

The following document is the minutes of the Council meeting held on 10 December 2015. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 11 February 2016 and therefore subject to change. Please refer to minutes of 11 February 2016 for confirmation.



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

**Contents**

<b>ITEM</b>	<b>DESCRIPTION</b>	<b>PAGE</b>
<b>SUSTAINABLE COMMUNITIES DEPARTMENT REPORTS</b>		
SC15/55	DRAFT COASTAL HAZARD PLANNING CONTROLS - POLICY FRAMEWORK AND PLANNING PROPOSAL - RESULTS OF PUBLIC EXHIBITION - GOVERNMENT COASTAL MANAGEMENT REFORMS	2
SC15/53	COFFS HARBOUR SPORTS FACILITY PLAN 2010 - FIVE YEAR REVIEW - DRAFT	5
SC15/54	PLANNING PROPOSAL - PP_2013_COFFS_004_00 - NORTH BOAMBEE VALLEY (WEST) INVESTIGATION AREA - PROJECT UPDATE	5
SC15/56	PEER REVIEW OF PRELIMINARY DRAFT WOOLGOOLGA TOWN CENTRE MASTERPLAN AND DRAFT WOOLGOOLGA BEACH RESERVE PLAN OF MANAGEMENT	6
SC15/57	ON-SITE SEWAGE MANAGEMENT STRATEGY 2015	7
SC15/58	JRPP ASSESSMENT REPORT FOR DEVELOPMENT APPLICATION NO.0209/16 LOT 10 DP 264205, LOT 25 SECTION E DP 17053, 123 PARK BEACH ROAD, PARK BEACH	8
SC15/59	DRAFT GRAFFITI MANAGEMENT POLICY AND DRAFT GRAFFITI MANAGEMENT STRATEGY 2016-2020	8

<b>ITEM</b>	<b>DESCRIPTION</b>	<b>PAGE</b>
SC15/60	COMMITTEE MEMBERSHIP TOORMINA COMMUNITY CENTRE MANAGEMENT COMMITTEE AND AYRSHIRE PARK MANAGEMENT COMMITTEE	9
<b>SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORTS</b>		
SI15/55	RESERVE NAMING APPLICATION - COFFS COAST SPORT & LEISURE PARK EAST PRECINCT BRUCE BARNIER FIELD	10
SI15/56	OUTDOOR DINING CHARGES	11
SI15/57	CONTINUATION OF ALCOHOL PROHIBITION FOR NEW YEARS EVE & AUSTRALIA DAY	11
SI15/58	CONTRACT NO. RFT-727-TO: DESIGN, SUPPLY AND DELIVERY OF A PRECAST REINFORCED CONCRETE BRIDGE, RHODES BRIDGE	12
<b>TRUST REPORTS</b>		
T15/10	COFFS COAST STATE PARK TRUST AND WOOLGOOLGA BEACH RESERVE TRUST SPECIAL PURPOSE FINANCIAL REPORT AND AUDIT 2015	13
T15/11	HOLIDAY PARKS TOURIST ACCOMMODATION TARIFFS 2016/17 AND 2017/18	13
<b>MATTER OF AN URGENT NATURE</b>		
MUN15/13	Speed Zone Reductions	14



## **COFFS HARBOUR CITY COUNCIL**

### **ORDINARY MEETING**

**10 DECEMBER 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 Sustainable Infrastructure, Director Sustainable Communities, Director Business Services 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**

---

No disclosures of interests tabled.

---

#### **APOLOGY**

---

No apologies.

---

**PUBLIC ADDRESS**

---

<b>Time</b>	<b>Speaker</b>	<b>Item</b>
5.00 pm	Dr Graeme Chaffey	SC15/55 - Draft Coastal Hazard Planning Controls - Policy Framework and Planning Proposal - Results of Public Exhibition - Government Coastal Management Reforms
5.05 pm	Judy Boyle	SC15/55 - Draft Coastal Hazard Planning Controls - Policy Framework and Planning Proposal - Results of Public Exhibition - Government Coastal Management Reforms

---

**CONFIRMATION AND ADOPTION OF MINUTES**

---

**280** **RESOLVED** (Innes/Degens) that the minutes of the Ordinary meeting held on 26 November 2015 be confirmed as a true and correct record of proceedings.

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

**SUSTAINABLE COMMUNITIES DEPARTMENT REPORTS**

---

**SC15/55 DRAFT COASTAL HAZARD PLANNING CONTROLS - POLICY FRAMEWORK AND PLANNING PROPOSAL - RESULTS OF PUBLIC EXHIBITION - GOVERNMENT COASTAL MANAGEMENT REFORMS**

---

**Executive Summary:**

The objective of this report is to provide Council with an overview of the submissions lodged during the public exhibition period of the suite of draft coastal hazard planning documents (Planning Policy, Planning Proposal – PP\_2014\_Coffs\_03 and amendments to Coffs Harbour Development Control Plan 2015).

The suite of draft documents publicly exhibited consisted of:

1. Coastal Hazard Planning Policy.
2. Planning Proposal – PP\_2014\_Coffs\_03.
3. Amendments to Chapter E2 - Coastal Hazards, of the Coffs Harbour Development Control Plan 2015.

The suite of draft documents was publicly exhibited over a nine week period. In total, 111 written submissions were received from the public with a variety of issues raised. Individual and public meetings were attended, Councillor briefings were held and numerous telephone enquiries and emails were received and responded to. The issues raised during the exhibition period are summarised in Attachment 1 to this report, as well as in the issues section of this report. Attachment 2 (Confidential) contains a copy of all submissions received.

**Cont'd**

**SC15/55 Draft Coastal Hazard Planning Controls - Policy Framework and Planning Proposal - Results of Public Exhibition - Government Coastal Management Reforms ...(Cont'd)**

---

Council has previously developed a number of studies, including a Coastal Zone Management Plan which provides a basis for the prediction of impacts from coastal hazards, and a range of proactive management strategies. Attachment 3 contains a copy of the consultation strategy prepared for the overall body of work (all four stages). The Coastal Zone Management Plan is currently awaiting certification by the Minister for Planning (who currently has the portfolio for coastal management).

Coastal Management Reforms for NSW have recently been announced by the NSW Government, which include a proposed new framework for coastal management. This framework is currently on display for public consultation until 29 February 2016. While the new framework will eventually require Council to adhere to a new process for addressing coastal management, the current Coastal Zone Management Plan and the draft planning controls that are the subject of this report remain relevant. This report recommends that a further report be provided to Council in February 2016 explaining the reforms.

This report recommends that Council defer the progression of the suite of draft coastal hazard planning documents pending the outcome of the February report to Council. It further recommends that Council write to the Minister for Planning requesting that the certification of the Coastal Zone Management Plan be held in abeyance until further notice.

**281 RESOLVED** (Innes/Rhoades) that:

1. Council acknowledges the Coastal Management Reforms announced by the Minister for Planning on 13 November 2015 and that a further report be provided to Council in February 2016 that addresses the following:
  - 1.1 outlines the details of the Coastal Management Reforms that are currently on exhibition until 29 February 2016; and
  - 1.2 includes a submission on the Coastal Management Reforms.
2. Council defer the progression of the Planning Proposal – PP\_2014\_Coffs\_03, Planning Policy and amendments to Coffs Harbour Development Control Plan 2015 pending the outcome of the abovementioned report.
3. Council acknowledges the submissions received on the draft planning controls to date and that the landowners and where relevant, their consultant/s be informed of Council's decision.
4. Council write to the Minister for Planning requesting that certification of the Coastal Zone Management Plan under Section 55G of the Coastal Protection Act be held in abeyance until further notice.

**Cont'd**

**SC15/55 Draft Coastal Hazard Planning Controls - Policy Framework and Planning Proposal - Results of Public Exhibition - Government Coastal Management Reforms ...(Cont'd)**

---

**AMENDMENT**

**MOVED** (Arkan/Cowling) that:

1. Council not proceed with the planning controls and halt the project and in the interim use information available from community consultation to review the sea level rise predictions.
2. A report be brought back to Council highlighting the findings of the Minister's findings.
3. Council acknowledges the submissions received on the draft planning controls to date and that the landowners and where relevant, their consultant/s be informed of Council's decision.
4. Council write to the Minister for Planning requesting that certification of the Coastal Zone Management Plan under Section 55G of the Coastal Protection Act be held in abeyance until further notice.

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

**VOTED FOR**

Cr Arkan  
Cr Degens  
Cr Cowling

**VOTED AGAINST**

Cr Rhoades  
Cr Townley  
Cr Innes  
Cr Knight  
Cr Sultana  
Cr Palmer

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

**VOTED FOR**

Cr Rhoades  
Cr Arkan  
Cr Degens  
Cr Townley  
Cr Innes  
Cr Knight  
Cr Palmer  
Cr Cowling

**VOTED AGAINST**

Cr Sultana

---

**SC15/53 COFFS HARBOUR SPORTS FACILITY PLAN 2010 - FIVE YEAR REVIEW - DRAFT**

---

**Executive Summary:**

Council adopted the *Coffs Harbour Sports Facility Plan* in 2010, to provide direction for the current and future provision of sports facilities within the Coffs Harbour LGA overall, and with specific recommendations for sports with challenges relating to facility provision. *The Coffs Harbour Sports Facility Plan 2010* serves as a companion document to the *Coffs Harbour Open Space Strategy 2009*.

The planned five year review has been undertaken and is now ready (in draft) for exhibition. The purpose of the review is to outline any changes to future planned sporting provision outlined in the *Coffs Harbour Sports Facility Plan 2010*. Whilst the entire 2010 plan has been considered, the draft review document focuses on significant changes in the sporting environment within that time, and any corresponding updates to recommendations and masterplans.

- 282 RESOLVED** (Palmer/Townley) that Council approve public exhibition of the draft *Coffs Harbour Sports Facility Plan 2010 - Five Year Review* for a period of ten (10) weeks.

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

---

**SC15/54 PLANNING PROPOSAL - PP\_2013\_COFFS\_004\_00 - NORTH BOAMBEE VALLEY (WEST) INVESTIGATION AREA - PROJECT UPDATE**

---

**Executive Summary:**

This report provides Council with a progress update in relation to a Planning Proposal (PP) for the North Boambee Valley (NBV) (West) Investigation Area, and results of submissions received in relation to the public exhibition of the PP. The report discusses the issues raised by the community and Government agencies during the public exhibition period, including:

- potential impacts of a proposed quarry haul road;
- provision of a stormwater detention basin and options for funding;
- implications of predicted traffic increases; and
- a requirement by the Roads and Maritime Services (RMS) for further traffic modelling to be undertaken.

The report recommends that Council note the submissions and issues raised during the exhibition period. This report also seeks a commitment from Council to forward fund the construction of a detention basin to provide for future development. This basin will provide significant mitigation of flooding in NBV (West), and will also be of considerable benefit to the wider Boambee-Newports Creek catchment downstream of NBV (West).

- 283 MOVED** (Rhoades/Innes) that the matter be deferred subject to further information being provided.

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

---

**SC15/56 PEER REVIEW OF PRELIMINARY DRAFT WOOLGOOLGA TOWN CENTRE MASTERPLAN AND DRAFT WOOLGOOLGA BEACH RESERVE PLAN OF MANAGEMENT**

---

**Executive Summary:**

This report provides Council with an update on the progress of the Woolgoolga Town Centre Study Review. It also presents findings of an independent peer Design Review of the preliminary draft Woolgoolga Town Centre Masterplan (not yet reported to Council or publicly exhibited) and the draft Woolgoolga Beach Reserve Plan of Management (exhibited June 2014).

During the community engagement processes for both of these Plans, Council received several requests for the integration of the two projects. Whilst the two projects have differing statutory requirements and need to remain as two separate final documents, it was recognised that the two Plans should work in harmony to provide beneficial outcomes to the Woolgoolga community. On this basis, Council engaged consultants Lat27 Pty Ltd to undertake an independent peer Design Review to test overall design principles and findings of both projects, to allow design issues to be resolved. The Design Review document is attached (Attachment 1).

This report includes details of a key recommendation provided within the Design Review relating to the relocation of the Woolgoolga Beach Holiday Park entry from Beach Street to Wharf Street and a discussion in relation to the implications of this proposal. This report also includes a Traffic and Car Parking Assessment undertaken during the Design Review process (Attachment 2).

**284 MOVED** (Townley/Arkan) that:

1. Council acknowledges the Woolgoolga Design Review, prepared by Lat27, dated August 2015 (Attachment 1).
2. A concept plan displaying the alternative entry point be placed on exhibition.

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

**Executive Summary:**

At its meeting of 24 September 2015, Council considered a report in respect to the draft On-Site Sewage Management Strategy and resolved the following:

- 1. That Council endorses the release of the draft On-Site Sewage Management Strategy for public exhibition and invite submissions for a period of 42 days.*
- 2. That a report be brought back to Council on the draft On-Site Sewage Management Strategy following completion of the exhibition and submission period.*

The draft Strategy was placed on public exhibition for the period from 7 October 2015 through to 18 November 2015 in accordance with the above resolution. One submission was received during the exhibition period.

The Strategy is an overall arching document for use by Council staff in association with the assessment of applications, inspection of current on-site sewage systems and all matters that pertain to the operation, installation and maintenance of on-site sewage management systems in the Coffs Harbour Local Government Area (LGA).

The Strategy has been reviewed and updated to reflect current thinking and the application of risk management considerations applied to the assessment and inspection of on-site sewage management systems. In updating the Strategy, consideration has been applied to reflect and build upon the learning obtained since the Strategy was first implemented in 2000 as well as the incorporation of input from internal and external stakeholders.

The updated document provides clear direction and focuses on system design and operation considerations and will serve as a valuable reference for system owners, design consultants, installers and industry. The adoption of the Strategy will provide for a consistent and transparent approach to the monitoring and governance of On-Site Sewage Management Systems within the Coffs Harbour LGA.

**285 RESOLVED** (Palmer/Innes) that Council adopts the On-Site Sewage Management Strategy 2015.

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

---

**SC15/58 JRPP ASSESSMENT REPORT FOR DEVELOPMENT APPLICATION NO.0209/16 LOT 10 DP 264205, LOT 25 SECTION E DP 17053, 123 PARK BEACH ROAD, PARK BEACH**

---

**Executive Summary:**

To advise that a development assessment report, prepared by Council, for Development Application 0209/16 has been lodged with the Joint Regional Planning Panel (Northern Region).

As the proposal involves a development that has a capital investment value of greater than \$20 million, the application is required to be determined by the Joint Regional Planning Panel (Northern Region) and not Council, in accordance with the provisions of *State Environmental Planning Policy (State and Regional Development) 2011*.

A copy of the development assessment report that has been provided to the Panel is appended to this report. It is recommended that the content of this report be noted.

**286 RESOLVED** (Rhoades/Innes) that Council notes the report.

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

---

**SC15/59 DRAFT GRAFFITI MANAGEMENT POLICY AND DRAFT GRAFFITI MANAGEMENT STRATEGY 2016-2020**

---

**Executive Summary:**

At its meeting of 18 December 2014, Council considered a Notice of Motion on graffiti removal and street art and resolved:

*That Council will engage members of the community by way of invitation to develop a policy on graffiti management and a strategy to undertake prevention, mitigation and education activities to minimise the impact of graffiti vandalism in the local government area.*

In March 2015, an initial stakeholder meeting was called to bring together key community organisations, groups and community members to discuss issues surrounding graffiti management and the proposed approach to develop a policy and strategy. This meeting resulted in a strong level of community commitment to progress with a policy and strategy and a working group was formed.

The working group has met regularly since March 2015 to provide input into these documents and has also been a valuable mechanism for information sharing and mutual understanding of the issues around graffiti. The group also partnered with Rotary Coffs Harbour to promote and implement a Graffiti Action Day on 18 October 2015.

**Cont'd**

**SC15/59 Draft Graffiti Management Policy and Draft Graffiti Management Strategy 2016-2020 ...(Cont'd)**

---

It is intended that the Graffiti Management Policy will:

- Guide Council's approach for an effective, coordinated and proactive approach to graffiti management through prevention, engagement, education, removal and enforcement.

The purpose of the Graffiti Management Strategy is to:

- Communicate Council's commitment to working towards reducing levels of graffiti vandalism in the city, and to the maintenance of a safe and welcoming environment for the community and visitors, as is viable within the resources that are available.
- Provide a clear and consistent framework for managing and reducing the incidence of graffiti vandalism.
- Provide a graffiti management framework that aligns with the best practice principles of stakeholder engagement, reporting, removal, prevention, education and enforcement.

The policy and strategy acknowledge the need to consider a variety of approaches to graffiti management and the need to work in partnership with community stakeholders for effective outcomes in a resource constrained environment.

**287 RESOLVED** (Sultana/Arkan) that:

1. Council adopts the draft Graffiti Management Policy and draft Graffiti Management Strategy 2016-2020 for public consultation.
2. The draft Graffiti Management Policy and draft Graffiti Management Strategy 2016-2020 be publicly exhibited for 60 days and a further report then be provided to Council.

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

---

**SC15/60 COMMITTEE MEMBERSHIP TOORMINA COMMUNITY CENTRE MANAGEMENT COMMITTEE AND AYRSHIRE PARK MANAGEMENT COMMITTEE**

---

**Executive Summary:**

To recommend to Council the appointment of community members to the facility management committee/s.

**288 RESOLVED** (Innes/Arkan) that:

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

1. Toormina Community Centre Facility Management Committee – Carmel Hill;
2. Ayrshire Park Management Committee - Tania Myers.

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

---

## SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORTS

---

### SI15/55 RESERVE NAMING APPLICATION - COFFS COAST SPORT & LEISURE PARK EAST PRECINCT BRUCE BARNIER FIELD

---

#### **Executive Summary:**

Council adopted the Reserve Naming and Memorial Policy on 23 July, 2015.

This Policy provides for the naming of fields within sports complexes after significant individuals or families in accord with criteria detailed in the Policy.

Council has received an application to name the eastern fields at the Coffs Coast Sport and Leisure Park after the late Bruce Barnier, a long time affiliate of hockey at both the local and State levels. The proposal seeks to rename the eastern precinct as follows the "Coffs Coast Sport and Leisure Park East Precinct Bruce Barnier Field.

Staff have assessed the application and consider that the late Bruce Barnier fulfills the requirements of the Policy. In accord with Policy the proposed name has been advertised and submissions invited from the community

No submissions were received.

This report recommends that Council adopt the proposal to rename the eastern precinct the "Coffs Coast Sport and Leisure Park East Precinct Bruce Barnier Field".

Note that installation of the sign will be dependent on funding becoming available. Alternatively the applicants can choose to fund the sign if they wish it to be installed more immediately.

- 289 RESOLVED** (Arkan/Palmer) that Council adopt the proposal to name the eastern fields at the Coffs Coast Sport and Leisure Park the "Coffs Coast Sport and Leisure Park East Precinct Bruce Barnier Field" and that the field be signed accordingly, pending funding.

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

---

**SI15/56      OUTDOOR DINING CHARGES**

---

**Executive Summary:**

To consider reducing charges for outdoor dining and display of merchandise on public footpaths for City Square businesses during construction work as part of the revitalisation of the City Square.

- 290      RESOLVED** (Arkan/Sultana) that Council provide, during the construction period, a reduction in charges for outdoor dining and display of merchandise for City Square businesses directly impacted by the City Square revitalisation.

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

---

**SI15/57      CONTINUATION OF ALCOHOL PROHIBITION FOR NEW YEARS  
EVE & AUSTRALIA DAY**

---

**Executive Summary:**

Council resolved on 25 August 2011 to establish an extended 24 hour alcohol prohibition for New Year's Eve and Australia Day within all alcohol prohibited reserves for a four year period commencing 31 December 2011.

Council also resolved to review the 24 hour New Year's Eve and Australia Day Alcohol Prohibition at the end of the four year period and to return a report to Council, evaluating the effectiveness of the extended prohibition.

The four year period has now expired and the effectiveness of the prohibition in regulating anti-social behavior has been reviewed by the Coffs-Clarence Local Area Command and Council.

The review with the Coffs-Clarence Local Area Command, the primary stakeholder in the process, has determined that there has been a significant decrease in the number of alcohol related incidents occurring within public reserves on New Year's Eve and Australia Day since the introduction of the prohibition in 2010 and a continuation of the prohibition is recommended.

This report recommends the continuation of the 24 hour alcohol prohibition within public reserves for New Year's Eve and Australia Day arrangements beyond the cessation of the four year trial period.

**Cont'd**

**SI15/57 Continuation of Alcohol Prohibition for New Years Eve & Australia Day ...(Cont'd)**

---

**291 RESOLVED** (Innes/Palmer) that:

1. Council use the powers granted by section 632A of the Local Government Act 1993 to prohibit alcohol within the Council owned or managed Reserves (exclusive of the Coffs Coast Regional Park) listed in Attachment 1 as follows:  
New Year's Eve – 6am New Year's Eve to 6am New Year's Day;  
Australia Day – 6am Australia Day to 6am the following day  
except for Council licenced events.
2. Council as the agency responsible for visitor and facility management under the Memorandum of Understanding for the Coffs Coast Regional Park (CCRP), regulate by notice the bringing in or consuming of alcohol within the CCRP Reserves listed in Attachment 1 as follows:  
New Year's Eve – 6am New Year's Eve to 6am New Year's Day;  
Australia Day – 6am Australia Day to 6am the following day.
3. Notices, to effect all of the above, be displayed at appropriate locations.
4. Council publicise the prohibition through its website and in local media in advance of the holiday period.

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

---

**SI15/58 CONTRACT NO. RFT-727-TO: DESIGN, SUPPLY AND DELIVERY OF A PRECAST REINFORCED CONCRETE BRIDGE, RHODES BRIDGE**

---

**Executive Summary:**

To report on tenders received for the design, supply and delivery of prefabricated components for the replacement of Rhodes Bridge on Lower Bobo Road, Ulong and Condons Bridge on Condons Road, Safety Beach and to gain Council's approval to accept a tender.

**292 RESOLVED** (Rhoades/Arkan) that:

1. In accordance with clause 178(1) (a) of the *Local Government (General) Regulation 2005*, Council accept the tender of Waeger Constructions Pty Ltd, ABN 13 110 364 737, for Contract No. RFT-727-TO for design, supply and delivery of precast reinforced concrete bridge, Rhodes Bridge, for the lump sum amount of \$148,500 including GST on the basis:
  - a) The tender is the highest scoring tender following the application of Council's Tender Value Selection System and is the preferred offer.
  - b) The tenderer has the necessary experience in similar works and has provided similar services to Coffs Harbour City Council in the past.
2. The contract document be executed under the Seal of Council.

## TRUST REPORTS

---

### T15/10 COFFS COAST STATE PARK TRUST AND WOOLGOOLGA BEACH RESERVE TRUST SPECIAL PURPOSE FINANCIAL REPORT AND AUDIT 2015

---

#### **Executive Summary:**

The purpose of this report is to provide Council, as Corporate Manager of the Coffs Coast State Park Trust (CCSPT) and Woolgoolga Beach Reserve Trust (WBRT), with final audited financial statements for year ending 30 June 2015. A full copy of the two Trusts Special Purpose Financial Reports are attached.

#### **293 RESOLVED** (Palmer/Innes) that Council:

1. As Corporate Manager of the Coffs Coast State Park Trust notes the Special Purpose Financial Report and audit for year ended 30 June 2015.
2. As Corporate Manager of the Woolgoolga Beach Reserve Trust, notes the Special Purpose Financial Report and audit for year ended 30 June 2015.

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

---

### T15/11 HOLIDAY PARKS TOURIST ACCOMMODATION TARIFFS 2016/17 AND 2017/18

---

#### **Executive Summary:**

Council, as Corporate Manager of the Coffs Coast State Park Trust (CCSPT) and Woolgoolga Beach Reserve Trust (WBRT), operate four holiday parks at Park Beach, Sawtell, Woolgoolga Beach and Woolgoolga Lakeside.

In line with various marketing strategies and business objectives, the Trust establishes tariffs for a wide cross section of tourist accommodation types ranging from unpowered sites through to 4.5 star villas. The tariffs vary between parks and are commensurate with the level of investment, and the products, services and facilities available.

The proposed tariffs represent a conservative approach to increases this year. They are aimed at meeting the predicted growth in operating costs without placing undue financial pressure upon our customer base. The tariffs presented are also in keeping with industry competition providing similar products and services.

In addition to the 2016/17 tariffs, the report also contains tariffs for the 2017/18 period. Historically only one tariffs period has been approved but in response to feedback from customers seeking longer term clarity on tariffs, it is recommended that two tariffs periods be approved under the proviso that the second period be reviewed in 12 months to ensure they remain appropriate to the market.

**Cont'd**

---

**T15/11 Holiday Parks Tourist Accommodation Tariffs 2016/17 and 2017/18...(Cont'd)**

---

**294 RESOLVED** (Innes/Degens) that:

Council, as Corporate Manager of the Coffs Coast State Park Trust and Woolgoolga Beach Reserve Trust:

1. Approve the 2016/17 Tariffs within the report for the four holiday parks and note the intent to adjust tariffs throughout the year, where required, in line with proactive yield management practices.
2. Approve the 2017/18 Tariffs within the report and note the intent to resubmit the 2017/18 Tariffs for review in 12 months.

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

---

**REQUESTS FOR LEAVE OF ABSENCE**

---

**295 RESOLVED** (Knight/Rhoades) that Cr Degens be granted leave of absence from Council for 11 and 25 February 2016.

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

---

**QUESTIONS ON NOTICE**

---

No questions on notice.

---

**MATTERS OF AN URGENT NATURE**

---

**MUN15/13 Speed Zone Reductions**

Cr Rhoades raised an issue between Council and RMS regarding the reduction of speed zones in various sections of Sawtell Road, Toormina Road, Lyons Road and Hogbin Drive from Sawtell roundabout to the Rugby Park and requested Council to continue liaising with the RMS.

This concluded the business and the meeting closed at 6.42 pm.

Confirmed: 11 February 2016

.....  
Denise Knight  
Mayor

---