

The following document is the minutes of the Council and Committee meeting held on 13 November 2014. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 27 November 2014 and therefore subject to change. Please refer to minutes of 27 November 2014 for confirmation.



COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
COUNCIL CHAMBERS
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR
13 NOVEMBER 2014

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

13 NOVEMBER 2014

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

Staff: General Manager, Director City Infrastructure Services, Director City Planning, Director Community Development, Director Corporate Business and Executive Assistant

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

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

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

DISCLOSURES OF INTEREST

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

Councillor	Item	Type of Interest
Cr Palmer	CP14/36 Tender: Orara River Rehabilitation Project Bush Regeneration Tender 2014-15 RFT-675-TO	Non pecuniary - Less Than Significant Conflict as his company has had previous business dealings with one of the tenderers
Cr Palmer	CD14/19 Tourism Marketing Consultation Final Report	Non pecuniary - Less Than Significant Conflict as his company operates within the tourism industry

APOLOGY

- 307** **RESOLVED** (Degens/Townley) that an apology received from Councillor Arkan for unavoidable absence be received and accepted.
- 308** **RESOLVED** (Degens/Innes) that leave of absence as requested from Councillor Rhoades be approved.

PUBLIC FORUM

Time	Speaker	Item
5.00 pm	Scott Rodham - Red Cross, Woolgoolga Branch	Red Cross Centenary and Presentation of 'Recreational Services' Certificate
5.05 pm	Phil Tripp	Preferences of a Cultural Performance Centre

PUBLIC ADDRESS

Time	Speaker	Item
5.10 pm	Adam Bradfield, Thomas Noble & Russell	CB 14/65 – Annual Financial Statements and Audit 2014

CONFIRMATION AND ADOPTION OF MINUTES

- 309** **RESOLVED** (Innes/Palmer) that the minutes of the Ordinary meeting held on 23 October 2014 be confirmed as a true and correct record of proceedings.

CB14/65 ANNUAL FINANCIAL STATEMENTS AND AUDIT 2014

Consideration of the audited financial statements for the year ended 30 June 2014.

- 310** **RESOLVED** (Palmer/Innes) that the report be noted and the attached audited financial statements be received and adopted.

NOTICES OF MOTION

NOM14/17 VALUATION OF SANDY SHORES, NORTH SANDY BEACH

311 RESOLVED (Knight/Degens) that:

1. Council's Property Valuer prepares a report for Council with an estimated purchase value for the land known as Sandy Shores, North Sandy Beach.
2. The report contains a valuation for the land identified in Map 2, pg 4, Hearnese Lake / Sandy Beach DCP Master Plan as suitable for Residential Low density development.
3. Council enter into discussion regarding contributory funding options from the relevant State and Federal Government departments such as the NSW Roads & Maritime Services, Office of Environment and Heritage, North Coast Land Services, Environmental Trust and others.
4. Council acknowledge the above information is being prepared for the sole purpose of understanding the situation clearly, and that any decision to pursue the purchase of the property will not be made without a formal resolution of Council having been adequately informed about the issues and to provide transparency.

NOM14/18 PARK BENCHES AT PARK BEACH

312 RESOLVED (Cowling/Townley) that:

1. Two park benches be installed in the parkland between Park Beach Plaza and the Northside Shopping Centre. Also that the paths through this park be made free of trip hazards, that have been marked for correction for some months and that they be corrected within two months.
2. Discussions be held between City Infrastructure Services staff and interested private donors to bring forward the provision of public seating along the walkway between Northside Shopping Centre and Park Beach Plaza.

GENERAL MANAGER'S REPORT

GM14/29 COUNCILLOR EXPENSES AND FACILITIES POLICY

For Council to adopt the Councillor Expenses and Facilities Policy.

313 RESOLVED (Townley/Sultana) that Council adopts the Councillor Expenses and Facilities Policy.

CITY PLANNING DEPARTMENT REPORTS

CP14/34 DEVELOPMENT APPLICATION NO. 0155/15 - DEMOLITION OF EXISTING BUILDING AND CONSTRUCTION OF A MEDICAL CENTRE - LOT 2 DP 270006 SP 39709, 9 MINORCA PLACE, TOORMINA

The purpose of this report is to present Development Application No. 155/15 for Council's determination, which is an application for the demolition of an existing commercial building and construction of a three (3) storey medical centre.

- 314 RESOLVED** (Knight/Innes) that Development Application No. 0155/15 for demolition of existing building and construction of a Medical Centre at Lot 2 DP 270006 S/P 39709, 9 Minorca Place Toormina, be deferred pending further notification.

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

CP14/35 NORTH BOAMBEE VALLEY (WEST) INVESTIGATION AREA - PLANNING PROPOSAL, DRAFT DEVELOPMENT CONTROL PLAN (COMPONENT E16) AND DRAFT DEVELOPER CONTRIBUTIONS PLAN

The purpose of this report is to present for Council's consideration a Planning Proposal (PP) (Attachment 1), draft Development Control Plan (DCP) (Attachment 2) and draft Developer Contributions Plan (CP) (Attachment 3) for the North Boambee Valley (NBV) (West) Investigation Area, with a view to rezoning parts of the Investigation Area in accordance with the findings of the supporting documents of the Planning Proposal.

To achieve this, Council should request a Gateway Determination from NSW Planning and Environment (P&E), to progress zoning amendments to Coffs Harbour Local Environmental Plan (LEP) 2013.

Council has undertaken Planning Studies to support the PP for the NBV (West) Investigation Area, while also preparing the draft Boambee-Newports Creek Flood Risk Management Plan (FRMP). The findings of the Planning Studies and the draft FRMP have been critical to the progress of the NBV (West) PP.

- 315 RESOLVED** (Townley/Palmer) that:

1. This item be deferred pending an interactive briefing at which the Local Growth Management Strategy - Stage 1 Land Capacity Assessment Audit and a near-final version of the Boambee - Newports Creek Flood Risk Management Plan can be presented.

The purpose of the briefing would be to ensure consistency between these bodies of work and the Planning Proposal.

2. The report also includes more evidence of cycleway planning that takes into account topography / contours in order to achieve cycleways with shallower gradings.

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

CP14/36 TENDER: ORARA RIVER REHABILITATION PROJECT BUSH REGENERATION TENDER 2014-15 RFT-675-TO

To report to Council on tenders received for the Contract RFT-675-TO Orara River Rehabilitation Project Bush Regeneration Tender 2014-15 and recommend acceptance of tenders for a single Tier 1 (full service) contractor and two Tier 2 (part service) contractors.

316 RESOLVED (Sultana/Innes) that:

1. Council lists the following tenderers as recognised contractors for bush regeneration works under Contract RFT-675-TO, Orara River Rehabilitation Project Bush Regeneration 2014-15 for the rates as tendered on the basis that:
 - (a) Tier 1 Full Service contractor:
 - Coffs Harbour Bushland Regeneration Group ABN 50097299280
 - (b) Tier 2 Part Service contractors:
 - Mount Coramba Nursery ABN 55089223991
 - Phil Santos ABN 79911483163
2. These tenderers were selected on the basis that:
 - (a) The tenders are the most advantageous following the application of Council's Tender Value Selection System
 - (b) The Tenderers have the necessary experience in similar works and their ability and performance have been satisfactory
 - (c) The Tenderers financial capacity is acceptable
3. Contract documents be executed under the Seal of Council.

CORPORATE BUSINESS DEPARTMENT REPORTS

CB14/66 COFFS COAST STATE PARK TRUST AND WOOLGOOLGA BEACH RESERVE TRUST ANNUAL REPORT AND ANNUAL AUDIT 2014

To report on the Annual Audit and performance of the Coffs Coast State Park Trust and Woolgoolga Beach Reserve Trust operations for the period 1 July 2013 to 30 June 2014.

317 RESOLVED (Palmer/Degens) that:

1. Council, as Corporate Manager of the Coffs Coast State Park Trust note the Annual Audit for year ended 30 June 2014
2. Council, as Corporate Manager of the Woolgoolga Beach Reserve Trust, note the Annual Audit for year ended 30 June 2014

**CB14/67 HOLIDAY PARKS TOURIST ACCOMMODATION TARIFFS
2015/2016**

To recommend the tourist accommodation tariffs to be charged during the 2015/2016 period for Park Beach Holiday Park, Sawtell Beach Holiday Park, Woolgoolga Beach Holiday Park and Woolgoolga Lakeside Holiday Park.

318 RESOLVED (Innes/Palmer) that:

Council, as Corporate Manager of the Coffs Coast State Park Trust and Woolgoolga Beach Reserve Trust, approve the Tariffs within the report for:

1. Park Beach Holiday Park
2. Sawtell Beach Holiday Park
3. Woolgoolga Beach Holiday Park
4. Woolgoolga Lakeside Holiday Park

and note the intent to adjust tariffs, where required, throughout the year in line with proactive yield management practices.

**CB14/68 ENVIRONMENTAL LEVY PROJECTS QUARTERLY REPORT TO 30
SEPTEMBER 2014**

To provide Council with a quarterly status report to 30 September 2014 on the projects funded under the Environmental Levy (EL) Program.

319 RESOLVED (Townley/Degens) that Council notes the status of the Environmental Levy Projects as at 30 September 2014 as outlined in the report.

CB14/69 COUNCIL MEETING DATES - 2015

To seek Councillors' confirmation to set Council's meeting dates for the period January 2015 to December 2015.

320 RESOLVED (Knight/Sultana) that:

1. No Council meetings be scheduled for January 2015.
2. The first meeting in 2015 be scheduled for 12 February 2015.
3. Meetings from February to November 2015 be scheduled on the second and fourth Thursday of each month with the exception of April, where only one meeting will be held 23 April, and September, where only one meeting will be held on 24 September 2015.
4. The last Council meeting for 2015 be held on 10 December.

**CB14/70 TENDER: SUPPLY, SERVICE AND LAUNDERING OF LINEN FOR
COFFS COAST HOLIDAY PARKS - CONTRACT NO. RFT- 649-TO**

To report on tenders received for the Supply, Service and Laundering of Linen for Coffs Coast Holiday Parks and to gain Council approval for the appointment of a single contractor to service all parks.

321 RESOLVED (Innes/Palmer) that:

1. Council, as Corporate Manager of the Coffs Coast State Park Trust and Woolgoolga Beach Reserve Trust, accepts the panel tender of Bains Industries P/L as Trustee for Bains Family Trust (ABN: 39 913 069 087) trading as Bains Laundries. The tender is conforming and is the most advantageous tender offer following the application of Council's Tender Value Selection System
 - 1.1. The Tenderer has the necessary experience in similar works and their ability and performance is more than satisfactory
 - 1.2. The Tenderer's financial capacity is acceptable
2. The contract documents be executed under the Seal of Council.

COMMUNITY DEVELOPMENT DEPARTMENT REPORT

CD14/19 TOURISM MARKETING CONSULTATION FINAL REPORT

The purpose of this report is to recommend to Council the endorsement of the final report regarding tourism marketing models for the Coffs Coast.

322 RESOLVED (Palmer/Degens) that Council:

1. Endorse, in principle, the documents which form the 'Action Plan for Marketing the Coffs Coast as a Tourism Destination'.
2. Notes that a further report will be presented to Council outlining the Terms of Reference and membership of Section 355 committee which has a role to recommend the strategic direction for marketing the Coffs Coast.
3. Notes the Bellingen Shire Council continue to be engaged in this process by participation in the development of the Terms of Reference and also through an offer of on-going membership of the committee.
4. The members of the Tourism Coffs Coast Board be thanked for the participation and commitment to this project.

CITY INFRASTRUCTURE SERVICES DEPARTMENT REPORTS

CIS14/56 DRAFT COFFS HARBOUR CITY COUNCIL BIKE PLAN 2014-2019

To present to Council the Draft Coffs Harbour City Council Bike Plan 2014–2019. This report recommends that the Plan be placed on public exhibition for a period of 28 days.

- 323 RESOLVED** (Degens/Townley) that the Draft Coffs Harbour City Council Bike Plan 2014 – 2019 be placed on public exhibition for 28 days from Wednesday 19 November – Wednesday 17 December 2014 to obtain community feedback.

CIS14/57 NATIONAL STRONGER REGIONS FUND

To recommend projects for application for funding under the National Stronger Regions Fund (NSRF).

- 324 RESOLVED** (Palmer/Innes) that:
1. Council submit a proposal to the National Stronger Regions Fund Round 1 for Stages 2, 3 and 4 of the Jetty4Shores project for a total project cost of \$5,350,000.
 2. Council reconfirm priority projects to guide staff if future funding opportunities arise, subject to grant conditions and eligibility, as follows:
 - 2.1 Jetty Foreshores.
 - 2.2 International Stadium Upgrade.
 - 2.3 Bruxner Park Eco Tourism Project.
 - 2.4 Solitary Islands Coastal Walk.
 3. Council note that, if successful, the grant funds would need to be matched with \$2,675,000, proposed to be allocated from internal reserves.

**CIS14/58 LEASE - COFFS HARBOUR REGIONAL AIRPORT GROUND
LEASE - CHANGE OF APPROVED TERMS**

Seeking consent to the assignment of the lease between Coffs Harbour City Council as the registered proprietor of Lot 3 in DP 790102 and Paul Ellis Cox to Grant Boyter and Trudy Thompson as trustee for the Boyter and Thompson Superannuation Fund as to a one half share and Rohan Schallmeiner as trustee for the Rohan Schallmeiner Self-Managed Super Fund as to a one half share as tenants in common.

Further seeking a provision permitting a sublease to Eagle Copters Australasia Pty Ltd.

325 RESOLVED (Degens/Palmer) that:

1. Council consent to the assignment of the lease of Lot 3 in DP 790102 from Paul Ellis Cox to Grant Boyter and Trudy Thompson as trustee for the Boyter and Thompson Superannuation Fund as to a one half share and Rohan Schallmeiner as trustee for the Rohan Schallmeiner Self-Managed Super Fund as to a one half share as tenants in common.
2. Council consent to a sublease of Lot 3 in DP 790102 to Eagle Copters Australasia Pty Ltd.
3. All legal fees incurred by Council as a consequence of the assignment of lease of Lot 3 in DP 790102 from Paul Ellis Cox to Grant Boyter and Trudy Thompson as trustee for the Boyter and Thompson Superannuation Fund as to a one half share and Rohan Schallmeiner as trustee for the Rohan Schallmeiner Self-Managed Super Fund as to a one half share as tenants in common be paid by the assignee.
4. Any necessary documents associated with the assignment of lease of Lot 3 Section 6 DP 790102 from Paul Ellis Cox to Grant Boyter and Trudy Thompson as trustee for the Boyter and Thompson Superannuation Fund as to a one half share and Rohan Schallmeiner as trustee for the Rohan Schallmeiner Self-Managed Super Fund as to a one half share as tenants be executed under the Common Seal of Council.

**CIS14/59 CONTRACT NO. RFT-684-TO - KARANGI TO RED HILL WATER
MAIN DUPLICATION**

To report on tenders received for Contract RFT-684-TO: Construction of a section of water trunk main by trenchless method as part of the Karangi to Red Hill Water Main Duplication project and to gain Council approval to accept a tender.

326 RESOLVED (Palmer/Innes) that:

1. Council accept the tender of Codmah Pty Ltd, ABN 19 051 474 983 for Contract No. RFT-684-TO, Karangi to Red Hill Water Main Duplication for the Lump Sum of \$252,989 incl GST, on the basis that:
 - a) The tender is considered to be reasonable for this type of work.
 - b) The Tenderer has the necessary experience in similar works and their ability and performance are satisfactory.
 - c) The Tenderer's financial capacity is acceptable.
2. The contract documents be executed under the Seal of Council.

REQUESTS FOR LEAVE OF ABSENCE

No requests for leave of absence.

MATTERS OF AN URGENT NATURE

No matters of an urgent nature.

QUESTIONS ON NOTICE

No questions on notice.

This concluded the business and the meeting closed at 6.17 pm.

Confirmed: 27 November 2014

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Denise Knight
Mayor
