

# BYRON SHIRE COUNCIL

## PLAN OF MANAGEMENT



LOT 1 DP 827049

Jonson Street, Byron Bay

(OLD STATION MASTER'S COTTAGE)



DATE OF ADOPTION: 18 June 2002

Note added: Administratively reviewed in March 2018. Assessed as being still current and compliant.

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## 1. Land covered under this Plan of Management

This document is a plan of management for:

Lot 1 in Deposited Plan No. 827049  
Town of Byron Bay  
Parish of Byron  
County of Rous

(Folio Identifier 1/827049)

The one building situated on this land is known as the Old Station Master's Cottage. Refer to schedule one and two for further details.

## 2. Category and Classification of the Land

The land is classified as community land under the Local Government Act. The category of use in accordance with the Local Government Act is "General Community Use".

## 3. Owner of the Land

Byron Shire Council owns the land.

## 4. History of the Land and its Use

The land was acquired by Council for the purpose of a tourist information centre from State Rail in recognition of Section 94 contributions for community facilities that may have been payable by that New South Wales Government Department for future redevelopment within the shire.

Byron Shire continues to experience significant tourist visitor growth and identifies the need to provide a central facility for the provision of visitor information and services. The values and functions that may be achieved at a tourist information centre vary and include the following:

*Public facilities values*

*Public information values*

*Environmental conservation values*

*Cultural heritage values*

The protection, development, management and maintenance of the land will also adopt the following key principles as established in Council's "Greenprint" for the shire:

*Ecologically sustainable development (ESD)*

*Community involvement*

*Protecting the shire's natural heritage*

**5. Objectives for the Management of the Land**

In order to comply with Section 36i of the Local Government Act Council has endorsed three main objectives for the land:

1. to provide a professional visitor information centre;
2. to encourage community use of the land;
3. to ensure the land and building are adequately maintained and that the heritage value is preserved.

**6. Performance Targets, Means of Achievement and Manner of Assessment**

In accordance with Sections 36(3) (b), (c) and (d) of the Local Government Act the following schedule provides performance targets, the proposed means of achievement and manner of assessment of performance for each of the objectives.

Performance Targets	This is a goal to be performed to achieve the defined objectives.
Means of Achievement:	These are the actions and proposals to meet the performance targets.
Manner of Assessment of Performance	These are the measures by which the achievement of targets is monitored.

Performance Targets	Means of Achievement	Manner of Assessment
<b>Objective 1 – To provide a professional visitor information centre</b>		
<ul style="list-style-type: none"> <li>• Operate a centre accredited by Tourism NSW</li> </ul>	<ul style="list-style-type: none"> <li>• Comply with accreditation standards determined by Tourism NSW</li> </ul>	<ul style="list-style-type: none"> <li>• Measure level of accreditation and steps taken to receive accreditation</li> <li>• Review industry response to the service</li> <li>• Review financial performance</li> <li>• Review annual visitation numbers to the centre</li> </ul>

Performance Targets	Means of Achievement	Manner of Assessment of Performance
<b>Objective 2 – To encourage community use of the land</b>		
<ul style="list-style-type: none"> <li>• Provide a service that encourages a wide range of users of the facility</li> </ul>	<ul style="list-style-type: none"> <li>• Provide and promote a community notice board</li> <li>• Comply with requests from Council to provide services</li> <li>• Provide wide range of services</li> </ul>	<ul style="list-style-type: none"> <li>• Level of usage of notice board</li> <li>• Amount of space provided and frequency of use by Council</li> <li>• Identify and review range of services available</li> </ul>
<b>Objective 3 - To ensure the land and building are adequately maintained and that the heritage value is preserved.</b>		
<ul style="list-style-type: none"> <li>• Maintain and improve current condition of building</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure O. H. and S. issues are identified and rectified</li> <li>• Ensure future works are consistent with the heritage value of the building</li> </ul>	<ul style="list-style-type: none"> <li>• Level of compliance</li> <li>• Review annual expenditure on building and surrounds</li> <li>• Regular assessment of building condition</li> <li>• Review capital works program with heritage values</li> </ul>

**7. Condition and Use of the Land and any Buildings**

Section 36(3A) states that plans of management that apply to only one area of land must outline the condition and use of the land and any building.

The land is largely occupied by the Station Masters Cottage and is located in the town centre of Byron Bay.

The actual Cottage building is of a timber framed weatherboard construction with a corrugated iron roof. The building was constructed in (date still to be determined). The area of the floor space totals 160 square metres comprising of a verandah @ 10m x 1.8m, a show room @ 10m x 9m and office area @ 10m x 3.6m and 8m x 2m.

The building is set back eight metres from the front Rail Station access boundary and eleven metres from the Jonson Street Boundary. The building is considered to be in generally fair condition with minor maintenance needed on an on-going basis.

A bus shelter is located astride the Jonson Street boundary of the property.

## 8. Future Uses

As community needs change or emerge, the need may occur for major changes in use of the Old Station Master's Cottage. If these involve changes to the plan of management then amendments to the plan will be required involving public consultation. The purpose of this plan is to give sufficient flexibility for minor changes in use and management without the necessity for a statutory revision to the plan.

## 9. Leases and Licences

Council may approve easements, licences or leases over community land in accordance with section 45(3) of the Local Government Act 1993. This plan of management authorises Council to issue permits or grant interests or estates including licences, leases and easements in accordance with the Local Government Act 1993. Licences and leases are used to formalise the use of community land by groups, organisations or individuals providing facilities or services for public use. The Minister's consent is required for easements, leases or licences over crown land. For leases and licences for periods in excess of five (5) years, Council must give public notice of the proposal, exhibit a notice on the land and advise owners or occupiers of adjoining land. The maximum lease period is 21 years.

Leases or licences granted by the Council for the management of this land and to satisfy the objectives of this Plan should contain the following conditions:

Provisions to enforce the agreement, termination compensation, failure to do works, etc.

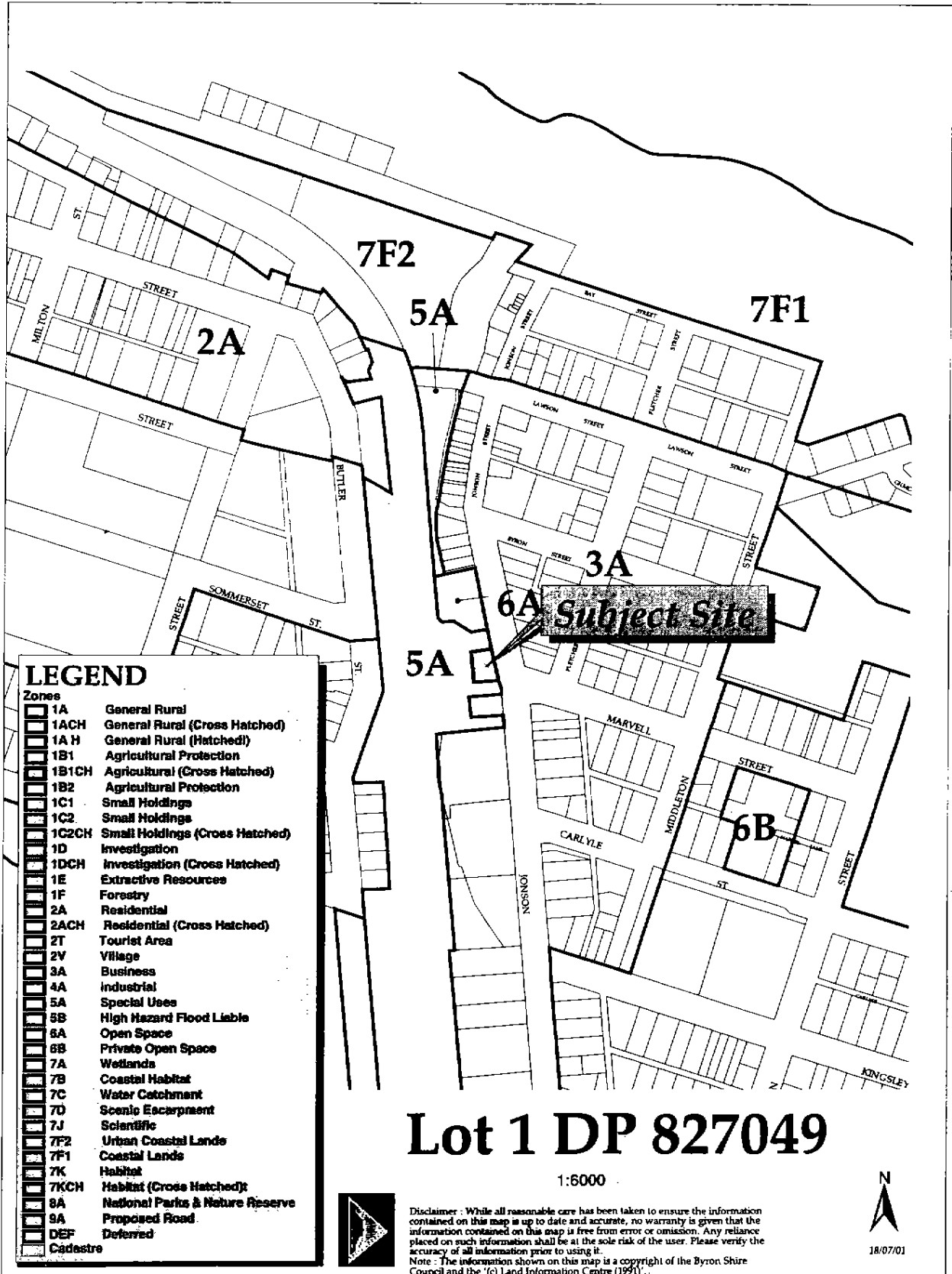
- Method of payment to be stipulated
- Obligation for repairs and maintenance to be specified with facilities to be operated in keeping with Council regulations and conditions of consent detailed in any Council approval for development, e.g., hours of use, lighting, noise emission, signage, access, pollution control
- Use and occupation to specify the permitted use (no residential use)
- Lessee to satisfy all requirements of the relevant New South Wales Government Acts and regulations
- Council to be indemnified against any liability from actions of the lessee due to neglect or failure to comply with regulations
- Lessee to have appropriate public risk, workers compensation, loss of rent and fire and damage insurances
- Payment of garbage, water and sewerage rates to be specified
- No encroachment upon adjoining land uses
- Improvements and goodwill to be clearly specified in terms of ownership
- Lease or licence involving commercial opportunity shall be allocated through public competitions by auction, tender or calling for expressions of interest. Where community groups are involved and no commercial opportunity arises, public competition may not be required

- Lease review criteria
- Minimum hours of operation
- Lessee to provide Council information area, community groups display area and community notice board area, when required by Council
- Lessee will attend to tourist questions with an impartial approach
- Lessee will report to a review panel, determined by Council, as and when required
- No signage to be attached to external part of property without Council approval
- No sub letting
- End of year financial reports to be audited prior to presentation to Council

Other matters that may be included in leases or licences are:

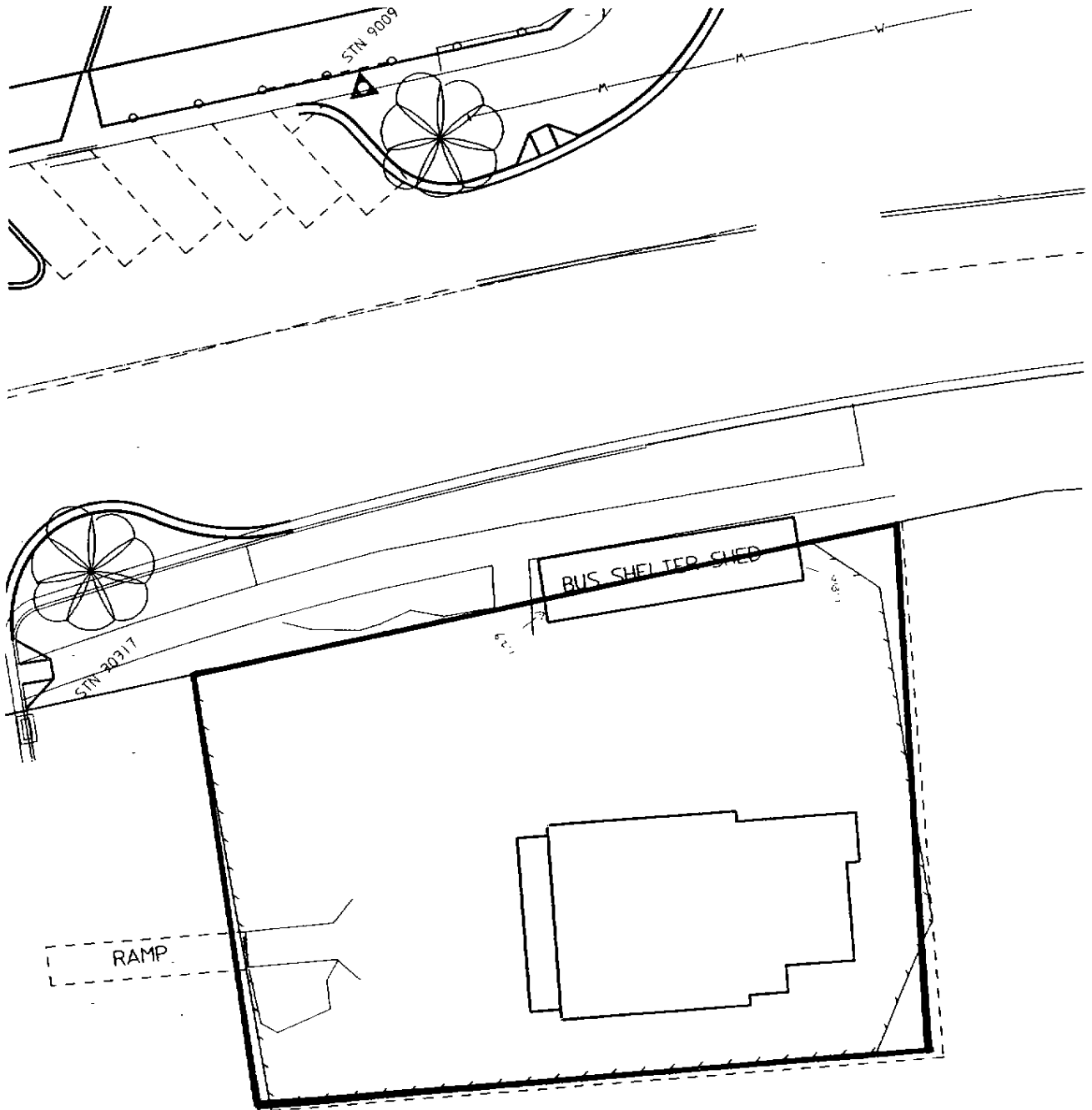
- Provision of adequate fire safety measures and hazard reduction
- Disabled access
- No new leases to be issued for a period longer than five (5) years unless exceptional circumstances apply
- Procedures under the Occupational Health and Safety Act and other health, safety and security requirements
- Council's right to enter, inspect and repair
- Maintenance of services for other users
- How any profits generated are to be handled
- Environmental management including heritage, waste collection and disposal, cultivation of land and use of fertilisers and herbicides, pesticides and fungicides, noxious weeds, fencing, environmental repair, interpretative signage

SCHEDULE 1 - SITE PLAN





SCHEDULE 2 - LOCATION PLAN



05/23/02