

The following document is the minutes of the Council Meeting held on Thursday, 23 July 2015. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 13 August 2015 and therefore subject to change. Please refer to the minutes of the meeting of 13 August 2015 for confirmation.



**COFFS HARBOUR CITY COUNCIL**

**ORDINARY MEETING**

**COUNCIL CHAMBERS**  
**COUNCIL ADMINISTRATION BUILDING**  
**COFF AND CASTLE STREETS, COFFS HARBOUR**

**23 JULY 2015**

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## COFFS HARBOUR CITY COUNCIL

### ORDINARY MEETING

**23 JULY 2015**

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

**Staff:** Acting General Manager/Director Business Services, Director Sustainable Infrastructure, Director Sustainable Communities and Executive Assistant.

**Leave of Absence:** Councillor M Sultana

The meeting commenced at 5.00pm with the Mayor, Cr D Knight in the chair.

We respectfully acknowledge the Gumbaynggirr Country and the Gumbaynggirr Aboriginal peoples who are traditional custodians of the land on which we meet and their Elders both past and present.

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

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#### DISCLOSURE OF INTEREST

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No disclosures of interest tabled.

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#### LEAVE OF ABSENCE

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**159 RESOLVED** (Cowling/Arkan) that a leave of absence received from Councillor Sultana for unavoidable absence be received accepted.

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**PUBLIC ADDRESS**

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| Time   | Speaker      | Item                                       |
|--------|--------------|--|
| 5.00pm | Ken Robinson | SI15/33 Reserve Naming and Memorial Policy |

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**CONFIRMATION OF MINUTES**

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- 160** **RESOLVED** (Degens/Arkan) that the minutes of the Ordinary meeting held on 9 July 2015 be confirmed as a true and correct record of proceedings.
- 161** **RESOLVED** (Palmer/Degens) that the minutes of the Extraordinary meeting held on 14 July 2015 be confirmed as a true and correct record of proceedings.

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**SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORT**

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**SI15/33 RESERVE NAMING AND MEMORIAL POLICY**

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**Executive Summary**

Council approved the Draft Reserve Naming Policy for public exhibition at its meeting on 9 October, 2014. Following the public exhibition period from 20 October 2014 to 17 November 2014, three submissions were received from the community. The Policy has been amended in response to the submissions received.

During the exhibition period staff identified the need to more fully address issues relating to memorials. Staff considered preparing a standalone Memorial Policy but given the strong nexus between reserves, commemorative naming and memorials it was viewed as more appropriate to address the matter within a combined Policy. The amended Policy outlines in more detail the type of memorials that would be acceptable in reserves and the circumstances under which a memorial would be considered appropriate. The Policy has been renamed the Reserve Naming and Memorial Policy and provides a consistent and equitable approach to reserve naming and the placing of memorials in Reserves

This report recommends that Council adopt the Reserve Naming and Memorial Policy as amended, effective immediately.

**SI15/33 - Reserve Naming and Memorial Policy (Cont'd)**

**162 RESOLVED** (Rhoades/Arkan):

1. That Council adopt the amended Reserve Naming and Memorial Policy.
2. That the Policy be amended to permit the naming of fields or facilities within a complex.
3. That the Policy be amended to permit the naming or recognition of an individual either living, or deceased with appropriate permission/exhibition process.

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**DIVISION**

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**163 RESOLVED** (Innes/Palmer) that a division be called, and those members voting for and against the motion were recorded:

**VOTED FOR**

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

**VOTED AGAINST**

Cr Innes

**NOTICES OF MOTION**

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**NOM15/12 COFFS HARBOUR BOTANIC GARDENS HERBARIUM  
DATABASE**

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**164 RESOLVED** (Townley/Arkan):

1. That Council investigate the transfer of the Coffs Harbour Botanic Gardens herbarium database to an updated platform, which includes GIS interface capability.
2. That Council investigate arrangements for the stewardship of this database, and authorise external user access as required.

## **GENERAL MANAGER'S REPORTS**

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### **GM15/14 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2015 - MOTIONS**

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#### **Executive Summary**

The purpose of this report is to advise that planning for 2015 Local Government NSW Annual Conference 2015 program has commenced and time has been set aside for business sessions to discuss the various significant issues which affect the sector and consider relevant motions. These motions are to be submitted to Local Government NSW by 24 August 2015.

#### **165 RESOLVED (Degens/Arkan):**

1. That Councillors submit any motions in line with the Local Government NSW requirements to the General Manager by close of business on Thursday 30 July 2015.
2. That should any motions be received in respect of 1 above, the General Manager prepare a report for Council's consideration of the notices on motion at its meeting held on 13 August 2015, and thereafter should Council resolve to submit these motions that same be provide to Local Government NSW.

## **SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORT**

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### **SI15/32 HANDOVER OF BYPASSED SECTIONS OF PACIFIC HIGHWAY (SOLITARY ISLANDS WAY)**

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#### **Executive Summary**

The construction of the Pacific Highway upgrade between Sapphire and Mullaway has seen sections of the Old Pacific Highway become surplus to Roads and Maritime Services (RMS) requirements, but necessary for continued access for local road traffic.

In order to ensure Council is not unreasonably encumbered with deficient infrastructure, the RMS and Council staff negotiated a handover figure of \$5,731,323 (Excl GST) which includes; costs to bring to satisfactory condition, renewal expenses and other ancillary works.

As Council is, by default, the Roads Authority for the Solitary Islands Way, there is little room to negotiate without the risk of losing available funding.

It needs to be noted that the capital cost of the assets to be handed over to Council is estimated at \$68,041,331 with an estimated annual operating and maintenance cost of \$220,000 and depreciation expense of \$941,054.

**SI15/32 - Handover of Bypassed Sections of Pacific Highway (Solitary Islands Way) (Cont'd)**

It is recommended that Council proceed to accept the offer of \$5,731,323 (Excl GST) from the RMS for the handover of Solitary Islands Way and provide an operation allocation of \$220,000 to provide for operational and maintenance expenses.

**166 RESOLVED** (Arkan/Degens) that in association with the handover process of Solitary Islands Way to Council, that Council:

1. Accepts the handover amount of \$5,731,323 (Excl GST) as the handover payment from the Roads and Maritime Services as compensation for the handover of the Old Pacific Highway effective 30 June 2015, as well as additional agreed works.
2. Provides a recurrent annual allocation of \$220,000 within the Operational Local Roads Program for operational and maintenance expenses.

**SUSTAINABLE COMMUNITIES DEPARTMENT REPORTS**

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**SC15/29 COMMITTEE MEMBERSHIP - EASTERN DORRIGO SHOWGROUND AND COMMUNITY HALL COMMITTEE**

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**Executive Summary**

To recommend to Council the appointment of community members to facility management or advisory committees.

**167 RESOLVED** (Arkan/Innes) that the following committee member nominations be appointed to the Eastern Dorrigo Showground and Community Hall Committee:

1. Mrs Carolyn Cleary
2. Mrs Tamara Buckler
3. Mrs Tracy Schipp
4. Mrs Ellie Macrae
5. Mr Luke Macrae

## QUESTIONS ON NOTICE

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### QON15/4 BRELSFORD PARK SENIORS PLAYGROUND

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Noted.

## TRUST REPORT

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### T15/1 CORAMBA RECREATION RESERVE MANAGEMENT PLAN

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#### Executive Summary

The purpose of this report is to:

1. Detail the outcome of the community consultation in relation to the exhibition of the draft Coramba Recreation Reserve Management Plan, and to;
2. Seek approval from Council, in its capacity as the Reserve Trust Manager, for adoption of the Coramba Recreation Reserve Management Plan.

Council prepared the Plan to guide the current and future use and provide direction for the management of the Reserve for the next five to ten years, and to meet the needs and expectations of the local and wider NSW Community.

The Plan was placed on exhibition for a period of six weeks. No submissions were received.

- 168** **RESOLVED** (Degens/Innes) that Council, as the Reserve Trust Manager, adopt the Coramba Recreation Reserve Management Plan, as appended.

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## REQUESTS FOR LEAVE OF ABSENCE

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No requests for leave of absence.



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**MATTERS OF AN URGENT NATURE**

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**MUN15/9 Coffs Harbour Airport General Aviation Area - Rental**

Councillor Townley raised the issue of increased rents at the General Aviation area at Coffs Harbour Airport and asked if Council would urgently consider the situation of the Aero Club as it is a not for profit organisation and has been in operation since 1928 working with the community.

The Acting General Manager/Director Business Services advised that a briefing note had been sent to Councillors and there has been some negotiation, however he would arrange further discussions with the Aero Club.

**MUN15/10 Development - new Service Station on Pacific Highway.**

Councillor Townley advised that she had been notified that the development involving a new Service Station on the Pacific Highway had discharged tanks into the creek and, as the plants had looked burnt after a few days, questioned whether there had been a pollution incident as a result of something being dumped into the creek. Cr Townley advised that Council's resolution of 18 December 2014 regarding the development stated that no contamination should be allowed to enter the waterway, particularly as it was near the Marine Park. Cr Townley asked if urgent investigations could be undertaken to determine whether there has been a pollution incident and also whether the proponent is complying with the condition that no pollution be allowed into the waterway.

The Director Sustainable Communities advised that he was not aware of any incident but would follow the matter up.

This concluded the business and the meeting closed at 6.08 pm.

Confirmed: 13 August 2015.

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Denise Knight  
Mayor