



## MINUTES

### COFFS HARBOUR CITY COUNCIL ORDINARY COUNCIL MEETING COUNCIL ADMINISTRATION BUILDING

CNR COFF AND CASTLE STREETS, COFFS HARBOUR  
ON THURSDAY, 26 OCTOBER 2017 AT 5.00PM

**PRESENT:** Cr Michael Adendorff, Cr Paul Amos, Cr Keith Rhoades, Cr Jan Strom, Cr Tegan Swan, Cr Sally Townley

**STAFF:** General Manager, Director Sustainable Infrastructure, Director Sustainable Communities, Director Business Services and Executive Assistant

The General Manager called for nominations for a Chairperson for the meeting as the Mayor and Deputy Mayor have requested leave of absence for the meeting.

#### MOTION

**2017/245 RESOLVED (Cr Michael Adendorff / Cr Tegan Swan)**

That Councillor Rhoades be nominated as Chairperson for the meeting.

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

**CARRIED**

**LEAVE OF ABSENCE** Cr John Arkan

#### OPENING OF ORDINARY MEETING

The meeting commenced at 5.00pm with Cr K Rhoades in the chair.

#### ACKNOWLEDGEMENT OF COUNTRY

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.

#### STATEMENT IN RELATION TO RECORDING OF MEETINGS

The Mayor reminded the Chamber that the meeting was to be recorded and live audio streamed, and that no other recordings of the meeting would be permitted.

**DISCLOSURE OF INTEREST**

<b>Councillor</b>	<b>Items</b>	<b>Type of Interest</b>
Cr Michael Adendorff	GM17/28 Council Committees, Appointment of Members and Approval of Terms of References	Non-Pecuniary - Less Than Significant Conflict as he owns property in Coffs Harbour CBD.

**APOLOGIES****2017/246 RESOLVED (Cr Paul Amos / Cr Michael Adendorff)**

That leave of absence from from Councillors Knight and Cecato be approved.

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

**CARRIED**

**PUBLIC ADDRESSES**

<b>Time</b>	<b>Speaker</b>	<b>Item</b>
5.00pm	James Sugarmar NSW Audit Office	BS17/42 – Audited 2016/2017 Annual Financial Statements
5.05pm	Garth Grundy	Against Report GM17/28 – Council Committees, Appointment of Members and Approval of Terms of References

**PUBLIC FORUM**

No public forums.

**MAYORAL ACTIONS UNDER DELEGATED AUTHORITY**

No Mayoral actions under delegated authority.

**CONFIRMATION OF MINUTES****2017/247 RESOLVED (Cr Jan Strom / Cr Michael Adendorff)**

That the minutes of the Ordinary Meeting held on 12 October 2017 be confirmed.

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

**CARRIED**

**DIRECTORATE REPORT - BUSINESS SERVICES****BS17/42 AUDITED 2016/2017 ANNUAL FINANCIAL STATEMENTS****EXECUTIVE SUMMARY**

The audited Financial Statements for 2016/17 are being presented to meet legislative requirements under Section 419 of the Local Government Act in relation to their completion, audit and presentation.

The General Purpose Financial Statements and Special Purpose Financial Statements are the statements required to be produced by the Australian International Financial Reporting Standards whilst the Special Schedules contain additional information required for the NSW Grants Commission, Australian Bureau of Statistics, Department of Primary Industries Water and Office of Local Government.

The final audited Financial Statements require certification by the designated signatories for the audit opinion and Conduct of the Audit Report to be issued, and for the Financial Statements to be then lodged with the Office of Local Government.

**2017/248 RESOLVED (Cr Jan Strom / Cr Michael Adendorff)**

That Council:

1. Approve the General Purpose Financial Statements – Statement by Councillors and Management and Special Purpose Financial Statements – Statement by Councillors and Management forms relating to the audited 2016/2017 annual Financial Statements for completion by the designated signatories.
2. Receive and adopt the audited 2016/2017 Financial Statements.

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

**CARRIED**

**GENERAL MANAGER'S REPORTS****GM17/28 COUNCIL COMMITTEES - APPOINTMENT OF MEMBERS AND APPROVAL OF TERMS OF REFERENCES****EXECUTIVE SUMMARY**

Both nominations for Council Committees and Committee Terms of Reference require approval by Council. This report is seeking Council's:

- Appointment of two committee nominees
- Adoption of the revised City Centre Master Plan Committee Terms of Reference
- Endorsement to seek applications for membership of the City Centre Master Plan Committee

**2017/249 RESOLVED (Cr Sally Townley / Cr Tegan Swan)**

That Council:

1. Appoints the following to the Lower Bucca Community Hall Management Committee:
  - 1.1. Claire Badke
  - 1.2. Nicole Misios

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

**CARRIED**

**MOTION****2017/250 RESOLVED (Cr Sally Townley / Cr Tegan Swan)**

1. That Council defer consideration of the revised City Centre Master Plan Committee Terms of Reference.
2. That business and property owners and potentially other stakeholders be consulted in February 2018.
3. That Council encourage the current City Centre Master Plan Marketing Sub-Committee to undertake the marketing activation of the CBD.

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

**CARRIED**

**GM17/27 COUNCIL POLICIES****EXECUTIVE SUMMARY**

The purpose of policy is to document Council's intent, commitment and/or a position on a particular topic as well as ensure transparency and accountability in local government. This report presents three policies for council adoption.

**2017/251 RESOLVED (Cr Jan Strom / Cr Paul Amos)**

That Council adopts the following policies:

1. Child Safety Policy
2. Reserve Naming and Memorial Policy
3. Unmade Public Roads Policy

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

**CARRIED**

**DIRECTORATE REPORT - BUSINESS SERVICES****BS17/41 BANK AND INVESTMENT BALANCES FOR SEPTEMBER 2017****EXECUTIVE SUMMARY**

Council's Bank Balances and Investments as at 30 September 2017 totalled \$192,984,490.48. Council receives independent advice and invests surplus funds in accordance with Council's Investment Policy to maximise investment income and preserve capital to assist with funding requirements for projects listed under the My Coffs Community Strategic Plan.

**2017/252 RESOLVED (Cr Jan Strom / Cr Tegan Swan)**

That Council note the bank balances and investments totalling \$192,984,490.48 (including from loans, Developer Contributions and other avenues that form the restricted accounts and are committed for future works) as at 30 September 2017.

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

**CARRIED**

**DIRECTORATE REPORT – SUSTAINABLE COMMUNITIES****SC17/57 COFFS HARBOUR ECONOMIC DEVELOPMENT STRATEGY 2017-2022****EXECUTIVE SUMMARY**

*The Coffs Harbour Economic Development Strategy 2017-2022* is a refresh of the previous Economic Strategy 2014-2017, and guided by the strategic outcomes from the *MyCoffs* Community Strategic Plan.

Considerable stakeholder consultation occurred during the formation of the *Draft Coffs Harbour Economic Development Strategy 2017-2022*, and also while the draft plan was on public exhibition for four weeks.

The final plan is now presented to Council for adoption.

**2017/253 RESOLVED (Cr Jan Strom / Cr Tegan Swan)**

That Council:

1. Adopt the Coffs Harbour Economic Development Strategy 2017-2022 (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 Economic Development Strategy 2017-2022*.

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

**CARRIED**

**REQUESTS FOR LEAVE OF ABSENCE**

No requests for leave of absence.

**QUESTIONS ON NOTICE**

No questions on notice.

**MATTERS OF AN URGENT NATURE**

No matters of an urgent nature.

**CLOSE OF MEETING**

The Meeting closed at 5.42pm.

Confirmed: 9 November 2017

.....

Keith Rhoades  
Councillor