

The following document is the minutes of the Council Meeting held on Thursday, 23 June 2016. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 14 July 2016 and therefore subject to change. Please refer to the minutes of the meeting of 14 July 2016 for confirmation.



COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
COUNCIL CHAMBERS
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR
23 JUNE 2016

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

23 June 2016

Present: Councillors D Knight (Mayor), N Cowling, R Degens, 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

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

Councillor	Item	Type of Interest
Cr Cowling	BS16/23 Granting of Voluntary Pension Rebates for 2016-2017	Pecuniary Interest – Cr Cowling is a pensioner.

APOLOGY

- 127 **RESOLVED** (Degens/Townley) that an apology received from Councillor Arkan for unavoidable absence be received and accepted.

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

- 128 **RESOLVED** (Rhoades/Degens) that leave of absence as requested from Councillor Innes be approved.

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

PUBLIC FORUM

No public forum.

PUBLIC ADDRESS

No public address.

CONFIRMATION AND ADOPTION OF MINUTES

- 129 **RESOLVED** (Sultana/Degens) that the minutes of the Ordinary meeting held on 9 June 2016 be confirmed as a true and correct record of proceedings.

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

RESCISSION MOTION

RM16/2 2016/17 ENVIRONMENTAL LEVY PROJECT SCHEDULE - RESCISSION MOTION

Councillors Townley, Sultana and Arkan have given their intention to move:

MOVED (Townley/Sultana):

That the following Resolution number 119 of the Ordinary Meeting of 9 June 2016 be rescinded.

That Council approve the inclusion of the following projects in the 2016/2017 Delivery Program and Operational Plan:

*To be allocated from the 2016/2017 Environmental Levy Program
Recommended Allocation*

<i>Bushland Regeneration</i>	<i>\$210,732</i>
<i>Environmental Weeds Program</i>	<i>\$107,681</i>
<i>Conservation and Sustainable Management of Biodiversity</i>	<i>\$218,500</i>
<i>Grants Administration Officer</i>	<i>\$64,340</i>
<i>Supporting Community Action in the Coffs Harbour LGA</i>	<i>\$160,000</i>
<i>Orara River Rehabilitation Project</i>	<i>\$200,000</i>
<i>Restore the Natural Environment of the Jetty Foreshores</i>	<i>\$20,000</i>
<i>Koala / Wildlife Corridor Bakker Drive Reserve STAGE 4</i>	<i>\$9,975</i>
<i>Restore the Natural Environment of Boambee Beach North</i>	<i>\$20,000</i>
<i>Incentives & Training for Environmental Sustainability in Horticulture</i>	<i>\$25,000</i>
<i>Community Sustainable Living Program</i>	<i>\$93,000</i>
<i>North Coast Regional Botanic Garden Education Officer</i>	<i>\$16,000</i>
<i>Non-lethal Management of Coffs Harbour Kangaroos by Fertility Control</i>	<i>\$35,000</i>
<i>Water quality assessment of Bucca Bucca Creek</i>	<i>\$55,000</i>
<i>Community Awareness, Education and Engagement about Kangaroos</i>	<i>\$15,000</i>
<i>Renewable Energy for a Sustainable Future: Education and Generation</i>	<i>\$4,925</i>
<i>Matching Grant funds allowance/Environmental Levy Policy up to \$50k p.a.</i>	<i>\$30,585</i>

The **MOTION** on being put to the meeting resulted in a tied vote.

VOTED FOR

Cr Townley

Cr Sultana

Cr Cowling

VOTED AGAINST

Cr Rhoades

Cr Degens

Cr Knight

The Mayor used her casting vote and the **MOTION** was declared **LOST**.

GENERAL MANAGER'S REPORTS

GM16/9 LOCAL GOVERNMENT REMUNERATION TRIBUNAL

Executive Summary

To advise Council of the determination by the Local Government Remuneration Tribunal of fees for Councillors and Mayors for 2016/2017.

130 RESOLVED (Rhoades/Townley) that Council:

1. Pursuant to the provisions of Sections 248 and 249 of the Local Government Act 1993, the annual fee for Councillors be fixed at \$18,840 for the 2016/17 financial year.
2. Set an additional annual fee for the position of Mayor at \$41,090 for the 2016/17 financial year.

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

NOTICE OF MOTION - SUSTAINABLE COMMUNITIES

NOM16/15 SEAWALL WOOLGOOLGA

"That chcc staff prepare a report outlining the costs and benefits associated with building a wall along the Woolgoolga beach reserve at the main beach. From the boat ramp to say Holfmier close.

Detailing available technology and materials available to build such a wall."

131 RESOLVED (Knight/Townley) that under Clause 8.2 of the Code of Meeting Practice the Notice of Motion be deferred to the next meeting.

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

SUSTAINABLE COMMUNITIES DEPARTMENT REPORTS

SC16/32 DELIVERY PROGRAM 2016-2020 AND OPERATIONAL PLAN 2016/17 INCLUDING FEES AND CHARGES 2016/17

Executive Summary

Council adopted the Draft Delivery Program 2016-2020, Draft Operational Plan 2016/17, Draft Delivery Program Budgets 2016-2020 and Draft Fees and Charges 2016/17 on 28 April 2016 for public exhibition. The draft documents were placed on public exhibition for 28 days, the exhibition was publicised and the community was encouraged to provide feedback. A total of 58 submissions relating to five issues were received and considered in Council's review of the draft documents.

No substantive changes to the Draft Delivery Program 2016-2020, Draft Operational Plan 2016/17, Draft Delivery Program Budgets 2016-2020; and Draft Fees and Charges 2016/17 are proposed as a consequence of the submissions received. A number of minor amendments have been made to Service and Function descriptions in the Delivery Program. Also, a Fund Income Statement 2016/17 and Consolidated Statement of Cash Flows 2016/17 have been added to the Delivery Program Budgets to provide a more comprehensive suite of accrual based financial statements.

The budget for 2016/17 results in an estimated underlying deficit, that is; before capital revenue, of \$5.777 million. This is comprised of estimated results of \$0.559 million deficit for the General Fund, \$2.351 million deficit for the Water Fund and \$2.867 million deficit for the Sewerage Fund.

The revised Delivery Program, Operational Plan, Budgets and Fees and Charges are presented for consideration, and if adopted, will be implemented from 1 July 2016.

MOVED (Cowling/Sultana) that Council:

1. Adopt the revised Delivery Program 2016-2020, Operational Plan 2016-17, Delivery Program Budgets 2016-2020, and Fees and Charges 2016-17 except that the Museum charges be changed to Child under 5 years be No charge.
2. Respond to all who made community submissions, advising them of the outcome of their requests and thanking them for their input.

AMENDMENT

132 RESOLVED (Degens/Rhoades):

That Council:

1. Adopt the revised Delivery Program 2016-2020, Operational Plan 2016/17, Delivery Program Budgets 2016-2020 and Fees and Charges 2016/17; and
2. Respond to all who made community submissions, advising them of the outcome of their requests and thanking them for their input.

Cont'd...

**SC16/32 Delivery Program 2016-2020 and Operational Plan 2016/17
Including Fees and Charges 2016/17 ...(Cont'd)**

The **AMENDMENT** on being put to the meeting resulted in a tied vote.

VOTED FOR	VOTED AGAINST
Cr Rhoades	Cr Degens
Cr Townley	Cr Sultana
Cr Knight	Cr Cowling

The Mayor used her casting vote and the **AMENDMENT** was declared **CARRIED**. It then became the **MOTION** and on being put to the meeting was declared carried unanimously.

**SC16/33 ARTS AND CULTURAL DEVELOPMENT GRANTS PROGRAM
2016/17**

Executive Summary

In the 2016/17 Operational Plan an amount of \$35,000 was made available to fund the Arts and Cultural Development Grant Program.

Council sought applications from the community for projects and activities, with financial support between \$2,000 and \$5,000 being offered to applicants.

Ten applications were endorsed by the assessment panel, with another four considered not compliant, or providing insufficient community benefit.

133 RESOLVED (Townley/Sultana) that Council approves the allocation of Arts and Cultural Development Grants totalling \$34,970 as follows:

Woolgoolga and Northern Beaches Chamber of Commerce	\$2,500
Woolgoolga Art Group	\$1,800
Orara High School	\$2,500
Bunker Cartoon Gallery	\$4,870
Screenwave Inc.	\$5,000
Coffs Harbour High School	\$2,500
Boambee East Community Centre Inc.	\$1,800
Community Media CHY Limited	\$5,000
Warrina Domestic and Family Violence Specialist Services	\$4,000
Cooperative Ltd	
Julie Ross Dance Studio	\$5,000

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

**SC16/34 CULTURAL FACILITY DEVELOPMENT - LIBRARY AND GALLERY
SITE SELECTION AND SCOPE**

Executive Summary

The Library and Gallery Planning Advisory Group (LGPAG) and Council project team have undertaken an assessment of eleven sites for a new central library and regional gallery in the central business district (CBD).

A site analysis was undertaken of the top three ranked sites via selection criteria, site visits and advice from professional staff.

The recommended site for further concept planning and detailed research for a new central library and regional gallery is 23-31 Gordon Street, Coffs Harbour.

The LGPAG recommended that Council:

- Consider this site as a key civic precinct and urban renewal opportunity whilst not losing the momentum behind developing an urgently needed new library and regional gallery.
- Investigate additional options to maximise the use of this important central CBD site, to further activate the site and precinct and to offset the ongoing operating costs of the library and gallery facilities.
- Undertake a precinct analysis that includes identifying activation opportunities and pedestrian access to and surrounding the 23-31 Gordon Street site

134 RESOLVED (Townley/Degens) that Council:

1. Endorses 23-31 Gordon Street as the site for a new Harry Bailey Memorial Library and the new Coffs Harbour Regional Gallery.
2. Undertake a precinct analysis that includes identifying activation opportunities and pedestrian access to and surrounding the 23-31 Gordon Street site.
3. Investigate mixed use and civic (includes Council office accommodation) development in addition to a new central library and regional gallery on the 23-31 Gordon Street site, in order to maximise urban renewal and activation outcomes consistent with the CBD Masterplan.
4. Considers a future report which details the precinct analysis, mixed use and civic investigation and any corresponding impact on the scope, budget and timing of the library and gallery project.

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

**SC16/35 COMMITTEE MEMBERSHIP TOORMINA COMMUNITY CENTRE
FACILITY MANAGEMENT COMMITTEE**

Executive Summary

To recommend to Council the appointment of a community member to the facility management committee.

- 135 RESOLVED** (Townley/Sultana) that Council appoint the following committee member nominee, Jean Clayton, to the Toormina Community Centre Facility Management Committee.

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

SC16/36 BIODIVERSITY REFORMS - SUBMISSION

Executive Summary

The objective of this report is to provide Council with:

- an overview of the Biodiversity Reforms as exhibited by the NSW Government; and
- a submission on the Biodiversity Reforms for lodgment with the State Government (see Attachment 1).

The NSW Government is transforming the way biodiversity is managed and protected through the introduction of a new Biodiversity Conservation Act and amendments to the *Local Land Services Act 2013*. If adopted, it will replace the *Threatened Species Conservation Act 1995*, the *National Parks and Wildlife Act 1974*, the *Native Vegetation Act 2003*, and the *Native Conservation Trust Act 2001*. The reform package is currently on display for public consultation until 28 June 2016. The documents on display include the draft Biodiversity Conservation Bill, the draft Local Land Services Amendment Bill, and a range of fact sheets and supporting documentation.

This report provides details of the contents of the reform package, as well as a submission to be lodged with the State Government in response to the public consultation process.

Cont'd...

- 136 RESOLVED** (Townley/Degens) That Council endorses the attached submission (Attachment 1) to the NSW Government regarding the Biodiversity Reforms, subject to the following amendment to the first sentence of the third paragraph within the submission:

"Notwithstanding this, Council recognises the need for improved regulation of offsets applied to vegetation clearing across the state. However....."

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

SC16/37 PLANNING PROPOSAL - BONVILLE CARAVAN PARK - 369 PINE CREEK WAY, BONVILLE (LOT 1 DP 1208609)

Executive Summary

The purpose of this report is to present a Planning Proposal (PP) for Council's consideration that will affect the Bonville Caravan Park located at 369 Pine Creek Way, Bonville. The PP involves an amendment to Schedule 1 (Additional Permitted Uses) of Coffs Harbour City Local Environmental Plan 2013 (LEP 2013) by way of an additional "use of certain land" for the purpose of a caravan park and an associated 5 year sunset clause.

The report recommends that Council seek a Gateway Determination from NSW Planning and Environment (P&E) to place the PP on public exhibition. The report also recommends that a further report on this matter is considered by Council following exhibition of the PP. The PP is included as Attachment 1 to this report.

- 137 RESOLVED** (Cowling/Townley) that Council:
1. Endorses and forwards the subject Planning Proposal to NSW Planning and Environment, seeking a "gateway determination" for the amendment of Coffs Harbour Local Environmental Plan 2013, as shown in Attachment 1 of this report.
 2. Request that the Secretary of NSW Planning and Environment issue a written authorisation to Council to exercise delegation of the plan making functions under section 59 of the Environmental Planning and Assessment Act in respect of the Planning Proposal.
 3. Resolve to publicly exhibit the Planning Proposal following the gateway determination by NSW Planning and Environment.
 4. Consider a further report following the public exhibition.

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

Executive Summary

Council engaged consultants AECOM to prepare the *Coffs Harbour Residential Strategy Phase 1 - Issues and Options Discussion Paper* (Phase 1 Discussion Paper), as part of its Local Growth Management Strategy Review. Phase 1 involved engagement with the wider community as well as the development industry, architects, planners and other building professionals who utilise Council's policies and administrative documents.

This report advises that no submissions were received to the Phase 1 Discussion Paper when it was exhibited in March 2016; and proposes that Council endorse the final document (Attachment 1).

This report also proposes to commence Phase 2 of the project, being the preparation of the Draft Coffs Harbour Residential Strategy, following the recommendations of the Phase 1 Discussion Paper and using a Project Scope previously endorsed by Council and as outlined in Attachment 3. This work is proposed to be undertaken by consultants engaged through a procurement process.

138 RESOLVED (Sultana/Townley) that Council:

1. Endorse the *Coffs Harbour Residential Strategy Phase 1 – Final Issues and Options Paper* (Attachment 1).
2. Note the findings of the *Coffs Harbour Residential Strategy Phase 1 – Workshop Notes* (Attachment 2).
3. Undertake a procurement process to select appropriately qualified consultants to prepare Phase 2 - Draft Coffs Harbour Residential Strategy in accordance with the Project Scope (Attachment 3).

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

SC16/39 DEVELOPMENT APPLICATION NO. 0761/16 - BUSINESS IDENTIFICATION SIGN - LOT 1, DP 1015730, 252 PACIFIC HIGHWAY, COFFS HARBOUR

Executive Summary

This report provides an assessment of Development Application 0761/16 for the erection of a 17m high free standing business identification sign at Lot 1, DP 1015730, No. 252 Pacific Highway, Coffs Harbour. The sign is to replace two existing signs in the same location. The application was advertised and notified to adjoining land owners. Three submissions in support were received in response to the public notification process. It is recommended that the application be approved subject to a number of conditions.

At its meeting of 22 August 2013, Council adopted a *Development Applications - Consideration by Council Policy* which outlined:

That development applications for approval involving substantial aspects of the following elements be referred to Council for determination:

- *Significant public interest and community input;*
- *Substantial non-compliance with relevant strategic controls;*
- *Significant land use;*
- *Major environmental issue(s);*

Accordingly, this matter is reported to Council for determination due to substantial non-compliance with Clause 4.3(2) 'Height of Buildings' of Coffs Harbour Local Environmental Plan 2013 (exceeds specified height limit by 6m).

139 RESOLVED (Sultana/Rhoades) that Council:

1. Approve the request made under Development Application No. 0761/16 to vary a development standard made pursuant to Clause 4.6 of Coffs Harbour Local Environmental Plan 2013 for the variation to the maximum building height under Clause 4.3(2) of Coffs Harbour Local Environmental Plan 2013.
2. Approve Development Application No. 0761/16 for a 17m high business identification sign at Lot 1, DP 1015730, No. 252 Pacific Highway, Coffs Harbour, subject to the conditions provided in Attachment 3.

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

**SC16/40 JRPP ASSESSMENT REPORT FOR APPLICATION TO MODIFY
DEVELOPMENT CONSENT 0085/16DM LOT 13 DP 1161416, 215
RANDALLS ROAD BUCCA**

Executive Summary

To advise that a development assessment report, prepared by Council, for Application to Modify Development Consent 0085/16DM, has been lodged with the Joint Regional Planning Panel (Northern Region).

The application is for modification of a development consent previously granted by the panel in August 2012 (Development Consent 0259/12). The modifications sought satisfy the requirements of Section 96(2) of the *Environmental Planning and Assessment Act*. Under *State Environmental Planning Policy (State and Regional Development) 2011*, applications for this type of modification, are required to be determined by the Joint Regional Planning Panel (Northern Region) and not Council.

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.

140 RESOLVED (Rhoades/Degens) that Council note the report.

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

SC16/41 COFFS HARBOUR EVENTS STRATEGY 2020

Executive Summary

The *Coffs Harbour Events Strategy 2020* reflects the needs of a diverse and growing regional city. It will help increase the capacity of the region to hold events, driving visitation, tourism and investment, and delivering increasing economic and socio-cultural value and benefits back to the community.

Coffs Harbour strives to be a vibrant, forward-thinking city dedicated to driving economic outcomes through year-round events. In 2015, Coffs Harbour won a globally-acclaimed *International Festivals and Events Association (IFEA) World Festival and Event City Award*, gaining recognition alongside major global cities.

This strategy aims to cement that recognition and further grow our reputation as a premier event friendly regional city.

Cont'd...

Considerable stakeholder consultation occurred while the draft plan was on public exhibition for four weeks.

The final plan is now presented to Council for adoption.

141 RESOLVED (Rhoades/Sultana) that Council:

1. Adopt the *Coffs Harbour Events Strategy 2020* (Attachment 1).
2. Write to those who made a submission advising them of the outcome of their submission, and the status of the *Coffs Harbour Events Strategy 2020*

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

BUSINESS SERVICES DEPARTMENT REPORTS

BS16/20 MONTHLY FINANCIAL PERFORMANCE REPORT FOR MAY 2016

Executive Summary

The purpose of this report is to seek Council's endorsement of the monthly financial performance report for 31 May 2016. This report provides information on the actual to budget position at the financial statement level along with detailed functional financial performance at the program level and capital expenditure reports for the current financial year. The report is also to provide a summary of the proposed budget adjustments for the month and to report on the estimated budget position as at 31 May 2016 and to report on Council's Bank Balances and Investments as at 31 May 2016.

142 RESOLVED (Rhoades/Degens) that Council:

1. Note the monthly financial performance report for 31 May 2016.
2. Approve the recommended budget adjustments and note the current budget position.

Cont'd...

BS16/20 Monthly Financial Performance Report for May 2016 ...(Cont'd)

Estimated Budget Position as at 31 May 2016:

	General Account \$	Water Account \$	Sewer Account \$
Original Budget adopted 11 June 2015	(1,884) (S)	1,810,139 (D)	1,913,132 (D)
Approved Variations to 30 April 2016	381,668 (D)	Nil	Nil
Recommended variations for May 2016	Nil	Nil	Nil
Estimated result as at 31 May 2016	379,784 (D)	1,810,139 (D)	1,913,132 (D)

3. Note the bank balances and investments totaling (from loans, Section 94 and other avenues that form the restricted accounts and are committed for future works) \$164,609,534 as at 31 May 2016.
4. Note the general fund unrestricted cash and investments totaling \$1,315,291 as at 31 May 2016.

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

BS16/21 REMOVAL OF DEVELOPER CONTRIBUTIONS FOR SECONDARY DWELLINGS - STATUS REPORT

Executive Summary

This report provides Council with a status update on the effects of the reduction of developer contributions applicable for secondary dwelling developments of 60 square metres or less. Secondary dwellings or 'granny flats' are covered by the NSW Department of Planning and Environment's State Environmental Planning Policy (SEPP) for Affordable Rental Housing which aims to support local centres by providing housing for workers close to places of work, and facilitate development of housing for the homeless and other disadvantaged people.

Since the implementation of the reduced contributions in July 2015, which has resulted in the applicable contribution amount now being either \$2,068 or \$1,951 depending on the specific area the proposal relates to, Council has approved 35 secondary dwellings with all but three consents being acted upon to date in the current 2015/16 financial year.

Cont'd...

BS16/21 Removal of Developer Contributions for Secondary Dwellings - Status Report ...(Cont'd)

The net financial effect for Council has been water and sewer contributions forgone of \$193,285 and Section 94 contributions forgone of \$35,948.

143 RESOLVED (Sultana/Townley) that Council note the report.

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

BS16/22 MAKING OF RATES AND CHARGES FOR 2016-2017

Executive Summary

The rates and annual charges for 2016/2017 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.

Council's 2016/2017 Operational Plan provides for the implementation of an 7.75% increase in 'General Income' (income from ordinary and special rates), which includes both the allowable 1.8% rate peg increase announced for 2016/2017 and the proposed Ordinary Rate increase approved by IPART. The Operational Plan also allows for a price freeze in water and sewer annual charges, a reduction in the increase for the water and sewer usage charges and reduced inspection fees for onsite septic systems in rural areas for 2016/2017. Council has previously resolved that these compensatory measures also continue for 2017/2018.

144 RESOLVED (Sultana/Degens) that Council:

1. Make an Ordinary Rate - Residential, pursuant to Section 494 of the Local Government Act, for 2016/2017 of (0.42920 cents) in the dollar with a Base Amount of \$385.00 for all rateable land in the Coffs Harbour LGA categorised as 'Residential'.
2. Make an Ordinary Rate – Business, pursuant to Section 494 of the Local Government Act, for 2016/2017 of (1.02545 cents) in the dollar with a minimum rate of \$647.00 for all rateable land in the Coffs Harbour LGA categorised as 'Business' EXCEPT land under the sub-category of Business named 'City Centre Business'.
3. Make an Ordinary Rate – City Centre Business, pursuant to Section 494 of the Local Government Act, for 2016/2017 of (1.45125 cents) in the dollar with a minimum rate of \$629.00 for all rateable land in the Coffs Harbour LGA sub-categorised as 'City Centre Business'.

Cont'd...

BS16/22 Making of Rates and Charges for 2016-2017 ...(Cont'd)

4. Make an Ordinary Rate – Farmland, pursuant to Section 494 of the Local Government Act, for 2016/2017 of (0.42920 cents) in the dollar and a Base Amount of \$385.00 for all rateable land in the Coffs Harbour LGA categorised as 'Farmland'.
5. Make a Special Rate – Environmental, pursuant to Section 495 of the Local Government Act, for 2016/2017 on all rateable land in the Coffs Harbour LGA of (0.01096 cents) in the dollar with a Base Amount of \$21.25.
6. Make an Annual Charge for Domestic Waste Service – Occupied, pursuant to Section 496 of the Local Government Act, for 2016/2017 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 \$636.00.

Subsidiary (or extra) Domestic Waste Services pursuant to Section 501 of the Local Government Act, for 2016/2017 will incur the following annual charges per service:

- 6.1. Domestic General Waste Service - \$270.00
 - 6.2. Domestic Recycling Service - \$100.00
 - 6.3. Domestic Recycle Upgrade Service - \$36.00
 - 6.4. Domestic Organic Waste Service - \$170.00.
7. Make an Annual Charge for Domestic Waste – Vacant Land, pursuant to Section 496 of the Local Government Act, for 2016/2017 of \$159.00, on all vacant rateable land categorised Residential and Farmland, to which a domestic waste service is available.
 8. Make an Annual Charge for Non-Rateable (Non-Domestic) Waste Service, pursuant to Section 496(2) of the Local Government Act, for 2016/2017 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 \$636.00.

Subsidiary (or extra) Non-Rateable (Non-Domestic) Waste Services pursuant to Section 501 of the Local Government Act, for 2016/2017 will incur the following annual charges per service:

Cont'd...

BS16/22 Making of Rates and Charges for 2016-2017 ...(Cont'd)

- 8.1. Non-Rateable General Waste Service - \$270.00
- 8.2. Non-Rateable Recycling Service - \$100.00
- 8.3. Non-Rateable Recycle Upgrade Service - \$36.00
- 8.4. Non-Rateable Organic Waste Service - \$170.00
9. Make an Annual Charge for Non-Domestic Waste – Occupied, pursuant to Section 501 of the Local Government Act for 2016/2017 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 \$636.00.

Subsidiary (or extra) Non-Domestic Waste Services pursuant to Section 501 of the Local Government Act, for 2016/2017 will incur the following annual charges per service:

 - 9.1. Non-Domestic General Waste Service - \$270.00
 - 9.2. Non-Domestic Recycling Service - \$100.00
 - 9.3. Non-Domestic Recycle Upgrade Service - \$36.00
 - 9.4. Non-Domestic Organic Waste Service - \$170.00
10. Make an Annual Charge for Non-Domestic Waste – Vacant Land, pursuant to Section 501 of the Local Government Act, for 2016/2017 of \$159.00, on all vacant rateable land categorised Business or sub-categorised City Centre Business to which a non-domestic waste service is available.
11. Make an Annual Charge – Sewerage Access Charge, pursuant to Section 501 of the Local Government Act, for 2016/2017 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.
12. Make an Annual Charge – Private Sewer Pump Station Management Charge, pursuant to Section 501 of the Local Government Act, for 2016/2017 on all rateable land.

The amount of the annual charge will be \$125.00 per private sewer pump station.
13. Make an Annual Charge – Sewerage Access Charge, pursuant to Section 502 of the Local Government Act, for 2016/2017 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.

Cont'd...

BS16/22 Making of Rates and Charges for 2016-2017 ...(Cont'd)

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 2016/2017).

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

14. Make an Annual Fee for On-site Sewage Administration (low risk systems), pursuant to Section 608 of the Local Government Act for 2016/2017 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

$C = OS \times UPL$ 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.

15. Make an Annual Fee for On-site Sewage Administration (medium risk systems), pursuant to Section 608 of the Local Government Act for 2016/2017 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.

16. Make an Annual Fee for On-site Sewage Administration (high risk systems), pursuant to Section 608 of the Local Government Act for 2016/2017 on each property on which an on-site sewage management system is installed.

Cont'd...

BS16/22 Making of Rates and Charges for 2016-2017 ...(Cont'd)

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.

17. Make an Annual Charge – Water Access Charge, pursuant to Section 501 of the Local Government Act, for 2016/2017 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:

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

17.2. 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.

18. Make an Annual Charge – Water Access Charges, pursuant to Section 501 of the Local Government Act, for 2016/2017 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:

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

18.2. For land not included in (1) 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.

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

19. Make an Annual Charge - Water Backflow Charge, pursuant to Section 501 of the Local Government Act, for 2016/2017 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).

Cont'd...

BS16/22 Making of Rates and Charges for 2016-2017 ...(Cont'd)

20. Make an Annual Charge - Water Backflow Charge, pursuant to Section 501 of the Local Government Act, for 2016/2017 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).
21. Make an Annual Charge for Effluent Removal, pursuant to Section 501 of the Local Government Act, for 2016/2017 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).
22. Make an Annual Charge for Effluent Removal, pursuant to Section 501 of the Local Government Act, for 2016/2017 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.
23. Make an Annual Charge for Effluent Removal (Special), pursuant to Section 501 of the Local Government Act, for 2016/2017 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.
24. Make an Annual Charge for Trade Waste, pursuant to Section 501 of the Local Government Act, for 2016/2017. 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	\$200.00
2 to 4	\$400.00
5 to 9	\$950.00
10 to 14	\$1,850.00
15 to 19	\$2,750.00
20 to 24	\$3,600.00
25 to 29	\$4,400.00
30 to 34	\$5,200.00
>34	\$5,820.00

25. Make a Water Usage Charge, pursuant to Section 502 of the Local Government Act, for 2016/2017 of \$2.71 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.
26. Make a Water Usage Charge, pursuant to Section 502 of the Local Government Act, for 2016/2017 of \$4.07 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.

Cont'd...

BS16/22 Making of Rates and Charges for 2016-2017 ...(Cont'd)

27. Make a Water Usage Charge (Raw Water Supply), pursuant to Section 502 of the Local Government Act, for 2016/2017 of \$1.36 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.
28. Make a Water Usage Charge (Raw Water Supply), pursuant to Section 502 of the Local Government Act, for 2016/2017 of \$2.03 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.
29. Make a Water Usage Charge, pursuant to Section 502 of the Local Government Act, for 2016/2017 of \$2.71 per kilolitre for each kilolitre of water registered on any meter fitted to any Non-Residential property.
30. Make a Water Usage Charge, pursuant to Section 502 of the Local Government Act, for 2016/2017 of \$8.13 per kilolitre for each kilolitre of water registered on any meter fitted for providing a fire service at a property.
31. Make a Sewer Usage Charge, pursuant to Section 502 of the Local Government Act, for 2016/2017 of \$2.12 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.
32. 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 2016/2017 charge period of \$1.70 per kilolitre.
33. 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 2016/2017 charge period of \$1.70 per kilolitre.
34. 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 2016/2017 charge period of \$15.60 per kilolitre.
35. Make an Annual Stormwater Management Service Charge, pursuant to Section 496A of the Local Government Act, for 2016/2017, to be applied against rateable properties categorised as Business or Residential within Council's stormwater catchments. The amount of the annual charges will be:
 - 35.1. Residential properties (not being strata units) - a flat charge of \$25.00 will apply.
 - 35.2. For Residential Strata Units - a flat charge of \$12.50 will apply.
 - 35.3. 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.

Cont'd...

BS16/22 Making of Rates and Charges for 2016-2017 ...(Cont'd)

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.

- 35.4. 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.
- 35.5. 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.
36. Make an Interest Charge of 8.0%, pursuant to Section 566 of the Local Government Act, for 2016/2017 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).

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

BS16/23 GRANTING OF VOLUNTARY PENSION REBATES FOR 2016-2017

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 2016/2017 budget at a cost of \$640,000.

Cr Cowling left the meeting, the time being 5.57pm.

Cont'd...

BS16/23 Granting of Voluntary Pension Rebates for 2016-2017 ...(Cont'd)

145 RESOLVED (Townley/Rhoades) that Council:

1. Grants a voluntary rebate under Section 582 of the Local Government Act in 2016/2017 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 \$640,000 in the 2016/2017 budget to meet the cost of providing voluntary pension rebates.

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

Cr Cowling returned to the meeting, the time being 5.59pm.

The Mayor advised Cr Cowling of the resolution.

BS16/24 RESTRICTED EQUITY REALLOCATION

Executive Summary

The purpose of this report is to provide information to Council in relation to Council's Restricted Equity (Internal and External Reserves). This includes estimated balances for the quarter ended 31 March 2016 and the consideration of consolidation and simplification of several reserves. Information is provided to clarify the original purpose, funding source and adequacy of each reserve and to make a recommendation in relation to Council's restricted equity into the future. Existing reserves have been reviewed and recommendations are included to simplify and align the remaining reserve funds to Council's current strategic direction aimed at sustainable service delivery and infrastructure renewal and to preserve capital to assist with funding requirements for projects listed under the Coffs Harbour 2030 Community Strategic Plan.

Cont'd...

146 RESOLVED (Townley/Rhoades) that Council:

1. Receive and note the Reserve balances at 31 March 2016 as outlined in the report;
2. Rename the Airport Reserve the Coffs Harbour Regional Airport Business Unit Reserve.
3. Finalise the EDP Reserve as at 30 June 2016 and the resulting balance of approximately \$101,029 be transferred into the Infrastructure Assets Renewal Reserve;
4. Finalise the Open Space Land Reserve as at 30 June 2016 and the resulting balance of approximately \$47,265 be transferred into the Infrastructure Assets Renewal Reserve;
5. Finalise the Jetty Maintenance and Repairs reserve as at 30 June 2016 and the resulting balance of approximately \$250,596 be transferred into the Infrastructure Assets Renewal Reserve;
6. Finalise the Asset Replacement/Maintenance reserve as at 30 June 2016 and the resulting balance of approximately \$580,104 be transferred into the Infrastructure Assets Renewal Reserve;
7. Finalise the State Highway 10 (SH10) – Garden Works reserve as at 30 June 2016 and the resulting balance of approximately \$49,540 be transferred into the Infrastructure Assets Renewal Reserve;
8. Rename the Future Fund/Strategic Initiatives Reserve the Strategic Initiatives Reserve;
9. Create a Jetty4shores Recreation Hub Reserve to hold matching funding for the National Stronger Regions Fund Round 2 grant program.
10. Finalise the Private Works Projects Reserve as at 30 June 2016 and the balance of approximately \$3,563,118 is allocated to the Jetty4shores Recreation Hub Reserve;
11. Finalise the Business Development Reserve as at 30 June 2016 and the amount of \$1,528,004 is allocated to Jetty4shores Recreation Hub Reserve & the remaining balance of approximately \$848,914 be transferred into the Infrastructure Assets Renewal Reserve;
12. Rename the Project Contingency/Coastal Works Reserve the Coastal Works Business Unit Reserve to commence as at 1 July 2016 with an opening balance of \$1,000,000 and the remaining balance of approximately \$233,602 be transferred into the Infrastructure Assets Renewal Reserve;
13. Rename the Laboratory Equipment & Infrastructure Reserve the Environmental Laboratory Business Unit Reserve;
14. Finalise the Future Road Network Reserve as at 30 June 2016 and the resulting balance of approximately \$2,575,418 be transferred into the Infrastructure Assets Renewal Reserve with this component segmented for the Hogbin Drive extension works and form part of the broader strategic asset management planning;

Cont'd...

BS16/24 Restricted Equity Reallocation ...(Cont'd)

15. Rename the Technology Group Reserve the New Technology Group Business Unit Reserve;
16. Rename the Future Works and Services Reserve the Infrastructure Assets Renewal Reserve for the Water Supply Fund;
17. Rename the Future Works and Services Reserve the Infrastructure Assets Renewal Reserve for the Sewerage Fund;
18. Finalise the Plant Replacement (Alpha Laval Centrifuge) Reserve as at 30 June 2016 and the resulting balance of approximately \$1,790,252 be transferred into the Infrastructure Assets Renewal Reserve for the Sewerage Fund.

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

BS16/25 CUSTOMER SERVICE CHARTER AND CUSTOMER SERVICE STRATEGY 2016-2018

Executive Summary

Council recognises that it is in the service industry with the aim to create a positive experience for all our customers and the wider community. We want to be recognised as an organisation with the customer at the heart of everything we do.

The Customer Service Charter and Customer Service Strategy informs both customers and staff about the key focus areas to improve Council's current levels of customer service over the next three years.

The strategy also supports a number of 'Performance Indicators and Outcomes' in Council's Target Operating Model – which describes the 'future state' of Coffs Harbour City Council.

This report recommends that the documents now be adopted after being placed on public exhibition.

- 147 RESOLVED** (Degens/Sultana) that Council adopt the Customer Service Charter and Customer Service Strategy 2016-2018 as attached.

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

NOTICE OF MOTION - SUSTAINABLE INFRASTRUCTURE

NOM16/16 CAMPING AREA FOR SELF SUSTAINABLE & RV VEHICLES

Cr Sultana requested the wording be amended to include the following:

"Council bring back a report on the viability of designating a camping area for "self sustainable" vehicles and RVs at the end of Phil Hawthorn Drive (land opposite the go-cart and motorbike track and next to the hockey fields).

Could Council also report on the viability of moving the dump point to this location, perhaps in consultation with the CMCA".

The Mayor asked Councillors if they had any objection to the change to the original motion.

No objections were received, the proposed variation was adopted into the original motion.

148 RESOLVED (Sultana/Cowling) that "Council bring back a report on the viability of designating a camping area for "self sustainable" vehicles and RVs at the end of Phil Hawthorn Drive (land opposite the go-cart and motorbike track and next to the hockey fields).

Could Council also report on the viability of moving the dump point to this location, perhaps in consultation with the CMCA".

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

NOM16/17 INVESTIGATION INTO COASTAL WORKS/CITYWORKS

MOVED (Townley/Sultana) that:

"Council seek an independent investigation by the Office of Local Government to investigate whether Council have deployed best practice in establishment, scope, governance, management and reporting with regard to Coastal Works/City Works."

The **MOTION** on being put to the meeting resulted in a tied vote.

VOTED FOR	VOTED AGAINST
Cr Townley	Cr Rhoades
Cr Sultana	Cr Degens
Cr Cowling	Cr Knight

The Mayor used her casting vote and the **MOTION** was declared **LOST**.

SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORTS

SI16/28 TRAFFIC COMMITTEE NO. 3-2016

Executive Summary

To confirm Minutes of the informal Traffic Committee Meeting 3/2016 held on 8 June 2016.

149 RESOLVED (Cowling/Sultana) that:

T.- 40 No Stopping opposite bus bay, Mary Help of Christians School Eungella Street, Toormina

That approval be given to install a yellow no stopping line and no stopping signs joining up the existing zones and removing 15m of unrestricted parking on Eungella Street North from the western side of the children's crossing to Amaroo Crescent (75m), Toormina, as per plan T. 40- 2016.

T.- 41 Parking - Beach Way Sapphire Beach IR 5905088

That approval be given to remove the existing no stopping zone and replace with marked parking bays on the western side of Beach Way and to install a no stopping zone on the Eastern side of Beach Way, Sapphire Beach, as per plan T.41- 2016.

T. - 42 Heavy Vehicles - Butlers Road Bonville R. 500540

Approval for 12 tonne load limit to be installed in Butlers Road Bonville for the full extent of the road as per plan T.42 – 2016.

T. - 43 Signage - Gardiner Ave cul-de-sac Coffs Harbour R.504570 6031423

Approval to install a timed no stopping zone from 9.00am – 11.00am, Thursdays in Gardiner Avenue (to the Combine Street intersection) Coffs Harbour, as per plan T.43-2016.

T. - 44 Duke Street, Coffs Harbour- Duke Street extension signs and line marking

Approval to install the lines as marked on the Duke Street, Coffs Harbour bypass plan including:

- A left in left out intersection at Duke Street and Harbour Drive
- No right turn from the Duke Street extension into Duke Street north
- A vehicle length limit of 12.5m from Vernon Street (East) to the Duke Street / Harbour Drive intersection
- A vehicle length limit of 8.8m from the Duke Street/Harbour Drive intersection to the Vernon Street (East) / Gordon Street intersection and the Gordon/Coff Street intersection to the Duke Street / Vernon Street (East) intersection
- No stopping zones to be installed as yellow lines.

Cont'd...

T. – 45 Adventurethon Coffs Harbour - 20 & 21 August 2016.

That approval be given to hold the annual Adventurethon from 20th–21st August 2016 subject to the following conditions:

1. A current insurance Certificate of Currency for a minimum insured amount of \$20,000,000 and noting the Coffs Harbour City Council as an interested party for the event be submitted by 1st August 2016.
2. NSW Police approval is obtained by 1st August 2016.
3. The submission and approval of relevant council event application/s and compliance with any conditions imposed therein.
4. Local Traffic Committee advice is sought for the event Traffic Management Plan prior to approval of traffic control devices. This includes a Risk Management Plan and Traffic Control Plan/s.
 - a. All signage erected for the event should not cause a hazard for motorists or pedestrians and be removed immediately following the completion of the event.
5. Consultation with emergency services (Fire & Ambulance) and any identified issues addressed in a timely manner.
6. Consultation with bus and taxi operators and arrangements made for provision of services during conduct of the event.
7. Community and affected business consultation including adequate response/action to any raised concerns.
8. Arrangements made for private property access and egress affected by the event.
9. The event organiser notifies local community of the impact of the event/s by advertising in the Coffs Coast Advocate a minimum of one week prior to the operational impacts taking effect. The advertising must include the event name, specifics of any traffic impacts, alternative route arrangements, event organiser, a personal contact name and a telephone number for all event related enquiries or complaints.
10. That the applicant organise for the events to be listed on Coffs Harbour City Council website.

T. - 46 No Parking / Stopping - Fiddaman Road Emerald

That approval be given to install a no stopping zone for 147m on the southern side of the 14m wide road as part of the Emerald Village residential subdivision for bushfire protection, as per plan

T. – 47 Linemarking – Orlando Street /Hogbin Drive Coffs Harbour

Deferred pending further investigation of options.

Cont'd...

T. - 48 Linemarking - Park Beach Road / Pacific Highway Coffs Harbour

That approval be given to modify the line marking and turn arrows at Park Beach Road on approach to the Pacific Highway Hwy intersection Coffs Harbour, to two dedicated left turn lanes and a right turn slip lane for approximately 40m prior to the intersection, as per plan T.48 -2016.

T. - 49 Coffs Harbour City Centre Rejuvenation – Shared Zones

Deferred pending advice from CBD committee.

T. – 50 Temporary Road Closure – Woolgoolga Curryfest 2016 5987595

Request to close Market Street, Woolgoolga for the Woolgoolga Curryfest has been withdrawn.

T. - 51 Korora School Traffic Management

That approval be given for:

1. Korora School Road, Korora: A 5m No Stopping zone (yellow line) is to be installed south of the childrens crossing in Korora School Road, Korora and a timed No Parking 8.00-9.30am and 2.30pm – 4.00pm school days for 44m south of the crossing as a drop off zone as per plan T.51a-2016.

Parking on the west side of the road to be realigned to 60 degree angle and line marking to delineate a single narrow traffic lane.
2. The intersection of Korora School Road and James Small Drive, Korora to be linemarked to narrow the intersection and give way lines and sign to be installed as per plan T.51b-2016.

T. – 52 Coffs Harbour Public School, Salamander Street, Coffs Harbour traffic management

Deferred for further investigation.

T. – 53 Coffs Harbour arterial roads load limits

Deferred pending further investigations.

T.- 54 North Coast Road Running Championships 5954289

That approval be given for the North Coast Road Running Championships to be held on Sunday 26 June 2016 including 3 events:

1. 15km from the Corindi Public School car park to Red Rock and return along Red Rock Road, commencing 8am.
2. 5km from Corindi Public School along Corindi Park Drive and back via the southern access road, commencing 9:40am.
3. 2km from Corindi Public School along Corindi Park Drive and return, commencing 10:20am.

Cont'd...

Approval is subject to the following conditions:

1. Valid public liability insurance being held by the event organiser.
2. NSW Police approval is obtained.
3. A Traffic Management Plan and risk management plan to be submitted by 20 June
 - a. All signage erected for the event should not cause a hazard for motorists or pedestrians and be removed immediately following the completion of the event.
4. Consultation with emergency services (Fire & Ambulance) and any identified issues addressed.
5. Community and affected business consultation including adequate response/action to any raised concerns.
6. Arrangements made for private property access and egress affected by the event.

T.- 55 Carlton Mid 2016 Coffs Harbour Gold Cup Day 4th August - Howard Street, Coffs Harbour Temporary Road Closure R. 503110

That approval be given for the temporary road closure of Howard Street, Coffs Harbour, on Thursday, 4 August 2016, between 9.00am and 6.30pm for Coffs Harbour Gold Cup 2016 subject to the following conditions:

1. A current insurance certificate of currency for a minimum insured amount of \$20 000 000 and noting the Coffs Harbour City Council as an interested party for the event be submitted by 1st July 2016.
2. NSW Police approval is obtained to be submitted by 1st July 2016.
3. The submission and approval of relevant council event application/s and compliance with any conditions imposed therein.
4. Traffic management plan to include a Risk Management Plan and Traffic Control Plan/s with map indicating any alternative routes required for traffic detours. This includes the following conditions;
 - a. Traffic Control Plans to be drawn to scale and indicate the provision of passageways and clearances for pedestrian and emergency access. Plans should be prepared in accordance with Roads & Maritime Services Guide to Traffic Control at Worksites.
 - b. All signage erected for the event should not cause a hazard for motorists or pedestrians and be removed immediately following the completion of the event.
 - c. Temporary Speed Zone Authorisation is obtained from the roads authority for any reduced speed limit/s required as part of the traffic control for the event. Where local council is the roads authority, notification of any reduced speed limit should be forwarded to Roads and Maritime Service and NSW Police.

Cont'd...

- d. Conformance with approved Traffic Management Plan and associated Traffic Control Plans which shall be implemented and controlled by Roads & Maritime Services accredited persons.
5. Consultation with emergency services (Fire & Ambulance) and any identified issues addressed.
6. Consultation with taxi and bus operators and arrangements made for provision of services during conduct of the event.
7. Community and affected business consultation including adequate response/action to any raised concerns.
8. Arrangements made for private property access and egress affected by the event.

T.- 56 Traffic Management for Coffs Coast 4WD Caravan & Camping Show

That approval be given for the Coffs Coast 4WD Caravan and Camping Show traffic management plan for the event to be held at the Coffs Racing Club, Howard Street, Coffs Harbour on 18 – 19 June, 2016, subject to the following conditions:

1. A current insurance certificate of currency for a minimum insured amount of \$20 000 000 and noting the Coffs Harbour City Council as an interested party for the event be submitted ASAP.
2. NSW Police approval is obtained to be submitted ASAP.
3. The submission and approval of relevant council event application/s and compliance with any conditions imposed therein.
4. Traffic management plan to include a Risk Management Plan and Traffic Control Plan/s with map indicating any alternative routes required for traffic detours. This includes the following conditions;
 - a. Traffic Control Plans to be drawn to scale and indicate the provision of passageways and clearances for pedestrian and emergency access. Plans should be prepared in accordance with Roads & Maritime Services Guide to Traffic Control at Worksites.
 - b. All signage erected for the event should not cause a hazard for motorists or pedestrians and be removed immediately following the completion of the event.
 - c. Temporary Speed Zone Authorisation is obtained from the roads authority for any reduced speed limit/s required as part of the traffic control for the event. Where local council is the roads authority, notification of any reduced speed limit should be forwarded to Roads and Maritime Service and NSW Police.
 - d. Conformance with approved Traffic Management Plan and associated Traffic Control Plans which shall be implemented and controlled by Roads & Maritime Services accredited persons.
5. Consultation with emergency services (Fire & Ambulance) and any identified issues addressed.

Cont'd...

6. Consultation with taxi and bus operators and arrangements made for provision of services during conduct of the event.
7. Community and affected business consultation including adequate response/action to any raised concerns.
8. Arrangements made for private property access and egress affected by the event.
9. Future event applications be submitted 3 months prior to the event date or the event will not be approved.

T.- 57 No Stopping Toreador Motel - 31 Grafton Street, Coffs Harbour

Approval to install yellow no stopping line to replace no parking zone adjacent to the Toreador Motel, 31 Grafton Street, Coffs Harbour as per plan T.57 - 2016.

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

SI16/29 BOAMBEE EAST COMMUNITY RESERVE PLAN OF MANAGEMENT

Executive Summary

The purpose of this report is to:

- Detail the outcome of community consultation in relation to the exhibition of the draft Boambee East Community Reserve Plan of Management (PoM); and
- Seek approval from Council for adoption of the Boambee East Community Reserve PoM; and
- Approve the granting of a licence to the South Coffs Community Garden Incorporated.

Council prepared the draft PoM to meet the legislative requirements of the Local Government Act 1993 and to guide current and future use and management of the reserve for the next five to ten years. The draft PoM was placed on exhibition for six weeks. One community workshop was held during the exhibition period attended by twenty-five people. One submission was received.

The proposal to grant a five year licence to establish a community garden on the site was also advertised during the PoM exhibition period. As the land is classified as 'Community Land' under the Local Government Act 1993, the licence proposal was advertised in accordance with provisions of the Act. No submissions were received.

Cont'd...

150 RESOLVED (Sultana/Cowling) that Council:

1. Adopt the Boambee East Plan of Management as appended and
2. Enter into a Licence Agreement with the South Coffs Community Garden Incorporated for that part of Lot 204 DP 828816 identified as Community Garden in the Boambee East Plan of Management for a term of five years with any necessary documents to be executed under the Common Seal of Council.

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

SI16/30 CONTRACT NO. RFT-751-TO SEWER MAIN UPGRADE - FIDDAMAN ROAD, EMERALD BEACH

Executive Summary

Council is replacing an existing section of 150dia sewer gravity main which runs in a narrow strip of Crown Land behind residential properties in Fiddaman Road, Emerald Beach. The original main was constructed by directional drilling in 2000, which resulted in high and low point within the line. The existing mains grade is not self-cleansing which results in sewer blockages and overflows at this location.

The purpose of this report is to gain Council approval to accept a tender for the construction of new 225dia and 150dia gravity sewer mains by trenchless and conventional methods to replace the existing 150dia gravity sewer main.

This project has been identified as necessary works in the Coffs Harbour Sewerage Strategy and is required in order to alleviate sewer chokes and possible environmental overflows into Fiddaman Creek. The project also comes under Sewer Infrastructure Works as part of the 2015/2016 Operational Plan.

151 RESOLVED (Rhoades/Cowling):

1. That Council accept the tender of Ledonne Constructions Pty Ltd, ABN 68 003 117 717, for the part Lump Sum of \$326,661.50 inclusive of GST on the basis that:
 - a) The tender is the most advantageous tender following the application of Council's Tender Value Selection System
 - b) The Tenderer has the necessary experience in similar works and its ability and performance are satisfactory

Cont'd...

- c) The Tenderer's financial capacity is acceptable
- 2. That the contract documents be executed under the Seal of Council.

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

REQUESTS FOR LEAVE OF ABSENCE

No requests for leave of absence.

QUESTIONS ON NOTICE

No questions on notice.

MATTERS OF AN URGENT NATURE

MUN16/6 Draft Regional Botanic Gardens Strategic Plan - License

Cr Townley queried the status of the license for the Friends of the Botanical Gardens. Director Sustainable Infrastructure gave an update and advised Council that a further update will be provided once more information has been clarified.

This concluded the business and the meeting closed at 6.31pm.

Confirmed: 14 July 2016

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Denise Knight
Mayor