

The following document is the minutes of the Council Meeting held on Thursday, 11 June 2015.  
These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 25 June 2015 and therefore subject to change.  
Please refer to the minutes of the meeting of date for confirmation.



**COFFS HARBOUR CITY COUNCIL**  
**ORDINARY MEETING**  
**COUNCIL CHAMBERS**  
**COUNCIL ADMINISTRATION BUILDING**  
**COFF AND CASTLE STREETS, COFFS HARBOUR**  
**11 JUNE 2015**

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## COFFS HARBOUR CITY COUNCIL

### ORDINARY MEETING

11 JUNE 2015

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

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

**Leave of Absence:** Councillor Innes.

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.

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#### DISCLOSURE OF INTEREST

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No disclosures of interest tabled.

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#### APOLOGY

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**107 RESOLVED** (Degens/Townley) that leave of absence as requested from Councillor Innes be approved.

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**PUBLIC FORUM**

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<b>Time</b>	<b>Speaker</b>	<b>Item</b>
5.00pm	Ian Hogbin	Council works in Park Avenue

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**PUBLIC ADDRESS**

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<b>Time</b>	<b>Speaker</b>	<b>Item</b>
5.05pm	Rex Madigan	GM15/10 – Revised 2015/2019 Delivery Program (Jetty Memorial Theatre Seating)

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**MAYORAL MINUTE**

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**MM15/1 ALLOCATION OF FUNDS FOR A LEAGUE TEAMS CAMP AND TRIAL FOOTBALL MATCH**

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**108 RESOLVED** (Knight):

That Council consider \$50,000 of the funds previously allocated to attract an A League Football Match to Coffs Harbour, be made available to North Coast Football and Pacific Bay Resort.

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**CONFIRMATION OF MINUTES**

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**109 RESOLVED** (Arkan/Degens) that the minutes of the Ordinary meeting held on 28 May 2015 be confirmed as a true and correct record of proceedings.

## GENERAL MANAGER'S REPORT

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### GM15/10 REVISED 2015/2019 DELIVERY PROGRAM

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#### Executive Summary:

Council adopted the Draft 2015/2019 Delivery Program, Draft 2015/2016 Operational Plan, Draft Budgets 2015/2019 and Draft 2015/2016 Fees and Charges on 23 April 2015 (refer GM 15/6). The draft documents were placed on public exhibition for 28 days; the exhibition was publicised and the community was encouraged to provide feedback. A small number of community submissions – relating to budget and fees and charges issues – were received and considered in Council's review of the draft documents.

A separate community engagement strategy was undertaken in relation to a proposed two-year Special Rate Variation (SRV) to address a funding shortfall in Council's maintenance and renewal of infrastructure assets. The SRV application was approved by the Independent Pricing and Regulatory Tribunal (IPART) on 19 May 2015. The implementation of the SRV is a key strategy in the revised Delivery Program and associated documents.

Some minor amendments have been made to the Delivery Program following public exhibition. The projected budget results for the years 2016/2019 have also been updated to include up to date savings realised and 'banked' from the Transformation to Sustainability (T2S) Program. The revised Delivery Program, Operational Plan, Budgets and Fees and Charges are now presented for consideration; the adopted plans will be implemented from 1 July 2015.

#### 110 RESOLVED (Degens/Sultana):

That Council:

1. Adopt the revised 2015/2019 Delivery Program, 2015/2016 Operational Plan, Division Budgets 2015/2019 and 2015/2016 Fees and Charges.
2. Note that the 2015/2016 General Fund Budget will deliver a projected surplus of \$1,884, which includes Council's approved Special Rate Variation (SRV) and investments and savings from the Transformation to Sustainability (T2S) Project.
3. Respond to all who made community submissions, advising them of the outcome of their requests and thanking them for their input.

## RESCISSION MOTION

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### RM15/2 LANDSCAPE CORRIDORS OF THE COFFS HARBOUR LOCAL GOVERNMENT AREA - RESCISSION MOTION

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**111 RESOLVED** (Townley/Degens):

That the following Resolution number 98 of the Ordinary Meeting of 28 May 2015 be rescinded.

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.*

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

The General Manager left the meeting, the time being 5:55pm. The Director of Sustainable Communities assumed his chair.

The General Manager returned, the time being 5:57pm.

## NOTICE OF MOTION

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### NOM15/10 REBATES FOR SOLAR INSTALLATIONS ON COMMERCIAL PROPERTIES

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**112 RESOLVED** (Townley/Arkan):

That Council staff prepare a report based on the following:

That Council use funds allocated to the Renewable Energy Fund (CHCC resolution 15 March 2015) to offer a rate rebate as an incentive for owners of commercial properties to install solar power systems.

The report should explore allocating \$3K to \$5K per applicant, with a minimum system size of >10kW.

## **GENERAL MANAGER'S REPORTS**

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### **GM15/7 GOVERNANCE AND AUDIT COMMITTEE - ANNUAL REPORT TO COUNCIL AND APPOINTMENT OF A COUNCILLOR REPRESENTATIVE**

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#### **Executive Summary:**

The Governance and Audit Committee voting members are a Councillor representative and three external members. Under the committee's Charter it is required to report annually to Council on its achievements and activities. The report of the committee for 2014 is attached.

Councillor Arkan has been the councillor representative on the Governance and Audit Committee since October 2012. Cr John Arkan has recently resigned from this committee and this report seeks appointment of another councillor.

#### **113 RESOLVED (Palmer/Sultana):**

That Council:

1. Note the report from the external representatives of the Governance and Audit Committee.
2. Appoint a Councillor to the Governance and Audit Committee.

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#### **SUPPLEMENTARY MOTION**

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#### **114 RESOLVED (Rhoades/Knight):**

That Cr Degens be appointed as Councils representative on the Governance and Audit Committee.

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**GM15/8 LOCAL GOVERNMENT REMUNERATION TRIBUNAL**

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**Executive Summary:**

To advise Council of the determination by the Local Government Remuneration Tribunal of fees for Councillors and Mayors for 2015/2016.

**115 RESOLVED (Palmer/Sultana) that:**

1. Pursuant to the provisions of Sections 248 and 249 of the Local Government Act 1993, the annual fee for Councillors be fixed at \$18,380 for the 2015/16 financial year.
2. An additional annual fee for the position of Mayor be set at \$40,090 for the 2015/16 financial year.

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**GM15/9 FIT FOR THE FUTURE IMPROVEMENT PROPOSAL**

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**Executive Summary:**

At its meeting held on 12 February 2015 Council was provided a report on the results from the Fit for the Future self-assessment tool, progress on the preparation of Council's Improvement Proposal and the interrelationship between Council's current Financial Sustainability Strategies and the Fit for the Future action plan.

Council's scale and capacity was assessed by the Independent Local Government Review Panel and was deemed to satisfy this criterion, and therefore no immediate merger was recommended. Consequently, Council is required to prepare an Improvement Proposal (Template 2) for submission by 30 June 2015.

The Improvement Proposal template addresses each of the criteria and the associated benchmarks. The ratios are focussed on General Fund only, with water and sewerage performance information provided; however, the approach to the assessment of this information is unclear. Council is required to demonstrate its improvement toward these benchmarks by 2019/2020 through strategies and associated action plans.

The draft Improvement Proposal includes the following key strategies:

- Transformation to Sustainability (T2S) Program
- Special Rate Variations approved by IPART
- Improving asset management
- Additional revenue or growth revenue opportunities
- Proposed North Coast Joint Organisation



## **GM15/9 - Fit For The Future Improvement Proposal (Cont)**

The draft Improvement Proposal presents an overall picture, where by the required timeframe of 2019/2020, Council is expected to be able to either meet the FFTF benchmarks or show the necessary improvements required. The only exception is the Real Operating Expenditure Ratio per Capita, which is not ideal for a growth Council such as Coffs Harbour City Council and the results are currently being reviewed.

To provide quality assurance in relation to the draft Improvement Proposal, Council officers have arranged for OLG Fit for the Future Panel consultants, AEC Group Ltd to undertake a peer review. The peer reviewed Improvement Proposal will be presented to Council for endorsement at its meeting on 25 June 2015.

- 116 RESOLVED** (Sultana/Degens) that Council notes the Fit for the Future Improvement Proposal update report.

## **BUSINESS SERVICES DEPARTMENT REPORTS**

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### **BS15/29 MAKING OF RATES AND CHARGES FOR 2015-2016**

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#### **Executive Summary:**

The rates and annual charges for 2015/2016 have to be formally 'made' under Section 535 of the Local Government Act, 1993, by Council resolution. The rates and charges are required to be made by 1 August each year.

The Ordinary Rate structure detailed in this report incorporates an increase in Council's General Income of 8.14% for 2015/2016. This rating structure is in accordance with Council's approved Special Rate Variation for 2015/2016 from IPART.

In recognition of the affordability concerns of residents associated with the proposed Ordinary Rate increase, Council has previously adopted to freeze water and sewer annual charges, reduce the increase in the water and sewer usage charge and reduce inspection fees for onsite septic systems in rural areas for the next three years. These measures will result in an overall increase in the total rate bill of no more than 3.9% for the average urban ratepayer for the next two years.

Council acknowledges that increasing rates is only part of the solution to becoming financially sustainable. Through its Transformation to Sustainability (T2S) project, Council is also pursuing productivity and efficiency savings and new revenue opportunities to address its funding gap.

## BS15/29 - Making of Rates and Charges for 2015-2016 (Cont)

### 117 RESOLVED (Sultana/Degens):

That Council:

1. Note the Independent Pricing and Regulatory Tribunal's (IPART) advice of 19 May 2015, approving a two-year (permanent) Special Rate Variation to General Income of 8.14% for 2015/2016 and 7.75% for 2016/2017.
2. Make an Ordinary Rate - Residential, pursuant to Section 494 of the Local Government Act, for 2015/2016 of (0.39821 cents) in the dollar with a Base Amount of \$357.00 for all rateable land in the Coffs Harbour LGA categorised as 'Residential'.
3. Make an Ordinary Rate – Business, pursuant to Section 494 of the Local Government Act, for 2015/2016 of (0.95125 cents) in the dollar with a minimum rate of \$600.00 for all rateable land in the Coffs Harbour LGA categorised as 'Business' EXCEPT land under the sub-category of Business named 'City Centre Business'.
4. Make an Ordinary Rate – City Centre Business, pursuant to Section 494 of the Local Government Act, for 2015/2016 of (1.34626 cents) in the dollar with a minimum rate of \$583.00 for all rateable land in the Coffs Harbour LGA sub-categorised as 'City Centre Business'.
5. Make an Ordinary Rate – Farmland, pursuant to Section 494 of the Local Government Act, for 2015/2016 of (0.39821 cents) in the dollar and a Base Amount of \$357.00 for all rateable land in the Coffs Harbour LGA categorised as 'Farmland'.
6. Make a Special Rate – Environmental, pursuant to Section 495 of the Local Government Act, for 2015/2016 on all rateable land in the Coffs Harbour LGA of (0.01063 cents) in the dollar with a Base Amount of \$20.65.
7. Make an Annual Charge for Domestic Waste Service – Occupied, pursuant to Section 496 of the Local Government Act, for 2015/2016 on all occupied rateable land, categorised Residential or Farmland, to which a domestic waste service is (or able to be) provided.

The amount of the annual charge will be the amount derived by applying the formula:  $C = S \times UD$

Where 'C' equals the annual charge, 'S' equals the number of general waste bins provided to the parcel of land or lot in a strata plan for collection or the number of separate occupations, or one (1), whichever is the greater, and 'UD' (Unit Price Domestic Waste) is \$600.00.

Subsidiary (or extra) Domestic Waste Services pursuant to Section 501 of the Local Government Act, for 2015/2016 will incur the following annual charges per service:

- 7.1. Domestic General Waste Service - \$247.00
- 7.2. Domestic Recycling Service - \$92.00
- 7.3. Domestic Recycle Upgrade Service - \$34.00
- 7.4. Domestic Organic Waste Service - \$145.00.

## **BS15/29 - Making of Rates and Charges for 2015-2016 (Cont)**

8. Make an Annual Charge for Domestic Waste – Vacant Land, pursuant to Section 496 of the Local Government Act, for 2015/2016 of \$112.00, on all vacant rateable land categorised Residential and Farmland, to which a domestic waste service is available.
9. Make an Annual Charge for Non-Rateable (Non-Domestic) Waste Service, pursuant to Section 496(2) of the Local Government Act, for 2015/2016 on all occupied non-rateable properties to which a waste collection service is provided.

The amount of the annual charge will be the amount derived by applying the formula  $C = S \times UN$ , where 'C' equals the annual charge, 'S' equals the number of general waste bins provided for collection or the number of separate occupations, or one (1) whichever is the greater and 'UN' (Unit Price Non-Rateable) is \$600.00 (excluding GST).

Subsidiary (or extra) Non-Rateable (Non-Domestic) Waste Services pursuant to Section 501 of the Local Government Act, for 2015/2016 will incur the following annual charges per service:

- 9.1. Non-Rateable General Waste Service - \$247.00 (excluding GST)
  - 9.2. Non-Rateable Recycling Service - \$92.00 (excluding GST)
  - 9.3. Non-Rateable Recycle Upgrade Service - \$35.00 (excluding GST)
  - 9.4. Non-Rateable Organic Waste Service - \$145.00 (excluding GST)
10. Make an Annual Charge for Non-Domestic Waste – Occupied, pursuant to Section 501 of the Local Government Act for 2015/2016 on all occupied rateable land categorised Business or sub-categorised City Centre Business, to which a waste collection service is provided (or is able to be provided).

The amount of the annual charge will be the amount derived by applying the formula  $C = S \times UB$ , where 'C' equals the annual charge, 'S' equals the number of general waste bins provided to the parcel of land or lot in a strata plan for collection or the number of separate occupations, or one (1) whichever is the greater and 'UB' (Unit Price - Non Domestic) is \$600.00 (excluding GST).

Subsidiary (or extra) Non-Domestic Waste Services pursuant to Section 501 of the Local Government Act, for 2015/2016 will incur the following annual charges per service:

- 10.1. Non-Domestic General Waste Service - \$247.00 (excluding GST)
  - 10.2. Non-Domestic Recycling Service - \$92.00 (excluding GST)
  - 10.3. Non-Domestic Recycle Upgrade Service - \$35.00 (excluding GST)
  - 10.4. Non-Domestic Organic Waste Service - \$145.00 (excluding GST)
11. Make an Annual Charge for Non-Domestic Waste – Vacant Land, pursuant to Section 501 of the Local Government Act, for 2015/2016 of \$112.00 (excluding GST), on all vacant rateable land categorised Business or sub-categorised City Centre Business to which a non-domestic waste service is available.

**BS15/29 - Making of Rates and Charges for 2015-2016 (Cont)**

12. Make an Annual Charge – Sewerage Access Charge, pursuant to Section 501 of the Local Government Act, for 2015/2016 on all rateable land categorised Residential or Farmland, EXCEPT land prescribed under Section 552 (3) (a) and (b) of the Local Government Act.

The amount of the annual charge will be \$806.00 per occupation or \$556.00 for vacant land.

13. Make an Annual Charge – Private Sewer Pump Station Management Charge, pursuant to Section 501 of the Local Government Act, for 2015/2016 on all rateable land.

The amount of the annual charge will be \$123.00 per private sewer pump station.

14. Make an Annual Charge – Sewerage Access Charge, pursuant to Section 502 of the Local Government Act, for 2015/2016 on all rateable land categorised Business or within the Business subcategory 'City Centre Business' EXCEPT land prescribed under Section 552(3) (a) and (b) of the Local Government Act.

The amount of the annual charge will be:

For vacant land - \$556.00.

For occupied land the charge will be calculated using the formula:

SDF x MF x AC factor (with a minimum charge of \$556.00).

Where: SDF = Sewer Discharge Factor  
 MF = Meter Factor (refer to table 1 below)  
 AC factor = \$789.00 (charge for 2015/2016).

Where no Council water service is installed on an occupied property (and able to be connected to the sewerage system) a Meter Factor (MF) equal to one (1) and a Sewer Discharge Factor (SDF) equal to 95% will be assumed for the calculation of the annual sewer access charge (i.e. 1 x 95% x \$789.00 = \$749.55).

Table 1 - Meter Charge Factors - Annual Sewer Access Charge (Non-Residential)

Meter Size (in mm)	Charge Factor	Meter Size (in mm)	Charge Factor	Meter Size (in mm)	Charge Factor
15	1.00	40	4.00	100	25.00
20	1.00	50	6.30	150	56.30
25	1.60	65	10.60	200	100.00
32	2.60	80	16.00	Fire Service	Nil

15. Make an Annual Fee for On-site Sewage Administration (low risk systems), pursuant to Section 608 of the Local Government Act for 2015/2016 on each property on which an on-site sewage management system(s) is installed.

The amount of the fee will be the amount derived by applying the formula

C = OS x UPL where 'C' equals the annual fee, 'OS' equals the number of on-site sewage management systems and 'UPL' (Unit Price) is \$16.00 for low risk on-site sewage systems.

## BS15/29 - Making of Rates and Charges for 2015-2016 (Cont)

16. Make an Annual Fee for On-site Sewage Administration (medium risk systems), pursuant to Section 608 of the Local Government Act for 2015/2016 on each property on which an on-site sewage management system is installed.

The amount of the fee will be the amount derived by applying the formula:

$C = OS \times UPM$  where 'C' equals the annual fee, 'OS' equals the number of on-site sewage management systems and 'UPM' (Unit Price) is \$47.00 for medium risk on-site sewage systems.

17. Make an Annual Fee for On-site Sewage Administration (high risk systems), pursuant to Section 608 of the Local Government Act for 2015/2016 on each property on which an on-site sewage management system is installed.

The amount of the fee will be the amount derived by applying the formula

$C = OS \times UPH$  where 'C' equals the annual fee, 'OS' equals the number of on-site sewage management systems and 'UPH' (Unit Price) is \$171.00 for high risk on-site sewage systems.

18. Make an Annual Charge – Water Access Charge, pursuant to Section 501 of the Local Government Act, for 2015/2016 on all rateable land categorised Residential or Farmland EXCEPT: Land prescribed under Section 552(2) of the Local Government Act (or) Farmland rated properties using water for a commercial farming purpose.

The amounts of the annual charge will be:

18.1. For vacant land or land comprising a single residential dwelling or a lot within a strata plan - \$143.00.

18.2. For land on which is erected a building or buildings adapted for two or more separate occupations, including (but not limited to) a dual occupancy or residential flat building(s) not being part of a strata plan, the amount derived by applying the formula  $AC = T \times \$143.00$  where 'AC' equals the Annual Charge, 'T' equals the number of separate occupations.

19. Make an Annual Charge – Water Access Charges, pursuant to Section 501 of the Local Government Act, for 2015/2016 on all rateable land categorised Business (and sub-category City Centre Business) or Farmland EXCEPT: Land prescribed under Section 552(2) of the Local Government Act (or) Farmland rated properties using water for a residential purpose.

The amount of the annual charges will be:

19.1. For vacant land or occupied land that is not connected to the water supply - \$143.00.

19.2. For land not included in (I) above the amount is derived by applying the formula  $AC = MF \times \$143.00$  where 'AC' equals the Annual Charge, 'MF' equals the aggregate of the charge factors for all meters on the property (see table 2 below for charge factors), and \$143.00 is the unit price.

**BS15/29 - Making of Rates and Charges for 2015-2016 (Cont)**

Table 2 – Meter Charge Factors - Water Access Charge (Non-Residential)

Meter Size (in mm)	Charge Factor	Meter Size (in mm)	Charge Factor	Meter Size (in mm)	Charge Factor
15	1.00	40	4.00	100	25.00
20	1.00	50	6.30	150	56.30
25	1.60	65	10.60	200	100.00
32	2.60	80	16.00	Fire Service	1.00

20. Make an Annual Charge - Water Backflow Charge, pursuant to Section 501 of the Local Government Act, for 2015/2016 of \$15.50 per testable backflow device on rateable properties under the category of Residential or Farmland in respect of land prescribed under Section 552(1).
21. Make an Annual Charge - Water Backflow Charge, pursuant to Section 501 of the Local Government Act, for 2015/2016 of \$62.00 for the first testable backflow device and \$15.50 for any additional testable backflow device(s) on rateable properties under the category of Business or sub-category of City Centre Business in respect of land prescribed under Section 552(1).
22. Make an Annual Charge for Effluent Removal, pursuant to Section 501 of the Local Government Act, for 2015/2016 of \$468.00 for each system able to be connected to the sewerage system (properties with this charge applied may also be charged an annual sewer access charge).
23. Make an Annual Charge for Effluent Removal, pursuant to Section 501 of the Local Government Act, for 2015/2016 of \$468.00 for each system not yet on Council's subsidised pump-out service and not able to be connected to the sewerage system.
24. Make an Annual Charge for Effluent Removal (Special), pursuant to Section 501 of the Local Government Act, for 2015/2016 of \$806.00 for each system not able to be connected to the sewerage system. A subsidised effluent pump-out service is provided with this charge.
25. Make an Annual Charge for Trade Waste, pursuant to Section 501 of the Local Government Act, for 2015/2016. This annual charge is based on the number of trade waste generators at each property.

Table three shows the annual charge applicable for a particular number of trade waste generators at a property.

Table 3 – Annual Charge for Trade Waste

Number of Trade Waste Generators	Annual Trade Waste Charge
1	\$194.00
2 to 4	\$388.00
5 to 9	\$921.50
10 to 14	\$1,794.50
15 to 19	\$2,667.50
20 to 24	\$3,492.00
25 to 29	\$4,268.00
>29	\$5,044.00

## **BS15/29 - Making of Rates and Charges for 2015-2016 (Cont)**

26. Make a Water Usage Charge, pursuant to Section 502 of the Local Government Act, for 2015/2016 of \$2.67 per kilolitre for each kilolitre of water registered, up to a daily average of one (1) kilolitre per occupation for the period read, this is to be known as the Tier 1 (or Step 1) water usage charge.
27. Make a Water Usage Charge, pursuant to Section 502 of the Local Government Act, for 2015/2016 of \$4.01 per kilolitre for each kilolitre of water registered, over a daily average of one (1) kilolitre per occupation for the period read, this is to be known as the Tier 2 (or Step 2) water usage charge.
28. Make a Water Usage Charge (Raw Water Supply), pursuant to Section 502 of the Local Government Act, for 2015/2016 of \$1.34 per kilolitre for each kilolitre of water registered, up to a daily average of one (1) kilolitre per occupation supplied for the period read, this is to be known as the Tier 1 (or Step 1) raw water usage charge.
29. Make a Water Usage Charge (Raw Water Supply), pursuant to Section 502 of the Local Government Act, for 2015/2016 of \$2.00 per kilolitre for each kilolitre of water registered, over a daily average of one (1) kilolitre per occupation supplied for the period read, this is to be known as the Tier 2 (or Step 2) raw water usage charge.
30. Make a Water Usage Charge, pursuant to Section 502 of the Local Government Act, for 2015/2016 of \$2.67 per kilolitre for each kilolitre of water registered on any meter fitted to any Non-Residential property.
31. Make a Water Usage Charge, pursuant to Section 502 of the Local Government Act, for 2015/2016 of \$8.01 per kilolitre for each kilolitre of water registered on any meter fitted for providing a fire service at a property.
32. Make a Sewer Usage Charge, pursuant to Section 502 of the Local Government Act, for 2015/2016 of \$2.09 per kilolitre. Sewerage discharge is based on water usage and varies depending on Sewer Discharge Factors (SDF) allocated to individual water meters on individual properties. Usage is generally determined with the use of meters, which in certain circumstances may not be directly connected to Council's water supply.
33. Make a Trade Usage Charge (for compliant trade waste discharge – Charge Category 2 generators), pursuant to Section 502 of the Local Government Act, for the 2015/2016 charge period of \$1.66 per kilolitre.
34. Make a Trade Usage Charge (for non-compliant trade waste discharge – Charge Category 1 generators), pursuant to Section 502 of the Local Government Act, for the 2015/2016 charge period of \$1.66 per kilolitre.
35. Make a Trade Usage Charge (for non-compliant trade waste discharge – Charge Category 2 generators), pursuant to Section 502 of the Local Government Act, for the 2015/2016 charge period of \$15.26 per kilolitre.
36. Make an Annual Stormwater Management Service Charge, pursuant to Section 496A of the Local Government Act, for 2015/2016, to be applied against rateable properties categorised as Business or Residential within Council's stormwater catchments. The amount of the annual charges will be:
  - 36.1. Residential properties (not being strata units) - a flat charge of \$25.00 will apply.
  - 36.2. For Residential Strata Units - a flat charge of \$12.50 will apply.

## **BS15/29 - Making of Rates and Charges for 2015-2016 (Cont)**

- 36.3. For Business properties (not being strata units) the charge is based on total (estimated) impervious land area using the following criteria:
- Divide the total impervious land area by 350 square metres. This will result in an amount which, (rounded up to the nearest whole number) is multiplied by \$25.00. This annual charge will therefore be an amount divisible by \$25.00 with the minimum charge being \$25.00 for properties having a land area of 350 square metres or less.
- 36.4. For Business Strata Units (in a complex containing only business units) - the charge is determined by a method similar to that detailed in point (III) above, except that the total land area charge for the strata complex (being a multiple of the \$25.00 charge) is further apportioned to individual strata units within the complex using the unit entitlement recorded for each unit. A minimum charge of \$5.00 per strata unit applies to calculated charges less than this amount.
- 36.5. For Business Strata Units (in a mixed complex containing residential units) – the charge for these units will be the same as residential strata units being a flat charge of \$12.50.
37. Make an Interest Charge of 8.5%, pursuant to Section 566 of the Local Government Act, for 2015/2016 being the maximum amount determined by the Minister for Local Government; calculated daily on a simple basis, on overdue rates and charges (EXCEPT water, sewer and trade waste usage charges).

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## **BS15/30 GRANTING OF VOLUNTARY PENSION REBATES FOR 2015-2016**

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### **Executive Summary:**

The Local Government Act 1993, (the Act) provides that the Council must grant a mandatory rebate to eligible pensioners for rates and charges. Council is then reimbursed by subsidy payment for a proportion of the amount rebated. Section 582 of the Act provides that Council may grant an additional voluntary pensioner rebate which this report outlines.

Since 2002 Council has granted additional voluntary pensioner rebates to eligible pensioners in respect of the Environmental Levy and Domestic Waste Charges. The granting of these additional rebates is resolved by Council on an annual basis and is provided for in the 2015/2016 budget at a cost of \$630,000.



## **BS15/30 - Granting of Voluntary Pension Rebates for 2015-2016 (Cont)**

### **118 RESOLVED (Townley/Arkan):**

That Council:

1. Grants a voluntary rebate under Section 582 of the Local Government Act in 2015/2016 to eligible pensioners in respect of the Environmental Levy and Domestic Waste charges. The level of rebate to be:
  - 1.1. In the case of the Environmental Levy – the amount that is the difference between 50% of the ad valorem rate and 50% of the Base Amount and the mandatory rebate to be applied under Section 575 of the Local Government Act.
  - 1.2. In the case of the Domestic Waste Charge – the amount that is the difference between \$87.50 and the mandatory rebate to be applied under Section 575 of the Local Government Act.
2. Notes the provision of \$630,000 in the 2015/2016 budget to meet the cost of providing voluntary pension rebates.

## **SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORTS**

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### **SI15/25 CHCC RECYCLED WATER POLICY AND RECYCLED WATER MANAGEMENT SYSTEM**

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#### **Executive Summary:**

To seek adoption of a new Recycled Water Policy by Council. The policy is supported by a Recycled Water Management System. These documents facilitate in establishing appropriate risk management practices for the supply of recycled water and also facilitate in addressing legislative requirements as prescribed in section 60 of the Local Government Act.

### **119 RESOLVED (Palmer/Degens):**

1. That Council approve the public exhibition of the Coffs Harbour City Council Recycled Water Policy for a period of 28 days.
2. That a report be brought back to Council after submissions have closed.

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**SI15/26 PRIVATE SEWER PUMP STATION POLICY**

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**Executive Summary:**

This report recommends that Council adopt the Private Sewer Pump Station Policy. Council does not currently have a policy in place.

Coffs Harbour City Council has developed the private sewer pump station policy and guideline to detail the responsibilities of the developer and individual property owners with respect to construction, maintenance and operation of associated infrastructure and provides a basic guide to Council's expectations from such systems.

Implementation of this policy and creation of a database will result in regular maintenance of private pump stations (PPS) by the property owners and improved quality of sewage discharged from the PPS to Council's sewer network. This will in turn reduce the severe corrosion of Council's sewer network and costly repairs.

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

1. That Council approve the public exhibition of the Coffs Harbour City Council Private Sewer Pump Station Policy for a period of 28 days.
2. That a report be brought back to Council after submissions have closed.

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**SI15/27 WATER RESTRICTIONS POLICY**

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**Executive Summary:**

Council approved the Draft Water Restrictions Policy for public exhibition at its meeting on 12 March, 2015. Public exhibition period from 20 March 2015 to 17 April 2015 received no submissions from the community. Our Regional Water Supply Scheme partners, Clarence Valley Council, also received nil public submissions from the public exhibition of their Draft Water Restrictions Policy over the same period.

This report recommends that Council adopt the Water Restrictions Policy as exhibited, effective 1 July, 2015.

**121 RESOLVED (Townley/Palmer):**

That Council adopts the Water Restrictions Policy as exhibited, effective 1 July, 2015.

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**REQUESTS FOR LEAVE OF ABSENCE**

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No requests for leave of absence.

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**MATTERS OF AN URGENT NATURE**

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**MUN15/7 Harbour North Wall Upgrade**

Cr Palmer raised the issue of the upgrade of the north wall of the Harbour. The General Manager took the matter on notice. Cr Arkan asked that a briefing be held with interested parties/stakeholders.

**MUN15/8 Sharks in Harbour**

Cr Arkan spoke on the problem of sharks in the harbour and asked that a report be brought back to Council. General Manager advised that operationally this has been attended to but will provide a briefing note to Councillors.

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**QUESTIONS ON NOTICE**

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No questions on notice.

This concluded the business and the meeting closed at 6:24 pm.

Confirmed: 25 June 2015.

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Denise Knight  
Mayor