space caters for users prepared to travel significant distances from within and outside the Coffs Harbour local government area. These lands generally form part of a vast network of open space facilities and provide a regional resource for passive and active recreational pursuits, and nature conservation.

Regional open space areas in the vicinity of West Woolgoolga include the Coffs Coast Sport & Leisure Park, North Coast Regional Botanic Garden, Brelsford Park and Jetty Foreshores.

Note:
Contributions for Regional Open Space are considered under a separate plan.

District

District open space is land used primarily for district sporting events and generally comprises playing fields and district sporting facilities. The primary use of these lands will be for organized recreation by residents of West Woolgoolga.

Council's Open Space Strategy provides standards for the provision of district sporting facilities.

ATTACHMENT 15

Since the expected additional population of West Woolgoolga is only 950 people, it is not necessary to provide a centralized complex with all these facilities. Residents of West Woolgoolga can utilise a number of the facilities available in the northern district such as Centennial Reserve, Woolgoolga Sports Ground, Woolgoolga Beach Reserve, Woolgoolga Lake Reserve and Woolgoolga Creek Foreshores.

Recreation areas located on coastal reserves are also classified as district open space. A range of facilities are provided in these locations to complement the attraction of the coastline and beach.

Note:
Contributions for District Open Space are considered under a separate plan.

Local

Local open space is land used primarily for localised recreational purposes. These lands comprise neighbourhood parks, children’s playground areas, passive reserves and drainage reserves.

Given that local open space generally serves young children, this space should be provided within a reasonable walking distance. A reasonable walking distance to a neighbourhood park or playground is considered to be 500m which represents, on average, a seven-minute walk.

Map 2 illustrates a 500m radius around potential neighbourhood park sites to provide a measure of demand based on spatial distribution and accessibility. It is to be noted that this radius does not take into account topography and other physical constraints. On this basis, one neighbourhood park with playground would be required to meet the needs of the community.

Creek buffers and drainage reserves provide a necessary role in providing stormwater drainage requirements and environmental protection to Woolgoolga Creek. This contributions plan provides no allowance for purchase of any of these lands. These lands are to be dedicated progressively as subdivision applications are lodged.

PROPOSED FACILITIES

The location of the neighbourhood park is shown on Map 2.

The minimum works required for neighbourhood parks are:

- playground equipment;
- park seats; and
- landscaping.

Neighbourhood Park

Playground, furniture, landscaping	\$120,000
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TOTAL	\$120,000
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CALCULATION OF CONTRIBUTION RATE

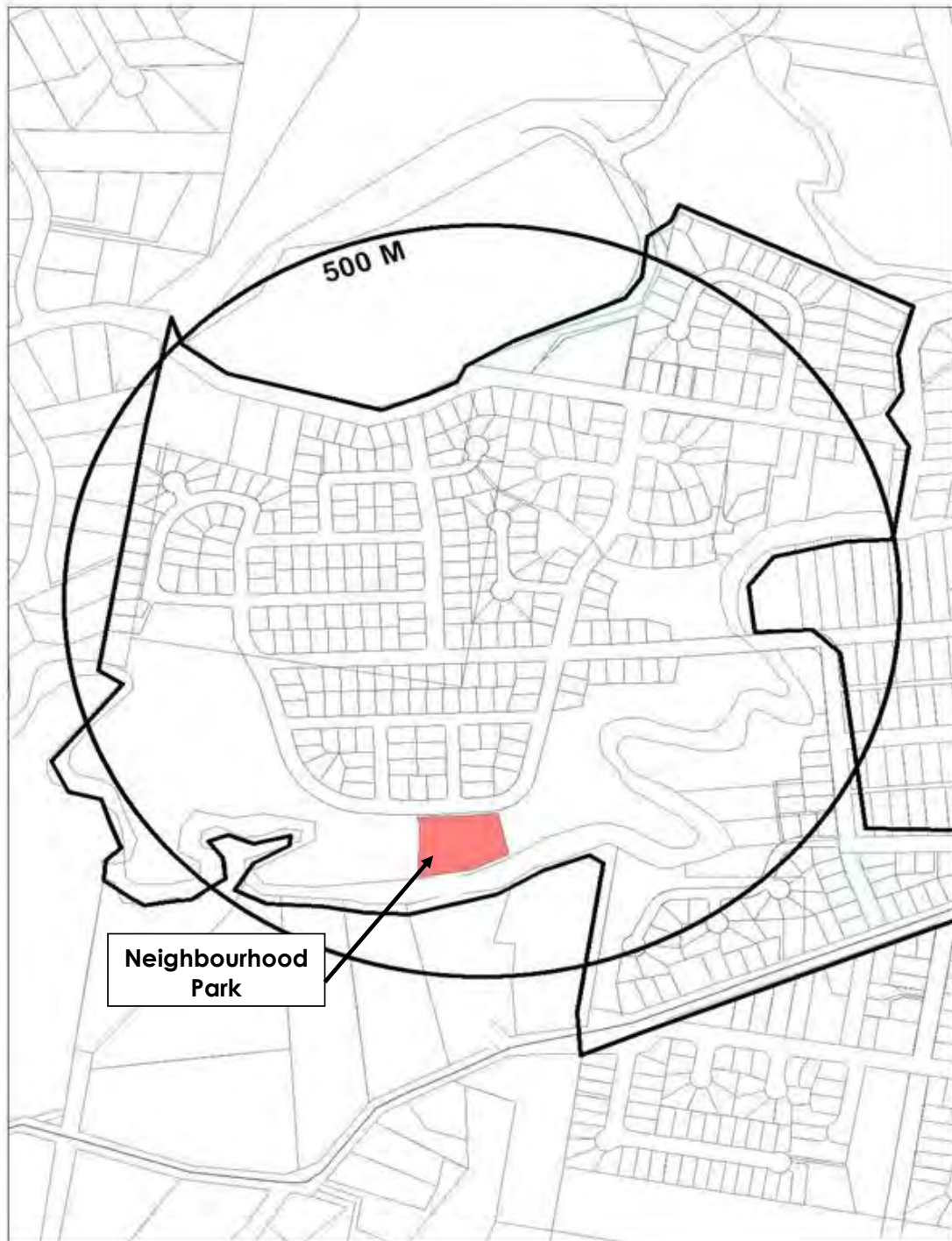
The following formula is used to calculate the contribution rate for community facilities/services:

$$\text{Contribution rate} = \frac{C - L - F}{P}$$

- C = Cost of community facility/ service
- L = Funds levied but not received
- F = Funds Collected to date
- P = Expected population

$$= \frac{\$120,000 - \$10,870 - \$26,504}{568}$$

= \$145.47 per person



**MAP 2
OPEN SPACE AND RECREATION**

TRANSPORT AND TRAFFIC MANAGEMENT

INTRODUCTION

The strategy for the movement of people within and through West Woolgoolga recognises the dependence on the motor car, yet provides for an efficient and convenient network of pedestrian and bicycle routes. The strategy also provides the infrastructure needed for a bus service.

EXISTING FACILITIES

Access to West Woolgoolga is obtained from Newmans Road with the Pacific Highway forming the easterly boundary of the study area.

IDENTIFIED NEEDS

The transport demands within West Woolgoolga can be categorized in terms of the road network, public transport and pedestrian/bicycle network.

Road Network

In order to accommodate existing and potential development of land in the West Woolgoolga Release Area, certain roads, both existing and future, have been identified as serving higher than local access.

A road hierarchy has been established classifying roads as collector or local roads in accordance with their functional characteristics. The road network will be governed by the internal collector road which is to be of an 11 metre standard width.

Development adjacent to the collector road will be required to fund a fully constructed 8m carriageway with the additional 3m of carriageway to be funded from contributions.

15% of value of the land required for this portion of the collector road will be funded from contributions based on the need for the road reserve being increased from 17 metres for local roads to 20 metres wide for the collector road.

Where development does not directly adjoin the collector road, full cost of construction of the collector road, together with associated land costs, will be funded by contributions.

Newman's Road forms part of this collector road system, and this contributions plan provides for upgrading to collector road standard.

The West Woolgoolga Release Area is traversed by Woolgoolga Creek. In order to provide safe egress and access from the Pacific Highway to the development area north of Woolgoolga Creek, it will be necessary undertake works at the intersection of the Pacific Highway and Newman's Road.

It is anticipated that these works will be required prior to the area being fully developed. Therefore these works will require forward funding. To cover these works interest on forward funding has been included in the contribution rate.

Traffic management measures at intersections are to be undertaken where necessary. All lots being created in the DCP area generate traffic. The cost of these facilities, therefore, is to be met by contributions from each lot created.

Public Transport

The provision of a good public transport system will reduce car dependency, provide for energy efficiency and enable residents without a private vehicle to maintain reasonable mobility, particularly the elderly and those less than 17 years of age. Opportunities for public transport within West Woolgoolga are limited to the provision of a possible bus service.

To provide for a safe, comfortable and efficient bus service, certain basic facilities are required, including bus shelters and seats. Bus bays are to be included in the cost of estimates of the collector road. It is proposed to provide bus shelters/seats along the collector road which has the highest frequency of use. A total of four shelters will be provided.

Pedestrian and Bicycle Ways

The provision of pedestrian and bicycle facilities in residential areas can provide an important alternative transport route for both recreation and functional journeys. The proposed routes are identified in Map 3 and have been designed to relate to the need for access to the neighbourhood park, surrounding recreational facilities and nearby shops and beaches.

Pedestrian and cycle routes are to be shared with vehicles on low order local roads and off-road footpaths/cycleways on the collector road. A bridge over Woolgoolga Creek is proposed linking to the existing cycleway and underpass along the Pacific Highway.

PROPOSED FACILITIES

The following table summarises the traffic and transport facilities, which will be funded using Section 94 contributions on the basis of the local and district facilities.

Highway Intersection Works	\$800,000
Part construction of collector road	\$130,507
Collector Road Land	\$35,120
Upgrading of Newman's Road	\$1,351,500
Traffic Calming	\$40,000
Bus Shelters	\$40,000
Pedestrian/Cycleways	\$583,000
Street Lighting	\$70,000
Street Tree Planting	\$8,893
Total Works	\$3,059,020
15% contingencies	\$429,751
15% design & supervision	\$523,315
Interest on forward Funded works	\$103,788
Total Cost	\$4,115,874

CALCULATION OF CONTRIBUTION RATE

The contribution rate is calculated as follows:

$$\text{Contribution rate} = \frac{C - L - F}{P}$$

C = Cost of works
 P = Expected population
 L = Funds levied but not received
 F = Funds collected to date

$$= \frac{4,115,874 - 1,595,960 - 563,403}{568}$$

= \$3,444.56 per person



**MAP 3
 TRAFFIC AND TRANSPORT STRATEGY**

FIRE SERVICES

EXISTING FACILITIES

There is a bush brigade in Newman’s Road (Country Club Rural Fire Brigade). This Brigade serves the area known as the Country Club Estate (west of the Pacific Highway and north of Woolgoolga Creek).

IDENTIFIED NEEDS

According to the Rural Fire Services “Standards of Fire Cover”, the additional population generated within the West Woolgoolga Release Area will increase the risk of potential fires.

In order to address this increased risk additional fire fighting equipment will be required. As this additional risk is directly attributable to the additional development, all of the additional population lots will contribute to the cost of this equipment.

The cost of the required equipment has been assessed as **\$130,000.00**

CALCULATION OF CONTRIBUTION RATE

The following formula is used to calculate the contribution rate for community facilities/services:

$$\text{Contribution rate} = \frac{C - L - F}{P}$$

- C = Cost of community facility/ service
- L = Funds levied but not received
- F = Funds Collected to date
- P = Expected population

$$= \frac{\$130,000.00 - \$36,290 - \$14,899}{568}$$

$$= \mathbf{\$138.75 \text{ per person}}$$

URBAN PLANNING

DEVELOPMENT STUDIES

Section 94 of the Environmental Planning and Assessment Act 1979 allows the recoupment of costs for the preparation of the DCP, this Contributions Plan and associated studies. The cost of studies and the plan is \$45,031.00.

CALCULATION OF CONTRIBUTION RATE

The following formula is used to calculate the contribution rate:

The following formula is used to calculate the contribution rate for community facilities/services:

$$\text{Contribution rate} = \frac{C - L - F}{P}$$

- C = Cost of community facility/ service
- L = Funds levied but not received
- F = Funds Collected to date
- P = Expected population

$$= \frac{\$45,031 - 19,809 - 5,689}{568}$$

$$= \mathbf{\$34.39 \text{ per person}}$$

APPENDIX A - INDEXING FACTORS FOR FUTURE WORKS

Contribution Type	Indexation Basis	Index	Date Applied
Traffic Facilities	Consumer Price Index – All Groups (A) for Sydney	165.5	30/12/2008
Neighbourhood Open Space	Consumer Price Index – All Groups (A) for Sydney	165.5	30/12/2008
Fire Fighting Services	Consumer Price Index – All Groups (A) for Sydney	165.5	30/12/2008
Development Studies	Consumer Price Index – All Groups (A) for Sydney	165.5	30/12/2008
Land Acquisition	Consumer Price Index – All Groups (A) for Sydney	165.5	30/12/2008

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APPENDIX B – STANDARD EQUIVALENT TENEMENT FIGURES

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

ATTACHMENT 15

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

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

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

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

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

Telephone: (02) 6648 4000

Website: www.coffsharbour.nsw.gov.au

As reported to Council 12 December 2013

ATTACHMENT 16


Coffs Harbour City Council

Development Servicing Plan For Water Supply 2013



Prepared by
HydroScience Consulting
A.B.N. 79 120 716 887
Level 5, 350 Kent Street
Sydney NSW 2000
Telephone: (02) 9249 5100
Facsimile: (02) 9279 2700
Email: hsc@hydroscience.net.au

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Document Control			Approved for Issue		
Revision	Author	Reviewer	Name	Signature	
5	ARA	GAZ	Gidi Azar		04 th June

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Summary

This Development Servicing Plan (DSP) covers water supply developer charges for the following areas served by Coffs Harbour City Council (CHCC):

- Nana Glen
- Coramba
- Coffs Harbour Coastal Strip (includes Coffs Harbour South, Coffs Harbour North, Boambee, Boambee East, North Boambee Valley, Toormina, Sawtell, Korora, Sapphire, Moonee, Emerald, Woolgooga, Barkhut, Mullaway, Ararawarra and Corindi)

In its meeting on the 11th March 2010 Council resolved to levy a developer charge for wastewater services lower than the calculated value. The water supply developer charges calculated for the area covered by this DSP and the Council's proposed charges are below:

Water Supply	Residential Developer Charge Calculated 09/10 (\$ per ET)	Developer Charges Proposed by CHCC 09/10 (\$ per ET)
Coffs Harbour City Council	14,130	8,690

Adopting the lower charges will result in some cross-subsidy from existing customers to new development. The extent of the cross-subsidy is \$72 per year for each residential water supply customer.

This DSP has been prepared in accordance with the Developer Charges Guidelines for Water Supply, Sewerage and Stormwater (2002) issued by the Minister for Land and Water Conservation (now Department of Environment Climate Change and Water – DECCW), pursuant to section 306 (3) of the Water Management Act 2000. This document is to be registered with the NSW DECCW.

The development servicing zone areas covered by this DSP are shown in Appendix A.

The timing and expenditures for works serving the area covered by this DSP are shown in section 4.

Standards of service to be provided by Council are provided in section 5.

Developer charges relating to this DSP will be reviewed as described in section 7.5.

The developer shall be responsible for the full cost of the design and construction of water supply reticulation works within subdivisions.

The timing of payment of developer charges is described in section 7.9.

A background document titled CHCC 2009 Water Supply DSP Background Document identifies the characteristics of the assets covered by this DSP and is available from Council.



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1 Introduction

Section 64 of the Local Government Act 1993 enables a local government council to levy developer charges for water supply, sewerage and stormwater. This derives from a cross-reference in that Act to section 306 of the Water Management Act 2000.

A Development Servicing Plan (DSP) is a document which details the water supply, sewerage and/or stormwater developer charges to be levied on development areas utilising a water utility's water supply, sewerage and/or stormwater infrastructure.

This DSP covers water supply developer charges in Nana Glen, Coramba and Coffs Harbour development areas, which are served by Coffs Harbour City Council.

This DSP has been prepared in accordance with the Developer Charges Guidelines for Water Supply, Sewerage and Stormwater (2002) issued by the Minister for Land and Water Conservation (now Department of Environment Climate Change and Water – DECCW), pursuant to section 306 (3) of the Water Management Act 2000.

This DSP supersedes any other requirements related to water supply developer charges for the area covered by this DSP. This DSP takes precedence over any Councils codes or policies where there are any inconsistencies relating to water supply developer charges.

This DSP was amended on 8/5/2013 with the schedules at appendix B being updated. This DSP was further amended on X/X/XX to recognise the gazettal of LEP 2013



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2 Administration



Coffs Harbour City Water Supply	
DSP Area	The area covered by this DSP is shown on plans in Appendix A , which shows the water supply area covered by this DSP
DSP Boundaries	The basis for defining the DSP areas boundaries is the existing and future development served by Coffs Harbour City Council water supply scheme
Payment of Developer Charges	Payment of a developer charge is a precondition to the grant of a Compliance Certificate, which must be obtained in order to complete a development. A Compliance Certificate will not be issued until the developer charge payment has been received.
Time & Payment	Council will issue a Notice of Payment – Developer Charges at the time of assessing development application or other type of application. If payment is made within three months of the date of the notice, no further charges will apply for the development. If payment is not received within three months, a payment will be required prior to issue of Compliance Certificate and the charge will be recalculated in accordance with the DSP valid at that time.
Review	Developer Charges relating to this DSP will be reviewed after a period of 5 years. A shorter review period is permitted if a major change in circumstances occurs.
Indexation	The charges will be adjusted quarterly on the basis of movements in CPI for Sydney, excluding the impact of GST.

3 Demographic and Land Use Planning Information

3.1 Growth Projections

CHCC growth projections for Equivalent Tenements (ETs) are shown in Table 1.

Table 1: Projected Residential Demand Growth in ET

	2006	2011	2016	2021	2038
Nana Glen	118	136	167	199	700
Coramba	134	155	191	226	260
Coffs Harbour South (including Boambee, Boambee East and North Boambee Valley)	2,986	3,304	3,779	4,768	6,260
Coffs Harbour North (including Korora)	6,079	6,677	7,287	7,861	10,310
Toormina	4,222	4,509	4,660	4,808	6,100
Sawtell	976	981	986	990	1,260
Saphire	383	478	583	593	790
Moonee (including Safety Beach and Sandy Beach)	376	857	1,300	1,532	3,085
Emerald	623	703	782	857	2,360
Woolgoolga	1,461	1,786	2,094	2,331	3,415
Barkhut	240	440	602	759	1,270
Mullaway (including Arrawarra)	545	603	684	775	1,720
Corindi	465	515	585	660	1,230
Coffs Harbour Coastal Strip	18,356	20,853	23,342	25,934	37,800

1 ET = a standard urban fully detached dwelling

Source: CHCC Water Supply DSP 2008 - Interim

The population estimated in 2031 is from Council's 'Our Living City' 2008 report.

Table 2: Growth Projections for the Areas Covered by this DSP.

Area	Population (estimated in 2031)	Equivalent Tenements (ETs) 2006	Equivalent Tenements (ETs) 2038	Total New ETs	Proportion of Growth
Nana Glen	1,790	118	700	582	2.9%
Coramba	620	134	260	126	0.6%
Coffs Harbour Coastal Strip	90,200	18,356	37,800	19,444	96.5%
Total	92,610	18,608	38,760	20,152	100.00%

3.2 Land Use Information

This DSP should be read in conjunction with Coffs Harbour City Council Local Environment Plan 2013.

4 Water Supply Infrastructure



4.1 Assets

The existing and proposed water supply assets serving the area covered by this DSP are listed in table 1 and 2 of the CHCC 2009 Water Supply DSP background document.

4.2 Estimates of Capital Costs

Capital works comprising new works and renewals with an estimated value of \$70.2M will be required over the next 30 years to provide water supply services to the serviced areas.

Capital cost of works to upgrade and improve water supply services is detailed in table 2 of the CHCC 2009 Water Supply DSP background document.

4.3 Timing of Works and Expenditure

The annual capital works expenditure for water supply is shown graphically in Figure 1. Timing of works and expenditure are to be reviewed and updated if required.

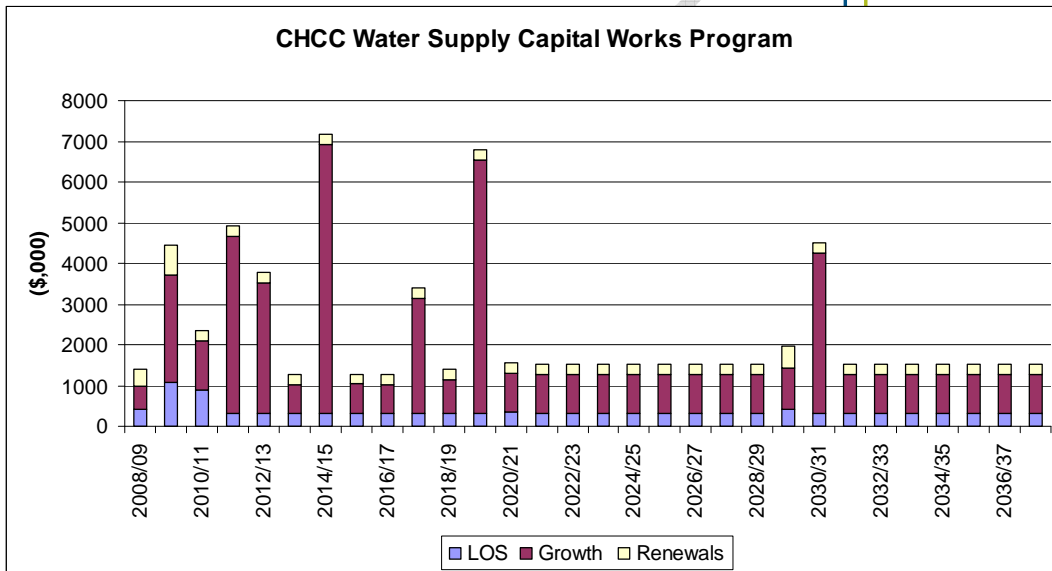


Figure 1: CHCC 30 Years Capital Works Program

5 Standards of Service

The Levels of Service (LOS) are the water supply targets that CHCC aims to achieve. They are not intended as a formal customer contract.

System design and operations are based on providing the standards of service shown below.

- Treated water to 1996 NHMRC/ARMCANZ Australian Drinking Water Guidelines 100% of the time
- Minimum water pressure of 12 meters at the property boundary when supplying the peak instantaneous demand
- Nil unplanned interruptions greater than 6 hours
- Nil programmed interruptions greater than 4 hours
- Unrestricted peak water demand of 2.3 kilolitres per ET per day

The bulk water supply from the Regional Water Supply and Karangi Dam were designed to provide a secure yield. The secure yield is considered to be the annual demand which can be supplied from the headworks over a period of records used in the analysis and satisfying the following conditions:

- Unrestricted water demand of 230 kilolitres per ET per annum
- Water restrictions should not be applied more than 5% of the time
- Water restrictions should not be imposed more often than once every 10 years on average
- The system should be able to supply 80% of the normal demand (i.e. 20% reduction in consumption) through a repeat of the worst drought on record

The key considerations for the procedures were that:

- It is neither practical, economic nor environmentally responsible, to provide "restriction free" water supply systems
- A trade off is necessary between the security of supply provided (i.e. the relative lack of restrictions) and the associated capital and operating costs

6 Design Parameters

Investigation and design of water supply components is based on the following:

- Water Supply Investigation Manual (1990) - This Manual was prepared by NSW Public Works and is now managed by the DLWC
- WS-SPEC Water Service Specification (2000)
- Water Reticulation Code of Australia WSA 03 (1999)
- Design parameters as nominated in the Coffs Harbour Water Supply Strategy Study (de Groot & Benson, 1998)

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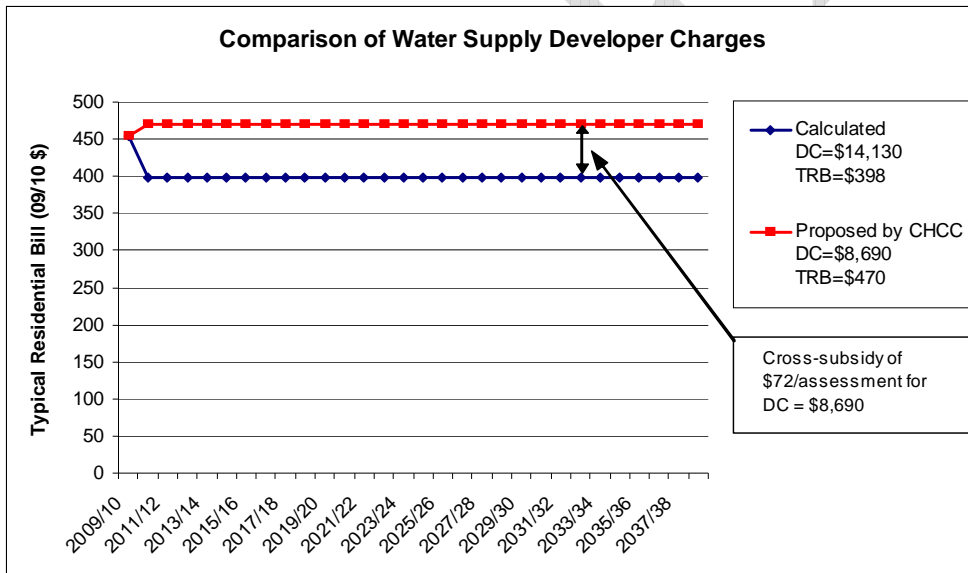
7 Calculated Developer Charges

7.1 Summary of Proposed Developer Charge

In its meeting on the 11th March 2010 Council resolved to levy a developer charge for wastewater services lower than the calculated value. The proposed water supply developer charge is 25% higher than the current contribution charges. Table and graph below show the proposed water supply developer charges and the cross-subsidy involved.

Developer Charge 09/10 (\$ per ET)		Cross-subsidy to new development	Cross-subsidy from Typical Residential Bills (\$/assessment)	Required TRB (10/11 onwards) (\$/assessment)	Resulting Increase in TRB (%)	Resulting total cross-subsidy over 30 years (\$M)
Calculated	14,130	Nil	Nil	398	Nil	Nil
Proposed by CHCC	8,690	5,440	72	470	18	70

Note: TRB stands for Typical Residential Bills



7.2 Summary of Calculated Developer Charges

The developer charges for the area covered by this DSP are as follows:

	Weighted Capital Charge 08/09 (\$ per ET)	Reduction Amount (\$ per ET)	Developer Charge 09/10 (\$ per ET)
Water Supply	15,046	1,247	14,130

The developer charge is indexed to 2009/10 Sydney's CPI of 2.4%. This amount has been calculated on the basis of the following capital charges and reduction amounts.

7.3 Capital Charge

The capital charges for the area served by this DSP have been calculated as follows:

Area	Capital Charge (\$ per ET)	Proportion of growth (%)	Weighted Capital Charge 08/09 (\$ per ET)
Nana Glen	15,786	2.9	456
Coramba	13,590	0.6	14,505
Coffs Harbour Coastal Strip	15,033	96.5	85
Total			15,046

7.4 Reduction Amount

Council has adopted the NPV of Annual Charges method to calculate the Reduction Amount. This method calculates the reduction amount as the NPV of the future net income from annual charges (income less OMA) for the development area.

The reduction amount was calculated using a Financial Plan prepared using FINMOD Financial planning software and a reduction amount calculator developed by DECCW which are based on a 30 year projection. A 10 year calculation of the reduction amount was carried out and extended to 30 years. Details of the reduction amount calculation are included in the CHCC 2009 Water Supply DSP background document.

7.5 Reviewing/ Updating of Calculated Developer Charges

Developer charges relating to this DSP will be reviewed at not greater than 5-yearly intervals. In the period between any reviews, developer charges will be adjusted quarterly on the basis of movements in CPI for Sydney, excluding the impact of GST. Developer charges will be those charges determined by Council from time to time and will be published in Council's Annual Fees and Charges.

7.6 Exclusions

The developer charges do not cover the costs of reticulation works and assets commissioned pre -1970. The developer shall be responsible for the full cost of the design and construction of water supply reticulation works within subdivisions, as well as works leading up to that subdivision.

7.7 Developments Requiring Forward Funding

Developments requiring the provision of infrastructure prior to the planning phase by Council will require the developer to forward fund infrastructure at their own costs and they will be reimbursed as Council receive developer charges from other developments reliant on that infrastructure in the area.

7.8 Payment for Developer Charges

All developer charges will be paid at the rate applicable at the time of application for a Certificate of Compliance pursuant to Division 5 of Part 2 of Chapter 6 of the Water Management Act 2000.

7.9 Timing of Payment of Developer Charges

Payment of developer charges must be finalised at the following stages:

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

7.10 Methodology for Determining Developer Charges to be paid

Refer to Appendix B to determine developer charges to be paid. Developer charges will be applied as follows to all properties rated for water supply (paying standing charge):

- For residential lot in subdivision 1 Residential lot = 1 ET.
- The first lot in a residential subdivision is exempt from developer charges
- The developer charge for a dual occupancy, villa, townhouse or residential flat development is the number of ET's (Equivalent Tenements) generated as per Appendix B minus the charge for one lot (1 ET)

Properties not rated for water supply (paying a standing charge) do not receive the one lot credit.

7.11 Developments Outside Boundaries of DSP

After the adoption of DSP, an unforeseen new development may occur outside the boundaries of the DSP (see Appendix A). If the planning authorities approve the development, Coffs Harbour City Council as the utility may either:

- Apply the developer charges adopted for the DSP to the new development, or
- Prepare a new DSP for the new development

Such a development is likely to require the construction of specific assets. Provided that there are no other constraints to the development, Coffs Harbour City Council may approve construction of the essential assets ahead of time. In such cases the assets will be sized by the Council in accordance with the requirements of the DSP, and the full capital cost would be met by the developer, in addition to the developer charges levied on the development.

If the asset funded by this developer will serve other future development, the developer may be reimbursed when Council collects developer charges from the future development. Council and the developer must enter into an agreement stating how the developer will be reimbursed in the future.

7.12 Works In Kind

Council may accept an applicant's offer to make a contribution by way of a works in kind contribution.

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

8 Reference Documents

Background information and calculations relating to this DSP are contained in the following documents:

- ❑ Developer Charges for Water Supply, Sewerage and Stormwater Guidelines, December 2002
- ❑ CHCC 2009 Water Supply DSP Background Document (This document contains detailed calculations for the capital charge and reduction amount, including asset commissioning dates, size/length of assets, MEERA valuation of assets, and financial modelling for calculations of reduction amounts. These documents can be reviewed in Councils offices by appointment)

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9 Other DSPs and Related Plans

- Coffs Harbour City Council DSP for Wastewater 2013

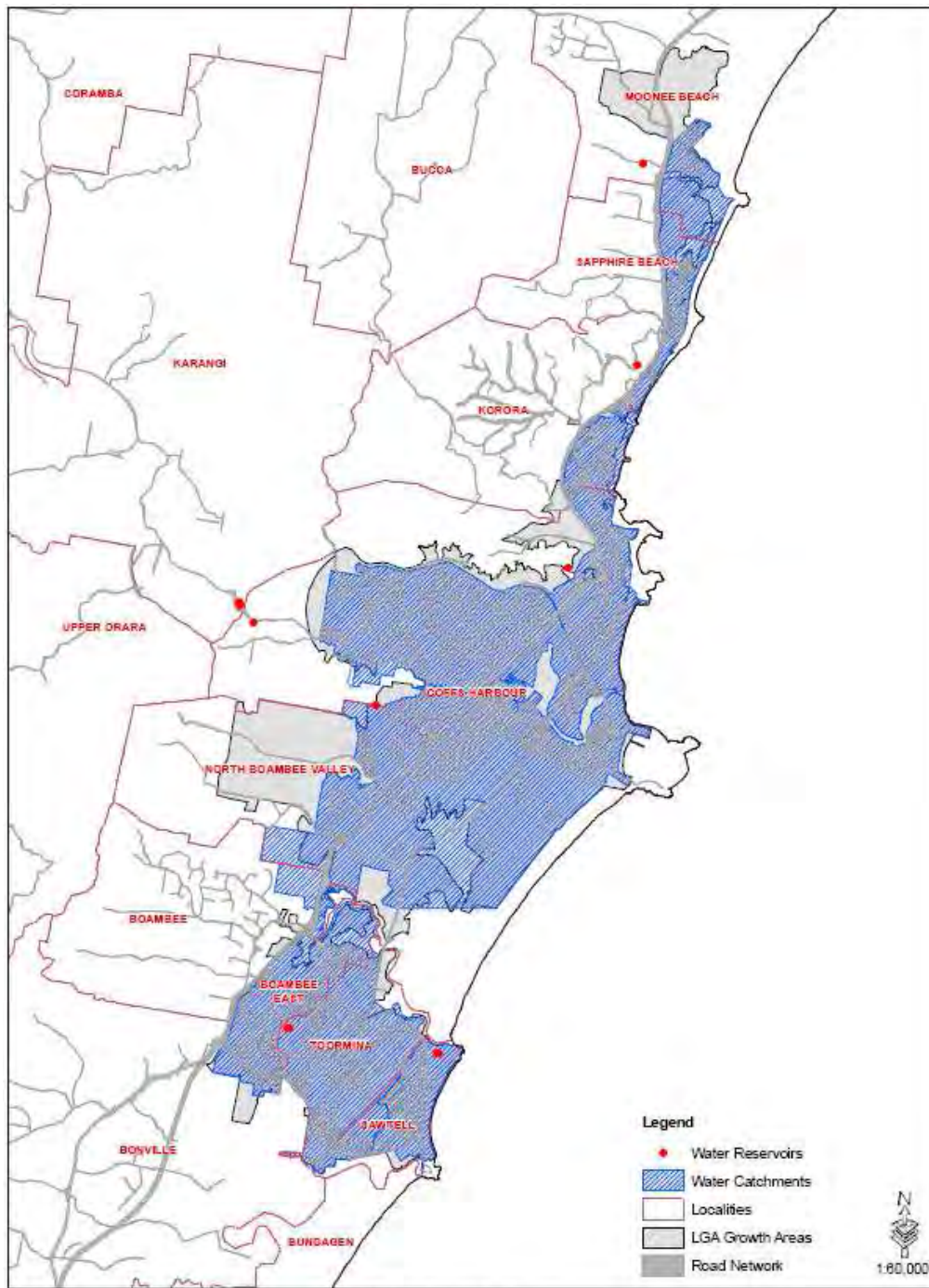
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10 Glossary

Annual Demand	Total annual water consumption
Capital Cost	The present Value (MEERA basis) of assets used to service the development
Capital Charge	Capital cost of assets per ET x Return on Investment (ROI) factor.
CHCC	Coffs Harbour City Council
CPI	Consumer Price Index
Developer Charge	A charge levied on developers to recover part of the capital cost incurred in providing infrastructure to new development.
DECCW	Department of Environment Climate Change and Water (formerly DWE)
DSP	Development Servicing Plan
DLWC	Department of Land and Water Conservation
EP	Equivalent Person
ET	Equivalent Tenement
LEP	Local Environment Plan
MEERA	Modern Equivalent Engineering Replacement Asset
NPV	Net Present Value
OMA	Operation, maintenance and administration (costs)
Post 1996 Asset	An Asset that was commissioned by a water utility on or after 1st January 1996 or that is yet to be commissioned.
Pre-1996 Asset	An Asset that was commissioned by a water utility before 1st January 1996.
Reduction Amount	The amount by which the capital charge is reduced to arrive at the developer charge. This amount reflects the present value of the capital contribution that will be paid by the occupier of a development as part of future annual charges.
ROI	Return on investment. Represents the income that is, or could be, generated by investing money.
Service Area	An area served by a separate water supply system, a separate small town or village, or a new development of over 500 lots.

Appendix A

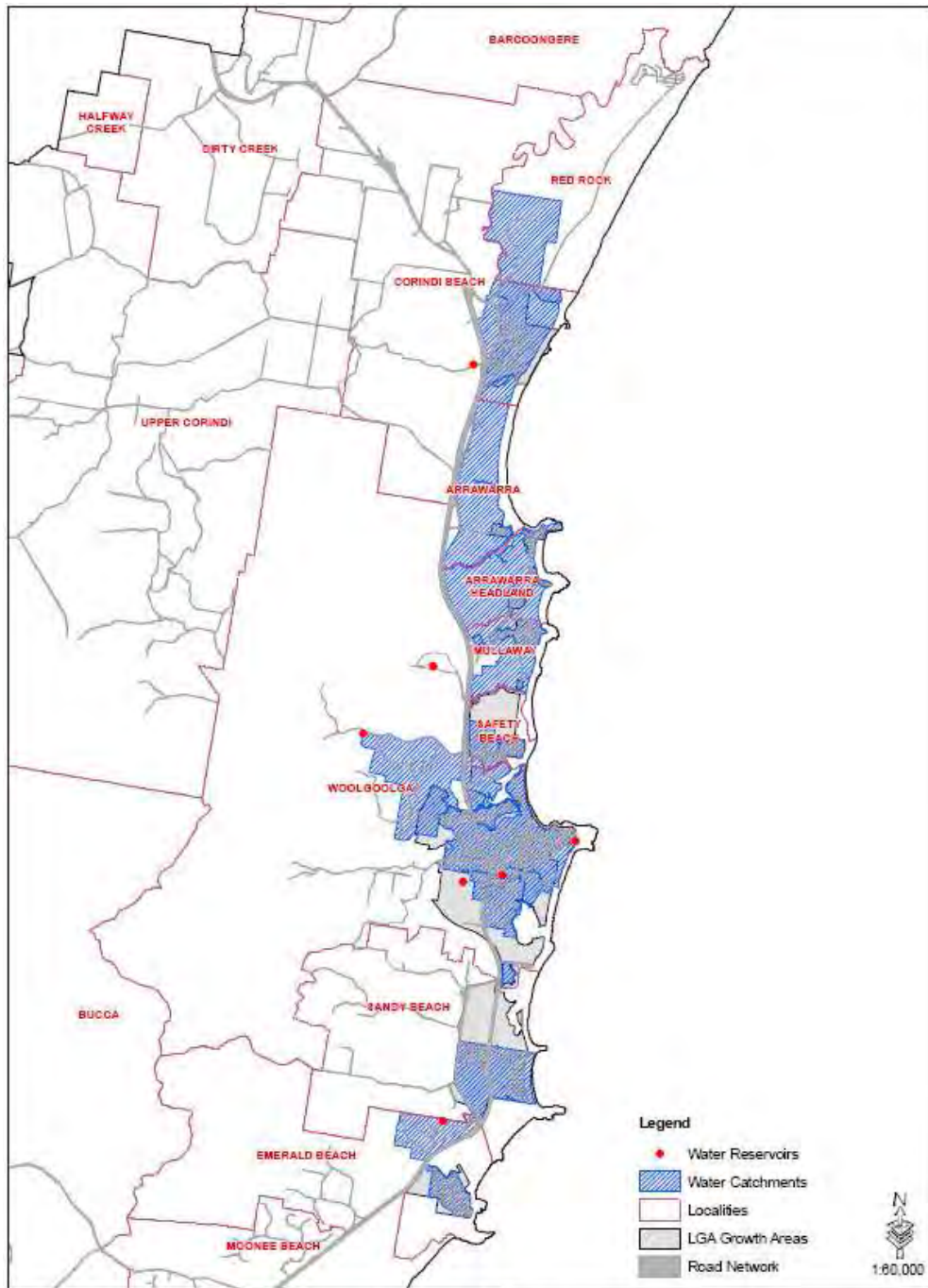
Development Servicing Zone Areas



Water Supply Areas

Coffs Harbour South Serviced Areas

Figure 2:



Water Supply Areas

Figure 3: Coffs Harbour North Serviced Areas



Water Supply Areas

Figure 4: Coramba and Nana Glen Serviced Areas



Appendix B

Calculation of Developer Charges to be Paid

Charges shall be calculated for each development application as follows:

$$C = A \times B$$

C = Developer Charges Payable

A = \$8,690/ET as at 30/6/10 or as revised in Council's Annual Fees and Charges.

B = Number of ET's (Equivalent Tenements) from Table 3 (development types) or Table 4 (sum of individual fixtures).

Table 3 Equivalent Tenement Loadings - Development Types

CLASSIFICATION	Unit Rate per ET	
	Water DSP	Waste Water DSP
RESIDENTIAL		
Subdivision lot	1	1
Small Dwelling*	0.7 per dwelling	0.7 per dwelling
Large Dwelling**	1 per dwelling	1 per dwelling
Boarding House	0.35 per bed	0.35 per bed
Seniors Living (SEPP)	0.55 per dwelling	0.55 per dwelling
Nursing Home	0.35 per bed	0.35 per bed
Self Care retirement unit	0.55 per unit	0.55 per unit
Granny Flats (Affordable Rental Housing SEPP)	0.4 per dwelling	0.4 per dwelling

CLASSIFICATION	Unit Rate per ET	
	Water DSP	Waste Water DSP
Hostel	0.35 per bed	0.35 per bed
Group Home	0.35 per bed	0.35 per bed
TOURIST AND VISITOR ACCOMMODATION		
Motel / hotel / resort room	0.35 per room	0.35 per room
Serviced apartments	0.35 per room	0.35 per room
Backpackers accommodation per bed	0.1 per bed	0.1 per bed
Bed & Breakfast Accommodation	0.35 per room	0.35 per room
Guest House/Hostel	0.35 per room	0.35 per room
Caravan/Camp/cabin site - Permanent	0.6 per site	0.6 per site
Caravan/ Cabin site temporary	0.35 per site	0.35 per site
Camp/Tent Site temporary	0.25 per site	0.25 per site
BUSINESS PREMISES		
Shop	0.3 per 100m2	0.3 per 100m2
General Store	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Convenience Store	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Supermarket	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Bulky Goods Premises	0.2 per 100m2	0.2 per 100m2
Hairdressing/beauty salon	0.5 per 100m2	0.5 per 100m2
Laundromat	0.5 per machine	0.5 per machine
Office Premises	0.65 per 100m2 GFA	0.65 per 100m2 GFA
Warehouse/distribution centre	0.1 per 100m2 GFA	0.1 per 100m2 GFA
Industrial Premise***	0.1 per 100m2 GFA	0.1 per 100m2 GFA
Self Storage Premises***	0.1 per 100m2 GFA (admin area)	0.1 per 100m2 GFA (admin area)
Car Wash	Determined on Application	Determined on Application
Plant nursery	Determined on Application	Determined on Application
Service Station	0.6 per lane	0.6 per lane
Car Sales Showroom (indoor)	Determined on Application	Determined on Application
Car Sales Showroom (outdoor)	Determined on Application	Determined on Application
FOOD AND DRINK PREMISES		
Café / Coffee Shop	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Convenience Store	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Fast Food/Snack Bar No amenities	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Fast Food/Snack Bar with amenities	1.5 per 100m2 GFA	1.5 per 100m2 GFA
Restaurant	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Hotel Public Bar	1.4 per 100m2 GFA	1.4 per 100m2 GFA
Lounge/beer garden	1.3 per 100m2 GFA	1.3 per 100m2 GFA
Registered Club - Licenced	0.6 per 100m2 GFA	0.6 per 100m2 GFA
Registered Club - Unlicenced	0.3 per 100m2 GFA	0.3 per 100m2 GFA
COMMUNITY FACILITIES		
Child care without Laundry - per child	0.04 per child	0.04 per child
Child care with Laundry - per	0.07 per child	0.07 per child

CLASSIFICATION	Unit Rate per ET	
	Water DSP	Waste Water DSP
child		
Marina per berth -	Determined on Application	Determined on Application
Place of worship	1 per 80 seats (pro-rata)	1 per 80 seats (pro-rata)
Cultural Establishment	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Correctional Centre	0.5 per bed	0.5 per bed
Educational Establishment		
- Primary/Secondary School	.04 per student	.04 per student
- Tertiary	.04 per student	.04 per student
- Boarding School	0.35 per resident student	0.35 per resident student
Eco Tourism facility		
Passenger Transport Terminal	0.15 per 100m2 GFA	0.15 per 100m2 GFA
HEALTH SERVICE FACILITIES		
Hospital	1 per bed	1 per bed
Medical Centre	0.5 per consultancy room	0.5 per consultancy room
Dental Surgery	0.5 per consultancy room	0.5 per consultancy room
Veterinary Clinic	0.5 per consultancy room	0.5 per consultancy room
ENTERTAINMENT		
Bowling Alley	0.2 per alley	0.2 per alley
Brothel	0.4 per room	0.4 per room
Swimming Pool - Commercial	7 per ML	7 per ML
Recreational centre - indoor	0.3 per 100m2	0.3 per 100m2
Function/Conference Centre	0.3 per 100m2	0.3 per 100m2

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

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

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

Equivalent Tenement Loadings - Known Fixtures:

Table 4 is only to be used if the development type is not categorised in Table 3 or if the development is to be determined on application.

Table 4: Calculation of Equivalent Tenements from known fixture units

Fixture	Equivalent Tenement (ET) Water
Ablution Trough	0.18
Autopsy Table	0.18
Bar Sink (Domestic)	0.07
Bar Sink (Commercial)	0.18
Basin	0.07
Bath	0.26

Bed Pan Steriliser & Washer (Cistern)	0.26
Bed Pan Steriliser & Washer (Flush Valve)	0.18
Bidet	0.07
Bain Marie	0.07
Carwash (Commercial)	6.85
Cleaner's Sink	0.07
Clothes Washing Machine (Domestic)	0.3
Clothes Washing Machine (Commercial)	0.63
Combination Pan Room Sink & Flushing Bowl	0.37
Dental Unit	0.07
Dishwasher (Domestic)	0.18
Dishwasher (Commercial)	0.03
Drinking Fountain	0.07
Garbage Grinder (Domestic)	0.07
Garbage Grinder (Commercial)	0.07
Glass Washing Machine	0.18
Kitchen Sink (Commercial)	0.3
Laboratory Sink	0.07
Laundry Trough, Single or Double	0.3
Potato Peeler	0.18
Refrigerated Cabinet	0.07
Sanitary Napkin Disposal Unit	0.18
Shower	0.11
Shower Bath	0.18
Slop Hopper (Cistern)	0.26
Slop Hopper (Flush Valve)	0.37
Stable (based on a per stable calculation)	0.74
Steriliser	0.07
Urinal (2.4 meters of wall length or 4 stalls)	0.18
Water-closet (cistern)	0.26
Water-closet (Flush Valve)	0.37
Group of Fixtures in one room (bath, basin, shower, water closet)	0.37
Tundish	0.07

As reported to Council 12 December 2013

Coffs Harbour City Council

Development Servicing Plan For Wastewater 2013

ATTACHMENT 17



Prepared by
HydroScience Consulting
A.B.N. 79 120 716 887
Level 5, 350 Kent Street
Sydney NSW 2000
Telephone: (02) 9249 5100
Facsimile: (02) 9279 2700
Email: hsc@hydroscience.net.au

Document Control

Approved for Issue

Revision	Author	Reviewer	Name	Signature	Date
5	ARA	GAZ	Gidi Azar	<i>G. Azar</i>	4 th June 2010

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Summary

This Development Servicing Plan (DSP) covers wastewater developer charges for the following catchments served by Coffs Harbour City Council (CHCC):

- Coffs Harbour
- Moonee/ Emerald
- Woolgoolga
- Corindi

In its meeting on the 11th March 2010 Council resolved to levy a developer charge for wastewater services lower than the calculated value. The wastewater developer charges calculated for the area covered by this DSP and the Council's proposed charges are below:

Wastewater	Residential Developer Charge Calculated 09/10 (\$ per ET)	Developer Charges Proposed by CHCC 09/10 (\$ per ET)
Coffs Harbour City Council	9,804	8,309

Adopting the lower charges will result in some cross-subsidy from existing customers to new development. The extent of the cross-subsidy is \$23 per year for each residential wastewater customer.

This DSP has been prepared in accordance with the Developer Charges Guidelines for Water Supply, Sewerage and Stormwater (2002) issued by the Minister for Land and Water Conservation (now Department of Environment Climate Change and Water – DECCW), pursuant to section 306 (3) of the Water Management Act 2000. This document is to be registered with the NSW DECCW.

The development servicing zone areas covered by this DSP are shown in Appendix A.

The timing and expenditures for works serving the area covered by this DSP are shown in section 4.

Standards of service to be provided by Council are provided in section 5.

Developer charges relating to this DSP will be reviewed as described in section 7.5.

The developer shall be responsible for the full cost of the design and construction of wastewater reticulation works within subdivisions.

The timing of payment of developer charges is described in section 7.9.

A background document titled CHCC 2009 Wastewater DSP Background Document identifies the characteristics of the assets covered by this DSP and is available from Council.



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1 Introduction

Section 64 of the Local Government Act 1993 enables a local government council to levy developer charges for water supply, sewerage and stormwater. This derives from a cross-reference in that Act to section 306 of the Water Management Act 2000.

A Development Servicing Plan (DSP) is a document which details the water supply, sewerage and/or stormwater developer charges to be levied on development areas utilising a water utility's water supply, sewerage and/or stormwater infrastructure.

This DSP covers wastewater developer charges in Coffs Harbour (including Sawtell), Moonee / Emerald, Woolgoolga and Corindi development areas, which are served by Coffs Harbour City Council.

This DSP has been prepared in accordance with the Developer Charges Guidelines for Water Supply, Sewerage and Stormwater (2002) issued by the Minister for Land and Water Conservation (now Department of Environment Climate Change and Water – DECCW), pursuant to section 306 (3) of the Water Management Act 2000.

This DSP supersedes any other requirements related to wastewater developer charges for the area covered by this DSP. This DSP takes precedence over any Councils codes or policies where there are any inconsistencies relating to wastewater developer charges.

This DSP was amended on 8/5/2013 with the schedules at appendix B being updated



2 Administration

Coffs Harbour City Council – Wastewater	
DSP Area	The area covered by this DSP is shown on plans in Appendix A, which shows the wastewater area covered by this DSP
DSP Boundaries	The basis for defining the DSP areas boundaries is the existing and future development served by Coffs Harbour City Council wastewater schemes
Payment of Developer Charges	Payment of a developer charge is a precondition to the grant of a Compliance Certificate, which must be obtained in order to complete a development. A Compliance Certificate will not be issued until the developer charge payment has been received.
Time & Payment	Council will issue a Notice of Payment – Developer Charges at the time of assessing development application or other type of application. If payment is made within three months of the date of the notice, no further charges will apply for the development. If payment is not received within three months, a payment will be required prior to issue of Compliance Certificate and the charge will be recalculated in accordance with the DSP valid at that time.
Review	Developer Charges relating to this DSP will be reviewed after a period of 5 years. A shorter review period is permitted if a major change in circumstances occurs.
Indexation	The charges will be adjusted quarterly on the basis of movements in CPI for Sydney, excluding the impact of GST.



3 Demographic and Land Use Planning Information



3.1 Growth Projections

CHCC growth projections for Equivalent Tenements (ETs) are shown in Table 1.

Table 1: Projected Demand Growth in ET

	2006	2011	2016	2021	2038
Coffs Harbour Catchment	14,831	21,000	22,500	24,000	28,800
Moonee/ Emerald Catchment	1,138	1,681	2,188	2,482	3,750
Woolgoolga Catchment	3,227	3,956	4,587	5,151	6,870
Corindi Catchment	465	515	585	660	926

1 ET = a standard urban fully detached dwelling. Source: CHCC

The Coffs Harbour Sewerage Strategy Environmental Impact Statement (CEENA, 2000) predicts population growth population in 2021 as shown in Table 2.

Table 2: Growth Projections for the Areas Covered by this DSP

Area	Population (estimated in 2021)	Equivalent Tenements (ETs) 2006	Equivalent Tenements (ETs) 2038	Total New ETs	Proportion of Growth
Coffs Harbour Catchment	68,050	14,831	28,800	13,969	67.5%
Moonee/ Emerald Catchment	6,700	1,138	3,750	2,612	12.6%
Woolgoolga and Corindi Catchment	17,260	3,692	7,796	4,104	19.8%
Total	92,010	19,661	40,346	20,685	100%

3.2 Land Use Information

This DSP should be read in conjunction with Coffs Harbour City Council Local Environment Plan 2000 as amended in August 2009.

4 Wastewater Infrastructure

4.1 Assets

The existing and proposed wastewater assets serving the area covered by this DSP are listed in table 1 and 2 of the CHCC 2009 Wastewater DSP background document.

4.2 Estimates of Capital Costs

Capital works comprising new works and renewals with an estimated value of \$128.2M will be required over the next 30 years to provide wastewater services to the serviced areas.

Capital cost of works to upgrade and improve wastewater services is detailed in table 2 of the CHCC 2009 Wastewater DSP background document.

4.3 Timing of Works and Expenditure

The annual capital works expenditure for wastewater is shown graphically in Figure 1. Timing of works and expenditure are to be reviewed and updated if required.

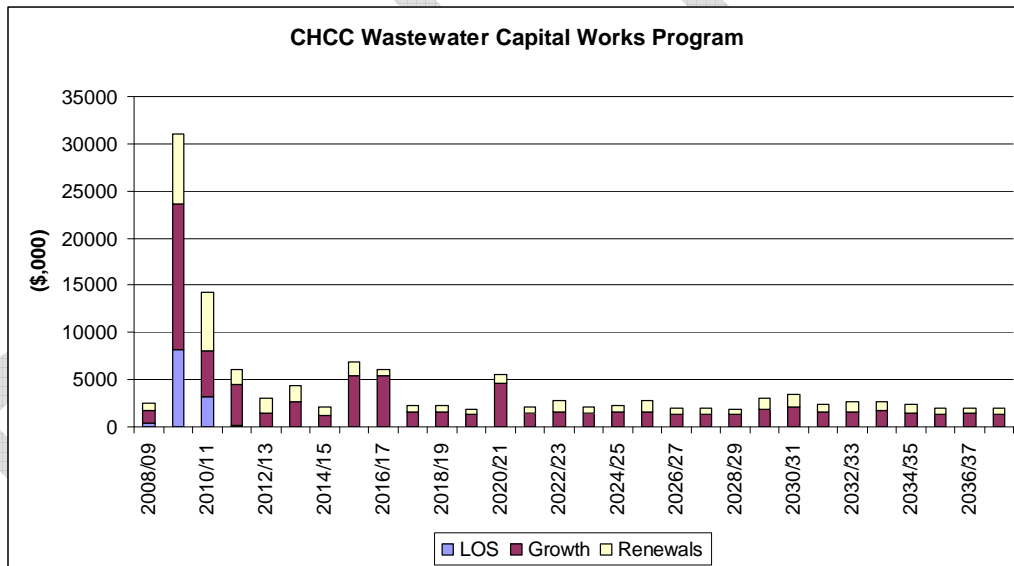


Figure 1: CHCC 30 Years Capital Works Program

5 Standards of Service

The Levels of Service (LOS) are the wastewater targets that CHCC aims to achieve. They are not intended as a formal customer contract.

System design and operation are based on providing the following standards of service:

- Sewage effluent meeting National Water Quality Guidelines for Sewerage Systems, Use of Reclaimed Water, Nov 2000 – Table 3 Food Crops (Direct Contact with Reclaimed Water)
- All sewer chokes removed and service restored within 4 hours
- Sewage overflows less than 1 per pump station per year
- Sewer odour complaints less than 2 per treatment plant and pump station per year - 240 litres per day
- Dry weather flow generated by 1 ET - 576 litres per day

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6 Design Parameters

Investigation and design of wastewater system components is based on the following:

- ❑ Manual of Practice: Sewer Design (1984) and the Manual of Practice: Sewage Pumping Station Design (1986). These Manuals were prepared by NSW Public Works and are now managed by the Department of Land and Water Conservation
- ❑ WS-SPEC Water Service Specification
- ❑ Design parameters as nominated in the Coffs Harbour Sewerage Strategy Environmental Impact Statement (CEENA, 2000)

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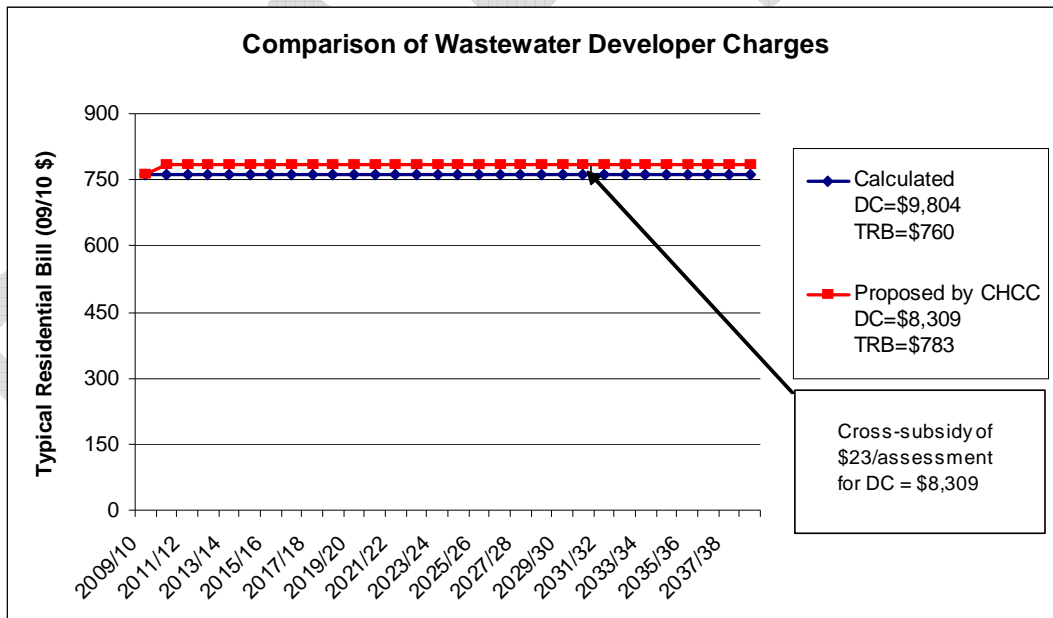
7 Calculated Developer Charges

7.1 Summary of Proposed Developer Charge

In its meeting on the 11th March 2010 Council resolved to levy a developer charge for wastewater services lower than the calculated value. The proposed wastewater developer charge is 25% higher than the current contribution charges. Table and graph below show the proposed wastewater developer charges and the cross-subsidy involved.

Developer Charge 09/10 (\$ per ET)	Cross-subsidy to new development	Cross-subsidy from Typical Residential Bills (\$/assessment)	Required TRB (10/11 onwards) (\$/assessment)	Resulting Increase in TRB (%)	Resulting total cross-subsidy over 30 years (\$M)
Calculated	9,804	Nil	760	Nil	Nil
Proposed by CHCC	8,309	1,495	783	3	21

Note: TRB stands for Typical Residential Bills



7.2 Summary of Calculated Developer Charges

The developer charges for the area covered by this DSP are as follows:

	Weighted Capital Charge 08/09 (\$ per ET)	Reduction Amount (\$ per ET)	Developer Charge 09/10 (\$ per ET)
Wastewater	12,028	2,454	9,804

The developer charge is indexed to 2009/10 Sydney's CPI of 2.4%. This amount has been calculated on the basis of the following capital charges and reduction amounts.

7.3 Capital Charge

The capital charges for the area served by this DSP have been calculated as follows:

Area	Capital Charge (\$ per ET)	Proportion of growth (%)	Weighted Capital Charge 08/09 (\$ per ET)
Coffs Harbour Catchment	13,130	67.5	8,867
Moonee/ Emerald Catchment	9,319	12.6	1,177
Woolgoolga and Corindi Catchment	10,004	19.8	1,985
Total			12,028

7.4 Reduction Amount

Council has adopted the NPV of Annual Charges method to calculate the Reduction Amount. This method calculates the reduction amount as the NPV of the future net income from annual charges (income less OMA) for the development area.

The reduction amount was calculated using a Financial Plan prepared using FINMOD Financial planning software and a reduction amount calculator developed by DECCW which are based on a 30 year projection. A 10 year calculation of the reduction amount was carried out and extended to 30 years. Details of the reduction amount calculation are included in the CHCC 2009 Wastewater DSP background document.

7.5 Reviewing/ Updating of Calculated Developer Charges

Developer charges relating to this DSP will be reviewed at not greater than 5-yearly intervals. In the period between any reviews, developer charges will be adjusted quarterly on the basis of movements in CPI for Sydney, excluding the impact of GST. Developer charges will be those charges determined by Council from time to time and will be published in Council's Annual Fees and Charges.

7.6 Exclusions

The developer charges do not cover the costs of reticulation works and assets commissioned pre -1970. The developer shall be responsible for the full cost of the design and construction of wastewater reticulation works within subdivisions, as well as works leading up to that subdivision.

7.7 Developments Requiring Forward Funding

Developments requiring the provision of infrastructure prior to the planning phase by Council will require the developer to forward fund infrastructure at their own costs and they will be reimbursed as Council receives developer charges from other developments reliant on that infrastructure in the area.

7.8 Payment for Developer Charges

All developer charges will be paid at the rate applicable at the time of application for a Certificate of Compliance pursuant to Division 5 of Part 2 of Chapter 6 of the Water Management Act 2000.

7.9 Timing of Payment of Developer Charges

Payment of developer charges must be finalised at the following stages:

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

7.10 Methodology for Determining Developer Charges to be paid

Refer to Appendix B to determine developer charges to be paid.

Developer charges will be applied as follows to all properties rated for wastewater:

- For residential lot in subdivision 1 Residential lot = 1 ET.
- The first lot in a residential subdivision is exempt from developer charges

Or

- The first dwelling on a residential lot is exempt from developer charges
- The developer charge for a dual occupancy, villa, townhouse or residential flat development is the number of ETs (Equivalent Tenements) generated as per Appendix B minus the charge for one lot (1 ET)

Properties not rated for wastewater do not receive the one ET credit.

7.11 Developments Outside Boundaries of DSP

After the adoption of DSP, an unforeseen new development may occur outside the boundaries of the DSP Development areas outside the Development Servicing Zone (see Appendix A). If the planning authorities approve the development, Coffs Harbour City Council as the utility may either:

- Apply the developer charges adopted for the DSP to the new development, or
- Prepare a new DSP for the new development

Such a development is likely to require the construction of specific assets. Provided that there are no other constraints to the development, Coffs Harbour City Council may approve construction of the essential assets ahead of time. In such cases the assets will be sized by the Council in accordance with the requirements of the DSP, and the full capital cost would be met by the developer, in addition to the developer charges levied on the development.

If the asset funded by this developer will serve other future development, the developer may be reimbursed when Council collects developer charges from the future development. Council and the developer must enter into an agreement stating how the developer will be reimbursed in the future.

8 Reference Documents

Background information and calculations relating to this DSP are contained in the following documents:

- ❑ Developer Charges for Water Supply, Sewerage and Stormwater Guidelines, December 2002
- ❑ CHCC 2009 Wastewater DSP Background Document (This document contains detailed calculations for the capital charge and reduction amount, including asset commissioning dates, size/length of assets, MEERA valuation of assets, and financial modelling for calculations of reduction amounts. These documents can be reviewed in Councils offices by appointment)

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9 Other DSPs and Related Plans

- ❑ Coffs Harbour City Council DSP for Water Supply 2013

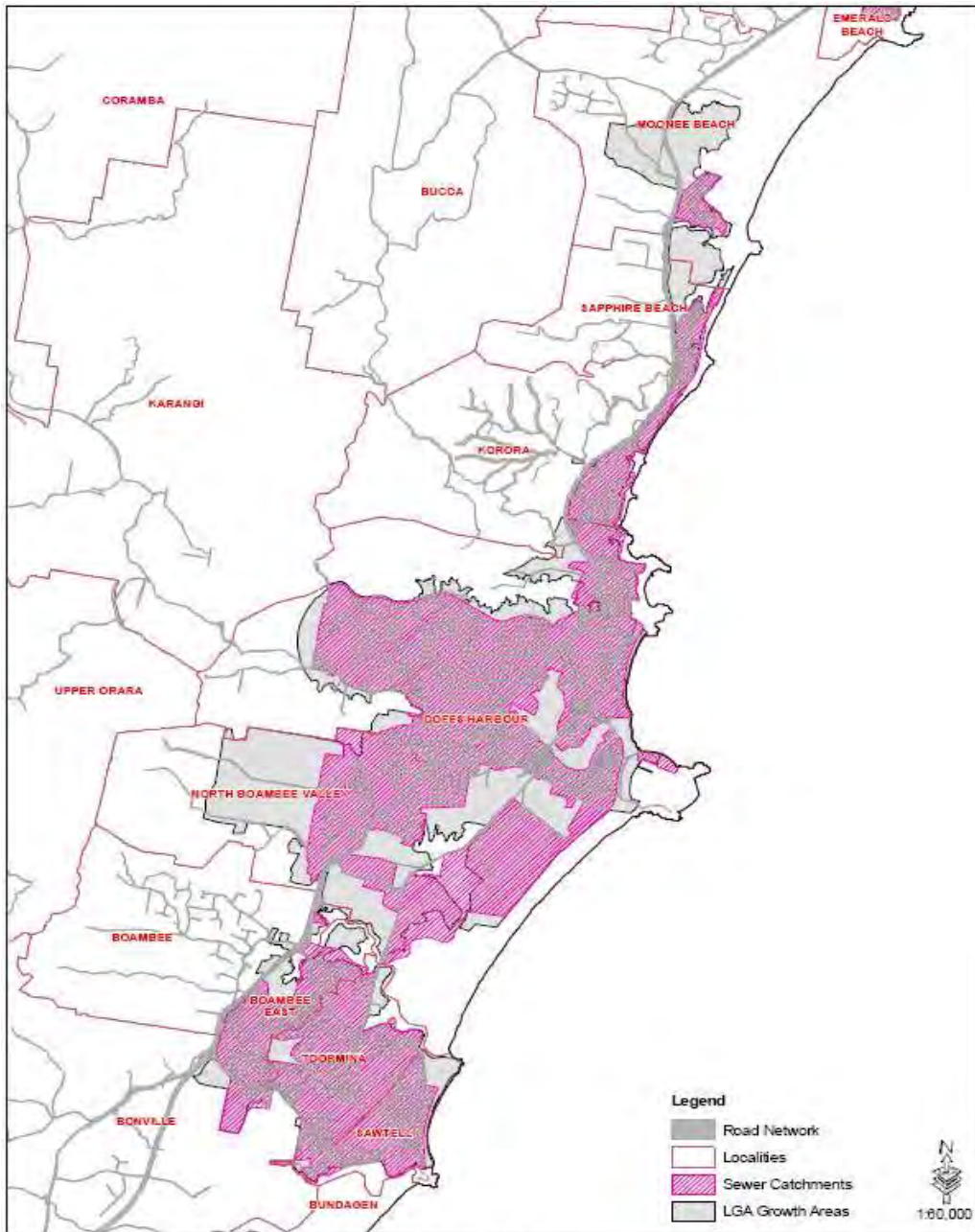
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10 Glossary

Annual Demand	Total annual water consumption
Capital Cost	The present Value (MEERA basis) of assets used to service the development
Capital Charge	Capital cost of assets per ET x Return on Investment (ROI) factor.
CHCC	Coffs Harbour City Council
CPI	Consumer Price Index
Developer Charge	A charge levied on developers to recover part of the capital cost incurred in providing infrastructure to new development.
DECCW	Department of Environment Climate Change and Water (formerly DWE)
DSP	Development Servicing Plan
DLWC	Department of Land and Water Conservation
EP	Equivalent Person
ET	Equivalent Tenement
LEP	Local Environment Plan
MEERA	Modern Equivalent Engineering Replacement Asset
NPV	Net Present Value
OMA	Operation, maintenance and administration (costs)
Post 1996 Asset	An Asset that was commissioned by a water utility on or after 1st January 1996 or that is yet to be commissioned.
Pre-1996 Asset	An Asset that was commissioned by a water utility before 1st January 1996.
Reduction Amount	The amount by which the capital charge is reduced to arrive at the developer charge. This amount reflects the present value of the capital contribution that will be paid by the occupier of a development as part of future annual charges.
ROI	Return on investment. Represents the income that is, or could be, generated by investing money.
Service Area	An area served by a separate wastewater system, a separate small town or village, or a new development of over 500 lots.

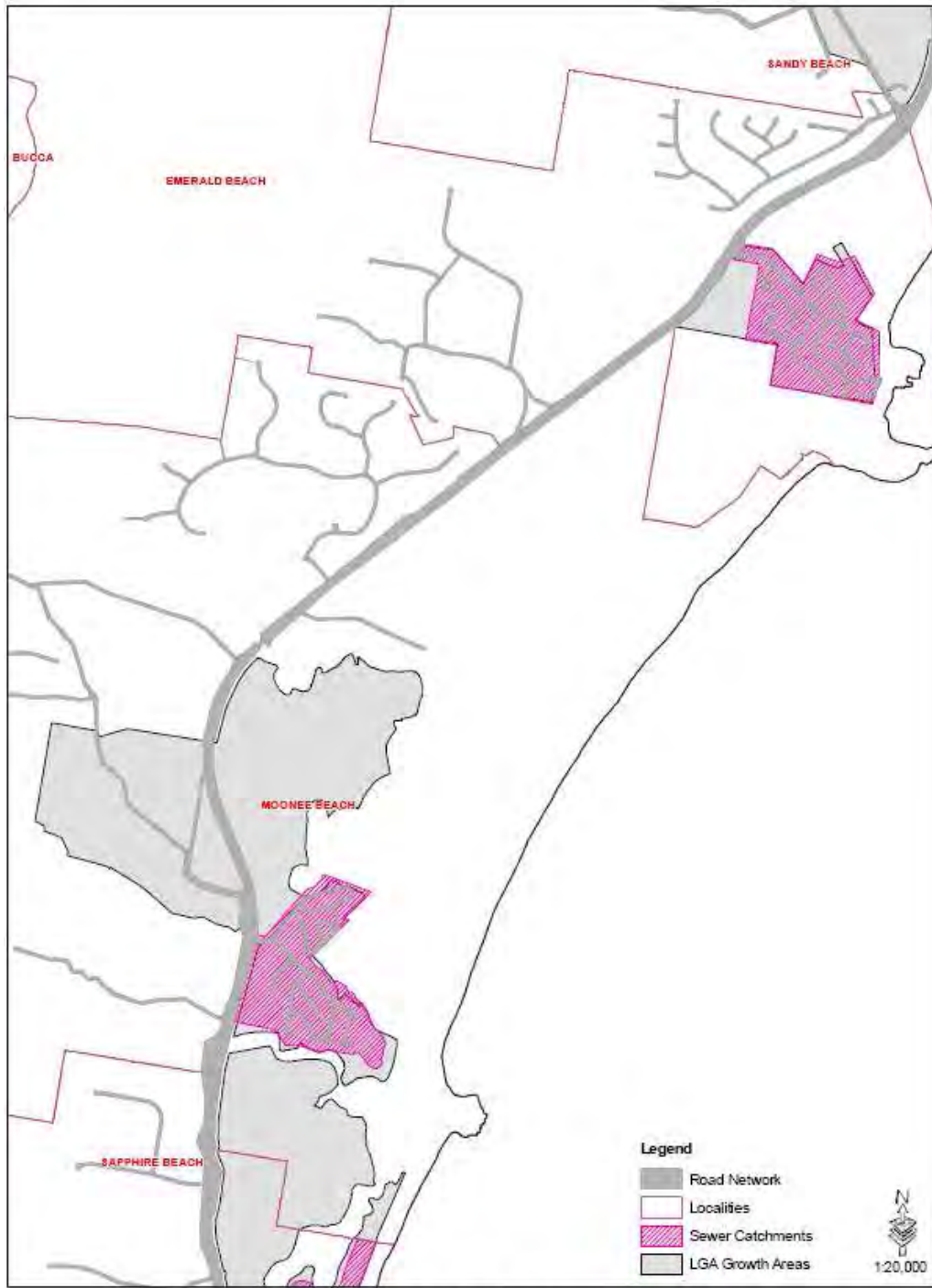
Appendix A

Development Servicing Zone Areas



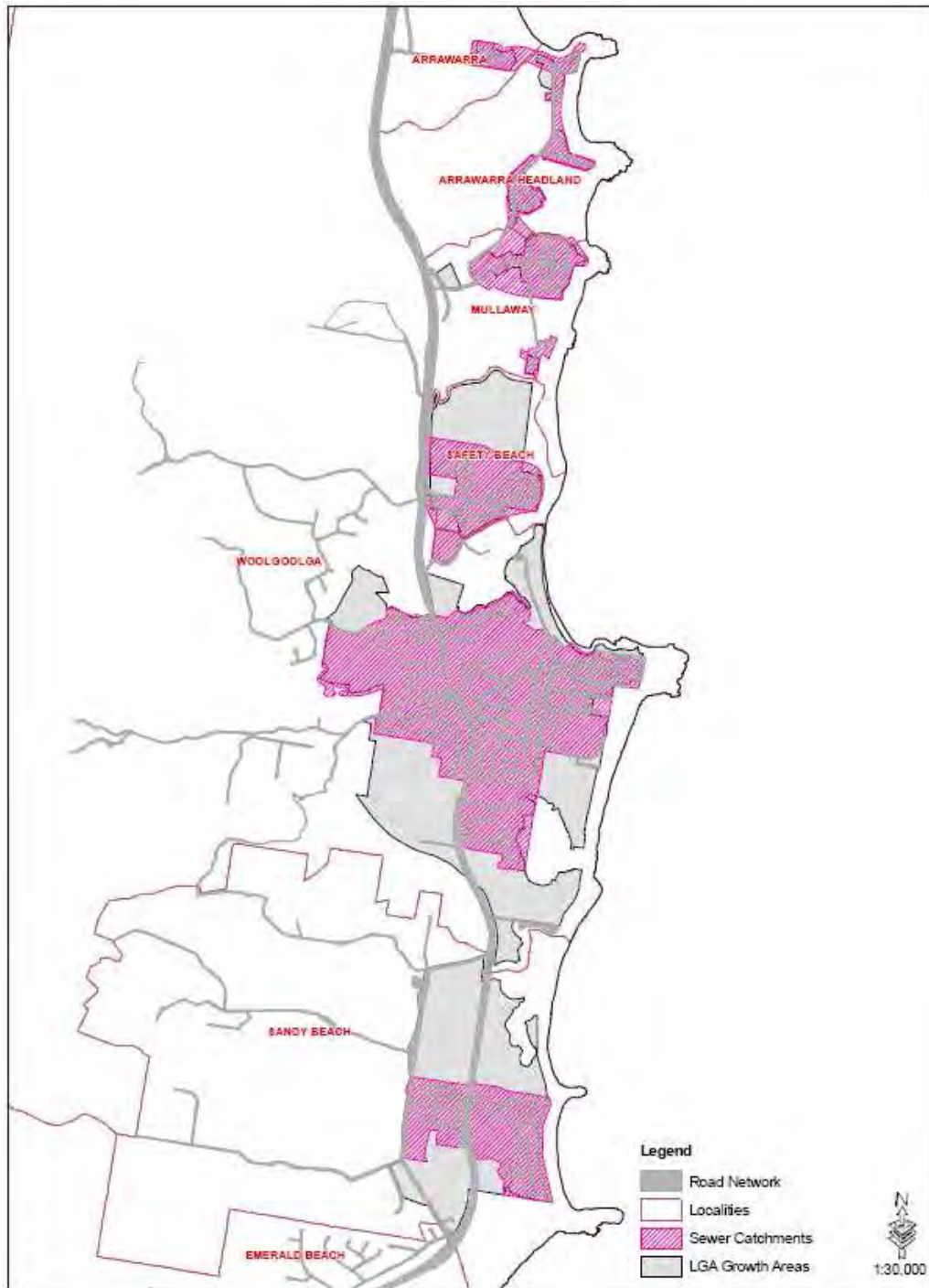
Waste Water Areas

Figure 2: Coffs Harbour Catchment Serviced Area



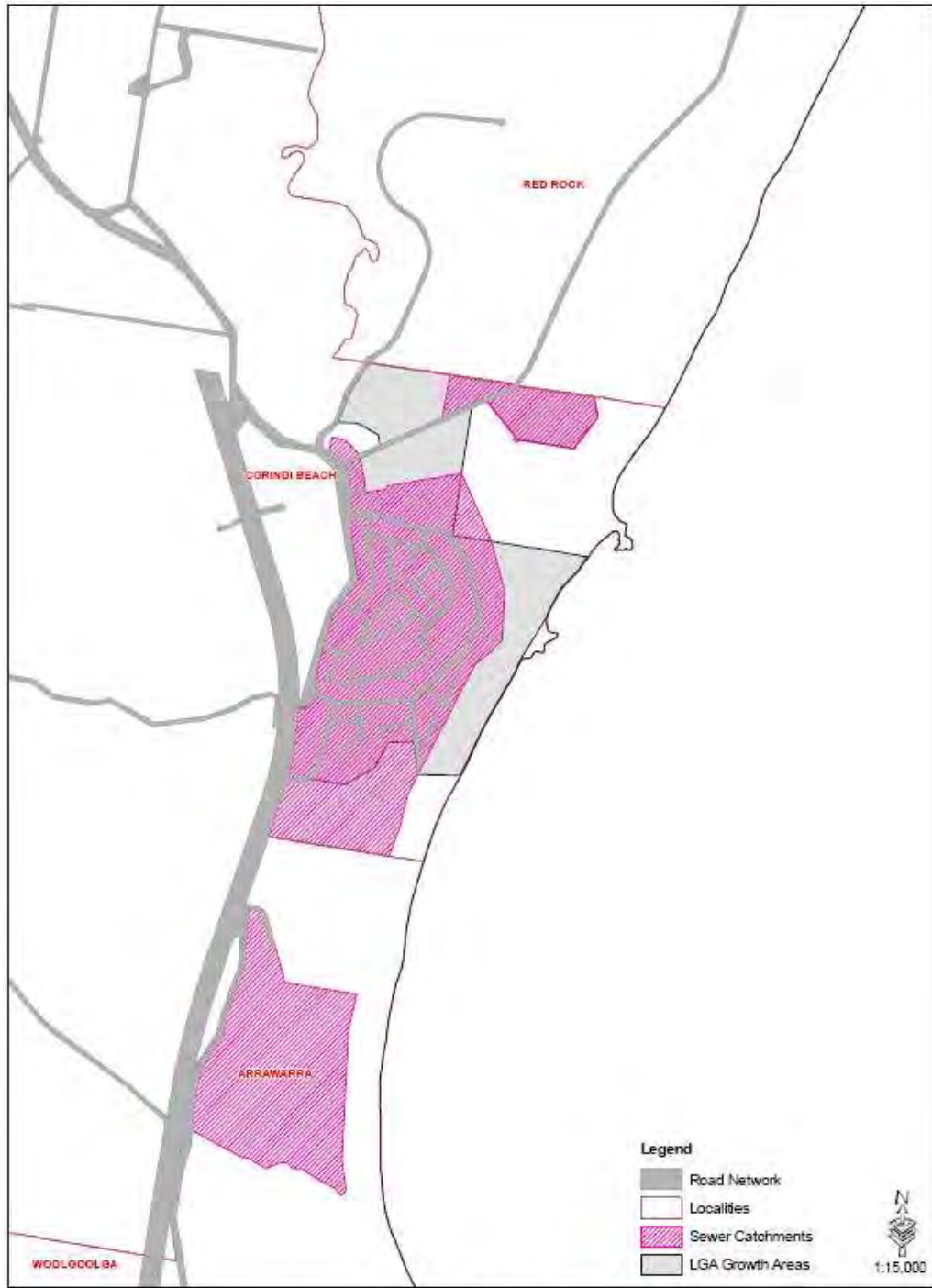
Waste Water Areas

Figure 3: Moonee/Emerald Catchment Serviced Areas



Waste Water Areas

Figure 4: Woolgoolga Catchment Serviced Areas



Waste Water Areas

Figure 5: Corindi Catchment Serviced Areas



Appendix B

Calculation of Developer Charges to be Paid

Charges shall be calculated for each development application as follows:

$$C = A \times B$$

C = Developer Charges Payable

A = \$9,804/ET as at 30/6/2010 or as revised in Council's Annual Fees and Charges

B = Number of ET's (Equivalent Tenements) from

Table 3 (development types) or Table 4 (sum of individual fixtures).

Note: B = EP's /2.8

Table 3 Equivalent Tenement Loadings – Development Types

CLASSIFICATION	Unit Rate per ET	Unit Rate per ET
	Water DSP	Waste Water DSP
RESIDENTIAL		
Subdivision lot	1	1
Small Dwelling*	0.7 per dwelling	0.7 per dwelling
Large Dwelling**	1 per dwelling	1 per dwelling
Boarding House	0.35 per bed	0.35 per bed
Seniors Living (SEPP)	0.55 per dwelling	0.55 per dwelling
Nursing Home	0.35 per bed	0.35 per bed
Self Care retirement unit	0.55 per unit	0.55 per unit
Granny Flats (Affordable Rental Housing SEPP)	0.4 per dwelling	0.4 per dwelling
Hostel	0.35 per bed	0.35 per bed
Group Home	0.35 per bed	0.35 per bed
TOURIST AND VISITOR ACCOMMODATION		
Motel / hotel / resort room	0.35 per room	0.35 per room
Serviced apartments	0.35 per room	0.35 per room
Backpackers accommodation per bed	0.1 per bed	0.1 per bed
Bed & Breakfast Accommodation	0.35 per room	0.35 per room
Guest House/Hostel	0.35 per room	0.35 per room
Caravan/Camp/cabin site - Permanent	0.6 per site	0.6 per site
Caravan/ Cabin site temporary	0.35 per site	0.35 per site
Camp/Tent Site temporary	0.25 per site	0.25 per site
BUSINESS PREMISES		
Shop	0.3 per 100m2	0.3 per 100m2
General Store	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Convenience Store	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Supermarket	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Bulky Goods Premises	0.2 per 100m2	0.2 per 100m2
Hairdressing/beauty salon	0.5 per 100m2	0.5 per 100m2
Laundromat	0.5 per machine	0.5 per machine
Office Premises	0.65 per 100m2 GFA	0.65 per 100m2 GFA
Warehouse/distribution centre	0.1 per 100m2 GFA	0.1 per 100m2 GFA
Industrial Premise***	0.1 per 100m2 GFA	0.1 per 100m2 GFA
Self Storage Premises***	0.1 per 100m2 GFA (admin area)	0.1 per 100m2 GFA (admin area)
Car Wash	Determined on Application	Determined on Application
Plant nursery	Determined on Application	Determined on Application
Service Station	0.6 per lane	0.6 per lane
Car Sales Showroom (indoor)	Determined on Application	Determined on Application
Car Sales Showroom (outdoor)	Determined on Application	Determined on Application
FOOD AND DRINK PREMISES		
Café / Coffee Shop	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Convenience Store	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Fast Food/Snack Bar No amenities	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Fast Food/Snack Bar with amenities	1.5 per 100m2 GFA	1.5 per 100m2 GFA
Restaurant	1.0 per 100m2 GFA	1.0 per 100m2 GFA
Hotel Public Bar	1.4 per 100m2 GFA	1.4 per 100m2 GFA

Lounge/beer garden	1.3 per 100m2 GFA	1.3 per 100m2 GFA
Registered Club - Licensed	0.6 per 100m2 GFA	0.6 per 100m2 GFA
Registered Club - Unlicensed	0.3 per 100m2 GFA	0.3 per 100m2 GFA
COMMUNITY FACILITIES		
Child care without Laundry - per child	0.04 per child	0.04 per child
Child care with Laundry - per child	0.07 per child	0.07 per child
Marina per berth -	Determined on Application	Determined on Application
Place of worship	1 per 80 seats (pro-rata)	1 per 80 seats (pro-rata)
Cultural Establishment	0.3 per 100m2 GFA	0.3 per 100m2 GFA
Correctional Centre	0.5 per bed	0.5 per bed
Educational Establishment		
- Primary/Secondary School	.04 per student	.04 per student
- Tertiary	.04 per student	.04 per student
- Boarding School	0.35 per resident student	0.35 per resident student
Eco Tourism facility		
Passenger Transport Terminal	0.15 per 100m2 GFA	0.15 per 100m2 GFA
HEALTH SERVICE FACILITIES		
Hospital	1 per bed	1 per bed
Medical Centre	0.5 per consultancy room	0.5 per consultancy room
Dental Surgery	0.5 per consultancy room	0.5 per consultancy room
Veterinary Clinic	0.5 per consultancy room	0.5 per consultancy room
ENTERTAINMENT		
Bowling Alley	0.2 per alley	0.2 per alley
Brothel	0.4 per room	0.4 per room
Swimming Pool - Commercial	7 per ML	7 per ML
Recreational centre - indoor	0.3 per 100m2	0.3 per 100m2
Function/Conference Centre	0.3 per 100m2	0.3 per 100m2

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

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

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

Equivalent Tenement Loadings - Known Fixtures:

Table 4 is only to be used if the development type is not categorised in

Table 3 or if the development is to be determined on application.

Table 4: Calculation of Equivalent Tenements from known fixture units

Fixture	Equivalent Tenement (ET) Wastewater
Ablution Trough	0.18
Autopsy Table	0.18
Bar Sink (Domestic)	0.07
Bar Sink (Commercial)	0.18
Basin	0.07
Bath	0.26
Bed Pan Steriliser & Washer (Cistern)	0.26
Bed Pan Steriliser & Washer (Flush Valve)	0.18
Bidet	0.07
Bain Marie	0.07
Carwash (Commercial)	6.85
Cleaner's Sink	0.07
Clothes Washing Machine (Domestic)	0.3
Clothes Washing Machine (Commercial)	0.63
Combination Pan Room Sink & Flushing Bowl	0.37
Dental Unit	0.07
Dishwasher (Domestic)	0.18
Dishwasher (Commercial)	0.03
Drinking Fountain	0.07
Garbage Grinder (Domestic)	0.07
Garbage Grinder (Commercial)	0.07
Glass Washing Machine	0.18
Kitchen Sink (Commercial)	0.3
Laboratory Sink	0.07
Laundry Trough, Single or Double	0.3
Potato Peeler	0.18
Refrigerated Cabinet	0.07
Sanitary Napkin Disposal Unit	0.18
Shower	0.11
Shower Bath	0.18
Slop Hopper (Cistern)	0.26
Slop Hopper (Flush Valve)	0.37
Stable (based on a per stable calculation)	0.74
Steriliser	0.07
Urinal (2.4 meters of wall length or 4 stalls)	0.18
Water-closet (cistern)	0.26
Water-closet (Flush Valve)	0.37
Group of Fixtures in one room (bath, basin, shower, water closet)	0.37
Tundish	0.07

ATTACHMENT 17

BANK BALANCES AND INVESTMENT FOR OCTOBER 2013

Purpose:

To list Council's Bank Balances and Investments as at 31 October 2013.

Description of Item:

A copy of the state of Bank Balances and Investments as at 31 October 2013 is attached.

It should be noted that Council is required to account for investments in accordance with the Australian International Financial Reporting Standards. As such the ledger 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 CPG Research & Advisory Pty Ltd (Council's investment portfolio advisors) which examine economic and financial markets data for October 2013, and review the performance of Councils investment portfolio for month ended 31 October 2013 are available in the Councilors' Resource Centre.

Sustainability Assessment:

- **Environment**

There are no perceived current or future environmental impacts.

- **Social**

There are no perceived current or future social impacts.

- **Civic Leadership**

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

- **Economic**

Broader Economic Implications

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

Delivery Program/Operational Plan Implications

For October 2013 it is noted that after deducting, from the total bank and investment balances of \$150,901,047 the estimated restricted General, Trust, Water and Sewerage cash and investments (\$150,854,874) the Unrestricted Cash is \$46,173.

Risk Analysis:

The likelihood of risks associated with New South Wales Local Government's investing funds is now remote due to the conservative nature of investments permitted under statutory requirements. The risks of capital not being returned in relation to each individual investment Council owns is indicated in the attachment. The main risks for Council's investment portfolio are liquidity and credit risk, both of which are being managed under the advice of CPG Research & Advisory Pty Ltd.

Consultation:

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

Related Policy and / or Precedents:

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

Statutory Requirements:

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

Issues:

Nil.

Implementation Date / Priority:

Nil.

Further details are provided as a note on the attachment.

Recommendation:

1. That the bank balances and investments totaling (from loans, Section 94 and other avenues that form the restricted accounts and are committed for future works) one hundred and fifty million, nine hundred and one thousand, and forty seven dollars (\$150,901,047) as at 31 October 2013 be noted.
2. That the general fund unrestricted cash and investments totaling forty six thousand, one hundred and seventy three dollars (\$46,173) as at 31 October 2013 be noted.

BANK BALANCES AND INVESTMENTS AS AT 31 OCTOBER 2013

	Credit Rating at 31/10/13	Legal Maturity	Acquisition Price \$	Market Value as at 1/10/13 \$	Market Value as at 31/10/13 \$	Income Earned (net of fees) Financial Yr to Date \$	Annualised Monthly Return (Managed Funds) / Current Coupon	Risk of capital not being returned
OVERNIGHT FUNDS:								
Cash - Fair Value movements through profit & loss								
NAB - Bank Accounts	AA-			2,460,349	3,787,909	29,439	2.32	Low
UBS Cash Management Trust Members Equity Bank - Business Investment Account	AAA			1,389,374	3,463,135	2,768	1.63	Low
NAB Professional Funds Account	BBB+			71	71	1	3.25	Low
Delphi Bank - Cash Mment Acct	AA-			2,794,910	188,188	25,708	2.90	Low
Rabo Bank - Premium Cash Manag	A-			32,885	40,424	104	2.50	Low
Suncorp Business Saver	AA			6,463	6,463	103	0.00	Low
ANZ Negotiator Saver - Trust A/c	A-			190,050	190,494	1,173	3.25	Low
CUA Prime Access	NR			-	131,253	-	3.20	Low
				82	82	-	0.01	Low
Total				6,673,984	7,808,016	59,297		
BENCHMARK RATE - 11 AM INDICATIVE CASH RATE								
							2.50	
BENCHMARK RATE - UBS BANK BILL INDEX								
							2.60	
Term Deposits - Fair Value movements through profit & loss								
Investec 17/11/14	BBB-	17/11/2014	8,000,000	8,000,000	8,000,000	203,001	7.53	Low
Investec 29/8/16	BBB-	29/08/2016	1,000,000	1,000,000	1,000,000	25,173	7.47	Low
Investec 6/7/15	BBB-	8/07/2015	1,000,000	1,000,000	1,000,000	24,297	7.21	Low
Investec 8/8/16	BBB-	8/08/2016	2,500,000	2,500,000	2,500,000	56,361	6.69	Low
Investec 6/6/17	BBB-	6/06/2017	2,000,000	2,000,000	2,000,000	36,664	5.44	Low
Investec 14/8/15	BBB-	14/08/2015	1,800,000	1,800,000	1,800,000	39,003	6.43	Low
AMP 24/5/16	A	24/05/2016	5,000,000	5,000,000	5,000,000	123,842	7.35	Low
AMP 10/3/14	A	10/03/2014	2,000,000	2,000,000	2,000,000	29,318	4.35	Low
Arab Bank 7/5/16*	A-	7/05/2016	1,500,000	1,500,000	1,500,000	23,758	4.70	Low
Arab Bank 2/12/13*	A-	2/12/2013	1,000,000	1,000,000	1,000,000	13,142	3.90	Low
Arab Bank 5/11/13*	A-	5/11/2013	2,000,000	2,000,000	2,000,000	25,611	3.80	Low
Arab Bank 10/9/15*	A-	10/09/2015	2,000,000	2,000,000	2,000,000	28,644	4.25	Low
Westpac 27/8/14	AA-	27/08/2014	1,000,000	1,000,000	1,000,000	21,904	6.50	Low
Westpac 6/5/14	AA-	6/05/2014	4,000,000	4,000,000	4,000,000	56,614	4.20	Low
NAB 9/3/15	AA-	9/03/2015	2,000,000	2,000,000	2,000,000	30,127	4.47	Low
NAB 12/3/15	AA-	12/03/2015	2,500,000	2,500,000	2,500,000	37,995	4.51	Low
NAB 2/12/13	AA-	2/12/2013	1,000,000	1,000,000	1,000,000	12,805	3.80	Low
Delphi Bank 29/11/15*	A-	29/11/2015	2,000,000	2,000,000	2,000,000	29,587	4.39	Low
Delphi Bank 14/2/14*	A-	14/02/2014	5,000,000	5,000,000	5,000,000	118,788	7.05	Low
Delphi Bank 5/8/15*	A-	5/08/2015	2,000,000	2,000,000	2,000,000	45,156	6.70	Low
Delphi Bank 7/3/14*	A-	7/03/2014	1,500,000	1,500,000	1,500,000	35,636	7.05	Low
Credit Union Australia 11/4/14	BBB+	11/04/2014	1,000,000	1,000,000	1,000,000	22,982	6.82	Low
Credit Union Australia 12/5/14	BBB+	12/05/2014	2,000,000	2,000,000	2,000,000	45,561	6.76	Low
Credit Union Australia 9/5/14	BBB+	9/05/2014	500,000	500,000	500,000	10,025	6.95	Low
Suncorp 11/8/14	A-	11/08/2014	3,000,000	3,000,000	3,000,000	63,690	6.30	Low
Suncorp 23/12/13	A-	23/12/2013	1,000,000	1,000,000	1,000,000	16,984	5.04	Low
Bank of Queensland 4/9/17	BBB	4/09/2017	2,000,000	2,000,000	2,000,000	38,079	5.65	Low
Bank of Queensland 5/2/18	BBB	5/02/2018	3,000,000	3,000,000	3,000,000	52,064	5.15	Low
Bank of Queensland 5/3/18	BBB	5/03/2018	2,000,000	2,000,000	2,000,000	34,373	5.10	Low
Bank of Queensland 17/5/17	BBB	17/05/2017	1,000,000	1,000,000	1,000,000	15,870	4.65	Low
Bank of Queensland 5/12/13	BBB	5/12/2013	2,900,000	2,000,000	2,000,000	25,948	3.85	Low
Rabo Direct 24/3/16	AA	24/03/2016	5,000,000	5,000,000	5,000,000	120,473	7.15	Low
Rabo Direct 10/8/15	AA	10/08/2015	1,000,000	1,000,000	1,000,000	22,578	6.70	Low
Rabo Direct 13/4/15	AA	13/04/2015	1,000,000	1,000,000	1,000,000	15,164	4.50	Low
ING 17/8/17	A	17/08/2017	2,000,000	2,000,000	2,000,000	40,506	6.01	Low
ING 6/9/17	A	6/09/2017	2,000,000	2,000,000	2,000,000	37,742	5.60	Low
ING 7/5/18	A	7/05/2018	1,500,000	1,500,000	1,500,000	23,555	4.66	Low
Wide Bay 29/7/16	BBB	29/07/2016	1,000,000	1,000,000	1,000,000	23,926	7.10	Low
Wide Bay 6/8/16	BBB	8/08/2016	1,000,000	1,000,000	1,000,000	23,926	7.10	Low
ME Bank 15/5/14	BBB+	15/05/2014	2,000,000	2,000,000	2,000,000	28,644	4.25	Low
ME Bank 2/6/14	BBB+	2/06/2014	2,000,000	2,000,000	2,000,000	23,014	4.20	Low
Police Credit Union 26/2/15	NR	26/02/2015	1,000,000	1,000,000	1,000,000	15,602	4.63	Low
Police Credit Union 17/5/16	NR	17/05/2016	500,000	500,000	500,000	7,599	4.51	Low
Bendigo & Adelaide Bank	A-	16/04/2014	2,800,000	2,800,000	2,800,000	40,573	4.30	Low
Bank of Sydney 4/11/13	NR	4/11/2013	2,000,000	2,000,000	2,000,000	12,932	4.00	Low
Bank of Sydney 13/1/14 - RPT	NR	13/01/2014	1,220,000	-	1,220,000	2,273	4.00	Low
CBA 16/5/16	AA-	16/05/2016	1,000,000	1,000,000	1,000,000	15,164	4.50	Low
CBA 17/5/16	AA-	17/05/2016	1,000,000	1,000,000	1,000,000	15,164	4.50	Low
CBA 23/5/16	AA-	23/05/2016	1,000,000	1,000,000	1,000,000	15,333	4.55	Low
CBA 30/5/16	AA-	30/05/2016	1,000,000	1,000,000	1,000,000	15,333	4.55	Low
CBA 6/6/16	AA-	6/06/2016	1,000,000	1,000,000	1,000,000	15,333	4.55	Low
CBA 29/10/17	AA-	29/10/2017	2,511,423	2,779,070	2,511,423	25,616	2.56	Low
Total			101,831,423	100,879,070	101,831,423	1,883,253		


	Credit Rating at 31/10/13	Legal Maturity	Acquisition Price \$	Market Value as at 1/10/13 \$	Market Value as at 31/10/13 \$	Income Earned (net of fees) Financial Yr to Date \$	Annualised Monthly Return (Managed Funds) / Current Coupon	Risk of capital not being returned
Floating Rate Notes:								
<i>Fair Value through Profit & Loss Accounting - movements through profits & loss.</i>								
Bank of Queensland 7/12/15	BBB	7/12/2015	5,034,450	5,076,900	5,095,000	117,368	4.17	Low
Bank of Queensland 30/5/16	BBB	30/05/2016	3,000,000	3,030,360	3,041,910	72,706	3.93	Low
CBA	AA	24/12/2015	15,281,699	15,345,000	8,301,990	295,555	3.63	Low
Macquarie Bank 9/3/17	A	9/03/2017	5,000,000	5,262,830	5,283,970	78,539	5.47	Low
Macquarie Bank 24/2/14	A	24/02/2014	1,001,180	1,010,760	1,013,340	22,533	4.50	Low
Acid	A-	12/12/2014	5,000,000	4,997,250	5,010,820	58,320	4.11	Low
Total			34,317,319	34,723,100	27,727,030	644,961		
<i>Fair Value through Profit & Loss Accounting - movements through profits & loss.</i>								
Lehman #	D	15/06/2009	300,000	-	-	52,799	0.00	High
Lehman #*	D	15/06/2009	500,000	-	-	-	0.00	High
Sub Total			800,000	-	-	52,799		
Total			800,000	-	-	52,799		

Floating Rate Term Deposits:								
Bank of Queensland	BBB	26/02/2016	1,500,000	1,500,000	1,500,000	21,220	4.18	Low
ING	A	27/02/2015	2,000,000	2,000,000	2,000,000	26,290	4.99	Low
Total			3,500,000	3,500,000	3,500,000	47,510		
Fixed Coupon Bonds								
Heritage Bank	BBB+	20/06/2017	7,787,748	8,010,175	8,015,554	251,995	7.25	Low
Total			7,787,748	8,010,175	8,015,554	251,995		
Floating Rate Transferable Certificate of Deposit								
Greater Building Society	BBB+	15/04/2016	2,000,000	2,032,420	2,019,020	61,832	4.98	Low
Total			2,000,000	2,032,420	2,019,020	61,832		
Other:								
Southern Phone Company Shares	N/A	N/A	2	2	2	-	N/A	Low
Total			2	2	2	-		
Securities No Longer Held (excluding Managed Funds)								
Accumulated at September 2013								
Rural Bank	A-	30/10/2013	2,000,000	2,000,000	-	22,796	4.40	Low
ME Bank TD 15/10/13 (RPT)	BBB+	15/10/2013	1,300,000	1,300,000	-	13,037	4.30	Low
Bank of Sydney TD 21/10/13	NR	21/10/2013	1,500,000	1,500,000	-	10,447	4.10	Low
Bank of Sydney TD 8/10/13	NR	8/10/2013	1,000,000	1,000,000	-	3,489	3.98	Low
Santorp FRN	A-	11/04/2016	2,250,000	2,277,743	-	25,391	3.76	Low
Total			8,050,000	8,077,743	-	105,474		
GRAND TOTAL (before fees)				164,096,494	150,901,047	3,109,122		
Less Portfolio Fees (Advice & Salary)						(55,374)		
GRAND TOTAL				164,096,494	150,901,047	3,053,748		

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

Less Unrealised Capital Gains(Loss) for Available For Sale Investments		\$	4,700
Income to Profit & Loss		\$	3,049,048
TOTAL CASH & INVESTMENTS AS AT 31 OCTOBER 2013		\$	150,901,047
LESS ESTIMATED RESTRICTED EQUITY FOR WATER & SEWER FUNDS			
Water Fund		\$	34,026,590
Sewer Fund		\$	56,708,663
GENERAL FUND CASH & INVESTMENTS		\$	60,165,794
LESS TRUST FUND BALANCES AS AT 31 OCTOBER 2013		\$	1,723,023
LESS ESTIMATED RESTRICTED EQUITY FOR GENERAL FUND (developer contributions, grants, reserves etc)		\$	58,396,698
Unrestricted Cash & Investments as at 30 June 2013		\$	137,480
Deduct - 2013/14 Budget Deficit (Budget Review - 30/9/13 - adopted 14/11/13)		\$	(81,307)
ESTIMATED GENERAL FUND UNRESTRICTED CASH & INVESTMENTS AS AT 30 JUNE 2014		\$	46,173

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



Responsible Accounting Officer:

PROPERTY ACQUISITIONS UPDATE

Purpose:

To update Council on the status of recent compulsory property acquisitions and to seek delegated authority to negotiate settlements if appropriate.

Description of Item:

Over the past year, Council has compulsorily acquired land at Moonee for playing fields and easements over three properties at Bennetts Road in west Coffs Harbour for the Bennetts Road detention basin.

This report will update Council in relation to these matters, two of which are before the courts.

Due to the confidential nature of the matters, all relevant information is contained in the confidential attachment to this report.

Sustainability Assessment:

When the substantive reports were considered by Council, a complete sustainability assessment was carried out.

Risk Analysis:

The only risks at this point in time are financial, relating to the quantum of compensation and legal costs as disclosed in the confidential attachment.

Consultation:

Council staff have been guided in these matters by its legal advisor and has engaged other professionals as and when required.

Related Policy and / or Precedents:

If at all possible, Council always endeavours to negotiate property acquisitions without use of the compulsory acquisition process. Unfortunately, it was not possible in these matters.

Issues:

Refer to the confidential attachment for discussion of the issues pertaining to each matter.

Implementation Date / Priority:

Each matter will be progressed in accordance with legal requirements, as directed by Council's legal advisor.

Recommendation:

That Council adopt the recommendations contained in the confidential attachment to this report.

COMMITTEE MEMBERSHIP - NANA GLEN SPORT, RECREATION & EQUESTRIAN CENTRE AND AYRSHIRE PARK MANAGEMENT COMMITTEES

Purpose:

To recommend to Council appointment of community members to facility management committees.

Description of Item:

This report seeks approval from Council for appointment to the following committees:

- Nana Glen Sport, Recreation & Equestrian Centre Management Committee
- Ayrshire Park Management Committee

Sustainability Assessment:

- **Environment**

There are no environmental issues associated with this report.

- **Social**

The valuable contribution made by community members in the various roles of management and advisory committees adds to the significant social capital and sense of connectedness, while also providing a service Council would otherwise be unable to provide.

- **Civic Leadership**

This approach is addressed in Coffs Harbour 2030 through:

LC1 We are healthy and strong

LC1.3 We live in a safe, caring and inclusive community

LC1.3.2 Build community structures based on the values of care, inclusion and connectedness

LC1.3.3 Promote the importance of being part of a community

- **Economic**

Broader Economic Implications

There are no economic implications of the recommendations in this report.

Delivery Program/Operational Plan Implications

There are no delivery program or operational plan implications of the recommendations in this report.

Consultation:

Consultation has been undertaken with the existing members of the relevant committees.

Related Policy and / or Precedents:

This process is in line with precedents set in the past.

Statutory Requirements:

This addresses requirements under the Local Government Act.

Issues:

The following community members have expressed interest in participating on the below committees. The nomination has been approved for recommendation to Council at the relevant committee meetings:

- Nana Glen Sport, Recreation & Equestrian Centre Management Committee
Mr John Kinnear
- Ayrshire Park Management Committee
Mrs Fiona Barden

Implementation Date / Priority:

The relevant committees and prospective members will be notified immediately following Council's decision.

Recommendation:

That the following committee member nominations be appointed to the relevant committees:

- **Nana Glen Sport, Recreation & Equestrian Centre Management Committee
Mr John Kinnear**
- **Ayrshire Park Management Committee
Mrs Fiona Barden**

COFFS HARBOUR ECONOMIC STRATEGY 2014-2017

Purpose:

To report back to Council regarding the feedback received from the public exhibition, consultation with industry experts during SEGRA conference and following the workshop held with Councillors, and to recommend endorsement of the final Coffs Harbour Economic Strategy and Action Plan document.

Description of Item:

At Council's Ordinary Meeting of 26 September 2013 Council:

"Council defer consideration of the Economic Strategy pending a workshop with Councillors regarding the implications of the strategy."

Previously at its meeting on 23 May Council had resolved to place the draft strategy on public exhibition for 28 days.

A workshop with Councillors was held on 2 December, 2013. During that workshop issues were raised by Councilors and have been addressed in the Strategy.

As was stated in the previous report to Council, the draft Strategy was on public exhibition from 31 May to 9 July 2013 and the amended final version is attached to this report as Attachments 1 and 2.

Council received seven submissions during the public exhibition period (four by letter and three online). A table outlining the feedback received during the public exhibition period is attached to this report (Attachment 3)

In summary, the consensus of the Reference Group is that the Strategy is ready for adoption by Council. The primary aim will then be to continue to build the momentum amongst the industry sector groups who form the "engine room" for achieving the objectives set out in the Strategy.

Overall the Strategy has not changed substantially from the draft presented to Council in May, although the intent has been clarified. The proposed changes and the wording directly from the submissions is included in the Table of Feedback (Attachment 3)

Sustainability Assessment:

- **Environment**

Overall the Strategy will have no impact on the environment.

- **Social**

The Strategy provides a platform of activities and actions that the community has identified and if actioned will give the City a vibrancy that will in turn grow our cultural and sporting sectors thereby creating new jobs and creating a 'buzz' that others want to join.

- **Civic Leadership**

The Strategy is a vehicle to implement the Coffs Harbour 2030 Plan with a focus on the '*Learning and Prospering*' theme. The EDU's role is one of facilitation assisting and enabling the community rather than doing for the community.

The Strategy empowers community members to 'do' things in the community that they have a passion for and want to share with others. These community leaders or 'co-creators' will inspire others to step up and assist create a colourful vibrant City of the future.

- **Economic**

Broader Economic Implications

The Strategy is a bottom up approach to economic development. It aims to:

- Create an entrepreneurial culture within the City
- Create new business and employment
- Expand and grow existing business
- Attract investment to the City

Delivery Program/Operational Plan Implications

Economic Strategy projects will be financially funded from existing Council budget, grants and / or sponsorship / partnerships.

Risk Analysis:

There is the possibility that Council's reputation could be damaged by public perception of the Strategy or its implementation and this will be mitigated as much as possible.

Each activity / project delivered as part of the implementation process of the Strategy will attract a risk assessment.

Consultation:

Since the previous report was tabled to Council on 26 September further consultation has been undertaken with industry experts during the SEGRA conference and a workshop with Councillors has been held.

As outlined, the draft Strategy was on public exhibition from 31 May to 9 July 2013 and seven submissions were received.

This feedback and the proposed changes to the Strategy were considered by the Reference Group

Consultation was held with relevant groups, on request, to clarify issues and concerns.

Related Policy and / or Precedents:

This Economic Strategy follows on from the Coffs Harbour Economic Development Plan 2005 – Coffs Harbour leading the World and the Switched on Coffs Digital Strategy.

Statutory Requirements:

There are not statutory requirements in relation to this report

Issues:

Following discussions with industry experts and the workshop with Councillors the following issues have been addressed in the Strategy;

- **Implementing the Strategy:** A section to explain the aim of the strategy to encourage collaboration across the City and the process of implementing of the strategy (ACTION PLANS p.6).
- **Council's Role in Economic Development** (ACTION PLANS p.6).
- Actions to be delivered by the Economic Development Unit. A new section details the change of name of the EDU to Enterprise Coffs (ACTION PLANS p.7) as well a separate **Enterprise Coffs Action Plan** (ACTION PLANS p.24) which categorises the role CHCC will play in each of the listed actions (Lead, Facilitate, Support, and Advocate).
- **Key Indicators** section (ACTION PLANS p.8 -9) highlights the headline measures of economic growth and economic development that will be used to monitor and review progress.

The previous report considered by Council outlined that a broad engagement process has been undertaken with several workshops facilitated by the author of the strategy and EDU staff and attended by approximately 200 business / industry representatives and community members. Feedback from these workshops were researched by professional economic development staff to ensure the strategy being delivered was 'world best practice'.

Overall the feedback from participants was positive with some differences being around the language used. The professional response to the issues raised has been included in Attachment 3.

While there was some initial polarisation within the Reference Group this has been significantly lessened and agreement was reached that the Strategy should be put to Council for adoption.

The achievement of the objectives of the Strategy will only be achieved with participation from the industry sector groups and should Council endorse the strategy work will continue on enhancing the momentum of these groups.

Implementation Date / Priority:

Should Council endorse the Strategy implementation will commence immediately and will be for the life of the document being 2014 – 2017.

Recommendation:

That Council endorse the Coffs Harbour Economic Strategy 2014 - 2017



GROWTH THROUGH LOCALISATION AND LOVE OF OUR CITY

Coffs Harbour Economic Strategy Opportunities + Process + Current Reality

Author / Researcher:
Dr Grant Cairncross – Southern Cross University

IMPLEMENTING

COFFS HARBOUR
2030

DRAFT: AUGUST 2013



The Coffs Harbour 2030 Vision

“Coffs Harbour is a model of sustainable living. We value, respect and protect our natural environment and acknowledge that it sustains us and future generations.

We work together to live sustainably. We have respect for, and learn from, our diverse communities of many ages and cultures. We are healthy, caring and actively engaged in our communities. We move around safely, easily and sustainably.

Our economy is strong and diverse and our businesses are leaders in innovation and sustainability. We value all people and use the goodwill in our community to build a better future for our children.

We think globally and act locally.”

Coffs Harbour Economic Strategy and Action Plans

This Strategy details the how and why of specific steps our co-creators* will take on the journey to reach the 2030 Vision. We will mobilise the Economy through Industry Groups and their Action Plans.

***Co-creators are citizens who “build on existing elements, like infrastructure and institutions, and collaborate with others to make new things. They are also connectors and catalysts who in turn inspire others to get involved and contribute to the making of their community.” (Kageyama 2011, p.8).**

1 EXECUTIVE SUMMARY

Essential ingredients for the development of Coffs Harbour’s economy are building on its strengths, value adding, supporting existing businesses and industry, community participation and commitment. Also important is attracting suitable new businesses and industry, increasing diversity and embracing exciting urban developments such as the CBD re-development and the Foreshore reinvigoration.

The Action Plans are our roadmap to how this will happen. They have been developed in close collaboration and partnership with our businesses and industry networks. These are the first steps in an ongoing process and form part of the overall Coffs Harbour 2030 Plan.

The Actions are categorised into seven strategic themes.



‘LOVE OUR CITY’ (CH 2030)

To unleash the love we feel for Coffs Harbour and our special places in it and to increase the overall happiness, joyfulness and economic and social wellbeing of our community



LOCAL IS BEST (CH 2030 - Learning and Prospering)

Encourage a strong, sustainable, resilient and culturally and economically diverse local economy.



KNOWLEDGE BUILDING (CH 2030 - Learning and Prospering)

Promote the health and education sectors, encourage research and development and build partnerships.



WELCOMING SPACES (CH 2030 - Places for Living)

We have created spaces that are safe, comfortable & encourage interaction between people of all ages and our diverse groups.



PLANNING FOR GROWTH (CH 2030 - Places for Living)

Transport, Logistics, Distribution, Health and Industrial/Commercial Lands.



SMART AND CONNECTED (CH 2030 - Learning and Prospering)

Our community is connected to each other, our families and the world. Our businesses are enjoying growth through new markets. Our children are enjoying expanded education opportunities. Our health is being delivered into our homes by e-health.




INVEST COFFS (CH 2030 - Learning & Prospering)


Promote Coffs Harbour as an ideal investment, development, business and new resident destination

Opportunities + Process + Current Reality analyses Coffs Harbour’s current population trends, industry statistics, competitor analysis and prevailing economic climate and identifies the opportunities to pursue sustainable economic growth through localisation and love of our city. We can see through the use of coloured symbols how each of these opportunities has been addressed by one or more strategic themes in the Action Plan.


Population growth and people: Coffs Harbour currently has a somewhat limited skill base, although one that is improving, and it also has an expanding population although a bigger younger demographic is required. There is an increasingly skilled community and workforce as a basis on which future enterprises can be developed.

The city needs to focus on attracting and retaining young professionals and creative workers who can contribute to current and future enterprises. It also has a higher than average disadvantage issue that needs to be addressed through increased engagement. Targeted strategies that address these factors could expedite current and appropriate future business and industry growth/expansion. _____ 

Utilisation of existing human resources: ‘An old-school, masculinist view of regional development which sees big infrastructure and sometimes, big events as what matters is not necessarily always realistic’ (Gibson and Stewart, 2009; 6).

An opportunity exists to focus on what we have ‘in-house’ - a method that is being successfully adopted internationally and could be adopted here is ‘Enterprise Facilitation’ – where we encourage and assist those innovators and entrepreneurs in our community. _____ 

Technical innovation: Technical innovation can deliver the basis for new, cost effective processes to drive economic growth, community engagement and greater productivity per unit of labour without necessarily requiring large amounts of commercial or industrial zoned land. Being an early adopter of the National Broadband Network (NBN) gives Coffs Harbour a potential three to four year ‘window of opportunity’.

Supporting our community to be “smart and connected” must be a priority. The delivery of Switched on Coffs Digital Strategy and the continued work with business and industry to give them the knowledge and skills to grow their enterprise through high speed broadband in this digital age is also crucial. _____ 

Infrastructure advancement: Significant infrastructure currently being planned and developed includes the rollout of the superfast broadband and Pacific Highway upgrade, the proposed foreshore and CBD improvements.


These opportunities can be leveraged to provide significant investment and social engagement for Coffs Harbour. _____ 

Capital availability: Typically capital investment is made on a business case rather than a location basis. **To encourage capital investment the Coffs Harbour City Council will be required to make investment in the region attractive to investors and over time, given the tight capital markets since 2008, should also investigate legal alternative local ways of capital raising as highlighted by Shuman (2012) and others but which apply in an Australian context.** _____ 


Community attitudes: A strong influence on how, where and when people work in Coffs Harbour is their commitment to maintaining their 'lifestyle'. This creates a whole range of pressures on employers and distorts the profile of our workforce.

When leveraged successfully, it becomes an opportunity for employers to attract a new skill base, retain our existing knowledge base and keep our community as a leader. —  S L K I

Creating the right mindset and culture: As Bernard Salt reminded us, a 'cargo cult' mentality is not an economic development policy.

Coffs Harbour has to reframe its attitude and refocus the energy, there is opportunities to build on the love of our city our co-creators have and make things happen ourselves. (Certainly, if the government wants to help, that's a bonus!) _____  L L

External factors: Factors such as the international and national economy, related market forces (e.g. national/global supply and demand), government policies and legislation all influence the capacity, nature and motivation for economic development and investment. The above factors have been employed with consideration of the external factors that will influence the desired outcome as outlined in the Action Plans.

Increasing resilience of the local economy and community is one way to reduce the effect of external factors which can be addressed through focusing on our local strengths, local businesses and local people. _____  L L

WHO OWNS THIS STRATEGY?

This strategy is owned by all people in the community who want to create a City based on growth through localisation and love of our city. This growth takes on all forms, economic, lifestyle, social – it's about 'quality of life' for all residents. The journey will create many opportunities for us to express our ideas and passions and in the end, together we will create a community that has opportunity, choice and experiences for all.

Those of us that take this journey together are called "co-creators" and our actions are called "co-creation".

"Co-creation is not about "build it and they will come." Rather, it is about "bring them together and build it with them." Co-creation harnesses human potential to mutually expand value. It not only views individuals as having creative capacities to forge mutually valuable outcomes together, but also that they attach meaning to their experiences of these outcomes and their very acts of creative interactions with the environments around them. Thinking of co-creation in this way takes us well beyond crowdsourcing and open innovation. It can include any of the value chain activities of any business, civic, or social enterprise— activities that can be opened up to more inclusive, creative, and meaningful engagement with stakeholders."

Ramaswamy, V. (2011) 'Co-creating Development' *Development Outreach*. September 2011 p.40, World Bank Institute.

This Strategy

The principal imperatives of this study, as agreed by the Coffs Harbour City Council (CHCC) and the Sector/Industry Reference Group for this project, have been to develop an Economic Strategy and Action Plans that:

- Are Specific, Measurable, Achievable/Assignable, Realistic and Time-Based;
- Can be completed or meaningfully advanced within a three to four year timeframe;
- Have been identified through a process of industry and stakeholder engagement and consultation;
- Embrace the aims, objectives and value sets contained within the CHCC 2030 Plan and support subsequent relevant CHCC plans and initiatives; and
- Have the greatest possible prospect to enhance employment and ongoing community involvement.

This strategy is comprised of two parts:

Opportunities + Process + Current Reality analyses Coffs Harbour’s current population trends, industry statistics, competitor analysis and prevailing economic climate and identifies the opportunities to pursue sustainable economic growth through localisation and love of our city.

The Action Plans are our roadmap showing how we will make the most of these opportunities.

INVESTING IN COFFS HARBOUR

Coffs Harbour City Council's Economic Development Unit can help make your investment choice an easy one by providing information and assistance to business and industry to help identify opportunities and create success. You can contact us on (02) 6648 4087 or email barry.davis@chcc.nsw.gov.au for further information, businesses and investment assistance.

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2 Methodology

Methodology and Process		
No.	Task .	Output.
1.	Project Launch	Public meeting, Coffs Harbour and region SWOT, and broad current regional development overview with Bernard Salt.
2.	Reference Group	Reference Group with representatives of key industries and sectors on it set up and met with so as to give initial economic development action suggestions and ideas.
3.	Industry/Sector Work Groups (Futures Forums)	Representatives of each different industry/sector group meet to develop industry/sector participation in relevant economic development action suggestions and ideas.
4.	Knowledge Review	Review of existing literature and relevant documentation.
5.	Competitive Analysis	Identification of the core competitive advantages and disadvantages of the Coffs Harbour against geographically immediate LGA ‘competitors’ and other similar sized but more remote LGA ‘s.
6.	Economic Drivers	Identification of the key economic drivers and the levers to facilitate and encourage regional economic development and key indicators by which to measure the success of the strategy.
7.	Stakeholder Feedback and Consultation/Presentation One – Draft 2013 EDU Strategy	Results of consultation with a range of key industry, business and community stakeholders regarding the potential development options, strategies and actions to ensure the future economic success of Coffs Harbour given in a draft presentation so as to procure feedback and suggestions.
8.	Final Strategy Development	Development of appropriate economic strategies to target increased business retentions, growth and attractiveness and to encourage employment, wages and income and skills and education growth and increased community involvement.
9.	Action Planning	Completion of research and pre-feasibility analysis to develop joint Council and Industry/Sector Action Plans for the prioritized development strategies.
10.	Public Exhibition	Action Plan placed on public display.
11.	Final Report	Delivery of the Final Coffs Harbour Strategic Plan and Action Plans following consideration of public comments received through the stakeholder feedback process.
12.	Strategy Review	As detailed in The Action Plans.

3 Partners & Collaboration

PARTNERS

An Interim Reference Group with representatives from most Coffs Harbour industries was involved in the initial discussions about the collaboration and consultation process for the Coffs Harbour Economic Strategy. It is proposed that this group be involved in ongoing reporting and feedback as this strategy is carried out. The initial Interim Reference Group was attended by;

- Michael Adendorff, Adendorffs Solicitors & Conveyancers
- Tracey Adendorff, Coffs Coast Tourism
- Leanne Atwal, Acting Manager Sport Unit, CHCC
- Glenn Caldwell, Tourism Manager CHCC
- Michael Close, CEO Enterprise Training Company
- Barry Davis, Economic Development, CHCC
- John Eaton, MBT Group
- Sandhya Fernandez, NC Medicare Local
- Leonie Kennedy, CH Chamber of Commerce
- Jacquie Houlden, Janison/ RDA MNC
- Wayne Houlden, Janison
- Christina Hyde, Short Sharp Digital
- Ben Lawson, Director City Services, CHCC
- Tony McGowan, NC TAFE
- Steve McGrath, General Manager, CHCC
- Rod McKelvey, Chair ETC Board
- Dennis Martin, Airport Manager, CHCC
- Louise Potter, Manufacture Coffs Coast
- Bob Prater, Coffs 2050 Group
- Tony Rothacker, Janison / RDA MNC
- Anne Shearer, Transport Officer CHCC
- Kim Towner, Happy Frog
- Neil Wendt, Director, North Coast TAFE
- Dene Zahner, General Manager, Pacific Bay Resort

The following attended in their role as strategy author and coordinators;

- Grant Cairncross, SCU
- Julie Tucker, Community Engagement, SCU
- Jenny Oloman, Manager Economic Development, CHCC
- Kristina Cooke, Economic Development, CHCC

COLLABORATION

Over the course of this process, representatives from each industry/sector group met with the project author and members of the Coffs Harbour City Council Economic Development Unit. At least one industry workshop was held in each industry sector which led to the development of the Economic Strategy Action Plans.

Workshops were held with representatives from;

- Coffs Coast Food Industry Group,
- Coffs Coast Manufacturers Group,
- Arts and Creative Industries,
- Professional Services sector,
- Health Industry,
- Education & Skills,
- Tourism
- Retail*

Output from the Professional Services sector workshop has been incorporated into the main action plans with the other six industry sectors developing *Industry Action Plans*. Other such as IT will be developed as resources permit.

*Retail Marketing Plans have previously been produced for the City Centre, Woolgoolga, Sawtell and Jetty and council handed those plans over to Chambers of Commerce in Woolgoolga and Sawtell and the Jetty Business Group. It is suggested that a meeting with key players be convened to discuss

the need for and possibility of a Retail Study. Council has completed a CBD Masterplan to reactivate the CBD. Large retailers have made significant investments in their holdings, this should assist in stimulating retail spending. Council with Federal Government funding are running workshops and one on one training on digital enterprise – how to capitalise on high speed broadband.

4 The Context and the Task

Coffs Harbour has an ongoing need to help grow its existing businesses while also attracting successful and compatible new businesses so as to provide a sustainable employment and industry base.

The local economy, like many in Australia since the Global Financial Crisis (GFC) in 2008, is currently undergoing a period of significant structural change in which local industry is being challenged as a consequence. These challenges are particularly significant for the industries of retail, wholesale trade, finance and insurance, rental and real estate trade (see Table 4) and particularly in relation to high levels of relative disadvantage (see 4.1.3). There are however, opportunities to address these challenges, attract new investment and facilitate jobs growth with focused socio-economic development initiatives.

Demand generated by population growth and improving and growing health and education facilities has driven increased economic activity in residential and commercial construction in recent years although both have slowed recently, largely due to factors directly and indirectly pertaining to the GFC.

Coffs Harbour has a strong base to sustain economic growth:

- a strong and diverse business / industry sector
- quality of the natural environment
- the regional airport,
- the International Marina
- the health campus,
- good schools,
- a University and it's campus,
- growing research facilities, and
- lifestyle opportunities.

All are key assets and opportunities that are likely to significantly influence future growth trends.

It is vital that Coffs Harbour continually look for ways to:

- encourage business development,
- generate employment opportunities,
- embrace new technology opportunities,
- adapt to change,
- encourage lifelong learning and knowledge generation, and
- stimulate community involvement in activities that express their love for the City.

5 Coffs Harbour – The Overview

“Coffs Harbour City is located on the Mid North Coast of New South Wales, about 540 kilometres north of Sydney and 440 kilometres south of Brisbane. Coffs Harbour City is bounded by the Clarence Valley Council area in the north and west, the Coral Sea in the east, and Bellingen Shire in the south.

The original inhabitants of the Coffs Harbour area are the Gumbaynggir Aboriginal people. Coffs Harbour City is a predominantly rural area, with expanding residential, rural-residential and resort areas, and some industrial and commercial land use. The City encompasses a total land area of nearly 1,200 square kilometres, including substantial areas of national park, state forest, parkland, coastline and beaches. Settlement is based around the main town of Coffs Harbour, and the townships of Sawtell, Toormina and Woolgoolga, with many small villages and localities along the coast and inland. Much of the rural area is used for timber production and agriculture, particularly banana, blueberry and mixed crop growing. Tourism is also an important industry, especially along the coast. The land area is 117,478 hectares (1,175 Km²) which carries a population density of 0.58 persons per hectare.

The City is served by the Pacific Highway an airport that has international flight handling capacity, a marina with international handling capacity and the north coast railway line.

Coffs Harbour City includes the townships, villages and rural localities of Arrawarra, Arrawarra Headland, Barcoongere (part), Boambee, Boambee East, Bonville, Brooklana, Bucca, Bundagen, Coffs Harbour, Coramba, Corindi Beach, Dirty Creek (part), Emerald Beach, Halfway Creek (part), Karangi, Korora, Lowanna, Moonee Beach, Mullaway, Nana Glen, North Boambee Valley, Red Rock, Safety Beach, Sandy Beach, Sapphire Beach, Sawtell, Sherwood (part), Toormina, Ulong, Upper Corindi, Upper Orara and Woolgoolga” (CHCC, 2012a).

Tables 1 and 1a, on the following pages, show how the city’s key demographic and population statistics compare to firstly Regional NSW and then to Australia as a whole.

Table1: Overview of Coffs Harbour’s Population and Demographic Characteristics as they compare to Regional NSW.

2011	Coffs Harbour	Regional NSW
Median age	42	41
Median weekly household income	\$902	\$961
Couples with children	25%	27%
Older couples without children	11%	12%
Medium and high density Housing	22%	16%
Households with a mortgage	27%	30%
Median weekly rent	\$250	\$220
Households renting	31%	27%
Non-English speaking backgrounds	6%	5%
University attendance	2%	3%
SEIFA index of disadvantage	964	974

Source: Australian Bureau of Statistics, Census of Population and Housing 2011.

Table1a: Overview of Coffs Harbour’s Population and Demographic Characteristics as they compare to Australia.

2011	Coffs Harbour	Australia
Median age	42	37
Median weekly household income	\$902	\$1,234
Couples with children	25%	31%
Older couples without children	11%	9%
Medium and high density Housing	22%	25%
Households with a mortgage	27%	33%
Median weekly rent	\$250	\$285
Households renting	31%	29%
Non-English speaking backgrounds	6%	16%
University attendance	2%	4%
SEIFA index of disadvantage	964	1005

Source: Australian Bureau of Statistics, Census of Population and Housing 2011.

Overall Coffs Harbour has a slightly higher median age than Regional NSW and a significantly lower median weekly household income than both Regional NSW and Australia as a whole. There is a higher than Regional NSW average of the population renting houses and the median rent for these is \$30.00 per week higher than is the case for Regional NSW as a whole.

6 Population

6.1 Service Age Groups

The estimated population of Coffs Harbour City as of the 30th June 2011 is 70,933 (ABS, 2012). The population has diverse demographic characteristics, namely a higher than Regional NSW number of 50 to 85 year old citizens which also has care implications, especially for the senior and ‘frail’ segments. On the other hand there is a slightly lower than the Regional NSW average for those aged 18-34. These factors are clearly illustrated in Table 2 below. **Note:** “Service age groups divide the population into age categories that replicate typical life-stages. They point to the level of demand for services that target people at different stages in life and how that demand is changing” (CHCC, 2012a). For example a higher than average number of seniors means that there are going to be greater age and health care implications while a lower than average young workforce may mean that industries may have skill and succession planning issues that are more difficult than is the case elsewhere.

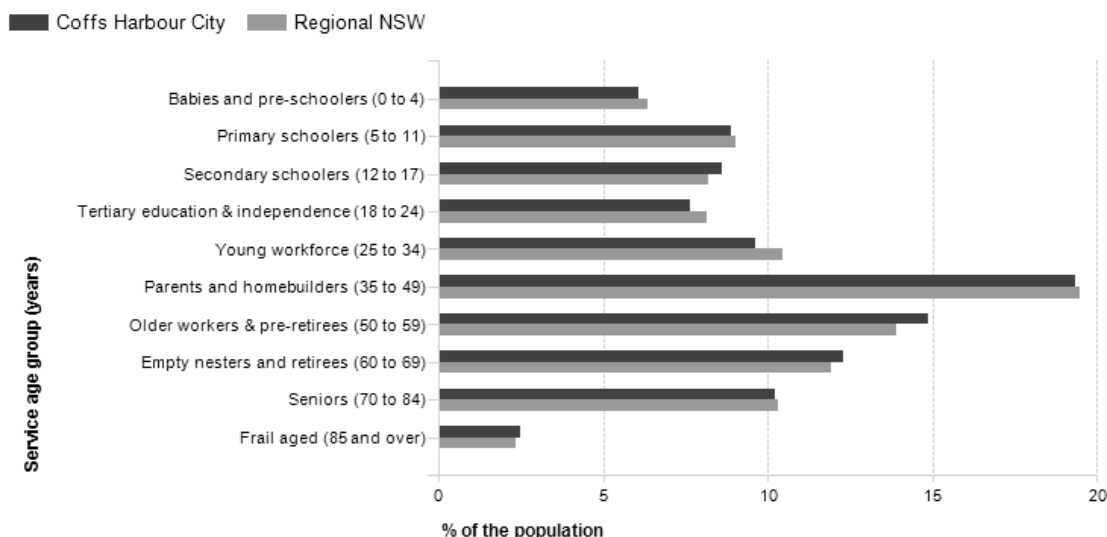
Table 2: Population by Age and Service Age Groups

Age structure - service age groups							
Coffs Harbour City	2011			2006			Change
Service age group (years)	Number	%	Regional NSW %	Number	%	Regional NSW %	2006 to 2011
Babies and pre-schoolers (0 to 4)	4,149	6.1	6.3	3,626	5.6	6.1	+523
Primary schoolers (5 to 11)	6,074	8.9	9.0	6,376	9.8	9.7	-302
Secondary schoolers (12 to 17)	5,885	8.6	8.2	6,338	9.8	8.8	-453
Tertiary education & independence (18 to 24)	5,212	7.6	8.1	4,868	7.5	8.0	+344
Young workforce (25 to 34)	6,589	9.6	10.4	6,139	9.5	10.8	+450
Parents and homebuilders (35 to 49)	13,222	19.3	19.5	13,744	21.2	20.9	-522
Older workers & pre-retirees (50 to 59)	10,179	14.9	13.9	9,427	14.5	13.6	+752
Empty nesters and retirees (60 to 69)	8,417	12.3	11.9	6,616	10.2	10.3	+1,801
Seniors (70 to 84)	6,987	10.2	10.3	6,489	10.0	9.8	+498
Frail aged (85 and over)	1,704	2.5	2.3	1,279	2.0	1.9	+425
Total population	68,418	100.0	100.0	64,902	100.0	100.0	+3,516

Source: Australian Bureau of Statistics, Census of Population and Housing - 2006 and 2011.

Figure 1 below takes the figures presented in Table 2 and illustrates how these translate in terms of population percentages by segment. From 2006 to 2011, Coffs Harbour City's population increased by 3,516 people (5.4%). This represents an average annual population change of 1.06% per year over the period.

Figure 1: Graph of Population by Age and Service Age Sectors



Source: Australian Bureau of Statistics, Census of Population and Housing - 2006 and 2011.

The largest changes in age structure in this area between 2006 and 2011 were in the age groups:

Empty nesters and retirees (60 to 69) (+1,801 persons) – this has potential age and health care implications for both facilities and jobs.

Older workers & pre-retirees (50 to 59) (+752 persons)- this has potential age and health care implications for both facilities and jobs.

Babies and pre-schoolers (0 to 4) (+523 persons) - this has implications for pre-school and primary school facilities and jobs in 3 to 6 years time.

Parents and homebuilders (35 to 49) (-522 persons) - this is a challenge for the LGA. This age group is recognised as an age group that are strong socio-economic generators. They require good economic and job prospects.

These all have implications for the health, continuous learning and broader economic growth strategies for the city. Coffs Harbour needs to establish action plans that will encourage Parents and Homebuilders and members of the Young Workforce to both stay and move to the city.

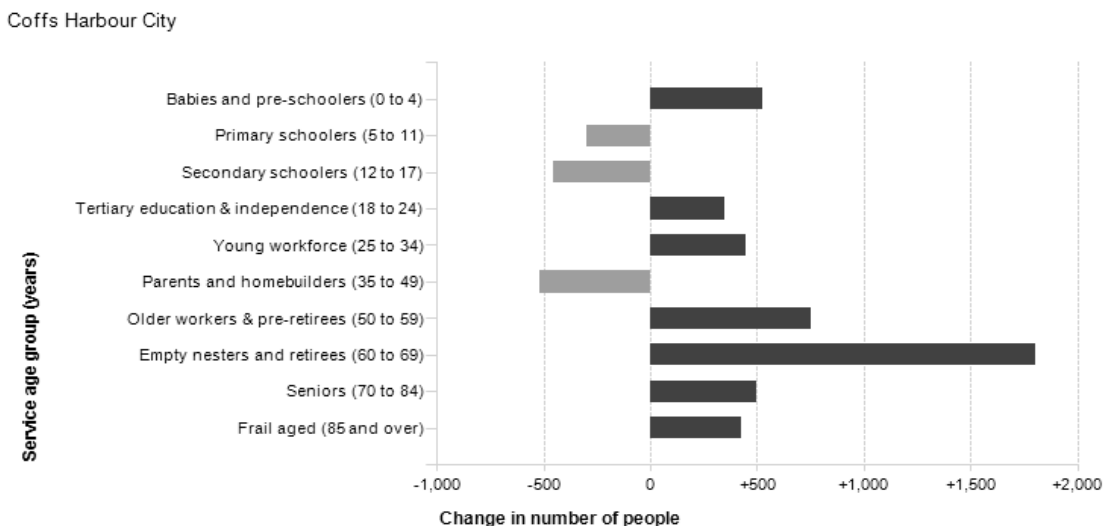
This is not to say older and younger demographics should be ignored. They should not be, the city is a strong retirement attraction but it needs to diversify its local economic basis without joining in race-to-the-bottom bidding wars for prospective industries and organisations. A broadening of the economic base is crucial but much of that can be achieved by building on existing local strengths.

An analysis of the city’s population data highlights that it needs to focus on attracting and retaining the 25-49 young professional lifestyle seeker while also retaining our own home grown youth, entrepreneurs and professionals (Refer to the Action Plans – Section C, Knowledge Building).

Overall, 23.5% of the population was aged between 0 and 17, and 25.0% were aged 60 years and over, compared with 23.6% and 24.5% respectively for Regional NSW. There was particularly strong

growth in the 60-69 year age group between the 2006 and 2011 censuses with, for the first time in some years, also growth in those aged 18 to 34 as shown in Figure 2 below.

Figure 2: Population Changes by Age and Service Age Sector.

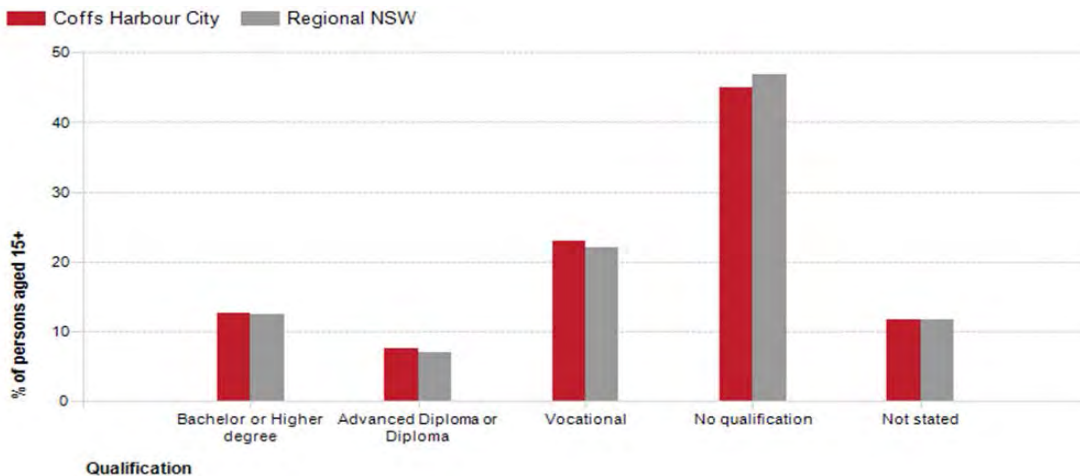


Source: Australian Bureau of Statistics, Census of Population and Housing - 2006 and 2011.

6.2 Education Levels

Coffs Harbour has shown steady improvement in the percentage of its population holding educational qualifications, as Figure 3 immediately below shows.

Figure 3: Highest Educational Qualification Achieved - 2011



Source: Australian Bureau of Statistics, Census of Population and Housing - 2006 and 2011.

An analysis of the qualifications of the population in Coffs Harbour City in 2011 compared to Regional NSW shows that there was a higher proportion of people holding formal qualifications (Bachelor or Higher Degree; Advanced Diploma or Diploma; or Vocational qualifications), and a lower proportion of people with no formal qualifications. "Overall, 43.3% of the population aged 15 and over held educational qualifications, and 44.9% had no qualifications, compared with 41.5% and 46.8% respectively for Regional NSW. The major difference between the qualifications held by the

population of Coffs Harbour City and Regional NSW is a smaller percentage of persons with No qualifications (44.9% compared to 46.8%)

There is definite improvement with the largest changes in the qualifications of the population in Coffs Harbour City between 2006 and 2011 being those with:

- Vocational qualifications (+1,904 persons)
- Bachelor or Higher degrees (+1,736 persons)
- No qualifications (-748 persons)
- Advanced Diploma or Diplomas (+668 persons)". (CHCC, 2012a)

Nevertheless the overall percentages of people with vocational and tertiary qualifications still needs to grow when the city is compared with similar sized regional cities elsewhere in Australia. This is in part a strong reason as to why a key action in this strategy is to ensure the city is 'smart and connected.'

Nonetheless the improving educational attainment figures for Coffs Harbour are important as "education makes a fundamental contribution to personal development, and probably to the health of societies more generally.Benefits could include effects on public health, crime, the environment, parenting, and political and community participation" (Temple, 2001; 3). Improvements in these areas also eventually lead to improved SEIFA scores (see 6.3 below) and increased GRP via better employment and personal and household income.

The Coffs Harbour Economic Strategy encourages partners to work together with education providers to continue this trend as we work towards being known as a leading regional education/knowledge city and actively encourages research and development.

6.3 SEIFA Index of Disadvantage

With this in mind an interesting, and very important, statistic to consider when analysing Table 1 above is the SEIFA index of disadvantage. This is 958.4, a decline on the 2006 census figure of 963.8, indicating Coffs Harbour has more relative disadvantage than is both the national and state average and one that has worsened since the 2006 census.

According to the ABS the most disadvantaged areas of Australia are located in remote areas of Northern Territory and Queensland, while the most advantaged areas are located in capital cities such as Canberra, Sydney, Brisbane, Perth and Melbourne (ranked using the Index of Relative Socio-economic Advantage and Disadvantage).

A SEIFA score is created using information about people and households in a particular area. This score is standardised against a mean of 1000 with a standard deviation of 100. This means that the average SEIFA score will be 1000 and the middle two-thirds of SEIFA scores will fall between 900 and 1100 (approximately)" (ABS, 2008a).

Coffs Harbour City's SEIFA Index of Disadvantage measures the relative level of socio-economic disadvantage based on a range of Census characteristics. It is a good place to start to get a general view of the relative level of disadvantage in one area compared to others and is used to advocate for an area based on its level of disadvantage.

A number of very recent reports have also highlighted issues pertaining to housing affordability (Demographia, 2013) and 'family friendliness' (Suncorp, 2013) have also highlighted, in part, issues pertaining to disadvantage and income in the city.

Table 3: Coffs Harbour SEIFA Scores

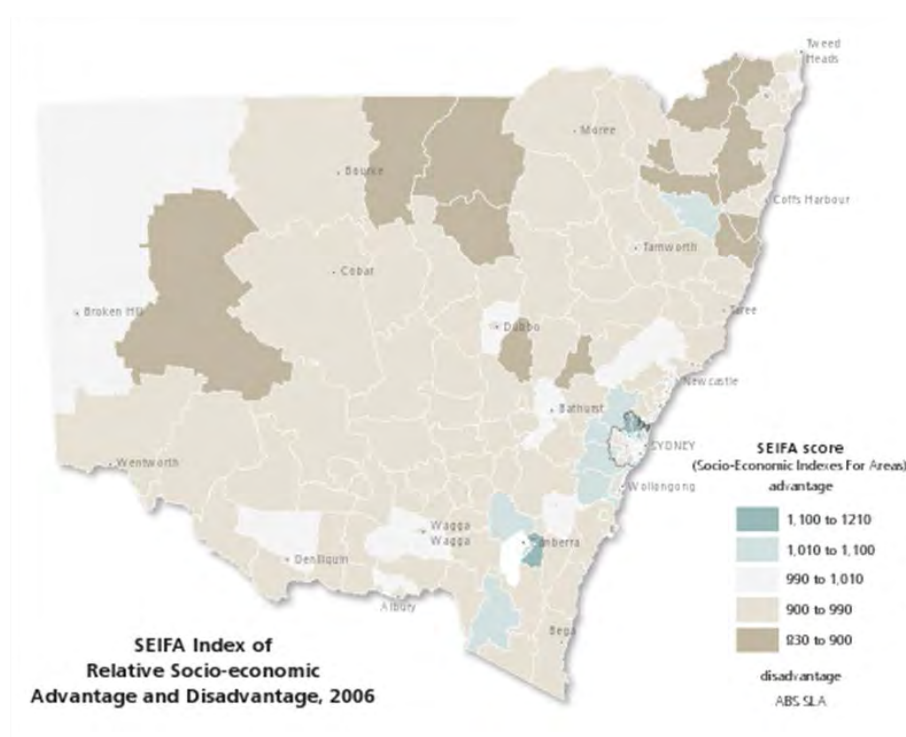
2006 Postal Area code (POA)	Index of Relative Socio-economic Advantage and Disadvantage		Index of Relative Socio-economic Disadvantage		Index of Economic Resources		Index of Education and Occupation		Usual Resident Population
	Score	Decile	Score	Decile	Score	Decile	Score	Decile	
2450	958	6	973	4	960	3	954	4	68,418

Source: ABS 2013 - 2033.0.55.001 - Socio-economic Indexes for Areas (SEIFA), Data Cube only.

The SEIFA score for Coffs Harbour is important from an economic development point of view because it underpins the need to target strategies that improve socio-economic involvement in the city and its surrounding ‘feeder regions’. The SEIFA Census data for 2011 for these ‘feeder regions’ is also supported by two landmark studies on disadvantage by Vinson (2010, 2007) which looked at disadvantage by postcode and then what that meant for the socio-economic situation of those and surrounding postcodes. Strategies that encourage sustainable growth also have the potential to improve social inclusion and to ultimately improve the SEIFA score (Refer to The Action Plans – particularly Themes A, B and C).

As per Vinson’s (2010, 2007) findings the following map highlights that Coffs Harbour is closely associated with, and surrounded by, nearby regions with higher than average rates of disadvantage. Within Coffs Harbour City itself Toormina, Coffs Harbour (North East) and Woolgoolga also all have SEIFA scores significantly below the Australian average.

Map 1: SEIFA Index of Relative Socio-economic Advantage and Disadvantage, 2006



Source: Atlas of NSW, 2007

It is **important to understand that there is a wealth of evidence to show that material, social and psychological deprivation and disadvantage can in part be countered and improved by broadening the economic base and encouraging community involvement** (See Horn et al, 2011;Healey, 2011 and Gordon et al, 2006).

Economic strategies therefore need to have a focus on broadening the economic base and encouraging community involvement to counter and improve the city's current levels of material, social and psychological deprivation (Horn et al 2011). Strategies such as the Switched on Coffs Digital Strategy and social inclusion projects as well as a number of those detailed in **The Action Plans** seek to help close this social and economic divide through improving digital literacy, community involvement and inclusion and a broader more soundly based local economy.

6.4 Internet Connectivity

There is an important link between disadvantage and internet use. "The overwhelming majority of Australians are internet users, and uptake is still growing rapidly. Internet use still varies between different groups, although these differences are not as large as they were when we released our first report in 2007. Students, employed persons, younger people, higher educated and higher income individuals continue to be more likely to use the internet than retired people, homemakers, older people, and lower educated and lower income individuals. But there is still a digital divide, and affordable broadband is an issue.

We have now reached a point where there is almost universal broadband access in Australia's more affluent households, but a large proportion of low-income households are still without home broadband access. Almost four in ten households in the lowest income group do not have home broadband. Further, those low income households with access are more likely to describe the costs of connection as unaffordable. Households on lower incomes are not any more likely to be dissatisfied with the speed or reliability of their home connection, but they do appear to derive less benefit from their internet access. They are less likely to access government services or information online, less likely to see the internet as a fast and efficient means to access information, and more likely to see the internet as a frustrating technology" (Ewing and Thomas, 2012;5).

A fast Internet Connection is increasingly required for accessing essential information and undertaking domestic and non-domestic business. Households with dial-up or no internet service are being left behind in the 'digital divide' as both government and the private sector are increasingly conducting their business, or aspects of it, on-line. In 2006, 31.5% of the Coffs Harbour City's households had a broadband internet connection compared to 26.0% in Mid-North Coast. By 2011 71.1% now had internet connectivity with 64.4% having broadband connectivity – both figures being higher than the Regional NSW figures of 68.2% and 61.3% respectively.

While Coffs Harbour City had a relatively higher proportion of households with a broadband internet connection, it is important to note that this varies across the City. Proportions ranged from a low of 23.5% in Sawtell to a high of 43.7% in Korora - Sapphire Beach. The five areas with the highest percentages were:

- Korora - Sapphire Beach (43.7%)
- Bonville - Bundagen - Boambee (43.4%)
- Sandy Beach - Emerald Beach (40.7%)
- Moonee Beach (39.8%)
- Boambee East (37.3%).

Analysis of the type of internet connection of households in Coffs Harbour City compared to Regional NSW shows that there was a lower proportion of households with either no internet

connection or a dial up connection, and a higher proportion of households with broadband connectivity.

Overall 25.8% of households had no internet connection or a dial up connection, and 64.4% had broadband connectivity, compared with 28.4% and 61.3% respectively in Regional NSW. The number of households with an internet connection increased by 5,501 between 2006 and 2011.

The largest changes in the internet connectivity in Coffs Harbour City, between 2006 and 2011 were:

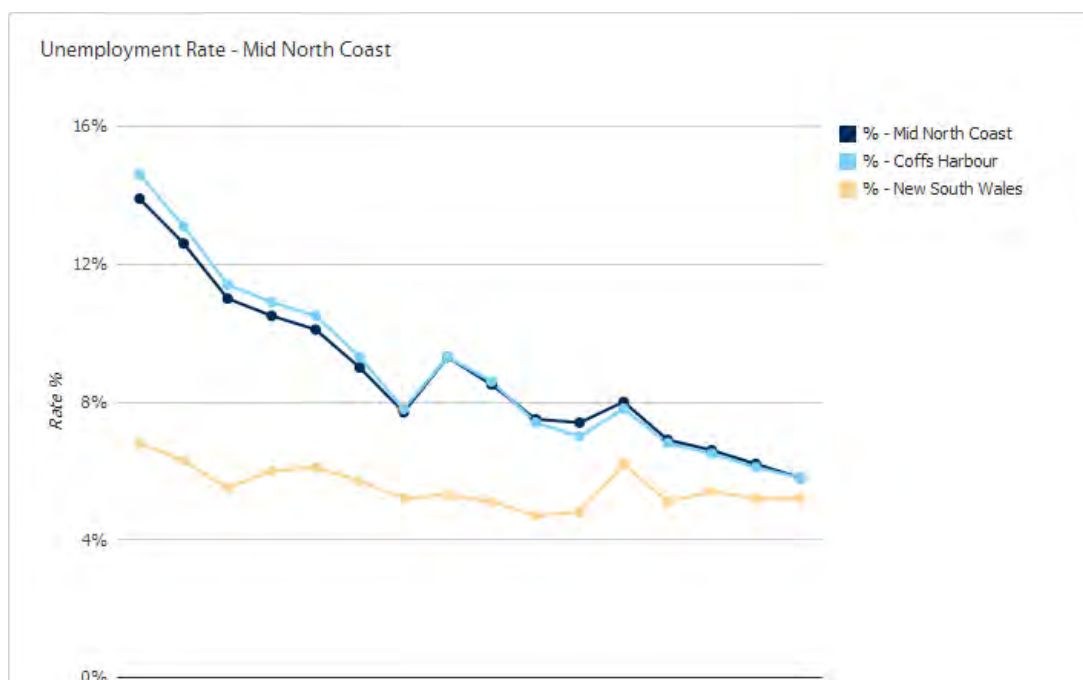
- Broadband connection (+9,574 households)
- Total internet connection (+5,501 households)
- Dial-up connection (-4,888 households)” (CHCC, 2012a).

Nevertheless, Coffs Harbour’s internet connectivity rate still lags behind metropolitan and some similar sized regional areas (Ewing and Thomas, 2012). Therefore it is crucial that the Coffs Harbour Economic Strategy leverage the city’s early adoption of the National Broadband Network (NBN) and also look at ways of making internet access outside the home easier for citizens and local businesses alike. The ‘Smart and Connected’ theme detailed in **The Action Plans** of this Strategic Plan aims to address this issue in particular along with overlapping action plans such as ‘Knowledge Building’ which aim to leverage Coffs Harbour’s early NBN super-fast broadband roll-out (refer to **The Action Plans** in particular the themes of *Knowledge Building* and *Smart and Connected*).

6.5 Unemployment

The Mid North Coast and Coffs Harbour unemployment rates have closely mirrored each other for 14 years. The rate of unemployment in both MNC-NSW and Coffs Harbour compared to the overall NSW average, while still higher, has narrowed significantly over that same period of time. Overall unemployment has trended downwards for the past seven years and is now moving much closer to the NSW average.

Figure 4: Unemployment Rate 1998-2012.



Source: DEEWR 2012

6.6 Income

“Analysis of individual income levels in Coffs Harbour City in 2011 compared to Regional NSW shows that there was a lower proportion of persons earning a high income (those earning \$1,500 per week or more) and a higher proportion of low income persons (those earning less than \$400 per week).

Overall, 6.7% of the population earned a high income, and 41.0% earned a low income, compared with 9.2% and 40.0% respectively for Regional NSW” (CHCC 2012a).

Reasons for this could include higher than the Regional NSW average number of pensioners and other welfare recipients, (which are linked of course to SEIFA and disadvantage), and also of the number of people employed in the Accommodation, cafes and restaurants and also Retail sectors. Both of these sectors have the lowest two sector pay averages in Australia due to a range of factors such as high casualisation, high youth and female employee rates and a high degree award usage when compared to other ANZSIC sectors.

The major differences between Coffs Harbour City's individual incomes and Regional NSW's individual incomes were:

- A larger percentage of persons who earned \$400-\$599 (15.1% compared to 13.7%)
- A larger percentage of persons who earned \$600-\$799 (11.9% compared to 10.8%)
- A larger percentage of persons who earned \$200-\$299 (13.9% compared to 13.0%)
- A smaller percentage of persons who earned \$2000 or more (2.5% compared to 3.9%).”

(CHCC 2012a)

Table 4: Weekly Individual Gross Income

Coffs Harbour City			
		2011	
Weekly income	Number	%	Regional NSW
Negative Income/ Nil income	3,351	6.1	6.5
\$1-\$199	4,273	7.7	7.6
\$200-\$299	7,711	13.9	13.0
\$300-\$399	7,328	13.2	12.9
\$400-\$599	8,333	15.1	13.7
\$600-\$799	6,572	11.9	10.8
\$800-\$999	4,298	7.8	7.6
\$1000-\$1249	3,468	6.3	6.6
\$1250-\$1499	2,099	3.8	4.3
\$1500-\$1999	2,285	4.1	5.3
\$2000 or more	1,409	2.5	3.9
Not stated	4,180	7.6	7.7
Total persons aged 15+	55,307	100.0	100.0

Source: Australian Bureau of Statistics, Census of Population and Housing 2011 and 2011.

Table 5: Weekly Household Income

Coffs Harbour City			
2011			
Weekly income	Number	%	Regional NSW
Negative Income/Nil Income	265	1.0	1.2
\$1-\$199	415	1.5	1.7
\$200-\$299	1,023	3.8	3.4
\$300-\$399	2,253	8.4	8.5
\$400-\$599	3,694	13.7	12.3
\$600-\$799	3,079	11.4	10.3
\$800-\$999	2,684	10.0	8.9
\$1000-\$1249	2,381	8.8	7.9
\$1250-\$1499	1,902	7.1	6.9
\$1500-\$1999	2,658	9.9	10.1
\$2000-\$2499	1,684	6.3	6.6
\$2500-\$2999	1,029	3.8	5.2
\$3000-\$3499	589	2.2	3.2
\$3500-\$3999	219	0.8	1.2
\$4000-\$4999	139	0.5	0.9
\$5000 or more	144	0.5	0.8
Not stated	2,752	10.2	10.8
Total households	26,910	100.0	100.0

Source: Australian Bureau of Statistics, Census of Population and Housing 2011 and 2011.

“Analysis of household income levels in Coffs Harbour City in 2011 compared to Regional NSW shows that there was a smaller proportion of high income households (those earning \$2,500 per week or more) and a higher proportion of low income households (those earning less than \$600 per week).

Overall, 7.9% of the households earned a high income, and 28.4% were low income households, compared with 11.3% and 27.2% respectively for Regional NSW.

The major differences between the household incomes of Coffs Harbour City and Regional NSW were:

- A larger percentage of households who earned \$400-\$599 (13.7% compared to 12.3%)

- A larger percentage of households who earned \$600-\$799 (11.4% compared to 10.3%)
- A larger percentage of households who earned \$800-\$999 (10.0% compared to 8.9%)
- A smaller percentage of households who earned \$2500-\$2999 (3.8% compared to 5.2%).”

(CHCC 2012a)

7 The Regional Economy

7.1 Employment by Industry

“An analysis of the jobs held by the local population in Coffs Harbour City in 2011 shows the three most prevalent industry sectors were:

- Health Care and Social Assistance (4,285 people or 15.3%)
- Retail Trade (3,855 people or 13.8%)
- Accommodation and Food Services (2,799 people or 10.0%)

Together these three industries employed 10,939 people in total or 39.1% of the employed resident population.

The major disparities between the jobs held by the population of Coffs Harbour City and those held by those living in Regional NSW as a whole were:

- A larger percentage of persons employed in accommodation and food services (10.0% compared to 7.7%)
- A larger percentage of persons employed in retail trade (13.8% compared to 11.4%)
- A larger percentage of persons employed in construction (9.5% compared to 7.9%)
- A larger percentage of persons employed in health care and social assistance (15.3% compared to 13.0%).

These figures indicate where the jobs strengths for the city are and also happen to coincide with the population figures discussed previously – the jobs reflect age group needs (health) and the fact the city is a major regional retail and accommodation centre. Three of these industries, Accommodation and Food, Retail and Construction are highly sensitive to broader economic inflationary and deflationary pressures and also highlight the need to broaden the city’s economic base as discussed previously.

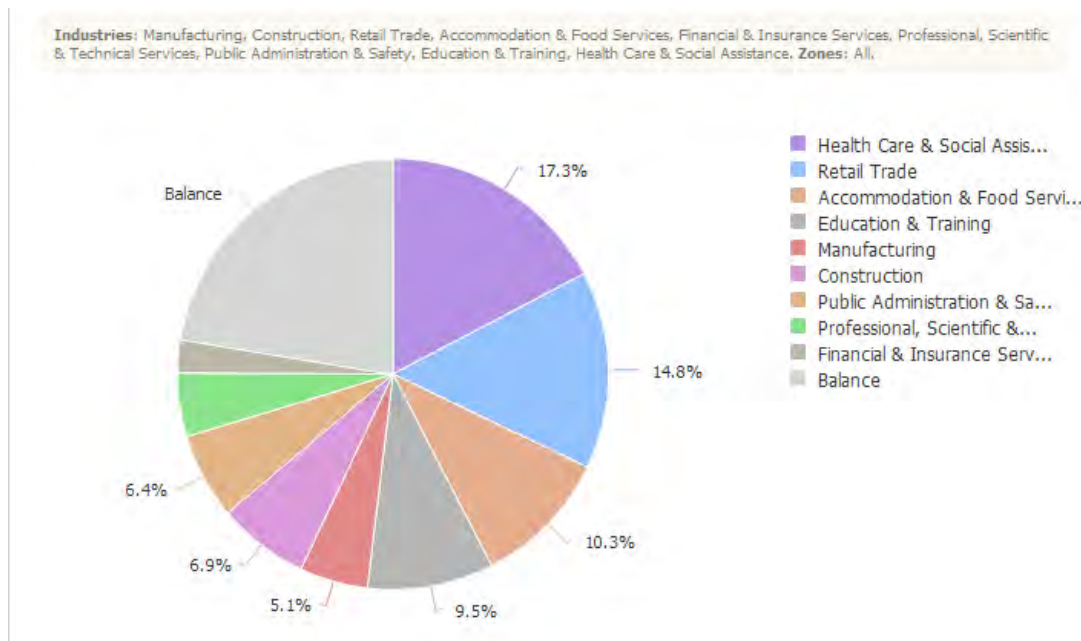
Nevertheless there are employment trends outside of these sectors that show job growth is occurring. The major growth changes by industry in the jobs held by the local population between 2006 and 2011 in Coffs Harbour City were for those employed in:

- Health Care and Social Assistance (+1,003 persons)
- Construction (+482 persons)
- Public Administration and Safety (+247 persons)
- Education and Training (+212 persons).”

(CHCC, 2012a)

It can be seen that public administration and safety and education and training are two sectors where substantive growth is occurring. Figure 5 below present’s employment by major industry sectors in Coffs Harbour.

Figure 5: Employment by Major Sectors – Coffs Harbour



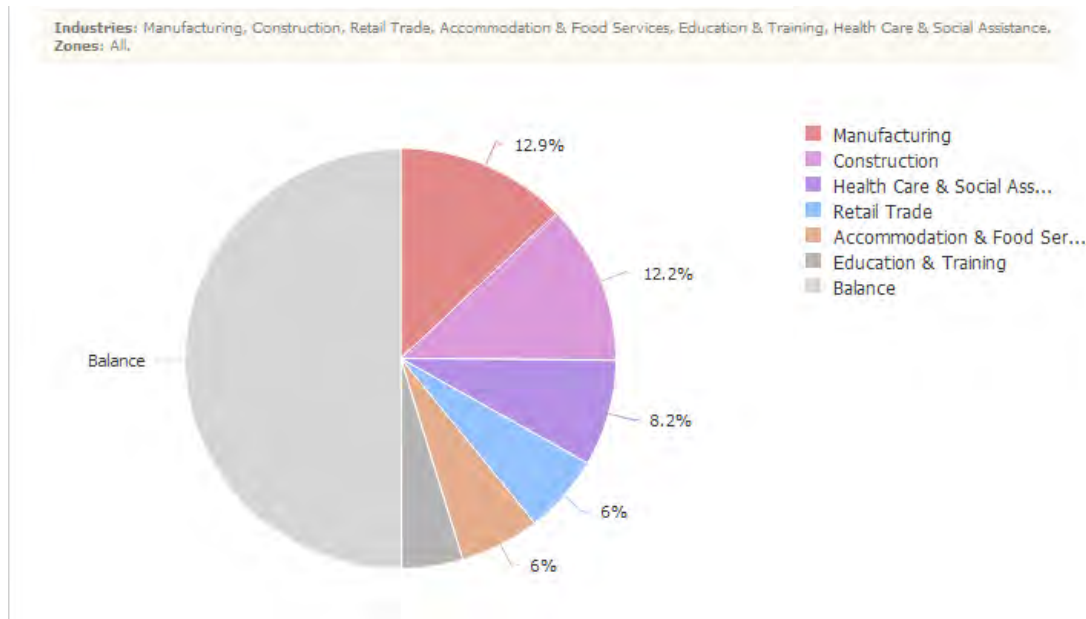
Source: RDA-MNC-REMPLAN 2013

7.2 Gross Regional Product – Industry Inputs and Outputs

The Gross Regional Product (GRP) for Coffs Harbour was estimated at \$3.1 billion in 2011/12. Coffs Harbour experienced strong annual growth in real GRP of 6.4% in 2011/12, which was significantly higher than the growth rate for New South Wales (2.4%) (Coffs Economic update, 2012). With regard to industry, the largest contributions were made by the Health Care & Social Assistance (10.4% of the total GRP), Financial & Insurance Services (8.2%), Education & Training (7.0%), Retail Trade (6.8%) and Manufacturing (6.0%) sectors.

The broader local economy is driven by both export and import factors. The export figures as a percentage of Coffs Harbour’s GRP by industry are set out in Figure 6 below. The regional export data presented in this figure totals \$1,354.3 billion and represents the value (\$) of goods and services exported outside of the defined region that have been generated by businesses/ organisations in each of the industry sectors within the region. Another way of defining exports is as an inflow of money into the region, i.e. Motels have an inflow of money from people who live outside the region’s boundaries thus they are earning export dollars. No distinction is made between domestic and international exports. For instance, exports of goods and services from Mid North Coast include sales to the rest of the New South Wales region.

Figure 6: Regional Exports by Industry

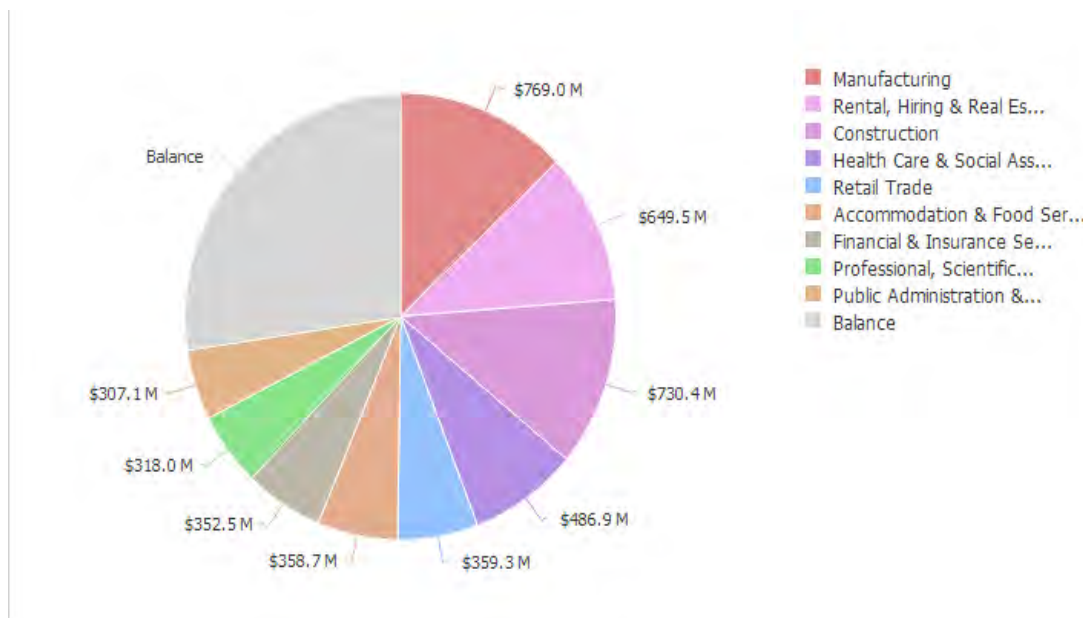


Source: REMPLAN data incorporating Australian Bureau of Statistics' (ABS) June 2012 Gross State Product, 2008 / 2009 National Input Output Tables and 2011 Census Place of Work Employment Data.

On the other hand the value of intermediate goods and services imported into Mid North Coast by local industry sectors is estimated at \$1,247.2 billion. Regional Imports data represents the value (\$) of goods and services imported into the defined region by businesses / organisations in each of the industry sectors. Another way of defining imports is as an outflow of money from the region, i.e. A local business outsourcing accountancy services to a firm in another region which results in an outflow of money thus they are importing services. No distinction is made between domestic and international imports, and so imports into Mid North Coast include goods and services sourced from the broader New South Wales region.

Figure 7 below presents the output by industry from Coffs Harbour City. Output data represents the gross revenue generated by businesses/organisations in each of the industry sectors in a defined region. Gross revenue is also referred to as total sales or total income.

Figure 7: Output by Major Industry – Coffs Harbour



Source: REMPLAN data incorporating Australian Bureau of Statistics' (ABS) June 2012 Gross State Product, 2008 / 2009 National Input Output Tables and 2011 Census Place of Work Employment Data.

By way of comparison of the total \$19.833 billion output generated in Mid North Coast:

- \$5.964 billion output is generated in Coffs Harbour (30.07 %)
- \$811.095 million output is generated in Bellingen (4.09 %)
- \$1.152 billion output is generated in Nambucca (5.81 %)
- \$2.204 billion output is generated in Kempsey (11.11 %)
- \$6.199 billion output is generated in Port Macquarie - Hastings (31.26 %)
- \$3.460 billion output is generated in Greater Taree (17.45 %).

A key measure of an economy is the employment and unemployment rates. 27,994 people living in Coffs Harbour City are employed, of whom 55% are working full time and 43% part time/casual. Between 2006 and 2011, the number of people employed in Coffs Harbour City showed an increase of 2,323 persons and the number unemployed showed an increase of 44 persons.

"The labour force participation rate refers to the proportion of the population over 15 years of age that was employed or actively looking for work. "The labour force is a fundamental input to domestic production. Its size and composition are therefore crucial factors in economic growth. From the viewpoint of social development, earnings from paid work are a major influence on levels of economic well-being." (Australian Social Trends 1995).

Analysis of the labour force participation rate of the population in Coffs Harbour City in 2011 shows that there was a lower proportion in the labour force (55.2%) compared with Regional NSW (56.4%).

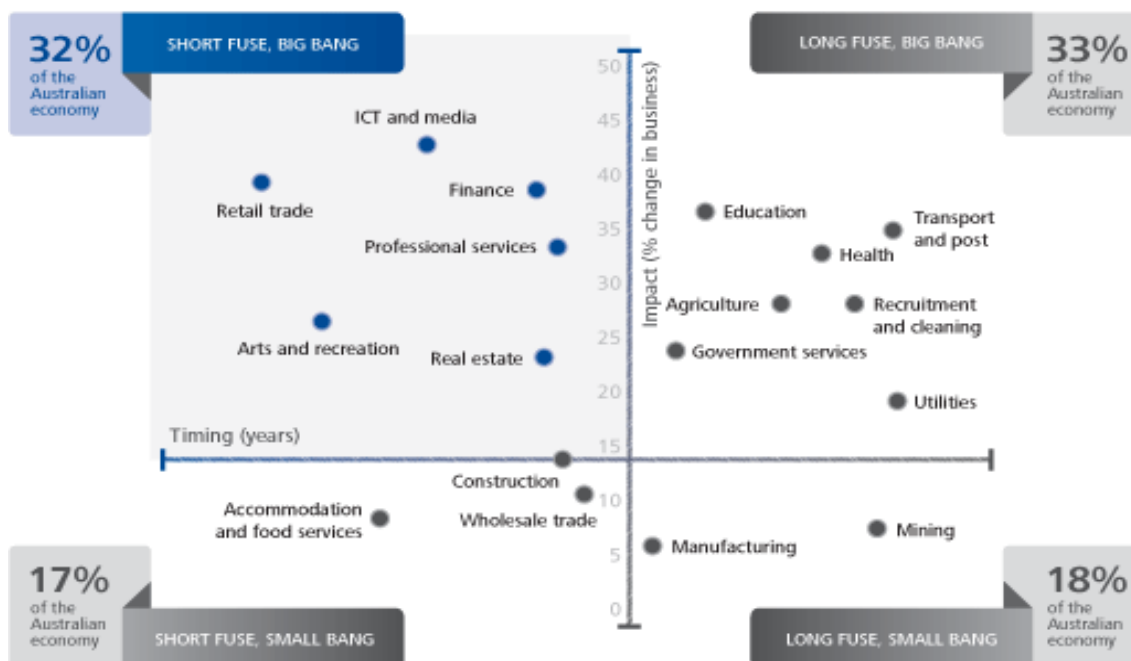
Between 2006 and 2011 in Coffs Harbour City the number of people in the labour force showed an increase of 2,367 persons, or 8.4%" (CHCC 2012a).

Of the total 79,038 jobs in Mid North Coast there are:

- 25,050 jobs in Coffs Harbour (31.69 %)
- 3,228 jobs in Bellingen (4.08 %)
- 4,730 jobs in Nambucca (5.98 %)
- 8,742 jobs in Kempsey (11.06 %)
- 23,206 jobs in Port Macquarie - Hastings (29.36 %)
- 13,867 jobs in Greater Taree (17.54 %).

The types of jobs and types of industries a city has are becoming increasingly more important in an era when the overall digital economy is a crucial difference between sustainable growth and decline. As can be seen from Figure 8 below Coffs Harbour currently has a number of established industries such as health and education that are considered ‘long fuse-big bang’, or those that will benefit the longest and the most after a slow but steady start from super fast broadband such as NBN. There are also a number such as Retail, Professional services and Arts and recreation that have the ability to be fast adopters and beneficiaries of NBN. Again any economic strategy needs to take this into account as part of any plan to broaden the economy, especially given that a medium term advantage will exist in regards to Coffs Harbour’s early roll out of NBN.

Figure 8: ‘Digital Disruption’



Source: Deloitte 2013.

8 Independent Baseline Measures

A critical component in establishing the success of a regional economic development program, and the impetus for the maintenance of its success over time, are the agreed clear set of baseline progress measures and dates as spelt out in all the actions listed in the Economic Strategy.

An annual analysis of GRP and employment growth or decline by industry sector will be tabled for discussion at the annual meeting of the Reference Group.

An independent basis, and additional to those presented in **The Action Plans** of the strategy, for the monitoring and evaluation process for the Coffs Harbour Economic Strategy includes a number of other external measures and data sources that provide clear measures of success or otherwise and their frequency of release are outlined in the Table 6 below.

Table 6 - Independent Baseline Measures of Progress

Measure	Source	Release Frequency
Employment		
Employment	DEEWR, Small Area Labour Markets Australia Census	Quarterly Every 5 years
Unemployment	DEEWR, Small Area Labour Markets Australia	Quarterly
Unemployment rate	DEEWR, Small Area Labour Markets Australia	Quarterly
Labour force	DEEWR, Small Area Labour Markets Australia	Quarterly
Participation rate	DEEWR, Small Area Labour Markets Australia, ABS 3218.0 Regional population growth ABS Census	Quarterly Annual Every 5 years
Employment by Industry Sector	REMPPLAN	Annual
GRP by Industry Sector	REMPPLAN	Annual
Wealth & Income		
Median weekly rent (houses & units)	NSW Dept. of Housing	Quarterly
Median property price	NSW Dept. of Housing	Quarterly
Average household income	ABS Census	Every 5 years
Average individual income	ABS Census	Every 5 years
Average family income	ABS Census	Every 5 years

Education		
High School retention rates	NSW Dept of Education & Training	Annual
School enrolments	NSW Dept of Education & Training	Annual
TAFE enrolments	NSW Dept of Education & Training	Annual
Level of qualifications attained	ABS Census	Every 5 years
Other		
SEIFA	ABS Census	Every 5 years
Internet connectivity	ABS census	Every 5 years
Business confidence	Survey	As required and independently undertaken

9 Relationship to Other Plans and Strategies

“The Community Vision 2030 process is the first stage of a larger project called Coffs Harbour 2030 which aims to develop a long term strategic sustainability plan for the Coffs Harbour City Council area. The project focuses on building a sustainable community and identifying the roles that council and others can play in achieving this aim.

The main objectives of the *Coffs Harbour 2030 Project Plan* are:

- Our infrastructure and urban development is designed for sustainable living
- Our public spaces are enjoyed by all our people
- We have an integrated, accessible and environmentally-friendly mixed mode transport system servicing the region
- We have a system of well-maintained and safe roads for all users
- We have developed integrated regional freight hubs
- We share our skills and knowledge to care for our environment
- We adapt to Climate Change
- Our natural environment and wildlife are conserved for future generations
- We reduce our impact on the environment
- Coffs Harbour is a strong, safe and adaptable community
- We lead healthy lives
- We have strong civic leadership and governance
- We have many opportunities to enjoy life together
- Coffs Harbour is a regional centre for future-driven, innovative and green business and industry
- We have a strong and diverse economy
- Our city centre is a place where people can live, work and play
- We are recognised as a model of sustainable living
- We share the aspirations, knowledge, skills and history of all in our community
- Our education systems link strongly to the community and business (CHCC, 2013b).

This Coffs Harbour Economic Strategy is designed to support and help achieve the Community 2030 revised objectives as spelt out above. In addition to the Coffs Harbour 2030 Plan a number of other essential Plans were taken into account when running the workshops for this strategy and for drafting the actions and goals spelt out in Section 3 below. The Coffs Harbour Local Environmental Plan 2013 (in association with the Coffs Harbour Development Control Plan 2013) is of high importance in this regard. The particular aims of this Plan are as follows:

- to provide for sustainable economic growth and development that supports a strong and diverse local economy,
- to provide a high level of social, physical and cultural amenity by promoting a strong sense of community, identity and place,
- to provide for a business hierarchy which encourages a range of employment opportunities, and appropriate tourism development,
- to maintain the primacy of the Coffs Harbour Central Business District as the principal business, office and retail hub of the city centre while supporting the objectives of other business zones,
- to create a highly liveable urban place, through promotion of design excellence in all elements of the built environment and public domain
- to allow for the equitable provision of social services and facilities,
- to encourage a mix of housing types to meet existing and future needs of the community,
- to encourage responsible and sustainable management and conservation of Coffs Harbour City's natural environment, built environment and cultural heritage,
- to allow development at appropriate locations while retaining view corridors and protecting areas of high scenic or recreational value,
- to promote development that is consistent with the principles of ecologically sustainable development,
- to minimise the exposure of development to natural hazards and natural risks, and
- to give effect to the desired outcomes, strategic principles, policies and actions contained in the Council's adopted strategic planning documents. (CHCC, 2013; 5).

The Vision of the Coffs Harbour City Centre Prosperity Plan 2031 when implemented will have strong economic benefit to the City.

The Vision is; "Coffs Coast Beating Heart – a big heart for a beautiful coast."

By investing in the vision, Coffs City Centre will achieve:

- A vibrant City Centre with an active, liveable and loveable retail, after hours and cultural heart for Coffs Harbour.
- A connected City Centre with a strong streetscape that supports sustainable modes of transport, connecting and extending the heart of the City Centre into the adjoining natural assets.
- A green City Centre with a quality network of parklands connected by streets as linear parks. (CHCC, 2013a)

9.1 Sustainability Plans

The Coffs Harbour Economic Strategy is a plan of Council, which seeks to ascertain and protect the key values of the city. This involves improving the understanding and sustainable management and promotion of the City’s ecological, social, cultural and economic assets. The aim is for continual improvement of assessment and decision making, with an emphasis on positive outcomes for the community and the local environment. Sustainability is fundamental to all of Council’s actions, policies and programs. In terms of this strategic plan sustainability was defined as “*economic, social and environmental systems that make up the community and provide a healthy, productive, meaningful life for all community residents, present and future*”.

Therefore the Coffs Harbour Strategic Plan has been developed within the context of acknowledging the following factors of influence: ecology; society and culture; economy, and the human environment. Table 6 below shows the relationship of the proposed Coffs Harbour Economic Strategies to other current CHCC Plans.

Table 7 – Relationship of EDU 2013-17 Strategy to Other Plans.

No	Strategy	CHCC 2030 Plan	CHCC LEP 2013	City Centre Prosperity Plan
A1	Unleash, encourage and support the ‘mojo’ of those in the city who want to DO something.	LP1.1.1.1. LP1.1.4 LC3.3.2		✓
A2	Make Coffs a ‘we can do it’ community.	LC1.1.1. LC3.3.2	✓	✓
A3	Local artistic and cultural expression is encouraged and promoted.	LC3.1.2	✓	✓
A4	Create spaces and opportunities for performance and shared learning between our creative and cultural community.	LC33.1.1/2/3 LC 3.2.1	✓	✓
A5	Identify and celebrate what makes our city loveable and what makes us happy	LC1.1.1 LC3.2.2 LC3.3.2		✓
A6	Our villages are unique, connected and vibrant communities.	CL3.1.1	✓	
A7	Foster the accessibility of high-level sporting events.	LC3.3.1		
A8	Foster local cultural and community building opportunities.	LC3.2.3.2 LC2.1.2	✓	✓
A9	The city embraces a digitally enhanced library.	CP2.1		✓
A10	The city boasts numerous entertainment venues, providing a full calendar of events in entertainment and cultural performances.	LP1.1.4	✓	✓
B1	Encourage the community to shop and do business locally.	PL3.2.3	✓	✓
B2	Encourage local sector networks to meet regularly, form partnerships to find new markets and jointly tender for projects.	LP1.1.4		✓

No	Strategy	CHCC 2030 Plan	CHCC LEP 2013	City Centre Prosperity Plan
B3	Encourage preferential competitive local purchasing policies by local government, businesses and industry networks.	LP1.1.4		
B4	Encourage and assist entrepreneurship, new industries and sectors.	LP1.1.1/2/3/ 4	√	√
B5	Develop a strong tourism base around local produce, arts, culture and nature experience.	PL3.2.3	√	√
C1	Encourage investment/partnerships in research and development.	LP3.3.1		
C2	Encourage the City's youth to pursue higher education.	LP3.2.1 LP3.2.2/3 LP3.3.3		
C3	Coffs Harbour is a recognized regional center of educational excellence that exports its knowledge globally.	LP1.1.2		
C4	Coffs Harbour is a preferred and acknowledged regional NSW Health Centre with a focus on professional training.	LC1.2.2 LP3.3.2		
D1	Coffs Harbour has a revitalized Jetty/Harbourside area.	PL2.1.1	√	
D2	Coffs Harbour has a people centered, vibrant and lively CBD.	LP2.1.1 LP2.1.2	√	√
D3	Brelsford Park is a community space providing recreational activities for the whole community.	PL2.3.1 PL2.3.2	√	√
D4	Create places for youth that allow them to stay/return to Coffs Harbour, 'hang out' and engage in youthful activities.	PL2.1.3 PL2.2.1	√	√
D5	Coffs Harbour is known as a friendly, accessible and safe City increasing the interaction and wellbeing of our people and our visitors.	PL2.1.2 PL2.1.3	√	√
D6	Our coastal and inland villages are welcoming offering lifestyle opportunities and visitor attractions.	LP1.1.2	√	
E1	Coffs Harbour is recognized as a smart/intelligent community attracting knowledge workers and creative industries.	LP1.1.2	√	
E2	Coffs Harbour is ubiquitously connected to high speed broadband and utilizing it to the full potential.	CP.1.1.2		
F1	Coffs Harbour has a diverse stock of commercial and industrial lands reflecting the growth of our economy.	LP1.1.2.1	√	√
F2	Council owned airport lands have been developed.	LP3.1.2.1	√	

F3	Coffs Harbour Regional Airport is thriving with extra daily flights, and the addition of international flights.	MA1.1.4		
No	Strategy	CHCC 2030 Plan	CHCC LEP 2013	City Centre Prosperity Plan
F4	Coffs Harbour established as a significant sea port.	MA3.2.2	√	
F5	Coffs Harbour has a stock of affordable housing.	PL1.2.3	√	
G1	Coffs Harbour has a distinct investment brand which is supported by promotional material and relevant current data for investors.	LP1.1.2	√	
G2	Potential investors are supported in their decision making.	LP1.2.1	√	√
G3	Encourage tourism operators to upgrade infrastructure.	√	√	√
G4	Encourage the development of additional visitor experiences.	√		√

Key: √ = some relationship as outlined in the sentence above the start to this table.

The following Federal and State Government plans were also considered and related to in the formation of this strategy;

- RDA Mid North Coast Regional Plan 2010-2030(Federal)
- NSW State Plan 2021 and corresponding Mid North Coast Regional Action Plan
- Mid North Coast Regional, Education, Skills and Jobs Plan, and Mid North Coast Regional Economic Plan (DEEWR)

10 Competitive Analysis

Table 8 below summarises the economic development strategies of 10 regional Local Government Areas (LGA’s) elsewhere in Australia against the seven key strategies chosen for the Coffs Harbour Strategic Plan. The first five LGA’s (in bold italics) represent Northern NSW LGA’s of a similar size to the CHCC or who are geographically adjacent and therefore can be considered potential ‘competitor’ LGA’s. The remaining five are LGA’s from other states who are coastal and have populations between 40,000 and 110,000. Where a strategy is stated as ‘Yes’ the LGA in question has a strategy that meets the requirements for each heading while ‘No’ obviously means that the LGA in question does not have a relevant strategy. Where ‘Similar’ is entered this means that a strategy is in place that aims to achieve similar outcomes but is done in a different way – for example the LGA in question may have a ‘local pride/awareness’ strategy as opposed to CHCC’s ‘Love Our City’ campaign.

The analysis was performed by looking at each LGA’s economic strategy plan or similar while also doing an internal key word search in each LGA’s web site. Most economic strategic plans covered in some way the period 2009 – 2015, with one (Lismore) dated December 2012. Several were due to be renewed in 2013. Initially 55 Australian and 10 international LGA economic strategy plans were looked at with a final analysis of the following LGA’s based on the criteria set out above.

Table 8: ‘Competitor’ Strategies as they Relate to the Overall CHCC EDU Strategy 2013-17

<i>Name of LGA</i>	Love/Pride City Campaign	Local Best Campaign	Improved City Spaces Campaign	Investment Attraction Strategy	Growth Plan	New Technology-NBN Plan	Build Knowledge & Education Plan
<i>Coffs Harbour</i>	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<i>Clarence</i>	No	Yes*	No	Yes	Yes ✓	No	Yes**
<i>Hastings/Port Macquarie</i>	No	Yes*#	No	Yes	Yes ✓	No##	Yes
<i>Tweed***</i>	No	No	No	Yes	Yes	No	Yes
<i>Richmond</i>	No	No	No	Yes	Yes	No	Yes
<i>Lismore</i>	No	No	Yes	Yes	Yes	Similar	Yes
<i>Mandurah (WA)</i>	Similar	No	Yes	Yes	Yes	No	Yes
<i>Devonport (Tas)</i>	No	Similar	Yes	Yes	Yes	Yes	Yes
<i>Bunbury (WA)</i>	No	No	Yes	Yes	Yes	No	Yes
<i>Gladstone (Qld)</i>	Similar #	No	Yes	Yes	Yes	No	Yes**
<i>Bundaberg (Qld)</i>	No	Yes*	Yes	Yes	Yes	Yes	Yes

Source: Author’s database (2013)

Key:

- * = Regional cuisine or similar.
- # = Established, or soon to be established, customer service accreditation and shop local program.
- ## = Broadband Reference Group in place.
- ** = Skilled workforce & continual learning plan.
- *** = Latest publicly available EDU strategic plan done in 2002.
- ✓ = Transport Hub Plan/Feasibility Study

As can be seen no direct NSW LGA has a strategy or campaign planned that focuses on ‘Love Our City’. Very few, if any, had a specific ‘Local is Best’ marketing strategy covering the retail, food and creative industry sectors as a whole and only a few had a new technology plan that also took into account the LGA’s strategy for obtaining, adapting and promoting the National Broadband Network (NBN).

10.1 Community SWOT of Coffs Harbour

As part of the overall competitor analysis for the Coffs Harbour Economic Strategy 2013-17 a SWOT analysis was done by over 50 community representatives on 31 July 2012 at the launch. The SWOT was facilitated by the well-known Australian Demographer, Bernard Salt. That SWOT is presented immediately below in the next section of this report and it is followed a Table summarising the must haves and nice to haves that a city needs in order to grow that were identified by Bernard Salt.

Table 9: Community SWOT

STRENGTHS
• Critical Mass - population
• Institutions
• Airport
• Infrastructure & Capacity for growth – natural resources, water, sewerage
• Location – geographically centrally located between Brisbane and Sydney
• Human capital – resources
• Health Services
• Diversity of the environment
• Transport Hub – Airport, Road, Rail and potentially sea
• Education and Teaching Facilities – Unis, TAFE, Schools - (Public and Private)
• Volunteering levels
• Innovation Centre
• Lifestyle, climate
• Connectivity of existing industry sectors
• Diversity
• Space for expansion
• Transience of our community
• Indigenous culture
WEAKNESSES
• Someone else’s fault - 'Cargo cult' mentality
• Victim mentality – little sister to Port Macquarie
• Fragmentation of Coffs Harbour – so many different groups working independently
• Jetty Area – underutilized
• Lacking strong leadership – no cohesion of the groups
• Lack of Brand and cohesive identity – shared vision Who do we want to be when we grow up?
• Declining industry sectors (industrial, tourism, retail) - exposure in these areas
• Industrial areas
• Public transport
• Iconic event
• Level of violence and crime
• Squeaky wheel syndrome
• Cultural diversity
• Infrastructure in Childcare, Aged Care – preventing people moving here or staying here.
• Lack of support for leadership
• Telling our Story – what is the town capable of, spreading the word, communicating out of the region
• Lack of political push from politicians – not getting the leverage
• Tired tourism facilities.

OPPORTUNITIES
• NBN
• Major de-facto capital city between Newcastle and the Tweed
• Jetty Foreshores
• Attract more government departments
• Service culture – customer care
• FIFO
• Amalgamation
• Undiscovered talent – harnessing and using creative energy
• International Airport
• Innovation Centre
• Highway – show the road users why they have to stop. Encourage diversions off the highway, slow people down and experience Coffs
• International Marina – development
• A signature “Coffs Harbour Event” - a competition
• Capitalise on the Food and Wine culture
• Building on existing events – e.g. Curryfest,
• Buskers Festival – develop it into larger festival
• Attracting work from home businesses
• Connectivity to other regions
• Linking the industries
• Coffs claiming the title of de-facto Capital City
• Civic / Entertainment Centre
• Modernize spaces and buildings
• Building on strong industries – education and health – north coast capital of these industries
• Food Security – capitalise on local food e.g. 100 mile challenge Coffs #2 in 2011
• Brelsford Park – social capital value – community centre
• Interpreting the destination.
THREATS
• Fractured community – level of galvanization
• Inability to retain future (younger generations)
• Own Fear – small thinking
• Loosing flights
• Not going to do anything because it is too hard
• Strategy has big things (jetty) and small actions
• Competitive destinations
• Migration of government/businesses out of Coffs
• Good at Talking – not Walking the Talk
• Lack of inertia
• Lack of engagement – connectivity of groups
• Being a Safe Seat
• Lack of uniqueness
• Complacency – comfortable with agencies we have but not protecting them
• Not valuing the University
• Apathy and not doing anything after this event

Table 10: Must Haves and Desirables

Bernard Salt Pacific Bay Resort 31 July 2012
Must haves:
•Air link, or electrified rail link to capital city if dictated by geography - ✓
•Tertiary education campus - ✓ (Opportunity to grow and become Uni City)
•Local television production, daily newspaper, radio and media ‘culture’ - ✓ & X (Some now regional)
•Entrepreneurial spirit - ✓ (Opportunity to build on this)
•Geographic command over distinct and resource-rich region - ✓
•Port facilities - ✓ (Opportunity to up grade)
•Access to lifestyle diversity: seachange, treechange, suburban, inner-city - ✓ (Opportunity for Inner City ‘Grunge’)
•*Access to affordable housing ... means less than \$300k – X (Bernard stressed this as an attractor for young professionals)
•Expandable infrastructure in water, power, sewerage, roads - ✓
•An economic ‘reason for being’ ... some seachange towns are ‘thin’ - ✓ (Define what we are – Coffs Harbour Capital City)
Desirables:
•Galvanised community opinion ... function of leadership and local issues - ?
•Military institution ... delivers economic diversity – X
•Research establishment, eg CSIRO or Innovation Campus – X & ✓ (SCU, SCU National Marine Science Centre)
•Direct air link to Sydney, Melbourne or overseas port - ✓
•Cultural diversity, ie mix of different social, ethnic & lifestyle groups - ✓ (Opportunity for strengthen)
•Regular state, preferably national, events ... that project cities name nationally – X - (Potentially – Buskers / Curry Festival either or both need financial support from business community. It is much easier to grow an existing event than invent a new one).

Key: ✓ = Have in Coffs Harbour, X = Don’t have in Coffs Harbour, ? = Doubtful.

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Author's note: The data presented in this report was current as at 1 March 2013 other than for the SEIFA data which was updated in early April 2013. Because much of the data presented is released on an annual, 6 monthly or a quarterly basis the figures may have changed at the time this report is read. Updated data of that presented here can largely be found at the following web sites;

www.abs.gov.au

<http://profile.id.com.au/coffs-harbour/home>

<http://www.rdamidnorthcoast.org.au/regional-data-app>

Specific details about some of the relevant data sources can be found in "Table 6 - Independent Baseline Measures of Progress", on page 27 of this report under sub-heading 8 – "Independent Baseline Measures".

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Author/Researcher Contact Details

Name: Dr Grant Cairncross
Address: Southern Cross University,
Hogbin Drive,
Coffs Harbour, NSW 2450
Phone: (02) 6659-3617
Email: grant.cairncross@scu.edu.au

**GROWTH THROUGH
LOCALISATION
AND
LOVE OF OUR CITY**

Coffs Harbour Economic Strategy

The Action Plans

**"Mobilising the Economy through Industry Groups and
their Action Plans"**

Co-Creators:

**The Coffs Harbour Community
Grant Cairncross - Southern Cross University
Coffs Harbour City Council - Enterprise Coffs**



NOVEMBER 2013

Inspiration

When we love something, we cherish it; we protect it; we do extraordinary things for it. When we are loved, we flourish as people and are enabled to achieve great things. This mutual love affair between people and their place is one of the most powerful influences in our lives, yet we rarely think of it in terms of a relationship. I believe that needs to change.

If cities begin thinking of themselves as engaged in a relationship with their citizens, and if we as citizens begin to consider our emotional connections with our places, we open up new possibilities in community, social and economic development by including the most powerful of motivators - the human heart - in our toolkit of city-making.”

Peter Kageyama, *For the Love of Cities* (2011- page vii)

Dr Ernesto Sirolli - Sirolli Institute

“The future of every community lies in capturing the passion, intelligence, imagination and resources of its people”.

STRATEGIC THEMES

The Actions have been categorised into seven strategic themes. These have been developed for Coffs Harbour through community input that clearly focus the natural, human, technological and capital resources of the city into those areas of the economy where the greatest opportunity for triple bottom line sustainability, change and a viable competitive advantage can be achieved within the lifetime of this strategy.

The key to success is *'Love Our City'*. By way of clarification, the title of the Strategy, "growth through localisation and love of our city" is **not a brand** for the city, but rather **a call to action** and a measure by which we can evaluate our efforts.



'LOVE OUR CITY'

To unleash the love we feel for Coffs Harbour and our special places in it and to increase the overall happiness, joyfulness and economic and social wellbeing of our community



LOCAL IS BEST

Encourage a strong, sustainable, resilient, culturally and economically diverse local economy.



KNOWLEDGE BUILDING

Promote the health and education sectors, encourage research and development and build partnerships.



WELCOMING SPACES

Create spaces that are safe, comfortable & encourage interaction between people of all ages and our diverse groups.



PLANNING FOR GROWTH

Plan for improved transport, logistics, distribution and the availability of health and industrial/commercial Lands.



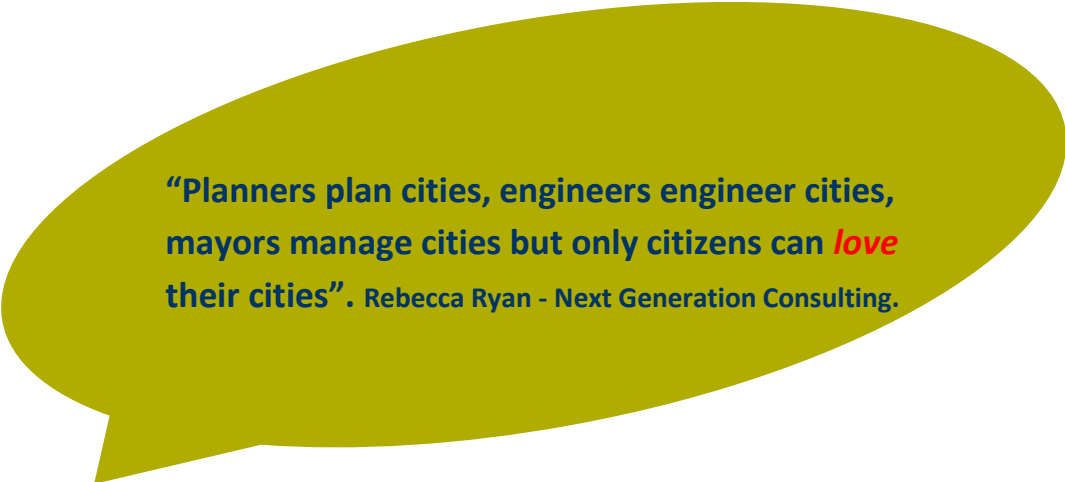
SMART AND CONNECTED

Connect our community to each other, our families and the world. Our businesses are enjoying growth through new markets. Our children are enjoying expanded education opportunities. Our health services are being delivered into our homes by e-health.



INVEST COFFS

Promote Coffs Harbour as an ideal investment, development, business and new resident destination



“Planners plan cities, engineers engineer cities, mayors manage cities but only citizens can *love* their cities”. Rebecca Ryan - Next Generation Consulting.

WHY **LOVE** OUR CITY?

There is a significant relationship between local economic growth and feelings of passion and loyalty among community residents. A survey by the Gallup Organisation in conjunction with the Knight Foundation found the most “attached” communities had the highest local GDP growth. (Ref: www.soulofthecommunity.org/overall-findings/)

In an economy where talent comes in all shapes, sizes and ethnicities, where the best places... have to compete for the best talent in the world, the only way to retain talent is offer the kind of place that provides emotional attachment. (Ref: Richard Florida – Monocle, issue 15, vol.2, July / Aug 2008)

When we **love** our City, as when we love another person, we will go to extraordinary lengths for them. When we have an emotional connection to our place, we are less likely to leave it and far more likely to champion and defend it in the face of criticism. We fight for it. (Ref: Peter Kageyama – For the Love of Cities 201 page 5).

WHO CREATES THE **LOVE**?

Those people in our community who create the love are what Kageyama (page 8) calls “co-creators” because they build on existing elements, like infrastructure and institutions, and collaborate with others to make new things. They are also connectors and catalysts who in turn inspire others to get involved and contribute to the making of their community. Many of these co-creators act without authority or centralized direction, and it is from their creative efforts that the rest of us benefit.

The “**Love** Our City” theme aims to involve and encourage those citizens who are known (2011, 7-8) as ‘co-creators’. These are people who “in their roles as entrepreneurs, activists, artists, performers, students, organisers and otherwise ‘concerned citizens’ create the experiences that most of us consume” but then come to appreciate, be involved in, love and encourage others to do so as to create a vital, energised community.

Many of these co-creators were involved in the community consultation for this Economic Strategy. We are embracing the energy and passion of our co-creators as the role of Local Government (and Governments everywhere) is evolving from a “command / control” delivery of services towards a more partnered approach to be able to meet ever-increasing community expectations. This partnership approach creates involvement and ownership.

COFFS HARBOUR 2030



Coffs Harbour Economic Strategy

'GROWTH THROUGH LOCALISATION AND **LOVE** OF OUR CITY'

THEMES

- L** LOVE OUR CITY
- L** LOCAL IS BEST
- K** KNOWLEDGE BUILDING
- W** WELCOMING SPACES
- P** PLANNING FOR GROWTH
- S** SMART AND CONNECTED
- I** INVEST COFFS

INDUSTRY ACTION PLANS

- FOOD FUTURES
- CREATIVE INDUSTRIES
- EDUCATION & SKILLS
- HEALTH
- MANUFACTURING
- TOURISM



SWITCHED ON COFFS

Digital Strategy

IMPLEMENTING THE STRATEGY

The aim in the development and implementation of the Strategy was and is to engage the community in creating the future of the City.

It aims to encourage collaboration between organisations, build a sense responsibility within the community and unleash the ideas; passions and expertise of those in the community who wish to not only see something happen but are prepared to make it happen.

Actions within the Strategy came from the series of workshops held with community and business groups. There are a great number of actions, some would say too many; however, it was considered essential to include all actions to highlight the diversity of community ideas. Council and the community's role now is to encourage and assist the individuals or groups who pick up and run with actions they identify as important and achievable.

Not all the actions will be implemented but those that are will encourage and show others that they have permission to create their own projects and it is people with passion that brings them to life.

COFFS HARBOUR CITY COUNCIL'S ROLE IN THE STRATEGY

It is important to understand Council's role.

Core Business

Council's core business - all facets of it - enables economic development. From land use planning, provision of infrastructure such as roads, water, sewage, airport, recreational facilities, social services, marketing and events and compliance activities, all Council departments are engaged in economic development...all our services are vital to a healthy sustainable city.

Yet Council is only part of the community and acknowledges the enormous contribution of the business community to economic growth and sustainability through investment and employment creation. Council also highly values the contribution of business to other activities that enhance the lifestyle of residents and attract visitors to our City.

Partnerships between council and business have over the years increased the livability of our City and given it opportunities and facilities envied by other communities. We recognize that it is critical that we build on these strong partnerships in the future to strengthen our economy and continue to bring a variety of opportunities to our community.

Coffs Harbour City Council has four key roles to play in the implementation of the Strategy;

Facilitate: Council will assist individuals and community / business groups to implement their projects. Council will also facilitate collaboration between industry / business networks, community groups and persons needing assistance to achieve their desired outcomes.

Support: Council will give assistance by providing statistical data and other information needed by industry. Council will also support investors / developers with information on land, facilities and services and make suitable introductions to maximize and secure investment.

Advocate: Council will advocate on behalf of business / industry to other levels of government and / or other stakeholders.

Lead: Council will undertake actions with or without other stakeholders in order to achieve a desired and beneficial outcome for the City.

STRENGTHENING OUR ECONOMY BY CREATING A CULTURE OF ENTREPRENEURSHIP AND SOCIAL ACTIVITY

Council, in recognizing that economic development is the responsibility of the whole of council in partnership with business and the community, sought to refine and target the resources allocated to Economic Development. It asked “how best to grow our economy and how do we engage and serve the community?”

Much research was undertaken across the world to investigate best practice in this new world following the GFC. What was found was that communities that helped themselves, looked after what they had and encouraged entrepreneurship within their community were doing well. They supported local business, assisted new start-ups and encouraged those in the community to ‘do’ things that added colour, vibrancy, pride and general wellbeing within the community. The response was a happier more confident community willing to contribute to and take risks for the overall good - economic growth was the result.

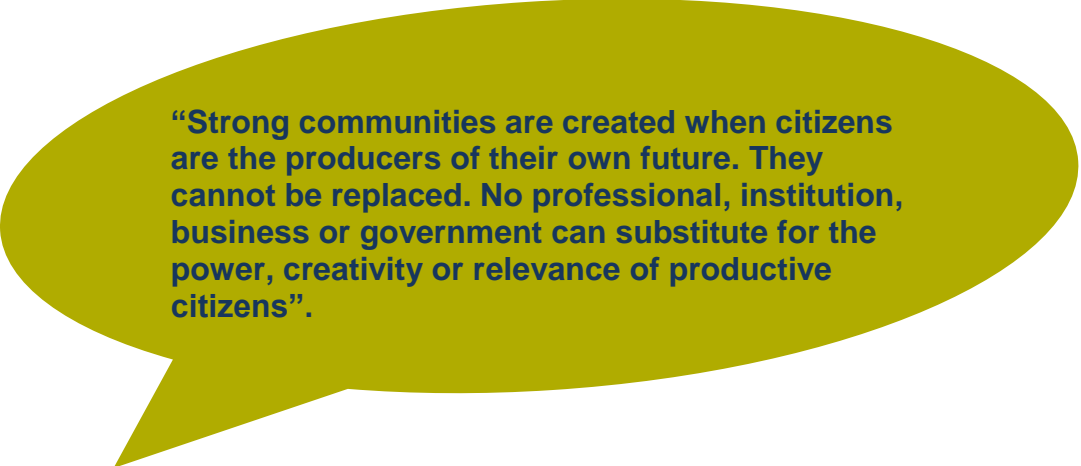
It is generally felt in this ‘new’ economic development era that to spend time and money chasing the elusive ‘big corporate industry’ to relocate and ‘save us’ is unproductive and is extremely costly with few positive results. If there is the right environment including population numbers and infrastructure they will come – if we make our City a desirable place people will come naturally. Meanwhile we could assist a large number of small businesses to open creating at least the same number of jobs and ensuring more dollars stay local.

In taking this new approach to economic development it became clear that the direction that would best serve the community was Enterprise Development – both business and social entrepreneurship. Taking that direction would create new business, sustain our existing businesses and increase the livability of the City. Making it attractive to locals to re-invest and attractive to others looking to establish a business where there is a culture of ‘business is important’ and *how can we help*.

The decision was made to ‘re-brand’ the Economic Development Unit and change its focus to *enterprise facilitation* and its name to Enterprise Coffs.

Enterprise Coffs: Enterprise Coffs has identified projects to assist with business growth that will result in new business, business expansion, economic growth and employment generation.

An Action Plan for Enterprise Coffs can be viewed on page 24 of this document.



“Strong communities are created when citizens are the producers of their own future. They cannot be replaced. No professional, institution, business or government can substitute for the power, creativity or relevance of productive citizens”.

Mike Green

KEY INDICATORS

MEASURES OF ECONOMIC GROWTH: ‘The bigger is better theory’

Economic Growth = A measure of increases in the value of goods and services

MEASURES OF ECONOMIC GROWTH:	BASELINE:	TARGET:	BY WHEN:
An increase of regional exports of 2%	\$1.35b (REMPPLAN June 2012)	\$1.37b	30 June 2016
An increase in local Gross Regional Product of 2%	\$3.17b (REMPPLAN 2012)	\$3.2 b	30 June 2016
An increase the population of 1% per annum	70,990 (June 2012 2ABS - Regional Population Growth Cat.3218.0)	71,700 -72,400 - 73,140	30 June 2014 30 June 2015 30 June 2016
An increase in the number of 20 to 34 year olds of 10%	10,082 (ABS Cat.3235.0 June 2012)	11,090	30 June 2016
Median Dwelling Price	355,00 (March quarter 2013)	2% per year	30 June 2016
Increase in the size of the labour force 1% per annum	34,166 (March Quarter 2013)	34,507- 34,853 - 35,201	30 June 2014 30 June 2015 30 June 2016

MEASURES OF ECONOMIC DEVELOPMENT

Economic Development = A measure of human development and resilience

Research by CLES (2009) has indicated that some economic development strategies are overly focused on economic growth, with the assumption that more growth would lead to more fairness for all and better quality of life. Economic growth measures can potentially hide a number of underlying economic challenges (e.g. wealth distribution). Changes only in the economic growth may not be indicators in the changes of the *quality of life* of people in the region and the long term sustainability of any growth that is achieved.

We believe that local economic development strategies need to “refocus on ‘development’ which works within environmental limits, the nature of the place, and fairness rather than just growth for its own sake.” N. McInroy and S. Longlands (p.9, 2010) *Productive local economies: creating resilient places*. Centre for Local Economic Strategies.

For this reason we need to consider economic development measures which can highlight changes in *development*. Development incorporates the notions of wellbeing which can be open to interpretation – the following indicators have based on the *economic development* strategies outlined in this document.

MEASURES OF ECONOMIC DEVELOPMENT

INDICATOR	MEASURE	DATA SOURCE
Equity - Wealth Distribution	Relative Socio-Economic Advantage And Disadvantage	SEIFA INDEX
Smart & Intelligent City	State / National / International Recognition As A Smart / Intelligent Cities	Awards, Mentions in public
	% Of Residents Accessing High Speed Broadband	CSIRO, ABS
	% Of Businesses Using High Speed Broadband	ABS
	An increase in the number of people over age 15 with Tertiary Qualifications	ABS Census
Active Workforce	Participation Rate In Workforce	DEEWR
Access To Health	Number Of GPs Per Capita	North Coast Medicare Local
	E-Health Initiatives Uptake	E-Health Program providers (e.g. Feros Care, e- Tube)
Collaborative City	Number Of Research Collaborations	University, CHCC, Business
Diversity Of Work	Diversity Of Local Economy	ABS
Local Investment	Number And Level Of Local Investment Opportunities	LISTING CHCC
Local Investment	Leakages Of Expenditure (Sector By Sector)	Economic Profile REPLAN
Innovation Ecosystem	Number Of Investor Supported In Decision-Making	CHCC DATA - ETC
	Coworking Space Used – Connections Between Talent And Businesses/Investors	CHCC DATA
Civic Pride = Love	Number of collaborative partnership in projects instigated by community groups or persons.	Information obtained from community networks
Civic Pride = Love	Number of participants involved in “ I Love Coffs” – “Think Coffs First” Buy Local Campaigns	Numbers from project coordinators

COFFS HARBOUR – “AN EXPERIENCE”

Coffs Harbour is in a unique position to ‘lead the way’ in this new ‘*experience*’ economy. With its natural environment and its creative people Coffs has been giving its residents and visitors an ‘*experience*’ that has been envied for decades.

“We are moving from a Service Economy to an Experience Economy”.

Greg Hywood, CEO Fairfax Media
Strategic Regional Leadership Conference 2012

Coffs is a City of Firsts.

Australia’s first big thing – *The Big Banana* gave Coffs an identity and attracted multitudes of visitors to holiday or stop over for that ‘must have’ photo for the album. The attraction is still a significant experience for visitors and locals.

Now the NBN! - Coffs will be one of the first cities to be fully connected – it will enable and inspire our creative’s and our businesses to provide an offering that is once again a unique experience. Its potential impact is widespread: to improve our education and health industries; attract new ‘lifestyle residents’; increase ‘high-end’ jobs; and export product and expertise to communities across Australia and the world.

We are evolving from the Big Banana. Whatever ‘identity’ emerges we need to create *experiences* in all sectors of business (both services and products) and in activities / events that invite people to participate, whether they be locals or visitors.

The world is quickly moving from a Service Economy to an Experience Economy. If we are to be successful in sustaining and growing we need to understand, embrace and create a *place / identity* that support this new economy. A *place / identity* that people **feel** ... that they *experience*.....

The discussion and evolution to the experience economy has begun. It will take collaboration, passion, respect, tolerance, open mindedness and vision but this is a necessary progression to define who we are in our future.

Let’s be - **BIG – BOLD – INNOVATIVE AND INSPIRATIONAL**. Let’s stand out from the crowd... be proud....let’s put ourselves ‘out there’ and brag about us everywhere. We have a lot to brag about and a lot of *experiences* happening.

There has been big investment in the City by our major retailers, Park Beach Plaza, Centro Toormina and Coffs Central. Each designed to give a retail experience second to none.

The City has large infrastructure projects planned.

- CBD Masterplan – a plan to reactivate our CBD.
- The redevelopment of Brelsford Park will give our residents and visitors an outdoor experience.
- The Jetty / Harbour redevelopment, putting the Harbour back into Coffs Harbour by creating a space that is the ‘playground’ of the City.

All this investment will create new businesses, new jobs and attract new investment.

THE JOURNEY “HOW WE CREATE TOGETHER”

Those of us who take this journey together are called *co-creators* and our actions are called *co-creation*. “Co-creation is not about “build it and they will come.” Rather, it is about “bring them together and build it with them.” Co-creation harnesses human potential to mutually expand value. It not only views individuals as having creative capacities to forge mutually valuable outcomes together, but also that they attach meaning to their experiences of these outcomes and their very acts of creative interactions with the environments around them.” Ramaswamy, V. (2011) 'Co-creating Development' *Development Outreach*. September 2011 p.40, World Bank Institute

Dealing with uncertainty in the complexity of today's world requires new approaches, a journey based on collaboration, co-creators and creativity. Because there is no one 'right' answer anymore (if there ever was), because it will take cross industry and agency collaboration to be able to pull off something magical (implement) and because the old Einstein truism still stands “we cannot solve our problems with the same thinking we used when we created them”.

Field work and deep collaboration with our co-creators are required to get the job done. We need to make sure we are framing the right question in the first place, deeply examine the proposition from a user point of view and find ways to quickly test the proposition in situ.

It will be a creative, on-going learning journey. With the fast pace of change we cannot afford long and expensive lead times for studies that eventually fail to be implemented, we need to be able to “fail fast and fail often” in our testing to get to what works quicker. This is called rapid prototyping. It may be counter-intuitive but it works. **Tenets of this approach include being human-centred, prototype-driven, and mindful of process.**

Processes or tools for us to use in this journey include design processes, innovation methodologies, need finding, human factors, visualization, rapid prototyping, team dynamics and storytelling.

Internationally design-led, collaborative approaches have been applied in a wide range of settings and Coffs Harbour has a tradition of collaboration which we need to harness going forward. Council's role will be one of facilitation. Where required the EDU will work with industry and community groups to plan, develop and deliver projects.

Unleashing government's 'innovation mojo'

Todd Park: *Government is obviously not a start-up, but initiatives to effect change are best thought of as start-ups: you want a small interdisciplinary team, and you want to go to market with the simplest possible thing that consumers will actually use so that you can start learning from actual experience and then iterate rapidly. Cycle times of updating your product are days or weeks—not months—long. Contrast this with the traditional mode of making change happen in a large organization, which is the “waterfall” process: spend six months coming up with some brilliant strategy, another six months doing a great operational plan, then six more months building a great systems plan. A year and a half later or more, you launch an aircraft carrier that sinks immediately. The mode of operation I used at HHS was not waterfall—it was the iterative, rapid prototyping process. It worked incredibly well.*

McKinsey: *Many private-sector entrepreneurs would say that to make this iterative approach successful, you have to be comfortable with failure?*

Todd Park: *Absolutely. And I can say this from experience: if something that takes 18 months and costs a ton of money results in failure, that's catastrophic. But if four days of effort by a three-person team doesn't pan out, that's completely acceptable, right? The lean start-up model is the best risk-management methodology you could adopt; the cost of failing is exceedingly tiny.*

McKinsey interview by Eric Braverman and Michael Chui (October 2012) Todd Park, US Chief Technology Officer

MEETING OF THE MINDS - “HOW & WHERE WE CONNECT”

In the process of co-creating the Economic Strategy two interrelated approaches have emerged as front runners to address the strategic themes.

ENTERPRISE FACILITATION

Enterprise Facilitation is a “technique” where facilitators assist those entrepreneurs in our community to develop their passionate ideas into viable businesses and using the same “technique” assist existing enterprises to grow. The technique Sirolli calls “*The Trinity of Management*”.

The Trinity of Management examines the three skills needed to manage a successful business – Product / Service – Marketing – Financial Management. Clients are asked to identify which category is their passion and in which category they need assistance – facilitators then assist the client to find the people with the skills the entrepreneur needs to form the team to progress their idea.

Enterprise Facilitation can also be used to assist social / community business as the same skill set is needed to reach and maintain sustainability.

‘In every community, no matter how small, remote or depressed, there is somebody who is scribbling figures on a kitchen table. If we can be available, for free and in confidence, to help that person go from the dream to establish in enterprise that can sustain that persons and his or her family, we can begin to change the economic fortunes of the entire community’.

There is a way, an understanding, a “technique” for going to best in business; the technique is called “management”. But whereas conventional management advice says that entrepreneurs have to learn to do everything beautifully we believe that successful entrepreneurs only do, in their business, what they love to do; but they surround themselves with people who can, passionately and diligently, take care of the rest! “

Dr Sirolli – Sirolli Institute www.sirolli.com

CO-WORKING SPACE

Co-working is a fast-growing and popular model of working for a range of people from sole traders to employees of large corporate giants. With the vast majority of our workforce consisting of small or micro-enterprises working from home, co-working offers major benefits for them. Increasing income potential, improving productivity, improving collaboration opportunities and strengthening the social networks are vital for Coffs’ resilience.

Co-working thrives with a diverse membership interested in collaboration. They need space to thrive; one way could be to take advantage of under-utilised commercial space. Co-working’s flexible, do-it-yourself ethos is particularly suited to adaptations of existing space.

Compared to other approaches of cultivating micro-enterprises, establishing a co-working space is low-overhead. Co-working bypasses logistical barriers - like access to secure, broadband-ready space – as well as bringing together a critical mass of entrepreneurs who can support and work with each other - features that can be especially vexing for innovators in regional communities.



Enterprise Facilitation and Co-working address the Economic Strategy through;

- supporting our co-creators;
- making Coffs a 'we can do it' community;
- creating spaces and opportunities for performance and shared learning between our creative and cultural community;
- encouraging and assisting entrepreneurship, new industries and sectors;
- encouraging business and employment opportunities in our Aboriginal and our growing culturally and linguistically diverse communities;
- attracting knowledge workers and creative industries;
- providing a foundation for the micro-businesses in our industry sectors (particularly, creative industries, food and manufacturing).

THEME	STRATEGY	ACTIONS	POSSIBLE PARTNERS	RESOURCES	WHEN	MEASURES
<p>A. LOVE OUR CITY</p> <p><i>To unleash the love we feel for Coffs Harbour and our special places in it.</i></p> <p><i>And.....</i></p>	<p>A1. Unleash, encourage and support the 'mojo' of those in the City who want to 'DO' something.</p>	<p>Identify, connect and support our co-creators (doers).</p>	<p>CHCC EC & Community (Chamber of Commerce (COC), Industry Groups, Service Clubs, Education and Local Media representatives.</p>	<p>Enterprise Coffs (EC) as facilitator</p>	<p>End-2013.</p>	<p>Successful agreement to Love Our City Action Plan including commitments from partners. Plan to start being implemented from early 2014.</p>
	<p>A2. Make Coffs a 'we can do it' community and council.</p>	<p>Assist with or remove barriers that constrain creativity, innovation and inspiration. Identify ways to make projects and programs 'as red-tape free' as possible.</p>	<p>CHCC – Arts and Digital media groups. Education, Industry groups and Local Media.</p>	<p>CHCC (EC & Planning)</p>	<p>Mid-2014.</p>	<p>Develop system for reporting, assessing and evaluating barriers to development by mid-2013 and operating by start of 2014.</p>
	<p>A3. Local artistic and cultural expression is encouraged and promoted</p>	<p>Using the resources of our Creative Industry Network, develop an Action Plan to ensure new developments and / or revitalisation of spaces or buildings are of good design and encourage Public Art inclusion where possible.</p>	<p>CHCC (EC, Community Development, Design Branch, Parks & Gardens) – Business, Creative Industry Network.</p>	<p>CHCC (EC as facilitator, Planning, Parks & Gardens) and Creative Industry Network.</p>	<p>Mid- 2013.</p>	<p>Have an active Creative Industry Network Sector Group agreed action plan</p>
		<p>Find places and spaces for artistic expression to give our City a diverse range of experiences and a creative vibe (I.E POP UPS).</p>	<p>CHCC (EC, Community Development, Design Branch, Parks & Gardens). Creative Industry Network – Business.</p>	<p>CHCC (EC, Community Development, Design Branch, Parks & Gardens, Planning), Creative Industry Network.</p>	<p>Ongoing.</p>	<p>Have spaces identified for possible use by artists and entertainers by end of 2013 and publicised on CHCC events web site.</p>

...To increase the overall happiness, wellbeing and joyfulness of the community.

<p>A4. Create spaces and opportunities for performance and shared learning between our creative and cultural community.</p>	<p>Ensure urban and open areas allow for people to come together to celebrate, share ideas and agree to work together.</p>	<p>CHCC (Relevant Departments) – Creative Industry Network, Chambers of Commerce, Youth Groups, Aboriginal and other culture representative groups.</p>	<p>CHCC (EC, Community Development, Planning), Creative Industry Network.</p>	<p>Ongoing.</p>	<p>Considered as redevelopment projects are rolled out.</p>
<p>A5. Identify and celebrate what makes our city loveable and what makes us happy.</p>	<p>"Love Notes to the City" – Campaign.</p>	<p>Coffs Coast Advocate Short Sharp Digital Film Festival</p>	<p>Enterprise Coffs Staff Time Switched on Coffs TV - Social Media.</p>	<p>2014.</p>	<p>Number of entries in competition. Number of hits to view entries.</p>
	<p>Love our Campus – campaign.</p>	<p>SCU/TAFE/Senior College/SCU National Maritime Centre.</p>	<p>CHEC facilities & staff with links to CHCC (EC) staff responsible for Love Our City project.</p>	<p>Mid-Late 2013.</p>	<p>Successful open day and community program initiative planned for 2014.</p>
	<p>Engage as many residents as possible in community decision making and activities.</p>	<p>Community Groups – CHCC (All Departments).</p>	<p>CHCC as facilitator.</p>	<p>Late 2013.</p>	<p>Six monthly industry group meetings in place, permanent community reference group to meet quarterly.</p>
	<p>Encourage Festivals/ Events which celebrate what we Love about our Special Place.</p>	<p>Community Groups – CHCC – (EC, Sports Unit, Coffs Coast Marketing, Community Development).</p>	<p>CHCC as facilitator.</p>	<p>Late 2013.</p>	<p>Implement and review CHCC events strategy.</p>
<p>A6. Our villages are unique, connected and vibrant communities.</p>	<p>Implement village marketing plans.</p>	<p>Chambers of Commerce, business sector groups.</p>	<p>Chambers of Commerce, Business Groups. Funding availability and CHCC (EC) facilitation as required.</p>	<p>Commenced.</p>	<p>Review progress mid-2013.</p>
<p>A7. Foster the accessibility of high-level sporting events.</p>	<p>Implementation of Sport Units Stadium Business Plan.</p>	<p>CHCC Sports Unit and Sporting Groups.</p>	<p>Sports Unit facilitation, sponsorship and funding.</p>	<p>On-going.</p>	<p>Number of events acquired and staged.</p>

	A8. Foster local cultural and community building opportunities.	Implementation of Cultural Plan.	CHCC (Community Development) & Creative Industries Network.	Facilitation, sponsorship & funding.	On-going.	Refer to Cultural Plan.
	A9. The City embraces a digitally enhanced library.	Implement the Library Strategic Plan and Cultural Plan.	CHCC Library and Community Development staff.	Local, State and Federal Government funding.	Plans completed.	See Library and Cultural Plan.
	A10. The city boasts numerous entertainment venues, providing a full calendar of events in entertainment and cultural performances.	Encourage entertainment venues and cultural facilities to provide the City with a calendar of events across all genres that appeal to all ages.	All venues.	Activation of venues.	On-going.	Full program of entertainment across the year.

THEME	STRATEGY	ACTIONS	POSSIBLE PARTNERS	RESOURCES	WHEN	MEASURES
B. LOCAL IS BEST <i>Encourage a strong, sustainable, resilient and culturally and economically diverse local economy.</i>	B1. Encourage the community to shop and do business locally.	Develop and commit to a Coffs First campaign —Coffs First - Think, Buy Local First' campaign.	Chambers of Commerce - CHCC (EC) Media – Food & Retail Groups.	Funding / Sponsorship	By mid-2015	Have 50% of local retailers & food group members signed up & participating in the 'Think, Buy Local First' campaign.
	B2. . Encourage local industry sector networks to meet regularly, form partnerships to find new markets and jointly tender for projects.	Facilitate meetings of industry networks.	Chambers of Commerce - CHCC (EC), Media, Industry/Business Groups.	Chambers of Commerce, CHCC, Media, Industry/Business Groups.	Commenced groups established.	Quarterly meetings to review and promote action plans from mid-2013 onwards.
		Investigate need for a Retail Study	Coffs Central – Park Beach Plaza – Moonee – Toormina Centro - Chambers of Commerce – CHCC (EC)	Retail Sector	By 2014	Need for study identified. Level of interest by Retail Sector
	B3. Encourage preferential competitive local purchasing policies by local government, businesses and industry networks.	Local Government to develop and implement a local preference purchasing policy.	Local Government Authorities.	Local Government Authorities.	By 2014.	Purchasing policy reviewed to consider local suppliers as a preference.
		Business & Industry to have a Coffs First - Think, Buy Local first purchasing attitude.	LINK - Chambers of Commerce - Industry / Business Groups.	Chambers of Commerce – Industry / Business Groups.	Commenced 2013.	Successful campaign developed and implemented. A growing number of local Business & Industries are committed to 'Coffs First' program.
	B4. Encourage and assist entrepreneurship, new industries and sectors. Promote council assistance to	Facilitate and support the development of high value, sustainable new business and industry and facilitate existing business to grow. Facilitate a Local Dollars fund to assist new and growing business.	Chambers of Commerce - CHCC (EC) Business Support Agencies / Services, ETC, CH	Chambers of Commerce - Industry Groups.	Commenced.	5 – 10% increase in new business inquiries and assistance by 2017.

	small business starters.		Innovation Centre.			
	B5. Develop a strong tourism base around local produce, arts and culture and nature experiences.	Implement Food Futures Action Plan.	Food Industry Network – CHCC (EC).	CHCC (Coffs Coast Marketing) & Coffs Coast Tourism, Food Industry, CHEC.	Commenced By 2014.	Agreed projects implemented.
		Implement Tourism Action Plan.	CHCC (Coffs Coast Marketing) & Coffs Coast Tourism, Chambers of Commerce - Industry.	Staff Time & sponsorship & funding.	On-going.	Agreed projects Implemented.
		Implement Creative Industries Action Plan.	Creative Industries Network, CHCC (Community Development / EC).	Staff Time sponsorship & funding.	On-going.	Agreed projects Implemented.
		Implement Nature Based Tourism Strategy.	CHCC (Coffs Coast Marketing) & Coffs Coast Tourism, Chambers of Commerce – Industry.	Staff Time and funding.	On-going.	Agreed projects Implemented.
B6. Encourage business and employment opportunities in our Aboriginal and our growing culturally and linguistically diverse communities.	Facilitate training workshops and provide information for business and those seeking employment.	CHCC (Community Development – EC) & NGOs programs & Centre Link.	Staff time and possible funding.	On-going.	Number of businesses created and employment found.	

THEME	STRATEGY	ACTIONS	POSSIBLE PARTNERS	RESOURCES	WHEN	MEASURES
C. KNOWLEDGE BUILDING <i>Promote the health and education sectors, encourage research and development and build partnerships.</i>	C1. Encourage investment /partnerships in research and development.	Develop partnerships and links with industry, Universities, CSIRO, industry organisations and Government.	SCU , CHCC (EC), State & Federal Governments and Agencies.	Staff time.	Commenced By 2014.	To have one major applied research project by partners aimed at benefitting local economy underway by early 2016.
	C2. Encourage the City's Youth to pursue higher education.	Create programs that can be displayed / delivered at Youth Events. Create events that promote and explain the benefits of higher education.	Education Institutions.	Teams from education institutions to work on school visits.	Commenced by 2014.	10% reduction in percentage of local youth 16 years or older not in work or training/education by 2016.
	C3. Encourage the return to the City by those who sought higher education elsewhere or alumni from our local education facilities.	Create a Marketing Plan that targets these groups.	Education Institutions, Coffs Harbour Innovation Centre – Next Gen (COC).	Alumni list of Universities/VET organisations.	Operating by 2015.	Number Alumni relocated and / or engaged in community activities.
	C4. Coffs Harbour is a recognised regional centre of educational excellence that exports its knowledge globally.	Implement Education & Skills Action Plan through collaboration between Education Facilities.	SCU, TAFE - Public & Private Schools - Conservatorium - NGOs - Aboriginal Organisations.	Access to SCU international office and ELICOS. Cooperation plan with TAFE & private VET providers.	By 2016.	At least a 10% increase in domestic and international students studying in Coffs Harbour by end of 2016.
	C5. Coffs Harbour is a preferred and acknowledged regional NSW Health Centre with a focus on professional training.	Implement Health Action Plan.	Members of the Health Industry Network – CHCC (EC) - Chambers of Commerce – Tertiary Education providers.	Collaboration and contribution from Health Industry Network members.	By 2017.	At least 10% increase in health related students in tertiary sector. Campaign in place to promote Coffs Harbour as the regional health centre for Mid-North Coast/ New England.

THEME	STRATEGY	ACTIONS	POSSIBLE PARTNERS	RESOURCES	WHEN	MEASURES
D. WELCOMING SPACES <i>We have created spaces that are safe, comfortable & encourage interaction between people of all ages and our diverse groups.</i>	D1. Coffs Harbour has a revitalised Jetty / Harbourside area.	Refer to CHCC working group.	CHCC - State & Federal Governments and possibly Private Sector investment.	As per CHCC working group plan.	By 2020.	Stage One completed by mid- 2014.
	D2. Coffs Harbour has a people centred, vibrant and lively CBD.	Develop CBD Master-plan (currently being undertaken)	CHCC – Retail Sector, Food Sector, Professional Sector and Arts Sector Groups.	CBD Masterplan budget.	Commenced.	Stage One completed by mid-2014
		Develop and implement a promotional plan that established Coffs Harbour CBD as a social and cultural focus.		CBD Masterplan budget.	On-going.	Successful implementation of Marketing Plan projects.
	D3. Brelsford Park is a community space providing recreational activities for the whole community.	Develop Brelsford Park as part of CBD Master-plan.	CHCC (CBD Masterplan Committee, Design Branch).	Government Funding.	By 2017.	Master-plan in place and starting to be implemented by mid-2014.
	D4. Create places for youth that allow them to stay/return to Coffs Harbour' hang out' and engage in youthful activities.	Coffs Harbour has a skate park with facilities for live streaming and youthful entertainment.	CHCC (City Services, Design Branch).	Government Funding.	By 2014.	Skate park in place by 2014.
		That the community embraces festivals and entertainment venues for youth.	The community.	CHCC facilitation and sponsorship & funding.	Late 2013.	Increased number of youth activities and a new Youth focussed festival in place by early 2014.
	D5. Coffs Harbour is known as a friendly, accessible and safe City increasing the interaction and wellbeing of our people and our visitors.	Create and promote child, youth, seniors, and dog friendly places such as parks and beaches.	CHCC (Design Branch, Parks & Gardens).	CHCC (Planning and policy review).	Late 2014.	Review of regulations for identified parks and beaches done by mid-2014.
		Increase accessibility and comfort to all public spaces (i.e. wheel chair access and seating and shade).	CHCC.	CHCC (Planning and policy review).	Late 2014	Council prioritises program for improving accessibility to public spaces.
	D6. Our coastal and inland villages are welcoming offering lifestyle opportunities and visitor attractions.	Ensure public spaces are people friendly and encourage appropriate development through planning and marketing.	CHCC (Planning) Chamber of Commerce Community.	Master Planning Funding.	On-going.	Viable Villages.

THEME	STRATEGY	ACTIONS	POSSIBLE PARTNERS	RESOURCES	WHEN	MEASURES
<p>E. SMART AND CONNECTED.</p> <p><i>Our community is connected to each other, our families and the world.</i></p> <p><i>Our businesses are enjoying growth through new markets.</i></p> <p><i>Our children are enjoying expanded education opportunities.</i></p> <p><i>Our health is being delivered into our homes by e-health.</i></p>	<p>E1. Coffs Harbour is recognised as a smart/intelligent community attracting knowledge workers and creative industries.</p>	Implement Switched On Coffs Digital Strategy.	CHCC (All Departments) Community, NGOs, Federal & State Governments.	CHCC facilitation. Funding from Federal & State Governments.	2014.	Refer to Switched on Coffs Digital Strategy.
		Promote Coffs Coast to this market on Switched on Coffs TV and social media.	CHCC (EC) Digital industries group, SCU/Health and Education groups.	Operational marketing plan to target external knowledge/creative workers.	Commenced.	10% increase in business placement inquiries from identified knowledge & creative workers & organisations.
		Seek recognition as a Smart / Intelligent City.	CHCC (EC).	Staff time to prepare application.	2014.	Coffs Harbour recognised as a Smart / Intelligent City.
		Facilitate Smart / Intelligent City conference.	CHCC (EC), Coffs Harbour Innovation Centre.	Staff time.	2013.	Successful conference.
	<p>E2. Coffs Harbour is ubiquitously connected to high speed broadband and utilising it to the full potential.</p>	Encourage take up of high speed connectivity through community participation in Hubs and Enterprise training programs.	CHCC (EC), NC TAFE, Enterprise & Training Company, Coffs Harbour Community College.	Department of Broadband, Communications and Digital Economy.	Ongoing until 2014.	<p>80% of households have high speed broadband by 2016.</p> <p>90% of businesses have high speed broad band by 2021 (Census).</p>

THEME	STRATEGY	ACTIONS	POSSIBLE PARTNERS	RESOURCES	WHEN	MEASURES
F. PLANNING FOR GROWTH <i>Transport, Logistics, Distribution.</i> <i>Available Health, Industrial & Commercial Lands</i>	F1. Coffs Harbour has a diverse stock of commercial and industrial lands reflecting the growth of our economy.	Assess the long term availability of adequate and appropriate employment land choices.	CHCC (Strategic Planning) – Relevant industry groups.	CHCC (Planning Staff).	On-going.	Availability of Employment Lands
		Ensure adequate health industry lands are available into the future.	CHCC (Strategic Planning) Health Network.	CHCC (Planning Staff).	On-going.	Availability of Health Lands
		Assess the viability of an integrated freight terminal.	CHCC (EC, Airport Manager).	CHCC staff time.	On-going.	Viability assessed.
		Continue to pursue the very fast train stop in Coffs Harbour and the facilities needed to support it.	CHCC (EC) Department Transport & Infrastructure.	CHCC & Department Transport & Infrastructure.	On-going.	On-going negotiations with proponents.
	F2. Council owned airport lands have been developed.	In accordance with the adopted Airport Master Plan appropriately develop lands identified as being surplus to future Airport requirements.	CHCC (Property Department & EC).	Time and resources to develop materials.	2014	Increase in new business, business expansion and the attraction of emerging industries.
	F3. Coffs Harbour Regional Airport is thriving with extra daily flights and possible International flights.	Work with other industry members to develop a plan to attract increased domestic and international visitors to Coffs .Develop a plan to attract direct international flights where viable.	CHCC (Coffs Coast Marketing & Coffs Coast Regional Airport).	Staff time.	2015.	Increased visitor numbers and business travel.
	F4. Coffs Harbour established as a significant sea port.	Encourage re-development of the marina and regular dredging of the harbour and investigate the prosperous large yacht leisure market.	CHCC (City Services) NSW Department of Lands, Coffs Harbour International Marina.	Funding.	2014.	Increased number of visiting leisure craft and increased employment.
	F5. Coffs Harbour has a stock of affordable housing.	Encourage the development of affordable housing for our lifestyles' and young professionals.	CHCC (Community Development) Developers – Govts	Planning & Developer willingness.	2015.	Number of affordable houses constructed.

THEME	STRATEGY	ACTIONS	POSSIBLE PARTNERS	RESOURCES	WHEN	MEASURES
G. INVEST COFFS <i>Promote Coffs Harbour as an ideal investment, development, business and new resident destination.</i>	G1. Coffs Harbour has a distinct investment brand which is supported by promotional material and relevant current data for investors.	Develop content and deliver Switched On Coffs.TV.	CHCC (EC)	Commenced & current.	On-going.	In place and getting recognised web-hit readings.
		E-Business Newsletter.		Commenced & current.		In place and getting recognised web-hit readings.
		Business Investment information on website.		Commenced & current.		In place and getting recognised web-hit readings.
		Access to REMPLAN.		Commenced & current.		In place and getting recognised web-hit readings.
		Access to Profile ID.		Commenced & current.		In place and getting recognised web-hit readings.
		Promotion via Social Media and other Platforms.		Commenced & current.		In place and getting recognised web-hit readings.
	G2. Potential investors are supported in their decision making.	Establish a Business Leaders / Investment Champions group to assist investors / developers that leads to investment and a positive outcome for the City.	CHCC (EC) Industry Reference Group.	Staff time and industry support.	Commenced 2013.	Numbers of investors supported.
	G3. Encourage Tourism operators to upgrade infrastructure.	Provide information on the benefits of investing in up-grading.	CHCC (Coffs Coast Marketing) / Coffs Coast Tourism	Staff time.	Ongoing.	Higher domestic and international visitation numbers and increased employment.
	G4. Encourage the development of additional visitor experiences.	Identify possible visitor experiences. Produce an 'investment' document. Ensure suitable lands are available.	CHCC (Coffs Coast Marketing EC, Planning).	Staff Time.	On-going.	Increased number of visitor experiences available.

ENTERPRISE COFFS

ACTION PLANS

2014 - 2017

To facilitate projects that assist with businesses growth in the areas of new business, business expansion / retention and the attraction of investors / developers and relocating business.

To facilitate social development projects in collaboration or partnerships with community and Council that creates a resilient and lively city.

THEME	STRATEGY	ACTIONS	POSSIBLE PARTNERS	RESOURCES	WHEN	MEASURES
A. LOVE OUR CITY	A1. Unleash, encourage and support the 'mojo' of those in the City who want to 'DO' something.	Lead: Call for expressions of interest from the community	The Community	Enterprise Coffs	On-going	Number of community projects
	A2. Make Coffs a 'we can do it' community and council.	Lead CHCC through the 'Small Business Friendly Councils Program' organised by the Office of the Small Business Commissioner	Lismore Council, NSW Small Business Commissioner	Enterprise Coffs Staff Time	2014	Council committed to the Charter and complete the diagnostic evaluation to benchmark CHCC. Obtain a "Small Business Friendly Councils" rating.
	A3. Local artistic and cultural expression is encouraged and promoted	Facilitate the Creative Industry Action Plan to ensure new developments and / or revitalisation of spaces or buildings are of good design and encourage Public Art inclusion where possible.	CHCC (Enterprise Coffs (EC) Community Development, Design Branch, Parks & Gardens) – Business, Creative Industry Network.	CHCC Staff Time	2014	Monitor implementation of the Creative Industry Action Plan
		Lead Activate Coffs: A program to give start-up enterprises and creative industries a helping hand while also filling empty commercial space to give our City a diverse range of experiences and a creative vibe.	CHCC (EC, Community Development, Design Branch, Parks & Gardens). Creative Industry Network – Business.	Enterprise Coffs Staff Time	2014	Have spaces identified for possible use by start-ups, artists and entertainers and publicised on CHCC events web site.
	A4. Create spaces and opportunities for performance and shared learning between our creative and cultural community.	Support City Centre Management Team, Brelsford Park Project Team and Jetty4Shores Team to ensure urban and open areas allow for people to come together to celebrate, share ideas and collaborate.	CHCC (Relevant Departments) – Creative Industry Network, Chambers of Commerce, Youth Groups, Aboriginal and other cultural groups.	Enterprise Coffs Staff Time	Ongoing.	Number and adequacy of spaces for performance. Number of performances and shared learning opportunities

		Lead Coffs Harbour International Buskers & Comedy Festival	Buskers Manager, CBD Masterplan Committee, Community and Industry Sponsors	Enterprise Coffs Staff Time, Sponsorship	Annually	Delivery of a successful festival
	A5. Identify and celebrate what makes our city loveable and what makes us happy.	Lead the "Love Notes to the City" – Campaign.	Coffs Coast Advocate Short Sharp Digital Film Festival	Enterprise Coffs Staff Time Switched on Coffs TV - Social Media.	2014.	Number of entries in competition. Number of hits to view entries.
B. LOCAL IS BEST	B1. Encourage the community to shop and do business locally.	Advocate the community to commit to a Coffs First campaign—Coffs First - Think, Buy Local First' campaign.	Chambers of Commerce - CHCC (EC) Media – Food & Retail Groups.	Enterprise Coffs Staff Time	By mid-2015	Have 50% of local retailers & food group members signed up & participating in the 'Think, Buy Local First' campaign.
	B2. Encourage local industry sector networks to meet regularly, form partnerships to find new markets and jointly tender for projects.	Facilitate Industry Networks	Industry Networks	Enterprise Coffs Staff Time		See Industry Action Plans
		Facilitate and investigate need for a Retail Study	Coffs Central – Park Beach Plaza – Moonee – Toormina Centro - Chambers of Commerce – CHCC (EC)	Retail Sector Enterprise Coffs Staff Time	2014	Need for study identified. Level of interest by Retail Sector
	B3. Encourage preferential competitive local purchasing policies by local government, businesses and industry networks.	Facilitate the investigation and development of a local / social procurement policy for CHCC.	DEEWR, Parramatta Council, Wollongong City, CLES.	CHCC Staff	2014.	Procurement policy reviewed.
Advocate Business & Industry to have a Coffs First - Think, Buy Local first purchasing attitude.		LINK Group - Chambers of Commerce - Industry / Business Groups.	Chambers of Commerce – LINK Group Industry / Business Groups. Enterprise Coffs Staff Time	Commenced 2013.	Successful campaign developed and implemented. A growing number of local Business & Industries are committed to 'Coffs First' program.	

	<p>B4. Encourage and assist entrepreneurship, new industries and sectors.</p> <p>Promote council assistance to small business starters.</p>	<p>Lead “Think Coffs First Program” which supports the development of high value, sustainable new business and industry and facilitates existing business to grow.</p> <p>Facilitate an <i>Unleashing Local Dollars</i> fund to assist new and growing business.</p>	ETC, CH Innovation Centre, Chambers of Commerce, Business Support Agencies / Services	Enterprise Coffs Staff Time	Commenced	5 – 10% increase in new business inquiries and assistance by 2017.
	<p>B5. Develop a strong tourism base around local produce, arts and culture and nature experiences.</p>	<p>Lead: Coffs Coast Growers Market</p>	Local Producers / Growers	Enterprise Coffs Staff Time	On-going	A growing market Number of stall holders expanding into new markets and / or premises
		<p>Support the implementation of the Food Futures Action Plan.</p>	Food Industry Network	CHCC (Coffs Coast Marketing) & Coffs Coast Tourism, Food Industry, CHEC.	2014.	Agreed projects implemented.
	<p>B6. Encourage business and employment opportunities in our Aboriginal and our growing culturally and linguistically diverse communities.</p>	<p>Facilitate training workshops and provide information for business and those seeking employment.</p>	CHCC (Community Development – EC) & NGOs programs & Centre Link.	CHCC Staff time and possible funding.	On-going.	Number of businesses created and employment found.
C. KNOWLEDGE BUILDING	<p>C1. Encourage investment /partnerships in research and development.</p>	<p>Advocate the development of partnerships and links with industry, Universities, CSIRO, industry organisations and Government.</p>	SCU, State & Federal Governments and Agencies.	Enterprise Coffs Staff Time	Commenced By 2014.	To have one major applied research project underway by early 2016.
	<p>C2. Encourage the City's Youth to pursue higher education.</p>	<p>Advocate for programs that can be displayed / delivered at Youth Events. Create events that promote and explain the benefits of higher education.</p>	Education Institutions.	Teams from education institutions to work on school visits.	Commenced by 2014.	10% reduction in percentage of local youth 16 years or older not in work or training/education by 2016.

	C4. Coffs Harbour is a recognised regional centre of educational excellence that exports its knowledge globally.	Facilitate the implementation of key projects in the Education & Skills Action Plan.	SCU, TAFE - Public & Private Schools - Conservatorium - NGOs - Aboriginal Organisations.	Access to SCU international office and ELICOS. Cooperation plan with TAFE & private VET providers.	By 2016.	At least a 10% increase in domestic and international students studying in Coffs Harbour by end of 2016.
	C5. Coffs Harbour is a preferred and acknowledged regional NSW Health Centre with a focus on professional training.	Facilitate the implementation of key projects Health Action Plan.	Members of the Health Industry Network - Chambers of Commerce – Tertiary Education providers.	Collaboration and contribution from Health Industry Network members. Enterprise Coffs Staff Time	By 2017.	At least 10% increase in health related students in tertiary sector. Campaign in place to promote Coffs Harbour as the regional health centre for Mid-North Coast/ New England.
E. SMART AND CONNECTED.	E1. Coffs Harbour is recognised as a smart/intelligent community attracting knowledge workers and creative industries.	Facilitate the implementation of Switched On Coffs Digital Strategy.	CHCC (All Departments) Community, NGOs, Federal & State Governments.	CHCC facilitation. Funding from Federal & State Governments.	2014.	Refer to Switched on Coffs Digital Strategy.
		Lead the promotion of Coffs Coast to this target market via Switched on Coffs TV and social media.	CHCC (EC) Digital industries group, SCU/Health and Education groups.	Operational marketing plan to target external knowledge/creative workers.	Commenced	10% increase in business placement inquiries from identified knowledge & creative workers & organisations.
		Lead CHCC to seek recognition as a Smart / Intelligent City.	CHCC (All Departments) Community, NGOs, Federal & State Governments.	Staff time to prepare application.	2014	Coffs Harbour recognised as a Smart / Intelligent City.
		Facilitate the hosting of a Smart / Intelligent City conference workshop in Coffs Harbour	CHCC (EC), SCU, ETC	Enterprise Coffs Staff Time Sponsorship	2014	Successful conference. Conference.

	E2. Coffs Harbour is ubiquitously connected to high speed broadband and utilising it to the full potential.	Advocate take up of high speed connectivity through community participation in Digital Hubs Lead the Digital Enterprise Program programs.	CHCC (EC), NC TAFE, Enterprise & Training Company, Coffs Harbour Community College.	Department of Broadband, Communications and Digital Economy.	Ongoing until 2014.	Participation rates in Digital Hub and Enterprise Program 80% of households have high speed broadband by 2016. 90% of businesses have high speed broadband by 2021 (Census).
F. PLANNING FOR GROWTH	F1. Coffs Harbour has a diverse stock of commercial and industrial lands reflecting the growth of our economy.	Support the assessment into the viability of an integrated freight terminal.	CHCC (EC, Airport Manager).	CHCC staff time.	On-going.	Viability assessed.
		Support the very fast train stop in Coffs Harbour and the facilities needed to support it.	CHCC (EC) Department Transport & Infrastructure.	CHCC & Department Transport & Infrastructure.	On-going.	On-going negotiations with proponents.
	F2. Council owned airport lands have been developed.	Support the process required for approvals and preparation of land for sale.	CHCC (Property Department & EC).	Time and resources to develop materials.	2014	Increase in new business, business expansion and the attraction of emerging industries.
G. INVEST COFFS	G1. Coffs Harbour has a distinct investment brand which is supported by promotional material and relevant current data for investors.	Lead the development of content and management of Switched On Coffs.TV.	Commenced & current.	Enterprise Coffs Staff Time	On-going.	Recognised web-hit readings.
		Lead the creation and distribution of the E-Business Newsletter.	Commenced & current.	Enterprise Coffs Staff Time	On-going	In place and getting recognised web-hit readings.
		Lead the creation and accessibility of Business Investment information on website. Including Access to REMPLAN, Profile ID	Commenced & current.	Enterprise Coffs Staff Time	On-going	In place and getting recognised web-hit readings.

	<p>G2. Potential investors are supported in their decision making.</p>	<p>Support the establishment of a Business Leaders / Investment Champions group to assist investors / developers that leads to investment and a positive outcome for the City.</p>	<p>Industry Representatives.</p>	<p>Enterprise Coffs Staff Time and industry support.</p>	<p>Commenced 2013.</p>	<p>Numbers of investors supported.</p>
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INDUSTRY ACTION PLANS

**"Mobilising the Economy through Industry Groups
and their Action Plans"**

- NSW Government Smart and Skilled provides Industry Profiles on 25 different industry sectors.
http://www.training.nsw.gov.au/vet/skills_reform/skills_list_consultations.html

FOOD FUTURES ACTION PLAN

What	Who	When	Resources	Measure
<p>Branding</p> <p>The creation of a local brand to provide consumers with the assurance that they are supporting the local food industry by purchasing quality Coffs Coast produce and products that are made from local ingredients.</p>	<p>CHCC (Coffs Coast Marketing, Enterprise Coffs).</p> <p>Food Industry Network.</p>	<p>2013.</p>	<p>Develop Brand / Label and “Guidelines of use”.</p>	<p>Brand / Label developed and adopted by Food Industry.</p>
<p>Marketing</p> <p>A co-ordinated and comprehensive consumer marketing campaign to support the branding and ensure consumer confidence in the label.</p>	<p>Food Industry Network.</p> <p>CHCC (Coffs Coast Marketing, Enterprise Coffs).</p>	<p>2013-2014.</p>	<p>Marketing Collateral.</p> <p>Education and Awareness program.</p>	<p>Awareness of Brand.</p>
<p>Seasonal Local Food Festival</p> <p>Seasonal celebration of local food which reinforces the brand and provides an opportunity for producer/retailer networking.</p>	<p>Food Industry Network.</p>	<p>2013.</p>	<p>Event Organisation, participation, marketing, publicity.</p>	<p>Attendance at Events.</p> <p>Media coverage.</p>
<p>Support Local Produce Markets</p> <p>Support local markets showcasing local produce: e.g. Growers Markets, Harbourside Markets, Night Food Markets, Me-Healthy Farm.</p>	<p>CHCC (Enterprise Coffs).</p>	<p>Ongoing.</p>	<p>Enterprise Facilitation.</p> <p>Advice.</p> <p>Marketing Publicity.</p>	<p>Growth of markets showcasing local produce.</p>
<p>Local Produce Retailer Awareness</p> <p>Develop a process to increase product knowledge of retailers to be able to share with customers.</p>	<p>Industry (Growers / Producers).</p>	<p>2013.</p>	<p>Producers providing information on local produce to retailers.</p>	<p>Increased knowledge of local produce by retailers.</p>

FOOD FUTURES ACTION PLAN

<p>Food Business Incubation</p> <p>Identify ways to support business innovation: food processing, use of surplus product, filling local market gaps in prepared produce, new growing options</p>	<p>CHCC (Enterprise Coffs).</p>	<p>2013.</p>	<p>Enterprise Facilitation.</p>	<p>Number of businesses supported.</p> <p>Case studies for industry inspiration.</p>
<p>Industry Networking</p> <p>Ensure regular opportunities for networking producers with restaurants and other buyers.</p> <p>Annual Local Produce Awards – e.g. Best Grower, Most Innovative Grower, Best Local Food Champion, Best Home Cook (Show us ya Dish) Sponsored by Growers Market and others.</p>	<p>Industry.</p> <p>CHCC (Enterprise Coffs).</p> <p>Growers Markets.</p> <p>CHCC (Enterprise Coffs).</p>	<p>Ongoing.</p> <p>2013/14.</p>	<p>Event organisation.</p> <p>Organisation of Competition process.</p> <p>Marketing, Publicity.</p>	<p>Number of opportunities and networking events created for local businesses.</p> <p>Increase in local producer – retailer relationships.</p> <p>Media coverage.</p> <p>Participation in Awards.</p>
<p>Local Produce Directory</p> <p>Promote the use of the Local Harvest Directory by producers – to list produce and retailers to source produce.</p>	<p>CHCC (EC, Sustainability).</p> <p>Growers Market.</p>	<p>Ongoing.</p>	<p>Marketing.</p> <p>Social Media.</p>	<p>Increase in producers listed in Directory.</p> <p>Use of directory.</p>
<p>Publicise existing young people in the food industry</p> <p>Case studies to look for showcasing opportunities – at events e.g. Sustainable Living Festival etc.</p>	<p>Industry.</p> <p>NC TAFE.</p>	<p>2013.</p>	<p>Identify and profile young Foodies.</p> <p>Promote career pathways.</p>	<p>Case studies developed.</p>
<p>Growing for local market</p>	<p>Industry Network</p>		<p>Following up Growers.</p>	<p>% of produce switched</p>

FOOD FUTURES ACTION PLAN

Find local growers who currently supply capital city markets to suggest they also supply local markets.	(Growers, Wholesalers, Retailers).	2013.	Identifying local market for produce.	from Capital City to local markets.
<p>Increase use of local wholesale market</p> <p>Work with existing local wholesalers to identify best way to increase/maximise local produce availability for local market (for bulk buyers)</p>	Local Wholesalers. Retailers.	2013-14.	<p>Identify gaps in local produce market.</p> <p>Encourage growers to sell local or diversify crops.</p>	% of local produce sold via wholesalers.
<p>Financing Options</p> <p>Identify alternative financing options to support new local business opportunities</p>	CHCC (Enterprise Coffs). NSW Trade & Investment.	2013-14.	Identifying finance options.	Increased access to finance.

CREATIVE INDUSTRIES ACTION PLAN

What	Who	When	Resources	Measure
Finish				
Improve acoustics at Cavanbah Centre. (Main Hall).	CHCC (Community Development).	2013.	Acoustics Testing and Reporting. \$\$\$ modifications.	Acoustics improved.
Finish the Conservatorium.	Regional Conservatorium.	Dependent on funding.	\$\$\$.	Completed.
Finish Stage III Gallery.	CHCC (Coffs Harbour Regional Gallery).	2015.	\$\$\$\$.	Completed Gallery.
Finish Museum.	CHCC (Museum).	2014.	\$\$\$.	Opening of Museum.
Link + Showcase				
BRANDING				
Be the 'Creative Coast' a term coined by the MNC Arts – need to own it and use it. "Bread Trail" – embrace the diversity of spaces by linking them through signage, visual linkages, flow and information.	CHCC (Community Development, Coffs Coast Marketing). Arts Mid North Coast. Creative Industries Network. Coffs Coast Tourism.	Dependent on agreement by all parties. Dependent on agreement by all parties.	Brand / logo design and use in all appropriate advertising. Possible 'Lead Artist' for the City to assist with plan by design.	Brand / logo agreed upon and use commenced. Plan by design commenced and linkages visible.
Online Tool – list of artists / creatives, gallery spaces, tourism promotion sites.	Arts Mid North Coast CHCC (Community Dev.).			Online program completed.

CREATIVE INDUSTRIES ACTION PLAN

<p>Creative Industries/Arts Expo – showcasing local creative professionals – one location, variety of artists/businesses and activities – graffiti demo, interactive opportunities to try art forms, workshopping.</p>	<p>Creative Industries Network. Arts Mid North Coast. CHCC (Community Development, EC).</p>	<p>To commence in 2013</p>	<p>Support by way of sponsorship. Sustainable number of artists committed. Workshop developed and presenters confirmed.</p>	<p>Expo successfully held.</p>
<p>Identify synergies between community spaces and creative art activities – especially at existing activities eg. food markets, shopping centres, Resort Foyers, Sporting Facilities, out door performance areas – public art events, use our captive audiences (art in unexpected places, free busking).</p>	<p>Creative Industries Network. Arts Mid North Coast. CHCC (Community Development, EC, Coffs Coast Marketing).</p>	<p>Program developed and accepted by late 2013.</p>	<p>Commitment by all parties to participate in the program.</p>	<p>All parties committed and program commenced and working successfully.</p>
<p>Pop Up Spaces for Creative Industries.</p>	<p>CHCC (EC, Community Development). Landlords of empty spaces. Creative industry Network (future cooperative?).</p>	<p>Negotiations with all parties to commence in 2013.</p>	<p>Agreement to participate in the program by landlords and Artists completed. Insurances in place. Legal Agreements between parties developed.</p>	<p>Number of Pop Up Spaces.</p>
<p>Career pathway material – demonstrate through local successful case studies – creative industry tours.</p>	<p>NC TAFE. Arts Mid North Coast.</p>			

CREATIVE INDUSTRIES ACTION PLAN

Youth music festival.	Life House Church – CHCC (Community Development, EC) and Youth.	Plans for Youth Week 2013 to include music festival commenced 2012.	Sponsorship. Insurances. Event Management.	Successful event.
Use Switched on Coffs TV to promote artists.	CHCC (EC) - Creative Artists.	Commenced 2012.	Time.	Number of artists promoted on SOC.TV .
Showcase and increase visibility e.g. social media coordinated campaign, designated “love” persons, “love” ambassadors.	CHCC (EC).	To commence in 2013.	Time & inspiration and persons to participate.	Number of ‘love stories’ shared online.
Seasonal Art Festival.	Creative Industries Network. Arts Mid North Coast. Coffs Harbour City Council.	To commence in 2013.	Agreement with Food Futures Network to work co-operatively on one seasonal festival.	The implementation of a successful Food / Art Festival.
Declaration of the importance art & culture to the City.	Arts Mid North Coast. Creative Industries Network.	To commence in 2013.	Proposal to council.	Creative Industries adopted as an economic driver.

CREATIVE INDUSTRIES ACTION PLAN

Collaborate				
<p>Form cooperative artists haven – Umbrella organisation.</p> <p>Collective approach to promoting and supporting creative industries - the place to go for artists to grow their talent/business – the place to go for business/community to access creatives.</p> <ul style="list-style-type: none"> • exposure / • communication • exhibition space • resident artist / featured artist • increase access to funding. 	<p>CHCC (Community Development)</p> <p>Arts Mid North Coast.</p> <p>NC TAFE.</p> <p>Coffs Coast Artists / creatives.</p>	<p>To commence negotiations with all parties in 2013.</p>	<p>Requires commitment, regular meetings, core group. Need to bring diversity of sector together effectively.</p>	<p>The formation of a successful Co-operative.</p>
<p>Identify precinct / areas where local artists can paint on public/private buildings – as a competition – run as a regular event to nurture the local talent.</p>	<p>CHCC (EC, Community Development) – Private Sector.</p>	<p>To commence as part of the CBD plan in 2013.</p>	<p>Agreement by CHCC and Private sector on buildings / areas where this activity can happen.</p> <p>Public Art Policy to include this activity.</p> <p>Agreement with artist developed.</p> <p>Insurances in Place.</p>	<p>A successful ‘graffiti’ program commenced.</p>

HEALTH INDUSTRY ACTION PLAN

What	Who	When	Resources	Measure
Showcasing + Promotion				
<p>Case Studies: Publicise and showcase examples of successful and innovative enterprises in the Smart & Connected City. Direct people from the showcase to actions they can undertake (i.e. workshops in the Digital Enterprise Program).</p>	CHCC (Enterprise Coffs).	2013.	<p>Identify case studies.</p> <p>Develop case studies.</p> <p>Use case studies for promotions.</p>	Case studies created and accessible.
<p>Talk up the Campus: Promotional campaign – part of Love this City, love the Campus.</p>	<p>Education & Skills Group.</p> <p>CHCC (Enterprise Coffs).</p>	2013.	<p>Talking it Up!</p> <p>Marketing, Social Media.</p>	
<p>Connect Coffs Globally: Participate in global programs (such as the Living Labs Global Awards) to connect Coffs to the wider international community. http://www.llga.org/</p>	CHCC (Enterprise Coffs).	2013.	<p>Living Labs Global Awards</p> <p>\$7,500USD + commitment to support implementation of solution.</p>	<p>Implementation of selected solution.</p> <p>Global coverage of participation.</p>

HEALTH INDUSTRY ACTION PLAN

<p>Coffs Ex-Pats and Ambassadors: Target the network of Alumni students from CHEC to talk up the city and be ambassadors. Encourage connections to the City and to return.</p>	CHEC	2013.	What connections to keep via Social Media?	<p>Number of Alumni kept in the loop.</p> <p>Number of Alumni to come back and speak at events, return to base?</p>
<p>Contemporary Technology Festival: Focus on the whole community connecting.</p>	Mid North Regional Development Australia Board			
Education Evolution				
<p>Education and Skills on the Edge: How are TAFE and SCU responding to the shift in the education paradigm?</p>	NC TAFE, Southern Cross University, Enterprise Coffs.	2013.		
<p>SME Accreditation: Develop local accreditation program to encourage more business improvement in areas of Sustainability and IT.</p>	NC TAFE. Chambers of Commerce.	2013.	<p>Program feasibility.</p> <p>Program development.</p> <p>Source funding.</p> <p>Marketing.</p>	<p>Uptake of program by SMEs.</p> <p>Improvement in business performance.</p>
<p>Responsive Education: Increase matching of industry skill needs with output of students from TAFE and UNIs.</p>	NC TAFE, Southern Cross University. Cross-industry input.	2013-14.	Could be a project for the Living Labs?	

HEALTH INDUSTRY ACTION PLAN

<p>Health Education across the Region: Investigate niche market - what are the gaps in the education provision across the region / areas of specialisation. <i>Refer to Health Industry Action Plan – Regional Conference.</i></p>	<p>NC TAFE. Southern Cross University.</p>	<p>2013.</p>	<p>Research.</p>	<p>Identified focus for local health education providers.</p>
<p>Aspirational Shift: Coordinated program to shift the community (individuals & businesses) to aspire to further education and lifelong learning.</p>				
<p>Mentoring: Using the AIME model to encourage youth onto further education, to stay committed to study – extend to a broader community.</p>	<p>Southern Cross University, NC TAFE, Schools AIME.</p>	<p>2013-16.</p>	<p>Program coordinating body. Identify and support mentors. Identify and support for mentees.</p>	<p>Commitment of participants to further study.</p>
<p>Education and Industry Partnerships: with a focus on a technology enabled community – training partnerships / research partnerships.</p>	<p>NC TAFE and Southern Cross University.</p>	<p>2013-16.</p>		
<p>Experience Exchange: A pilot program involving leaders from industry and education sectors.</p>	<p>NC TAFE and Southern Cross University.</p>	<p>2013-14</p>		

HEALTH INDUSTRY ACTION PLAN

What	Who	When	Resources	Measure
Collaboration				
<p>Health Industry Network</p> <p>Network for Health and Health Education providers that meets regularly – information exchange, lobbying, collaborative projects, branding, facilitated network meetings.</p>	Coffs Harbour Chamber of Commerce.	<p>Next meeting November 2012.</p> <p>To be regular meetings – timeframe agreed at Nov meeting.</p>	<p>Sector participation.</p> <p>Venue.</p> <p>Facilitation.</p>	Number of identified projects and the success of those projects.
<p>Regional Conference</p> <p>Investigate establishing a Regional Health and Education Conference.</p>	CHCC (EC) – Industry Steering Group.	First half 2013.	Conference organisation.	Conference attendance.
Human Resources: Educating for our Needs				
Strengthening pathways for young people to transition into health higher education.	Youth Directions. Southern Cross University.	On-going.	Information sessions, work experience and pathways programs.	Increase in school leavers taking up higher education in health sector locally e.g. Nursing at SCU
Investigate opportunity for Generic Personal Care Course –to address future need in Aged Care service provision.	Southern Cross University. NC TAFE. Enterprise & Training Co.	By 2017.		Investigation undertaken.

HEALTH INDUSTRY ACTION PLAN

Investigate opportunity for final year Pharmacy interns to be 'hosted' by local university.	Southern Cross University, University of NSW, Pharmacists.	2013.	Hosting by a local university. Pharmacy support.	Investigation undertaken. Number of interns employed by local Pharmacies. Number of interns retained by the City following graduation.
Human Resources: Filling the Gaps				
Collaboratively attract the skilled people we need – e.g. Neurology, Vascular Surgeon, Allied Health.	Health Industry Network. CHCC (EC).	On-going.	coffscoasthealth website. Identification of needs by Industry. Champions within the health sector Industry Network.	Number of targeted health professionals attracted.
Promote internally (within Coffs) and externally the www.coffscoasthealth.net.au website – increase use.	CHCC (EC). All industry.	On-going.	Need council and the industry to maintain currency of the website. Promotion of website	Number of 'hits', enquiries received and professionals relocated.
Retention: Investigate ways of providing a welcoming process for newcomers and family to connect them to the City.	CHCC (EC). Health Sector. Service Clubs i.e. Rotary. New Residents / Professional Groups.	On-going.	Promotion of welcome functions. Establish City Hosts. Development of Questionnaire for use by City Hosts.	Retention rate of relocated health professionals.

HEALTH INDUSTRY ACTION PLAN

Research, Development and Planning				
Increase collaboration between the health industry and education sector.	Health Industries, NC TAFE, UNSW Rural Clinical School, Southern Cross University, IBES (Melbourne University) & others.	On-going	Time to investigate and evaluate collaborative opportunities.	Number of projects identified and implemented.
Evaluate future land use Plans (LEP) reflect projected growth in health service requirements.	CHCC (Planning). Industry Network.	On-going.	Industry identification of land use requirements. Response by CHCC.	No shortage of suitable lands for health sector expansion.
Investigate the feasibility of the co-location of NGO / Not for Profit health service providers to make increased use of shared resources.	NGOs / NFPs. Coffs Harbour City Council (EC).	2013.	Obtain funds to conduct a feasibility study in the opportunity of co-location. Source a community based investor.	Successful feasibility study completed that was able to attract an investor for the project.
Health in the Digital Era				
Aged Care – link NBN and aged care initiatives: Opportunity to leverage NBN capacity to fill gaps in provision – e.g. potential for a “virtual community centre”.	Southern Cross University. Aged Care Providers	2013.	Aged Care provider participation. Technology equipment and program providers. Capacity building to use new programs / equipment effectively. Research process of adoption and benefits to clients.	Increased use of NBN enabled telehealth and social connectivity programs by Aged Care providers.

HEALTH INDUSTRY ACTION PLAN

<p>Telehealth: Create awareness and adoption in the health sector and seek out partners for delivery of programs.</p>	<p>CHCC (EC), Southern Cross University, NBN Co , ACBI, Medicare Local, Public and private sectors.</p>	<p>2013 – 2014.</p>	<p>Needs identification. Program / Partner identification. Funding model for delivery of selected program (s).</p>	<p>Increased use of NBN enabled telehealth by Health Industry and community.</p>
<p>e-Health: Investigate collaborative programs to support the best practice use of e-health records. Seek out partners for delivery of programs.</p>	<p>Hospitals, Aged Care Facilities, Pharmacists, Medicare Local / GPs. E-health Solution Providers.</p>	<p>2013.</p>	<p>Needs identification. Program / Partner identification. Funding model for delivery of selected program (s).</p>	<p>Increased use of e-health by Health Industry and awareness of e-health by the community.</p>

MANUFACTURING INDUSTRY ACTION PLAN

What	Who	When	Resources	Measure
Collaboration				
Ensure that Manufacture Coffs Coast Network continues to be relevant to the needs of its members and operates efficiently.	Manufacture Coffs Coast.	2012 ongoing.	Network.	Membership, attendance at events, participation in projects.
Encourage online collaboration of the local manufacturing sector by actively participating in the Switched on Coffs online Collaboration tool – Coffs Coast Manufacturing Network VTeam .	CHCC (EC).	2012 – ongoing.	Network.	Collaboration.
Form an alliance with Industry Mid North Coast.	Manufacture Coffs Coast.	2013.	Network.	Alliance – collaboration.
Collaborate within the network to share and train skilled workers. Provide a skills list of members on website to enable job/workload sharing.	Manufacture Coffs Coast.	2013.	Network.	Website.
Conduct two (2) industry tours per year to encourage collaboration and information exchange.	Manufacture Coffs Coast.	2013 ongoing.	Network. Participating companies provide tour of premises.	Tour held and participant numbers. Information exchanged.

MANUFACTURING INDUSTRY ACTION PLAN

<p>Collaborate on investigating new markets.</p> <p>Investigate the return and attraction of skilled workers to the area post mining contract. (Fly in Fly out).</p> <p>Marketing package including Switched On Coffs TV content.</p>	<p>Manufacture Coffs Coast to work with FIFO Committee.</p>	<p>2013.</p> <p>2013.</p>		
Business Development				
<p>Keep members up to date with the latest industry trends and innovations and obtain new ideas and ways of learning and doing business to help lift efficiencies and reduce costs. (e.g. via workshops).</p>	<p>Manufacture Coffs Coast.</p>	<p>2013.</p>	<p>Workshops either face to face or online / webinars.</p>	<p>Implementation of businesses improvements in local enterprises.</p>
<p>Expand business reach and establish valuable networks to help profile local manufacturing firms to a worldwide Market.</p>	<p>Manufacture Coffs Coast and CHCC (EC). (switchedoncoffs.tv)</p>	<p>2013.</p>	<p>Manufacture Coffs Coast embers provide access to businesses.EC - Switched on Coffs TV – promote businesses e.g. Mid North Coast Trucks, Comet Windmills.</p>	<p>Profiles developed.</p>
<p>Collaborate on jointly tendering for bigger projects using member expertise and skills to grow new business.</p>	<p>Manufacture Coffs Coast.</p>	<p>2014.</p>		

MANUFACTURING INDUSTRY ACTION PLAN

Encourage our members to register on ICN gateway to grow new business. Investigate using MCC Branding for this.	Manufacture Coffs Coast.	2013.		
Education				
Collaborate within the network and with educators to ensure the skilled resources pool in manufacturing is maintained, attracted and educated.	Manufacture Coffs Coast. TAFE.	2013.		
Support the Trade School at Macksville.	Manufacture Coffs Coast.	In progress.	Liaise to ensure set up is industry relevant.	Trade School Established.
Training on Carbon Tax implications and opportunities.	Education Providers.	2013-14.		
Develop a program to showcase Industry careers to interested high school students.	Manufacture Coffs Coast and partners (e.g. Youth Directions).	2013.	Participation of members to showcase career options Schools (via Youth Directions).	
Lobbying				
Lobby Government (Local, State and Federal) to put in place a local procurement policy.	Manufacture Coffs Coast	2013-14.		
Planning – unravelling red tape – development compliance...?	Manufacture Coffs Coast	2013-14.		

MANUFACTURING INDUSTRY ACTION PLAN

Work with (or Lobby) Department of Fair Trading to ensure relevancy of reviewed licences reflect industry practice (i.e. changes made with appropriate industry consultation).	Manufacture Coffs Coast. TAFE.	In progress 2013.	TAFE providing input into Dept of Fair Trading.	
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TOURISM INDUSTRY ACTION PLAN

What	Who	When	Resources	Measure
Love our City				
<p>Look at ways to capture the community feelings of Love our City (e.g. A weekly “Love our City” column in the newspaper with reader contributions welcomed. See: A - Love our City (A5 - Love notes to the City)</p>	CHCC (EC) and Media.	Mid 2013 .	Media. Social Media (e.g. via Blog and RSS feeds)	80% of Coffs Harbour residents love their city by end of 2014.
<p>“Love our City” promotion targeting the locals (who share this with the VFR market).</p>	CHCC (Coffs Coast Marketing) & Coffs Coast Tourism. Tourism and non-tourism operators & businesses.	On-going.	101 things to do on the Coffs Coast. An ‘open house’ day where all attractions have free entry for locals. Social Media	Growing and on-going participation of operators in the campaign. Numbers of locals / visitors responding to the campaign.
<p>Regional competition to all businesses and individuals to come up with best ‘Love our City’ concept.</p>	CHCC (EC, Coffs Coast Marketing), Coffs Coast Tourism, Chambers of Commerce and local media. Tourism and non-tourism operators & businesses.		Major corporate sponsorship and prizes.	Number of entries received.
<p>Encourage businesses to have pride in their business e.g. via campaign to have the ‘best dressed business’ with service to match.</p>	CHCC (Coffs Coast Marketing), Coffs Coast Tourism. Chambers of Commerce.	Commence with Sunny’s Business Awards.	Part of ‘Love your City’ campaign - \$prize money. Sunny’s Business Awards.	Numbers of businesses committed to program.

TOURISM INDUSTRY ACTION PLAN

Highlight every sectors involvement in the tourism sector through their communication channels. Highlight value of tourist dollar to the community.	CHCC (Coffs Coast Marketing), Coffs Coast Tourism.	Currently being done within the industry. Expand the data base to include other organisations / business networks.	e.g. via sector enews, meetings, chamber breakfast, Switched On Coffs, social media.	Number of industry / businesses reached and their improved understanding of their benefit from visitors.
Operators to ask people to share positive feedback.	Coffs Coast Tourism. Operators & local media.	On-going.	e.g. ask if people enjoyed their experience. If yes, ask them to express that via newspaper, tripadvisor, and on social media	Number of letters in paper and / or tripadvisor. 'Shares' in Social media
Smart and Connected				
<p>Increase take up and capabilities of digital:</p> <ul style="list-style-type: none"> • Increase in product development (e.g. Digital Tech) • Co-operative tech savvy learning opportunities. • Increase digital presence – webcams on points of interest, maps, translations for tourists etc. 	Digital Enterprise Program and other programs targeting business uptake of HSB.	Commenced.	Programs funded by Government r delivered by private sector to business at a cost.	Number of businesses trained and using HSB to grow their business.
WiFi towers to distribute bandwidth.	NBN Co. Telstra, Optus and other providers.	Commenced.	N/A.	Wi-Fi accessible to outer reaches of the City.

TOURISM INDUSTRY ACTION PLAN

Increased Wi-Fi access for visitors. (e.g. at attractions and beaches)	Operators.	As HSB becomes available to premises.	Promotion of Wi-Fi hotspots and Free Wi-Fi access points	Number of hot spots.
Telephone Coverage – Reduce Blackspots: Increased repeater stations for mobile towers.	Coffs Coast Tourism Association to lobby Telcos.	TBC	Time and staff resources.	Reduced number of ‘black spots’.
Destination Web Page <ul style="list-style-type: none"> • upgraded profile, call to action, geographical identification • cost effective - ability for operators to update data themselves • App. 	CHCC (Coffs Coast Marketing).	Commenced July 2012. Already in place. Already in place. Already in place. Within Legendary Pacific Coast already in place.	Cease contract with current web company working on new website. Time and staff resources.	New web company appointed. Completion of new website being created for past 10 months.
Social Media - Broader industry connections and links via social media.	CHCC (Coffs Coast Marketing).	Over 400 industry connections already in place.	Feed via social media and link to website. Destination NSW Tourism Australia. Time, budget and staff resources.	
Attraction signage - Operator to Operator.	Operators	Interest gauged 2013. Construction 2014 based on operator demand.	Coordination – time. Construction and installation costs funded by participating operators.	Operators receiving business to business referrals.

TOURISM INDUSTRY ACTION PLAN

Welcoming Spaces				
Jetty Foreshore Upgrade Engagement and cooperation of local government and community toward a common outcome.	CHCC and community.	Concept Plan – completed. Consultation – 3 months. DA plans and specs – 6 months. Construction 15-18 months.	See Jetty 4 Shores Plan.	Increase visitation numbers by 300% within 12 months of completion of the upgrade..
Park Beach – Ocean Parade Park Upgrade To create a safe recreational area of locals and visitors	CHCC and community.	Concept Plan – completed. Consultation – 3 months. Funding application – 6 mths. DA plans and specs – 6 months. Construction 12-18 months.	Engagement of local community, government, businesses and conservation around planning. Low capital injection, goodwill, clear vision and direction.	Reduction in crime. Increased visitation.
Planning for Growth				
Airport / Travel - Increase inbound capacity <ul style="list-style-type: none"> • Secure additional Melb & SE QLD services. • Fly in Fly Out. • Fly Tiger to get more flights. • International – 10 years – connecting people. • Marketing partnerships with airlines. • Daily flights to Brisbane. 	CHCC (Airport Manager and Coffs Coast Marketing).	On-going.	Staff time.	Increase inbound visitor numbers by 6% by 2014 and continue growth each year.
Infrastructure Review zoning within 2 years to meet market demands (e.g. needs of Holiday Houses and Vacation	CHCC (Planning)	Within 2 years	Staff Time.	Market demands addressed through zoning.

TOURISM INDUSTRY ACTION PLAN

Rentals) Develop a prospectus of available investment land. See F1. Planning for Growth				
Increasing Marketing Budget <ul style="list-style-type: none"> • Increasing State Government marketing allocation (by 100% in 3 years). • Double marketing budget by 2015. • Increase industry participation by 10%. 				

REVIEWING THE STRATEGY

Council will host an annual forum of the overall reference group to report on progress, encourage cross industry/sector engagement and action and to also discuss trends, opportunities and issues of relevance to the Coffs Harbour economy.

An annual analysis of GRP and employment growth or decline by industry sector will be tabled for discussion at the above annual meeting.

A critical component in establishing the success of a regional economic development program, and the impetus for the maintenance of its success over time, are the agreed clear set of baseline progress measures and dates as spelt out in the *Action Plans* above so as to identify the impact of the social and economic actions undertaken.

A number of other external measures and data sources that will provide clear measures of success or otherwise are outlined in *Opportunities + Process + Currently Reality*. These form an independent basis for the monitoring and evaluation process for the Coffs Harbour Economic Strategy.

Those actions identified in this Strategy that are the responsibility of Council's Enterprise Coffs will be reported to Council as part of Council's six-monthly reviews of its Operational Plan which is publicly reported.

REFERENCES

Kageyama, P. 2011. *'For the Love of Cities: The Love Affair Between People and their Places.'* Creative Cities Productions. St Petersburg, Florida, USA. ISBN 0615430430.

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Contact Details

Southern Cross University,

Hogbin Drive, Coffs Harbour, NSW 2450

Name: Dr Grant Cairncross
Phone: (02) 6659-3617
Email: grant.cairncross@scu.EC.au

Coffs Harbour City Council, Enterprise Coffs

Name:	Jennifer Oloman	Kristina Cooke
Phone:	(02) 6648 4081	(02) 6648 4 089
Email:	jennifer.oloman@chcc.nsw.gov.au	kristina.cooke@chcc.nsw.gov.au

TABLE OF FEEDBACK DRAFT COFFS HARBOUR ECONOMIC STRATEGY

Feedback received during the Public Exhibition Period

HARDCOPY FEEDBACK 1	STAFF RESPONSE	DOCUMENT REFERENCE
Chamber expresses its concern at the limited time frame allowed for analysis and comment regarding the proposed.	Noted	
The Chamber of Commerce is of the opinion that the Strategy is primarily unsound. .	Noted	
There is notable lack of realistic, practical initiatives designed to identify and achieve specific objectives and advancement of business and industry.	Industry Action Plans – COWORKING – Local Dollars – Enterprise Facilitation – Coffs First actions	Action Plan document
For increased transparency, it would be beneficial to outline the objective and measurement of the strategy (SMART), the process taken, number of representatives and names per industry workshop and to whom the document is targeted towards. This should be clearly positioned within the Executive Summary		Opportunities + Process + Currently Reality
Who is this document for – council, stakeholders, potential investors, the community? Audience is not clearly identified.	Executive Summary. “Who owns this Strategy”? This Strategy is owned by all the people in the community who want to create a City based on growth through localisation and love of our City.	Page V of the Opportunities + Process + Currently Reality

Attachment 3

HARDCOPY FEEDBACK 1	STAFF RESPONSE	DOCUMENT REFERENCE
<p>The title doesn't make sense – don't understand it! Is it appropriate? Document more of a community consultation document than an economic strategic plan by definition</p>	<p>The title emerged out of the consultation process with industry groups. The two major themes identified were Localisation and Love our City.</p> <p>The overwhelming feedback was that workshop participants did not want another economic "wish list" of top down smokestack chasing but a plan the community could work on together from the ground up to build on what we have and what we can create together.</p>	
<p>The terminology / jargon in this "economic strategy" is not entirely appropriate (e.g. create the love, mojo, community, citizens')- tone and manner not appealing for most potential investors</p>	<p>Not a investor prospectus see box on page VI "Investing in Coffs Harbour"</p>	<p>Page VI of the Opportunities + Process + Currently Reality</p>
<p>There is no definition of "economic strategy" and goals; i.e clear positioning needed in terms of geographically and economically for example "Coffs Harbour – the Major Regional Centre between Newcastle and the Gold Coast"</p>	<p>This is perhaps a result of clearly identifying the image that Coffs Harbour wants to project into the future.</p>	<p>Page 3 & Page 6 of The Action Plans document.</p>
<p>Define lifestyle location every town in Australia / world calls themselves this – where how are we different.</p>	<p>A variety of lifestyle choices for where we live – coastal – valleys and mountains. Education and Health services to be envied.</p> <p>This "lifestyle location" is being promoted in other Departments and documents i.e Coffs Coast marketing – Switched on Coffs tv and it is what we will create together by implementing the Action Plans in the Strategy.</p>	<p>See Action Plans.</p>
<p>A Strategy should start with the current situation, analyse trends / developments / consider competition, and have an end picture - > with the road towards it - > there is not a clear end picture and therefore there is no GPS to go by..... (mentioned in the document " Coffs was Big Banana, what will it be ...?)"</p>	<p>See Opportunities + Process + Current Reality</p>	<p>See Opportunities + Process + Current Reality</p>

HARDCOPY FEEDBACK 1	STAFF RESPONSE	DOCUMENT REFERENCE
<p>We have to realise that economic development and keeping / attracting businesses / organisations is very very competitive: a lot of Cities / regions are trying to get the same employers; so we need to understand these potential investors and speak their language!</p>	<p>See attached document on economic development How EDU do this – see presentation</p>	
<p><i>Comments on Process</i></p>		
<p>Missing info about timelines, progress, milestones</p> <p>Missing names / organisations that have been involved in all groups and notes of those meetings</p> <p>Inappropriate content, lack of direction and mis-timing – reflects an unclear and ill-defined process, including:</p> <p style="padding-left: 40px;">Partner group selection (according to the plan, there was no representation by Chambers of Commerce i.e. Coffs, Sawtell or Woolgoolga – considering the purpose of the report this is a big oversight and shows questionable process for Reference group participation or number of meetings held.</p> <p style="padding-left: 40px;">Process for industry representation – key business clusters were overlooked, ie. Retail or if so to minimal extent</p> <p style="padding-left: 40px;">Timeline was inadequate – based on the released timeline, draft strategy/direction is five months overdue</p> <p style="padding-left: 40px;">Premature release of action plans – (actions confirmed before strategy/ direction was identified?)</p>	<p>Comments related to timeline and names of representatives from workshops. Noted</p>	

HARDCOPY FEEDBACK 1	STAFF RESPONSE	DOCUMENT REFERENCE
<i>Comments on the Analysis</i>		
Missing analysis of the current economic climate and offer of (business) locations (office, industrial) and plans. Document and process in developing the document lacks focus continuity.	Refer to Opportunities + Process + Currently Reality for analysis of current economic climate. Strategy on page 24 of the Opportunities + Process + Currently Reality links other documents to this Strategy i.e LEP and City Centre prosperity plans.	
Missing is overview of stakeholders who (can) play a role in the REGIONAL economy of Coffs; and what are the stakeholders roles, responsibilities, authorities etc	See Action Plans	
Missing is a comprehensive analysis of global / industry there is more happening in the corporate world than the NBN.	Maybe this could be done by SCU – it would need funding	
The SWOT as presented is very generic	It was included as part of the overall competitor analysis for reference	Page 28
RE: NBN Missing overview of experiences in Australia / world: what businesses / clusters are attracted by benefit of fast broadband? Do we want to attract there businesses / types of activities (benchmark?) How are we going to organise that? Who is responsible for that? NBN is featured, but why isn't there an analysis of what businesses will benefit, and how they can be attracted? There is a very narrow timeframe and it is fast running out.	E. Smart and Connected Strategic Theme See Switched on Coffs Digital Strategy See switchedoncoffs.tv Availability of high speed broadband is mentioned in all promotional material used to 'sell' the City.	Page 17 of action plans

HARDCOPY FEEDBACK 1	STAFF RESPONSE	DOCUMENT REFERENCE
<p>Missing: clear direction / focus on what industry (sub) sectors we want to focus on: Health? Tourism (hardly mentioned in this document, while being very important in Coffs)? Governments, education etc? Plus more detailed info: Health is a very broad industry -> are we focussing on certain specific areas for example based on what we already have here (e.g relate to education)?</p>	<p>Industry Action Plans are a good indication of industry being focused on; Health; Education & Skills, Manufacturing, Creative Industries, Food Futures and Tourism – it should be acknowledged that Tourism has two proactive, professional bodies with there own plans working on this sector.</p>	<p>See Industry Action Plans in The Action Plans document.</p>
<p>Plan doesn't capitalise / leverage off existing infrastructure / industry facilities and/or expertise already here (e.g. harbour/ rail/ air port).</p>	<p>F. Planning for Growth – The Action Plans.</p>	<p>Page 18 – The Action Plans F1 -5</p>
<p>Missing a table with economic indicators for Coffs and comparable regional centres -> how do we score (over the years)</p>	<p>See Opportunities + Process + Current Reality document for comparison against regional NSW.</p>	<p>Page 6 - 17</p>
<p>Missing economic view on infrastructure, i.e HSL (support to have Mid North Coast stop in Coffs), Harbour, Highway etc.</p>	<p>F. Planning for Growth – The Action Plans.</p>	<p>Page 18 – The Action Plans F1 -5</p>
<p>There is no sound analysis of global / industry trends that may show opportunities for our regional economy (as maybe mentioned in SWOT). Requires identification of business trends (past, current and forecasted).</p>	<p>Maybe this could be done by SCU – it would need funding The NSW Government has released a document as mentioned here and this document will be attached as an appendix to the Strategy.</p>	
<p>There is no mentioning of relevant other Government studies / reports / statistics on regional economy (e.g. Fed, State, RDA). These surely play a part in determining where we are and where we need to be, to be economically viable as a regional city and competitive in regards to attracting industry and people to the region to help drive revenue/positive population growth across all demographics?</p>	<p>The NSW Government has released a document as mentioned here and this document will be attached as an appendix to the Strategy.</p>	

HARDCOPY FEEDBACK 1	STAFF RESPONSE	DOCUMENT REFERENCE
<p>The document presented should state that there is a separate specific prospectus aimed at attracting businesses to Coffs Harbour – this might help alleviate confusion over what document is trying to achieve. It would be easier to read & understand if both documents were combined.</p>	<p>Council has generic package for enquiries from business / investors / residents.</p> <p>Once having received their package most clients want specific information and EDU hand holds them through this process.</p>	<p>Page VI</p>
<p><i>Comments on the Strategy and Action Plans</i></p>		
<p>Far too many actions - > who will overview / coordinate all? In what timeline?</p>	<p>Actions were identified by community groups and individuals and it is assumed that they will run with actions where possible. EDU will act as facilitator and assist and report to council and Reference Group.</p>	
<p>The report requires taking a proactive approach. If this is to be used as a prospective it needs to ensure sectors are identified where Coffs has a competitive advantage. For example – How do we attract them? Why should they do business in Coffs? Who will have responsibility? Do we just hope they check out the council website? Why aren't they being identified, encouraged to consider decentralisation to Coffs Harbour. Additionally, targeting government offices through decentralisation as outlined in the NSW 2021 plan?</p>	<p>This is day to day work of the EDU.</p> <p>The Strategy is NOT a prospectus.</p>	
<p>Are all organisations who have their names as responsible entitled to/does that fit in their business/organisation plan/ are they committed?</p>	<p>No they are not committed but it would be good if they were. Organisations like individuals do what they can and what drives them.</p>	
<p>The actions in this plan have to be reviewed in terms of relevance for an economic development strategy (i.e. improve acoustics at Cavanbah Centre)</p>	<p>This action is important to Creative Industries members and to the city as it inhibits the ability to hold functions in the Centre thereby affecting the 'grunge' fabric of the city (as mentioned by Bernard Salt)</p>	

HARDCOPY FEEDBACK 1	STAFF RESPONSE	DOCUMENT REFERENCE
<p>Relevance to economic strategy? There appears to be a tighter correlation to a community strategy. The economic strategy needs to identify and incorporate – Where do we stand currently? How many business / investment enquiries are received? Who responds? What is the success rate? Once again, doesn't position Coffs. What happens in the case of individual business professionals / consultants / specialists wishing to relocate to Coffs? There are measures, but surely the main measure should be attraction of new businesses and business professionals? Website hits mean nothing if there is NO result.</p>	<p>Community builds Cities that people want to live in – yes it is a community plan it was written by community.</p>	
<p>Actions lack adequate resourcing e.g. the Chamber responsible on a number of actions but may not have the resources to implement all.</p>	<p>Heading changed to “Possible Partners” as suggested by Chamber.</p>	<p>See Action Plans</p>
<p><i>Comments on the Recommendations</i></p>		
<p>Extend consultation time</p>	<p>Public exhibition 30 May – 9 July 28 days.</p>	
<p>Incorporate feedback from consultation into second draft before presenting further</p>	<p>Done where appropriate and possible</p>	
<p>Assign accountability (relating to regular reporting / report card, measurements) – identify who is responsible and accountable</p>	<p>This will be done on a project basis once community has taken ownership of a project.</p>	<p>Page 42 of Action Plans document</p>
<p>Clearly define intent/purpose and strategic driver(s)</p>	<p>See Executive summary</p>	<p>Page II – VI Opportunities + Process + Current RealityPage 3 in Action Plans document</p>

Attachment 3

HARDCOPY FEEDBACK 1	STAFF RESPONSE	DOCUMENT REFERENCE
Report needs to successfully document where the City needs to be economically in order to be profitable for its occupants	We are an economically viable city.	
State required direction! Where do we need to be in order to be considered an economically variable city	We are an economically viable city.	
Allocate resources (include estimated budget – source)	This can only be done on a project by project basis and once partners in the project are identified and committed Project Plans including budgets will be completed.	
Include partner group representatives as strategy authors	Mentioned as The Coffs Harbour Community on Action Plans document and in Opportunities + Process + Currently Reality	Page 2 of Opportunities + Process + Currently Reality

HARDCOPY FEEDBACK 2	STAFF RESPONSE	DOCUMENT REFERENCE
<p>I write in respect of the CHCC’s Economic Development Strategy, currently on exhibition, and I offer you the following comments.</p> <p>Overall, I think the Strategy is a broad document, which presents demographic information and a summary of the findings from each of the Industry Groups. However, it generally lacks detail as to how specific actions can be achieved.</p> <p>As noted in the staff comments, consensus was not reached in how the final document should be presented and this has hampered its effectiveness as a strategic document.</p>	<p>Noted</p>	
<p><i>Scope and Jurisdiction</i></p>		
<p>The Strategy uses the CHCC’s 2030 Vision document as a basis for its goals; the underlying philosophy seems to be that creating a desirable city and surrounds will bring economic stimulus by attracting people with skills and business potential. While I agree with this ‘bottom up’ approach, this then creates a difficulty in how the Strategy is presented; if doing everything in the 2030 Vision will create a better and economically stronger community, how are the two documents different? The Strategy lists a large number of actions which are unachievable, immeasurable ‘motherhood’ type statements and/or well outside the scope of council jurisdiction.</p>	<p>Noted</p>	

HARDCOPY FEEDBACK 2	STAFF RESPONSE	DOCUMENT REFERENCE
Representation		
<p>Achieving adequate community representation is always difficult. I note that the reference group in this case seems to consist of almost 40% CHCC staff members, while the other members consist of three representatives from one firm (Janison), two from ETC, three from TAFE, two from legal firms and two from the Chamber of Commerce. For a project with this scope, this is an extremely narrow selection of representatives and there are several representatives who have membership and professional links with more than one group.</p> <p>Considering the effort that has gone into using the Australian Bureau of Statistics' data sets to create a profile of age groups and employment sectors for this report, a much more representative reference group should have been selected. There is little or no representation from the other towns, ie Woolgoolga and Sawtell; there is no representation of rural/agricultural interests; there is no representation from the Health sector, although this is clearly identified as a primary employment sector.</p> <p>I think this is a partly a problem of lack of definition, what is this document trying to achieve and who is it for? It presents a useful 'snapshot' of Coffs Harbour in terms of demography, income, employment and internet connectivity status. However, it does not really build on this picture to develop actions. Rather, the actions are comprised from the results of one-off groups from industry representatives and a scattering of actions taken from larger strategic documents such as the LEP. Most of the actions are not specific and most of the plans for how they might be achieved should be included in core Council staff work already.</p>	<p>Members of the reference group were invited as representatives of industry sectors and sponsors.</p> <p>Council employees were invited to act as a reference tool.</p> <p>Efforts were made to have representatives from Sawtell and Woolgoolga.</p> <p>Health is represented.</p> <p>The document was written by the community for the community in the hope that by building our city from the bottom up we will have a City that we love and that offers a unique lifestyle and from that others will come.</p>	

HARDCOPY FEEDBACK 2	STAFF RESPONSE	DOCUMENT REFERENCE
Comments on listed actions		
A1. What is a 'Love our City' Action Plan? HOW does it connect actions to objectives?	The Love our City action plan contains actions that stimulate the communities love for the City. The theme underpins all action plans i.e if you love something you 'do' things for it / them.	
A2. Develop a system that removes barriers to development by mid 2013? Really? Would this be inside or outside legal framework such as LEP, EP&A Act, etc etc etc? NOT a realistic goal.	This was an action identified by the community in an effort to 'get things' moving. Nothing would be done illegally.	
A5 Engage as many residents as possible in decision making and activities. Surely this is a core goal of all Councils and will it really be achieved by six monthly meetings?	It is planned that once the Strategy is adopted by council that industry and community groups meet regularly to prioritise projects and begin the implementation process.	
A7. BCU Plan. Surely success measures include attendance figures, spending, levels of spectator satisfaction, etc?	BCU plan would have its measures and KPI's in place and report to council on them.	
A10. Is this not the basis of the Cultural Plan?	There is a cultural plan in place and EDU and Community Services are working in collaboration on Creative Arts.	
B1. Is 50% of ALL retailers and food group members a realistic goal? Should there be some selected to whom this is appropriate? Sign up is not a measure that the goal is being reached.	Noted	
B2. Define industry sectors. Construction? Health? IT? Retail? Etc etc etc. Is Council proposing to identify, invite and facilitate all identified industries to meet quarterly? Surely a review of how industries already organize themselves into groups would be a better place to start?	EDU already facilitates some of these sectors – Manufacturing – Health – Education – Tourism is facilitated by CCM and Creative Industries is facilitated by CS / EDU. It is anticipated that this continue.	
B2? Retail Study? With what objective/s? Scope?	The scope for this will be developed in collaboration with the industry.	
B3. Local preferential tendering. Inside or outside our existing Tendering Policy? Is this even legal?	Other Local Government areas have this in place i.e a loading for local business.	

HARDCOPY FEEDBACK 2	STAFF RESPONSE	DOCUMENT REFERENCE
<p>B4. HOW to facilitate and support new businesses? By what specific actions would this be done? 10% increase in inquiries is a pretty easy goal to reach. Does it mean anything?</p>	<p>Identified in the Strategy is Enterprise Facilitation. This is already being done at Growers Market.</p> <p>10% is considered reasonable. It means the growth of local business sending money around the community and creating employment.</p>	
<p>B5. Are these plans really already existing? Endorsed? Complete in their current form? Should the action be to develop these plans further for endorsement first or simply 'implement' them? Cost?</p>	<p>In the strategy it says 'develop a plan'. It would be done internally with Industry assistance.</p>	
<p>C1. Action should be that Council fund a postgraduate scholarship specifically for this outcome.</p>	<p>The strategy identifies Industry, State & Federal Governments and agencies along with CHCC.</p>	
<p>C2. Is this really something Council can achieve? If wanted, it needs funding and specific agreements between CHCC, schools and TAFE and SCU</p>	<p>The strategy identifies Education Institutions as responsible.</p>	
<p>C3. Increase in students obviously desirable but how is this linked to or measured by anything in this plan</p>	<p>The strategy identifies Education Institutions, Coffs Harbour Innovation Centre – Next Gen as being responsible.</p>	
<p>C4. As above, more health students obviously desirable but how can CHCC affect Uni places or NSW Health training programmes?</p>	<p>Responsible – Health Industry Network, Chambers of Commerce, Education Providers.</p> <p>Health Industry Network already working on this project.</p>	
<p>D4 and D5 and D6 The CHCC Open Space Strategy contains a large number of actions for development of recreational space network across the LGA. Perhaps an action should be Implement (and fund) Open Space Strategy?</p>	<p>It is considered that these actions would feed into the Open Space Strategy.</p>	
<p>E1. How will we measure when or if we are 'recognised as a smart city?'</p>	<p>Council is nominating for the Intelligent Cities Award (Global). Projects from Switched on Coffs Digital Strategy are implemented.</p>	

HARDCOPY FEEDBACK 2	STAFF RESPONSE	DOCUMENT REFERENCE
F1. Council has undertaken one major and one minor study (Employment lands and Industrial lands studies) in recent years. These should be the basis of planning.	Agreed. However community members wanted council to keep on top of projected needs.	
F2 STRONGLY object to this proposal being included as part of an economic strategy before it has gone through legal and planning assessment channels. There are a whole range of difficulties here, flooding, insurance, geophysical, land tenure arrangements, cost of development, massive increase of heavy vehicles, variance with other Council planning strategies, etc etc etc. This should NOT appear in Councils Economic Development Strategy at this time.	The strategy says, Obtain necessary approvals and prepare land for sale. Change to In accordance with the adopted Airport Master Plan appropriately develop lands identified as being surplus to future Airport requirements.	
F4. Should the action be Investigate the viability of a sea port first? Have we really established that sea freight and sea leisure travel in eastern Australia are likely to support the development of this infrastructure?	The strategy says “Encourage re-development of the marina and regular dredging of the harbour and investigate the prosperous large yacht leisure market” this is another way of saying investigate.	
F5. Affordable housing? Relying on Developer Willingness? Really?	There are developers and builders interested in providing affordable housing – need to plan where and when.	
G4. How does Council (or anyone) propose to ‘ensure suitable lands available’?	It is imagined that Industry Networks i.e Health keep council informed of growing needs.	
G3 Surely tourism operators are the ones best placed to make their own decisions? How can anyone know better than them the viability of upgrading their investment? This does not really make sense and is not translatable to any measure of increased tourism.	This was identified as an issue by many groups including tourism. Tired underdeveloped stock makes Coffs less competitive in the market place.	

HARDCOPY FEEDBACK 2	STAFF RESPONSE	DOCUMENT REFERENCE
Comments on Action Plans		
<p>Food Futures Action Plan.</p> <p>Surely there are more players, ie Dept of Ag? Sustainable Farming groups etc.</p> <p>Some good ideas here though. But really should focus on what can be actually facilitated by CHCC, rather than things over which council has no control.</p>	<p>Noted. I am sure once projects begin other partners will be enlisted.</p> <p>Noted (thanks)</p>	
<p>Creative Industries Action Plan</p> <p>Some good ideas and achievable goals for Council. Largely concerned with creating spaces and opportunities.</p>	<p>Noted</p>	
<p>Education and Skills Action Plan</p> <p>Step One – learn to use apostrophes correctly, it definitely makes you look smarter.</p> <p>Some actions here relevant to Council but most are not.</p>	<p>Noted</p> <p>Relevance is to education sector</p>	
<p>Health Industry Action Plan</p> <p>Network to be facilitated by Chamber of Commerce? Surely such networks already exist? Action should be to find out about them and become involved, not invent them.</p> <p>Again, lots of actions which are way beyond the scope of Council core work.</p>	<p>Networks are mostly in place and council does have involvement. Some such as IT need assistance to establish.</p>	
<p>Manufacturing Industry Action Plan</p> <p>This plan is really quite content-free and needs a huge amount of further development. It needs significant input from actual manufacturers. There are numerous businesses in the city with significant export and niche markets as well as more everyday roles. It does not appear that this plan has any real connection with these businesses.</p>	<p>This Action Plan was written by Manufacture Coffs Coast.</p>	

Attachment 3

HARDCOPY FEEDBACK 2	STAFF RESPONSE	DOCUMENT REFERENCE
<p>Tourism Action Plan Largely concerned with digital connection, pretty obviously an objective for all tourism businesses, not a lot of detail on how to achieve. Best dressed business? Sunnys/ Is local promotion within the local industry really achieving expansion? Highlight value of tourist dollar to the economy? How about define value of tourist dollar first?</p>	<p>Noted</p>	
<p>Jetty Foreshores and Park Beach? Surely reduction of crime is not the primary factor here/? What about enhanced enjoyment of lifestyle for locals and tourist alike? Surely this is the underlying theme of this whole study? Making better places and increased social capital wil encourage people to move here and stay here?</p>	<p>It was a big concern to workshop participants.</p>	
<p>Review zoning? Prospectus of investment lands? Really?</p>	<p>Noted</p>	

HARDCOPY FEEDBACK 2	STAFF RESPONSE	DOCUMENT REFERENCE
Conclusion		
<p>Overall, this plan is hampered by a lack of definition. It is unclear whether this is a set of objectives and actions for the council to undertake or a wish list of 'what would be great if someone did'.</p> <p>Realistically, it should only be a plan of what Council might do, facilitate or achieve. The spending of public money making lists of unachievable things is not acceptable.</p> <p>My suggestion is work through the plan, and select a small list of realistic objectives which lie within Council's domain. A specific list of actions should be developed, along with criteria for success and also for failure.</p> <p>Actions outside the scope of Council's current legal framework should immediately be discarded. In particular, reference to the development of an industrial suburb at the Airport should be removed from this strategy. This development has exists only as a proposal at present; it has not completed a process of assessment and should not be treated as a foregone conclusion or outside proper legal planning frameworks.</p> <p>A smaller list of achievable objectives can be used as a basis for further planning down the track. Further planning in this area should reconsider the reference group process used here. Very little effort was put into allowing opportunities for a range of people to participate, either in the reference group process or the industry group process. Most of the industry groups met only once and there was little or no publicity inviting participation.</p> <p>Overall, a very small budget was allowed for this whole process and that is evident in the results.</p> <p>Thank you for the opportunity to comment on this plan. I hope that Council will take what is useable from the current format and use this as the basis to develop another document with a clear scope and statement of intent.</p>	<p>The Strategy was written for the community to become involved in building our community. Actions were identified by workshop participants.</p> <p>Council will assist with facilitation and identify projects significant to Departments.</p> <p>EDU have identified projects that will be delivered by the unit. Other organisations and individuals have identified projects that hopefully they will implement. EDU projects;</p> <ul style="list-style-type: none"> • Coffs Harbour Coworking Hub • Facilitate <i>Local Dollars</i> Fund • Enterprise Facilitation • Love Our City – (A 1- 5) • Facilitate Industry Networks (Rollout of Action Plans) • Assist co-creators with projects (e.g. Think Coffs First - B3) • Assistance with CBD Masterplan Implementation (Marketing) • Assistance with the delivery of SEGRA conference (Oct 16 – 18 2013) 	

HARDCOPY FEEDBACK 3	STAFF RESPONSE	DOCUMENT REFERENCE
Coffs Harbour needs an identity and we are not convinced that an 'experience' based city is the answer. We need to have a unique identity that set us apart from other regional cities	Agreed	
In the 'Growth through localisation and Love of our City' document, the tourism sector is completely missing; Coffs Harbour is a tourism centre. 'Tourism' appears in the action plans, in the last sector; we believe more focus should be placed in this strategy.	Noted Coffs Coast Marketing and Coffs Coast Tourism have more detailed plans and collaboration between organisations / departments is perhaps needed.	
When reading the document it was not sure who the target audience is. It is unclear how the action plan will entice business into the area.	The target audience is 'the local community'. It is a platform for collaboration, partnerships and working together. Attracting business to town is not a direct aim of the strategy – it is not a prospectus – council has other tools for that.	
The 'Action Plan' contains a myriad of 'strategies and what's', and as one of our members commented they seem like a 'wish list' are they all achievable? And are they measurable?	Agreed there are many actions. They were identified by community members at workshops. It is hoped that those people 'own' their ideas and implement them. Yes measurable – all are projects and when they are delivered - measurable.	

HARDCOPY FEEDBACK 4	STAFF RESPONSE	DOCUMENT REFERENCE
<p>Coffs Harbour needs an identity and we are not convinced that an 'experience' based city is the answer. We need to have a unique identity that set us apart from other regional cities. I don't know what the answer is, but it needs to be something the people who live her embrace. In recent years from a tourism perspective we are becoming known as a BUDGET destination that continually discounts to get visitors here.</p>	<p>Agreed</p>	
<p>In the 'Growth through localisation and Love of our City' document, the tourism sector is completely missing and the one thing this city is a tourism centre. 'Tourism' appears in the action plans, I was part of that process, but felt it was an afterthought. We were briefed on themes or given tasks to come up with answers - I believe we need to discuss and develop this further. I hope the document if adopted, is a fluid one that changes as do issues.</p>	<p>Noted Coffs Coast Marketing and Coffs Coast Tourism have more detailed plans and collaboration between organisations / departments is perhaps needed.</p>	
<p>When reading the document it was not sure who the target audience is. Is it for prospective new residents, business or others to pack up and move here or is it targeted to the people already here to work towards making the town a better place for us to live, therefore others will follow?</p>	<p>The target audience is 'the local community'. It is a platform for collaboration, partnerships and working together. Attracting business to town is not a direct aim of the strategy – it is not a prospectus – council has other tools for resident, business, industry attraction.</p>	
<p>The 'Action Plan' contains a myriad of 'strategies and what's', are all these action points achievable? I fear not, particularly the industry action plans, how and who is going to drive these actions to successful completion? And where are these financial resources coming from, considering the recent discussions on a balanced council budget?</p>	<p>Agreed there are many actions. They were identified by community members at workshops. It is hoped that those people 'own' their ideas and implement them. Yes measurable – all projects and when they are delivered measurable. It is not expected that council will fund all actions others in the community will need to resource projects or find other funding source – our community needs to become resilient and resourceful if we are going to grow.</p>	

ONLINE FEEDBACK 1	STAFF RESPONSE	DOCUMENT REFERENCE
<p>Item A7 on page 11 of the Implementation section says "Foster the accessibility of high level sporting events "</p> <p>The decisions of Council 11 April and 23 May 2013 to cut funding to the Sports Unit and cut funding for particular high level sporting events runs contrary to that aim. That is certainly an aberration.</p> <p>Given the escalating significance of sports and sports tourism to the Coffs Harbour City economy I would like to see more emphasis in the strategy on continuing to grow sports tourism and tourism generally.</p>	<p>This decision was changed at a council meeting held in June.</p>	
<p>Willing to assist - Yes</p> <p>As a resident who is a community minded person I will help as best I can to see it implemented.</p>		

ONLINE FEEDBACK 2	STAFF RESPONSE	DOCUMENT REFERENCE
<p>I spent hours trying to write something meaningful and constructive about the two draft documents issued in April and my comments were incorporated in the Think Tank submission. However, looking at the latest draft it seems as if no outside input was included. It is extremely hard to find any changes. Is there any point in calling for submissions when there is a stone wall to criticism?</p> <p>The first document will only be read by very people. It has been written as an academic paper rather than a useful community document. I think it needs to be rewritten excluding the fluff – 5 pages would be a lot. It needs to lose the love, creationism, roadmaps, academic quotes, themes and jargon generally.</p> <p>Any analysis of Coffs Harbour that does not recognise tourism a major separately identifiable industry is lacking. On page 4 it says "Tourism is also an important industry". Also!</p> <p>The SWOT analysis is very subjective and of little value. Eg Half way between Sydney and Brisbane is strength? This is actually a weakness? Or both?</p> <p>There is an opportunity of expanded tourism especially with the now drop in the Australian dollar. And so on.</p> <p>The premise that we are going to stand-up and declare our "love for the city" is waffle. It reminds me of "respect" – it is earned. If people's actual experiences in this town are positive then those people will respect and support the city.</p> <p>The important part of the document starts on page 22 with the main objectives of the Coffs Harbour 2030 Project Plan. I think most would support these. Also the section "This Strategy" on page iv are important – these are the rules. These two sections should be the basis for the Action Plans document.</p> <p>The real problem is the introduction of "Themes" – this is just an unnecessary complication of the picture</p>	<p>There is no stone wall to criticism or any reluctance to make change from outside. Changes were made as they came in and more will be made following Reference Group meeting 9 July 2013 if appropriate.</p> <p>It is however difficult when we are discussing two different types of strategy. One top down and one bottom up.</p> <p>This was deliberate as the belief is that there are 2 different audiences.</p> <p>Tourism is recognized as a major industry it has its Industry Action Plan. Tourism is the responsibility of Coffs Coast Marketing and Coffs Coast Tourism.</p> <p>Noted</p> <p>The responsibility of Coffs Coast Marketing and Coffs Coast Tourism.</p> <p>Subjective a personal opinion.</p> <p>Noted</p> <p>Comments Noted</p>	

ONLINE FEEDBACK 2	STAFF RESPONSE	DOCUMENT REFERENCE
Willing to assist - No		
<p>Action Plans</p> <p>Overall opinion – multiple talkfests</p> <p>Not focussed on Coffs Harbour 2030 Plan</p> <p>Need to rearrange all this to get rid of the “Themes” and focus on the main objectives in the Coffs Harbour 2030 Plan.</p>	Noted	
<p>These are just two examples of key objectives that are so critical to the future of this town. Both seem to have been missed or glossed over or the information is lost in the complexity of the document.</p> <p>Objective: Adapt to Climate Change - this impacts on just about everything.</p> <p>Ocean inundation, Flooding, Ocean land interface, Frontal sand dunes etc, Storm damage mitigation, Future building construction</p> <p>Each with the same table headings – strategy/actions/responsible/resources/when/measures</p> <p>Objective: Safe Roads - this is a major theme in the recent Town Centre study. and is critical for the future</p> <p>Pacific Highway, Roundabouts, City ring road, Pedestrian safety and experience, Bicycle paths etc</p> <p>Each with the same table headings – strategy/actions/responsible/resources/when/measures</p>	The Economic Strategy is not the only Strategy within council and these important issues acknowledged are the responsibility of other council departments.	

DEVELOPMENT APPLICATION 765/13 - LOT 56 DP 1187099, (FORMER LOTS 5 AND 6, DP 17296), NO. 78 BEACH STREET, WOOLGOOLGA - PROPOSED DEMOLITION OF MOTEL, CONSTRUCTION OF HOTEL AND MULTI-UNIT HOUSING

Purpose:

This report describes Development Application 765/13 for demolition of an existing motel and the construction of a mixed use development comprising a ground floor hotel or tavern with four (4) accommodation units located on the first floor. The proposed development site is Lot 56 DP 1187099 (formerly Lots 5 & 6 DP 17296), No. 78 Beach Street, Woolgoolga.



Description of Item:

The proposed development involves:

- Demolition of the existing motel and removal of driveway crossing.
- Construction of a mixed use development comprising a ground floor hotel or tavern with four (4) accommodation units on the first floor.

- The hotel is described as a *family orientated, boutique style tavern* and includes an outdoor terrace and garden area, office, lounge, bar, cool room, dry store room, liquor storage room, kitchen amenities and loading dock. A lightweight awning is proposed over the public footpath. An elevated planter box/wall is proposed along the front of the building, to separate the tavern area from the public footpath.
- The accommodation units are two bedrooms with front balconies overlooking Beach Street. Units are accessed via front entry foyer and rear entry foyer connecting to lifts and stairways
- Provision of six (6) on-site car parking for the accommodation units and a loading dock servicing the commercial premises accessed from Younger Lane.
- Offer of a Voluntary Planning Agreement for car parking not provided on-site, equivalent to sixty (60) spaces.

At its meeting of 15 December 2005, Council resolved:

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

In accordance with this resolution, the application is reported to Council for determination, given that the proposed development has attracted significant public interest and community input following statutory notification(s) of the application.

The Development Application is recommended for conditional approval.

Site History

On 23 January 2009, Council approved a development application (1314/07DA) on the site for a similar development comprising a basement level car park with 25 spaces, ground level hotel and eight (8) accommodation units on the first floor. A condition of consent required a contribution to be paid to Council for car parking equivalent to 44 spaces, in accordance with the Woolgoolga Town Car Parking Developer Contributions Plan 2004.

On 8 October 2009, a conditional liquor license was issued for the development by the former Licensing Court of NSW.

On 24 July 2013, Council modified the development consent into two construction stages. Stage 1 involves civil and minor building works adjacent to Younger Lane and Stage 2 involved the major building works, comprising the demolition of the existing buildings and construction of the new building. The modified consent stipulated that contributions for car parking were required to be paid prior to Stage 2 building works.

On 9 October 2013, Council issued a Construction Certificate for Stage 1 civil works associated with the approved development.

Sustainability Assessment:

• Environment

The subject site is located in an active urban environment surrounded by commercial land uses. The proposed building will be a focal point for community interaction within a high frequency pedestrian and traffic movement environment. An existing beachfront caravan park is located directly opposite the site. It is considered that the form and

function of the proposed development, will be compatible with nearby and surrounding land uses and the urban environment.

The development will achieve a high standard of energy efficiency and sustainability by complying with BASIX requirements.

Conditions are recommended to ensure that impacts on the natural and built environment such as noise impacts and social interactions common to licensed premises, are minimised and mitigated during the operation of the premises.

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

- **Social**

A social impact assessment (SIA) was prepared by GHD Consultancy for the development. The investigations, conclusions and recommendations of the SIA are considered further in the Section 79C Evaluation appended to this report (Attachment 1).

The proposed hotel will be a family oriented, boutique style tavern that provides extensive areas for indoor and undercover dining and consumption of alcohol. The site is located within a designated alcohol free zone (AFZ) and therefore the unregulated consumption of alcohol in public areas around the entryway to the premises is not permitted. The SIA does recommend that the AFZ be extended to incorporate Younger Lane, to address any concerns of alcohol consumption at the rear of the building and it is proposed that this recommendation be endorsed by the Council.

While noting the concerns raised about an additional licensed premise in the area, it is considered that the proposed development will not have an adverse social impact on the local community. The proposed hotel is likely to contribute to the town centre of Woolgoolga in a positive way by providing employment, residential accommodation and support for local businesses and the tourism industry. It is commonplace for family orientated hotels, such as the proposed development to be located within coastal towns and be a focal point for the local community and tourists alike.

The development will be required to operate in accordance with a range of council and liquor license conditions which are intended to minimise the potential for adverse impacts and ensure that the development makes a positive contribution to the social environment.

A liquor license has been issued by the Office of Liquor, Gaming and Racing for the previous development on the site (1314/07DA). The applicant has submitted legal advice which states that the existing license can be applied to the current development application, because of the similarity between the two respective developments. The premises will be required to comply with the conditions contained within the liquor license including that the hotel premises employ security personnel and provide a courtesy bus for the safety of patrons. A copy of the liquor license conditions are appended to this report as Attachment 4. The licensing section of the NSW Police were advised of the development proposal and raised no objection.

- **Civic Leadership**

The proposed development has been assessed in accordance with the provisions of the Environmental Planning and Assessment Act 1979 and all relevant Council controls and policies.

- **Economic**

The proposed development has an estimated \$4.7 million construction cost and the proponent has indicated that the project will provide 70-80 construction jobs and approximately 20 jobs once the development is established.

The development will provide a modern, alternative venue for residents and tourists to Woolgoolga and strengthen the commercial core of the town centre. Any concerns in relation to competition with other licensed or commercial premises, is not a primary town planning consideration.

Broader Economic Implications

The proposed development will reinforce the Woolgoolga town centre zone as a commercial hub of the northern beaches area.

Delivery Program/Operational Plan Implications

The development is consistent with Council's vision of promoting economic development and supporting active town centres that have diverse and sustainable business enterprises.

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 development application has been advertised and notified in accordance with Council's Notification Development Control Plan on three separate occasions. A detailed analysis of the public submissions received and Council's response to the issues raised, is included in the Section 79C Evaluation appended to this report.

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

Related Policy and / or Precedents:

Council does not have a current policy on the consideration of Voluntary Planning Agreements (VPA).

Statutory Requirements:

- **Section 79C Evaluation**

Section 79C of the Environmental Planning and Assessment Act 1979 specifies the matters which a consent authority must consider when determining a development application. The Section 79C evaluation is appended to this report and provides a detailed assessment of the application.

- **Relevant Statutory Instruments**

- North Coast Regional Environmental Plan (deemed State Environmental Planning Policy)
- State Environmental Planning Policy No 71 - Coastal Protection

- State Environmental Planning Policy No 64 - Advertising and Signage
- Coffs Harbour City Local Environmental Plan 2000
- Coffs Harbour Local Environmental Plan 2013

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

Issues:

- **Car Parking and the Offer of a Voluntary Planning Agreement**

The proponent submitted a traffic impact assessment by Roadnet Pty Ltd, which calculated a parking requirement of 32 spaces for the development. Notwithstanding, Council's City Services Section have assessed the development consistent with other similar establishments in the Coffs Harbour area and determined that the development requires 66 car spaces, including a credit for one (1) car parking space gained from the removal of an existing driveway crossing.

The application proposes to accommodate 6 spaces accessed from Younger Lane for the residential accommodation units and a loading dock servicing the commercial premises. The remaining spaces are proposed to be located within the public road network, subject to Council's agreement to enter into a voluntary planning agreement with the proponent.

The use of a contribution plan to provide car parking is commonplace and allows Council to provide high standard, publicly accessible and centrally located car parking, while enabling commercial development to maximise the use of the land. Council currently has several car parking contribution plans applying to distinct commercial areas. The Woolgoolga Town Car Parking Developer Contributions Plan, adopted in 2004, requires a current contribution of \$7,959.05 per car space and has contributed to the construction of the public carpark, located in Market Street. The contributions plan is now close to full allocation and there are insufficient number of spaces identified in the Plan to accommodate the current development application. Council is unable to accept any further contributions until the Plan is amended and new car parking areas are identified.

In recognition that the contributions plan has not yet been amended to account for additional car parking, the proponent has offered to enter into a Voluntary Planning Agreement in accordance with section 93F of the Environmental Planning and Assessment Act, 1979. The VPA proposes a contribution per space, equivalent to the contributions plan, for sixty (60) spaces. Council's City Infrastructure Services section has undertaken a preliminary investigation which has identified capacity for the spaces to be provided within the Woolgoolga Town Centre local road network.

Some of the benefits of Council entering into the VPA are:

- Council will receive a large contribution to assist in providing high standard, accessible and centrally located car parking.
- The car parking will provide an opportunity to complete other associated street improvements such as kerb and gutter, drainage, footpaths and landscaping.
- The contribution amount is the same as the amount required under the Woolgoolga Town Car Parking Developer Contributions Plan, if Council were able to levy contributions under the Plan.

Some of the dis-benefits are:

- The off-site car parking will be located away from the development and therefore the parking and traffic impacts associated with the proposed development are largely externalised.

- Further demand will be placed on existing public car parking, particularly in the Main Street, during peak use of the hotel.

The VPA submitted by the proponent together with an updated VPA with associated preliminary car parking concept plans prepared by Council staff are appended to this report as Attachment 3.

It is recommended that Council enter into a planning agreement in accordance with the updated VPA (legally reviewed) for a contribution equivalent to 60 car spaces. If Council choose not to enter into the agreement, the development application will need to be refused or deferred until the contribution plan has been reviewed and amended to include additional car parking.

It is anticipated that a review of the Woolgoolga Town Car Parking Developer Contributions Plan will be an outcome of the Review of the Woolgoolga Master Plan that will be undertaken during 2014.

- **Noise**

The application was accompanied by a detailed noise assessment report which examined the potential for noise generating activities as part of the operations of the proposed development and its impact on nearby residential properties and the caravan park.

The report indicates that any potential noise exceedance from the operations of the premises is negligible and can be effectively managed through a noise management plan, which includes procedures for complaint management. The liquor license also contains a number of conditions to minimise noise impacts, including that the outdoor seating area be closed to the public from 10pm, patronage being limited to 250 persons and live entertainment being limited to acoustic only with no amplification.

This issue is considered further in the Section 79C Evaluation appended to this report.

- **Social**

This issue is considered further in the Section 79C Evaluation appended to this report.

- **Submissions**

The proposed development has attracted significant community interest with numerous submissions being received which both support and raise objections to the proposal. The issues raised in the letters of support and objections are summarized as follows:

Support

- The proposed development will provide increased employment and cater for tourism.
- The development will rejuvenate the main street.
- The building design is high quality and will make a positive contribution.
- The provision of public car parking through the VPA will be positive for the CBD.

Objection

- The proposed development will have an adverse traffic impact.
- The amount of on-site car parking proposed is inadequate.
- Loading/Unloading on Beach Street/Younger Lane will cause traffic disruption.
- There are too many drinking establishments in Woolgoolga, leading to social problems.

- The proposal will increased anti-social behavior.
- The development is not compatible with the Beach Reserve.
- The development is not in keeping with 'village atmosphere' of Woolgoolga.
- The development will place a strain on police resources to deal with anti-social behavior.
- The development will have an adverse noise impact.

The issues raised in the submission are addressed in greater detail in the Section 79C Evaluation appended to this report.

A full copy of all of the submissions is a confidential attachment to this report (Attachment 6) as the submissions may contain personal or private information or other considerations against disclosure as prescribed under the *Government Information (Public Access) Act 2009*.

Implementation Date / Priority:

A development consent has a life of five years from date of issue. The consent may or may not be acted upon. The consent may be acted upon immediately following issue date or delayed until closer to the expiry date of the consent. When the consent is acted upon is a matter at the discretion of the property owner/developer.

Recommendation:

1. That Council agree to enter into a voluntary planning agreement (VPA) with Intermountain Holdings Pty Ltd for the payment of contributions equivalent to sixty (60) car parking spaces generally in accordance with the terms of the updated VPA (Attachment 3b).
2. That Development Application 765/13 for a demolition of motel, construction of hotel and multi-unit housing on Lot 56 DP 1187099 (former Lots 5 and 6, DP 17296), No. 78 Beach Street, Woolgoolga be approved subject to conditions as appended to this report (Attachment 5).
3. Those persons who made submissions on the application be advised of Council's determination.
4. That Council commence the process to extend its Alcohol Free Zone in Woolgoolga to incorporate Younger Lane.

**Development Application No. 765/13
Section 79C Assessment**

a. the provisions of,

i. any environmental planning instrument, and

- ***North Coast Regional Environmental Plan (deemed State Environmental Planning Policy)***

The North Coast Regional Environmental Plan is a deemed State Environmental Planning Policy. The proposal is considered to be consistent with the aims and objectives of the Plan.

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

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

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

- The proposed development does not have frontage to a beach, estuary, coastal lake, headland, and cliff or rock platform. The proposed development will therefore have minimal impact on these locations.
 - The proposed development does not change, impede or diminish public access to or along the coastal foreshore.
 - The development is considered suitable given its type, location and design and its relationship with the surrounding area.
 - The proposed development will not result in a detrimental impact on the amenity or scenic qualities of the coastal foreshore, including significant overshadowing of the coastal foreshore and no significant loss of views from a public place to the coastal foreshore. There is no expected impact on existing wildlife corridors, the animal, fish or plants and their inhabitants.
 - The proposed development is not affected by coastal processes or coastal hazards. The proposed development will not result in potential for conflict between land-based and water-based coastal activities.
 - It is not known whether items of heritage, archaeological, Aboriginal or historic significance exists on the site. A condition will be imposed however requiring building/excavation works to cease should any Aboriginal artifacts be discovered and the Office of Environment and Heritage be contacted immediately.
 - The proposed development will be connected to Council's sewer.
 - The proposed development will discharge stormwater into Council's stormwater system and consequently not discharge untreated stormwater into the sea, a beach, estuary, coastal lake, coastal creek or other similar body of water, or onto a rock platform.
- ***State Environmental Planning Policy (SEPP) No 64 - Advertising and Signage***

This SEPP contains assessment criteria for advertising signage. The proposed sign satisfies the relevant assessment criteria, is appropriately sited and is consistent with other business identification signage in the locality.

- **Coffs Harbour City Local Environmental Plan (LEP) 2000**

Zoning

At the time of lodgment of the development application, the land was zoned 3C Business Town Centre under the now repealed LEP2000. The proposed development is defined as a hotel and multi-unit housing which is permissible with consent in the 3C zone.

Clause 14(1) Services

The land is connected to existing water, sewer and electricity and stormwater services. Services can be extended or augmented to accommodate the proposed development as required.

Clause 22(4) Land Adjoining The Solitary Islands Marine Park

Council must not grant consent to works on land adjoining the Solitary Islands Marine Park unless the objectives of the Marine Parks Act, 1997 are taken into account. The proposal is for redevelopment of an existing commercial site. The proposal will not impinge upon the Solitary Islands Marine Park and is not inconsistent with the objectives of the Marine Parks Act, 1997.

Clause 23 (1) to (8) Potential Acid Sulfate Soils

The subject land is mapped as being class 3 potential acid sulfate soils. A geotechnical report by Coffey Geotechnics for the previous proposal (DA 1314/07) indicated the potential for acid sulfate soils greater than 4 metres and groundwater observed at 1.8m below the surface. The proposal involves minor excavations for the construction of the building slab, which is not considered to present a risk of exposing acid sulfate soils.

Council's Environmental Health Section assessed the geotechnical report and supported the application with conditions.

Clause 23 (A) Flood Prone Land

The proposed development has been considered in the context of Council's Floodplain Development and Management Policy. The proposed finished floor level is well above the minimum level required.

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

- **Coffs Harbour Local Environmental Plan 2013**

The development application was lodged prior to Coffs Harbour Local Environmental Plan 2013 being gazetted in September 2013. Clause 1.8A of Coffs Harbour Local Environmental Plan 2013 is a savings provision that requires the consent authority to determine this application as if the Coffs Harbour Local Environmental Plan 2013 had not commenced. Nevertheless, the proposed development is generally consistent with the aims and objectives and relevant controls of Coffs Harbour Local Environmental Plan 2013. The land is now zoned

Attachment 1

B2 Local Centre Zone and the proposed development is permissible with development consent. The proposed development will not exceed the maximum height limit of 15.5m or the maximum floor space ratio of 1:1 required under the plan.

iii. any Development Control Plan (DCP)

- **Business Lands DCP**

The proposal accords with the development controls under this Plan in relation to building design, density, setbacks, parking and access, flooding, services and landscaping.

- **Off-Street Car Parking DCP**

The proponent submitted a Traffic Impact Assessment for the development prepared by Roadnet Pty Ltd. The assessment concluded that the car parking requirement for the total development was thirty two (32) spaces. Six (6) on-site car parking spaces are proposed to service the accommodation units.

Council's City Services Section has determined that the development requires 66 car spaces. Ordinarily, the proponent could elect to pay a car parking contributions in accordance with Council's Woolgoolga Town Car Parking Developer Contributions Plan 2004. However, as there are insufficient spaces identified in the current plan to accommodate the proposal, the applicant has lodged a Voluntary Planning Agreement in accordance with section 93F of the Environmental Planning and Assessment Act, 1979. The planning agreement involves payment of contributions to Council for the provision of 60 additional public parking spaces within the Woolgoolga town centre road network.

- **Access and Mobility DCP**

The proposed development will comply with the requirements of the DCP and the Building Code of Australia in terms of provision of access and facilities for persons with a disability.

- **Signs DCP**

The development proposes one business identification sign 3.2 metres high and 1.2 metres wide, located within the proposed planter box along the western side boundary. The proposed sign will match the colour scheme of the building and will display the words 'Woolgoolga Beach Tavern.' The proposed sign complies with Council's development controls and is considered to be compatible with existing signage in the locality and the desired future character of the area.

- **Notification DCP**

The development application was advertised and notified in accordance with Council's Notification Development Control Plan on three separate occasions.

1. The proposal was notified from 25 April 2013 to 8 May 2013 on the first occasion and seventeen (17) submissions were received including one (1) submission in support of the proposal and sixteen (16) raised objections to the proposal.
2. The second exhibition period occurred from 18 July 2013 to 31 July 2013 and sixty (60) submissions were received including six (6) submissions in support of the proposal and fifty four (54) raised objections to the proposal.

3. The third exhibition period occurred from 30 October 2013 till 13 November 2013. During this time the VPA was also publicly advertised from 30 October 2013 to 26 November 2013.

- A total of three hundred and eighty six (386) submissions were received.
- Of those submissions, sixteen (16) were in support of the development application and two hundred and sixty four (264) raised objections to the development.
- One hundred and five (105) were pro-form submissions in support of the VPA and one (1) submission was received objecting to the VPA.

The issues raised in public submissions to the proposal are addressed in a separate section of this report.

• **Woolgoolga Business Lands Information Sheet**

The proposal accords with the development controls under this Information Sheet in relation to masterplan and building design, pedestrian/cycleways, traffic controls, setbacks, height of buildings and landscaping.

The proposed development consists of a high quality, architecturally designed building with active street frontages. The height, bulk and scale of the building is compatible with existing development and consistent with the desired future character of the town centre.

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

The proponent has submitted a Voluntary Planning Agreement involving the payment of contributions to Council for the provision of 60 public parking spaces, equivalent to the amount levied under the Woolgoolga Town Car Parking Developer Contributions Plan 2004. As stated above, the Voluntary Planning Agreement was placed on public exhibition for a period of twenty eight (28) days in accordance with section 93G of the Act. There were one hundred and five (105) pro-forma submissions received, which were supportive of the voluntary planning agreement and additional car parking being provided in the Woolgoolga CBD, and one (1) submission was received objecting to the VPA.

Following consideration of submissions and legal review of the VPA, an updated VPA was prepared. It is recommended that Council enter into a planning agreement with the proponent, generally in accordance with the terms of the updated VPA.

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

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

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

Council at its meeting of the 14 February 2013 adopted the Coffs Harbour Coastal Zone Management Plan. The proposed development is consistent with the plan. The proposed floor level of the development is above the predicted flood level for the year 2100.

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

1. The natural environment

The subject site is located in a highly modified urban environment surrounded by commercial premises. The establishment of a modern food and drink premises will make a positive contribution to the area, without compromising any natural environmental attributes.

It is likely that the shallow excavation to accommodate the building on the site, will negate the potential for any environmental issues associated with deep excavation impacting on acid sulfate soils and the water table.

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

2. The built environment

The proposed building is a contemporary coastal design that will make a positive addition to the streetscape. Modern architectural design features such as the stepped façade and cantilevered awnings will ensure that the building fits within the future desired character of the town. The open entranceway, outdoor area and landscaping treatment will create a vibrant and active street frontage is established.

The proposed development will result in additional pedestrian and vehicle traffic movement, however this is considered acceptable for a central business zone. The proposed traffic arrangements for loading/unloading of delivery vehicles including small rigid trucks 6.4 metres in length via Younger Lane, has been assessed by Council's Engineering staff and is considered satisfactory.

The proposed development will result in noise generation and the application was accompanied by a noise assessment report. The recommendations of the report have been included as conditions of consent. Furthermore it is noted that the liquor license includes additional operating conditions, which will ensure that noise does not have an unreasonable impact on the ambient environment. The liquor license conditions will remain applicable to the current development application.

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

3. Social impacts

As stated previously, the premises will be required to comply with the conditions contained within the liquor license issued for the existing development approval on the site (1314/07DA). While acknowledging the concerns regarding an additional licensed premises, it is noted that the license approval is subject to a rigorous assessment process and any approval is issued with stringent conditions.

An integral part of the approvals process for a licensed premise is an assessment of community or social impact. A social impact assessment (SIA) was submitted with the development application. The recommendations of the SIA were developed by undertaking:

- Review of proposed development and project background;
- Analysis of current demographics of Woolgoolga residents and the broader Coffs Harbour Local Government Area;
 - Population and age profile
 - Income and affluence
 - Indicators of social risk, crime trends
 - Tourism
 - Health indicators and services
- Engagement with key stakeholders and analysis of findings;
 - Chamber of Commerce
 - Nearby Church, Neighborhood Centre and School
 - LALC and Culturally Diverse Community
 - Drug and Alcohol, Domestic Violence and Crisis Accommodation services
 - Local Area Command
 - Northern Beaches Residents Association
- Identification of key social implications and issues;
 - Crime and anti social behavior
 - Health and amenity
 - Character/identity of the town
 - Economic development
- Impact assessment to identify potential impacts and benefits resulting from the development; and
- Recommend mitigation or enhancement strategies.

The SIA identified a number of potential positive and negative social impacts. Potential positive social impacts include:

- Improved facilities within the Woolgoolga Town Centre that will contribute to the rejuvenation of the main street;
- Employment Generation;
- Activation of the street during night hours; and
- Additional security to the existing commercial and retail activity on Beach Street.

Potential negative social impacts include:

- The risk of social harm to disadvantaged segments of the community;
- Potential increase in anti-social behaviour; and
- Adverse noise impacts.

Attachment 1

The SIA has made a number of recommendations to mitigate potential adverse social impacts during construction and operation of the premises. The recommendations are generally consistent with the liquor license and the previous development consent issued for this site. The recommendations include:

- Installation of security cameras and employment of security staff;
- Restrictions placed on musical entertainment and hours of operation;
- Noise attenuation features;
- Outdoor areas to be closed off to the public from 10.00pm;
- Courtesy Bus to be provided for Friday and Saturday evenings or as requested by the Local Area Command.
- No TAB facilities or separate bottleshop.
- Announcements to be made 10 minutes before closing advising patrons to leave the premises
- Council to extend its Alcohol free Zone (AFZ) to incorporate Younger Lane.

The recommendations of the SIA have been imposed as conditions in the development consent. Overall it is considered that with the appropriate mitigation measures, the development will not have an adverse impact on the Woolgoolga community and will contribute to Councils vision of Woolgoolga becoming a vibrant and progressive coastal town.

4. Economic Impacts

The proposed development has an estimated \$4.7 million construction cost and the developer has advised that 70-80 construction jobs and approximately 20-30 permanent jobs will be created.

The development will provide an alternative premise to existing licensed premises in the locality and reinforce the Woolgoolga town centre zone as a commercial and business hub of the northern beaches area.

c. the suitability of the site for the development,

The site is centrally located, the site is recognised in Council's Local Environmental Plan as a "Town Centre" zone and the area is the main retail and business hub of the Woolgoolga area. The site is considered to be suitable for the development.

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

The development application was advertised and notified in accordance with Council's Notification Development Control Plan on three occasions.

Summary of issues raised in submissions:

1. Parking, Loading/Unloading, Traffic Generation:

- The proposed development will have an adverse traffic impact.
- The amount of on-site car parking proposed is inadequate.
- Loading/Unloading on Beach Street/Younger Lane will cause traffic disruption.

Comment

The proposal will generate additional traffic movements, however the central location of the development will provide greater opportunity for people to walk or use alternative forms of transport, with less reliance on private vehicles. The absence of on-site car parking is a genuine and significant concern, but needs to be balanced by

Attachment 1

the potential availability of car parking in close proximity to the site and the desire to maximise the use of commercial land. The offer of a VPA is being made in this instance, simply because the contribution plan is near capacity and has not been amended to account for redevelopment within the town centre and the corresponding additional demand for additional spaces. Acceptance of the VPA will allow Council to pursue local infrastructure improvements in its local street network.

Council's City Services Section have reviewed the proposed access and loading/unloading arrangements from Younger Lane and are satisfied that the proposal is acceptable.

2. Social Impact:

- There are too many drinking establishments in Woolgoolga, leading to social problems.
- The proposal will increase anti-social behavior.
- The development is not compatible with the Beach Reserve
- The development is not in keeping with 'village atmosphere' of Woolgoolga.
- The development will place a strain on police resources to deal with anti-social behavior.

Comment

The approval process for a licensed premise involves an assessment of community or social impact, which has been undertaken. While acknowledging the concerns of alcohol consumption and associated impacts, it is highlighted that the development is being clearly marketed as a family orientated tavern and not a traditional pub or nightclub venue. The potential for anti-social behavior from excessive drinking will be minimised by the restrictive conditions imposed by Council and the liquor license.

The developments central location is ideally suited to servicing residents and tourists, while still maintaining the relaxed coastal town aesthetic of Woolgoolga. The development will provide a contemporary food and drink premise supporting employment, local commerce and contributing to the growth of the town.

3. Noise Issues:

- The development will have an adverse noise impact.

Comment

The application is supported by a detailed noise assessment that has been reviewed by Council's Environmental Services Section. The noise assessment predicted maximum noise emissions from the car park, loading area and the commercial premises and the impact on the residential receivers, including the first floor accommodation units and care takers lodge at the caravan park.

The report concluded that compliance with noise criteria is generally achieved at all receiver locations, except for "worst-case" scenarios, where the exceedances are infrequent, minor and likely to be imperceptible or have a negligible impact.

While noting the concerns associated with licensed premises it is considered that the development is ideally suited to the site. The recommended noise mitigation and operational conditions imposed by Council and the liquor license will ensure that the development does not have an adverse impact on nearby receiver locations or the amenity of the area.

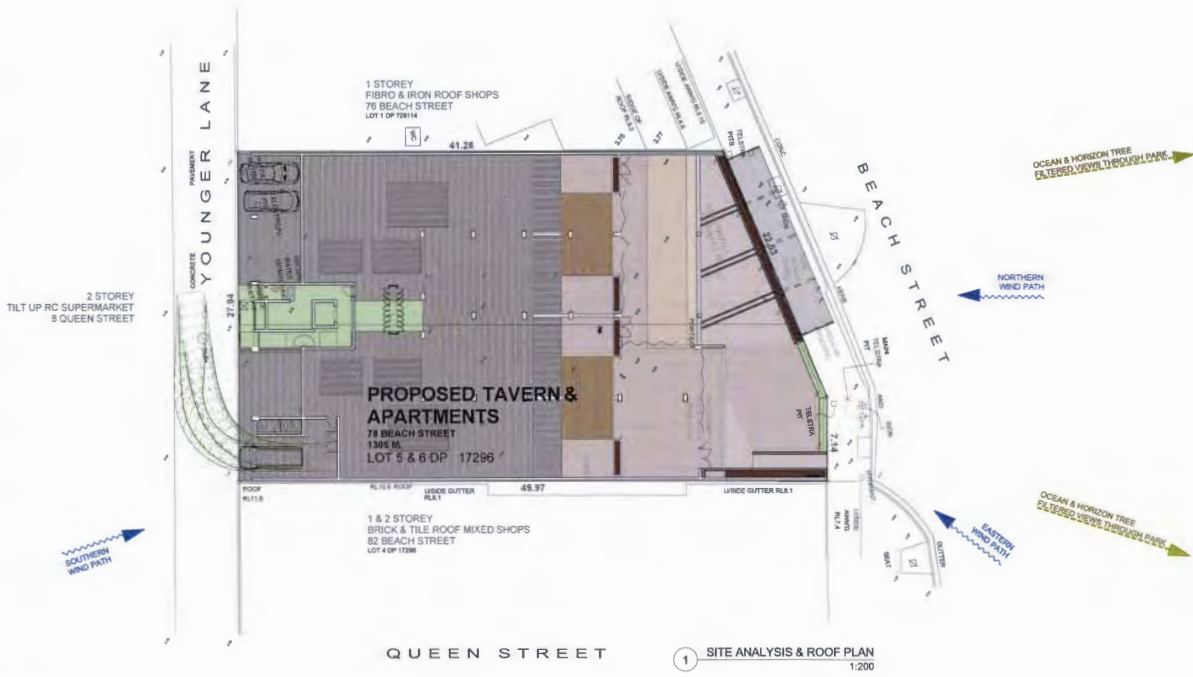
e. the public interest:

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







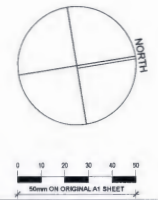


1 SITE ANALYSIS & ROOF PLAN
1:200

BLAIRLANEY SURVEYS
REGISTERED SURVEYORS
ABN: 88 711 840 214
P. O. BOX 2483 COFFS HARBOUR NSW 2450
150 PACIFIC HIGHWAY COFFS HARBOUR
PH: (02) 8852 5000
FAX: (02) 8851 1400
Email: info@blairlancy.com

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16. The draft plan is prepared for the use of the client only. It is not to be used for any other purpose. The client acknowledges that the plan is not a final plan and that it is not to be used for any other purpose. It is not to be used for any other purpose. It is not to be used for any other purpose.
17. Beach Street Properties have been identified by the client as the sole and exclusive agent for the client in relation to the land. The client acknowledges that the plan is not a final plan and that it is not to be used for any other purpose. It is not to be used for any other purpose. It is not to be used for any other purpose.
18. This plan may not be reproduced without the prior written consent of Beach Street Properties Pty Ltd.

AREAS			
Residence	Zone Name	Area	Flooring
Category ALFRESCO DINING & LOUNGE			
GROUND LEVEL	ENTRY TERRACE	81.82	BT
GROUND LEVEL	ALFRESCO	184.26	BT
		276.82 m²	
Category AMENITIES			
GROUND LEVEL	ACC.	4.38	BT
GROUND LEVEL	MALE 1	13.00	BT
GROUND LEVEL	MALE 2	14.01	BT
GROUND LEVEL	FEMALE 2	15.86	BT
GROUND LEVEL	FEMALE 1	15.18	BT
		63.44 m²	
Category APARTMENT 1			
LEVEL 1	WIG	1.82	BT
LEVEL 1	LDNRY	1.93	BT
LEVEL 1	BATH	6.41	BT
LEVEL 1	ENRUTE	6.27	BT
LEVEL 1	STUDY	10.95	BT
LEVEL 1	BED 2	14.19	BT
LEVEL 1	BED 1	19.33	BT
LEVEL 1	TERRACE	91.00	BT
LEVEL 1	KITCHEN / LIVING	114.20	BT
		225.95 m²	
Category APARTMENT 2			
LEVEL 1	LDNRY	0.91	BT
LEVEL 1	WIG	1.78	BT
LEVEL 1	BATH	3.08	BT
LEVEL 1	BED 2	11.90	BT
LEVEL 1	BED 1	14.17	BT
LEVEL 1	TERRACE	91.00	BT
LEVEL 1	KITCHEN / LIVING	89.80	BT
		148.70 m²	
Category APARTMENT 3			
LEVEL 1	LDNRY	0.91	BT
LEVEL 1	WIG	1.78	BT
LEVEL 1	BATH	3.08	BT
LEVEL 1	BED 2	11.90	BT
LEVEL 1	BED 1	14.17	BT
LEVEL 1	TERRACE	91.00	BT
LEVEL 1	KITCHEN / LIVING	89.80	BT
		148.70 m²	
Category APARTMENT 4			
LEVEL 1	WIG	1.82	BT
LEVEL 1	LDNRY	1.93	BT
LEVEL 1	BATH	6.41	BT
LEVEL 1	ENRUTE	6.27	BT
LEVEL 1	STUDY	10.95	BT
LEVEL 1	BED 2	14.19	BT
LEVEL 1	BED 1	19.33	BT
LEVEL 1	TERRACE	91.00	BT
LEVEL 1	KITCHEN / LIVING	114.20	BT
		225.95 m²	
Category BACK OF HOUSE			
GROUND LEVEL	CLUB	5.40	BT
GROUND LEVEL	COOLROOM 1	6.46	BT
GROUND LEVEL	OFFICE	9.72	BT
GROUND LEVEL	LINEN STORE	15.45	BT
GROUND LEVEL	DRY STORE	22.08	BT
GROUND LEVEL	COOLROOM 2	29.84	BT
GROUND LEVEL	GENERAL STORE	35.83	BT
GROUND LEVEL	KITCHEN	37.27	BT
		181.65 m²	
Category BAR AREA			
LEVEL 1	BAR	54.50	BT
GROUND LEVEL	BAR	54.50	BT
		64.50 m²	
Category DINING & LOUNGE			
GROUND LEVEL	TAVERN	481.27	BT
		481.27 m²	



- BA1 POWDERCOATED ALUMINIUM FRAMED BALUSTRADE, glass infill
- BT BATH ROOM WET AREA-TILE
- CT CERAMIC TILE
- CP CARPET
- FC FIBRO CEMENT selected paint finish
- LE Pilkington ComfortPlus CLEAR Low-E™
- RC REINFORCED CONCRETE
- SA SMOKE ALARM Interlinked to AS3786
- TB TIMBER FLOOR BOARDS
- OT OUTDOOR NON SLIP TILE
- OB OBSCURE GLASS

ALL RL's TO AHD

Issue	date	revision	description

Check all dimensions on site. Report any discrepancies to the designer for clarification before commencing work. Do not scale the drawings. Use figured dimensions only. Drawings shall not be used for construction purposes until status shows FOR CONSTRUCTION.

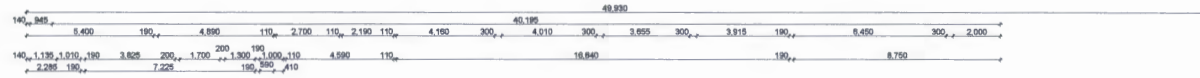
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draft+design
150/171/2011
domestic-industrial-commercial
p 02 6554 5451
m 0429 54 5451
e angus.laurie@bigpond.com

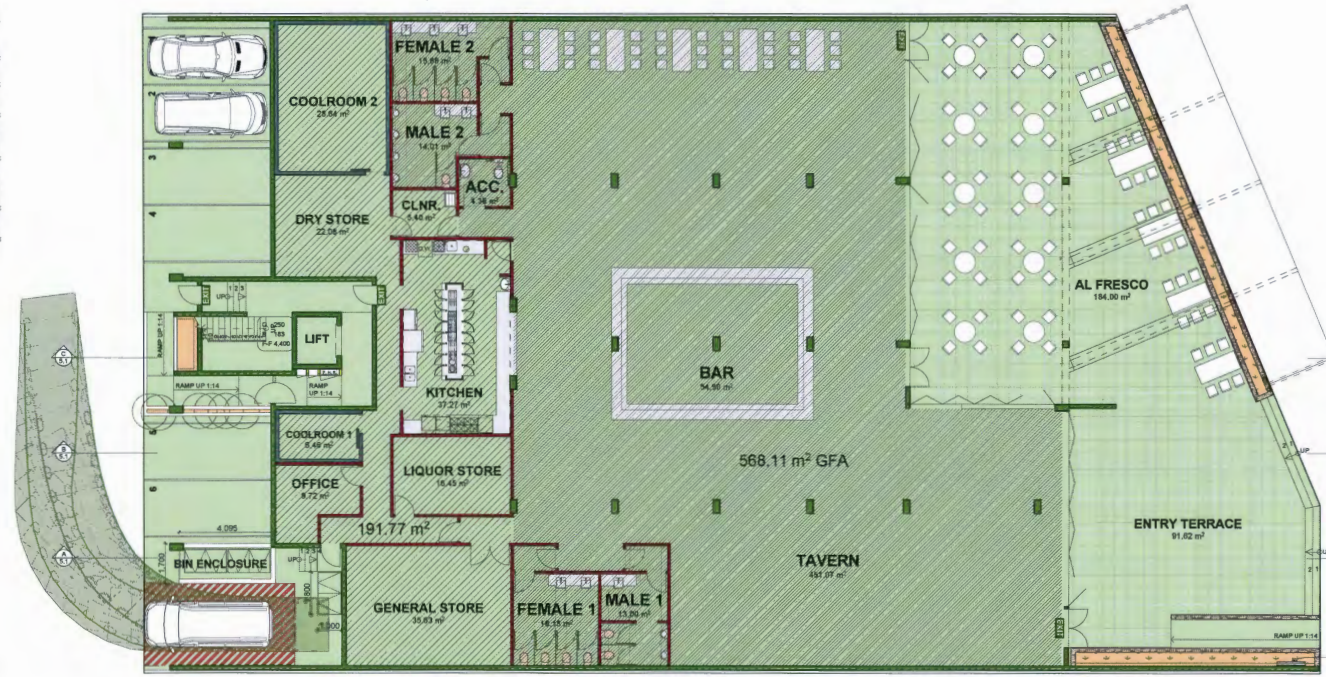
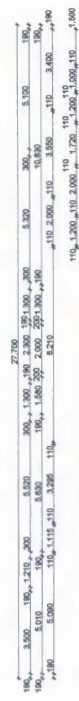
client
INTERMOUNTAIN HOLDINGS P/L
BEACH STREET PROPERTIES P/L

project name
WOOLGOOLGA TAVERN & APARTMENTS
78 BEACH STREET
WOOLGOOLGA NSW

SITE ANALYSIS PLAN
project no: 1209
drawing no: 1.1
checked by: JAL plot date: 25/03/2013



- BAL1 POWDERCOATED ALUMINIUM FRAMED BALUSTRADE; glass infill
- BT BATH ROOM WET AREA TILE
- CT CERAMIC TILE
- CP CARPET
- FC FIBRO CEMENT selected paint finish
- LE Pilkington ComfortPlus CLEAR Low-E™
- RC REINFORCED CONCRETE
- SA SMOKE ALARM hardwired to AS3786
- TB TIMBER FLOOR BOARDS
- OT OUTDOOR NON SLIP TILE
- OB OBSCURE GLASS



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JAL architectural
draft+design
 domestic-industrial-commercial
 p 02 8554 5451
 m 0428 54 8451
 e angus.laurie@bigpond.com

client
 INTERMOUNTAIN HOLDINGS P/L
 BEACH STREET PROPERTIES P/L

project name
WOOLGOOLGA TAVERN & APARTMENTS
 78 BEACH STREET
 WOOLGOOLGA NSW

GROUND FLOOR

project no: **1209** drawing no: **2.1**



- 0 10 20 30 40 50
Shows ON ORIGINAL AS SHEET
- BAL1 POWDERCOATED ALUMINIUM FRAMED BALUSTRADE; glass infill
 - BT BATH ROOM WET AREA TILE
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JAL architectural
draft+design
500 ST 177/171-173
domestic-industrial-commercial
p 02 6554 5451
m 0428 54 8451
e angus.laurie@bigpond.com

client
INTERMOUNTAIN HOLDINGS P/L
BEACH STREET PROPERTIES P/L

project name
WOOLGOOLGA TAVERN & APARTMENTS
78 BEACH STREET
WOOLGOOLGA NSW

SECTIONS

project no:	drawing no:
1209	5.1
checked by: JAL	plot date: 25/03/2013

Attachment 2

-  Property House Numbers
-  Land Parcels
-  Road Names
-  Roads
-  Creeks
-  State Forest
-  National Parks
-  2009 50cm



Base data supplied under licence from various Agencies including Department of Lands NSW, Forests NSW and Department of Environment and Climate Change NSW.

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User = ctscath

Scale = 1:2,137



Projected Coordinate System- GDA 1994, MGA Zone 56

COFFS HARBOUR CITY COUNCIL (COUNCIL)

**INTERMOUNTAIN HOLDINGS PTY LIMITED ACN 078 275 984 AND BEACH STREET PROPERTIES
PTY LIMITED ACN 119 354 031 (APPLICANTS)**

VOLUNTARY PLANNING AGREEMENT

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THIS DEED is made the day of

1. PARTIES

- 1.1 Coffs Harbour City Council ACN 126 214 487 of Cnr Coff and Castle Streets, Coffs Harbour, NSW 2450
- 1.2 Intermountain Holdings Pty Limited ACN 078 275 984 of and Beach Street Properties ACN 119 354 031 c/ 134 West High Street, Coffs Harbour NSW 2450.

2. BACKGROUND

- 2.1 The Applicants are the owners of the Land.
- 2.2 On 23 January 2009 Council granted consent to Development Application No. 1314/07 for "Hotel and Multi-Unit Housing (Demolition of motel, construction of tavern, 8 dwelling units and basement car park)" ("**Approved Development**") subject to conditions ("**the 2009 Consent**").
- 2.3 Condition 42 of the 2009 Consent required the payment towards the provision of 44 off-street public car parking spaces at the then rate of \$7,161.34 per car space ("**Section 96 Car Parking Contribution**").
- 2.4 On 24 July 2013, Council approved a modification to the 2009 Consent ("**the Modified Consent**"), which provided, relevantly:
 - 2.4.1 for the staging of the Approved Development;
 - 2.4.2 that the Section 94 Car Parking Contribution be paid prior to the release of any construction certificate for stage 2 unless other arrangements acceptable to Council are made; and
 - 2.4.3 for an update rate of \$7,890.45 per car space, with the total Section 94 Car Parking Contribution currently \$347,179.80 for 44 carspaces.
- 2.5 On or before the date of this deed the Applicants have paid Council \$347,179.80 as a contribution to Council for 44 car parking spaces.
- 2.6 The Applicants have lodged a Development Application which Council has numbered No. 765/13 "Hotel and Multi-Unit Housing (demolition of existing motel and construction of hotel and multi-unit housing (4 units)) ("**Modified Development**") ("**the 2013 DA**")

VOLUNTARY PLANNING AGREEMENT

- 2.7 The parties have agreed that the contribution payable pursuant to condition 42 of the Modified Consent should be taken into consideration in the determination of any increase in demand for public car parking generated by the development pursuant to the 2013 DA.
- 2.8 The Applicants have offered to enter into a Planning Agreement with Council to provide for the payment to the Council a voluntary contribution of \$126,247.20 (subject to indexation) towards the cost of providing public car parking facilities in Woolgoolga NSW.
- 2.9 The Applicants' offer referred to in clause 2.8 is calculated on the basis of a monetary contribution for an additional 16 car parking spaces.
- 2.10 The Council accepts the Offer.
- 2.11 The Applicants have agreed to enter into this Agreement to make the voluntary monetary contribution to the Council on the terms set out in this Agreement.

3. DEFINED TERMS

In this document the following definitions apply:

- 3.1 **Act** means the *Environmental Planning and Assessment Act 1979* (NSW).
- 3.2 **Additional Car Parking Development Contribution** means the amount payable under clause 6.1 of this Agreement.
- 3.3 **Agreement** includes any schedules, annexures and appendices to this Agreement.
- 3.4 **Dealing** in relation to the Land, means, without limitation, selling, transferring, assigning, mortgaging, charging, encumbering or otherwise dealing with the Land.
- 3.5 **Development** means the development the subject of the 2013 DA.
- 3.6 **Development Consent** means development consent granted in relation to the Development.
- 3.7 **GST** has the same meaning as in the GST Law.
- 3.8 **GST Law** has the meaning given to that term in *A New Tax System (Goods and Services Tax) Act 1999* (Cth) and any other Act or regulation relating to the imposition or administration of the GST.
- 3.9 **Land** means lot 56 DP 1187099 (formerly lots 5 and 6 DP 17296) known as 78 Beach Street, Woolgoolga NSW 2456.
- 3.10 **Planning Agreement** means the provisions of this Agreement under which the Applicants are required to make Additional Car Parking Development Contribution, and includes and provisions that are incidental or supplementary to those provisions.
- 3.11 **Public Facilities** means a public amenity, a public service, a public facility, public land, public infrastructure, a public road, a public work or any other act, matter or thing that meets a Public Purpose.
- 3.12 **Public Purpose** means any purpose that benefits the public or a section of the public, including but not limited to a purpose specified in subsection 93F(2) of the Act.
- 3.13 **Regulation** means the *Environmental Planning and Assessment Regulation 2000*.
- 3.14 The terms in bold in "Background" have their respective meanings.

VOLUNTARY PLANNING AGREEMENT

4. OFFER

This document, executed only by the Applicants, is to be read and construed as containing the Applicants' irrevocable offer to make the Additional Car Parking Development Contribution, on the terms set out in clause 6.1, once a Development Consent has been granted and the Agreement has been executed by the Council.

5. OPERATIVE PROVISIONS

5.1 The Parties agree that this Agreement is a planning agreement governed by Subdivision 2 of Division 6 of Part 4 of the Act.

5.2 This Agreement takes effect on the date of execution.

6. APPLICANTS OBLIGATIONS

6.1 The Applicants must pay to the Council a contribution of \$126,247.20 (exclusive of GST) (subject to indexation) towards the costs of providing public car parking facilities in Woolgoolga (unless other arrangements acceptable to Council are made).

6.2 The contribution of \$126,247.20 (exclusive of GST) is subject to indexation in accordance with the Woolgoolga Town Centre Car Parking Developer Contribution Plan.

6.3 The Additional Car Parking Development Contribution is to be paid by the Applicants prior to the issue of any Occupation Certificate for the Development.

7. APPLICATION OF THE ADDITIONAL CAR PARKING DEVELOPMENT CONTRIBUTION

Subject to this Agreement, the Council is to apply the Additional Car Parking Development Contribution towards the Public Purpose for which it is made, and otherwise in accordance with this Agreement.

8. APPLICATION OF S94, S94A AND S94EF OF THE ACT OF THE DEVELOPMENT

8.1 Only to the extent of sections 94, 94A and 94EF of the Act to the Development enabling the imposition of a condition requiring the payment of a monetary contribution or dedication of land for the provision or improvement of public car parking facilities:

8.1.1 Section 94 of the Act does not apply to the Development;

8.1.2 Section 94A of the Act does not apply to the Development; and

8.1.3 Section 94EF of the Act does not apply to the Development.

9. REGISTRATION OF THIS AGREEMENT

- 9.1 The Parties agree to register this Agreement under section 93H of the Act.
- 9.2 The Applicants acknowledge and agree that:
- 9.2.1 this Planning Agreement creates an equitable estate and interest in the Land for the purpose of section 74F(1) of the *Real Property Act* 1900 (NSW);
 - 9.2.2 the Council has a sufficient interest in the Land in respect of which to lodge with the Land and Property Management Authority a caveat notifying that interest;
 - 9.2.3 they will raise no objection to the Council entering a caveat in the relevant folio of the Register for the Land provided the caveat does not prevent registration of any dealing other than a transfer of the Land;
 - 9.2.4 they will obtain the consent to the lodgement of the caveat of each person who has an estate or interest in the Land.

10. REVIEW OF THIS AGREEMENT

This Agreement is not subject to review, other than in accordance with clause 22.

11. DISPUTE RESOLUTION

- 11.1 This clause applies to any dispute under this Agreement.
- 11.2 Such a dispute is taken to arise if one Party gives another Party a notice in writing specifying particulars of the dispute.
- 11.3 If a notice is given under clause 11.2 the Parties are to meet within 14 days of the notice in an attempt to resolve the dispute.
- 11.4 If the dispute is not resolved within a further 28 days, the Parties must mediate the dispute in accordance with the Mediation Rules of the Law Society of New South Wales published from time to time and must request the President of the Law Society, or the President's nominee, to select a mediator.
- 11.5 If the dispute is not resolved by mediation within a further 28 days, or such longer period as may be necessary to allow any mediation process which has been commenced to be completed, then the Parties may exercise their legal rights in relation to the dispute, including by the commencement of legal proceedings in a court of competent jurisdiction in New South Wales.

12. ENFORCEMENT

- 12.1 Without limiting any other remedies available to the Parties, this Agreement may be enforced by the Parties in any court of competent jurisdiction.
- 12.2 For the avoidance of doubt, nothing in this Agreement prevents:
 - 12.2.1 a Party from bringing proceedings in the Land and Environment Court to enforce any aspect of this Agreement or any matter to which this Agreement relates or;
 - 12.2.2 the Council from exercising any function under the Act or any other Act or law relating to the enforcement of any aspect of this Agreement or any matter to which this Agreement relates.
 - 12.2.3 If the Applicants are in breach of this Agreement, Council taking action to restrain the Applicants from operating otherwise than in accordance with Development Consent.

13. NOTICES

- 13.1 Any notice, consent, information, application or request that must or may be given or made to a Party under this Agreement is only given or made if it is in writing and sent in one of the following ways:
 - 13.1.1 delivered or posted to that Party at its address set out in the Notice Details;
 - 13.1.2 faxed to that Party as its fax number set out in the Notice Details.
- 13.2 If a Party gives the other Party 3 business days' notice of a change of its address or fax number, any notice, consent, information, application or request is only given or made by that other Party if it is delivered, posted or faxed to the latest address or fax number.
- 13.3 Any notice, consent, information, application or request is to be treated as given or made at the following time:
 - 13.3.1 if it is delivered, when it is left at the relevant address;
 - 13.3.2 if it is sent by post, 2 business days after it is posted;
 - 13.3.3 if it is sent by fax, as soon as the sender receives from the sender's fax machine a report of an error-free transmission to the correct fax number.
- 13.4 If any notice, consent, information, application or request is delivered, or an error-free transmission report in relation to it is received, on a day that is not a business day, or if on a

business day, after 5pm on that day in the place of the Party to whom it is sent, it is to be treated as having been given or made at the beginning of the next business day.

14. ASSIGNMENT AND DEALINGS

14.1 Unless the matters specified in clause 14.2 are satisfied, the Applicants are not to do any or the following:

14.1.1 if the Applicants are owners of the Land, to transfer the Land to any person or

14.1.2 assign or novate to any person the Applicants' rights or obligations under this Agreement.

14.2 The matters required to be satisfied for the purposes of clause 14.1 are as follows:

14.2.1 the Applicants have, at no cost to Council, first procured the execution by the person to whom the Applicants rights or obligations under this Agreement are to be assigned or novated, of an agreement in favour of Council; and

14.2.2 the Applicants are not in breach of this Agreement.

14.3 Clauses 14.1 and 14.2 do not apply after the Applicants have paid the Additional Car Parking Development Contribution.

15. COSTS

Each party is to pay its own legal costs of preparing, negotiating and executing the Agreement.

16. ENTIRE AGREEMENT

This Agreement contains everything to which the Parties have agreed in relation to the matters it deals with. No Party can rely on an earlier document, or anything said or done by another Party, or by a director, officer, agent or employee of that Party, before this Agreement was executed, except as permitted by law.

17. FURTHER ACTS

Each Party must promptly execute all documents and do all things that another Party from time to time reasonably requests to effect, perfect or complete this Agreement and all transactions incidental to it.

18. GOVERNING LAW AND JURISDICTION

This Agreement is governed by the law of New South Wales. The Parties submit to the non-exclusive jurisdiction of its courts and courts of appeal from them. The Parties will not object to the exercise of jurisdiction by those courts on any basis.

19. NO FETTER

Nothing in this Agreement shall be construed as requiring Council to do anything that would cause it to be in breach of any of its obligations at law, and without limitation, nothing shall be construed as limiting or fettering in any way the exercise of any statutory discretion or duty.

20. REPRESENTATION AND WARRANTIES

The Parties represent and warrant that they have power to enter into this Agreement and comply with their obligations under the Agreement and that entry into this Agreement will not result in the breach of any law.

21. SEVERITY

21.1 If a clause or part of a clause of this Agreement can be read in a way that makes it illegal, unenforceable or invalid, but can also be read in a way that makes it legal, enforceable and valid, it must be read in the latter way.

21.2 If any clause or part of a clause is illegal, unenforceable or invalid, that clause or part is to be treated as removed from this Agreement, but the rest of this Agreement is not affected.

22. MODIFICATION

No modification of this Agreement will be of any force or effect unless it is in writing and signed by the Parties of this Agreement.

23. WAIVER

23.1 The fact that a Party fails to do, or delays in doing, something the Party is entitled to do under this Agreement, does not amount to a waiver or any obligations of, or breach of obligation by, another Party.

23.2 A waiver by a Party is only effective if it is in writing. A written waiver by a Party is only effective in relation to the particular obligations or breach in respect of which it is given.

23.3 It is not to be taken as an implied waiver or any other obligation or breach or as an implied waiver of that obligation or breach in relation to any other occasions.

24. INTERPRETATIONS

- 24.1 A reference to person includes a reference to a natural person, a company or other legal entity whether acting as a trustee or not.
- 24.2 A reference to a party in this Agreement is a reference to that party in its personal capacity as well as in its capacity as trustee of a trust (if any) and a party is obligated in terms of this Agreement in its personal capacity and in its capacity as trustee for a trust (if any).
- 24.3 A reference to:
- 24.3.1 a person includes the person's executors, administrators, successors, substitutes, including persons taking by novation and assigns; and
 - 24.3.2 a group of persons includes them collectively and each of them individually.
- 24.4 An agreement, representation or warranty:
- 24.4.1 in favour of 2 or more persons is for the benefit of them jointly and severally; and
 - 24.4.2 on the part of 2 or more persons binds them jointly and severally.
- 24.5 A reference to a gender includes any gender.
- 24.6 The singular includes the plural and vice versa.
- 24.7 A reference to a document includes any amendment or supplement to or replacement or novation of the document.
- 24.8 Headings are for convenience only and do not affect the interpretation of this Agreement.
- 24.9 References to a statute or statutory provision include that statute or statutory provision as amended, extended, consolidated or replaced by subsequent legislation and any orders, regulations, documents or other subordinate legislation made under the relevant statute.
- 24.10 A clause number means the respective clause of this Agreement.
- 24.11 President of a body or authority includes a person acting in that capacity.
- 24.12 A thing includes the whole and each part of it.

VOLUNTARY PLANNING AGREEMENT

Executed as an Agreement

Executed by Coffs Harbour City Council:

Signature of authorised officer

Signature of witness

Name of authorised officer

Name of witness

Executed in accordance with Section 127(1) of the Corporations Act 2001 by Intermountain Holdings Pty Limited ACN 078 275 984 by:

Signature of Director/Secretary

Signature of Director

Name of Director/Secretary

Name of Director

Executed in accordance with Section 127(1) of the Corporations Act 2001 by Beach Street Properties Pty Limited ACN 119 354 031 by:

Signature of Director/Secretary

Signature of Director

Name of Director/Secretary

Name of Director

APPENDIX

Page 1

Explanatory Note*Environmental Planning and Assessment Regulation 2000 – cl. 25E***Planning Agreement**

The Planning Agreement is made under section 93F of the *Environmental Planning and Assessment Act 1979* ("the Act").

Parties

Coffs Harbour City Council of cnr Coff and Castle Street, Coffs Harbour NSW 2450
Intermountain Holdings Pty Limited ACN 078 275 984 and Beach Street Properties Pty Limited ACN 119 354 031, both c/ 134 West High Street, Coffs Harbour NSW 2450

Description of Land to which the Planning Agreement applies

Lot 56 DP 1187099, No. 78 Beach Street, Woolgoolga NSW 2456

Description of Proposed Development

Hotel and multi-unit housing (demolition of existing motel and construction of hotel and multi-unit housing (4 units))

Summary Objective, Nature and Effect of the Planning Agreement***Objectives of the Planning Agreement***

The objective of the Planning Agreement is to ensure funding for the provision of additional public car parking facilities arising from the Development

Nature of the Planning Agreement

The Planning Agreement is a planning agreement under section 93F of the Act. It is an agreement between the Council and the Applicants pursuant to which the Applicants agree to pay a monetary development contribution of \$126,247.20 (exclusive of GST) (subject to indexation) towards the cost of providing public car parking facilities in Woolgoolga.

Effect of the Planning Agreement

The Planning Agreement:

- (a) excludes the application of sections 94, 94A and 94EF of the Act to the Development insofar as those provisions might enable the imposition of a condition requiring the payment of a monetary contribution or dedication of land for the provision or improvement of public car parking facilities;
- (b) requires a monetary contribution to be paid and applied towards the cost of providing public car parking facilities in Woolgoolga;
- (c) requires the Applicants to pay the monetary contribution as one lump payment prior to the issue of an Occupation Certificate for the Development;
- (d) is to be registered on the title to the Land;
- (e) provides a dispute resolution method for a dispute under the Planning Agreement, being mediation; and
- (f) provides that the Planning Agreement is governed by the laws of New South Wales.

Assessment of the Merits of the Planning Agreement***The planning purpose served by the Planning Agreement***

The Planning Agreement serves the purpose of ensuring that sufficient public car parking facilities is provided in Woolgoolga.

How the Planning Agreement promotes the public interest

The Planning Agreement promotes the public interest by promoting the objects of the Act as set out in sub-sections 5(a)(ii), a(iv) and (a)(v) of the Act, namely to encourage:

- the promotion and co-ordination of the orderly and economic use and development of land;
- the provision of land for public purposes; and
- the provision and co-ordination of community services and facilities.

How the Planning Agreement promotes the elements of the Council's charter

The Planning Agreement promotes the elements of the Council's charter by:

- providing adequate, equitable and appropriate facilities for the community; and
- ensuring that those facilities are managed efficiently and effectively.

PLOTTED: 20-Nov-13
L:\Data\Roads\2131003 MARKET STREET NOSE IN PARKING ACAD12D OUTPUT.dwg

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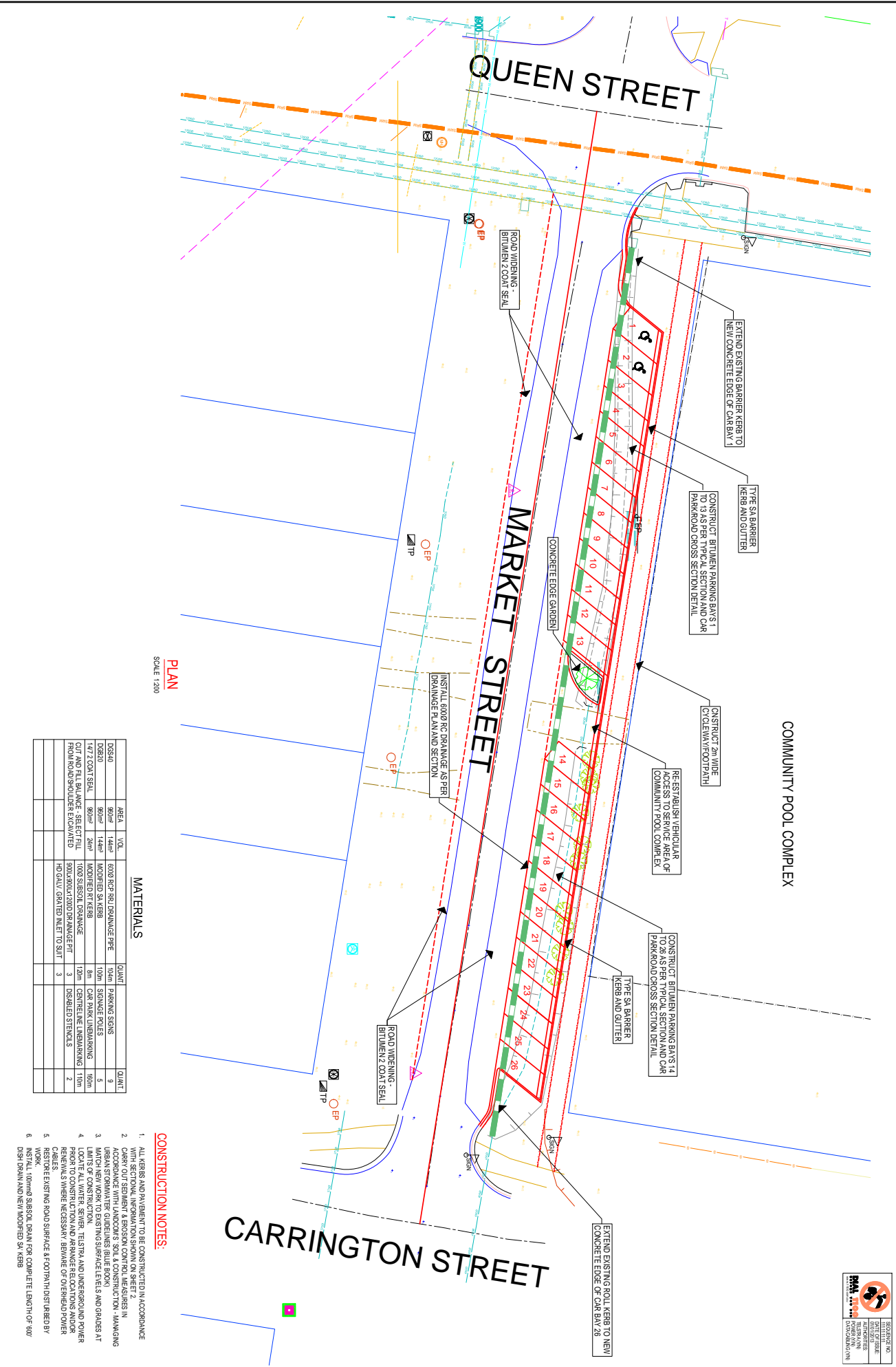
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Rev	Amendments	Chkd	Date

Drawn	AM	Checked	AM
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Scale	1:200	Date	20/11/13

Drawn	AM	Checked	AM
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Scale	1:200	Date	20/11/13

Project No.	2131003
Sheet No.	1 of 1
Scale	1:200
Date	20/11/13



PLAN
SCALE 1:200

MATERIALS

QTY	AREA	VOL.	DESCRIPTION	QTY	QTY
9	900m ²	144m ³	6000 RCP R/D DRAINAGE PIPE	104m	9
5	900m ²	144m ³	MODIFIED SA KERB	8m	5
2	147.2 COAT SEAL	294m ²	1000 SIBSON DRAINAGE	120m	2
2	CUT AND FILL BALANCE - SELECT FILL	3000.00M ³	2000 DRAINAGE PIT	3	2
3	ROAD WIDENING - BITUMEN 2 COAT SEAL	3000.00M ²	DISBURBED STEAKS	3	3

CONSTRUCTION NOTES:

1. ALL KERBS AND PAVEMENT TO BE CONSTRUCTED IN ACCORDANCE WITH SECTIONAL INFORMATION SHOWN ON SHEET 2.
2. CAREY CUT SEWERS & R/OSS TO COMPLY WITH REQUIREMENTS IN URBAN DRAINAGE DESIGN GUIDELINES (BLUE BOOK).
3. MATCH NEW WORK TO EXISTING SURFACE LEVELS AND GRADES AT LIMITS OF CONSTRUCTION. TEST AND UNDERGROUND POWER POINTS TO BE MARKED AND IDENTIFIED.
4. ROAD WIDENING TO BE CONSTRUCTED IN ACCORDANCE WITH POWER RENEWALS WHERE NECESSARY. BEHAVIOUR OF OVERHEAD POWER CABLES.
5. RESTORE EXISTING ROAD SURFACE & FOOTPATH DISTURBED BY CONSTRUCTION.
6. INSTALL 100mm SIBSON DRAIN FOR COMPLETE LENGTH OF 900 DISH DRAIN AND NEW MODIFIED SA KERB.

MARKET STREET NOSE-IN PARKING
PLAN OF CAR PARKS AND ROADWORKS
60° NOSE-IN CAR PARKS ON NORTH SIDE OF STREET
MARKET STREET - WOOLGOOLGA

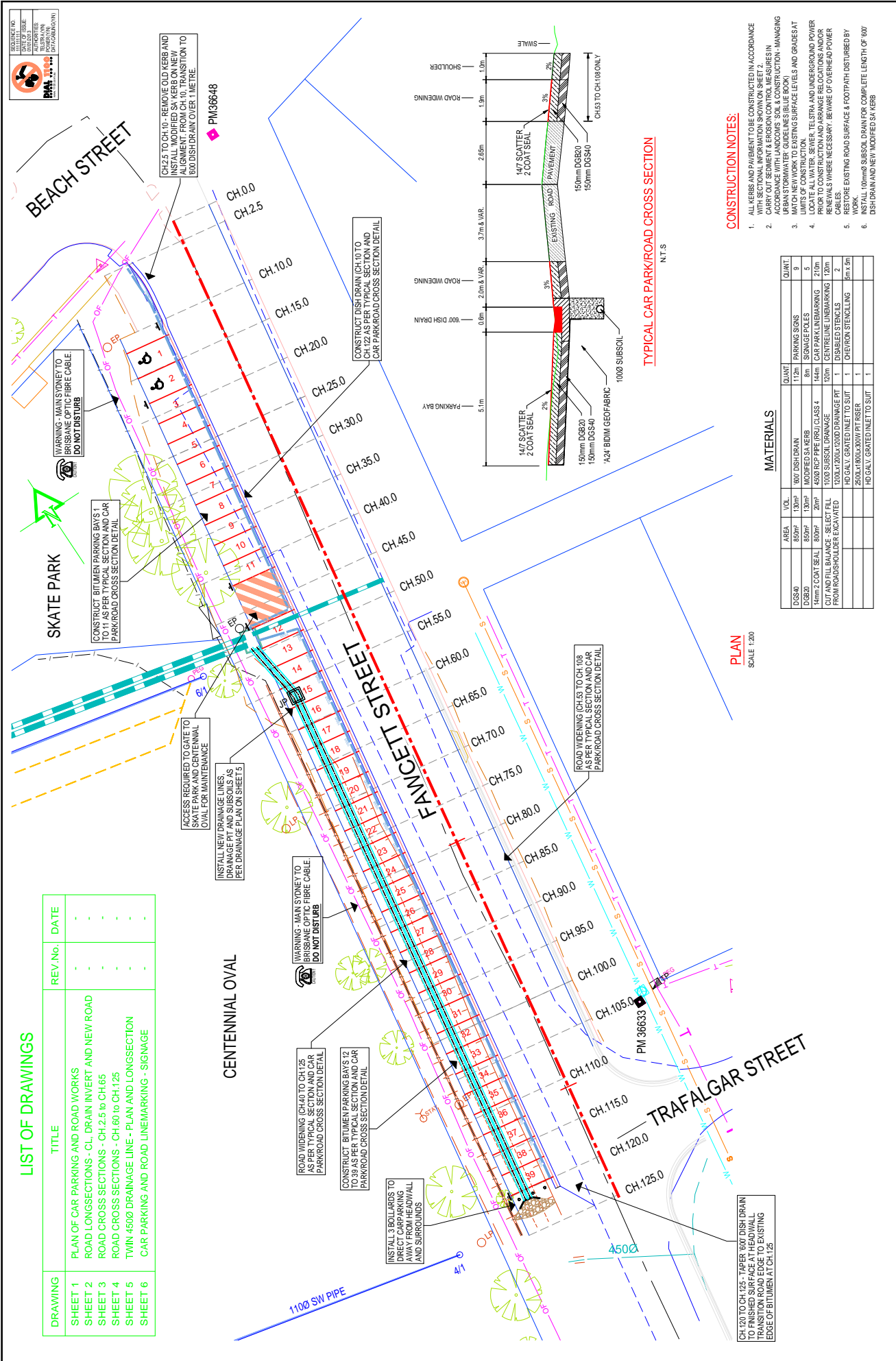
City of Hobart
Council Building 155
Corner Hindle & NSW 2450
Phone: 08 1300 3600
www.cityofhobart.nsw.gov.au
council@cityofhobart.nsw.gov.au

City of Hobart
Water
1400 Hobart Water
Phone: 08 1300 3600
www.cityofhobart.nsw.gov.au

Project No. 2131003
Sheet 1 of 1
Scale 1:200
Date 20/11/13

WARNING - DO NOT CONSTRUCT FROM THIS PLAN UNLESS SIGNED AS APPROVED

WARNING - DO NOT CONSTRUCT FROM THIS PLAN UNLESS SIGNED AS APPROVED



LIST OF DRAWINGS

DRAWING	TITLE	REV. No.	DATE
SHEET 1	PLAN OF CAR PARKING AND ROAD WORKS	-	-
SHEET 2	ROAD LONGSECTIONS - CL DRAIN INVERT AND NEW ROAD	-	-
SHEET 3	ROAD CROSS SECTIONS - CH.2.5 TO CH.65	-	-
SHEET 4	ROAD CROSS SECTIONS - CH.60 TO CH.125	-	-
SHEET 5	TWIN 4500 DRAINAGE LINE - PLAN AND LONGSECTION	-	-
SHEET 6	CAR PARKING AND ROAD LINE MARKING - SIGNAGE	-	-

CONSTRUCTION NOTES:

1. ALL KERBS AND PAVEMENT TO BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF BRISBANE STANDARD SPECIFICATIONS.
2. ACCORDANCE WITH LANDSCAPE & CONSTRUCTION - MANAGING URBAN STORMWATER GUIDELINES (BLUE BOOK).
3. MATCH NEW WORK TO EXISTING SURFACE LEVELS AND GRADE/SEAT PRIOR TO CONSTRUCTION AND ARRANGE RELOCATIONS AND/OR RENEWALS WHERE NECESSARY. BE AWARE OF OVERHEAD POWER CABLES.
4. CHECK EXISTING ROAD SURFACE & FOOTPATH DISTURBED BY WORK.
5. INSTALL 100mm Ø SUBSOIL DRAIN FOR COMPLETE LENGTH OF 600' DSH DRAIN AND NEW MODIFIED SK KERB.

MATERIALS

DESCRIPTION	AREA	VOL.	QTY	UNIT
DGS40	650m ²	13m ³	112h	PARKING SIGNS
DGS20	650m ²	13m ³	8m	SIGNAL POLES
147 scatter	800m ²	20m ³	144h	CAR PARK UNDERMARKING
150mm DGS20	1000	1000	120m	CENTRELINE UNDERMARKING
150mm DGS40	1000	1000	120m	DISABLED STENCILS
1000 SUBSOIL	1000	1000	1	OTHER STENCILLING
147 scatter	1000	1000	5m x 3m	
150mm DGS20	1000	1000	1	
150mm DGS40	1000	1000	1	

<p>DATE: 11/12/2013 DATE OF ISSUE: 11/12/2013 AUTHOR: J. SMITH DESIGNED BY: J. SMITH CHECKED BY: J. SMITH DATE OF CHECK: 11/12/2013 SCALE: 1:200</p>	<p>PROJECT No.: 34357 WORKS No.: 34357 STATUS: FOR COMMENT DESIGNED BY: Manager CHECKED BY: Manager DATE OF CHECK: 11/12/2013 SCALE: 1:200</p>	<p>DESIGNER: MTD CLIENT: SSM PROJECT: FAWCETT STREET NOSE IN PARKING DATE: 11/12/2013 SCALE: 1:200</p>	<p>DATE: 11/12/2013 DATE OF ISSUE: 11/12/2013 AUTHOR: J. SMITH DESIGNED BY: J. SMITH CHECKED BY: J. SMITH DATE OF CHECK: 11/12/2013 SCALE: 1:200</p>
<p>COFFS HARBOUR CITY COUNCIL Locked Bag 155 Coffs Harbour NSW 2450 www.coffs Harbour.nsw.gov.au coffs.council@coffsharbour.nsw.gov.au</p>		<p>SURVEY DESIGN BRANCH 2131002 Sheet 1 of 6 Rev. A1</p>	

COFFS HARBOUR CITY COUNCIL (COUNCIL)

**INTERMOUNTAIN HOLDINGS PTY LIMITED ACN 078 275 984 AND BEACH STREET PROPERTIES
PTY LIMITED ACN 119 354 031 (APPLICANTS)**

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THIS DEED is made the day of

1. PARTIES

- 1.1 Coffs Harbour City Council ACN 126 214 487 of Cnr Coff and Castle Streets, Coffs Harbour, NSW 2450 ("**Council**")
- 1.2 Intermountain Holdings Pty Limited ACN 078 275 984 and Beach Street Properties Pty Limited ACN 119 354 031 c/ 134 West High Street, Coffs Harbour NSW 2450 ("**the Applicants**").

2. BACKGROUND

- 2.1 The Applicants are the owners of the Land.
- 2.2 On 23 January 2009 Council granted consent to Development Application No. 1314/07 for "Hotel and Multi-Unit Housing (Demolition of motel, construction of tavern, 8 dwelling units and basement car park)" ("**Approved Development**") subject to conditions ("**the 2009 Consent**").
- 2.3 Condition 42 of the 2009 Consent required the payment towards the provision of 44 off-street public car parking spaces at the then rate of \$7,161.34 per car space ("**Section 96 Car Parking Contribution**").
- 2.4 On 24 July 2013, Council approved a modification to the 2009 Consent ("**the Modified Consent**"), which provided, relevantly:
 - 2.4.1 for the staging of the Approved Development;
 - 2.4.2 that the Section 94 Car Parking Contribution be paid prior to the release of any construction certificate for stage 2 unless other arrangements acceptable to Council are made; and
 - 2.4.3 for an update rate of \$7,890.45 per car space, with the total Section 94 Car Parking Contribution currently \$347,179.80 for 44 carspaces.
- 2.5 The Applicants have lodged a Development Application which Council has numbered No. 765/13 for "Hotel and Multi-Unit Housing (demolition of existing motel and construction of hotel and multi-unit housing (4 units)) ("**the 2013 DA**")
- 2.6 Consistent with the requirement to make contributions for car parking under condition 42 of the 2009 Consent, the Applicants have now offered to enter into a planning agreement under section 93F of the Act with Council to provide for car parking contributions associated

with the development the subject of the 2013 DA, calculated on the basis of a monetary contribution for 60 car parking spaces.

- 2.7 The Council accepts the Offer.
- 2.8 The Applicants have agreed to enter into this Agreement to make the voluntary monetary contribution to the Council on the terms set out in this Agreement.

3. DEFINED TERMS

In this document the following definitions apply:

- 3.1 **Act** means the *Environmental Planning and Assessment Act 1979* (NSW).
- 3.2 **Agreement** means this Agreement and includes any schedules, annexures and appendices to this Agreement.
- 3.3 **Bank Guarantee** means an irrevocable and unconditional undertaking by one of the following trading banks:
- a. Australia and New Zealand Banking Group Limited;
 - b. Commonwealth Bank of Australia;
 - c. Macquarie Bank;
 - d. National Australia Bank Limited;
 - e. St George Bank Limited;
 - f. Westpac Banking Corporation; or
 - g. other financial institution approved by the Council,
- to pay an amount or amounts of money to the Council on demand and containing terms and conditions reasonably acceptable to the Council.
- 3.4 **Car Parking Development Contribution** means the amount payable under clause 6.1 of this Agreement.
- 3.5 **Construction Certificate** has the same meaning as in the Act.
- 3.6 **Development** means the development the subject of the 2013 DA.
- 3.7 **Development Consent** means development consent granted in relation to the Development.
- 3.8 **GST** has the same meaning as in the GST Law.
- 3.9 **GST Law** has the meaning given to that term in *A New Tax System (Goods and Services Tax) Act 1999* (Cth) and any other Act or regulation relating to the imposition or administration of the GST.
- 3.10 **Land** means lot 56 DP 1187099 (formerly lots 5 and 6 DP 17296) known as 78 Beach Street, Woolgoolga NSW 2456.
- 3.11 **Public Purpose** means any purpose that benefits the public or a section of the public, including but not limited to a purpose specified in subsection 93F(2) of the Act.
- 3.12 **Regulation** means the *Environmental Planning and Assessment Regulation 2000*.
- 3.13 The terms in bold in "Background" have their respective meanings.

4. OFFER

This document, executed only by the Applicants, is to be read and construed as containing the Applicants' irrevocable offer to enter into this Agreement to make the Car Parking Development Contribution, on the terms set out in this Agreement, once a Development Consent has been granted.

5. OPERATIVE PROVISIONS

5.1 The Parties agree that this Agreement is a planning agreement governed by Subdivision 2 of Division 6 of Part 4 of the Act.

5.2 This Agreement takes effect on the date of execution by both parties.

5.3 This Agreement applies to the Land and to the Development.

6. APPLICANTS OBLIGATIONS

6.1 The Applicants must pay to the Council a contribution of \$477,543.00 (exclusive of GST), indexed in accordance with Schedule 1 of this Agreement, towards the costs of providing public car parking facilities in Woolgoolga (unless other arrangements acceptable to Council are made).

6.2 The Car Parking Development Contribution will be paid to the Council by way of bank cheque or direct deposit into a bank account nominated by the Council.

6.3 The Car Parking Development Contribution must be paid by the Applicants prior to the issue of any Construction Certificate for any building works forming part of the Development.

7. APPLICATION OF THE ADDITIONAL CAR PARKING DEVELOPMENT CONTRIBUTION

Subject to this Agreement, the Council is to apply the Car Parking Development Contribution towards the Public Purpose for which it is made, being the provision of public car parking facilities, and otherwise in accordance with this Agreement.

8. APPLICATION OF S94, S94A AND S94EF OF THE ACT OT THE DEVELOPMENT

8.1 The application of sections 94 and 94A of the Act to the Development is excluded under this Agreement, only to the extent that those provisions authorise the imposition of a condition requiring the payment of a monetary contribution or dedication of land for the provision or improvement of public car parking facilities.

8.2 For the avoidance of doubt:

- 8.2.1 sections 94 and 94A apply to the Development to the extent that those provisions authorise the imposition of a condition requiring the payment of a monetary contribution or dedication of land for purposes other than public car parking facilities; and
- 8.2.2 the Car Parking Development Contribution is not to be taken into consideration by Council or any other consent authority when determining contributions for purposes other than public car parking facilities under sections 94 or 94A for the Development.
- 8.3 The application of section 94EF of the Act to the Development is not excluded under this Agreement.

9. REGISTRATION OF THIS AGREEMENT

- 9.1 The Applicants represent and warrant that they are the registered proprietors of the Land.
- 9.2 The Applicants agree that they will procure the registration of this Agreement, under the *Real Property Act 1900* (NSW) against the title to the Land in accordance with section 93H of the Act.
- 9.3 The Applicants will, at their expense, promptly after this Agreement comes into operation, take all practical steps, and otherwise do anything that the Council reasonably requires, to procure:
 - 9.3.1 The consent of each person who has an estate or interest in the Land or is seized or possessed of an estate or interest in the Land;
 - 9.3.2 An acceptance of the terms of this agreement and an acknowledgment in writing from any existing mortgagee in relation to the Land that the mortgagee will adhere to the provisions of this agreement if it takes possession of the Land as mortgagee in possession;
 - 9.3.3 The execution of any documents; and
 - 9.3.4 The production of the relevant duplicate certificate of title,
 to enable the registration of this Agreement in accordance with clause 9.2.
- 9.4 The Applicants will, at their expense, take all practical steps and otherwise do anything that the Council reasonably requires:

- 9.4.1 to procure the lodgement of this Agreement with Land and Property Information as soon as reasonably practicable after this Agreement comes into operation but in any event, no later than 90 Business Days after that date; and
- 9.4.2 to procure the registration of this Agreement against the title to the Land as soon as reasonably practicable after this Agreement is lodged for registration.
- 9.5 The Council will provide a release and discharge of this Agreement so that it may be removed from the folios of the register for the Land (or any part of it) provided the Council is satisfied the Developer has duly fulfilled its obligations under this Agreement and is not otherwise in default of any of the obligations under this Agreement.
- 9.6 The Applicants acknowledge and agree that:
 - 9.6.1 this Planning Agreement creates an equitable estate and interest in the Land for the purpose of section 74F(1) of the *Real Property Act* 1900 (NSW);
 - 9.6.2 the Council has a sufficient interest in the Land in respect of which to lodge with Land and Property Information a caveat notifying that interest;
 - 9.6.3 they will raise no objection to the Council entering a caveat in the relevant folio of the register for the Land provided the caveat does not prevent registration of any dealing other than a transfer of the Land; and
 - 9.6.4 they will obtain the consent to the lodgement of the caveat of each person who has an estate or interest in the Land.

10. REVIEW OF THIS AGREEMENT

This Agreement is not subject to review, other than in accordance with clause 22.

11. DISPUTE RESOLUTION

- 11.1 This clause applies to any dispute under this Agreement.
- 11.2 Such a dispute is taken to arise if one Party gives another Party a notice in writing specifying particulars of the dispute.
- 11.3 If a notice is given under clause 11.2 the Parties are to meet within 14 days of the notice in an attempt to resolve the dispute.
- 11.4 If the dispute is not resolved within a further 28 days, the Parties must mediate the dispute in accordance with the Mediation Rules of the Law Society of New South Wales published from time to time and must request the President of the Law Society, or the President's nominee, to select a mediator.

- 11.5 If the dispute is not resolved by mediation within a further 28 days, or such longer period as may be necessary to allow any mediation process which has been commenced to be completed, then the Parties may exercise their legal rights in relation to the dispute, including by the commencement of legal proceedings in a court of competent jurisdiction in New South Wales.

12. SECURITY AND ENFORCEMENT

Bank Guarantee

- 12.1 On the execution of this Agreement, the Applicants are to provide the Council with a Bank Guarantee in the amount of \$477,543.00.
- 12.2 The Council may call on a Bank Guarantee provided under this clause 12 if the Applicants are in material or substantial breach of this Agreement and have failed to rectify the breach after having been given reasonable notice (which must not be less than 20 Business Days) in writing to do so.
- 12.3 At any time following the provision of a Bank Guarantee, the Applicants may provide the Council with one or more replacement Bank Guarantees totalling the amount of all Bank Guarantees required to be provided under this clause 12 for the time being. On receipt of such replacement Bank Guarantees, the Council must release and return to the Applicants, as directed, the Bank Guarantees which it holds that have been replaced.
- 12.4 Subject to this clause 12, the Council may apply the proceeds of a Bank Guarantee in satisfaction of:
- 12.4.1 Any obligation of the Applicants under this Agreement to pay the Car Parking Development Contribution, and
- 12.4.2 Any associated liability, loss, cost, charge or expense directly or indirectly incurred by the Council because of the failure by the Applicants to comply with this Agreement.
- 12.5 When an all obligations of the Applicants under this Agreement to which a Bank Guarantee relates has been fulfilled, the Council must return the Bank Guarantee if requested by the Applicants.
- 12.6 Nothin in this clause 12 prevents or restricts the Council from taking any enforcement action in relation to:
- 12.6.1 Any obligation of the Applicants under this Agreement; or

- 12.6.2 Any associated liability, loss, cost, charge or expense directly or indirectly incurred by the Council because of the failure by the Applicants to comply with this Agreement,

that is not or cannot be satisfied by calling on a Bank Guarantee.

Restriction on Construction Certificate

- 12.7 In accordance with clause 146A of the Regulation a Construction Certificate must not be issued for any building works forming part of the Development unless the Car Parking Development Contribution has been paid to the Council.

General Enforcement

- 12.8 Without limiting any other remedies available to the Parties, this Agreement may be enforced by the Parties in any court of competent jurisdiction.
- 12.9 For the avoidance of doubt, nothing in this Agreement prevents:
- 12.9.1 a Party from bringing proceedings in the Land and Environment Court to enforce any aspect of this Agreement or any matter to which this Agreement relates or;
 - 12.9.2 the Council from exercising any function under the Act or any other Act or law relating to the enforcement of any aspect of this Agreement or any matter to which this Agreement relates.
 - 12.9.3 If the Applicants are in breach of this Agreement, Council taking action to restrain the Applicants from operating otherwise than in accordance with Development Consent.

13. NOTICES

- 13.1 Any notice, consent, information, application or request that must or may be given or made to a Party under this Agreement is only given or made if it is in writing and sent in one of the following ways:
- 13.1.1 delivered or posted to that Party at its address set out below,
 - 13.1.2 faxed to that Party as its fax number set out below, or
 - 13.1.3 emailed to that Party at its email address set out below.

Coffs Harbour City Council

Attention: The General Manager
 Address: Locked Bag 155 Coffs Harbour NSW 2450
 Phone: (02) 6648 4000
 Fax Number: (02) 6648 4199
 Email: coffs.council@chcc.nsw.gov.au

Intermountain Holdings Pty Limited

Attention:
 Address:
 Phone:
 Fax Number:
 Email:

Beach Street Properties Pty Limited

Attention:
 Address:
 Phone:
 Fax Number:
 Email:

- 13.2 If a Party gives the other Party 3 business days' notice of a change of its address or fax number, any notice, consent, information, application or request is only given or made by that other Party if it is delivered, posted or faxed to the latest address or fax number.
- 13.3 Any notice, consent, information, application or request is to be treated as given or made at the following time:
 - 13.3.1 if it is delivered, when it is left at the relevant address;
 - 13.3.2 if it is sent by post, 2 business days after it is posted;
 - 13.3.3 if it is sent by fax, as soon as the sender receives from the sender's fax machine a report of an error-free transmission to the correct fax number.
- 13.4 If any notice, consent, information, application or request is delivered, or an error-free transmission report in relation to it is received, on a day that is not a business day, or if on a business day, after 5pm on that day in the place of the Party to whom it is sent, it is to be treated as having been given or made at the beginning of the next business day.

14. ASSIGNMENT AND DEALINGS

- 14.1 The Applicants must procure from any mortgagee in relation to the Land an acceptance of the terms of this Agreement and an acknowledgement that the mortgagee will adhere to the provisions of this agreement if it takes possession of the Land as mortgagee in possession.
- 14.2 Unless the matters specified in clause 14.3 are satisfied, the Applicants are not to do any or the following:
 - 14.2.1 transfer, assign or dispose of the whole or any part of their right, title or interest in the Land to any person or

- 14.2.2 assign or novate to any person the Applicants' rights or obligations under this Agreement.
- 14.3 The matters required to be satisfied for the purposes of clause 14.1 are as follows:
 - 14.3.1 The Council is satisfied, acting reasonably, that the proposed transferee is financially capable of complying with the Applicants' obligations under this Agreement;
 - 14.3.2 The Council is satisfied that its rights will not be diminished or fettered in any way;
 - 14.3.3 The Applicants have, at no cost to Council, first procured the execution by the person to whom the Applicants rights or obligations under this Agreement are to be assigned or novated, an agreement in favour of Council under which that person agrees to comply with all the outstanding obligations of the Applicants under this Agreement; and
 - 14.3.4 Any default by the Applicants under the provisions of this Agreement have been remedied by the Applicants or waived by the Council.
- 14.4 The Applicants and the proposed transferee must pay the Council's reasonable costs in relation to any assignment or novation of the rights and obligations under this Agreement.
- 14.5 For the avoidance of doubt, this clause 14 does not apply if the Applicants have paid the Car Parking Development Contribution and the Council has released the Applicants from this Agreement in accordance with clause 9.5.

15. COSTS

The Applicants are to pay the Council's reasonable legal costs of preparing, negotiating and executing the Agreement.

16. ENTIRE AGREEMENT

This Agreement contains everything to which the Parties have agreed in relation to the matters it deals with. No Party can rely on an earlier document, or anything said or done by another Party, or by a director, officer, agent or employee of that Party, before this Agreement was executed, except as permitted by law. The Explanatory Note at the Appendix to this Agreement is not to be used in the interpretation of this Agreement.

17. FURTHER ACTS

Each Party must promptly execute all documents and do all things that another Party from time to time reasonably requests to effect, perfect or complete this Agreement and all transactions incidental to it.

18. GOVERNING LAW AND JURISDICTION

This Agreement is governed by the law of New South Wales. The Parties submit to the non-exclusive jurisdiction of its courts and courts of appeal from them. The Parties will not object to the exercise of jurisdiction by those courts on any basis.

19. NO FETTER

Nothing in this Agreement shall be construed as requiring Council to do anything that would cause it to be in breach of any of its obligations at law, and without limitation, nothing shall be construed as limiting or fettering in any way the exercise of any statutory discretion or duty.

20. REPRESENTATION AND WARRANTIES

The Parties represent and warrant that they have power to enter into this Agreement and comply with their obligations under the Agreement and that entry into this Agreement will not result in the breach of any law.

21. SEVERITY

21.1 If a clause or part of a clause of this Agreement can be read in a way that makes it illegal, unenforceable or invalid, but can also be read in a way that makes it legal, enforceable and valid, it must be read in the latter way.

21.2 If any clause or part of a clause is illegal, unenforceable or invalid, that clause or part is to be treated as removed from this Agreement, but the rest of this Agreement is not affected.

22. MODIFICATION

No modification of this Agreement will be of any force or effect unless it is in writing and signed by the Parties of this Agreement.

23. WAIVER

23.1 The fact that a Party fails to do, or delays in doing, something the Party is entitled to do under this Agreement, does not amount to a waiver or any obligations of, or breach of obligation by, another Party.

23.2 A waiver by a Party is only effective if it is in writing. A written waiver by a Party is only effective in relation to the particular obligations or breach in respect of which it is given.

23.3 It is not to be taken as an implied waiver or any other obligation or breach or as an implied waiver of that obligation or breach in relation to any other occasions.

24. GST

24.1 Words used in this clause which are defined in the GST Law have the meaning given in that legislation.

24.2 If GST is payable on a Taxable Supply made under, by reference to or in connection with this Deed, the Party providing the Consideration for that Taxable Supply must also pay the GST Amount as additional Consideration. This clause does not apply to the extent that the Consideration for the Taxable Supply is expressly agreed to be GST inclusive.

24.3 Unless otherwise expressly stated, all prices or other sums payable or Consideration to be provided under or in accordance with this Deed are exclusive of GST.

24.4 Any reference in the calculation of Consideration or of any indemnity, reimbursement or similar amount to a cost, expense or other liability incurred by a Party, must exclude the amount of any Input Tax Credit entitlement of that Party in relation to the relevant cost, expense or other liability.

24.5 This clause will continue to apply after expiration or termination of this Deed.

25. INTERPRETATIONS

25.1 A reference to person includes a reference to a natural person, a company or other legal entity whether acting as a trustee or not.

25.2 A reference to a party in this Agreement is a reference to that party in its personal capacity as well as in its capacity as trustee of a trust (if any) and a party is obligated in terms of this Agreement in its personal capacity and in its capacity as trustee for a trust (if any).

25.3 A reference to:

25.3.1 a person includes the person's executors, administrators, successors, substitutes, including persons taking by novation and assigns; and

25.3.2 a group of persons includes them collectively and each of them individually.

25.4 An agreement, representation or warranty:

25.4.1 in favour of 2 or more persons is for the benefit of them jointly and severally; and

- 25.4.2 on the part of 2 or more persons binds them jointly and severally.
- 25.5 A reference to a gender includes any gender.
- 25.6 The singular includes the plural and vice versa.
- 25.7 The word 'person' includes a firm, a body corporate, an unincorporated association or an authority.
- 25.8 A reference to a document includes any amendment or supplement to or replacement or novation of the document.
- 25.9 Headings are for convenience only and do not affect the interpretation of this Agreement.
- 25.10 References to a statute or statutory provision include that statute or statutory provision as amended, extended, consolidated or replaced by subsequent legislation and any orders, regulations, documents or other subordinate legislation made under the relevant statute.
- 25.11 A clause number means the respective clause of this Agreement.
- 25.12 President of a body or authority includes a person acting in that capacity.
- 25.13 A thing includes the whole and each part of it.
- 25.14 A reference in this Agreement to a business day means a day other than a Saturday or Sunday on which banks are open for business generally in Sydney.
- 25.15 'Include' or 'including' when introducing a list of items does not limit the meaning of the words to which the list relates to those items or to items of a similar kind.
- 25.16 If a party is required to do something, that includes a requirement to cause that thing to be done. If a party is prohibited from doing anything, it is also prohibited from doing or omitting to do anything which allows or causes that thing to be done.
- 25.17 No rule of construction applies to the disadvantage of a party because that party was responsible for the preparation of this Agreement.

SCHEDULE 1 – INDEXATION

The Car Parking Development Contribution referred to in clause 6.1 of this Agreement is to be indexed on the basis of the relevant index published by the Australian Bureau of Statistics as the Australian National Accounts income and expenditure in according with the following formula:

$$C = \$477,543.00 \times (\text{New index} / \text{Previous index})$$

Where:

“C” = the contribution payable under this Agreement,

“New index” is the index listed in the table below being relevant to car parking at the time the contribution is paid under this Agreement.

“Previous index” is the index listed in the table below relevant to car parking at the time of this Agreement.

Indexing Factors for Car Parking

Contribution Type	Indexation Basis	Index	Date Applied
Car Parking	Public Gross Fixed Capital Expenditure State and Local Roads	128.83	Dec. 1999

VOLUNTARY PLANNING AGREEMENT

Executed as an Agreement
Executed for and on behalf of Coffs Harbour City
Council by its authorised delegate, in accordance with
a resolution of the Council dated :

Signature of authorised delegate

Signature of witness

Name of authorised delegate

Name of witness

Executed in accordance with Section 127(1) of the
Corporations Act 2001 by Intermountain Holdings Pty
Limited ACN 078 275 984 by:

Signature of Director/Secretary

Signature of Director

Name of Director/Secretary

Name of Director

Executed in accordance with Section 127(1) of the
Corporations Act 2001 by Beach Street Properties Pty
Limited ACN 119 354 031 by:

Signature of Director/Secretary

Signature of Director

Name of Director/Secretary

Name of Director

AS GRANTED 8/10/09

Schedule 1
<p>Request by licensee to impose conditions under Section 54 of the Liquor Act 2007</p> <p>Woolgoolga Beach Hotel 78 Beach Street, Woolgoolga NSW 2456</p>
Effective: / / 2009
<p>Conditions:</p> <p>1 (a) A courtesy bus is to be made available on Friday and Saturday evenings or on any night when live entertainment is provided from 6.00pm onwards. This bus is to operate until the last person has left the hotel. This bus is to be utilised to effect the removal of patrons and to ensure patrons are transported quickly and quietly from the hotel, and the vicinity of the hotel without causing undue disturbance to the quiet and good order of the neighbourhood.</p> <p>1 (b) Notwithstanding compliance with condition 1 (a), at the request of the Local Area Commander or delegated officer acting reasonably, and after consultation with the licensee, the licensee will make available a courtesy bus if an identified need exists.</p> <p>2. On Friday and Saturday nights and any other night when live entertainment is provided, at least one (1) licensed security guard is to be engaged to patrol the interior and exterior of the premises to ensure that departing patrons do not loiter or linger in the area or cause nuisance and annoyance to the neighbourhood. These patrols are to continue until the last patron has left the vicinity of the hotel. For the purpose of this condition, the vicinity is taken to be: (a) an approximate area from the entry of the premises on Beach Street, to a point approximately 50 metres away in a westerly, northerly and easterly direction; and (b) from the entry to the basement car parking facilities on Younger Lane to a point approximately 30 metres away in a westerly, southerly and easterly direction on both sides of Younger Lane.</p> <p>3. Any public entertainment held at the licensed premises is to be conducted in accordance with development consent as provided by the Coffs Harbour City Council from time to time. A copy of the current development consent is to be kept on the premises and made available to police on request.</p> <p>4. The LA 10* noise level emitted from the licensed premises shall not exceed the background noise level in any Octave Band Centre Frequency (31.5Hz – 8kHz inclusive) by more than 5dB between 07:00 am and 12:00 midnight at the boundary of any affected residence.</p> <p>The LA 10* noise level emitted from the licensed premises shall not exceed the background noise level in any Octave Band Centre Frequency (31.5Hz – 8kHz inclusive) between 12:00 midnight and 07:00 am at the boundary of any affected residence.</p>

Notwithstanding compliance with the above, the noise from the licensed premises shall not be audible within any habitable room in any residential premises between the hours of 12:00 midnight and 07:00 am.

For the purpose of this condition, the LA10 can be taken as the average maximum deflection of the noise emission from the licensed premises.

5. No TAB is to be operated at the licensed premises.
6. No separate bottle shop is to be operated at the licensed premises (for clarification over the counter take away sales of packaged liquor are permitted)
7. The pergola terrace and the covered outdoor seating area depicted on the approved plans are to be closed off to the public at 10 pm with the doors to this area kept closed after this time
8. The maximum number of patrons is limited to 250 at any time.
9. No seating is to be provided within the entry terrace .
10. Seating for 28 persons shall be provided at all times that the pergola terrace area is permitted to operate. In addition seating for 48 persons shall be provided at all times that the covered outdoor seating area is permitted to operate.
11. Entertainment provided at the premises which is live must be acoustic (no amplification).
12. Announcements are to be made close to the ordinary closing times of the licensed premises and at least once during the last 10 minutes of trade requesting patrons to leave the premises quickly and quietly in order to avoid disturbance to the neighbourhood.

Proposed Conditions Development Application 765/13

ADMINISTRATIVE CONDITIONS

Development Description:

1. Development consent is granted only to carrying out the development described in detail below:
 - ***Hotel and Multi-Unit Housing (demolition of existing motel and construction of hotel and multi-unit housing (4 units)).***

Prescribed Conditions:

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

Development is to be in accordance with approved plans:

3. The development is to be implemented in accordance with the plans and supporting documents set out in the following table except where modified by any conditions of this consent (Development Consent No. 765/13).

Plan No. / Supporting Document(s)	Dated
Site Plan, project no. 1209, drawing no. DANP, prepared by JAL architectural draft and design.	25 March 2013
Ground Floor, project no.1209, drawing no. 2.1, prepared by JAL architectural draft and design.	25 March 2013
Level 1, project no.1209, drawing no. 2.2, prepared by JAL architectural draft and design.	25 March 2013
Elevations, project no.1209, drawing no. 4.1, prepared by JAL architectural draft and design.	22 February 2013
Landscape plan, Drawing no. 0835-03, prepared by Jackie Amos landscape architect.	

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

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

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Development Application No. 765/13

Schedule of Conditions

Development in Accordance with Documents:

4. The development shall be undertaken in accordance with the following documents:
 - (1) Statement Environmental Effects, Prepared by Bennell & Associates, dated 18 March, 2013.
 - (2) Social Impact Assessment, prepared by GHD, dated July 2013.
 - (3) Noise Impact Assessment, prepared by AECOM, dated 24 October, 2013.
 - (4) Voluntary Planning Agreement

PRIOR TO ISSUE OF CONSTRUCTION CERTIFICATE

Construction Certificate:

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

Equitable Access:

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

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

Voluntary Planning Agreement:

7. The Proponent shall enter into a Voluntary Planning Agreement with the Council for payment towards sixty (60) car parking spaces generally in accordance with the terms of the updated Agreement submitted by Intermountain Holdings Pty Ltd.
8. The **Construction Certificate not being released** until a Certificate of Compliance pursuant to Division 5 of Part 2 of Chapter 6 of the Water Management Act 2000 evidencing that adequate arrangements have been made for the provision of water and sewerage services to and within the development is produced to Council.

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Development Application No. 765/13

Schedule of Conditions

For your information, the developer contributions applicable at the date of the development consent are:

	Amount/m ²	Total \$
Works to satisfy increased demand within the area for 914.76 square metres of commercial development - Tavern		
Water	123.38	112,863.09
Sewer	117.98	107,923.38
Sub total		220,786.47
Less credit for existing development		33,419.54
TOTAL AMOUNT PAYABLE		187,366.93

Trade Waste:

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

Erosion and Sedimentation Control Plan:

11. 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.

Development Application No. 765/13

Schedule of Conditions

Construction Waste Management Plan:

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

Food Safety:

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

Pre Construction Dilapidation Reports:

14. A Dilapidation Report detailing the current structural condition of the existing adjoining buildings, infrastructure and roads within 20 metres of the development shall be prepared and endorsed by a qualified structural engineer. The report shall be submitted to the satisfaction of the Certifying Authority **prior to the issue of a Construction Certificate**.

A copy of this report is to be forwarded to Council.

Construction Management Plan:

15. **Prior to the issue of a Construction Certificate**, a Construction Management Plan shall be submitted to and approved by the Certifying Authority. The Plan shall address, but not be limited to, the following matters where relevant:
- Hours of work;
 - Contact details of site manager;
 - Traffic and pedestrian management;
 - Noise and vibration management;
 - Waste and recycling management;
 - Erosion and sediment control;
 - Suitable measures are to be implemented to ensure that sediment and other materials are not tracked onto the roadway by vehicles leaving the site. It is an offence to allow, permit or cause materials to pollute or be placed in a position from which they may pollute waters.

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

Development Application No. 765/13

Schedule of Conditions

PRIOR TO ISSUE OF COMMENCEMENT OR 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.

Demolition Works:

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

Water Meters:

18. A water reticulation plan is to be submitted to Coffs Harbour Water for approval prior to water fitting work commencing. Note, individual water meters are to be provided to all units and common areas.

Construction Signage:

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

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Development Application No. 765/13

Schedule of Conditions

Hoardings:

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

Building Materials on footpaths and roadways:

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

Water and Sewerage Services:

22. Individual water meters are to be provided to all units and common areas. A water reticulation plan is to be submitted to Council for approval prior to water fitting work commencing.

DURING CONSTRUCTION

Approved plans to be on site:

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

Demolition Works:

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

Erosion and Sediment Control:

25. 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.

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Development Application No. 765/13

Schedule of Conditions

Dust Control Measures:

26. Adequate measures shall be taken to prevent dust from affecting the amenity of the neighbourhood during construction. In particular, the following measures must be adopted:
- (1) All materials shall be stored or stockpiled at the best locations;
 - (2) The surface should be dampened slightly to prevent dust from becoming airborne but should not be wet to the extent that runoff occurs;
 - (3) All vehicles carrying spoil or rubble to or from the site shall at all times be covered to prevent the escape of dust or other materials;
 - (4) Cleaning of footpaths and roadways shall be carried out regularly;
 - (5) Rumble grids being installed at access points to the site.

Excavated Material:

27. No excavated material is to leave the site until Council has been provided with the following information for approval:
- A complete list of all destination sites for excavated material;
 - A report providing details as to how material will be transported such that there is no dust nuisance and material is not deposited along road surfaces; and
 - A transport route for cartage vehicles.

On approval of this information, excavated material may leave the site but only in accordance with the details provided and any additional matters specified by Council.

Hours of Construction:

28. Construction works are to be limited to the following hours:
- Monday to Friday 7.00am - 6.00pm
 - Saturday 7.00am - 1.00pm if inaudible from adjoining residential properties,
 - otherwise 8.00am - 1.00pm

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

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Development Application No. 765/13

Schedule of Conditions

Cultural Heritage:

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

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

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

Waste Management:

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

Waste Storage Plan:

- 31. The waste storage area being constructed in accordance with the approved plans.

PRIOR TO ISSUE OF OCCUPATION CERTIFICATE

Occupation Certificate:

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

Liquid Trade Waste Approval:

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

Individual Water Meters:

- 34. Individual water meters are to be provided to all units and common areas **prior to issue of an Occupation Certificate.**

Development Application No. 765/13

Schedule of Conditions

BASIX:

35. All of the commitments listed in each relevant BASIX Certificate for the development being fulfilled prior to the issue of an Occupation Certificate. Written certification is to be submitted to the principal certifying authority prior to occupation inspection to confirm that all BASIX commitments have been implemented.

Registration – Food Premises:

36. The food premises being registered with Council and the NSW Food Authority **prior to the issue of an Occupation Certificate.**

Food Premises - Inspection:

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

Food Premises - Food Safety Supervisor:

38. A Food Safety Supervisor being appointed and the NSW Food Authority being notified of such appointment **prior to the issue of an Occupation Certificate.**

Removal of Driveway onto Beach Street:

39. The existing driveway fronting Beach Street is to be removed and kerb and guttering and footpath installed to match existing, to Council's satisfaction **prior to occupation.** No work is to be carried out on the public road until an application has been made and approval given in writing from Council.

Landscaping Works:

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

Car Parking Spaces:

41. Six (6) car parking spaces as shown on the plan approved in accordance with condition number 2 of this consent being provided on the development site **prior to the issue of an Occupation Certificate.**

All car parking and manoeuvring areas being constructed in accordance with the provisions of Australian Standard AS 2890.1 "Parking Facilities: Off-Street Car Parking" and the provisions of AS/NZS 2890.6:2009 "Parking Facilities: Part 6: Off-Street parking for people with disabilities".

Development Application No. 765/13**Schedule of Conditions**

Stormwater Drainage:

42. All stormwater is to be conveyed to Council's street gutter by means of an approved drainage pipe system, in accordance with Council's Standard Drawing No. 6566 **prior to the issue of an Occupation Certificate**. Drainage works on the public road are subject to separate application, fees, and approval from Council.

Post Construction Dilapidation Report:

43. The proponent shall engage a suitably qualified person to prepare a post-construction dilapidation report at the completion of the construction works. This report is to ascertain whether the construction works created any structural damage to adjoining buildings, infrastructure and roads.

The report is to be submitted to the Principal Certifying Authority. In ascertaining whether adverse structural damage has occurred to adjoining buildings, infrastructure and roads, the Principal Certifying Authority must:

- Compare the post-construction dilapidation report with the pre-construction dilapidation report required by Condition No. 14; and
- Have written confirmation from the relevant authority that there is no adverse structural damage to their infrastructure and roads.

A copy of this report is to be forwarded to Council.

Noise Attenuation:

44. Noise attenuation methods specified in the acoustic report prepared by AECOM Australia Pty Ltd, dated 24th October 2013 are to be implemented, constructed or installed in the development prior to the issue of an occupation certificate.

Certification of the installed noise mitigation measures is to be obtained from a suitably qualified acoustic engineer and is to be provided to the Principal Certifying Authority **prior to the issue of an Occupation Certificate**.

One (1) month after the tavern has commenced trading, a follow up report prepared by the acoustic consultant is to be submitted to Council to review noise emissions from the development, the effectiveness of noise attenuation methods and compliance with the noise levels as specified in the report titled "Woolgoolga Tavern & Apartments Noise Impact Assessment", dated 24th October, 2013, prepared by AECOM Australia Pty Ltd.

Should noise emissions from the operation of the subject premises not comply with the project specific noise levels outlined in the report dated 24th October, 2013, amelioration measures are to be undertaken and completed within one (1) month from the date of the report to achieve compliance.

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Development Application No. 765/13

Schedule of Conditions

Noise Management Plan:

45. An operational noise management plan be prepared identifying sources of noise generated from the use of the premises and the necessary control measures including a complaint register is to be submitted **prior to the issue of an Occupation Certificate.**

OPERATIONAL MATTERS

Noise:

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

Noise Control – Licensed Premises:

47. a) The LA10 noise level emitted from the licensed premises shall not exceed the background noise level in any Octave Band Centre Frequency (31.5Hz – 8kHz inclusive) by more than 5 dB between 7:00am and 12 mid night and 12 midnight to 7:00am at the boundary of any affected residence.
- b) Notwithstanding the requirements of this condition, the noise from the licensed premises shall not be audible within any habitable room in any residential premises between the hours of 12:00 midnight and 7:00am.

Smoking Facilities:

48. A cigarette butt receptacle is to be located near the entry of the premises and is to be emptied and cleaned regularly by tavern staff.

Designated Smoker's Area:

49. Use of the designated smoking area is to at all times comply with the requirements of the Smoke-free Environment Act, 2000.

Use of Dwelling Units:

50. The dwelling units shall only be used as permanent/long term residences. The dwelling units are not to be used for short-term 'holiday style' accommodation.

Loading/Unloading:

51. All loading/unloading operations are to occur from Younger Lane.

/12

Development Application No. 765/13

Schedule of Conditions

Hours of operation of Tavern:

- 52. The tavern is only to operate between the hours of Monday to Sunday, 7.00am -12.00 midnight.

Maximum number of patrons:

- 53. The maximum number of tavern patrons is limited to 250 people at any time.

Younger Lane Upgrade:

- 54. Younger Lane being re constructed to full-width asphaltic seal with kerb and gutter from the existing reinforced concrete section to the bend where the lane turns to the north. Plans and specifications complying with Council's Development Design and Construction Specifications are to be submitted to Council for approval **prior to the commencement of work.**

APPLICATION TO MODIFY DEVELOPMENT CONSENT 43/14DM (955/12DA) – LOT 5 DP 876129, NO. 81D OLD BUCCA ROAD, MOONEE BEACH – ANIMAL ESTABLISHMENT (DOG BOARDING FACILITY)

Purpose:

This report considers an application under the provisions of Section 96 (1A) of the Environmental Planning and Assessment (EP&A) Act 1979, to modify a deferred commencement consent issued for an Animal Establishment, comprising a Dog Boarding Facility.

The modification is seeking to modify the deferred commencement condition relating to the bitumen sealing of the right of carriageway and remove the requirement for a separate development consent for the access and intersection upgrade works specified in the deferred commencement condition.

Description of Item:

The development application was originally reported to Council on 22 November 2012. At this meeting, Council resolved:

1. *Development Application No. 955/12 for an Animal Establishment (Dog Boarding Facility – Change of Use) at Lot 5, DP 876129, 81D Old Bucca Road, Moonee be approved subject to conditions attached to this report (Attachment 3) with the substitution of Condition 28 to read as follows:*

Waste Management – Odour Control

The “excrement bin” shall be stored adjoining the animal establishment building.

All excrement waste generated from the animal establishment being serviced by a private waste collection contractor and being collected on site, on a minimum weekly basis.

No excrement waste is to be deposited into bins serviced by Council’s waste collection service.

2. *Those persons who lodged submissions on Development Application No. 955/12 be informed of Council’s decision.*

This approval constituted a deferred commencement consent be granted. The deferred matters relate to upgrading of the existing right of carriageway and intersection, as follows:

Access and Intersection Upgrade:

- A. *This consent does not operate until such time as the following upgrade works to the right-of-carriageway have been completed:*
 - (a) *installation of passing bays and associated signage;*
 - (b) *installation of flood depth markers;*
 - (c) *sealing;*
 - (d) *stormwater drainage works;*
 - (e) *intersection widening.*

The above works 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).

The above works require separate development consent from Council and the issue of a Civil Works Construction Certificate.

Note:

- (1) *Traffic generated by the proposed development is assessed to be considerably higher than that proposed in the submitted Statement of Environmental Effects.*
 - (2) *The right-of-carriageway surface is to be sealed from the intersection with Old Bucca Road for a distance of 330m AND for further 200m southwards of chainage 480m to mitigate dust problems from the increased traffic generated by the proposed development.*
 - (3) *Passing bays are to be provided on the right-of-carriageway at no more than 100m apart and within safe sight of one another. In relation to the required passing at the intersection with Old Bucca Road refer to note 6 below - intersection upgrade. The passing bays are to be signposted. NOTE: Utilising the existing driveways as passing bays would not fulfil this function because they are at irregular intervals, are not all at locations that have safe sight distances and are not configured to suit safe pulling over and safe passing.*
 - (4) *Where existing driveways onto the access way are located where sight distances may be inadequate for the more frequent used access way and where the sealing of the road may encourage higher traffic speeds than currently experienced under existing conditions, there is a requirement to signpost "driveways ahead" appropriately to maintain the existing level of safety in use of the driveways by owners.*
 - (5) *Flood Depth Markers are to be provided on the right-of-carriageway adjacent to locations that are subject to flood inundation. This occurs between approximately 340m and 440m from Old Bucca Road. Depth markers are be required at the low spots in the road. NOTE: The proposed location for a depth marker (at about 620m from Old Bucca Road) is not a suitable location.*
 - (6) *Access to the development from the intersection of Old Bucca Road and the right-of-carriageway is required to be widened to ensure that the intersection provides safe passing of vehicles leaving Old Bucca Road into the right-of-carriageway to overcome any sight distance problems at that intersection.*
- B. *In the event that the requirements of the deferred matter listed in "A", above, are not completed within three (3) years from the date of this consent then the consent shall lapse and become inoperative.*
- C. *Upon the completion of the requirements set out in the deferred matter listed in "A", above, within a period of three (3) years from the date of this consent, then this consent becomes operative subject to the following conditions.*

The proponent has accepted deferred commencement conditions A (b), (d) and (e), but requested that (c) be modified to permit an alternative to bitumen sealing. In addition, the proponent does not accept that the works to the access and intersection require a separate development consent from Council and they have requested that this part of the condition be removed.

In relation to A (a), the proponent has indicated that passing bays will not be required because it is intended to increase the width of the road to 6 metres. However, it is noted that the maximum width of the right of carriageway is 6 metres and it is not possible to construct a 6m wide road with drainage, unless the width of the right of carriageway is increased. At this

stage no adjoining landowners have indicated that they will permit an increase to the width of the right of carriageway. Notwithstanding, the condition requires passing bays to be constructed at regular intervals along the right of carriageway and compliance with the condition can be achieved, without increasing the width of the carriageway.

Sustainability Assessment:

- **Environment**

The original assessment of the application concluded that the use of the land for a dog boarding facility with a capacity for 40 dogs would have a local impact, primarily relating to use of the right of carriageway and associated dust, noise and traffic safety issues. Having identified that the scale of the development would intensify vehicle traffic, it was considered appropriate that mitigation measures be imposed as detailed in the deferred conditions.

The proponent has requested that Council consider an alternative to bitumen sealing in the form of a reusable polymer dust sealant or suppressant that would be applied to the road surface. No detailed specifications or MSDS about the product were provided to support the proposal or address any environmental concerns associated with potential surface and groundwater contamination, particularly considering that sections of the road are flood prone and subject to inundation. Furthermore the application did not explain how, when or where the dust suppressant would be used and presumably reused when it becomes ineffective. Notwithstanding, advice was sought from Council's City Works section about the effectiveness of dust suppressants on gravel roads. The advice provided, was that a spray-on dust suppressant had been trialled several years ago by the Council and proved to be ineffective. It was confirmed by City Works that Council does not currently use any dust suppressants on any local roads and experience would indicate that a bitumen seal is the most effective mitigation measure for dust.

- **Social**

The modification application has no social implications that require commentary or conditions.

- **Civic Leadership**

The modification application has no civic leadership implications that require commentary or conditions.

- **Economic**

Broader Economic Implications

The modification application has negligible economic impacts from Council's perspective, however the proponent establishes that the facility is needed to accommodate the significant demand for boarding of dogs, particularly with the closure of Pettina Pet Park.

Delivery Program/Operational Plan Implications

The modification application has no impact on Council's existing budget considerations.

Risk Analysis:

Council is responsible for determining applications in an open and transparent manner consistent with their statutory obligations. There is also a reasonable expectation that conditions are applied fairly and consistently. In this instance, the conditions requiring improvements to the access and intersection are considered appropriate to the scale and intensity of the development and responsive to the concerns of neighbouring property owners, particularly regarding dust nuisance and traffic safety.

Consultation:

The modification application was publicly advertised and notified to adjoining landowners from 14 to 28 November 2013.

Thirty eight (38) submissions objecting to the modification were received from members of the public. Of these, one adjoining landowner made 2 separate submissions which are counted as one submission. The total submissions also included thirty two (32) separately signed pro-forma objection letters. Numerous concerns were raised however, only those concerns relating directly to the modification application are summarised as follows:

- The claim made by the proponents consultant that “*the owners have obtained consent of other landowners to upgrade the right of carriageway*” is not correct.
- The existing width of the carriageway does not allow a 6m wide road to be constructed.
- The proposed dust suppressant will not be effective or a long term solution.
- The proposed dust suppressant may result in pollution and contamination issues.
- The whole length of the right of carriageway should be sealed.
- Increased traffic raises safety concerns at the intersection and along the right of carriageway.
- Landowners do not want the additional expense of maintaining a higher standard of road and intersection to support the development.
- Landowners believe that separate development consent is required for the road works.

A full copy of the submissions is a confidential attachment to this report (Attachment 3). It is a confidential attachment as it contains personal and private information that is not appropriate to be fully disclosed under the Privacy and Personal Information Protection Act.

The modification application was referred internally to Engineering Services Sections and comments were received in relation to the access.

Related Policy and / or Precedents:

The original application and subsequent modification have been assessed against relevant policy aims and objectives. The requirement for bitumen sealing and separate development consent for the road works, is considered reasonable and proportional to the intensification of the use of the right of carriageway, which is directly attributable to the scale of the animal establishment.

Statutory Requirements:

The application to modify the consent is made under the provisions of Section 96 (1A) of the EP&A Act 1979 and has minimal environmental impact.

The modification application does not seek to amend the development by any physical change to the approved animal establishment. The modification application simply proposes to modify part of the deferred commencement condition to permit an alternative to bitumen sealing and remove the requirement for separate development consent for the works to proceed.

Council must consider the likely impacts of the proposed modified development, including the environmental, social and economic impacts with the impacts of the original development and the matters listed in Section 79C of the Act that are relevant to the modified development (see Attachment 1).

Issues:

A key consideration in the initial assessment of the application was the intensification of traffic on the right of carriageway resulting from the animal establishment.

Ultimately the original assessment concluded that the access and intersection could not satisfactorily accommodate the additional traffic generated by the development without improvements. To address dust nuisance it was determined that bitumen sealing was required in those sections of the right of carriageway located near residential housing.

Council's City Works section has indicated that alternatives to bitumen sealing, such as the application of dust suppressants, is not an effective and long term solution in mitigating dust impacts. The proponent has not provided any additional information to support the modification or explain the mechanism to enable reapplication of the dust suppressant or safeguards to potential surface and groundwater contamination resulting from its use. It is therefore recommended that the condition for bitumen sealing be retained.

The original assessment report to Council outlined the complex issues surrounding rights of carriageway and the legal responsibilities of individual landowners. Council's consistent position has been that if a development application results in physical works on a right of carriageway that is located on a separate and/or adjoining property, then the consent is required from those landowners. The current circumstances would require a separate development consent from Council for the road works to proceed. In the event that landowners are unwilling or do not provide consent, then the matter becomes a private legal dispute that does not involve Council.

The above matters have been confirmed by our legal advisors. The advice is privileged and is supplied to Councillors under separate cover as a confidential attachment (Attachment 4).

Implementation Date / Priority:

In the event that Council adopt the recommendation, a notice of refusal will be issued and the proponent has the option of relying on and complying with the original deferred commencement consent conditions or appealing the decision of Council.

Recommendation:

- 1. That the application to modify Development Consent 43/14DM (955/12DA) for an Animal Establishment (Dog Boarding Facility) at Lot 5 DP 876129, No. 81D Old Bucca Road, Moonee Beach, under the provisions of Section 96(1A) of the Environmental Planning and Assessment Act 1979, be refused for the following reasons:**
 - 1.1 The application has not provided any detailed information to support the use of a dust suppressant as an alternative to bitumen sealing.**
 - 1.2 The use of a dust suppressant will not adequately mitigate potential dust nuisance from the increased use of the right of carriageway resulting from the Animal Establishment.**
 - 1.3 The use of a dust suppressant has the potential for environmental impacts which have not been satisfactorily addressed.**
 - 1.4 The access and intersection works require separate development consent in accordance with Coffs Harbour City Local Environmental Plan 2000 and Coffs Harbour Local Environmental Plan 2013.**
- 2. That persons who made submissions in relation to the Modification Application 43/14DM be notified of the determination**

**DM 43/14 - Application to Modify Development Consent 955/12
Section 79C Assessment**

a. the provisions of,

i. any environmental planning instrument, and

The modification will not result in the development contravening any provisions within the Coffs Harbour LEP 2013.

The construction of roads is permissible with consent in the landuse zones which apply to the development site and right of carriageway.

ii. any draft environmental planning instrument that is or has been placed on public exhibition and details of which have been notified to the consent authority, and

The modification application does not require consideration under any draft instruments or policies.

iii. any Development Control Plan, and

The modification is requesting approval for the use of a dust suppressant as an alternative to bitumen sealing. Councils Engineering Services section have reviewed the modification and reiterated their advice that the standard of access is required to be improved to accommodate the development. Bitumen sealing is considered to be the most effective mitigation measure for dust, resulting from the increased use of the right of carriageway.

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

The modification does not result in the contravention of any provision within the regulations.

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 impacts of the development were originally assessed by council and it was considered appropriate that mitigation measures were required, as detailed in the deferred commencement condition. The proposed use of a dust suppressant as an alternative to bitumen sealing is not considered to be an effective or sustainable mitigation measure.

The proponent has not provided any additional information to explain the mechanism to enable reapplication of the dust suppressant or safeguards to environmental impacts, including the potential for surface and groundwater contamination resulting from its use.

c. the suitability of the site for the development,

The modification does not change the suitability of the site for the development. Council has previously indicated its support for the proposal subject to access and intersection improvement works.

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

The modification application was placed on public exhibition from 14 to 28 November 2013.

Thirty eight (38) submissions objecting to the modification were received from members of the public. Of these, one adjoining landowner made 2 separate submissions which are counted as one submission. The total submissions also included thirty two (32) separately signed pro-forma objection letters. Numerous concerns were raised however, only those concerns relating directly to the modification application are summarised as follows:

- *The claim made by the proponents consultant that “the owners have obtained consent of other landowners to upgrade the right of carriageway” is not correct.*

Comment: The proponents consultant has confirmed that this statement only applies to agreement being reached between owners about maintenance of the carriageway and not necessarily the widening or further upgrading of the carriageway to satisfy conditions of consent. It is Councils view that owners consent is required to permit the upgrading of the right of carriageway as stipulated in the deferred commencement conditions.

- *The existing width of the carriageway does not allow a 6m wide road to be constructed.*

Comment: The full width of the right of carriageway is 6m and would not allow for a road to be constructed 6m wide and including drainage, without the right of carriageway being increased in width. An increase to the width of the right of carriageway would require the consent of all affected landowners burdened by the right of carriageway.

- *The proposed dust suppressant will not be effective or a long term solution.*

Comment: Council officers have raised concerns with the effectiveness of a dust suppressant and reiterated the belief that bitumen sealing is the most effective and long term solution to dust nuisance.

- *The proposed dust suppressant may result in pollution and contamination issues*

Comment: Council officers have acknowledged these concerns and noted there was no supporting information submitted with the modification application to address this issue.

- *The whole length of the right of carriageway should be sealed.*

Comment: The deferred commencement condition stipulates the extent of bitumen sealing based on the potential for dust nuisance to existing dwellings.

- *Increased traffic raises safety concerns at the intersection and along the right of carriageway.*

Comment: Council officers have previously identified this concern and the deferred commencement consent conditions reflect this.

Attachment 1

- *Landowners do not want the additional expense of maintaining a higher standard of road and intersection to support the development.*

Comment: The maintenance of the right of carriageway is a private matter between adjoining landowners.

- *Landowners believe that separate development consent is required for the road works.*

Comment: It is Councils view that separate development consent is required for the road works as stipulated in the deferred commencement conditions.

e. the public interest:

Approval of the modification application would not be in the public interest and it is therefore recommended that the application be refused.

Is the development substantially the same for which the consent was originally granted and before that consent as originally granted was modified?

Yes.



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Projected Coordinate System - GDA 1994, MGA Zone 56

DEVELOPMENT APPLICATION 189/14 – LOT 1, DP 612294 AND LOT 3, DP 826373 NO. 30 BLACKADDER ROAD AND LOT 2, DP 612294 NO. 32 BLACKADDER ROAD, CORINDI BEACH – SUBDIVISION (BOUNDARY ADJUSTMENT)

Purpose:

The purpose of this report is to present Development Application 189/14 for Council's consideration, which is an application for a boundary adjustment.

The application is reported to Council for determination as required by the Department of Planning Circular PS 08-014 of 14 November 2008 "Reporting Variations to Development Standards".

The land subject to the proposed development is described as Lot 1 DP 612294 and Lot 3 DP 826373 No. 30 Blackadder Road, and Lot 2 DP 612294 No. 32 Blackadder Road, Corindi Beach. Conditional approval of the development application is recommended. The following map illustrates the existing lot configuration.



Background:

This matter was last considered by Council at its meeting of 28 November 2013. At this meeting, Council resolved the following:

That the matter be deferred.

Description of Item:

The subject lots are located between the Pacific Highway and Redbank River, Corindi.

Lot 1 has an area of 974.5m² with frontage to Blackadder Road and supports a vacant single dwelling house which is listed as a heritage item of local significance under the Coffs Harbour City Local Environmental Plan (LEP) 2013.

Lot 2 has an area of 1000m² with frontage to Blackadder Road and supports an occupied single dwelling house. Lot 3 has an area of 32.21 ha with frontage to Blackadder Road and Cox Lane. The lot is currently vacant and supports an existing shed used for agricultural purposes. A dwelling is permissible on the lot.

The boundary adjustment has been proposed to address existing issues with non-complying on-site sewerage management systems within lots 1 and 2. The allotments do not currently have sufficient area to provide for the disposal of effluent in accordance with Council Policy.

The proposal will result in lot 1 being increased in area to 2.27 ha; lot 2 being increased in area to 1.9 ha; and lot 3 being reduced in area to 28.23ha.

No additional allotments or housing entitlements will result from the boundary adjustment and the existing agricultural use of Lot 3 is unlikely to be compromised.

A copy of the proposed subdivision is included in this report as Attachment 2.

Sustainability Assessment:

• **Environment**

The surrounding environment comprises a mix of rural and semi-rural land uses. Lots 1 and 2 are devoid of high conservation values and Lot 3 contains large stands of wet and dry Sclerophyll forest of conservation significance.

The subject land is constrained via existing groundwater wells, a listed heritage item of local significance, potential acid sulfate soils, flood hazard, and bush fire hazard.

The proposal will assist in the long term management of high conservation value land on and adjoining the subject site through improved water quality by the replacement of inefficient on-site sewerage management systems.

The boundary adjustment will also assist in extending the life and aid in the wellbeing of the listed heritage item within lot 1 by enabling its continued use.

The Section 79C Evaluation undertaken for the proposed development concludes that the proposal is not likely to result in any significant environmental impacts (refer to Attachment 1).

- **Social**

The Section 79C Evaluation undertaken for the proposed development concludes that the proposal is not likely to result in any significant adverse social or economic impacts in the locality (refer to Attachment 1).

- **Civic Leadership**

The proposed boundary adjustment has been assessed in accordance with the provisions of the *Environmental Planning and Assessment Act 1979* and relevant Council Policy.

- **Economic**

Broader Economic Implications

There are no broader economic implications resulting from the proposal.

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 development application has not been advertised or notified to adjoining landowners given that the enjoyment of land adjoining the development is unlikely to be detrimentally affected by the proposal. In this regard, no submissions have been made in relation to the proposed development.

The development application has been referred to the NSW Rural Fire Service for general terms of approval in accordance with Section 100B of the *Rural Fires Act 1997*. Conditional general terms of approval have been issued for the proposal. The recommended conditions of development consent reflect the terms of this approval.

Related Policy and / or Precedents:

The application is reported to Council for determination as required by the Department of Planning and Infrastructure Circular PS 08-014 of 14 November 2008 "Reporting Variations to Development Standards".

Statutory Requirements:

- **Planning Circular PS 08-014 – Reporting Variations to Development Standards**

Planning Circular PS 08-014 outlines requirements in relation to the determination and reporting of development applications involving variations to development standards under *State Environmental Planning Policy No.1 – Development Standards (SEPP No.1)* or under clause 4.6 of the Standard Instrument.

Development applications comprising variations greater than 10% in standards are required to be reported to Council for determination.

Subclause 18(5A)(c) of the Coffs Harbour City LEP 2000 provides that Council may grant consent to the subdivision of land that comprises a boundary adjustment only if each proposed allotment comprises an area of at least 10 hectares. As outlined above, the proposed boundary adjustment will result in the creation of two allotments that are below 10 ha.

Council may assume concurrence on such variation given that the proposal satisfies the conditions of additional assumed concurrence arrangements issued by the Department of Planning and Infrastructure August 1991 specifically for boundary adjustments. In this regard, no additional allotments will be created, no additional housing entitlements will be created; and it is unlikely that the existing agricultural use of lot 3 will be compromised as a result of the boundary adjustment.

- **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. The consideration of matters is limited in so far as they must be of relevance to the particular application being examined.

The Section 79C evaluation is appended to this report and provides a detailed assessment of the application (refer to Attachment 1).

- **Relevant Statutory Instruments:**

- North Coast Regional Environmental Plan (deemed State Environmental Planning Policy);
- State Environmental Planning Policy No. 1 – Development Standards;
- State Environmental Planning Policy (Rural Lands) 2008;
- Coffs Harbour City Local Environmental Plan 2000;
- Coffs Harbour City Council Rural Lands Development Control Plan;
- Coffs Harbour City Council Subdivision Development Control Plan; and
- Coffs Harbour City Council Notification Development Control Plan.

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

Issues:

This application proposes a variation to a development standard for boundary adjustments. Notwithstanding this, the proposal will not result in any additional allotments or housing entitlements. Further, the proposal meets the objectives of the Rural 1A Agriculture zone and will support agricultural pursuits in the area. The allotments proposed to be created via the boundary adjustment are compatible with a rural locality and the surrounding environment.

The proposal also meets the objectives of the Environmental Protection 7A Habitat and Catchment zone and is unlikely to adversely impact on high conservation value habitat or the water quality within receiving waterways.

Implementation Date / Priority:

The Development Consent is valid for five years from the date of issue. The consent may or may not be acted upon. The consent may be acted upon immediately following issue date or delayed until closer to the expiry date of the consent. When the consent is acted upon is a matter of the discretion of the property owner/developer.

Recommendation:

1. That the written objection made pursuant to Clause 6 of *State Environmental Planning Policy No. 1 - Development Standards* for the variation to the minimum allotment size under Clause 18(5A)(c) of the Coffs Harbour City Local Environmental Plan 2000 be supported in this particular case.
2. That Development Application 189/14 for a Boundary Adjustment at Lot 1 DP 612294 and Lot 3 DP 826373 No. 30 Blackadder Road, and Lot 2 DP 612294 No. 32 Blackadder Road, Corindi Beach be approved subject to conditions appended to this report (Attachment 3).

**Development Application No. 189/14
Section 79C Assessment**

a. the provisions of,

i. any environmental planning instrument, and

- ***North Coast Regional Environmental Plan (deemed State Environmental Planning Policy)***

Aims and Objectives

The proposed development is not inconsistent with the aims of the Plan that relate to the control of development in the North Coast region.

Division 2 Catchment Management, Clause 13 – Objectives

The proposed development is not inconsistent with the objectives of this Division which relate to the preservation and enhancement of fishery habitats and associated catchments, and to promote the sustainable use of natural resources.

Clause 12 – Impact of development on agricultural activities

The proposed development is unlikely to impact on the use of adjoining or adjacent agricultural land or result in a loss of prime crop or pasture land.

The proposed subdivision layout is in keeping with the constraints of the land and the existing subdivision pattern of the locality which is characterised by a mix of small agricultural allotments.

Clause 15 Development Control – wetlands or fisheries habitats

The matters specified by Clause 15 have been considered as part of the assessment of the proposed development. The controls of this Clause have been satisfied.

The proposal will assist in the long term management of riparian land adjoining the subject site through improved water quality by the replacement of inefficient on-site sewerage management systems.

Clause 36 – Development Control, heritage item, generally

The matters specified in subclause 36(2) have been considered in the assessment of the application. The application has been reviewed by Council's Sustainable Planning Branch for comment in relation to this matter.

It has been advised that the proposed boundary adjustment is not likely to impact on a listed heritage item of local significance located within Lot 1 and may in fact assist in extending the life and aid in the wellbeing of the item.

Clause 81 Development Control – development adjacent to the ocean or a waterway

The proposed boundary adjustment does not contravene the controls of this Clause. The proposal is unlikely to detract from the amenity of the waterway adjoining the eastern boundary of the site.

Attachment 1

No buildings are to be erected. There is no relevant foreshore plan of management applicable to the land.

- **State Environmental Planning Policy No.1 – Development Standards**

Council is satisfied that the objection is well founded and is of the opinion that granting of consent to the development application is consistent with the aims of this Policy.

Pursuant to Clause 6 of SEPP No. 1 the application is supported by a written objection that compliance with Clause 18(5A)(c) is unreasonable and unnecessary, and includes details of the grounds of the objection.

Council may assume concurrence given that the existing allotments are already below the minimum allotment size for the zone; and that no additional allotments or housing entitlements will be created; and it is unlikely that the existing agricultural use of lot 3 will be compromised by the boundary adjustment.

Clause 8 of the policy provides two matters that require consideration in deciding whether concurrence should be granted; 1) whether non-compliance with the development standard raises any matter of significance for State or regional environmental planning; and 2) the public benefit of maintaining the planning controls adopted by the environmental planning instrument.

Whether non-compliance with the development standard raises any matter of significance for State or regional environmental planning

Noncompliance with subclause 18(5A)(c) of LEP 2000 does not raise any matter of significance for State or regional environmental planning. The proposal does not contravene the intent of the Mid North Coast Regional Strategy.

The public benefit of maintaining the planning controls adopted by the environmental planning instrument

The public interest is unlikely to be impacted as a result of a departure to subclause 18(5A)(c) of LEP 2000. The aim of the Environmental Protection 7A Habitat and Catchment zone is to ensure that land with high conservation values is protected for future generations, whilst the aim of the Rural 1A zone is to provide for the preservation of exiting potentially productive agricultural land.

The proposal is unlikely to result in further fragmentation of 7A and 1A land and/or impact on the future use and preservation of the values of such land.

- **State Environmental Planning Policy – Rural Lands**

The proposal is not inconsistent with the rural subdivision principles specified in the Policy.

The matters specified in subclause 10(3) of *SEPP (Rural Lands) 2008* have been taken into consideration.

The existing uses and approved uses of land in the vicinity of the subject site are similar in nature to the proposal. The proposal is unlikely to have a significant impact on existing and preferred land uses in the vicinity of the site. The subject site does not adjoin rural residential zoned land and is therefore unlikely to result in incompatible land uses.

- ***Coffs Harbour City Local Environmental Plan (LEP) 2000 (repealed)***

Aims and Objectives

The proposed development is not inconsistent with the relevant aims and objectives of this Plan.

Part 2 – Zoning Controls and Objectives

The subject land was previously zoned Rural 1A Agriculture and Environmental Protection 7A Habitat and Catchment under the recently repealed LEP 2000 and is now zoned RU2 Rural Landscape and E2 Environmental Conservation under Coffs Harbour LEP 2013. Subdivision of land is permissible with development consent within each of the relevant land use zones.

It is unlikely that the proposal will contravene the aims and objectives of the applicable land use zones. The proposal is for a boundary adjustment between three existing rural allotments, upon which a dwelling is permissible.

The proposal will assist in the long term management of high conservation value land through improved water quality by the replacement of inefficient on-site sewerage management systems.

Clause 11 – Tree Preservation

The proposal does not comprise the removal of any vegetation to which Council's Tree Preservation Order applies. The controls of this Clause are not relevant to the proposal.

Clause 12 – Koala Habitat

The Coffs Harbour City Koala Plan of Management (KPOM) applies to all land within the Coffs Harbour Local Government Area.

Given that the proposal is for a boundary adjustment between three existing allotments and given that the proposal does not comprise any physical works that would impact koala habitat, the proposal does not contravene the provisions of the KPOM.

Clause 14 – Services

The recommended conditions of development consent will ensure that facilities for the removal of sewerage are available to proposed lots 4 and 5.

Facilities for the removal of sewerage are not required for proposed lot 6 as this land is currently vacant.

Clause 18 – Subdivision

The application is made in accordance with subclause 18(5A) of LEP 2000 which enables consent to be granted to the subdivision of land that comprises a boundary adjustment provided that the matters specified by subclause 18(5A)(a) to (d) are satisfied.

Attachment 1

In this regard, the proposed boundary adjustment satisfies the provisions of this Clause 18(5A), save the provisions of subclause 18(5A)(c) which requires each allotment to comprise an area of at least 10 ha. Two of the proposed allotments will be less than 10 ha.

The application is supported by a written objection that compliance with Clause 18(5A)(c) is unreasonable and unnecessary, and includes details of the grounds of the objection. The objection is well founded and the granting of consent to the development application is consistent with the aims of this Policy.

Clause 21 – Heritage

A listed heritage item of local significance is contained within Lot 1 DP 612294. The item is a dwelling that is one of a few remnant historic period houses.

The issue of development consent will ensure that the provisions of subclause 21(1) are satisfied.

Given that the proposal is for a boundary adjustment and does not comprise the erection of a building the provisions of subclause 21(2) are not relevant to the proposal.

The application has been referred to Council's Sustainable Planning Branch for comment in relation to this matter.

It has been advised that the proposed boundary adjustment is not likely to impact on the heritage significance or setting of the heritage item located within Lot 1 and may assist in extending the life and aid in the wellbeing of the item. The provisions of subclause 21(4) to (7A) are not relevant to the proposal.

Clause 23 – Potential Acid Sulfate Soils

The proposal does not comprise the carrying out of works beyond 2m below the natural ground surface or works that are likely to lower the watertable beyond 1m below natural ground surface. In this regard, the provisions of Clause 23 are not relevant to the proposal.

Clause 23A – Development on Flood Prone Land

The issue of development consent will ensure that the provisions of subclause 23A(3) have been satisfied. The matters specified by subclause 23A(4) have been considered in the assessment of the application.

In this regard, the application has been referred to Council's Engineering Services for comment in relation to flood hazard. No issues have been raised. The provisions of this Clause have been satisfied.

ii. any draft environmental planning instrument, and

Coffs Harbour Local Environmental Plan 2013

Similar to the previous discussion provided in relation to the aims and objectives of LEP 2000, the proposed development is not inconsistent with the aims of this Plan.

Coffs Harbour LEP 2013 commenced on the 27 September 2013. The development application was, however, lodged prior to the commencement of this Plan therefore the provisions of Clause 1.8A of LEP 2013 are relevant.

Attachment 1

The application is therefore to be determined as if LEP 2013 had not commenced. However as evidenced by recent case law, consideration must be given to LEP 2013.

The proposed development is not inconsistent with the objectives of the relevant zones.

Notwithstanding the proposed development is a permissible land use in the RU2 zone and meets the provisions of clause 4.2D of Coffs Harbour LEP 2013 pertaining to boundary adjustments.

The proposed development is not inconsistent with the provisions of the remaining relevant Clauses within LEP 2013.

iii. any Development Control Plan (DCP), and

Coffs Harbour City Council Rural Lands DCP

The proposal satisfies the objectives of the DCP and relevant controls in relation to boundary adjustments.

Coffs Harbour City Council Subdivision DCP

The proposed development satisfies the objectives of the DCP. Given that the application is made pursuant to subclause 18(5A) of LEP 2000 for a boundary adjustment, there are no development controls of relevance to the proposal.

Coffs Harbour City Council Notification Development Control Plan

In accordance with Council's Notification DCP, the development application has not been advertised or notified to adjoining landowners given that it is unlikely that the enjoyment of the land adjoining the development would be detrimentally affected by the proposal.

iv. any planning agreement, and

The land is not subject to any planning agreements and no such agreements are proposed for this development.

v. any coastal zone management plan, and

Council at its meeting of 14 February 2013 adopted the Coffs Harbour Coastal Zone Management Plan (CZMP). The plan provides the basis for future management and strategic land use planning of the Coffs Harbour coastal zone.

The subject land is within the study area to which the CZMP applies, therefore the provisions of this Plan are relevant to the proposed development.

The Coffs Harbour Coastal Processes and Hazard Definition Study 2010 (Hazard Study) informs the CZMP and identifies the 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 identifies minor inundation hazard for land within proposed lot 6 where it adjoins Red Bank River. Such impacts are of minimal impact to the proposed boundary adjustment. The proposed development is not inconsistent with the relevant provisions of the Coffs Harbour CZMP.

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

The regulations do not prescribe any matters of relevance to the proposed development.

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

1. natural and built environment

The proposed boundary adjustment is not likely to result in any significant environmental impacts. The proposal will assist in the long term management of high conservation value land through improved water quality by the replacement of inefficient on-site sewerage management systems.

2. social and economic impacts

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

c. the suitability of the site for the development,

Site constraints relating to bushfire hazard are minor in nature and are expected to be adequately managed via the recommended conditions of development consent. No issues have been raised by Council's Engineering Services in relation to flood hazard.

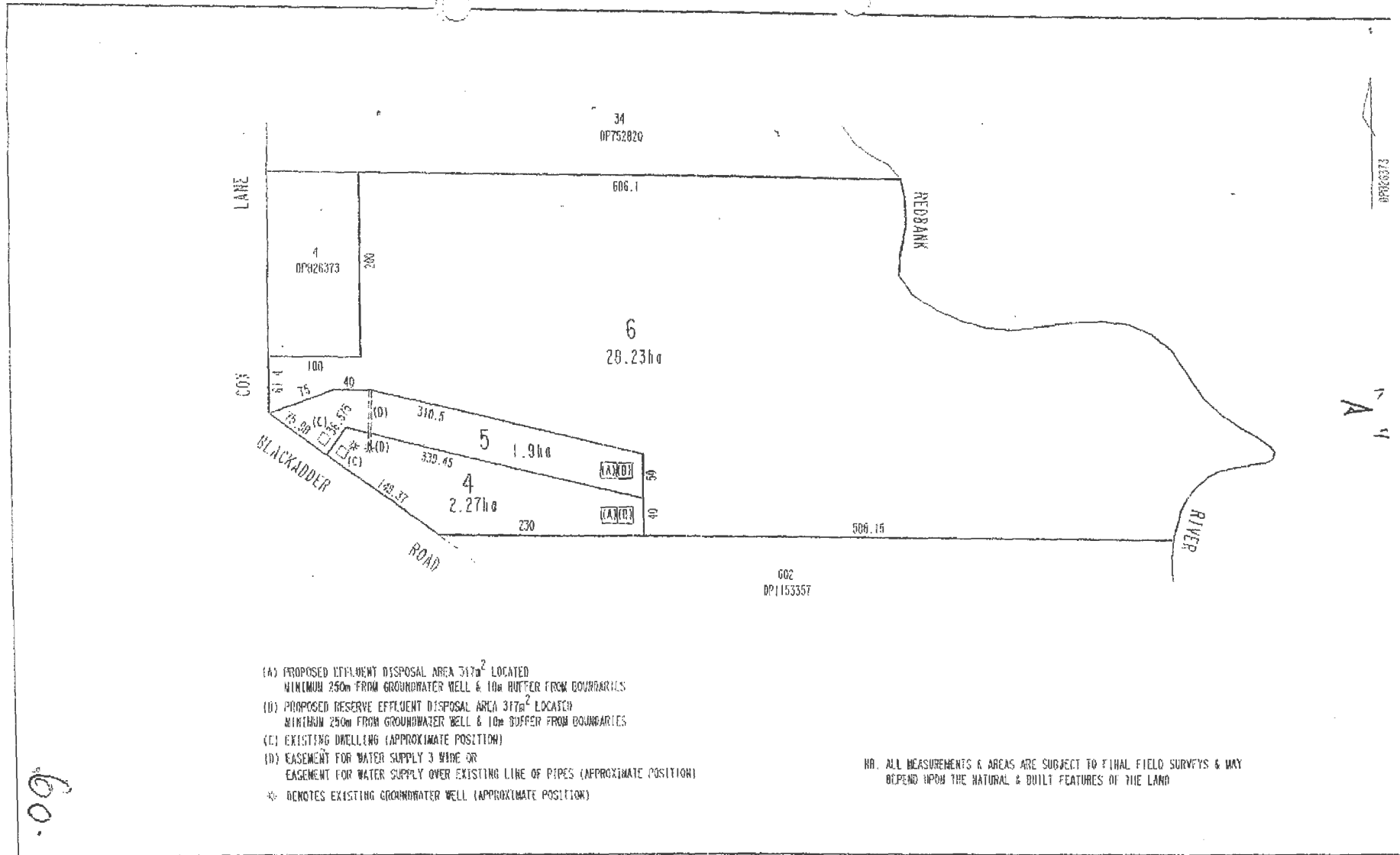
Impacts on the use of the land for agricultural production are unlikely to result given that the subject allotments are currently below the minimum standard for the applicable zones. In this regard, the site is considered suitable for the proposed boundary adjustment.

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

The application has not been advertised or notified therefore no submissions have been made (refer to previous discussion in relation to this matter).

e. the public interest:

The proposed development does not present any issues that are contrary to the public interest. There have been no public meetings and/or hearings in relation to this application.



- (A) PROPOSED EFFLUENT DISPOSAL AREA 317m² LOCATED MINIMUM 250m FROM GROUNDWATER WELL & 10m BUFFER FROM BOUNDARIES
- (B) PROPOSED RESERVE EFFLUENT DISPOSAL AREA 317m² LOCATED MINIMUM 250m FROM GROUNDWATER WELL & 10m BUFFER FROM BOUNDARIES
- (C) EXISTING DWELLING (APPROXIMATE POSITION)
- (D) EASEMENT FOR WATER SUPPLY 3 WIRE OR EASEMENT FOR WATER SUPPLY OVER EXISTING LINE OF PIPES (APPROXIMATE POSITION)
- * DENOTES EXISTING GROUNDWATER WELL (APPROXIMATE POSITION)

NB. ALL MEASUREMENTS & AREAS ARE SUBJECT TO FINAL FIELD SURVEYS & MAY DEPEND UPON THE NATURAL & BUILT FEATURES OF THE LAND

BOTHAMLEY & O'DONOHUE PTY LIMITED
 LAND & ENGINEERING SURVEYORS
 'THE PROPERTY CENTRE'
 12 PRINCE STREET
 P.O. BOX 1034
 ABRN 17 002 718 105

**PLAN OF THE PROPOSED SUBDIVISION
 (BOUNDARY ADJUSTMENT) OF LOTS 1 & 2
 IN DP612294 & INT 2 (M DP824272)**

LOCALITY: CORINDI BEACH
 LGA: COFFS HARBOUR
 PARISH: CORINDI
 COUNTY: FITZROY
 DATUM: MA

Attachment 2

-  Property House Numbers
-  Land Parcels
-  Road Names
-  Roads
-  Creeks
-  State Forest
-  National Parks
-  2009 50cm



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Created = 21/11/2013 2:19 PM

User = ctscath

Scale = 1:9,741



Projected Coordinate System-- GDA 1994, MGA Zone 56



Proposed Conditions Development Application No. 189/14

ADMINISTRATIVE CONDITIONS

Development Description:

1. Development consent is granted only to carrying out the development described in detail below:
 - ***Subdivision of land (boundary adjustment)***

Prescribed Conditions:

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

Development is to be in accordance with approved plans:

3. The development is to be implemented in accordance with the plans set out in the following table except where modified by any conditions of this consent (Development Consent No. 189/14).

Plan No.	Prepared By	Dated
Plan of Proposed Subdivision (Boundary Adjustment) of Lots 1 & 2 DP 612294 and Lot 3 DP 826373	Bothamley & O'Donohue Pty Ltd	13 March 2013

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.

PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

On Site Sewerage Management:

4. An application to install an on-site sewerage disposal system **and undertake sanitary plumbing and drainage work** on proposed lots 4 and 5 is to be submitted and approved by Council **prior to issue of any Subdivision Certificate**. Such application shall include full details of the proposed system and the location of the drainfield area.

INTEGRATED TERMS OF APPROVAL

Asset Protection Zones:

5. At the issue of Subdivision Certificate and then in perpetuity, the property around the existing dwellings (located on proposed Lots 4 and 5), for the following specified distances, shall be maintained 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";

Development Application No. 189/14

Dwelling located on proposed Lot 4:

- *North and East – 50m or to the boundary (whichever is closest); and*
- *South and West – to the boundary.*

Dwelling located on proposed Lot 5:

- *North, South, East and West – 50m or to the boundary (whichever is closest).*

Water and Utilities:

6. Any works associated with the electricity supply, required to be undertaken due to the proposed subdivision, are to comply with Section 4.1.3 of *“Planning for Bush Fire Protection 2006”*.
7. Water and gas are to comply with Section 4.1.3 of *“Planning for Bush Fire Protection 2006”*.

HIGH VALUE HABITATS OF COFFS HARBOUR LOCAL GOVERNMENT AREA - HIGH VALUE ARBOREAL HABITAT

Purpose:

To recommend that Council place on public exhibition the draft High Value Arboreal Habitat (HVAH) report and mapping layers for the Coffs Harbour Local Government Area (LGA).

Description of Item:

Council at its Ordinary Meeting of 11 July 2013 considered a Priority Habitats and Corridors Strategy: Biodiversity Assets – A Planning and Community Engagement Framework.

The report provided Council with an update on progress and a proposed timetable associated with the preparation, strategic implementation and public consultation process for the delivery of Biodiversity Assets identified within Council's adopted Biodiversity Action Strategy 2012 - 2030. At this meeting, Council resolved:

- 1. In accordance with the Coffs Harbour Biodiversity Action Strategy 2012-2030, Council notes the work program in this report which will inform the preparation of a Priority Habitats and Corridors Strategy.*
- 2. Council endorse the attached Biodiversity Assets Stakeholder Engagement Plan.*
- 3. Council invites industry groups wishing to be consulted to register their interest.*

The draft report, *High Value Arboreal Habitat of the Coffs Harbour Local Government Area* (Attachment 1) and associated mapping layers (Attachment 2) are an important stage in the science-based mapping.

The report was independently prepared by the Office of Environment and Heritage (OEH) under a Memorandum of Understanding. The primary aim was to undertake a survey and mapping project to identify HVAH in forested areas of the Coffs Harbour LGA using high resolution digital imagery.

Old-growth forest is recognised as a high value habitat in conservation assessment programs but previous mapping, undertaken at regional scales, did not map patches of old forest less than five hectares in area. In seeking to map high value habitats for hollow-dependent species at finer scales for the purposes of land-use assessment and planning, Council requires growth stage mapping at finer scales to incorporate these smaller patches.

The term high value arboreal habitats is introduced to convey the ecological importance of hollow-bearing trees as part of a wider identification and mapping of high value habitats across the LGA.

The draft report includes a summary of findings regarding the status of HVAH in the Coffs Harbour LGA and includes the following salient points:

- High value arboreal habitats have important conservation value where ever they occur in the Coffs Harbour LGA.
- There is very little high value arboreal habitat left in the Coffs Harbour LGA, especially on freehold lands.

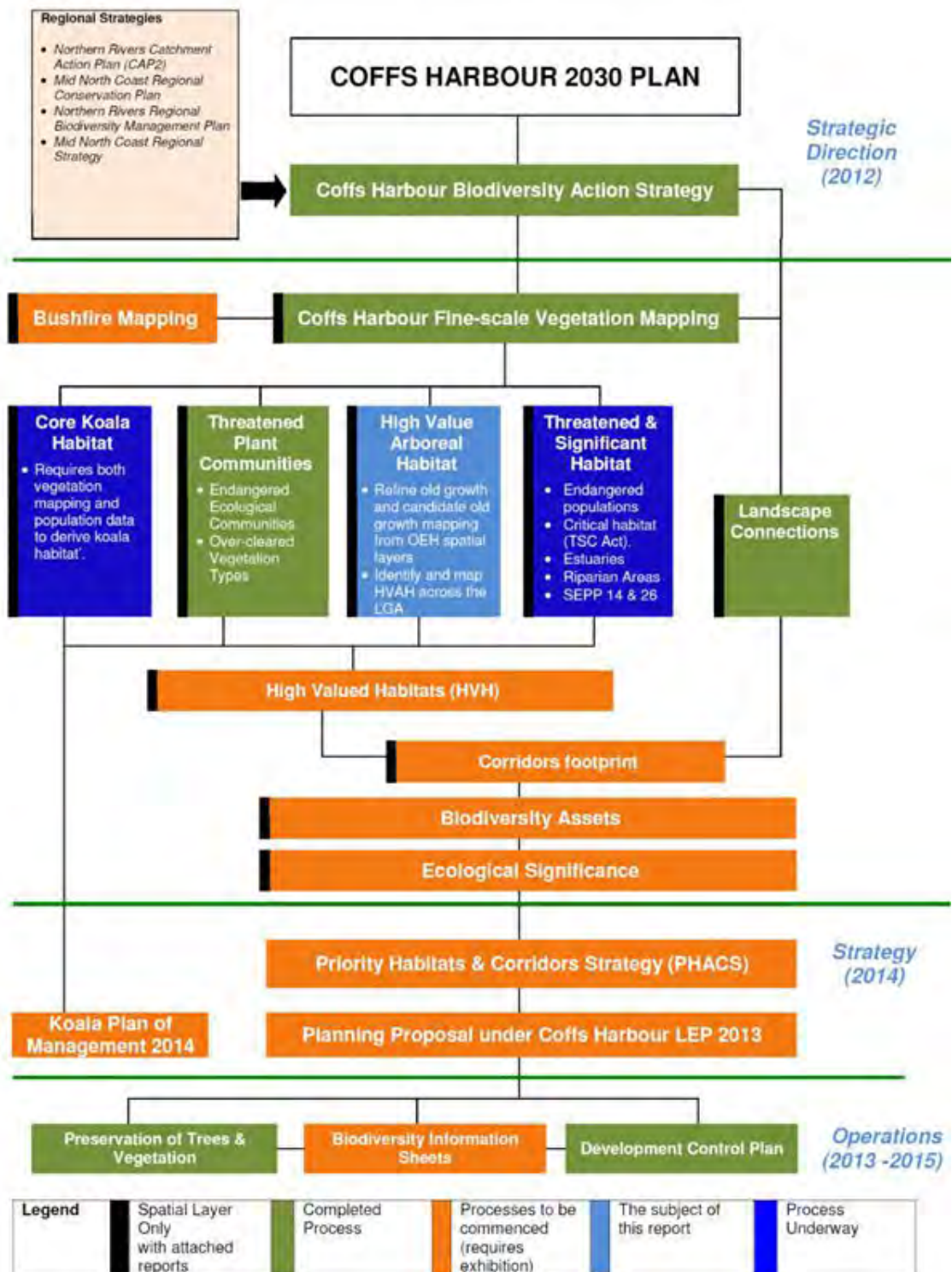
- What remains requires the highest level of protection.
- What remains also requires supplementation by management regimes that promote the protection and recruitment of old trees including hollow-bearing trees throughout all tenures.
- There is a need to examine both the response of local forest fauna to variations in the abundance of trees with hollows and the scale and pattern of forest disturbance.
- In order to appreciate the enormous time scales involved in hollow development, dendrochronological (tree ring) studies, or similar, are required to determine the longevity of tree species in the Coffs Harbour LGA and length of time it takes for cavities suitable for use by wildlife to develop.

Development and exhibition of the draft report and mapping layer is in accordance with Council's adopted *Coffs Harbour Biodiversity Action Strategy 2012-2030* and endorsed *Biodiversity Assets Stakeholder Engagement Plan 2013-14*.

Figure 1 'Strategic Planning (modified from Council's Biodiversity Action Strategy 2012-2030)' details the adopted sequence of studies being undertaken to assist the development of Priority Habitats and Corridors Strategy (PHACS) and inform a future planning proposal.

No land use or land management decisions will be made by Council in the development of the science-based Biodiversity Assets layers. Public exhibition of these mapping products will be to inform landowners that a specific land parcel has a unique set of environmental values and seek feedback on the identified attributes.

Figure 1 – Strategic Planning (modified from Council’s Biodiversity Action Strategy 2012-2030)



The completion of the key science outputs will provide Council and the community with a sound basis of information to assist the development of PHACS and the determination of a future Planning Proposal under Coffs Harbour Local Environmental Plan (LEP) 2013. The timeframes associated with the remaining delivery of environmental strategic outputs is detailed in Table 1 below.

Table 1 - Biodiversity assets delivery schedule

Exhibition	Type	Planning framework
SCIENCE		
*by Feb 2014	Science	(a) High Value Arboreal Habitat
by March 2014	Science	(b) Corridors footprint
by April 2014	Science	(c) Koala habitat
by May 2014	Composite science layer	(d) High Value Habitats
by June 2014	Science	(e) Biodiversity Assets
by Aug 2014	Science ranking	(f) Ecological Significance of environmental attributes
STRATEGY		
by Oct 2014	Strategy	(g) Priority Habitats and Corridors Strategy 2014 – 2030
PLANNING		
by Feb 2015	Planning proposal	(h) Planning proposal under Coffs Harbour LEP 2013

* the subject of this report

Sustainability Assessment:

• **Environment**

The adoption and integration of the HVAH spatial layer will assist in the sustainable management of older forests across the LGA. Old trees provide important structural elements for wildlife across the landscape; are recognised as High Value Habitats throughout NSW; their mapping and protection fits within LGA, regional, statewide and national frameworks and strategies for biodiversity conservation (e.g. Coffs Harbour Biodiversity Action Strategy 2012, Mid North Coast Regional Conservation Plan, Northern Rivers Regional Biodiversity Management Plan, NSW Biodiversity Strategy, and Australia’s Biodiversity Conservation Strategy).

The benefits of adopting the HVAH mapping at the LGA level are multi-faceted and include:

- Improved ability to undertake sustainable management of threatened species habitats listed under the Threatened Species Conservation Act (1995).
- Contribution to landscape level conservation, building resilience and the development of PHACS as the basis for a sustainable planning proposal under the Coffs Harbour LEP.
- Provision of greater certainty for landowners regarding land use and biodiversity conservation programs across the LGA.

• **Social**

The Council-endorsed process of science-based Biodiversity Assets delineation and mapping, of which HVAH is a component, reflects the Coffs Harbour community’s desire to see their natural environment protected and conserved for future generations. This broad vision has been championed, along with other more specific goals and strategies in the Coffs Harbour 2030 Plan. Key objectives within the 2030 Plan that relate to the mapping of High Value Habitats and Biodiversity Assets include:

- LE 1.1.1 Identify and promote the region’s unique environmental values.
- LE 2.1.1 Ensure land use management policies and practices conserve the region’s unique environmental and biodiversity values.

- LE 2.1.3 Maintain and conserve biodiversity through protected reserve systems and other land conservation mechanisms.
- LE 2.2.2 Manage our catchments effectively and adaptably.

- **Civic Leadership**

Council has a statutory and leadership role to encourage the preservation and sustainable management of its native vegetation. Its statutory role relates directly to habitats for threatened species and ecological communities. The mapped HVAH represents remnant habitat for a range of threatened species and their inclusion within landscape conservation programs promotes their sustainable management.

The HVAH mapping meets the following Coffs Harbour 2030 objective in regard to civic leadership:

- LE 3.1.3 Ensure our use of natural resources, both marine and terrestrial, is sustainable.

There is a responsibility on Council to integrate the best available science into future strategic planning documents.

- **Economic**

Broader Economic Implications

The HVAH mapping will provide broad economic benefits to the community, primarily in relation to the ongoing sustainable management of Coffs Harbour's unique wildlife, vegetation and natural resources. This will ensure that future generations will be able to experience and enjoy our region's unique natural heritage.

The mapping and long term protection of HVAHs will aid in the preservation and restoration of ecosystem processes and are likely to promote tangible and invaluable ecosystem services. These will include the provision of clean air, drinking water, native fauna habitat, pollination services and natural pest control facilitated by native predatory insects, birds, bats and other species. These processes and services need to be managed and promoted to ensure the principles of ecological, economic and social sustainability are addressed in an ongoing manner.

In addition, the appeal of the region from an eco-tourism perspective will also be maintained and promoted by the integrated mapping and protection of important habitats, including HVAH, across the LGA.

This all relates to Coffs Harbour 2030 objective:

- LP 1.3.2 Develop and promote the Coffs Coast as a model for sustainable living.

Delivery Program/Operational Plan Implications

The HVAH mapping will be integrated into Council's land management GIS database following final adoption; this will be part of Council's standard procedures requiring no additional resources.

Upon adoption the HVAH mapping will be integrated with other High Value Habitats and Biodiversity Assets mapping for the development of PHACS and a planning proposal under the Coffs Harbour LEP under a Council-endorsed approach.

The HVAH mapping layers have been funded through Council's Environmental Levy program. Costs associated with exhibition and consultation will be funded through Council's Waste and Sustainability Improvement Program.

Risk Analysis:

Overall, the risk analysis of consequences at both a strategic and operational level is considered minor with negligible impact on Council's function.

Consultation:

The HVAH project was developed under a Memorandum of Understanding between OEH and Council.

A Community Engagement framework has been developed with the support of Council's Community Collaborative Staff Network (CHAOS), a group of Council staff working collaboratively to improve the way Council engages with the community.

This framework guides the public consultation process to ensure it is transparent and representative across all sectors of the community.

A Biodiversity Assets Stakeholder Engagement Plan has been approved by Council; this maps out what will be delivered, the expected timeframe and how the community will be engaged in the process.

Related Policy and / or Precedents:

New mapping technology has given council the opportunity to produce more comprehensive, accurate and up to date mapping of High value Habitats and Biodiversity Assets than was previously possible.

The development of a HVAH spatial layer is highly desirable from a strategic planning perspective and will feed directly into the Council-endorsed development of PHACS and a planning proposal under the Coffs Harbour LEP.

Statutory Requirements:

The principles and actions associated with High Value Arboreal Habitat are broadly set out in the Mid North Coast Regional Conservation Plan and Mid North Coast Regional Strategy.

The High Value Arboreal Habitat mapping layers are integral to the development of PHACS and the body of information required to progress a planning proposal.

This will allow Council to meet its primary statutory obligations under the *Environmental Planning and Assessment Act 1979*, *Threatened Species Conservation Act 1995* and *Native Vegetation Act 2003*.

Issues:

In analysing the entire Coffs Harbour LGA, it should be noted that 60,249 hectares is privately owned / freehold land which constitutes 51% of the LGA.

The recent mapping has shown that 49,894 hectares of this privately owned / freehold constitutes forested land. In terms of the HVAH, there remains only 1,502 hectares or 3% of this existing forested land.

Implementation Date / Priority:

Following resolution of Council, the relevant maps and report will be placed on public exhibition, after the Christmas holiday period, in February 2014.

Recommendation:

1. That Council endorse release of the following digital layers and report for public exhibition and invite submissions for a period of 30 days:
 - Report: Draft High Value Arboreal Habitat of the Coffs Harbour Local Government Area (Attachment 1).
 - Data Layer: Draft High Value Arboreal Habitat mapping (Version 1.0) (Attachment 2).
2. That a report be brought back to Council on the Draft High Value Arboreal Habitat report and mapping following public exhibition.



DRAFT High Value Arboreal Habitat in the
Coffs Harbour Local Government Area

NOVEMBER 2013

Mark Fisher

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Requests for information regarding this document should be directed to one of the following:

Head of Biodiversity Assessment Unit
Regional Operations - North East Region
Office of Environment and Heritage
Locked Bag 914
COFFS HARBOUR NSW 2450
Phone: (02) 6651 5946

Team Leader - Biodiversity
Coffs Harbour City Council
Locked Bag 155
COFFS HARBOUR NSW 2450
Email: coffs.council@chcc.nsw.gov.au
Phone: (02) 6648 4000

Published by:

Office of Environment and Heritage on behalf of Coffs Harbour City Council.

Office of Environment and Heritage
Department of Premier and Cabinet
59–61 Goulburn Street
PO Box A290
Sydney South 1232
Phone: (02) 9995 5000 (switchboard)
Fax: (02) 9995 5999
TTY: (02) 9211 4723
Email: info@environment.nsw.gov.au
Website: www.environment.nsw.gov.au

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The Office of Environment and Heritage would like to acknowledge the contribution of Mark Fisher in developing the project specifications, mapping of forest structure and disturbance, and writing this report; also Donella Anderson for editing, Karen Caves, John Turbill, Anni Blaxland, Di Brown, Andrew Steed and Mark Cameron for field assistance; and Mark Cameron for his contribution to data processing and quality assurance.

Overall, this project would not have been possible without the project support of Jeremy Black (Office of Environment and Heritage) and the vision of Nigel Cotsell (Coffs Harbour City Council) to develop a product that could support a range of conservation initiatives for the local government area.

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Abbreviations

3D	three-dimensional
ADS40	Airborne Digital Sensor (Leica Geosystems)
API	aerial photograph interpretation
CRAFTI	Comprehensive Regional Assessment Aerial Photographic Interpretation
DBH	diameter at breast height
HV	high value (as in HV arboreal habitats)
LGA	Local Government Area
LiDAR	light detecting and ranging
NPWS	NSW National Parks and Wildlife Service (which now falls within Office of Environment and Heritage)
NSW	New South Wales
PNF	private native forestry

Summary

- High value arboreal habitats have important conservation value where ever they occur in the Coffs Harbour Local Government Area (LGA).
- There is very little high value arboreal habitat left in the Coffs Harbour LGA, especially on freehold lands.
- What remains requires the highest level of protection.
- What remains also requires supplementation by management regimes that promote the protection and recruitment of old trees including hollow-bearing trees throughout all tenures.
- There is a need to examine both the response of local forest fauna to variations in the abundance of trees with hollows and the scale and pattern of forest disturbance.
- In order to appreciate the enormous time scales involved in hollow development, dendrochronological studies, or similar, are required to determine the longevity of tree species in the Coffs Harbour LGA and length of time it takes for cavities suitable for use by wildlife to develop.

Old-growth forest is recognised as a high value habitat in conservation assessment programs (RACD 1999a) but previous mapping, undertaken at regional scales, did not map patches of old forest less than 5 hectares in area. In seeking to map high value habitats for hollow-dependent species at finer scales for the purposes of land-use assessment and planning, the Coffs Harbour City Council (Council) requires growth stage mapping at finer scales to incorporate these smaller patches. The term 'high value arboreal habitats' (HV arboreal habitats) is introduced to convey the ecological importance of hollow-bearing trees as part of a wider identification and mapping of high value habitats across the LGA.

A survey and mapping project was undertaken to identify HV arboreal habitats in forested areas of the Coffs Harbour LGA using high resolution digital imagery.

The purpose of the project was two-fold:

1. use air photo interpretation (API) to produce a fine-scale map, using 3D API of HV arboreal habitats suitable for Council's planning and project requirements
2. produce a classification (definition) for HV arboreal habitats in the Coffs Harbour LGA, including:
 - HV arboreal habitat category 1 old-growth forest classification with mapping and field validation methods consistent with the *Private Native Forestry Code of Practice* (DECC 2008)

- to define and identify HV arboreal habitat categories 2–4 as highly significant components of forest structure and as important habitats for hollow-dependent species — an approach that could be more widely adopted by other local governments across coastal New South Wales to assist in the development of biodiversity management strategies.

The project was carried out in five stages:

1. Classify (or define) HV arboreal habitats in Coffs Harbour LGA.
2. Use API techniques to map areas of HV arboreal habitat.
3. Cross-check mapping against CRAFTI candidate old-growth forest mapping.
4. Undertake field surveys to guide API work and to validate areas mapped as HV arboreal habitat.
5. Refine mapped boundaries of HV arboreal habitats and finalise mapped determinations (coding).

The latest techniques, software and hardware were used for this mapping project. The most efficient and accurate method was used involving conventional API of high resolution digital imagery within the Stereo Analyst™ 3D viewing and mapping environment. Mapping was conducted at a scale of 1:3000.

HV arboreal habitats were divided into four categories

- HV arboreal habitat category 1 — old-growth forest
- HV arboreal habitat category 2 — forest areas >10 hectares with ≥ 5 senescent trees per hectare
- HV arboreal habitat category 3 — forest areas 5–10 hectares with ≥ 5 senescent trees per hectare
- HV arboreal habitat category 4 — forest areas 1–5 hectares with ≥ 5 senescent trees per hectare.

The delineation and identification of HV arboreal habitats reflected forest structure (i.e. the composition of late mature and over mature crowns) and disturbance regimes.

Field validation was undertaken at 149 survey sites to support the classification and mapping program. Information on structure and disturbance was collected through rapid site surveys or point-to-plant transects. Sites provided data for extrapolation and mapping purposes. To achieve maximum survey effort for all mapped areas, 85 private landowners were invited to voluntarily have surveys conducted on their land (14 landholders provided access).

API was conducted over 49,894 hectares of forested freehold lands in the Coffs Harbour LGA. A total 339 polygons were initially mapped as HV arboreal habitats.

The final mapping shows 1502 hectares (189 polygons) of HV arboreal habitats on freehold lands in the LGA. This represents less than 3% of freehold forested lands. The 1502 hectares includes 'verified' areas (i.e. those with an initial high mapping reliability and those areas that have been field validated) and 'potential' areas (i.e. those areas which still require field validation). Of the 339 polygons initially mapped as HV arboreal habitats within the LGA, 108 have been verified as meeting the classification for HV arboreal habitats. There are 81 polygons representing 835 hectares which still requiring further field validation, including 256 hectares (12 polygons) mapped as category 1 old-growth. For the first time, all old-growth forest and other HV arboreal habitats on freehold land have been consistently mapped across the LGA. This provides Council with a valuable conservation assessment and planning tool. The mapped information allows Council to identify old-growth forest and other HV arboreal habitats and to make comparisons of its distribution and extent to determine appropriate management actions.

The new HV arboreal habitats map will underpin a range of environmental planning and strategic management programs, for example the 'Biodiversity Action Strategy 2012–2030', Coffs Harbour Local Environment Plan 2013 and Coffs Harbour Development Control Plan 2013.

The development of the HV arboreal habitats map has been an initiative supported by Council and the Office of Environment and Heritage (OEH). It is anticipated that the HV arboreal habitats mapping products will be adopted by a range of end-users and natural resource managers.

1 Introduction

1.1 Aim of the study

The aim of this study is to produce a contiguous map of high value arboreal habitats (HV arboreal habitats) on freehold forested lands in the Coffs Harbour Local Government Area (LGA) at a scale of 1:3000.

This study identifies senescent forest characteristics according to attributes which can be identified from the forest canopy, predominantly through remote sensing techniques. This is consistent with the Commonwealth and states' agreed JANIS¹ definition of old-growth forest which places an emphasis on the use of over-storey attributes to identify old-growth forest:

'Old-growth forest is ecologically mature forest where the effects of disturbances are now negligible' (JANIS 1997).

The study is also consistent with current *Private Native Forestry Code of Practice for Northern NSW* (DECC 2008) and supporting *Protocol for Re-evaluating Old-growth Forest on Private Property – Private Native Forestry Code of Practice Guideline No. 2* (DECC 2007) with respect to mapping and field validation procedures for old-growth forest.

1.2 Study area

The eucalypt forests of the North Coast of New South Wales have been recognised as some of the most diverse and species rich communities in the world (Cerese 2012). These forests include high levels of both endemic eucalypt diversity and overall eucalypt diversity (Cerese 2012).

In the Coffs Harbour LGA, wet sclerophyll and rainforest formations dominate the landscape, covering over 60% (54,750 hectares), and this is mainly due to the rich, fertile landscapes and high annual rainfall. Dry sclerophyll forests cover 20% (17,442 hectares), while the coastal forest covers only 6% (5214 hectares) of the LGA (OEH 2012).

The Coffs Harbour LGA covers 117,300 hectares and is one of the few areas of coastal New South Wales where the high elevation landscapes of the Great Dividing Range are within close proximity to the coast. The diversity and extremes in landforms across the study area combined

¹ 'JANIS' refers to the Joint ANZECC/MCFFA National Forest Policy Statement Implementation Subcommittee report of 1997. ANZECC is the Australian New Zealand Environment and Conservation Council; and MCFFA is the Ministerial Council on Forestry, Fisheries and Aquaculture.

with past land-use practices have resulted in the majority of remaining forests supporting older trees being limited to the least accessible and least fertile areas in the LGA. These areas are typically escarpments and slopes greater than 30 degrees, and low fertility sites often on sandstone. In these areas past and present forest management activities have had less impact on the structural diversity of eucalypt forests.

The study area can be seen as consisting of three predominant topographical landscapes: coastal plains, midland hills and escarpment ranges (See Figure 1 and Table 1).

Table 1. Landscapes of the Coffs Harbour LGA

Landscape	Area (ha)	Area (%)
Coastal plains	32,150	27
Midland hills	47,500	41
Escarpment ranges	37,650	32
Total	117,300	100



Figure 1. The study area and landscapes of Coffs Harbour LGA

1.3 Context for the study

Forests supporting older trees are recognised high value arboreal habitats (see Section 1.6) and various regional conservation assessment programs have mapped growth stages and old-growth forest in north-east New South Wales (RACD 1999a).

Growth-stage mapping was previously undertaken for the Coffs Harbour LGA as part of the Comprehensive Regional Assessment Aerial Photographic Interpretation (CRAFTI) project undertaken for the upper north east and lower north east comprehensive regional assessments (see RACD 1999a). The CRAFTI methodology involved growth-stage mapping and disturbance mapping to determine 'candidate old-growth'.

The CRAFTI work was undertaken to meet the assessment requirements at a scale for the whole upper and lower north east regions which stretch from Tweed Heads in the north to the Hunter region in the south, and west as far as the Armidale region. Mapping at this regional scale (i.e. 1:25,000) is not suitable at the property scale or for local government planning purposes, and little ground-truthing was conducted over freehold lands during the CRAFTI work.

These regional scale programs (RACD 1999a) did not map patches of old forest less than 5 hectares. In seeking to map high value arboreal habitats for hollow-dependent species at finer scales for the purposes of land-use assessment and planning, the Coffs Harbour City Council (Council) requires mapping at finer scales to incorporate these smaller patches.

Over the last 20 years there have been significant improvements in growth-stage mapping resources and techniques. There have been major advances in the quality and availability of very high resolution (i.e. 50 centimetre) digital imagery and technologies for viewing and interpreting these images. The preparation/development of the Coffs Harbour HV arboreal habitats map provided an opportunity to take advantage of these new technologies.

The term 'high value arboreal habitats' (HV arboreal habitats) is introduced to convey the ecological importance of hollow-bearing trees as part of a wider identification and mapping of high value habitats across the Coffs Harbour LGA (see Section 1.6 for more detail). Appendix 1 includes an extract from Council's Biodiversity Action Strategy showing the overarching framework within which this project sits.

The last 20 years has seen ongoing changes to land uses in the LGA, with shifts to residential lands, horticulture and private native forestry. These changes to land management have impacted the extent and presence of HV arboreal habitats in the LGA. Literature now points to the significance and rapid loss of hollow-bearing trees across the landscape. As such, a new, up-to-date HV arboreal habitats map is required to reflect their changed extent across the LGA. Council requires updated detailed mapped information to support future planning strategies for the LGA. The new HV arboreal habitats mapping will underpin a range of environmental

planning and strategic management programs. The map will be suitable for use at the 1:3000 scale and will support environmental planning at the whole-of-LGA level. The map may not necessarily be suitable for individual property or development plans where further surveys may be required to establish a forest's old-growth or HV arboreal habitat status. However, the mapping will have a direct influence on the following Council strategies, planning instruments and guidelines:

- Open Space Strategy
- Biodiversity Action Strategy 2012–2030
- State of the Environment reporting
- Coffs Harbour Local Environmental Plan 2013
- Coffs Harbour Development Control Plan 2013
- estuary management plans
- Draft Priority Habitats and Corridors Strategy
- Preservation of trees or vegetation clause (LEP 2013)
- Significant Tree Register
- biodiversity guidelines.

The development of the HV arboreal habitats map has been an initiative supported by Council and the Office of Environment and Heritage. It is anticipated that the HV arboreal habitat mapping process will be adopted by a range of stakeholders and natural resource managers.

Recently the Office of Environment and Heritage worked with Council to prepare a fine-scale vegetation map for the LGA (OEH 2012). The new HV arboreal habitats spatial layer will add value to and complement this product, and will also form an important component of Council's broader high value habitats projects.

1.4 Eucalypt forests and old trees in the Coffs Harbour LGA

There is very limited information on the geographical extent of old eucalypt trees and the age at which these eucalypts start to exhibit hollows. For example, of the 26 known species of eucalypt in the Coffs Harbour LGA (OEH 2012), Blackbutt (*Eucalyptus pilularis*) is the only species for which data has been collected on eucalypt longevity and hollow formation (Mackowski 1993). Fundamental ecological information is absent for the remaining 25 species.

Gibbons (2011) concluded that to manage our natural environments we must first interpret what forests and woodlands of Australia's looked like prior to European settlement. The literature suggests that 170 years of forestry, agriculture and urban development has left the majority of the Coffs Harbour area impoverished of old-growth forest and consequently lacking in hollow-bearing resources (Cerese 2012).

The first wave of timber getters to the North Coast targeted Australian Red Cedar (*Toona ciliata*) (Jervis 1940; Kass 1989; Vader 1987). They moved in to the Nambucca and Bellinger rivers in 1842 while the area around Dorrigo was not opened up by cedar getters until 1857 (Vader 1987). As this resource was depleted, and with the introduction and improvement of saw blades, the next big target became large, mature or early mature eucalypts such as Blackbutt, various ironbarks and Tallowwood (*E. microcorys*) (Daly 1966). Large diameter eucalypt cohorts which are not yet hollow-bearing are usually more commercially viable and it is this group which were generally targeted by the timber industry. Many of the very large trees still remaining today in the Coffs Harbour LGA include Blackbutt and Flooded Gum (*E. grandis*).

The second wave of expansion was associated with pastoral squatters who sought to open grasslands to graze their ever-increasing flocks of cattle and sheep (Kitching et al. 2010). Expansion for agriculture saw further decline as large trees were ringbarked, cleared and burned to make way for agricultural pursuits (Griffiths 2002).

Large, old trees can still be found on some of the larger estuaries and some of the less fragmented forests of the Coffs Harbour LGA. Their persistence in the landscape is likely to be a result of a range of historical factors, but they remain largely isolated examples of what was once a continuous old-growth forest. Daley (1966) suggests that these trees were more than likely to have already been hollow-bearing when the first wave of timber getters came through in the 1860s.

Today, only fragmented and isolated patches of old-growth forest remain in Coffs Harbour, representing less than 26% of all forest cover on all tenure of which old-growth forests comprise less than 1% of freehold forested land. This is a result of 150 years of landscape modification that has included successive waves of forestry, farming and urbanisation leaving a sea of young trees which are many decades if not centuries away from developing hollows. Recent surveys in the region which measured eucalypt diameter at breast height (DBH) indicate the general DBH cohort for eucalypts is around 40 cm (pers. comm. D Lunney 1996–2011 Coffs Harbour Koala survey and J Turbill 2012 Bellingen Koala survey). Depending on the eucalypt species, the site condition, biotic and abiotic factors and fire frequency and intensity, hollow formation in the Coffs Harbour region is facing a formation time lag in the range of 50–300 years.

1.5 The process of hollow formation in eucalypts

Studies have shown that there are no clearly defined seasons on the NSW North Coast and therefore eucalypts are difficult to age (Pearson 2002). Apart from a few commercially valuable

eucalypt species (e.g. Blackbutt), there is very little information in the literature regarding the longevity of eucalypts or the age at which trees start to form and retain hollows.

A number of studies have demonstrated the relationship between DBH and tree age (Ambrose 1982; Lindenmayer et al. 1993, 2000b; Brookhouse 2006; Koch et al. 2008). Models show that the size and number of hollows increases with the size and age of the tree. They also show that there are apparent differences between species. In dry sclerophyll forests in the Coffs Harbour area, it is likely that hollows begin to form in trees >50 cm DBH, and in wet sclerophyll forests hollows begin to form in trees >80 cm DBH (McLean 2012).

It is the older trees that provide hollows suitable for a range of fauna, and it is the older trees that provide the greatest number of hollows (Ambrose 1982; Mackowski 1993; Wormington et al. 2003; Goldingay 2009, 2012).

McLean (2012) found that fire frequency plays a significant role in the development of hollows within eucalypts, that hollows are scarce in trees under 80 years of age, and that it may take as long as 150 to 220 years for trees to develop a diversity of larger hollows.

1.6 Value of forests supporting hollow-bearing trees

Forests supporting old trees are recognised as having very high aesthetic, cultural and natural conservation values. Their protection and management is extremely important in maintaining biodiversity (Lunney 1991).

Old forests and forests with hollow-bearing trees are extremely important in the maintenance of biodiversity (fauna, flora and insect diversity) and ecological functions (e.g. nutrient and water cycles). Specific attributes of ecologically mature and old-growth forests used for foraging, nesting, basking or roosting by native animals include:

- diversity of hollows in limbs and trunks of live trees, dead trees (i.e. stags) and ground logs
- more dead wood present, including both standing timber and as ground logs
- deep litter layer or native grasses usually present as ground cover
- diversity in tree structure and age with older trees producing larger amounts of loose and shedding bark providing greater opportunities for nesting and roosting, and higher levels of food resources such as insects, nectar, pollen and sap
- mistletoe and epiphytes often present
- more availability of nest building materials and locations and perches for resting, basking and hunting forest birds and owls (DEC 2004).

The retention of a range of old trees supporting a diversity of hollows (i.e. hollows of different sizes, shapes, volumes, positions in tree and aspects) across a range of landscapes (e.g.

riparian, mid-slope, hill and escarpments) has been shown to be a significant factor in maintaining overall species diversity. Many species require hollows within specific habitat or landscape types, such as riparian areas. Other species need hollows close to their foraging sites, whilst others species rely on the availability of different hollows across their home range. For example, maternity colonies of bats move between different hollows every few days and an individual Brush-tailed Phascogale (*Phascogale tapoatafa*) can use between 10–40 nest hollows within their home range each year (Soderquist et al. 1996). A range of hollows is required for these species to allow access to key foraging areas, avoid predators and cater for breeding. For example, a Stephens' Banded Snake (*Hoplocephalus stephensi*) may use 20 to 30 arboreal shelters or hollows within its home range (Fitzgerald et al. 2002). Yellow-bellied Gliders (*Petaurus australis*) live in social groups using exclusive home ranges which vary from 25 to 85 hectares (Goldingay & Possingham 1999). Family group members rely exclusively on the availability of numbers of larger tree hollows across their extensive home range to cater for access to their variable food resource throughout different times of the year.

Squirrel Gliders (*Petaurus norfolcensis*) use tree hollows for shelter and nesting (Suckling 1995). They live in family groups of between 2 and 10 and often move between 300 and 500 metres in a night within a home range which may vary between 0.65 and 8.55 hectares according to habitat quality and availability of resources such as access to suitable hollows (Quin 1995).

Hollow diversity is also critical to maintaining predator–prey relationships for many species and is a critical limiting factor to the survival of many high order predators. For example, large forest owls depend on an abundant supply of smaller prey such as gliders and possums, all of which are hollow dependant. Where trees with hollows are scarce, habitat suitability and quality for species such as the Powerful Owl (*Ninox strenua*) is greatly reduced or removed.

Further, Smith et al. (1994) found that Greater Gliders (a common prey species for the Powerful Owl) are generally absent from forests where there are fewer than six hollow-bearing trees per hectare, whereas Mackowski (1993) states that three hollow trees per hectare becomes a limiting factor to the support of possum and glider populations in Blackbutt forests on the NSW North Coast.

In summary, any decrease in the availability and natural diversity of hollows across the forested landscape can lead to significant reduction in hollow-dependent animal species diversity and abundance, and in some cases, may result in local extinction of these species. Hollow-bearing trees are a pivotal conservation resource and one which has been drastically reduced across Coffs Harbour's forested landscapes.

2 Methods

This report outlines the process undertaken to map high value arboreal habitats (HV arboreal habitats), including old-growth forest, across freehold forested areas in Coffs Harbour LGA.

The term **high value arboreal habitats** (HV arboreal habitats) is introduced to convey the ecological importance of hollow-bearing trees as part of a wider identification and mapping of high value habitats across the LGA.

The project was carried out in five stages.

1. Classify (or define) HV arboreal habitats in Coffs Harbour LGA.
2. Use API techniques to map areas of HV arboreal habitat.
3. Cross-check mapping against CRAFTI candidate old-growth forest mapping.
4. Undertake field surveys to guide API work and to validate areas mapped as HV arboreal habitat.
5. Refine mapped boundaries of HV arboreal habitats and finalise mapped determinations (coding).

2.1 Classify HV arboreal habitats

A classification for HV arboreal habitats in Coffs Harbour LGA was developed. The four categories of HV arboreal habitat are shown in Table 2.

Table 2. Classification of high value arboreal habitats in Coffs Harbour LGA

Category	Crown and patch/polygon size	Disturbance
Category 1, old-growth forest	>5 hectares relative crown cover is <10% regrowth >10% of trees are senescent	<50% of polygon shows signs of disturbance OR the effects of disturbance are now negligible 'negligible' disturbance is <50% of polygon with <10% regrowth / native pioneers or exotic species
Category 2	>10 hectares >5 senescent trees per hectare	Can show signs of 'significant' disturbance: >50% of polygon >10% regrowth / native pioneers or exotic species, landuse and/or point source disturbance
Category 3	5–10 hectares >5 senescent trees per hectare	
Category 4	1–5 hectares >5 senescent trees per hectare	As above or no disturbance or negligible disturbance

In this study, the definition (both forest structure and disturbance characteristics), API mapping methodology and field validation technique for category 1 old-growth forest is consistent with the *Protocol for Re-evaluating Old-growth Forest on Private Property: Private Native Forestry Code of Practice Guideline No. 2*, or 'the PNF old-growth protocol' (DECC 2007). The mapped

layer which defines old-growth forest for matters relating to private native forestry (PNF) includes areas mapped with the following growth stages: <10% regrowth and either >30% or 10–30% senescence (tA and tB, respectively).

All other categories of HV arboreal habitats (i.e. categories 2–4) include more than five senescent trees per hectare. The literature defines the lack of hollow-bearing trees as a limiting factor in the sustainability of hollow-dependent fauna populations. Five trees per hectare was found to be a mappable unit at the scale required by Council, and was also a minimum number of hollows per hectare required to support a range of hollow-dependent fauna populations. It is argued that the number of hollow-bearing trees becomes generally limiting for forest on the north coast of NSW when there are less than about three hollow trees per hectare (Mackowski 1993, supported by extrapolations of the general habitats studied by Smith & Lindenmayer 1988). For the purposes of this study, these HV arboreal habitat categories can also show signs of ‘significant’ disturbance. Categories 2–4 are distinguished by patch size (see Table 2).

2.2 Mapping HV arboreal habitats

API of forest growth stage involves recognising patterns in forest structure, understanding the structural composition of forest types and how this relates to environmental variables, and delineating growth stage boundaries and assigning a suitable code from a derived classification. For a full description of this process, refer to NSW NPWS (1996) and Resource and Conservation Division (1997). Appendix 2 includes the coding specifications used in this study and Section 2.6 discusses mapping disturbance.

Only 3D API is viable for the identification of HV arboreal habitats. Previous use of stereoscopes and low resolution aerial photographs has given way to the use of Stereo Analyst™ and high resolution digital imagery, and as such, this is the method used in this study.

Mapping of HV arboreal habitats was conducted by applying API techniques using Planar stereo/3D monitors and Stereo Analyst™ software on an ESRI ArcGIS 10.0 platform.

HV arboreal habitat categories 1, 2, 3 and 4 were mapped as either: verified or requiring field validation (i.e. coded as reliability ‘Field Check’). Disturbance indicators were included for HV arboreal habitat category 1 old-growth, where appropriate, in the associated attribute table (Appendix 4). Disturbance indicators followed the ‘CRAFTI API manual’ (RACD 2007) and the PNF old-growth protocol (DECC 2007). See Appendix 2.

Mapping involved a three-step process:

- a. Map HV arboreal habitat category 1 old-growth forest as either:
 - i. verified old-growth, coded as reliability ‘is old-growth’ areas of steep topography determined through API and validated by DEM hill shade)

OR

- ii. old-growth requiring field validation, coded as reliability 'Field Check'.
- b. Map other HV arboreal habitats (i.e. categories 2, 3 and 4) as either:
- i. verified HV arboreal habitats, coded as reliability = 'is HVAH'

OR

- ii. HV arboreal habitats requiring field validation, coded as reliability 'Field Check'.
- c. Disturbance indicators were included for HV arboreal habitat category 1 old-growth mapping, where appropriate, in the associated attribute table (see Appendix 4).

The mapping was undertaken by one aerial photograph interpreter. The study area was divided into API progress grids to track progress across the landscape. Consistency was achieved by referring to reference senescent trees that were visible within the interpretation sphere and remaining within the interpretation scale range of 1:2000 to 1:4000. Under magnification would result in not visibly recognising senescent features of trees and over magnification would result in over estimating senescent composition and the inability to define polygons based on an homogenous structural and disturbance pattern.

As some forest types are difficult to interpret in addition to various factors masking senescent canopy characteristics, the study undertook an inclusive approach, where larger crowns within a forest context were tagged for field validation.

Additional information used to assist in the API work included:

- previous mapping and survey work in the study area (see Appendix 3)
- image enhancement products — Stereo Analyst™ enhancement of ADS40 stereo imagery and a saturation stretch of ADS40 ortho-rectified imagery based on Roff (2009)
- 'CRAFTI API manual' (RACD 1997)
- *Private Native Forestry Code of Practice* (DECC 2008) old-growth forest layer which includes only the growth stage codes tA (<10% regrowth and >30% senescence) and tB (<10% regrowth and 10–30% senescence)
- hillshade using LIDAR-derived digital terrain model to assist interpretation of topographic variables (aspect, slope, position on slope, ridges and gullies).

Interpretation used all available supporting data to attribute each polygon to one of the categories, and if uncertain, a 'Field Check' label was assigned.

2.3 Cross-check mapping against CRAFTI candidate old-growth areas

'Candidate old-growth' forest (see NPWS 1999) is classified as forest with a relative crown cover of 10–30% regrowth and either >30% or 10–30% senescent trees ('sA' and 'sB' respectively). The classification of candidate old-growth differs from the PNF old-growth definition in that it includes areas exhibiting 'significant' disturbance, and as such includes areas classified as 'disturbed old-growth'. The aerial extent of candidate old-growth is, therefore, greater than old-growth as defined under the current PNF code of practice. Within the study area, CRAFTI originally mapped some 703 hectares of candidate old-growth on freehold tenure and 5800 hectares on public tenure (NPWS 2002).

The candidate old-growth senescent components of sA and sB (hollow-bearing trees in the canopy) and allowance of disturbance, meets the HV arboreal habitat categories being used in this project. As such, the candidate old-growth mapping provides a key reference layer to cross-check the mapping of HV arboreal habitats. Any areas not mapped by this project that were mapped as CRAFTI candidate old-growth were assessed via API and tagged for field check if appropriate, based on the mapping specifications.

The consideration of candidate old-growth forest in the HV arboreal habitats project is appropriate because the imagery used to map candidate old-growth in the Coffs Harbour area was captured in 1994, some 19 years ago. Since then, the regrowth proportions of the candidate old-growth may have become mature and some disturbance indicators may now be 'negligible'.

2.4 Field validation

Field validation surveys were carried out at various stages throughout the project. For example, some rapid site surveys (see below) were conducted during the mapping stage in order to guide the mapping work (by providing reference points for photo patterns). Data from these sites were also used to refine the mapped polygons. Surveys were also conducted after the mapping stage in order to validate polygons with a 'Field Check' reliability.

Surveys were conducted in areas where access was provided by private property owners as well as areas that were visible from public roads or tracks. Field information was collected using a geographic positioning system Garmin Oregon 550. Two assessors were involved in each survey to provide consistency.

Field validation surveys were undertaken in areas mapped for 'Field Check'. Access, project time and budget constraints impacted the level of field validation. Two types of field validation

surveys were conducted to ground-truth API mapping and assign a polygon to the correct HV arboreal habitat category.

Rapid site surveys were undertaken to collect information on dominant structure and disturbance. The aim of rapid site surveys was to cover as much ground as possible in those areas that were easily accessible. Therefore, there is a spatial bias to that data, with no data collected in areas where access could not be gained or where locations were remote or steep (i.e. >30 degrees). These surveys also recorded incidental records of threatened species, high conservation value areas, and areas where private native forestry operations were evident.

Point-to-plant surveys were undertaken to collect information on forest structure and disturbance within 30 metres of a maximum 10 points which are located 50 metres apart. These surveys were only conducted where field staff could not visually determine the dominant structure and or disturbance regime of an area. The point-to-plant methodology used in this study was the same as used in the PNF old-growth protocol.

Field validation surveys were carried out as follows:

- a. Determine where private property access will be provided by landholders for the purposes of ground-truthing the mapping. Access was sought via landholder response to a mail out carried out by Coffs Harbour City Council.
- b. Where access to freehold land mapped as reliability 'Field Check' is available, undertake rapid site surveys or point-to-plant surveys as appropriate.
- c. For categories 2–4, carry out surveys in category 2 first, then categories 3 and 4 as time allows.

2.5 Review, refine and make a final determination of mapped areas

Data from the field validation surveys were used in the 3D Stereo Analyst™ mapping environment to guide and confirm polygon line and attribution (i.e. coding).

- a. Review and refine mapped HV arboreal habitats based on field data, using Stereo Analyst™ and Planar monitor/viewer to make a final determination
 - Apply 3D analysis of survey data on forest maturity and disturbance to assess the original polygon determination. Boundaries and determinations were then validated or amended.
 - Use point-to-plant data to validate original determination of HV arboreal habitat as either category 1 old-growth, or category 2 or 3 or 4, or not HV arboreal habitat.
 - Review surrounding areas of mapped HV arboreal habitats with rapid site survey data to check for potential HV arboreal habitats missed during mapping.

- Where access or time constraints did not resolve the original determination of mapped categories, the reliability remained coded as 'Field Check'.

b. Provide final topology layer of HV arboreal habitats, metadata and report.

Final checking for global errors, gross errors, consistency in mapping and other logical checks were made. Data were collated in the table shown in Appendix 4. For details of the lineage of the data please refer to the metadata statement attached as Appendix 5.

2.6 Growth stage and disturbance mapping

The recognition of growth stage and disturbance categories from API is required to be consistent with the reality on the ground. Often environmental and anthropogenic factors confuse or mask interpretation and therefore field verification is required to validate API. This is usually the case in areas of high productive forests with a low intensity land-use management regime or rainforest understorey; or areas of low fertility which are subject to frequent fire.

Complex interpretation scenarios are many and the point-to-plant methodology can assist by determining the growth stage of a forest. However, determining whether 'the effects of unnatural disturbance are now negligible' is a significant consideration when conducting API and field validation of disturbance, to determine whether an area is old-growth forest. This part of the old-growth definition and assessment primarily applies to areas identified as 'older logging' where impacts are considered negligible with time. 'Now negligible' is where past evidence of logging or other anthropogenic disturbances are evident in the form of stumps (>40 cm diameter), unnatural stags, dieback, grazing infrastructure, gaps or clusters in the canopy structure and constructed tracks, however, are not associated with regrowth, native pioneers or weeds and does not affect >50% of a mappable area. Such disturbance evidence must be associated with gaps in the canopy with regrowth or native pioneers or weeds before potential old-growth areas are dismissed. This combination needs to be present for any mapped potential old-growth area to be excluded as old-growth and must affect greater than 50% of the mapped area. The singular presence of stumps, gaps, tracks, grazing infrastructure or native pioneers or weeds is not enough alone to exclude an old-growth determination. Some disturbance evidence can be responses to natural events or in the case of stumps, be an older logging regime of which the impacts are '*now negligible*' or a point source disturbance not affecting the homogeneity of the mapped polygon (affecting <50% of the polygon).

3 Results

3.1 Mapping and refinement of HV arboreal habitat

An interactive approach was taken to finalise the HV arboreal habitats classification using the results of mapping and field validation surveys to inform the classification. During the mapping process, some grouping and splitting of the original classification occurred to better match forest identified during ground-truthing surveys. The four final classifications are shown above in Table 2.

API was conducted over 49,894 hectares of forested freehold lands in the Coffs Harbour LGA. A total 2125 hectares (339 polygons) were initially mapped as HV arboreal habitats.

CRAFTI candidate old-growth forests cover just 704 hectares on freehold land in the Coffs Harbour LGA, representing less than 1% of forested freehold lands. Cross-checking of the original mapped HV arboreal habitats against candidate old-growth mapping provided another validation option to identify areas for consideration and potential field survey.

One point-to-plant survey was carried out and 149 rapid site surveys were undertaken across the LGA. These surveys resulted in a number of amendments to the mapped HV arboreal habitat, including 150 polygons (623 hectares) that did not meet the HV arboreal habitats classification. This included three polygons where there was evidence of PNF (i.e. recent or current logging disturbances), and three polygons that were not HV arboreal habitats but were classified as 'high conservation value' vegetation owing to the noticeable absence of weeds and the intact representation of forest structure and floristic diversity.

Apart from the 150 polygons that were not HV arboreal habitats, other areas that were initially mapped as category 1 old-growth were downgraded to category 2 or 3 based on disturbance regimes and presence of >10% regrowth.

After reviewing and refining the map, it can be seen (Table 3) that there are 1502 hectares (189 polygons) of HV arboreal habitats in the LGA which represents only 3% of freehold forest. This includes 'verified' areas (i.e. those polygons with an initial high mapping reliability and those areas that have been field validated) and 'potential' areas (i.e. those areas which still require field validation).

Table 3. High value arboreal habitats in the Coffs Harbour LGA

Category	HV arboreal habitats		'Verified' HVAH		'Potential' HVAH to be verified	
	P'gons	Area (ha)	P'gons	Area (ha)	P'gons	Area (ha)
Category 1, old-growth	29	475.86	12	255.94	17	219.92
Category 2 (>10 ha)	25	559.14	12	151.54	13	407.60
Category 3 (5-10 ha)	29	189.52	13	80.93	16	108.59
Category 4 (1-5 ha)	106	277.37	71	179.03	35	98.34
Total	189	1501.89	108	667.44	81	834.45

Notes: HVAH = high value arboreal habitats
P'gons = polygons

Of the 339 polygons initially mapped as HV arboreal habitats within the LGA, 108 have been verified as meeting the classification for HV arboreal habitats. There are 81 polygons representing 835 hectares which still requiring further field validation, including 220 hectares (17 polygons) mapped as category 1 old-growth.

The difference between the number of polygons initially mapped as HV arboreal habitats and those that were verified is expected because the original mapping adopted an inclusive approach to forest structure and delineated areas that exhibited a larger canopy structure in contrast to surrounding areas. This step-wise method of reviewing the HV arboreal habitats classification highlighted areas where further field validation would be beneficial to adequately identify the HV arboreal habitat status of the LGA.



Figure 2. High value arboreal habitats in Coffs Harbour LGA

3.2 Project management and costs

The use of the latest stereo API techniques and hardware, in combination with existing mapping products and field validation, allowed mapping of the study area to be accomplished within a four-month timeframe.

The mapping program consisted of three components:

1. API of 49,894 hectares to map HV arboreal habitats (conducted between January and April 2013 — approximately 24 days part time)
2. field validation and subsequent boundary refinement and polygon attribution (from July to August 2013 — approximately 24 days)
3. data analysis, metadata preparation and report compilation (from September to October 2013 — approximately 24 days).

Total costs of the project are summarised in Table 4.

Table 4. Summary of expenditure for this study

Description of activity	Council		OEH
	Cash	In-kind	In-kind
Private property access enquiries		500	
Preparation of specifications and classification	1,000	1,000	
API Mapping	10,000	1,000	
Field Survey	7,000	3,000	7,000
Refinement of API mapping	1,500		
Analysis and interpretation	1,500	1,000	1,000
Report preparation	6,000	2,500	
Total	27,000	9,000	8,000

3.3 Discussion

It is estimated that over half of the original forests of NSW have been cleared and that much of what remains is substantially disturbed or modified by grazing, logging, excessive fires, weeds and dieback (Lunney 1991). Areas of old-growth forest, in particular, have been severely reduced and now represent less than 10% of their original extent (Lunney 1991).

The current occurrence of HV arboreal habitats in the Coffs Harbour LGA (see Figure 2 above), reflects the land-use history of the region. Most HV arboreal habitats persist in the hinterland in steep and remote locations or on low site quality sites.

The final HV arboreal habitats map shows the major contributing influences on the contemporary distribution of these habitats to be slope and geology, followed by land-use history. The high fertility, easy accessible coastal areas experience the greatest land-use pressures and therefore the least remaining HV arboreal habitats. This is reflected in the low number and size of polygons in the coastal areas. The high fertile forests of the hinterland and Eastern Dorrigo have also had a history of high forestry extraction and therefore exhibit limited extent HV arboreal habitats. In areas of steep topographic or infertile geology where logging operations are difficult or uneconomical, HV arboreal habitats persist. In the north of the study area on sandstone areas, low site quality forest types are present and therefore, have attracted lower land-use demands. The Corindi Plateau and surrounds are examples of this low intensity land use. The forest types here generally exhibit smaller, less dense tree crowns, lower heights and exist in conditions that accelerate senescence, such as higher fire regimes, lower soil nutrients, shallow soil profiles and experience a lower rainfall pattern. In this area, a larger portion of the LGA's HV arboreal habitats have persisted to date.

The loss or depletion across the landscape of old-growth forest, and in particular, hollow-bearing trees has been recognised as a key threat to fauna species diversity (NSW Scientific Committee 2006). In NSW, fauna that are reliant on tree hollows for shelter and nests include at least 46 mammals, 85 birds, 32 reptiles and 16 frogs (Gibbons & Lindenmayer 1997, 2002). Of these species, 45 are listed as threatened on Schedule 1 and Schedule 2 of the *Threatened Species Conservation Act 1995*.

A fine-scale map was produced for the Coffs Harbour LGA to support environmental planning purposes at the 1:3000 scale. 3D imagery analysis was found to be the current best practice for fine-scale HV arboreal habitats mapping for the LGA. This was largely due to the remote and inaccessible areas of HV arboreal habitats and the high resolution offered by this process. Significant changes in habitat quality occur within short distances requiring numerous small polygons to describe the HV arboreal habitat patterns. The ability to map HV arboreal habitats at such fine scales allowed this variation to be captured and assessed.

Intensive field sampling effort was required to achieve the desired mapping scale and accuracy for the LGA. This was largely due to the fragmented occurrence of HV arboreal habitats across varied landscapes within the study area and the rapid changes in site quality and land-use practices both past and present. Additional field data is required to inform the HV arboreal habitats layer, however, a large proportion of the remaining HV arboreal habitat areas are found on steep lands over 30 degrees or in low site quality areas, where threats are minimal.

Only 3% of freehold forest in the LGA is HV arboreal habitat. As discussed earlier, the land-use history of Coffs Harbour has been varied in both activity and intensity over time. There is a need to regulate present land-use activities to make sure further loss is prevented and recruitment of hollows is guaranteed. Areas of concern include the Corindi Plateau and coastal valleys north of

Moonee Beach which are subject to intensive horticulture practices, particularly blueberry production. Significant losses of HV arboreal habitats are trending based on native vegetation loss in this area, depicted in aerial photo imagery from 1994 to present. Historically, these low site quality areas were overlooked because quality of the timber resource was inferior compared with the high fertility wet sclerophyll forests further south. More recently, land-use activities have intensified and diversified creating significant new threats to ecological values and in this case, HV arboreal habitats in particular, have arisen in these areas.

The planning process for residential release areas is another activity that requires sound reassessment as many of these release areas require the clearing of native vegetation. In some cases, development proposals in ecologically significant areas has resulted in the continued loss and fragmentation of HV arboreal habitats and associated ecological impacts such as the depletion of coastal habitats, severing ecological corridors, hampering climate change adaptation possibilities for species, contributing to over-cleared landscapes and elevating the number of threatened species and endangered ecological community nominations and occurrence in the landscape.

Forestry operations are a contemporary contributing factor in the decline of old-growth and other HV arboreal habitats. Wormington and Lamb (1999) found that old-growth wet and dry sclerophyll forest of south-east Queensland contained 35 and 37 hollow-bearing trees per hectare respectively. In woodland remnants of northern Victoria that had not been systematically logged, the density of hollow-bearing trees was found to range from 17 to 32 per hectare (Bennett et al. 1994; van der Ree et al 2001; Soderquist et al 1996). The Council's HV arboreal habitat study found that even at the low occupancy rate of 5 hollow-bearing trees per hectare, areas of HV arboreal habitat categories 2–4 were difficult to locate. Based on the figures from comparable forest types in SE Queensland, the Coffs Harbour LGA has seen a 70–90% decline in hollow-bearing tree availability. By any measure, this is a drastic loss and one that can be presumed to have had major ecological impacts.

In north-east NSW, forestry operations are required to retain 10 habitat trees and 10 recruitment trees per 2 hectares (Anon 1999b). However, modelling by Ball et al. (1999) and Gibbons (1999) indicated that a long-term reduction in densities of hollow-bearing trees due to post harvest mortality is expected. Ball et al. (1999) and Gibbons (1999) state that over time, this has the potential to reduce the actual numbers of hollow-bearing trees across an actively managed forest landscape to far less than 5 trees per hectare. Gibbons et al. (1999) indicate that for wet sclerophyll forest of south-east Australia, twice this retention rate may be needed to avoid net loss of hollows in the longer term. The large variation in the recommended number of habitat trees conserved per hectare demonstrates a lack of understanding of the optimal level of hollows that are required for sustaining populations of hollow-dependent fauna (McLean 2012).

In north-east NSW, McLean (2012) found that logging significantly reduced a stand's average DBH, and the density of hollows and hollow-bearing trees in both wet and dry sclerophyll forests. Fire frequency was found to significantly increase the likelihood of basal injury. The abundance of hollow-bearing trees and hollows significantly decreased as a consequence of increasing fire frequency and logging intensity, however, on unlogged sites, the abundance of hollow-bearing trees and hollows increased as a consequence of increased fire frequency. The use of fire to create hollows is not recommended as a blanket management technique as appropriate fire regimes (e.g. intensity and frequency) are specific to forest types and the associated hollow-dependent species which inhabit these forests.

The time taken for small and large hollows to develop in 26 species of Eucalypts known from the Coffs Harbour LGA is largely unknown. This lack of tree age data has, and continues to impede landscape management of this critical resource. Hollow formation is slow, with small hollows taking at least 80 years to form (Koch et al. 2008), while larger hollows suitable for large hollow-dependant species such as forest owls and Greater Gliders may take as long as 220 years to develop (Gibbons & Lindenmayer 2003).

A review of the literature by McLean 2012, demonstrates that many authors believe recruitment of hollow-bearing trees has not kept pace with collapse rates and removal under existing forest management policy and there will be a future shortage of this resource in the years to come. Lindenmayer (2010) has continually reiterated that logging on short term rotations is perpetuated under existing state regional forest agreements despite the listing of loss of hollow-bearing trees as a key threatening process under the New South Wales *Threatened Species Conservation Act 1995* and Commonwealth *Environment Protection and Biodiversity Conservation Act 1999*. Others, including Thompson (2008), believe that there is sufficient data to suggest that several threatened fauna species are at risk of whole-of-landscape collapse as a result of a lack of hollow resources upon which they depend. In NSW, terrestrial vertebrate species that are reliant on tree hollows for shelter and nests include at least 46 mammals, 81 birds, 31 reptiles and 16 frogs (Gibbons & Lindenmayer 1997, 2003). Of these species, 40 are listed as threatened on Schedule 1 and Schedule 2 of the Threatened Species Conservation Act.

Consequently, this study indicates that the hollow resource and remaining areas of HV arboreal habitats, needs to be carefully managed in Coffs Harbour. McLean's 2012 results are consistent with other studies that show that logging is likely to cause a net decline in hollow abundance (e.g. Gibbons et al. 2000b; Eyre et al. 2010). McLean also found that the effects of logging intensity on basal area and DBH are consistent with the assumption that logging removes large trees (i.e. likely to be hollow-bearing if DBH >80 cm in wet sclerophyll forest and DBH >50 cm in dry sclerophyll forest, depending on fire frequency). This has important implications for forestry

and hollow-bearing paddock tree and recruitment tree management in Coffs Harbour and the rest of north-east New South Wales.

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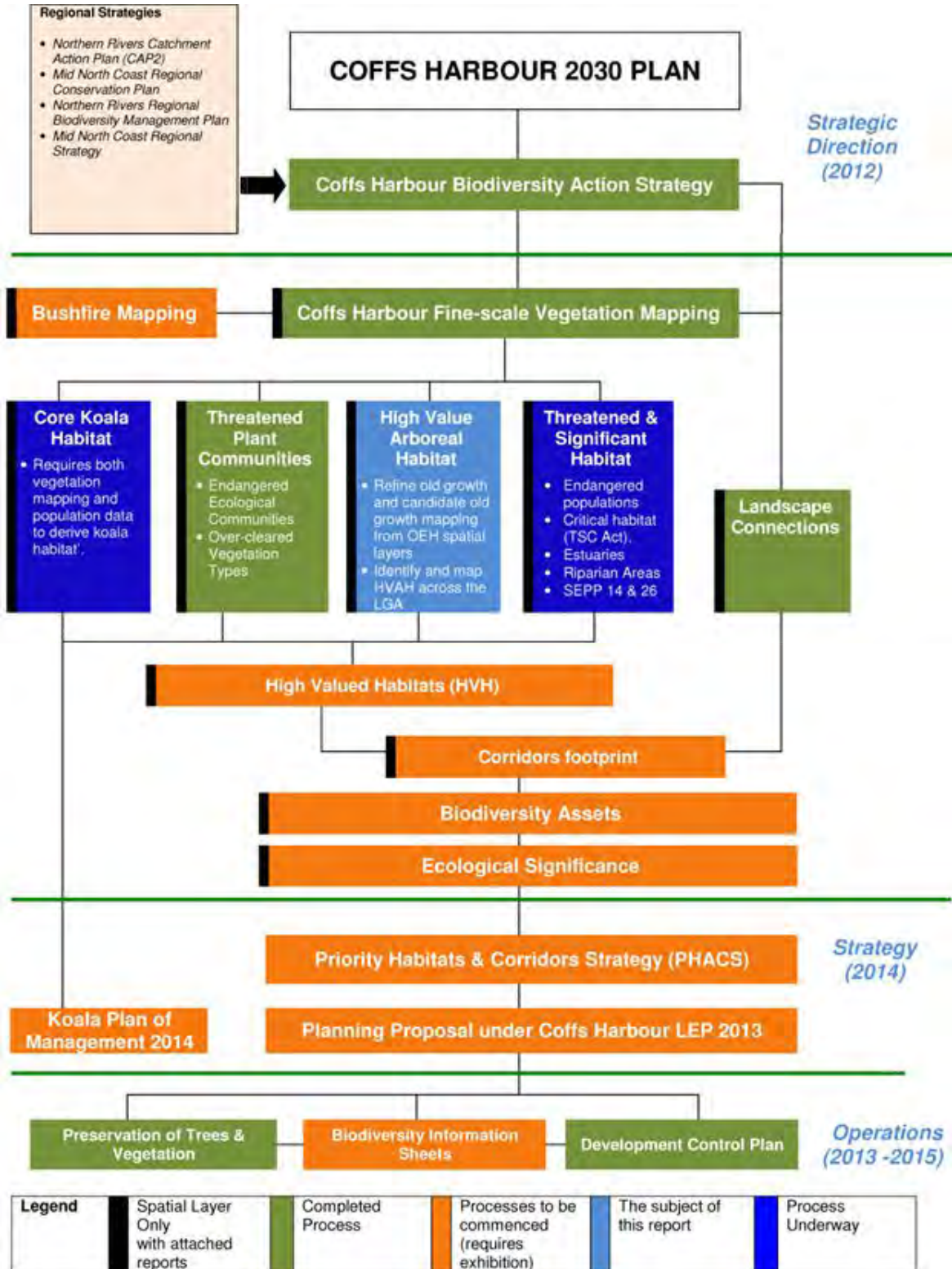
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Appendix 1

Figure A5.1 from Coffs Harbour Biodiversity Action Strategy (2012)



Appendix 2

Table 5. Coding specifications for HV arboreal habitats mapping

Mapping area and scale	Specs
Reference scale for review of potential HV arboreal habitat areas	1:3000
Minimum area for category 1 old-growth category attribution	5 ha
Mapping scale for HV arboreal habitat areas	1:2000
Minimum area for HV arboreal habitats categories 2–4 attribution	1 ha
Structural composition of HV arboreal habitat category 1 old-growth	
Presence of regrowth	<10%
Presence of senescent trees	>10%
Eucalypt crown cover percentage	>20%
Continuous forest cover	>5 ha
Acceptable disturbance characteristics of HV arboreal habitat category 1 old-growth: 'negligible' disturbance indicators	
In the absence of associated regrowth clusters, native pioneers, weeds and <50% of the polygon affected by disturbance indicators as follows:	
Collective 'older logging' indicators in the absence of regrowth (stumps >40cm diameter, snig tracks, dumps, canopy gaps, structure clusters and heights). Older logging where disturbance is 'now negligible'	Older logging
Clusters of different tree heights and crown size (dominantly mature and senescent NOT regrowth)	Clusters
Gaps in the canopy with no associated regrowth, native pioneers or weeds	Gaps
Tracks	Tracks
Grazing	Grazing
Structural composition of HV arboreal habitats categories 2–4	
Presence of senescent trees	≥5trees/ha
Disturbance characteristics of HV arboreal habitats categories 2–4	
(These areas are NOT included in category 1, old-growth forest due to disturbance or area. However, are delineated as HV arboreal habitat categories 2–4 based on presence of ≥5 senescent trees/ha and area)	
Native vegetation with significant disturbance (i.e. observed to be affecting >50% of the area of the polygon)	
Category 2	>10 hectares
Category 3	5–10 hectares
Category 4	1–5 hectares

Appendix 3

Previous old-growth mapping and surveys in the study area.

See the Reference section for full publication details.

Description/Method

Aerial photograph interpretation

Resource and Conservation Division 1998. UNE - LNE CRAFTI Accuracy Assessment Report. Prepared by Rennison, B. M., and Squire, R. H. for the Resource and Conservation Division of the Department of Urban Affairs and Planning

Resource and Conservation Division 1999a. Old Growth Forest Related Projects UNE/LNE CRA Regions. NSW Comprehensive Regional Assessments project number NA 28/EH. A report undertaken by the NSW National Parks and Wildlife Service for the NSW CRA/RFA Steering Committee. Forests Taskforce, Department of the Prime Minister and Cabinet, Canberra

New South Wales National Parks and Wildlife Service 2002. Re-derivation of Successional Stages For Upper and Lower North East NSW. Draft report, NPWS Northern Directorate, Coffs Harbour

Private Native Forestry derived Old Growth layer 2007, is a subset layer of CRAFTI 1999 Candidate Old Growth layer, using only the growth stage codes tA and tB. This layer removes areas of regrowth and disturbance that represented 55% of the COG mapped layer containing areas of sA and sB.

Appendix 4

Example of the HVAH Mapping Attribution:

OBJECT ID *	OG_Present	Older_Logging	Clusters	Grazing	Gaps	Tracks	HVAH	Reliability	Field Pr	HVAH_Pr	Area_ha
1	OG Present	<Null>	Disturbance	<Null>	Disturbance	<Null>	<Null>	Field Check	1	Old-growth	9.868855
2	<Null>	<Null>	<Null>	<Null>	<Null>	<Null>	Present	Is HVAH	4	1 - 5 Ha	2.641287
5	<Null>	<Null>	<Null>	<Null>	Disturbance	<Null>	Present	Field Check	4	1 - 5 Ha	2.017416
6	OG Present	Disturbance	<Null>	<Null>	Disturbance	<Null>	<Null>	Field Check	1	Old GrowthOld-growth	9.661284
9	OG Present	<Null>	Disturbance	<Null>	Disturbance	<Null>	<Null>	Field Check	1	Old-growth	11.75143
16	OG Present	Disturbance	Disturbance	<Null>	Disturbance	<Null>	<Null>	Field Check	1	Old-growth	5.500142
19	<Null>	<Null>	Disturbance	<Null>	Disturbance	<Null>	Present	Is HVAH	3	5 - 10 Ha	5.023482

Appendix 5

METADATA STATEMENT

High Value Arboreal Habitat Mapping of the Coffs Harbour Local Government Area (ver 1.1)

Abstract: This dataset represents fine-scale High Value Arboreal Habitat Mapping within the Coffs Harbour Local Government Area. Forest structure and disturbance has been categorized into HVAHHVAH priorities for conservation. Mapping was conducted by a vegetation mapping 'expert' (NSW Department of Environment and Heritage) between July and October 2013, and was based on 3-D PLANAR modelling, aerial photography interpretation, field growth stage and disturbance assessment. A nominal scale of use of 1:3000 is recommended for dataset display and interpretation, as linework digitising was based on ADS40 (50cm resolution) and minimum polygon size of 1.0 ha and was captured at screen scale range between 1:2000 and 1:4000. The map is not to be used at a property level scale or for development applications where a scale of 1:3000 or greater may be required to determine the level variation of vegetation within a property. Furthermore, DAs still need to undergo the rigour of planning laws in NSW including local assessment of impacts on flora and fauna. Overall thematic accuracy range of 58-76% (interpreter assessment). The dataset is to be considered a standalone layer.

1.1 ISO-19139 Metadata:

- [Metadata Information](#)
 - [Resource Identification Information](#)
 - Data Quality Information
 - [Data Quality 1](#)
 - [Data Quality 2](#)
 - [Data Quality 3](#)
 - [Data Quality 4](#)
 - [Data Quality 5](#)
 - [Distribution Information](#)
-

1.2 Metadata Information:

Metadata language: eng

Metadata character set: utf8

Last update: 2013-10-02

Metadata constraints:

Security constraints:

Classification:

Classification system: Security classification not determined

Metadata contact - pointOfContact:

Individual's name: Mark Fisher

Organization's name: NSW Department of Environment and Heritage, Native Vegetation Information, Science Division

Contact's position: Land Assessment Officer

Contact information:

Phone:

Address:

Delivery point:

Country: Australia

Scope of the data described by the metadata: dataset

Scope name: dataset

Name of the metadata standard used: ANZLIC Metadata Profile: An Australian/New Zealand Profile of AS/NZS ISO 19115:2005, Geographic information - Metadata

Version of the metadata standard: 1.1

Metadata identifier: BFC9E3A2-791E-4F17-B08C-9D5E3D251A23

[Back to Top](#)

1.3 Resource Identification Information:

Citation:

Title: High Value Arboreal Habitat Mapping of the Coffs Harbour Local Government Area (ver 1.1)

Alternate titles: 3-D Digital Interpreted High Value Arboreal Habitat Mapping of the Coffs Harbour Local Government Area, 3-D Digital Interpreted High Value Arboreal Habitat Mapping, Coffs Harbour, Coffs Harbour City Council High Value Arboreal Habitat Mapping Map - 2013,

Reference date - creation: 2013-10

Other citation details: NSW Office of Environment and Heritage (2013). Development of a Fine-Scale High Value Arboreal Habitat Map for the Coffs Harbour Local Government Area. Volume 1: Project Report. Office of Environment and Heritage, Coffs Harbour NSW Australia; High Value Arboreal Habitat Mapping Project for Coffs Harbour Local Government Area. Prepared for Coffs Harbour City Council.

Themes or categories of the resource: biota, environment, boundaries

Theme keywords:

Keywords: Biosphere | Vegetation | Canopy Characteristics, Biosphere | Vegetation | Forest Composition/structure

Citation:

Title: GCMD Science Keywords 5.3.8

Reference date - revision: 2006-01-01

Edition: 5.3.8

Edition date: 2012-05-17T21:34:56

Other citation details: Olsen, L.M., G. Major, K. Shein, J. Scialdone, R. Vogel, S. Leicester, H. Weir, S. Ritz, T. Stevens, M. Meaux, C.Solomon, R. Bilodeau, M. Holland, T. Northcutt, R. A. Restrepo, 2007 .NASA/Global Change Master Directory (GCMD) Earth Science Keywords.

Party responsible for the resource - custodian:

Organization's name: National Aeronautics and Space Administration (NASA)

Abstract:

This dataset represents fine-scale High Value Arboreal Habitat Mapping within the Coffs Harbour Local Government Area. Forest structure and disturbance has been categorized into HVAH priorities for conservation. Mapping was conducted

As reported to Council Meeting 12 December 2013

Attachment 1

by a vegetation mapping 'expert' (NSW Department of Environment and Heritage) between July and October 2013, and was based on 3-D PLANAR modelling, aerial photography interpretation, field growth stage and disturbance assessment.

A nominal scale of use of 1:3000 is recommended for dataset display and interpretation, as linework digitising was based on ADS40 (50cm resolution) and minimum polygon size of 1.0 ha and was captured at screen scale range between 1:2000 and 1:4000.

The map is not to be used at a property level scale or for development applications where a scale of 1:3000 or greater may be required to determine the level variation of vegetation within a property. Furthermore, DAs still need to undergo the rigour of planning laws in NSW including local assessment of impacts on flora and fauna.

Overall thematic accuracy range of 58-76% (interpreter assessment)

The dataset is to be considered a standalone layer.

Purpose:

The dataset was primarily designed to identify HVAH, for display and interpretation at scales less than, or equal to, 1:3,000. Forest areas with regrowth greater than 10% and senescent trees less than 10%, have not been mapped. Disturbance has been recorded and category levels of HVAH have been attributed. Mapped areas that have not been field validated remain identified for Field Check. Users are reminded that the layer represents a model, and should only be regarded as an interpretation or prediction of real-world phenomena.

Dataset language: eng

Dataset character set: utf8

Status: completed

Maintenance:

Update frequency: unknown

Resource constraints:

Security constraints:

Classification:

Classification system: Security classification not determined

Resource constraints:

Legal constraints:

Access constraints: copyright

Resource constraints:

Legal constraints:

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Access constraints: license

Resource constraints:

Legal constraints:

Access constraints: intellectual Property Rights

Resource constraints:

Legal constraints:

Use constraints:

Spatial representation type: vector

Format:

Format name: *.xml

Format version: Unknown

Spatial resolution:

Dataset's scale:

Scale denominator: 3000

Extent:

Geographic extent:

Bounding rectangle:

West longitude: 152.795444008

East longitude: 153.262029989

North latitude: -29.897385152

South latitude: -30.448434252

Extent:

Temporal extent:

Beginning date: 2013-07

Ending date: 2013-10

Credits:

Cotsell, Nigel
Black, Jeremy
Mark Cameron
Karen Caves

John Turbill
Anni Blaxland
Andrew Steed
Di Brown

Point of contact – Point Of Contact:

As reported to Council Meeting 12 December 2013

Attachment 1

Individual's name: John Spry

Organization's name: Coffs Harbour City Council

Contact's position: Team Leader- GIS

Contact information:

Phone:

Voice:

Fax:

Address:

Delivery point:

City:

Administrative area:

Postal code:

Country:Australia

e-mail address:

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1.4 Data Quality - Description 1:

Scope of quality information:

Level of the data: dataset

dataset

Lineage:

Lineage statement:

****LINEAGE****

Source data for this layer has two components, the structure and disturbance field based site data and the other being high resolution aerial photography.

SITE DATA. 149 rapid data sites were funded by Coffs Council to inform the mapping. The rapid sites collected data on structure and disturbance at each site.

AERIAL PHOTOGRAPHY. The NSW Land and Property Management Authority (LPMA) captures airborne ADS40 4-band digital imagery at 50cm resolution for most of NSW. The Coffs Harbour (Sep 09), Dorrigo (Sep 09) and Bare Pt (June 10) 1:100k ADS40 tiles covered the Coffs LGA. Two levels of imagery were utilised for the project, the 4-band 2-dimensional orthorectified images and the Level 1 Rectified stereo image pair strips. The Level 1 data was used for 3-dimensional mapping in a GIS stereo environment. Significant spatial errors up to +/- 30 metres between Level 1 and the orthorectified data were discovered.

MAPPING PROCESS. Mapping was conducted by API expert in a stereo view workstation comprising of PLANAR monitors, ESRI ArcMap software and ERDAS Stereo Analyst software. The environment allows the direct delineation and attribution of polygons in 3-D stereo view (Level 1 imagery) whilst simultaneously having a 2D context view and any number of additional datasets to guide mapping decisions. Forest areas with regrowth greater than 10% and senescent trees less than 10%, have not been mapped. Disturbance has been recorded and category levels of HVAH (P1-4) have been attributed. Areas that have not been field validated remain identified for field check. Users are reminded that the layer represents a model, and should only be regarded as an interpretation or prediction of real-world phenomena. The interpreter routinely collected field check points with GPS to help extrapolate across areas of difficult interpretability. A total of 149 API points were collected for the project but points were constrained to private access approval, publicly accessible areas and areas that were visually accessible from public roads or tracks. This fieldwork resulted in 12 OG (HVAH P1) and 96 HVAH P2-4 areas validated, 150 polygons as neither and 81 areas remain attributed for field check. A total of 339 polygons were delineated. The mapping was conducted at on screen at a range of scales but the final reference scale is deemed to be 1:3000. Linework was digitised using live streaming with a stream tolerance average of 5 metres ie a vertex every 5 metres.

The study area was divided into grid cells for stereo mapping to keep track of progress across the landscape. The first mapping layer was assessed against CRAFTI COG (2001) successional stage mapping of old-growth for the UNE, to verify and or capture missing data as a remote sensing validation process. The layer was then examined against field

data and reviewed for line and attribute amendments. A final quality review of the map was conducted by examining each polygon in isolation and reviewing it for errors and attribution anomalies. Polygons that could not be field validated due to access, remote location, steep topography, time and budget constraints, were assessed to the best of the interpreter's ability. Where a final attribution could not be made, the final attribution remained as 'Field Check'. All data stored and edited within ESRI File Geo-database format.

****ACCURACY ASSESSMENT****

In this study, basic accuracy assessment was pursued in two ways:

- 1) The current mapping was compared to CRAFTI COG 2001, and
- 2) Field validation of as many mapped areas as access and time allowed.

The data set has a current accuracy range of 58-76% derived from a total of 339 polygons mapped and all but 81 polygons attributed (to be field checked). A total of 258 polygons have been assessed of which 149 field validated, labels were compared to field plots to determine if the polygon label should be amended and the remainder extrapolated from field sites close by.

To improve the map product, the remaining polygons to be attributed could be field validated on a category basis, starting with HVAH P1-OG and HVAH P2 areas greater than 10 Ha. It is acknowledged that extrapolated polygon attributes could be found incorrect under field validation, however, the interpreter did not attribute a polygon unless a degree of confidence was met, otherwise the polygon remained as 'Field Check'. It is also acknowledged that senescent trees are difficult to identify in some circumstances and therefore areas of HVAH may have been over looked.

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1.5 Data Quality - Description 1:

Scope of quality information:

Level of the data: dataset

dataset

Data quality report - Topological consistency:

Date of the test: 2013-09-24T00:00:00

Conformance test results:

Test passed: true

Meaning of the result: Geometry Topology: Topology validation was performed with a tolerance of 0.2 metres and all subsequent gaps and overlapping polygons fixed. Topology is correct. Geo-database XY tolerance set at 0.2 metres and the resolution set at 0.1 metres. Record Duplication: Not Assessed Topological Relationship to Other Layers: Not applicable

Citation:

Title: ESRI ArcMap Topology Validation

Reference date - publication: 2013-09-25

Edition:

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1.6 Data Quality - Description 1:

Scope of quality information:

Level of the data: dataset

dataset

Data quality report - Completeness omission:

Date of the test: 2013-09-23T00:00:00

Conformance test results:

Test passed: true

Meaning of the result: Coverage - Is complete for study area, no omissions known.
Classification - Complete with regards to referred attribution system, no omissions known
Verification - Remote sensing interpretation covered all study area, no omissions. Field validation covered approx 50% of mapped areas.

Citation:

Title: Project Specifications

Reference date - publication: 2013-10-15

Edition:

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1.7 Data Quality - Description 1:

Scope of quality information:

Level of the data: dataset

dataset

Data quality report - Completeness commission:

Date of the test: 2013-09-23T00:00:00

Conformance test results:

Test passed: true

Meaning of the result: Coverage - Is complete for study area Classification - Complete with regards to referred attribution system Verification - Remote sensing interpretation covered all study area. Field validation covered approx 50% of mapped areas.

Citation:

Title: Project Specifications

Reference date - publication: 2013-10-15

Edition:

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1.8 Data Quality - Description 1:

Scope of quality information:

Level of the data: dataset

dataset

Data quality report - Non quantitative attribute accuracy:

Date of the test: 2013-09-22T00:00:00

Conformance test results:

Test passed: true

Meaning of the result: Two main aspects of arboreal habitat value were captured as structure and disturbance into categories for conservation as HVAH P1-OG, HVAH P2 >10Ha, HVAH P3 5-10Ha, HVAH P4 1-5Ha. HVAH attribution is based on measurable forest structure and disturbance characteristics and considered to be an accurate reflection of potential arboreal habitat. HVAH P2-4 attribution is based upon number of hollow bearing trees per hectare and captured in 3 levels of intensity. Again, a measurable reflection of real forest characteristics but as a measure of habitat value, hollow trees are only one aspect of habitat value. It is an accurate attribute measure but not comprehensive in terms of total habitat attributes.

Citation:

Title: Field Validation & CRAFTI 1999 Old Growth Mapping Specifications

Reference date - publication: 2013-09-30

Edition:

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1.9 Distribution Information:

Distributor:

Distributor information - distributor:

Individual's name: Council GIS

Organization's name: Coffs Harbour City Council

Contact's position: Team Leader - GIS

Contact information:

Phone:

Voice: 66484000

Fax: 66484199

Address:

Delivery point:

City: Coffs harbour

Administrative area: NSW

Postal code: 2450

Country: Australia

e-mail address:

Ordering process:

Terms and fees: Where this dataset is provided, without charge, to non-employees of Council under service engagement, Spatial Data Licence Agreements apply. Spatial Data Licence Agreements are issued by Council, prior to data distribution, access and use, and define the terms of data usage, on-distribution and disposal. Distribution of this spatial dataset otherwise is to be determined by Council, and is subject to the current Coffs Harbour City Council Fees and Charges policy.

Date of availability: 2013-11-30T16:21:05

Turnaround time: Requests for spatial data and related quotations should be made, by phone or in writing (email or letter), to Coffs Harbour City Council's Geographic Information Systems section. E: gis@chcc.nsw.gov.au P: (02) 6648 4000 Coffs Harbour City Council Attn: Team Leader – GIS Locked Bag 155 COFFS HARBOUR NSW 2450

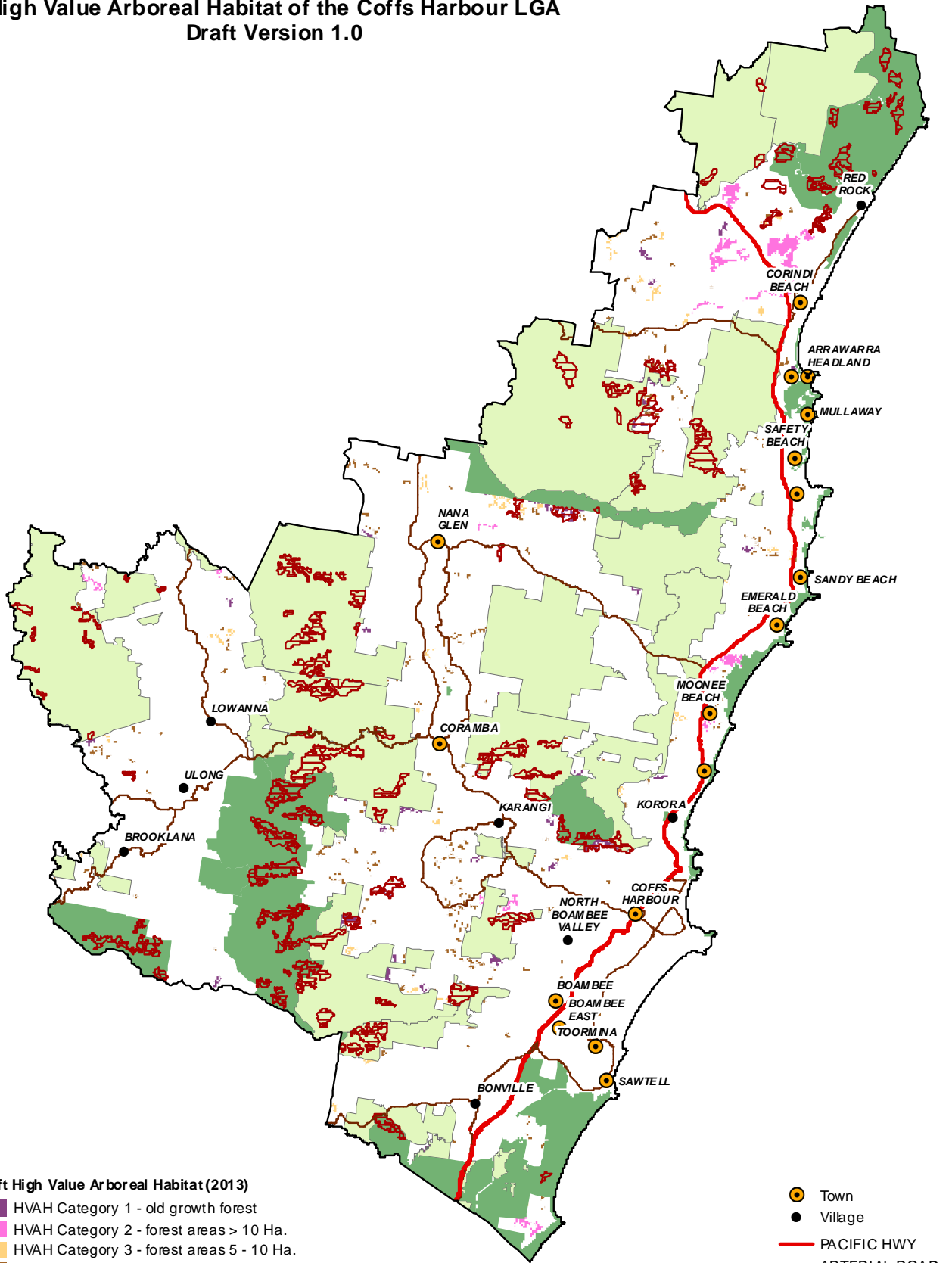
Instructions:

Coffs Harbour City Council endeavours to supply spatial data within 15 business days of confirmation of quotation. Where Spatial Data Licence Agreements, data extractions, manipulations or file conversions are required, additional turnaround timeframes may apply.

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As reported to Council Meeting 12 December 2013
High Value Arboreal Habitat of the Coffs Harbour LGA
 Draft Version 1.0

Attachment 2



Draft High Value Arboreal Habitat (2013)

- HVAH Category 1 - old growth forest
- HVAH Category 2 - forest areas > 10 Ha.
- HVAH Category 3 - forest areas 5 - 10 Ha.
- HVAH Category 4 - forest areas 1 - 5 Ha.

Comprehensive Regional Assessment Aerial Photographic Interpretation (CRAFTI)

CRAFTI

- Town
- Village
- PACIFIC HWY
- ARTERIAL ROAD
- NATIONAL PARKS
- FORESTS NSW

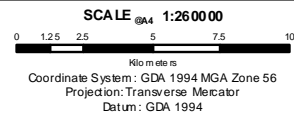
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High Value Arboreal Habitat

This map produced by GIS Section
 Coffs Harbour City Council
 User: jxjohn
 Last Modified: 28/11/2013



UPDATE - MEMBERSHIP TO THE UNITED NATIONS INTERNATIONAL COUNCIL FOR LOCAL ENVIRONMENTAL INITIATIVES (ICLEI)

Purpose:

Council at its meeting of 14 November 2013 considered a Notice of Motion titled "Membership to the United Nations International Council for Local Environmental Initiatives (ICLEI)" and resolved as follows:

A report be brought back to the Council Meeting on 12 December 2013 detailing what is the cost to Coffs Harbour Council for their membership to the United Nations ICLEI? Please include Annual Membership; Cost of implementation of the policies that are required under this organisation; When is this annual fee due; What requirements are needed to withdraw from this organisation, the ramifications and benefits. Was it a resolution of Council to join this organisation and the year joined?

Description of Item:

To address the notice of motion regarding Council's membership of ICLEI (Local Governments for Sustainability). Coffs Harbour City Council is a member of ICLEI Oceania.

Background:

Who is ICLEI?

ICLEI – Local Governments for Sustainability is an international association of 12 mega-cities, 100 super-cities and urban regions, 450 large cities as well as 450 small and medium-sized cities and towns in 84 countries across the world.

ICLEI was founded in 1990 and is the world's leading association of towns and cities committed to sustainability. It is an Association and as such it is governed by its members. ICLEI's stated mission is to build and serve a worldwide movement of local governments to achieve tangible improvements in global sustainability with specific focus on environmental conditions through cumulative local actions.

The association is overseen by the ICLEI Council, which is composed of all voting members of the Regional Executive Committees. The Regional Executive Committee is the regional representation of the members in each ICLEI Region. In the case of Coffs Harbour City Council, the ICLEI region is Oceania. The current representatives on the Oceania Regional Executive Committee are:

Cathy Oke, Councillor, City of Melbourne;
Stephen Yarwood, Lord Mayor, City of Adelaide;
Paddi Creevey, Mayor, City of Mandurah;
Wayne Walker, Councillor, City of Auckland; and
Paul Pisasale, Mayor, City of Ipswich.

The Oceania Secretariat is based in Melbourne, Victoria. The World Secretariat is in Bonn, Germany. There are other regional secretariats in USA, Canada, Europe, South America, Central America, Africa, South Asia and East Asia.

ICLEI's first global programs were Local Agenda 21, a program promoting participatory governance and local sustainable development planning, and Cities for Climate Protection™ (CCP), the world's first and largest program supporting cities in climate action planning using a five milestone process, including greenhouse gas emissions inventories, to systematically reduce emissions.

Through its local, regional and international programs, and projects, ICLEI works with local governments to generate awareness of key themes in the area of sustainability. These are:

- Rio+20
- Biodiversity
- Climate
- EcoMobility
- Management Instruments
- Procurement
- Resilience and Adaptation
- Sustainable Cities
- Water
- ICLEI Future City Leaders

ICLEI Oceania Region

There are 71 Councils across Australia who are currently members of ICLEI Oceania. 18 of these Councils are in NSW.

ICLEI Oceania has for over a decade provided strong leadership and support to local governments across Australia and New Zealand, providing campaigns, programs and networks focused on local sustainability and responsiveness and resilience to the impacts of climate change.

Some of the programs that ICLEI Oceania has conducted over the past 2 years include:

- Establishing partnerships with peak local government bodies including the Australian Local Government Association (ALGA), Local Government Managers Australia (LGMA) and Australian Centre of Excellence for Local Government (ACELG);
- Co-authoring the Discussion Paper '*Local action for a low carbon future*', an initiative of Council of Capital Cities Lord Mayors and ACELG;
- Providing programs and events that add value to the work of councils through the ICLEI World Secretariat based in Bonn Germany.
- Hosting the annual Thriving Neighbourhood Conference Series that brings together local leaders, planners, architects, developers, academia plus state and federal governments to address the liveability, health, resilience and well-being of our neighbourhoods;
- Developing a sustainable communities framework for local councils to build their capacity to deliver their sustainability agenda at the neighbourhood level.
- Developing a series of High Level Design Workshops held in each capital city to build the capacity of councils to deliver thriving neighbourhoods;
- Providing access to the latest international and regional news and views through the Global and Oceania eNews and global and regional websites plus facebook; and
- Delivering energy efficiency actions and related sustainability responses in partnership with [Ironbark Sustainability](#).

Sustainability Assessment:

- **Environment**

There is no environmental impact associated with membership of ICLEI.

- **Social**

There is no social impact associated with membership of ICLEI.

- **Civic Leadership**

Being a member of ICLEI, a global association of local government members working together on local action towards sustainability, shows clear civic leadership. ICLEI is founded on local governments showing leadership to achieve sustainability.

- **Economic**

There is an annual membership cost of \$1400 per year to join ICLEI. No further costs apply unless Council elects to participate in ICLEI programs that run from time to time in which case additional costs may be levied to participate (with substantial membership discounts) or incurred through staff time.

Broader Economic Implications

There are no broader economic implications.

Delivery Program/Operational Plan Implications

There are no current implications to the Delivery Program or Operation Plan. The annual ICLEI membership fee is paid from the Environmental Services operating expense budget.

Risk Analysis:

This is not applicable to this information report.

Consultation:

Consultation was undertaken with Council's relevant program managers associated with past ICLEI sponsored programs such as the Cities for Climate Protection program and the Water Campaign. Participation in these past programs has been undertaken with Councils endorsement. It is envisaged that participation in future ICLEI sponsored programs would similarly be subject to obtaining Council's endorsement.

Related Policy and / or Precedents:

This is not applicable to this report.

Statutory Requirements:

This is not applicable to this report.

Issues:

The following comment is provided in regard to each of the questions raised though Council's adopted Notice of Motion:

What is the cost to Coffs Harbour City Council for their membership to the United Nations (sic) ICLEI? When is this annual fee due?

Note: that ICLEI is NOT part of the United Nations – it is an association of local government members. It does, however, represent the interests of local government at international climate change dialogues including the United Nations Framework Convention on Climate Change (UNFCCC) Convention of the Parties (COP) dialogues, the most recent being COP19 in Warsaw, Poland that has just ended (11 - 22 November 2013).

The annual cost of membership of ICLEI is \$1400 excl GST. The annual membership fee is due at the end of June of each year.

Cost of implementation of the policies that are required under this organisation

There are no policies that are required to be implemented under the association. ICLEI have a series of programs to which local governments can become a part, generally for an additional fee, with members receiving significant discounts. Coffs Harbour City Council have participated in the following ICLEI programs:

- Cities for Climate Protection™ (CCP) from 2000 until 2009, achieving Milestone 5+ (the top ladder of the program).
- Water Campaign™ from June 2004 until December 2009 achieving Stage 3.
- Council worked with ICLEI to develop its Triple Bottom Line accounting system through its Triple Bottom Line for Local Government program in 2002.
- Sustainable Transport Project 2006 – support for developing Council's Sustainable Transport Plan.

Was it a resolution of Council to join this organisation and the year joined?

A review of Council's electronic record management system (ECM) indicates that Council became a full member of ICLEI in October 2002. The membership letter, dated 10 October 2002, was addressed to Councillor Bonfield, Mayor.

Whilst there is no record of a resolution of Council to become a member of the organisation (records on ECM date from 2002) it is noted that Council resolved in May 2000 to participate in the Cities for Climate Change program which was jointly facilitated by ICLEI and the Australian Greenhouse Office.

What requirements are needed to withdraw from this organisation, the ramifications & benefits?

The requirement to withdraw from membership of the organisation would be to simply not pay the annual membership fee when it becomes due in June 2014.

The ramifications of withdrawing from the organisation would be that Council will no longer be supporting the work of ICLEI, as part of a national and international network of Councils showing leadership in sustainability. Council's membership of ICLEI helps build the association's regional presence, supports their advocacy work on behalf of local government and allows Coffs Harbour City Council to contribute its experience and expertise in local sustainability as part of the global network. It also allows Council to access the experience and expertise of other local governments in sustainability across the globe.

The benefits of withdrawing membership will be a saving to Council of \$1400 per year. The benefits of being a member of ICLEI have been outlined above.

Summary

Council has had a long membership association with ICLEI having actively engaged over the years in several of their initiatives including the Sustainable Transport Program, the Triple Bottom Line Toolkit for Local Government, the Water Campaign and Cities for Climate Protection. These programs focused on raising awareness and implementing actions to improve corporate and community efficiencies in the sustainable management and use of our natural resources.

Council resolved in May 2000 to participate in the Cities for Climate Protection program (CCP) which was jointly facilitated by ICLEI and the Australian Greenhouse Office. This program involved Council working toward achieving several important sustainability milestones.

ICLEI provides Council with a 'voice' on sustainability issues at a national and international level whilst giving Council access to the experience and expertise of a network of local governments working on sustainability across the globe. It also assists in providing Council with direction toward achieving sustainable outcomes through the development and opportunity to participate in various programs.

Council is not bound in any way or subject to any additional fees unless it chooses to participate in ICLEI run programs.

Implementation Date / Priority:

Not applicable.

Recommendation:

That Council notes the content of this report and continues its membership of ICLEI.

E-WASTE POLICY

Purpose:

For Council to adopt the E – waste Policy.

Description of Item:

To seek the adoption of a Policy to provide for the sustainable and responsible disposal of unwanted televisions and computers covered by the National Extended Producer Responsibility Scheme for E - waste.

At its meeting on 11 July 2013 Council considered a Notice of Motion and subsequently resolved that:

1. *Council adopt a policy for disposal of E-Waste in line with the Federal Government's National Television and Computer Recycling Scheme, namely that E-Waste no longer be disposed of in landfill, but rather through collection as per the Product Stewardship (Televisions and Computers) Regulations.*
2. *Council develop and implement a Communication Plan to inform the public of this policy and of the free E-Waste collection point now available at the Englands Road facility.*
3. *This Communication Plan is developed in conjunction with Bellingen and Nambucca Councils.*
4. *The contractor responsible for Bulky Goods collection is included in the Communication Plan and a time frame for cessation of E-Waste collection through Bulky Goods is agreed between Council and the contractor.*

In response;

1. Attached is the draft Policy
2. A Communication Plan has been discussed by the four parties of Coffs Coast Waste Services (CCWS), and will entail information on the E – waste scheme being included in all related media releases; all information packs distributed to new and existing services under the domestic collection contract with a particular emphasis on not using the bulk good collections; CCWS, Midwaste, Council and other appropriate websites; and TV through the regional campaign run by Midwaste.

Details are still being finalised with the recycler for a further collection point to be provided at the Woolgoolga Transfer Station.

3. Discussion has taken place with Bellingen and Nambucca Council's, and all three Councils will promote the scheme consistently. All three Councils acknowledge that E – waste should not be excluded from the bulky goods collection under the existing contract, but be considered in the preparation of the next contract due to commence in July 2016.

The information packs currently in circulation from the contractor are current until November 2014, with the next mail out advising of the collection dates beyond November, scheduled to be distributed in May 2014. Any exclusion or discouragement of E – waste in the bulky goods collections could not happen until, conflicting information on what is allowed has expired.

Sustainability Assessment:

• **Environment**

The diversion of E – waste will assist Council in continuing to exceed State waste diversion targets, reduce the landfilling of harmful chemicals within landfill airspace.

• **Social**

The adoption of a sustainable diversion scheme has many benefits and is being well supported by the community.

• **Civic Leadership**

Establishment of the drop off point will ensure Council remains at the forefront in the provision of waste diversion and resource recovery.

The Policy reflects the Coffs Harbour community's desire to see their natural environment protected and conserved for future generations. This broad vision has been championed, along with other more specific goals and strategies in the Coffs Harbour 2030 Plan. Key objectives within the 2030 Plan that relate to waste management include:

- LP 4.1 Promote Sustainability programs and policies.
- LE 4.2 Implement programs which aim to make the Coffs Harbour Local Government Area pollution free.
- LE 4.4 Implement programs which aim to make the Coffs Harbour Local Government Area a zero waste community.

• **Economic**

Broader Economic Implications

The scheme will conserve landfill airspace extending the life of the landfill for the disposal of non-recoverable waste.

Delivery Program/Operational Plan Implications

The scheme is funded under the National Scheme, operational cost involve management of the deposited items between drop off and pickup, and are minimal.

Risk Analysis:

There are WHS manual handling risks involved with the proper packing of items in the transport cages, and forklift operation risks for the movement and loading of cages have been identified and addressed.

Consultation:

The partner Councils and the contractor of CCWS, Midwaste group and the recycling contractor have been and continue to be consulted on the implementation of the Policy.

Related Policy and / or Precedents:

Nil

Statutory Requirements:

Nil

Issues:


Contractual obligation will remain in place in relation to the bulky goods collections. Expansion of the scheme to provide an additional drop off location within the Woolgoolga Transfer Station is being finalised.

Implementation Date / Priority:

Immediate

Recommendation:

That Council adopts the E – waste Policy.

Locked Bag 155. Coffs Harbour, NSW 2450 ABN 79 126 214 487	COFFS HARBOUR CITY COUNCIL		
<h2 style="margin: 0;">E - waste Policy</h2>			
<p>Policy Statement:</p> <p>To ensure that eligible E - waste can be diverted from landfill by separation for disposal through a processor approved under the National Extended Producer Responsibility scheme for E – waste (computers and televisions).</p>			
<p>Director or Manager Responsible for Communication, Implementation and Review:</p> <p>Director City Planning, Manager Waste Services</p>			
<p>Related Legislation, Division of Local Government Circulars or Guideline:</p> <p>Product Stewardship Act 2011 (Cth)</p> <p>Product Stewardship (Televisions and Computers) Regulation 2011 (Cth).</p> <p>Local Government Act 1993</p> <p>Protection of the Environment Operations (Waste) Regulation 2005.</p>			
<p>Does this document replace an existing policy?</p>		<p>No</p>	
<p>Other Related Council Policy or Procedure:</p> <p>Code of Conduct</p> <p>Disposal of Assets Policy</p> <p>Health, Safety, Environment and Quality Policy</p> <p>Clothing and PPE Procedure</p>			
<p>Application:</p> <p>To provided a means for the sustainable and responsible disposal of unwanted televisions and computers covered by the National Extended Producer Responsibility Scheme for E – waste.</p>			
<p>Distribution:</p> <p>This Policy will be provided to all staff, Councillors, delegates of Council (including waste contractors), Coffs Coast Waste partner Councils and the public.</p> <p><input checked="" type="checkbox"/> Internet <input checked="" type="checkbox"/> Intranet <input type="checkbox"/> Email <input type="checkbox"/> Noticeboard <input checked="" type="checkbox"/> ECM</p>			
<p>Approved by:</p> <p>Executive Team [Meeting date]</p> <p>Council [Meeting date & Resolution No.]</p>	<p>Signature:</p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p>General Manager</p>		
<p>Council Branch Responsible:</p>	<p>Date of next Review:</p>		

Key Responsibilities

Position	Directorate	Responsibility
Mayor	Council	To lead Councillors in their understanding of this Policy.
General Manager	Executive	To lead staff through delegated authority in their understanding of this Policy.
Directors	All Directorates	To ensure the commitment made within this Policy is implemented and met.
Executive and Managers	All Directorates	To implement, and promote the use of, and knowledge of this Policy.
Manager Waste Services	City Planning	Oversee compliance with the recycling Contract and coordination of the Policy with partner Councils.
Waste Services Coordinator	City Planning	Compliance with the acceptance, storage and removal elements of the recycling Contract.
All Council officials	Council	To promote the use of, and knowledge of this Policy.

1. Introduction

The objective of this policy is to promote the diversion of complying E-waste from Council’s ‘bulky goods’ kerbside collections, and from landfill by providing a public drop off point for the items.

2. Definitions

E-waste Products covered by the National Extended Producer Responsibility scheme for E – waste, including all televisions, computer monitors, towers, hard drives, key boards, mice, faxes, multi functions and printers.

3. Policy content

Council is a leader in resource recovery and diversion of waste from landfill. The start of the National Extended Producer Responsibility scheme for E - waste allows Council and the community the opportunity to further reduce landfilling, in a sustainable and affordable way.

An agreement has been negotiated by the Regional Waste Forum – Midwaste on behalf of its eight (8) member Councils with an approved transporter to participate in the scheme by the provision of transport cages at a site in each Council’s area. The Coffs Harbour site is the Englands Road Resource Recovery Park.

4. Consultation

Consultation has been undertaken with the Coffs Coast Waste Service partners, Bellingen and Nambucca Shire Councils and Handybin Waste Services (the contractor).

5. References

Department of Sustainability, Environment, Water, Population and Communities; National Television and Computer Recycling Scheme – Guide for Local Government.

Midwaste Regional Waste Forum - Proposal for the Provision of E-waste Services.

6. Appendices

Nil

7. Table of Amendments

Amendment	Authorised by	Approval reference	Date