

The following document is the minutes of the Council meeting held on 25 February 2016. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 10 March 2016 and therefore subject to change. Please refer to minutes of 10 March 2016 for confirmation.



COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
COUNCIL CHAMBERS
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR
25 FEBRUARY 2016

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

25 FEBRUARY 2016

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

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

Leave of Absence: Councillor Degens

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 Sultana	NOM16/3 - Closure of Public Swimming Pools when School Carnivals are Taking Place	Non Pecuniary - Less Than Significant as he is a teacher of a local high school.
Cr Palmer	RM16/1 - Duke Street Extension Project - Review, Status & Update - Rescission Motion and SI16/13 - Duke Street Extension Project – Further Information	Non Pecuniary - Less Than Significant as his wife operates a shop in the CBD.

APOLOGY

- 20 RESOLVED** (Palmer/Sultana) 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.

Cr Townley arrived the time being 5.02pm

PUBLIC ADDRESS

Time	Speaker	Item
5.00 pm	Rod McKelvey	SI 16/13 – Duke Street Extension Project – Further Information
5.05 pm	George Cecato	SI 16/13 – Duke Street Extension Project – Further Information
5.10 pm	Dr Mark Henschke	T 16/2 – Draft North Coast Regional Botanic Gardens Strategic Plan

CONFIRMATION AND ADOPTION OF MINUTES

- 21 RESOLVED** (Sultana/Innes) that the minutes of the Ordinary meeting held on 11 February 2016 be confirmed as a true and correct record of proceedings.

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

RESCISSION MOTION

RM16/1 DUKE STREET EXTENSION PROJECT - REVIEW, STATUS & UPDATE - RESCISSION MOTION

MOVED (Townley/Palmer) that:

The following Resolution number 4 of the Ordinary Meeting of 11 February 2016 be rescinded.

That Council receives and notes this report.

VOTED FOR	VOTED AGAINST
Cr Townley	Cr Rhoades
Cr Palmer	Cr Innes
Cr Cowling	Cr Knight
	Cr Sultana

The **MOTION** on being put to the meeting was **LOST**.

SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORTS

SI16/13 DUKE STREET EXTENSION PROJECT - FURTHER INFORMATION

Executive Summary:

During its consideration of the Duke Street Extension project at its meeting of 11th February 2016 Councillors indicated a desire to review the concept and design drawings related to the Duke Street Extension Project.

The purpose of this report is to provide the information which was called for at that meeting.

- 22** **RESOLVED** (Townley/Palmer) that Council places on public exhibition for a period of four weeks the attached plans and drawings, together with other relevant information, for the construction of the Duke Street extension.

AMENDMENT

MOVED (Rhoades/Innes) that:

1. Council endorse the permanent extension of Duke Street.
2. In respect of the traffic furniture, footpath/cycleway, parkland seating, historical signage and the other beautification elements, council place the concept plan on exhibition for a period of 20 days seeking community input in respect of these elements.
3. A report be returned to Council at the conclusion of the exhibition period summarising the engagement outcomes and clearly setting out the final concept for the elements mentioned in point 2 above.

Cont'd

During debate, Councillor Townley requested the wording of the Motion to be amended as follows:

That Council places on public exhibition for a period of 20 days the attached plans and drawings, together with other relevant information, for the construction of the Duke Street extension.

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

Councillor Rhoades gave notice of his objection.

The original **MOTION** was then reinstated as the **MOTION**.

The **AMENDMENT** on being put to the meeting was **LOST**.

VOTED FOR	VOTED AGAINST
Cr Rhoades	Cr Townley
Cr Innes	Cr Sultana
Cr Knight	Cr Palmer
	Cr Cowling

The **MOTION** on being put to the meeting was declared **CARRIED**.

VOTED FOR	VOTED AGAINST
Cr Townley	Cr Rhoades
Cr Sultana	Cr Innes
Cr Palmer	Cr Knight
Cr Cowling	

Cr Sultana left the meeting, the time being 6.52pm.

Cr Sultana returned to the meeting, the time being 6.54pm.

TRUST REPORT

T16/2 DRAFT NORTH COAST REGIONAL BOTANIC GARDENS STRATEGIC PLAN

Executive Summary:

The purpose of this report is to gain Council's endorsement to publically exhibit the Second Draft of the North Coast Regional Botanic Garden Strategic Plan 2017-2020 and receive submissions on the Draft Plan from interested parties and stakeholders.

The draft plan was commissioned by Council in its role as Corporate Manager of the Coffs Coast State Park Trust with the aim of setting a renewed strategic direction for the Crown Reserve known as the North Coast Regional Botanic Garden (NCRBG).

The existing Management Strategy for the NCRBG was originally prepared in 1997.

23 RESOLVED (Townley/Palmer) that Council in its role as the Corporate Manager of the Coffs Coast State Park:

1. Endorse the public exhibition of the North Coast Regional Botanic Garden Second Draft Strategic Plan 2017 - 2020 for a period of 28 days.
2. Council facilitates a workshop with Councillors, relevant Council staff, the Friends of the Botanic Gardens, relevant botanists/plant scientists and interested members of the public during the exhibition period, in order to define the composition and terms of reference for the proposed Advisory Committee.
3. Receive a further report on the Draft Strategy following the exhibition period.

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

The meeting adjourned for a short recess, the time being 7.15pm and reconvened at 7.23pm.

NOTICE OF MOTION - BUSINESS SERVICES

NOM16/3 CLOSURE OF PUBLIC SWIMMING POOLS WHEN SCHOOL CARNIVALS ARE TAKING PLACE

24 RESOLVED (Sultana/Townley) that:

“A report be brought back to Council regarding the enforcement of a new policy whereby Coffs Harbour War Memorial Olympic Swimming Pool and other public pools in the LGA will advertise closure during periods when school swimming carnivals have been scheduled to take place. The new policy if implemented will also need to be structured to ensure there isn't a significant increase in fees for schools which will ultimately be passed onto families who are the users of the facility.”

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

BUSINESS SERVICES DEPARTMENT REPORTS

BS16/3 BANK AND INVESTMENT BALANCES FOR JANUARY 2016

Executive Summary:

The purpose is to report on Council's Bank Balances and Investments as at 31 January 2016. 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.

25 RESOLVED (Rhoades/Palmer) that Council:

1. Note the bank balances and investments totalling (from loans, Section 94 and other avenues that form the restricted accounts and are committed for future works) \$152,156,428 as at 31 January 2016, and
2. Note the general fund unrestricted cash and investments totalling \$1,315,291 as at 31 January 2016.

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

BS16/4 QUARTERLY BUDGET REVIEW STATEMENT FOR DECEMBER 2015

Executive Summary:

The Office of Local Government has developed a minimum set of budget reports to assist Council in meeting their legislative requirements under Clause 203 of the Regulation. This regulation requires a council's responsible accounting officer to submit quarterly budget review statements to the governing body of Council. These minimum statements are contained within the attachments to this report.

This report summarises the proposed budget adjustments for the quarter and the impact upon the projected budget position for the current financial year. Reference is made to the above Responsible Accounting Officer's (RAO) statement regarding Councils financial position.

26 RESOLVED (Palmer/Townley) that Council:

1. Note the Quarterly Budget Review Statements and the estimated budget position as at 31 December 2015,

Estimated budget position as at 31 December 2015:

	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 September 2015	5,593 (D)	Nil	Nil
Approved Variations for October 2015	Nil	Nil	Nil
Approved Variations for November 2015	Nil	Nil	Nil
Recommended variations for month ending 31 December 2015	422,391 (D)	Nil	Nil
Estimated result 2015/16 as at 31 December 2015	<u>426,100 (D)</u>	<u>1,810,139 (D)</u>	<u>1,913,132 (D)</u>

and,

2. Approve the budget adjustments.

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

BS16/5 ENVIRONMENTAL LEVY PROJECTS QUARTERLY REPORT TO 31 DECEMBER 2015

Executive Summary:

The purpose is to provide Council with a quarterly status report to 31 December 2015 on the projects funded under the Environmental Levy (EL) Program. The Environmental Levy Program funds environmental projects that would not otherwise be undertaken with revenue funding.

- 27 RESOLVED** (Innes/Sultana) that Council notes the status of the Environmental Levy projects as at 31 December 2015.

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

SUSTAINABLE COMMUNITIES DEPARTMENT REPORTS

SC16/3 2015-2019 DELIVERY PROGRAM - SIX MONTHLY PROGRESS REPORT

Executive Summary:

Under the Local Government Act, Council is required to report six-monthly on its progress and performance in implementing strategies to help achieve the objectives of the *Coffs Harbour 2030 Community Strategic Plan*.

The *Six-Monthly Progress Report (for the period 1 July to 31 December 2015) on the Coffs Harbour City Council 2015-2019 Delivery Program* is tabled at this time. The Six-Monthly Progress Report identifies achievements and challenges recorded during the reporting period and provides updates on Council services, projects and key operational activities, including the delivery status of Council's capital works program.

The report represents the considerable record of achievement by Council and its workforce in delivering positive outcomes for the Coffs Harbour community. The reporting period saw many highlights including:

- The opening of the Jetty4Shores walkway;
- The opening of a new playground at Ulong;
- Global recognition for Coffs Harbour as winner of the World Festival and Event City Award;
- The Eutick Memorial Still Life Award and Festival at the Coffs Harbour Regional Gallery;
- The finalisation of the Coffs Coast Region Resource Recovery and Waste Management Strategy 2015-2027;
- Extensive road, bridge and cycleway works;
- Delivery of environmental and sustainability initiatives;
- Delivery of a range of community, economic and sporting programs.

Cont'd

**SC16/3 2015-2019 Delivery Program - Six Monthly Progress Report
...(Cont'd)**

The Six-Monthly Progress Report for the period 1 July to 31 December 2015 incorporates a number of delegation adjustments arising from changes to Council's organisation structure under the Transformation to Sustainability (T2S) project. As a 'step-change' program of continuous improvement, T2S will result in ongoing adjustments in reporting, particularly through a review of actions and measures in the Delivery Program.

- 28 RESOLVED** (Palmer/Townley) that the *Six-Monthly Progress Report (for the period 1 July to 31 December 2015) on the Coffs Harbour City Council 2015-2019 Delivery Program* be adopted for public release.

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

SC16/4 DRAFT COFFS COAST TOURISM STRATEGIC PLAN 2020

Executive Summary:

A new section 355 strategic tourism committee was formed on 1 July 2015, now known as the 'Destination Coffs Coast Committee'.

Council, in consultation with the committee, engaged consultants Wray Sustainable Research & Planning, Sarah Lebski & Associates and Bill Fox & Associates, to prepare a Coffs Coast Tourism Strategic Plan 2020 to guide the strategic direction of tourism on the Coffs Coast.

Considerable stakeholder consultation has occurred in the formation of this draft plan which is fully endorsed by the Destination Coffs Coast Committee. The draft plan is presented to Council ready for public exhibition.

- 29 RESOLVED** (Palmer/Sultana) that Council endorse the public exhibition of the *Draft Coffs Coast Tourism Strategic Plan 2020* for a period of 28 days.

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

Executive Summary:

The objective of this report is to provide Council with:

- an overview of the Coastal Management Reforms for NSW that have recently been announced by the NSW Government;
- a summary of the requirements and effect that these reforms will place on Council; and
- a submission on the Coastal Management Reforms for lodgement with the State government (see Attachment 1).

The recently announced Coastal Management Reforms for NSW include a proposed new framework for coastal management. This framework is currently on display for public consultation until 29 February 2016, and will eventually require Council to adhere to a new process for addressing coastal management.

The documents that are on display for public comment include:

- a draft Coastal Management Bill (see Attachment 2A);
- an “Explanation of Intended Effect” for a proposed new Coastal Management State Environmental Planning Policy (see Attachment 2B); and
- key elements of a draft coastal management manual (see Attachments 2C-2I).

A series of frequently asked questions is also included as Attachment 2J to this report.

This report provides details of the framework outlined in the proposed reforms, as well as a submission on the proposed framework to be lodged with the State government in response to the public consultation process.

- 30 RESOLVED** (Townley/Palmer) that Council endorse the attached submission (Attachment 1) on the Coastal Management Reforms.

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

NOTICE OF MOTION - SUSTAINABLE INFRASTRUCTURE

NOM16/4 NO SMOKING IN PUBLIC SPACES POLICY

MOVED (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."

VOTED FOR

Cr Townley

Cr Sultana

Cr Cowling

VOTED AGAINST

Cr Rhoades

Cr Innes

Cr Knight

Cr Palmer

The MOTION on being put to the meeting was LOST.

SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORTS

SI16/9 FLOODPLAIN MANAGEMENT ADVISORY COMMITTEE - MINUTES

Executive Summary:

The attached minutes provide details of the Floodplain Management Advisory Committee held 3 February 2016

- 31 RESOLVED** (Townley/Palmer) that Council note the minutes of the Floodplain Management Advisory Committee held 3 February 2016

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

SI16/10 WOOLGOOLGA FLOOD RISK MANAGEMENT STUDY & PLAN

Executive Summary:

Council approved the draft Woolgoolga Flood Risk Management Study and Plan for public exhibition at its meeting on 13 August 2015. The Public Exhibition period ran from 2 September 2015 to 13 October 2015. Two submissions were received from the community.

This report recommends that Council adopt the Woolgoolga Flood Risk Management Study and Plan as recommended by Council's Floodplain Risk Management Advisory Committee on 3 February 2016. Adoption of the Study and Plan is required for the identified works to access funding.

- 32 RESOLVED** (Townley/Sultana) that Council adopt the Woolgoolga Flood Risk Management Study and Plan.

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

SI16/11 DRAFT BOAMBEE NEWPORTS CREEK FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN

Executive Summary:

To seek approval to place the draft Boambee Newports Creek Floodplain Risk Management Study and Plan on public exhibition, as recommended by Councils' Flood Risk Management Committee at their February 2016 meeting.

33 RESOLVED (Townley/Palmer) that:

1. Council approve the public exhibition of the draft Boambee Newports Creek Floodplain Risk Management Study and Plan for a period of 28 days.
2. A report be brought back to Council after submissions have closed.

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

SI16/12 MIDROC STRATEGIC ASSET APPROACH

Executive Summary:

The purpose of this report is to provide Councillors with the status update and achievements of MIDROC's Apples for Apples Project.

At its meeting of 22 August 2014 the MIDROC board (Mayors and GMs) initiated a project aimed at improving consistency in the way MIDROC councils individually reported on infrastructure assets in Special Schedule 7 (SS7), which forms a part of each council's annual financial statements.

The initial scope of the project was to simply review and resolve the discrepancies which were apparent in the different assumptions adopted by the various MIDROC councils in assessing their SS7 position each year. The differing assumptions resulted in, for example, some councils reporting an 80 year life for their road seals whilst others reported a 20 year life for similar assets. Such variations have a real impact on the reporting of balance sheet information and depreciation rates in the annual financial reports of the councils concerned.

An early review conducted during the Apples for Apples Project found that all asset classes held by MIDROC councils were similarly affected and vast differences in the reported financial positions and "asset backlogs" of the MIDROC councils resulted.

Since that time the project has grown to encompass a review of the fundamental processes which are utilised across the MIDROC councils in their endeavor to strategically manage assets. Major advances in the strategic and operational asset management processes have been identified and are undergoing implementation as a result of the Project, which itself is continuing.

34 RESOLVED (Palmer/Innes) that Council receives and notes the report on the MIDROC Asset Improvement Project.

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

No matters of an urgent nature.

This concluded the business and the meeting closed at 8.01pm.

Confirmed: 10 March 2016

.....
Denise Knight
Mayor