



## MINUTES

**COFFS HARBOUR CITY COUNCIL  
ORDINARY COUNCIL MEETING  
COUNCIL ADMINISTRATION BUILDING  
CNR COFF AND CASTLE STREETS, COFFS HARBOUR  
ON THURSDAY, 8 JUNE 2017 AT 5.00PM**

**PRESENT:** Cr George Cecato, Cr Michael Adendorff, Cr Paul Amos, Cr John Arkan, 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

**LEAVE OF ABSENCE** Nil

### OPENING OF ORDINARY MEETING

The meeting commenced at 5.00pm with the Acting Mayor, Cr G Cecato 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 Acting Mayor reminded the Chamber that the meeting was to be recorded and live streamed, and that no other recordings of the meeting would be permitted.

### DISCLOSURE OF INTEREST

Councillor	Items	Type of Interest
Cr P Amos	SI17/12 - Transfer of Easement for Right of Carriageway - Lot 206 DP 1206854, Stadium Drive, Coffs Harbour	Non-Pecuniary Significant Conflict - previously abstained from voting on the development accessed by this proposal and have taken advice to remain consistent in my abstaining from voting.

**APOLOGIES**

**2017/109 RESOLVED (Cr Keith Rhoades / Cr John Arkan)**

That an apology received from Councillor Cr D Knight for unavoidable absence be received and accepted.

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

**CARRIED**

**PUBLIC ADDRESSES**

No public addresses.

**PUBLIC FORUM**

No public forum.

**MAYORAL ACTIONS UNDER DELEGATED AUTHORITY**

No actions under Delegated Authority.

**CONFIRMATION OF MINUTES**

**2017/110 RESOLVED (Cr Paul Amos / Cr Michael Adendorff)**

That the minutes of the Ordinary Meeting held on 25 May 2017 be confirmed.

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

**CARRIED**

**GENERAL MANAGER'S REPORTS**

**GM17/07 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 2017/2018.

**2017/111 RESOLVED (Cr Keith Rhoades / Cr Jan Strom)**

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 \$19,310 for the 2017/18 financial year.
2. Set an additional annual fee for the position of Mayor at \$42,120 for the 2017/18 financial year.

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

**CARRIED**

**GM17/08 NEW COUNCIL POLICIES****EXECUTIVE SUMMARY**

As part of the ongoing process improvement and the organisational wide policy review, Council has recently developed five new policies (attached) and the submission policy is returned following public exhibition. These are presented for Council adoption.

**2017/112 RESOLVED (Cr Sally Townley / Cr Jan Strom)**

1. That the Assets Management Policy and Related Party Disclosure Policy be adopted
2. That the Biodiversity Offsets Policy, the Dedication of Land Policy and the Voluntary Planning Agreement Policy all be placed on public exhibition for a period of 28 days.
3. That Councillors receive a comprehensive briefing on the background and context of these policies during the exhibition period.
4. That the Submissions Policy is adopted without the inclusion of clause "e" on page 5 of the Policy which states that duplicate submissions from the same household be considered as one submission; and under Section 3 Definitions that duplicate submissions be deleted.

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

**CARRIED**

**DIRECTORATE REPORTS - BUSINESS SERVICES****BS17/17 MONTHLY FINANCIAL PERFORMANCE REPORT FOR THE MONTH ENDED 30 APRIL 2017****EXECUTIVE SUMMARY**

This report presents the monthly financial performance report for 30 April 2017. The report provides information on the actual to budget position at the financial statement level and capital expenditure reports for the current financial year. It also provides the consolidated financial position as at 30 April 2017.

**2017/113 RESOLVED (Cr Tegan Swan / Cr Sally Townley)**

That Council:

1. Note the monthly financial performance report for 30 April 2017.
2. Note the following Consolidated Income Statement.

**CONSOLIDATED INCOME STATEMENT as at 30 April 2017:**

	<b>2016/17 Original Budget</b>	<b>2016/17 Projected Budget</b>	<b>2016/17 Actuals</b>
	<b>‘000s</b>	<b>‘000s</b>	<b>‘000s</b>
<b>Recurrent Revenue</b>			
Rates & Annual Charges	\$86,781	\$90,793	\$91,220
User Charges & Fees	\$33,104	\$24,517	\$17,523
Interest & Investment Revenue	\$5,700	\$5,687	\$6,100
Other Revenues	\$8,152	\$16,700	\$11,767
Grants & Contributions provided for Operating Purposes	\$20,924	\$22,543	\$12,076
<b>RECURRENT REVENUE</b>	<b><u>\$154,661</u></b>	<b><u>\$160,240</u></b>	<b><u>\$138,686</u></b>
<b>Recurrent Expenditure</b>			
Employee Benefits & Oncosts	\$37,814	\$37,768	\$40,265
Borrowing Costs	\$11,498	\$11,498	\$8,340
Materials & Contracts	\$54,123	\$63,059	\$29,452
Depreciation & Amortisation	\$44,767	\$44,767	\$37,306
<b>Projected Budget</b>			
Other Expenses	\$12,236	\$12,244	\$6,363
<b>RECURRENT EXPENDITURE</b>	<b><u>\$160,438</u></b>	<b><u>\$169,336</u></b>	<b><u>\$121,726</u></b>
<b>NET OPERATING (DEFICIT) / SURPLUS</b>	<b><u>(\$5,777)</u></b>	<b><u>(\$9,096)</u></b>	<b><u>\$16,960</u></b>
<b>Capital Revenue</b>			
Capital Grants, Subsidies, Contributions and Donations	\$24,317	\$31,610	\$5,561
<b>CAPITAL REVENUE</b>	<b><u>\$24,317</u></b>	<b><u>\$31,610</u></b>	<b><u>\$5,561</u></b>
			<b>\$22,521</b>
<b>NET SURPLUS</b>	<b><u>\$18,540</u></b>	<b><u>\$22,514</u></b>	

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

CARRIED

In relation to the following item, Cr K Rhoades advised that he was a Director of Local Government Procurement.

**BS17/18 REVERSE AUCTION - SUPPLY OF ELECTRICITY FOR CONTESTABLE SITES AND STREET LIGHTING**

**EXECUTIVE SUMMARY**

In March 2017 a report was presented to Council advising of the process in which the Council has participated to procure its electricity supply for its large contestable sites and street lighting. The reverse auction was held on 26 April 2017 and the Council chose not to enter into any agreement at that point in time due to the extreme variation between the current contracted prices and those received under the auction.

The Australian Energy Market has been in a state of imbalance for a period of at least six months. This imbalance has seen energy prices spike when compared against their traditional levels which resulted in offers to the Council which would have seen an increase in electricity expenditure in excess of \$1.75 million over two years. The significant increase in electricity pricing provides further impetus for Council to pursue solar installations.

Council will undertake a further reverse auction for the supply of electricity for large contestable sites and street lighting in October 2017.

**2017/114 RESOLVED (Cr Jan Strom / Cr Tegan Swan)**

That Council receive and note the information provided within the report.

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

**CARRIED**

**BS17/19 LOCAL GOVERNMENT PERFORMANCE AUDITS**

**EXECUTIVE SUMMARY**

The Auditor-General has been tasked by the State Government of New South Wales to undertake two to three Local Government Performance Audits annually. As performance audits have not been carried out in this context within New South Wales previously the Auditor General has written to Council to advise the areas of focus for these audits and what they entail.

The Auditor-General has requested that the attached letter to this report be tabled for the Council's information.

**2017/115 RESOLVED (Cr Jan Strom / Cr Paul Amos)**

That Council note the information provided by the Office of the Auditor-General on the initial Local Government performance audits.

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

**CARRIED**

**BS17/20 2017-2018 ENVIRONMENTAL LEVY PROJECTS SCHEDULE****EXECUTIVE SUMMARY**

To provide Council with the recommended program of works for the 2017/2018 Environmental Levy Program for inclusion in the 2017/2018 Draft Delivery Program. The Environmental Levy Program funds environmental projects that may not otherwise be undertaken.

**2017/116 RESOLVED (Cr Keith Rhoades / Cr Michael Adendorff)**

That the matter be deferred pending further information being provided for all Councillors in regard to the ranking of Project Bids considered by the E.L. Committee and a more detailed Briefing being provided to all Councillors.

**For:** Crs Adendorff, Amos, Arkan, Cecato and Rhoades

**Against:** Crs Strom, Swan and Townley

**CARRIED****AMENDMENT****(Cr Jan Strom)**

1. That Council includes the following projects in the 2017/2018 Draft Delivery Program and Operational Plan:

To be allocated from the 2017/2018 Environmental Levy Program	Recommended Allocation
Conservation & Sustainable Management of Biodiversity	\$200,000
Environmental Levy Coordination	\$63,100
Improving Diversity within CHCC Bush land Reserves	\$200,000
Management of Key Environmental Weeds within Council Managed Lands	\$100,000
Supporting Community Action in the Coffs Harbour LGA	\$180,000
Restore and Enhance the Natural Environment of the Jetty Foreshores	\$18,000
Restore and Maintain the Natural Environment of Boambee Beach North	\$18,000
Orara River Rehabilitation Project	\$175,000
Ocean View Headland Access & Rehabilitation St 2	\$37,098
Growing Our Future	\$28,930
Investigating Water Quality in Coffs Coastal Estuaries & the relationship to adjacent land use	\$50,000
Jaliigirr in the Coffs LGA	\$30,000
Repairing Gumbayngirr Country - Darrunda Wajaarr	\$55,000
North Coast Regional Botanic Garden Education Officer	\$20,000
Community Supporting Land for Wildlife Initiative	\$9,900
Koala Rehabilitation Care	\$5,000

Kangaroos in Coffs Harbour: Non-lethal Management and Movement Studies	\$30,000
Implementation of the LGA wide Flying-fox Management Plan	\$35,000
Review of Coffs Harbour City Koala Plan of Management 1999	\$52,372
Matching Grant funds allowance/Environmental Levy Policy up to \$50k p.a.	\$16,000

2. That \$100,000 for the Community Sustainable Living Program be included in the 2017-18 budget.
3. Also have briefing to go through the process before next meeting.

Cr Strom withdrew her Amendment.

## DIRECTORATE REPORTS - SUSTAINABLE COMMUNITIES

### SC17/29 DRAFT COFFS HARBOUR FLYING-FOX CAMPS STRATEGIC MANAGEMENT PLAN

#### EXECUTIVE SUMMARY

The objective of this report is to have Council endorse the draft Coffs Harbour Flying-Fox Camps Strategic Management Plan (Attachment 1) for exhibition.

The draft Coffs Harbour Flying-Fox Camps Strategic Management Plan will assist Council to strategically manage the three permanent camps on Council managed land and provide direction for temporary camps that may develop.

#### 2017/117 RESOLVED (Cr Sally Townley / Cr Michael Adendorff)

That Council:

1. Adopt in principle the draft Coffs Harbour Flying-Fox Camps Strategic Management Plan (Attachment 1) and place it on exhibition for a period of 28 days seeking feedback to enable Council's final determination on this matter.
2. Note that a further report will be brought back to Council for consideration following the public exhibition of the draft Plan.

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

**CARRIED**

The General Manager left the meeting, the time being 6.10pm, the Director Business Services took his chair during his absence.

**NOTICES OF MOTION – SUSTAINABLE INFRASTRUCTURE**

The General Manager returned to the meeting, the time being 6.12pm.

**NOM17/09 ELBOW STREET CAR PARK****2017/118 RESOLVED (Cr John Arkan / Cr Keith Rhoades)**

1. That Council bring back a report in regards to the costs of the building of a multi level car park in the existing Elbow Street car park.
2. That the report to include all available information regarding parking in the CBD.

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

**CARRIED**

**DIRECTORATE REPORTS - SUSTAINABLE INFRASTRUCTURE**

Cr Paul Amos declared an interest in the following item, vacated the chamber and took no part in the discussion or voting, the time being 6.19pm.

**SI17/12 TRANSFER OF EASEMENT FOR RIGHT OF CARRIAGEWAY - LOT 206 DP 1206854, STADIUM DRIVE, COFFS HARBOUR****EXECUTIVE SUMMARY**

The purpose of this report is to obtain formal approval to accept an offer for the transfer of two easements affecting Council land from the proponent of a service station to be developed on the corner of Stadium Drive and Pacific Highway South, Coffs Harbour.

**2017/119 RESOLVED (Cr Keith Rhoades / Cr John Arkan)**

That Council:

1. Accept from the proponent of a proposed service station development on part Lot 3 DP 1037158 the amount of \$65,000 inclusive of GST for the transfer of two easements for Right of Carriageway, landscaping and signage as described in this report over Council land known as Lot 206 DP 1206854.
2. Agree to a four month settlement from exchange of contracts and other terms as detailed in this report.
3. Agree to each party paying their own legal costs in regard to the conveyance.
4. Execute under the common seal all necessary documents associated with the matter
5. Allocate the net funds from the disposal of the easements to assist with the management of the Coffs Coast Sport and Leisure Park.

**For:** Crs Adendorff, Arkan, Cecato and Rhoades

**Against:** Crs Strom, Swan and Townley

**CARRIED**

Cr Paul Amos returned to the meeting, the time being 6.23pm.



**SI17/13 RELEASE OF EASEMENTS AFFECTING LOT 7 DP 270062 AND GRANT OF EASEMENT AFFECTING LOT 204 DP 794312, KORORA BEACH ESTATE, PLANTAIN ROAD, KORORA**

**EXECUTIVE SUMMARY**

The purpose of this report is to obtain Council approval to release an easement to Drain Water 3 metres wide and grant an easement to Drain Water 1 metre wide to facilitate the release of the subdivision plan for the Korora Beach Estate at Korora.

**2017/120 RESOLVED (Cr John Arkan / Cr Michael Adendorff)**

That Council:

1. Agree to release the easement to Drain Water 3 metres wide and variable created by DP 841017 over Lot 1 in the proposed subdivision of Lot 7 DP 270062.
2. Agree to grant an easement 1 metre wide to Drain Water over its land known as Lot 204 DP 794312
3. Accept the amount of \$2,000 inclusive of GST as compensation for the grant of the easement over Lot 204 DP 794312.
4. Agree that all costs associated with the matter be borne by the developer of the Korora Beach Estate.
5. Execute under seal the required legal documents to facilitate this matter.

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

**CARRIED**

**TRUST REPORTS**

**T17/13 TRUST REPORT - RELOCATION OF MARINE RESCUE WOOLGOOLGA TO ARRAWARRA HEADLAND FACILITY - PROGRESS REPORT**

**EXECUTIVE SUMMARY**

In accordance with Council's resolution 2017/3 at its meeting held on 9 February 2017, progress reports are provided to each Council meeting on the relocation of Marine Rescue Woolgoolga to Arrawarra Headland.

**2017/121 RESOLVED (Cr Jan Strom / Cr Paul Amos)**

That Council, as Corporate Manager of the Coffs Coast State Park Trust, note the progress report.

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

**CARRIED**

**MATTERS OF AN URGENT NATURE**

No matters of an urgent nature.

**CLOSE OF MEETING**

The Meeting closed at 6.35pm.

Confirmed: 22 June 2017.

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Denise Knight  
Mayor