

The following document is the minutes of the Council Meeting held on Thursday, 9 July 2015. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 23 July 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
9 JULY 2015

Contents

ITEM	DESCRIPTION	PAGE
NOTICES OF MOTION		
NOM15/11	GARAGE SALE TRAIL MEMBERSHIP	2
BUSINESS SERVICES DEPARTMENT REPORTS		
BS15/34	DEVELOPMENT CONTRIBUTIONS PLANS REVIEW SECONDARY DWELLINGS	3
BS15/35	FUTURE AIRPORT GOVERNANCE OPTIONS - PHASE 1 SCOPING STUDY	4
SUSTAINABLE COMMUNITIES DEPARTMENT REPORTS		
SC15/26	NATIONAL STRONGER REGIONS FUND ROUND 2	6
SC15/27	PLANNING PROPOSAL PP_2015_COFFS_001_00 FOR ISLES INDUSTRIAL ESTATE, COFFS HARBOUR	7
SC15/28	COMPLIANCE RESPONSE FRAMEWORK	8
SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORTS		
SI15/31	CITY CENTRE MASTERPLAN COMMITTEE ANNUAL REPORT 2013/14	9



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

9 JULY 2015

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

Staff: General Manager, Director Business Services, 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

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

Councillor	Item	Type of Interest
Cr Innes	SI15/31 – City Centre Masterplan Annual Report 2013/14	Non Pecuniary – Significant Conflict as his wife owns a business that competes with three businesses in the CBD.
Cr Palmer	SI15/31 – City Centre Masterplan Annual Report 2013/14	Non Pecuniary – Less than Significant Conflict as his wife operates a retail outlet in the CBD.

APOLOGY

No apologies.

PUBLIC ADDRESS

No Public Address.

CONFIRMATION OF MINUTES

- 145** **RESOLVED** (Palmer/Degens) that the minutes of the Ordinary meeting held on 25 June 2015 be confirmed as a true and correct record of proceedings.

NOTICES OF MOTION

NOM15/11 GARAGE SALE TRAIL MEMBERSHIP

- 146** **RESOLVED** (Degens/Sultana) that:
1. Council consider membership of the Garage Sale Trail Project currently being taken up by an ever growing number of councils across Australia.
 2. A report be brought back to Council detailing the costs and benefits of membership of the program for the community of Coffs Harbour together with other existing alternatives such as Brunswick Heads event etc.
 3. An invitation be extended to the organisers of the program to form part of the briefing to Council.

BUSINESS SERVICES DEPARTMENT REPORTS

BS15/34 DEVELOPMENT CONTRIBUTIONS PLANS REVIEW SECONDARY DWELLINGS

Executive Summary

The purpose of the report is to present amended Draft Section 94 Developer Contributions Plans and Draft Section 64 Development Servicing Plans 2015 to Council for consideration as a result of the Council resolution on 25 June 2015 (BS15/33) Removal of Developer Contributions for Secondary Dwellings. The 13 attached plans have been updated to include the waiver of Section 64 contributions and charge the LGA wide minimum Section 94 contributions for the construction of Secondary Dwellings 60 square metres or less only. This policy is to be for a trial period of 2 years from 1 July 2015 with a report to be brought back to Council at this time. This report recommends that the Plans be placed on public exhibition for a period of 30 days.

147 RESOLVED (Arkan/Sultana) that the following Draft Section 94 Developer Contributions Plans and Draft Section 64 Development Servicing Plans be placed on public exhibition for a period of 30 days and invite submissions.

1. Coffs Harbour Open Space 2015
2. Hearnese Lake / Sandy Beach Release Area 2015
3. Korora Rural Residential Release Area 2015
4. Moonee Release Area 2015
5. North Coffs Release Area 2015
6. North Boambee Valley (East) Release Area 2015
7. North Bonville 2015
8. Park Beach Area 2015
9. South Coffs 2015
10. West Coffs Harbour 2015
11. West Woolgoolga 2015
12. Water Supply Development Servicing Plan 2015
13. Wastewater Development Servicing Plan 2015.

BS15/35 FUTURE AIRPORT GOVERNANCE OPTIONS - PHASE 1 SCOPING STUDY

Executive Summary

Management options for CHRA have previously been reviewed, the last being in May 2013 with a comparative assessment of various models. Three models were compared being a Council Business Unit Model, a Management Contract Model and a Private Sector Concession Model (or Public Private Partnership). Although the report did not clearly recommend an option, the Private Sector Concession Model scored highest in the evaluation.

Council has to date pursued a mixed model with a Management Contract for the Airport Manager and the operations undertaken through a Council business unit.

Over recent months Council has received a number of briefings exploring a possible long term lease of the airport assets. To further this concept the first phase is to undertake a Scoping Study. The Scoping Study will provide the detailed information on CHRA's assets, operations, financial projections and valuations. This information will not only provide the basis for assessing a long term lease option, but also provide the basis to assess other governance options.

Issues that require addressing in relation to the airport include:

- Capital investment and growth;
- Long term management;
- Economic growth; and
- Level of ongoing risk.

Exploring the long term governance options, including leasing, provides an evidence-based approach to assessing the best option moving forward. This can progress through a Phase 1 Scoping Study undertaken by a consultant selected through a competitive tender process.

This approach is recommended as it provides Council with the opportunity to explore the opportunities that may exist in the market to deliver Council a superior economic return from the airport business, removing capital investment requirements and reducing ongoing risk.

Also this option allows Council to stop the process at any time. The next step for Council will be to examine the response to Council's call for tenders for the Scoping Study.

BS15/35 Future Airport Governance Options - Phase 1 Scoping Study...(Cont'd)

148 RESOLVED (Rhoades/Arkan) that Council take no action at this stage on BS15/35 Future Airport Governance Options – Phase 1 Scoping Study.

AMENDMENT

MOVED (Degens) that Council take no action at this stage on BS15/35 Future Airport Governance Options until a further briefing be given to Council and this matter returned at the earliest opportunity.

The **AMENDMENT** lapsed in the absence of a seconder.

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

SUSTAINABLE COMMUNITIES DEPARTMENT REPORTS

SC15/26 NATIONAL STRONGER REGIONS FUND ROUND 2

Executive Summary

The objective of this report is to seek Council's endorsement of two projects to be submitted to the National Stronger Regions Fund (NSRF) Round 2 process, consisting of a large scale project (greater than \$1 million) and a small scale project (less than \$1 million). If successful, Council will need to commit to matching grant funds in cash on a dollar for dollar basis, for each project.

The NSRF is a program to promote economic development in Australia's regions. The Federal Government is providing \$1 billion over five years, commencing in 2015-16, to fund priority infrastructure in local communities. Round 2 allows applicants to lodge two grant applications, for grants of between \$20,000 and \$10 million. For Round 2, \$25 million will be quarantined for small scale projects seeking funding of \$1 million or less.

Applications for the NSRF Round 2 opened on 15 May 2015 and close on 31 July 2015. Announcement of successful Round 2 projects is expected in December 2015.

149 RESOLVED (Arkan/Innes):

1. That Council submit two proposals to the National Stronger Regions Fund Round 2, being:
 - 1.1 Proposal 1 for a Recreation and Market Hub, being Stages 2, 3 and 4 of the Jetty4Shores project, at a total project cost of \$5,350,000 (2013 estimate).
 - 1.2 Proposal 2 for a Coffs Coast Sport and Leisure Park Major Events and Public Transport Infrastructure Project at a total project cost of \$500,000 (2014 estimate).
2. That Council seek to update estimated project costs via an independent Quantity Surveyor prior to lodgement of the applications, to ensure that estimates are current.
3. That Council note that, if successful, the grant funds for each proposal would need to be matched in cash on a dollar for dollar basis, to be allocated from internal reserves.

Executive Summary

The objective of this report is to provide Council with a review of submissions received during the exhibition period for Planning Proposal (PP) PP_2015_Coffs_001_00, being a planning proposal to rezone lands within the Isles Industrial Estate from B5 Business Development to IN1 General Industrial. This report recommends progressing the PP in accordance with the delegation of plan making powers under the Environmental Planning and Assessment (EP&A) Act 1979.

The report recommends that Council endorse the final PP (refer to maps, Attachment 1) to rezone part of the subject land from a B5 Business Development zone to an IN1 General Industrial Zone under Coffs Harbour Local Environmental Plan (LEP) 2013.

Council and the community will benefit from the PP as it will:

- provide land for development that is in keeping with the environmental and servicing capacity of the land; and
- reduce the potential for land use conflict between properties within the Isles Industrial Estate.

150 RESOLVED (Arkan/Sultana):

1. That Council endorses Planning Proposal PP_2015_Coffs_001_00 - Review of B5 Zoning Isles Industrial Estate (Attachment 1 - maps).
2. That Council delegates to the General Manager the authority issued by the NSW Department of Planning and Environment to exercise the functions of the Minister under Section 59 of the Environmental Planning and Assessment Act 1979 for the purposes of finalising this Planning Proposal.
3. That Council continues to consult with the NSW Department of Planning and Environment on the terms of the amendment to Coffs Harbour Local Environmental Plan 2013, to ensure its consistency with the objectives, outcomes and provisions of the Planning Proposal.
4. That the landowners and where relevant, their consultant/s, be informed of Council's decision.

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

SC15/28 COMPLIANCE RESPONSE FRAMEWORK

Executive Summary

At its meeting of 23 April 2015, Council considered a report in respect to the proposed implementation of a Compliance Response Framework (CRF) and resolved as follows:

1. *That Council endorses release of the Draft Compliance Response Framework for public exhibition and invite submissions for a period of 28 days;*
2. *That a report be brought back to Council on the Draft Compliance Response Framework following public exhibition.*

The CRF was placed on public exhibition for the period from 6 May 2015 through to 3 June 2015 in accordance with the above resolution. Submissions to the framework were open and accepted up to the 17 June 2015. No submissions were received.

The CRF seeks to provide the community with clear information as to how Council will respond toward a range of customer request matters and the response times that will be applied accordingly. The CRF will apply a risk based assessment and response approach to customer requests with the primary focus being applied to the matters that will benefit the broader public interest.

This report seeks Council's adoption of CRF with the CRF to be appended to Council's existing Enforcement Policy.

- 151 RESOLVED** (Sultana/Palmer) that Council adopt the attached Compliance Response Framework as an appendix to Council's Enforcement Policy.

SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORTS

Cr Innes left the meeting, the time being 5:52pm.

SI15/31 CITY CENTRE MASTERPLAN COMMITTEE ANNUAL REPORT 2013/14

Executive Summary

The City Centre Masterplan Committee is a Section 355 committee and was established with key responsibilities of implementing the objectives and strategies of the Coffs Harbour City Centre Masterplan, recommending annual works programs and budget priorities for expenditure of funds raised through the City Centre Special Rate Variation (SRV) and liaising with key stakeholders including Council, community, property owners and business in the City Centre.

Attachment - *City Centre Masterplan Update June 2014* is submitted to Council, outlining the Committee's expenditure and activities for 2013/14, its Terms of Reference prior to June 22, and planned activities for 2014/15.

City Centre Masterplan Committee Annual Reports are generally intended to be placed before Council for review in the first half of each new Financial Year. In this particular case the presentation of the annual report has been delayed primarily due to the recently completed process to develop and adopt a new Terms of Reference for the Committee. It should be noted that the Committee is not responsible the delay.

152 RESOLVED (Townley/Degens):

1. That Council note the submission of the City Centre Masterplan Committee's annual report for 2013/14.
2. That copies of the annual report be distributed to property owners contributing to the City Centre Special Rate Variation.
3. That the City Centre Masterplan Committee be congratulated for its achievements in 2013 - 2014 and thanked for its voluntary contributions to the City.

Cr Innes returned to the meeting, the time being 5:53pm.

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 5:53pm.

Confirmed: 23 July 2015.

.....
Denise Knight
Mayor