

The following document is the minutes of the Council Meeting held on Thursday, 11 February 2016. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 25 February 2016 and therefore subject to change. Please refer to the minutes of the meeting of 25 February 2016 for confirmation.



COFFS HARBOUR CITY COUNCIL ORDINARY MEETING

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

11 FEBRUARY 2016

Contents

ITEM	DESCRIPTION	PAGE
	SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORT	2
SI16/6	DUKE STREET EXTENSION PROJECT - REVIEW, STATUS AND UPDATE	2
	GENERAL MANAGER'S REPORTS	4
GM16/1	LOCAL GOVERNMENT REFORM - FIT FOR THE FUTURE ASSESSMENT AND PROPOSED NORTH COAST JOINT ORGANISATION	4
GM16/2	PHASE 1 REFORMS - LOCAL GOVERNMENT ACT 1993	5
	BUSINESS SERVICES DEPARTMENT REPORTS	6
BS16/1	BANK AND INVESTMENT BALANCES FOR NOVEMBER AND DECEMBER 2015	6
BS16/2	ORARA VINTAGE MACHINERY MUSEUM INCORPORATED	6
	NOTICE OF MOTION SUSTAINABLE COMMUNITIES	7
NOM16/1	VIABILITY OF PURCHASING LAND IN WOOLGOOLGA CBD	7

SUSTAINABLE COMMUNITIES DEPARTMENT REPORTS		7
SC16/1	PROJECT UPDATE - COFFS HARBOUR RESIDENTIAL STRATEGY PHASE 1 - DRAFT ISSUES AND OPTIONS DISCUSSION PAPER FOR COMMUNITY ENGAGEMENT	8
SC16/2	MULTICULTURAL POLICY	8
NOTICE OF MOTION SUSTAINABLE INFRASTRUCTURE		9
NOM16/2	NO SMOKING IN PUBLIC SPACES POLICY	9
SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORTS		10
SI16/1	DISPOSAL OF SURPLUS COUNCIL LAND - PART LOT 92 DP246561 KOTUKU STREET, COFFS HARBOUR	10
SI16/2	EASEMENT CREATION AND TRANSFER FOR RIGHT OF CARRIAGEWAY - LOT 206 DP 1206854, STADIUM DRIVE, COFFS HARBOUR	11
SI16/3	RESERVE NAMING: PARK BETWEEN PARK BEACH PLACE & NORTHSIDE SHOPPING CENTRE & CORNER GALLIPOLI ROAD & BERYL STREET	12
SI16/4	COFFS HARBOUR PESTICIDE USE NOTIFICATION PLAN	13
SI16/5	DREDGING OF SPOONBILL LAKE, BOAMBEE EAST	14
SI16/7	PUBLIC AMENITIES UPGRADE PROGRAM	16
SI16/8	APPOINTMENT OF SECTION 355 CITY CENTRE MASTERPLAN COMMITTEE	17
TRUST REPORTS		18
T16/1	BUNKER HEADLAND STRUCTURE CONSERVATION MANAGEMENT STRATEGY	18
QUESTIONS ON NOTICE		19
QON16/1	BRELSFORD PARK GRANDSTAND	19



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

11 FEBRUARY 2016

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

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

Leave of Absence: Councillor R Degens

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.

DISCLOSURES OF INTEREST

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

Councillor	Item	Type of Interest
Cr Palmer	SI16/6 Duke St Extension Project	Non-Pecuniary - Less than Significant Conflict
Cr Palmer	SI16/8 Appointment of Section 355 City Centre Masterplan Committee	Non-Pecuniary - Less than Significant Conflict
Cr Palmer	SI16/1 Disposal of surplus land	Pecuniary

APOLOGY

- 1 **RESOLVED** (Knight) that leave of absence as requested from Councillor Degens be approved.
-

PUBLIC ADDRESS

Time	Speaker	Item
5.00pm	Ashley Love	SC16/6 Duke Street Extension Project - Review, Status and Update

CONFIRMATION OF MINUTES

- 2 **RESOLVED** (Innes/Sultana) that the minutes of the Ordinary meeting held on 10 December 2015 be confirmed as a true and correct record of proceedings.

SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORT

SI16/6 DUKE STREET EXTENSION PROJECT - REVIEW, STATUS AND UPDATE

Executive Summary

The purpose of this report is to advise Council of the status of the Duke Street Extension project. The project documentation and preparation has been finalised and construction activity is planned to begin on the site during the last half of February 2016.

MOTION (Innes/Rhoades) that Council receives and notes this Report.

Cr Townley gave notice of a Foreshadowed Motion

FORESHADOWED MOTION

MOVED (Townley/) that Council

1. Defer further planning of Duke St extension until such time as a holistic CBD traffic plan, including development of a ring road, has been developed and endorsed;
2. That Gowings be invited to remove the temporary Duke St road construction and subsequent removal from their DA;
3. Monies allocated for the construction and removal of the temporary road be used to include night works on the Harbour Drive roundabout, in order to expedite the project and minimise length of traffic interruption; and
4. Council's media unit inform the public of this plan and emphasise its connection to Koala preservation.

3 RESOLVED (Rhoades/Innes) that the motion be put.

Voted For

Cr Rhoades
Cr Arkan
Cr Innes
Cr Knight

Voted Against

Cr Townley
Cr Sultana
Cr Palmer
Cr Cowling

The **MOTION** on being put to the meeting resulted in a tied vote. The Mayor used her casting vote and the **MOTION** was declared **CARRIED**.

4 RESOLVED, On putting the MOTION (Innes/Rhoades) that Council receives and notes this report to the meeting, the following tied vote occurred.

Voted For

Cr Rhoades
Cr Arkan
Cr Innes
Cr Knight

Voted Against

Cr Townley
Cr Sultana
Cr Palmer
Cr Cowling

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

GENERAL MANAGER'S REPORTS

GM16/1 LOCAL GOVERNMENT REFORM - FIT FOR THE FUTURE ASSESSMENT AND PROPOSED NORTH COAST JOINT ORGANISATION

Executive Summary

Two elements of the NSW State Government Local Government Reform Agenda are Council improvement or merger proposals and the intention to create joint organisations. This report firstly updates Council on the outcome of its Fit for the Future Improvement Proposal and secondly seeks Council's endorsement of an updated expression of interest (EOI) for the proposed North Coast Joint Organisation (JO).

At its ordinary meeting held on 25 June 2015, Council endorsed its Fit for the Future Improvement Proposal, which was duly submitted to IPART on 30 June 2015. It is pleasing to report that Coffs Harbour City Council's improvement proposal was one of the 52 proposals assessed as being fit for the future.

Also, in relation to the State Government's Local Government Reform Agenda, Coffs Council, in conjunction with the other member Councils of the proposed North Coast JO Organisation, Bellingen Shire, Nambucca Shire and Clarence Valley Councils, since late 2013 have been pursuing participation in the Pilot JO Program. To date the Councils have been unsuccessful; however, Council is advised that another opportunity to apply may be possible in the near future.

To strengthen the Councils' EOI for the proposed North Coast JO, Coffs Harbour City Council in November 2015 engaged, on behalf of the other Councils, the AEC Group to peer review the EOI and provide improvement suggestions. Councillors may recall that the AEC Group also peer reviewed Council's Fit for the Future Improvement Proposal. The EOI focusses on the key State Government strategic objectives for JOs as well as the Councils' agreed strategic priorities.

The previous EOI has now been updated with a number of small changes and has been provided to each of the proposed North Coast JO's member Councils for consideration and endorsement.

5 RESOLVED (Palmer/Sultana) that Council:

1. Notes IPART's Fit for the Future Assessment for Coffs Harbour City Council as Council being determined 'fit'; and
2. Endorses the intent of the attached updated North Coast Joint Organisation expression of interest for submission to the Minister for Local Government when the next opportunity arises.

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

Executive Summary

As a result of Destination 2036 conducted in August 2011 at Dubbo NSW, the NSW Government established two distinct processes. First, the Independent Local Government Review Panel (ILGRP) was established to consider the potential reform of local government. Most recently on 18 December 2015, the NSW Government announced the final results of its reform program after 4 years of deliberations, noting that there is no immediate impact on Coffs Harbour City Council in regards to mergers etc.

The second issue that was addressed as a result of Destination 2036 was the fact that the NSW Government established the Local Government Act Review Taskforce. This Taskforce ran somewhat in parallel to the ILGRP, conducting various engagements/consultation mechanisms with a view to reviewing the Local Government Act 1993 and bringing forward various issues for consideration and change. Once the Local Government Act Taskforce completed its work, the NSW Government awaited the finalisation of the ILGRP findings prior to releasing any final findings in respect of the review of the Local Government Act 1993.

On Friday 8 January 2016, the NSW Government released an explanatory paper in regard to the proposed Phase1 amendments 'Towards New Local Government Legislation'.

- 6 RESOLVED** (Rhoades/Arkan) that Council receive and note the report and the proposed Phase 1 amendments to the Local Government Act 1993.

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

BUSINESS SERVICES DEPARTMENT REPORTS

BS16/1 BANK AND INVESTMENT BALANCES FOR NOVEMBER AND DECEMBER 2015

Executive Summary

The purpose is to report on Council's Bank Balances and Investments as at 30 November and 31 December 2015. Council receives independent advice and invests surplus funds in accordance with Councils Investment Policy to maximise investment income and preserve capital to assist with funding requirements for projects listed under the Coffs Harbour 2030 Community Strategic Plan.

7 RESOLVED (Rhoades/Innes:

1. That the bank balances and investments totaling (from loans, Section 94 and other avenues that form the restricted accounts and are committed for future works) \$162,264,547 as at 30 November 2015 be noted.
2. That the bank balances and investments totaling (from loans, Section 94 and other avenues that form the restricted accounts and are committed for future works) \$165,908,208 as at 31 December 2015 be noted.
3. That the general fund unrestricted cash and investments totaling \$1,315,291 as at 31 December 2015 be noted.

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

BS16/2 ORARA VINTAGE MACHINERY MUSEUM INCORPORATED

Executive Summary

Agreement in principle has been reached, subject to Council endorsement, to grant a licence for 20 years for part Lot 32 in DP 801315 to Orara Vintage Machinery Museum Incorporated for the purposes of constructing and operating a Vintage Machinery Museum.

The agreement provides for the Orara Vintage Machinery Museum Incorporated to proactively operate and promote a men's shed as part of the operation of the Vintage Machinery Museum.

Agreement in principle has been provided for the construction of a shed on the licence area and development consent was issued.

This report seeks Council's endorsement of the proposal in order to proceed with a licence agreement to formalise the tenure.

BS16/2 - Orara Vintage Machinery Museum Incorporated (Cont'd)

8 RESOLVED (Palmer/Arkan) that Council:

1. Consent to a licence agreement for a term of 20 years to the Orara Vintage Machinery Museum Incorporated over part Lot 32 in DP 801315 being an area of approx. 2110 m2 adjacent to the Rural Fire Station and part of the Karangī Lawn Cemetery, for the purpose of a Machinery Museum and operation as a Men's Shed;
2. Notes the licence agreement requires Orara Vintage Machinery Museum Incorporated to register and maintain a membership with the Australian Men's Shed Association; and
3. Notes the licence agreement requires all signage, marketing, advertising and stationery to prominently display Men's Shed association membership and activity.

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

NOTICE OF MOTION SUSTAINABLE COMMUNITIES

NOM16/1 VIABILITY OF PURCHASING LAND IN WOOLGOOLGA CBD

9 RESOLVED (Arkan/Sultana) that Council:

1. Be provided with a report showing the viability of purchasing one (or more) blocks of land in Woolgoolga CBD precinct and that the report also look at Council owned land.

There are currently 3 blocks available (Dr Kramers old surgery, two blocks on the corner of Ganderton and Beach Streets (dentist and adjacent building) a further possibility is the vacant block on the corner of Queen and Market Street, which is not commercially zoned.

2. Give an update of amount of money currently held under section 94 tribute contributions or any other pool fund which may contribute towards parking.

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

SUSTAINABLE COMMUNITIES DEPARTMENT REPORTS

SC16/1 PROJECT UPDATE - COFFS HARBOUR RESIDENTIAL STRATEGY PHASE 1 - DRAFT ISSUES AND OPTIONS DISCUSSION PAPER FOR COMMUNITY ENGAGEMENT

Executive Summary

The objective of this report is to seek Council's endorsement of a draft Issues and Options Discussion Paper for Community Engagement (the Discussion Paper) (Attachment 1) for public exhibition which will form the basis of Phase 1 of the Coffs Harbour Residential Strategy. Phase 1 involves intensive engagement with the wider community, as well as developers, architects, planners and other building professionals who utilise Council's policies and administrative documents.

- 10 **RESOLVED** (Arkan/Palmer) that Council endorse the Coffs Harbour Residential Strategy Phase 1 - Draft Issues and Options Discussion Paper for Community Engagement (Attachment 1) for public exhibition for a period of 21 days.

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

SC16/2 MULTICULTURAL POLICY

Executive Summary

This report seeks Council's support and adoption of a Multicultural Policy to replace a Multicultural Program and Action Plan which concluded in 2014. This Policy will guide Council's service provision, planning, advocacy and community development for its culturally diverse community, and assist Council in meeting its legislative requirements regarding adhering to the *Principles of Multiculturalism*.

- 11 **RESOLVED** (Sultana/Arkan) that:
1. Council adopts the Multicultural Policy (attached) to guide Council's service provision, planning, advocacy and community development for its culturally diverse community.
 2. The Multicultural Policy go out on public exhibition for 21 days and subject to no submissions being received, the policy be adopted.

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

NOTICE OF MOTION SUSTAINABLE INFRASTRUCTURE

NOM16/2 NO SMOKING IN PUBLIC SPACES POLICY

MOTION (Cowling/Townley) that Council install marked lines on the ground at the transport interchange in Park Avenue, Coffs Harbour to delineate the extent of the No Smoking areas which are currently only identified by No Smoking signs.

12 **RESOLVED** (Sultana/Rhoades) that the motion be put.

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

On putting the MOTION (Cowling/Townley) that Council install marked lines on the ground at the transport interchange in Park Avenue, Coffs Harbour to delineate the extent of the No Smoking areas which are currently only identified by No Smoking signs, to the meeting the following tied vote occurred.

Voted For

Cr Arkan
Cr Townley
Cr Sultana
Cr Cowling

Voted Against

Cr Rhoades
Cr Innes
Cr Knight
Cr Palmer

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

The Mayor requested a five minute break, time being 7.12pm, the meeting resumed at 7.20pm.

SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORTS

Councillor Palmer declared an interest in the following item, vacated the chamber and took no part in the discussion or voting.

SI16/1 DISPOSAL OF SURPLUS COUNCIL LAND - PART LOT 92 DP246561 KOTUKU STREET, COFFS HARBOUR

Executive Summary

The purpose of this report is to obtain formal approval to accept an offer from an adjoining owner for the sale of a surplus parcel of Council land.

13 RESOLVED (Innes/Arkan) that Council:

1. Accept from the owner of 34 Kotuku Street, Coffs Harbour the amount of \$90,000 inclusive of GST for the sale of Part Lot 92 DP 246561.
2. Agree to each party paying their own legal costs in relation to the conveyance and their own costs of mortgagee's consent and production fees for the plan of subdivision and consolidation.
3. Execute under the common seal all necessary documents associated with the matter.
4. Agree to arrange and pay the costs associated with excising the land to be sold from the current reserve in regard to application fees, plan preparation and registration.
5. Allocate the net funds from the disposal of the easement to Council's Asset Renewal Reserve.

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

Cr Palmer returned to the meeting.

SI16/2 EASEMENT CREATION AND TRANSFER FOR RIGHT OF CARRIAGEWAY - LOT 206 DP 1206854, STADIUM DRIVE, COFFS HARBOUR

Executive Summary

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

MOVED (Palmer/Rhoades) that Council:

1. Accept from the proponent of a proposed service station development on Part Lot 3 DP 1037158 the amount of \$30,000 inclusive of GST for the transfer of an easement for right of carriageway, landscaping and signage as defined in this report over Council land known as Lot 206 DP 1206854.
2. Agree to a four month settlement from exchange of contracts.
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 easement to Council's Asset Renewal Reserve.

Voted For

Cr Rhoades
Cr Arkan
Cr Sultana
Cr Palmer

Voted Against

Cr Townley
Cr Innes
Cr Knight
Cr Cowling

The **MOTION** on being put to the meeting resulted in a tied vote. The Mayor used her casting vote and the **MOTION** was declared **LOST**.

SI16/3 RESERVE NAMING: PARK BETWEEN PARK BEACH PLACE & NORTHSIDE SHOPPING CENTRE & CORNER GALLIPOLI ROAD & BERYL STREET

Executive Summary

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

This Policy provides for the naming of reserves after significant individuals or families in accord with the criteria detailed in the Policy.

Council resolved at its meeting of 12 November 2015:

"that the Park between Park Beach Plaza and Northside Shopping Centre be named "Brian Navin Park", pending approval from family members and verification of historical information."

A family member has provided confirmation and historical research has confirmed that the late Mr Navin made significant contributions over his lifetime to the Coffs Harbour community, donating generously of both his time and money. The proposal was advertised and one submission in support of the proposal was received.

Council has also received an application for naming of the former Hillview tennis courts, corner of Gallipoli Road and Beryl Street after Mr Keith Austin, a long serving member of the Hillview Tennis Club and a tireless worker on the club's behalf, volunteering many thousands of hours of his personal time maintaining the grounds.

Staff have assessed the application and consider that Mr Austin fulfills the requirements of the Policy. In accordance with Policy the proposed name has been advertised and submissions invited from the community

Four submissions and one petition with 34 signatures in support of the proposal was received.

This report recommends that Council:

- note the verification of the historical information in relation to Brian Navin and that the Reserve be named in accord with Council's resolution of 12 November 2015..
- adopt the proposal to name the former Hillview tennis courts, corner of Gallipoli Road and Beryl Street "Austin Park".
- note that installation of the signage will be dependent on funding becoming available. Alternatively the applicants can choose to fund the sign if they wish it to be installed more immediately.

SI16/3 - Reserve Naming: Park between Park Beach Place & Northside Shopping Centre & Corner Gallipoli Road & Beryl Street (Cont'd)

14 RESOLVED (Palmer/Sultana) that Council:

1. Note the verification of the historical information and family approval in relation to Mr Brian Navin.
2. Adopt the proposal to name the former Hillview tennis courts reserve, corner of Gallipoli Road and Beryl Street "Austin Park".
3. Submit an application to the Geographical Names Board to have "Brian Navin Park" and "Austin Park" approved as place names.

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

SI16/4 COFFS HARBOUR PESTICIDE USE NOTIFICATION PLAN

Executive Summary

In accordance with the NSW Pesticide Regulation 2009, Council is required to have a Pest Use Notification Plan. A new draft Plan has been prepared and was placed on public exhibition for the statutory 28 day period, commencing 24 November 2015.

No submissions were received.

This report recommends that Council adopt the Coffs Harbour Pesticide Use Notification Plan.

15 RESOLVED (Townley/Sultana) that Council:

1. Note the outcome of the exhibition of the Coffs Harbour Pesticide Use Notification Plan.
2. Adopt the Coffs Harbour Pesticide Use Notification Plan.

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

Executive Summary

In response to ongoing community concerns in relation to Spoonbill Lake, Boambee East, Council at its meeting of 26 March 2015 resolved that Council:

1. *Take no further action in relation to lowering of water levels in Spoonbill Lake. (i.e. removal of the weir)*
2. *Consider the allocation of \$5,000 in the 15/16 Operational Budget to facilitate the development of a Spoonbill Lake Management Plan including detailed consultation with residents.*

As per the Council resolution, a draft plan has been prepared and a community meeting was held on site on the 28 November 2015.

Concerns regarding flooding, sedimentation and poor drainage and aquatic weeds were the major issues raised by residents at the meeting. (The maximum 1:100 year flood level for Spoonbill Lake up to the upstream side of the Linden Avenue culvert is caused by flood waters backing up from Cordwells Creek: this was the case in 2009 and also 1996 - see 26th March 2015 report to Council). There was extensive discussion at the community meeting about the mechanisms causing flooding in the area and the role of the lake in possibly reducing flood risk.

The residents at the meeting were overwhelming in support of dredging the lake to generally improve local drainage and restore its environmental value. It was acknowledged that this will not substantially reduce the flood risk in a 1:100 flood event, the impact of which is primarily from backwater from Cordwells/Boambee Creek not stormwater from higher in the catchment.

The draft EMP incorporated the recommendations of the community consultation and has included a clause to remove sediment and weeds from the Lake.

Dredging the lake will require specialist amphibious equipment normally based at Newcastle. The cost of floating the equipment to Coffs Harbour from Newcastle is considered cost prohibitive however an item of plant suitable to undertake the work is currently operating in the Urunga area until late February early March. Engaging this plant directly from Urunga at the expiration of its contract would result in substantial savings in float costs.

Given that the community consultation indicated overwhelming support for dredging the Lake and that there is an opportunity to achieve savings by taking advantage of the specialist plant currently temporarily based at Urunga it is considered appropriate to proceed with dredging of the Lake prior to the finalisation of the EMP.

Funding

Council currently has a number of projects allocated for funding within the 10 year Flood Mitigation and Drainage program.

SI16/5 - Dredging of Spoonbill Lake, Boambee East (Cont'd)

Drainage / Flood Works Program (2015/16 - 2018/19)			
Program Year	Project Description	Comment / Description	Estimated Cost
2015/16	Central Business District	CBD Drainage Works	\$500,000
2015/16	Flood Detention Basin	Construction of flood detention basin (Upper Shepards Lane)	\$3,000,000
2015/16	Marcia Street Drainage	Flood Mitigation Works	\$200,000
2015/16	Polaris Close / Antaries Avenue Drainage Works	Flood Way Improvements	\$300,000
2015/16	Park Beach Drainage	Drainage Investigation & Amplification Works	\$100,000
2015/16	Investigation & Design	Drainage Improvements - Investigation & Design	\$30,000
2015/16	Creek Clearing & Drainage Works	Maintenance Works	\$50,000
2015/16	Coffs Creek, Coffs Harbour	Infilling & Hydraulic Capacity	\$100,000
2015/16	Drainage Works Urban & Non-Urban	Drainage Works Urban & Non-Urban	\$200,000
Total for 2015/16			\$4,480,000
2016/17	Central Business District	CBD Drainage Works - Stage 2	\$500,000
2016/17	Coffs Creek, Coffs Harbour	Infilling & Hydraulic Capacity	\$200,000
2016/17	Park Beach Trunk Drainage	Additional Trunk Drainage - Stage 1	\$500,000
2016/17	Loaders Lane	Loaders Lane Levee	\$300,000
2016/17	Creek Clearing & Drainage Works	Maintenance Works	\$50,000
2016/17	Drainage Works Urban & Non-Urban	Drainage Works Urban & Non-Urban	\$300,000
Total for 2016/17			\$1,850,000
Drainage / Flood Works Program (2015/16 - 2018/19)			
Program Year	Project Description	Comment / Description	Estimated Cost
2017/18	Newports Creek Flood Mitigation	Detention Basin & Drainage works	\$1,500,000
2017/18	Investigation & Design	Drainage Improvements - Investigation & Design	\$30,000
2017/18	Creek Clearing & Drainage Works	Maintenance Works	\$50,000
2017/18	Drainage Works Urban & Non-Urban	Drainage Works Urban & Non-Urban	\$300,000
Total for 2017/18			\$4,880,000
2018/19	Investigation & Design	Drainage Improvements - Investigation & Design	\$30,000
2018/19	Creek Clearing & Drainage Works	Maintenance Works	\$50,000
2018/19	Drainage Works Urban & Non-Urban	Drainage Works Urban & Non-Urban	\$300,000
Total for 2018/19			\$380,000
Grand Total			\$11,590,000

A number of projects earmarked for construction in the 2015/16 Delivery Plan - Flood Mitigation and Drainage Program, including the Marcia St drainage project, will not be commenced due to the extensive investigative and design works required.

It is proposed that Council:

- Reallocate \$150,000 of the funds allocated within the 2015/16 delivery Plan FM and D program for the Marcia Street drainage project to the dredging of Spoonbill Lake.
- Review future projects to reinstate Marcia Street in the 2016/17 Delivery program.

16 RESOLVED (Innes/Palmer) that Council:

1. Reallocate the \$150,000 allocated within the 2015/16 Delivery Plan Flood Mitigation and Drainage Program for the Marcia Street drainage project for the dredging of Spoonbill Lake.
2. Review future projects to reinstate Marcia Street in the 2016/17 Delivery Program

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

Executive Summary

The purpose of this report is to advise Council of the status of the Public Amenities Upgrade Program and to recommend that Council consider continuing the program for a further five years.

In 2011 Council identified a need to upgrade those public amenities assessed as being in critically poor condition or inappropriate for the profile of the area.

To facilitate this Council resolved to undertake a Public Amenities Upgrade Program (PAUP) and to allocate \$300,000 per annum from the Community Facilities Program fund for the renewal and replacement of critical public amenity buildings.

Under the PAUP public amenities at Park Avenue carpark, Castle Street carpark, Arrawarra Headland and Macauleys Beach Reserve have been renewed. Work on the replacement of the Diggers Beach Reserve amenities and the Fitzroy Oval amenities will commence later this year.

The new facilities meet the minimum service standards identified as part of the review of public amenities. From both an operational and maintenance perspective the new facilities are more cost effective due to the design and materials used.

The continuation of the program, in conjunction with a greater emphasis on cleaning, will satisfy the community service expectation for this asset class.

It is submitted that the PAUP should be continued for a further 5 years to allow the continuation of improvements to high patronage and/or high profile amenity blocks.

17 RESOLVED (Arkan/Innes) that Council:

1. Continues the Public Amenities Upgrade Program for a further five years beyond Financial Year 2015/16.
2. Allocates \$300,000 per annum from the Community Facilities Program for the continuation of the Public Amenities Upgrade Program.
3. That Council reviews the allocation to the Public Amenities Upgrade Program in 2020/21.

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

SI16/8 APPOINTMENT OF SECTION 355 CITY CENTRE MASTERPLAN COMMITTEE

Executive Summary

At the meeting of 25 June 2015 resolved to:

1. *Council adopt the City Centre Masterplan revised Terms of Reference.*
2. *In accordance with the request from the City Centre MasterPlan Committee, Council appoint the Mayor to the City Centre Masterplan Committee and also amend Clause 4 of the Terms of Reference to reflect two city centre retailers / business operators (not property owners) in lieu of the current provision for one city centre retailer.*
3. *Council note the process set out at point 3 of the Issues section of this report for the reappointment of CBD Masterplan Committee members.*

This report provides Council with the five existing members of the City Centre Masterplan Committee to be reappointed for a further 12 months service, outlines the process for the recruitment of new Committee members and recommends the appointment of the three new Committee members.

18 RESOLVED (Townley/Sultana) that Council:

1. Reappointments to the Committee for a twelve month term are the Mayor, Councillor Denise Knight (or delegate), Rod McKelvey, Garth Grundy, David Doyle and Kim Towner who are the five continuing members of the City Centre Masterplan Committee, for a further twelve month period of service
2. Appoint to the Committee for a two-year term Craig McMahon, Jason Burnett and Kym Watson who are the new members of the City Centre Masterplan Committee

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

TRUST REPORTS

T16/1	BUNKER MANAGEMENT STRATEGY	HEADLAND	STRUCTURE	CONSERVATION
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Executive Summary

Council in its capacity as the Corporate Trust Manager of the Crown Reserve area known as Bunker Headland has prepared a Conservation Management Strategy (the Strategy) for the WWII observation post located on the headland.

The WWII structure is of local heritage significance and is an important local landmark. The structure is highly valued by the Coffs Harbour RSL sub-branch and Jetty Dunecare, who in 2012 were instrumental in forming a working group to progress its conservation and interpretation.

Preparation of the Strategy is the first stage of a longer term strategy to preserve the structure and interpret its role within the maritime history of Coffs Harbour.

Council is seeking community input and comment on the draft Strategy

The purpose of this report is to present the draft Strategy for Council's consideration. The Strategy is included as an attachment to this report.

The report recommends that Council publicly exhibit (non-statutory public exhibition) the Bunker Headland Observation Post Conservation Management Strategy for a period of 28 days (four weeks).

19 RESOLVED (Arkan/Palmer) that Council, in its capacity as Corporate Trust Manager of the Crown Reserve:

1. Endorse the draft Bunker Headland Observation Post Conservation Management Strategy as contained in the attachment to this report.
2. Place the Bunker Headland Observation Post Conservation Management Strategy on public exhibition for a 28 day period.
3. Consider a further report which will provide a summary of any submissions received following the non-statutory public exhibition period.

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

QON16/1 BRELSFORD PARK GRANDSTAND

Noted.

MATTERS OF AN URGENT NATURE

No matters of an urgent nature.

This concluded the business and the meeting closed at 7.52 pm.

Confirmed: 10 March 2016.

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Denise Knight
Mayor