

The following document is the minutes of the Council Meeting held on Thursday, 28 May 2015. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 11 June 2015 and therefore subject to change. Please refer to the minutes of the meeting of 11 June for confirmation.



COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
COUNCIL CHAMBERS
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR
28 MAY 2015

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

28 MAY 2015

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

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

The meeting commenced at 5:00pm 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.

DISCLOSURE OF INTEREST

No disclosures of interest tabled.

APOLOGY

94 RESOLVED (Arkan/Degens) that leave of absence as requested from Councillor Sultana and Councillor Innes be approved.

Cr Rhoades arrived, the time being 5.05pm.

PUBLIC ADDRESS

Time	Speaker	Item
5.00pm	Anne Steckfus	SC15/18 – Bunker Cartoon Gallery Management
5.05pm	Paul McKeon	SC15/18 - Bunker Cartoon Gallery Management
5.10pm	Lindy Davis	SC15/21 – Coffs Jaliigirr Project Update
5.15pm	Michael Burt & Leigh Priestley, NSW Farmers	SC15/22 – Landscape Corridors of the Coffs Harbour Local Government Area – Final Report
5.20pm	Larry Langman, Coffs Harbour Landcare	SC15/22 – Landscape Corridors of the Coffs Harbour Local Government Area – Final Report

CONFIRMATION OF MINUTES

- 95** **RESOLVED** (Arkan/Townley) that the minutes of the Ordinary meeting held on 14 May 2015 be confirmed as a true and correct record of proceedings.

SUSTAINABLE COMMUNITIES DEPARTMENT REPORTS

SC15/18 BUNKER CARTOON GALLERY MANAGEMENT

Executive Summary:

A proposal from the Bunker Cartoon Gallery Inc (BCGI) to take over the management of the Bunker Cartoon Gallery and operate it as a community and cultural asset on behalf of Coffs Harbour City Council was received in late 2014 and has been considered by Council.

In February 2015, Council endorsed in principle to handover the management of the Bunker Cartoon Gallery to the BCGI, and the transfer of ownership collection back to the Rotary Club of Coffs Harbour City pending the outcome of further negotiation and analysis.

The BCGI proposal was conditional on Council providing ongoing financial and building maintenance support for 5 years. Further discussions and negotiations have taken place with representatives from the BCGI on the level of resourcing required to manage the Gallery and the various operational issues including the significant maintenance requirements.

SC15/18 – Bunker Cartoon Gallery Management (Cont)

It is recommended to enter a 2 year licence agreement with an option of 1 year (exercisable by both parties) to the BCGI to manage the Bunker Cartoon Gallery from 1 July 2015 and that any major spend for maintenance and repair be deferred for the initial term. Savings to Council are estimated to be \$31,000 over the 3 years combined (2 years + 1 year option) with increased visitation envisaged to be around 7000. This report outlines the financial, copyright, branding, access and asset management issues considered.

96 RESOLVED (Rhoades/Arkan):

1. That Council grant a Licence to the Bunker Cartoon Gallery Inc to manage the Bunker Cartoon Gallery, commencing 1 July 2015, for a period of 2 years with an option of 1 year (exercisable by both parties).
2. That Council pay the Licencee an operating subsidy in the amount \$86,000 (+GST) in Year 1, \$80,000 (+GST) in Year 2 and \$75,000 (+GST) in Year 3 subject to terms and conditions prescribed in the licence agreement.
3. That Council transfers ownership of the cartoon collection to the Rotary Club of Coffs Harbour City.
4. That Council continue to discuss with other interested parties the possibility of art and culture concepts and infrastructure enhancements to community art spaces across the local government area (including the City Hill area). These discussions are to form part of the wider Cultural Facilities planning needs analysis and align with the Cultural Plan 2013 - 2016.

SC15/21 COFFS JALIIGIRR PROJECT UPDATE

Executive Summary:

The Coffs Jaliigirr Project is now in its fourth year of operation and to date has delivered \$723,000 of bush regeneration and revegetation works within priority landscape connections in the Coffs Harbour Local Government Area (LGA).

Contracts have been signed to deliver an additional \$493,000 over the next two years. It is anticipated that a final contract of \$171,000 will be finalised in late 2016. Site plans and approved landholder agreements have been developed for 27 properties, one Forestry Corporation site and 96 interlinking Council reserves.

- 97 RESOLVED (Arkan/Townley)** that Council note the report regarding the delivery of the Coffs Jaliigirr Project.

SC15/22 LANDSCAPE CORRIDORS OF THE COFFS HARBOUR LOCAL GOVERNMENT AREA - FINAL REPORT

Executive Summary:

Council has been developing, and seeking adoption of, a suite of ecological layers to better understand the terrestrial biodiversity assets of the Coffs Harbour local government area (LGA). This body of work has been developed under Council's adopted *Coffs Harbour 2030* and *Biodiversity Action Strategy (BAS) 2012 – 2030*.

The Landscape Corridors of the Coffs Harbour LGA Final Report (Attachment 1) and the Coffs Harbour Landscape Corridors Map Digital Layer (Attachment 2) represent the last of a series of science based layers to better inform and guide future planning in the Coffs Harbour LGA. The Landscape Corridors mapping layer will provide an important conduit between all the other adopted ecological layers. Connectivity conservation is a holistic approach that uses science to identify high value habitats that are important in maintaining links between habitat patches.

The draft Landscape Corridors report, maps and supporting documentation were on public exhibition between October 2014 and January 2015. A total of 170 public submissions were received in response to the exhibition documents. Following due consideration of issues raised in submissions, some rationalisation and streamlining of the final document and mapping has been undertaken. The extent of these changes has been documented in Attachment 3 and is addressed in this report. The submissions are summarised in Attachment 4 and provided in full within Attachment 5 (as a confidential matter).

On-ground rehabilitation and restoration works are already occurring in the Coffs Harbour LGA consistent with state government coarse scale regional corridor mapping as part of the Jaliigirr and Orara River restoration projects. The Landscape Corridors mapping layer provides the opportunity to clearly identify, at a fine-scale, the best connections in the landscape to ensure future on-ground investment occurs over the next 50 to 100 years in the most appropriate areas.

This body of work is an important consideration for voluntary projects and programs that aim to strengthen landscape corridors. This current body of work will not be utilised in the development assessment process under Part 4 of the Environmental Planning and Assessment Act, 1979.

The adoption of this final body of scientific work will now allow Council to proceed to preparing a composite Terrestrial Biodiversity Assets and Ecological Significance layer as the next step in implementing Council's adopted BAS 2012 – 2030. This will inform the state government coarse scale regional corridor mapping as well as the environmental considerations associated with development of a future draft Rural Lands Strategy (subject to a separate report to Council); and ultimately used to develop the Priority Habitats and Corridors Strategy (PHACS).

**SC15/22 - Landscape Corridors Of The Coffs Harbour Local Government Area
- Final Report (Cont)**

MOVED (Townley/Palmer):

1. That Council adopt the Landscape Corridors of the Coffs Harbour Local Government Area Final Report (Attachment 1) and the Coffs Harbour Landscape Corridors Digital Layer (Attachment 2).
2. That Council proceed to preparing a composite Terrestrial Biodiversity Assets and Ecological Significance layer as the next step in implementing Council's adopted Biodiversity Action Strategy 2012 - 2030.
3. That Landscape Corridors of the Coffs Harbour Local Government Area Final Report (Attachment 1) and the Coffs Harbour Landscape Corridors Digital Layer (Attachment 2) not be utilised for the purpose of development assessment under Part 4 of the Environmental Planning and Assessment Act, 1979.
4. That Council resolves that any areas within mapped corridors which do not include native vegetation (ie already cleared land) will not be considered to have environmental value and will only be used in the context of prioritising investment. Investment in any part of a mapped corridor can only occur with the support and permission of the landholder.

AMENDMENT

98 **RESOLVED** (Arkan/Rhoades):

1. That Council notes the Landscape Corridors of the Coffs Harbour Local Government Area Final Report (Attachment 1) and the Coffs Harbour Landscape Corridors Digital Layer (Attachment 2).
2. That Landscape Corridors of the Coffs Harbour Local Government Area Final Report (Attachment 1) and the Coffs Harbour Landscape Corridors Digital Layer (Attachment 2) not be utilised for the purpose of development assessment under Part 4 of the Environmental Planning and Assessment Act, 1979 and makes no reference to the landscape corridors as a consideration.
3. That Council proceed to preparing a composite Terrestrial Biodiversity Assets and Ecological Significance Layer as the next step in implementing Council's adopted Biodiversity Action Strategy 2012 - 2030, without the Landscape Corridors as a consideration.

Cr Degens gave notice of a Foreshadowed Amendment.

99 **RESOLVED** (Cowling) that the motion be put.

The **AMENDMENT** on being put to the meeting was carried. It then became the **MOTION**.

**SC15/22 - Landscape Corridors Of The Coffs Harbour Local Government Area
- Final Report (Cont)**

AMENDMENT

MOVED (Degens/Palmer):

1. That Council note the report.
2. That Council endorses the Landscape Corridors of the Coffs Harbour Local Government Area Final Report (Attachment 1) and the Coffs Harbour Landscape Corridors Digital Layer (Attachment 2) for voluntary purposes only (eg voluntary landholder weed control, bush regeneration and revegetation works).
3. That Council does not adopt and takes no further action on advancing the Landscape Corridors of the Coffs Harbour Local Government Area Final Report (Attachment 1) and the Coffs Harbour Landscape Corridors Digital Layer (Attachment 2) for any remaining purpose including planning, land use or regulatory assessment or policy development.
4. That Council proceed to preparing a composite Terrestrial Biodiversity Assets and Ecological Significance Layer as the next step in implementing Council's adopted Biodiversity Action Strategy 2012 - 2030, without the Landscape Corridors as a consideration.

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

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

ADJOURNMENT OF MEETING

The Mayor requested a motion to adjourn the meeting to allow for rest break, the time being 8:08pm.

RESUMPTION OF MEETING

The meeting resumed at Time 8.18 pm.

MOTION

- 100** **RESOLVED** (Cowling/Arkan) that items SI15/23, SC15/19 and SC15/20 are moved as one for adoption.

SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORT

SI15/23 **RELEASE OF EASEMENT FOR DRAINAGE OF WATER - 9 BLUE GUM AVENUE, SANDY BEACH**

Executive Summary:

The purpose of this report is to obtain formal Council approval to release a drainage easement that is surplus to Council's requirements.

- 100a** **RESOLVED** (Cowling/Arkan):

1. That Council agree to release the easement as described in this report for drainage over Lot 126 DP 227257.
2. That Council execute under seal the 'Transfer Releasing Easement' document related to this matter.
3. That all costs associated with this matter be borne by the owner of Lot 126 DP 227257.

SUSTAINABLE COMMUNITIES DEPARTMENT REPORTS

SC15/19 **COMMITTEE MEMBERSHIP - YANDAARRA ABORIGINAL CONSULTATIVE COMMITTEE, MULTICULTURAL REFERENCE GROUP, BAYLDON COMMUNITY CENTRE MANAGEMENT COMMITTEE AND SPORTZ CENTRAL ADVISORY COMMITTEE**

Executive Summary:

To recommend to Council the appointment of community members to facility management and advisory committees.

SC15/19 - Committee Membership - Yandaarra Aboriginal Consultative Committee, Multicultural Reference Group, Bayldon Community Centre Management Committee And Sportz Central Advisory Committee (Cont)

100b RESOLVED (Cowling/Arkan):

That Council appoint the following committee member nominees to the relevant committees:

1. Yandaarra Aboriginal Consultative Committee – Fiona Hyland
2. Multicultural Reference Group – Syed Hafeez Akbari and Yvonne Beasley
3. Bayldon Community Centre Management Committee – Jessica Day
4. Sportz Central Advisory Committee – Mark Hutchinson

SC15/20 DRAFT POLICY - VIDEO SURVEILLANCE ON PUBLIC AND OTHER LANDS

Executive Summary:

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

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

100c RESOLVED (Cowling/Arkan):

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

SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORT

SI15/24 FORMATION OF THE COFFS COAST WASTE STRATEGY REFERENCE GROUP

Executive Summary:

Coffs Harbour City Council, Nambucca Shire Council and Bellingen Shire Council are the members of Coffs Coast Waste Services (CCWS). A Waste Strategy is currently being developed by consultants to ensure best practice is utilised for the regional waste management. The strategy is due to be presented to the three Councils in October 2015.

It is proposed to set up a Reference Group for the high level oversight of the Strategy.

101 RESOLVED (Arkan/Townley):

That Council:

1. Endorses the formation of a Coffs Coast Waste Strategy Reference Group.
2. Adopts the Terms of Reference for the Coffs Coast Waste Strategy Reference Group.
3. Nominates a Councillor as a member for the Reference Group.

MOTION

102 RESOLVED (Cowling/Arkan):

1. That Cr Townley be nominated as a member for the Reference Group.
2. That Cr Palmer be nominated as an alternative member for the Reference Group.

BUSINESS SERVICES DEPARTMENT REPORTS

BS15/26 BANK AND INVESTMENT BALANCES FOR APRIL 2015

Executive Summary:

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

103 RESOLVED (Degens/Palmer):

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 forty million, nine hundred and twenty three thousand, eight hundred and thirty four dollars (\$140,923,834) as at 30 April 2015 be noted.
2. That the general fund unrestricted cash and investments totaling one hundred and eighty three thousand, seven hundred and seventy two dollars (\$183,772) as at 30 April 2015 be noted.

BS15/27 QUARTERLY BUDGET REVIEW STATEMENT FOR MARCH 2015

Executive Summary:

The Office of Local Government has developed a minimum set of budget reports to assist Council in meeting their legislative requirements under Clause 203 of the Regulation. This regulation requires a council's responsible accounting officer to submit quarterly budget review statements to the governing body of Council. These minimum statements are contained within the attachments to this report.

This report summarises the proposed budget adjustments for the quarter and the impact upon the projected budget position for the current financial year. Reference is made to the above Responsible Accounting Officer's (RAO) statement regarding Council's financial position.

BS15/27 - Quarterly Budget Review Statement For March 2015 (Cont)

104 **RESOLVED** (Palmer/Degens) that:

1. The Quarterly Budget Review Statements be noted.
2. The budget adjustments be approved and the current budget position be noted.

Estimated budget position as at 31 March 2015:

	General Account \$	Water Account \$	Sewer Account \$
Original Budget adopted 22 May 2014	(1,557) (S)	3,237,535 (D)	2,536,225 (D)
Approved Variations to December 2014	(78,418) (S)	(219,967) (S)	628,362 (D)
Approved Variations for January 2015	37,500 (D)	Nil	Nil
Approved Variations for February 2015	46,703 (D)	Nil	Nil
Recommended variations for month ending 31 March 2015	Nil	Nil	Nil
Estimated result 2014/15 as at 31 March 2015	<u>4,228 (D)</u>	<u>3,017,568 (D)</u>	<u>3,164,587 (D)</u>

BS15/28 MONTHLY BUDGET REVIEW FOR APRIL 2015

Executive Summary:

This report summarises the proposed budget adjustments for the month and to report on the estimated budget position as at 30 April 2015.

105 **RESOLVED** (Degens/Palmer):

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

Estimated Budget Position as at 30 April 2015:

	General Account \$	Water Account \$	Sewer Account \$
Original Budget adopted 22 May 2014	(1,557) (S)	3,237,535 (D)	2,536,225 (D)
Approved Variations to 31 March 2015	5,785 (D)	(219,967) (S)	628,362 (D)
Recommended variations for April 2015	(90,000) (S)	Nil	Nil
Estimated result as at 30 April 2015	(85,772) (S)	3,017,568 (D)	3,164,587 (D)

SUSTAINABLE COMMUNITIES DEPARTMENT REPORT

SC15/23 LOCAL GROWTH MANAGEMENT STRATEGY REVIEW - STAGES 2 AND 3

Executive Summary:

The objective of this report is to seek Council's endorsement of Project Plans to deliver Stages 2 and 3 of the Local Growth Management Strategy (LGMS) Review. This follows the completion of Stage 1 of the LGMS Review - Land Capacity Assessment Audit and Issues Report, which was adopted by Council on 12 March 2015, and which recommended that a Residential Strategy and Rural Lands Strategy be commenced as a matter of high priority.

Stage 2 of the LGMS Review is the preparation of the draft Coffs Harbour Residential Strategy 2015. Stage 3 of the LGMS Review is the preparation of the draft Coffs Harbour Rural Lands Strategy 2015. This report includes Project Plans which outline the framework for each strategy, along with Consultant Brief Requests for Quotations to prepare a draft Phase 1 – Issues and Options Paper for each strategy.

106 RESOLVED (Townley/Palmer):

1. That Council endorse the Stage 2 Local Growth Management Strategy Review - Coffs Harbour Residential Strategy 2015 Project Plan (Attachment 1) and endorse the Consultant Brief Request for Quotation for the Coffs Harbour Residential Strategy 2015 Phase 1 – Issues and Options Paper (Attachment 2).
2. That Council endorse the Stage 3 Local Growth Management Strategy Review - Coffs Harbour Rural Lands Strategy 2015 Project Plan (Attachment 3) and endorse the Consultant Brief Request for Quotations for the Coffs Harbour Rural Lands Strategy 2015 Phase 1 – Issues and Options Paper (Attachment 4).
3. That Council engage appropriately qualified consultants to prepare both the draft Coffs Harbour Rural Lands Strategy 2015 Phase 1 – Issues and Options Paper and the draft Coffs Harbour Residential Lands Strategy 2015 Phase 1 – Issues and Options Paper.
4. That a further report be presented to Council prior to exhibition of the draft Issues and Options Papers for both the Residential Strategy 2015 and the Rural Lands Strategy 2015.

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 8.31 pm.

Confirmed: 11 June 2015.

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Denise Knight
Mayor