

The following document is the minutes of the Council meeting held on 14 April 2016. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 28 April 2016 and therefore subject to change. Please refer to minutes of 28 April 2016 for confirmation.



COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
COUNCIL CHAMBERS
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR
14 APRIL 2016

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

14 APRIL 2016

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

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

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 Lodged the following disclosure of interest during the meeting:

Councillor	Item	Type of Interest
General Manager	SC16/14 Rally Australia Events 2016 and 2017	Non Pecuniary - Less Than Significant Conflict as has a non-remunerated role on the Board of Rally Australia

APOLOGY

- 51 **RESOLVED** (Arkan/Townley) that an apology received from Councillors Degens and Palmer for unavoidable absence be received and accepted.

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

- 52 **RESOLVED** (Townley/Arkan) that leave of absence as requested from Councillor Innes be approved.

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

PUBLIC FORUM

Time	Speaker	Item
5.00 pm	David Castledine Civil Contractors Federation NSW	Management of Council's infrastructure works program

Cr Rhoades jointed the meeting, the time being 5.08pm.

PUBLIC ADDRESS

Time	Speaker	Item
5.05 pm	Bob Burton	NOM16/9 Environmental Levy
5.10 pm	Dr Andrew Grey	SC16/20 Coffs Harbour Renewable Energy and Emissions Reduction Plan

CONFIRMATION AND ADOPTION OF MINUTES

- 53 **RESOLVED** (Arkan/Sultana) that the minutes of the Ordinary meeting held on 10 March 2016 be confirmed as a true and correct record of proceedings.

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

NOTICE OF MOTION - BUSINESS SERVICES

NOM16/9 ENVIRONMENTAL LEVY

54 RESOLVED (Townley/Arkan) that:

“Council staff prepare a report detailing:

- The full amount of monies collected for the 2015/16 year for the 2016/17 Environmental Levy.
- The original Terms of Reference for the Environmental Working Group as per Council resolution
- How unspent funds as allocated to various Council staff positions now deleted will be accounted for
- How the works allocated in the 2015/16 EL to Council staff positions will now be completed”

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

SUSTAINABLE COMMUNITIES DEPARTMENT REPORT

SC16/20 COFFS HARBOUR RENEWABLE ENERGY AND EMISSIONS REDUCTION PLAN

Executive Summary:

This report outlines the development of the Coffs Harbour Renewable Energy and Emissions Reduction Plan (REERP) and presents the REERP, with an identified implementation approach and estimated costs compiled by Council staff in collaboration with Sustainable Business Consulting (SBC), for Council’s consideration and adoption.

In December 2014, Council adopted provisional renewable energy and emissions reduction targets and resolved that a further report be presented to Council revisiting the provisional targets in the context of the REERP.

The provisional renewable energy target of 25% identified to be achieved by 2020 is proposed to be revised to 10% based on financial viability. The original provisional target of 50% renewable energy by 2025 and 100% by 2030 will likely not be impacted by this alteration.

The proposed targets, if endorsed, are ambitious and demonstrate Council’s continued commitment to corporate sustainability, renewable energy use and emissions reduction.

Cont'd

The proposed targets offer the possibility for Council to significantly reduce both emissions and energy costs. However, in order to realise these savings and achieve emissions reduction and renewable energy targets, Council will need to commit to resourcing long-term investment. This investment is significantly above that which can be funded from the Revolving Energy Fund previously resolved by Council. To achieve this required investment, it is proposed that Council seek ministerial approval under Section 410(3) of the Local Government Act 1993 to undertake internal borrowing from the Sewer Fund to fund any of the scenarios in order to meet the REERP targets. It is proposed that the cost of funds be the Reserve Bank of Australia Cash Rate + 1.5% per annum and that a Policy on Internal Borrowing be developed and presented to Council.

The name of the implementation report has been revised from Coffs Harbour Emissions Reduction Plan (CHERP) to Renewable Energy and Emissions Reduction Plan (REERP) to incorporate the significance of the renewable energy component to the targets in addition to the emissions reduction.

55 RESOLVED (Townley/Arkan) that:

1. Council adopts the Coffs Harbour Renewable Energy and Emissions Reduction Plan in order to meet the following targets:
 - 1.1 Coffs Harbour City Council will reduce its per annum corporate emissions (tonnes CO₂-e) from 2010 levels by 25% by 2020 and by 50% by 2025.
 - 1.2 Coffs Harbour City Council energy use to consist of 25% renewables by 2020, 50% renewables by 2025 and 100% renewables by 2030.
2. Council seek ministerial approval under Section 410(3) of the Local Government Act 1993 to undertake internal borrowing from the Sewer Fund in order to source funds to deliver the Coffs Harbour Renewable Energy and Emissions Reduction Plan targets.
3. Progress is reported annually together with budget and operational planning for each financial year.
4. A plan for energy efficiency is developed and implemented.

AMENDMENT

MOVED (Rhoades/Knight) that:

1. Council adopts the Coffs Harbour Renewable Energy and Emissions Reduction Plan in order to meet the following targets:
 - 1.1 Coffs Harbour City Council will reduce its per annum corporate emissions (tonnes CO₂-e) from 2010 levels by 25% by 2020 and by 50% by 2025.
 - 1.2 Coffs Harbour City Council energy use to consist of 20% renewables by 2020, 50% renewables by 2025 and 100% renewables by 2030.

Cont'd

**SC16/20 Coffs Harbour Renewable Energy and Emissions Reduction Plan
...(Cont'd)**

2. Council seek ministerial approval under Section 410(3) of the Local Government Act 1993 to undertake internal borrowing from the Sewer Fund in order to source funds to deliver the Coffs Harbour Renewable Energy and Emissions Reduction Plan targets.
3. Progress is reported annually together with budget and operational planning for each financial year.
4. A plan for energy efficiency is developed and implemented.
5. A report be brought back to Council with costings for the installation of solar panels on Council Chambers.

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

VOTED FOR	VOTED AGAINST
Cr Rhoades	Cr Arkan
Cr Knight	Cr Townley
	Cr Sultana
	Cr Cowling

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

Cr Arkan left the meeting, the time being 6.21pm.

Cr Arkan returned to the meeting, the time being 6.24pm.

**SC16/10 OUTCOME OF EXHIBITION - CONCEPT PROPOSAL TO
RELOCATE THE ENTRANCE TO WOOLGOOLGA BEACH
HOLIDAY PARK**

Executive Summary:

This report provides Council with the findings of community engagement undertaken in relation to a concept plan for the relocation of the entry to Woolgoolga Beach Holiday Park from Beach Street to Wharf Street. The proposal to relocate the entry to the Holiday Park is a key recommendation of an independent peer review of the preliminary draft Woolgoolga Town Centre Masterplan (not yet reported to Council or publicly exhibited) and draft Woolgoolga Beach Reserve Plan of Management (exhibited June 2014) undertaken by consultants Lat27.

A concept plan of the recommended Holiday Park entry off Wharf Street is included as Attachment 1. A summary of the submissions received during community engagement on this matter is included as Attachment 2. The submissions are also included in full in Attachment 3 and Attachment 4 (confidential).

This report recommends in principle support from Council to relocate the entry to the Woolgoolga Beach Holiday Park from its current location in Beach Street to Wharf Street, subject to further design and investigation as part of the Woolgoolga Town Centre Masterplan Review project.

Cont'd

SC16/10 Outcome of Exhibition - Concept Proposal to Relocate the Entrance to Woolgoolga Beach Holiday Park ...(Cont'd)

56 RESOLVED (Rhoades/Townley) that:

1. Council investigate entry only on Wharf Street and use a part of Wharf Street suitable as a turning bay to come back down Wharf Street to turn left into the Woolgoolga Beach Holiday Park.
2. Council relocate office building to Wharf Street entry as per plan.
3. Exit point on Beach Street and turn left only sign so vans will travel short distance along Beach Street into Queen Street thus avoiding the CBD.
4. Due to entry point only being on Wharf Street, approximately 3 car parks are lost therefore Council to find 3 compensatory car spaces.
5. Council request the Corporate Manager of the Coffs Coast State Park Trust revise and update the draft Woolgoolga Beach Reserve Plan of Management incorporating the relocated entry and report back to Council with submissions made during its exhibition.
6. Council finalise the preliminary draft Woolgoolga Town Centre Masterplan incorporating the relocated entry (including replacement car parking, the Wharf Street interface and laneway upgrading) including reference to the amendments to entry/exit contained in point 1 above and report back to Council seeking endorsement for its exhibition.
7. Council notify parties who made submission during community engagement described in this report of Council's decision.
8. A report to be brought back to Council for the next meeting.

AMENDMENT

MOVED (Arkan/Sultana) that Council:

1. Endorse the Woolgoolga Beach Reserve Plan of Management with the exit and entry remaining status quo.
2. Request the Corporate Manager of the Coffs Coast State Park Trust revise and update the draft Woolgoolga Beach Reserve Plan of Management incorporating the status quo and report back to Council with submissions made during its exhibition.
3. Finalise the preliminary draft Woolgoolga Town Centre Masterplan incorporating the status quo (including replacement car parking, the Wharf Street interface and laneway upgrading) and report back to Council seeking endorsement for its exhibition.
4. Notify parties who made submission during community engagement described in this report of Council's decision.

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

VOTED FOR

Cr Arkan
Cr Sultana

VOTED AGAINST

Cr Rhoades
Cr Townley
Cr Knight
Cr Cowling

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

The meeting adjourned for a short recess, the time being 7.22pm and reconvened at 7.29pm.

NOTICE OF MOTION - BUSINESS SERVICES

NOM16/8 DEVELOPER CONTRIBUTIONS PLAN - BIKE/FOOTPATH IN NORTH SOLITARY DRIVE, NORTH SAPPHIRE

57 **RESOLVED** (Townley/Arkan) that:

"Council staff prepare a report detailing:

- The sum of monies collected for Developer Contributions for the North Sapphire estates; both in terms of funds levied per lot as well as any other additional funds contributed by developers, for example where projects are identified as being fully developer-funded;
- Details of projects initially identified for the North Sapphire precinct in the Moonee Release Area Developer Contributions Plan (DCP) (in terms of transport management, traffic management, open space and community facilities);
- Details of any change to this since the North Sapphire estate commenced
- Timeframes for completion of all infrastructure projects, in particular the construction of the bike path/footpath
- Details of any monies collected for aspirational collector road south from Moonee which may now be deemed unnecessary and details of how these funds, if any will be reallocated
- Any other matters which staff consider relevant to this situation"

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

BUSINESS SERVICES DEPARTMENT REPORTS

BS16/7 MONTHLY FINANCIAL PERFORMANCE REPORT FOR FEBRUARY 2016

Executive Summary:

The purpose of this report is to seek Council’s endorsement of the monthly financial performance report for February 2016. This report provides information on the actual to budget position at the financial statement level along with detailed functional financial performance at the program level and capital expenditure reports for the current financial year. The report is also to provide a summary of the proposed budget adjustments for the month and to report on the estimated budget position as at 29 February 2016 and to report on Council’s Bank Balances and Investments as at 29 February 2016.

58 RESOLVED (Rhoades/Townley) that Council:

1. Note the monthly financial performance report for 29 February 2016.
2. Approve the recommended budget adjustments and note the current budget position.

Estimated Budget Position as at 29 February 2016:

	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 31 January 2016	439,194 (D)	Nil	Nil
Recommended variations for February 2016	Nil	Nil	Nil
Estimated result as at 29 February 2016	437,310 (D)	1,810,139 (D)	1,913,132 (D)

3. 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) \$175,263,446 as at 29 February 2016.
4. Note the general fund unrestricted cash and investments totalling \$1,315,291 as at 29 February 2016.

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

BS16/8 DRAFT CUSTOMER SERVICE CHARTER AND CUSTOMER SERVICE STRATEGY 2016-2018

Executive Summary:

Council recognises that it is in the service industry with the aim to create a positive experience for all our customers and the wider community. We want to be recognised as an organisation with the customer at the heart of everything we do.

The draft Customer Service Charter and Customer Service Strategy informs both customers and staff about the key focus areas to improve Council's current levels of customer service over the next three years.

The strategy also supports a number of 'Performance Indicators and Outcomes' in Council's Target Operating Model – which describes the 'future state' of Coffs Harbour City Council.

This report recommends that the draft documents be approved and placed on public exhibition for community feedback.

59 RESOLVED (Arkan/Townley) that Council:

1. Approve the public exhibition of the *Draft Customer Service Charter* and *Draft Customer Service Strategy 2016-2018* for a 28 day period; and
2. Receive a report back on the *Draft Customer Service Charter* and *Customer Service Strategy 2016-2018* following public exhibition.

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

NOTICES OF MOTION - SUSTAINABLE COMMUNITIES

NOM16/10 ENVIRONMENTAL LEVY FOR 2016/17 - LAND VALUE INVESTIGATION

60 RESOLVED (Knight/Sultana) that the motion be deferred to the next meeting.

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

NOM16/11 COUNCIL S COMMITMENT TO REFUGEES

61 RESOLVED (Townley/Sultana) that:

- "The Coffs Harbour City Council re-affirms its support for the refugees in our community and the contribution they make to our multicultural society.
- Council also support the commitment of Australia to the UN Refugee Convention to provide refuge in Australia for those seeking asylum due to fear of persecution.
- The Council commits to continue its ongoing work with refugees, including but not limited to the annual Refugee Week events that take place within our LGA in accordance with national programs that celebrate arts, culture and information sharing."

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

SUSTAINABLE COMMUNITIES DEPARTMENT REPORTS

SC16/9 COFFS HARBOUR HERITAGE STUDY 2015

Executive Summary:

The objective of this report is to provide Council with a review of submissions received during the non-statutory public exhibition period held for the draft Community Based Heritage Study 2014 and to recommend a way to progress the Study.

The exhibition of the draft Community Based Heritage Study 2014 drew a strong response from the people who were notified as they owned properties on the draft heritage inventory list. Even though it was not a statutory exhibition about heritage listing, all who responded presumed that the Study would eventually lead to heritage listing.

Most of the submissions expressed a view that there is some doubt about the significance and the quantity of some of the places identified in the draft Community Based Heritage Study 2014. The largest group of objections came from owners of inter-war and post-world war two (WWII) houses.

With the results of the non-statutory public exhibition in mind, it is considered appropriate to:

- adopt Parts 1 and 2 of a revised final version of the Coffs Harbour Heritage Study 2015 (contained within Attachment 1);
- note the findings of Parts 3 - 5 of the Coffs Harbour Heritage Study 2015 (contained within Attachment 1); and
- to further consider the heritage significance of the potential State significant sites listed in the Study.

Cont'd

SC16/9 Coffs Harbour Heritage Study 2015 ...(Cont'd)

The option to use the Coffs Harbour Heritage Study 2015 data as a resource for promotion of heritage related issues (e.g. heritage trails) was not raised in the submissions but this data should be utilised for promotion activities.

62 RESOLVED (Townley/Cowling) that Council:

1. Adopt Parts 1 and 2 of the revised final version of the Coffs Harbour Heritage Study 2015 and note the findings of Parts 3 – 5 as contained within Attachment 1.
2. Undertake further heritage analysis for those sites described in Attachment 6, including landowner liaison.
3. Report the outcomes of the further heritage analysis to Council for endorsement prior to any further statutory heritage listing consideration.
4. Refer the list of potential State significant heritage items to the Heritage Division of the Office of Environment and Heritage for advice as to whether the nominated items would be likely to meet the threshold for State significance.
5. Notify landowners and, where relevant, their consultant/s be informed of Council's decision.

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

SC16/11 DRAFT COMPLIANCE AND ENFORCEMENT POLICY

Executive Summary:

Council originally adopted an Enforcement Policy in 2009 which was based on the NSW Ombudsman's Model Enforcement Policy. The Ombudsman has recently released an updated Model Compliance and Enforcement Policy, for use as a template by Councils to review and update their existing Policy.

The draft policy prepared for Council's consideration provides information for all internal and external stakeholders and interested parties, about Council's position on compliance and enforcement matters in the local government area. The draft policy in combination with Council's adopted Compliance Response Framework, will provide structure for consistency and transparency in decision making, and facilitate a proportionate approach to compliance and enforcement. It is also intended to assist Council staff to act promptly, effectively and consistently in response to allegations of unlawful activity.

63 RESOLVED (Arkan/Sultana) that Council:

1. Approve the public exhibition of the *Draft Compliance and Enforcement Policy* for a 42 day period.
2. Receive a report back on the *Draft Compliance and Enforcement Policy* following public exhibition.

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

Executive Summary:

Council adopted the *Coffs Harbour Sports Facility Plan* in 2010, to provide direction for the current and future provision of sports facilities within the Coffs Harbour LGA overall, and with specific recommendations for sports with challenges relating to facility provision. *The Coffs Harbour Sports Facility Plan 2010* serves as a companion document to the *Coffs Harbour Open Space Strategy 2009*.

The planned five (5) year review was undertaken in late 2015 and was on public exhibition for ten (10) weeks. The review has been finalised and the final document is now presented for adoption as the *Coffs Harbour Sports Facility Plan 2016*.

64 RESOLVED (Sultana/Cowling) that Council:

1. Adopts the *Coffs Harbour Sports Facility Plan 2016*.
2. Notify parties who made a submission during consultation described in this report of Council's decision.

AMENDMENT

MOVED (Arkan/Sultana) that:

1. Council adopts the *Coffs Harbour Sports Facility Plan 2016*.
2. The feasibility study and associated works be funded for the Northern Beaches Multi-Purpose Centre in the next round of budget reallocations.
3. Council notify parties who made a submission during consultation described in this report of Council's decision.

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

VOTED FOR

Cr Arkan
Cr Sultana

VOTED AGAINST

Cr Rhoades
Cr Townley
Cr Knight
Cr Cowling

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

SC16/13 DRAFT COFFS HARBOUR EVENTS STRATEGY 2020

Executive Summary:

The *Draft Coffs Harbour Events Strategy 2020* reflects the needs of a diverse and growing regional city. It will help increase the capacity of the region to hold events, driving visitation, tourism and investment, and delivering increasing economic and socio-cultural value and benefits back to the community.

Coffs Harbour likes to be seen and considered as a vibrant, forward-thinking city dedicated to driving economic outcomes through year-round events. In 2015, Coffs Harbour won a globally-acclaimed *International Festivals and Events Association (IFEA) World Festival and Event City Award*, gaining recognition alongside major global cities.

This strategy aims to cement that recognition and further grow our reputation as a premier event friendly regional city.

65 RESOLVED (Arkan/Townley) that Council:

1. Approve the public exhibition of the *Draft Coffs Harbour Events Strategy 2020* for a 28 day period.
2. Receive a report back on the *Draft Coffs Harbour Events Strategy 2020* following public exhibition.

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

SC16/14 RALLY AUSTRALIA EVENTS 2016 AND 2017

Executive Summary:

Coffs Harbour hosts the Australian Round of the World Rally Championship (WRC) and the Australian Off Road Championship (AORC), organised by Rally Australia since 2011, with sponsorship arrangements with Council in place.

For 2016, Rally Australia has been successful in gaining Federation Internationale de l'Automobile (FIA) approval for the Australian Round of the WRC to be the last event on the rally calendar. The event will therefore now occur from 17 to 20 November 2016. For 2017 a similar timing is expected.

The Coffs Coast Sport and Leisure Park is again proposed as the main venue to host the Rally Australia event in 2016, with the precinct hosting the service centre. This provides an opportunity for the community to be associated with the event and related activities.

Cont'd

SC16/14 Rally Australia Events 2016 And 2017 ...(Cont'd)

The ceremonial start, Rally Show and presentations will again be hosted in the Coffs Harbour CBD. It is expected that works on the upgrade of City Square will be complete and the event and the community will be able to make use of this upgraded space.

For 2016 it is also proposed that a Super Special Stage be run on Friday and Saturday at the Jetty Foreshores. This location will greatly assist in showcasing Coffs Harbour to the worldwide rally audience. The timing of the stage will also assist in generating custom for hospitality businesses.

The sponsorship arrangements are in line with the principles of the prior year arrangement entered into with Rally Australia. Funding will be required from the 2016/17 Operational Plan and Budget similar to the previous year. It is similarly expected that these arrangements will also apply for the 2017 events.

MOVED (Rhoades/Knight) that Council:

1. Approve the sponsorship arrangements contained in the confidential attachment with funding to be allocated in the 2016/17 Operational Plan and Budget;
2. Delegate authority to the General Manager to execute the Sponsorship and Hire Agreement for 2016 between Coffs Harbour City Council and Rally Australia Pty Ltd; and
3. Delegate authority to the General Manager to execute a Sponsorship and Hire Agreement for 2017 between Coffs Harbour City Council and Rally Australia Pty Ltd with a sponsorship package value no greater than the value for 2016 indexed by the ordinary general rate peg.

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

VOTED FOR

Cr Rhoades
Cr Knight

VOTED AGAINST

Cr Arkan
Cr Townley
Cr Sultana
Cr Cowling

SC16/15 COMMITTEE MEMBERSHIP LOWANNA COMMUNITY HALL FACILITY MANAGEMENT COMMITTEE

Executive Summary:

To recommend to Council the appointment of a community member to the facility management committee.

- 66** **RESOLVED** (Arkan/Sultana) that Council appoint the following committee member nominee, Helen Dice, to the Lowanna Community Hall Facility Management Committee.

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

**SC16/16 SECOND ROUND OF 2015-2016 COMMUNITY CAPITAL
INFRASTRUCTURE GRANTS PROGRAM**

Executive Summary:

In the 2015/16 Operational Plan an amount of \$200,000 was made available to fund community infrastructure projects. Council sought applications from not-for-profit organisations seeking to construct new public facilities or to refurbish existing infrastructure, in consultation with Council.

Nine applications were approved in the first round, totalling \$82,400, and the balance of \$117,600 was approved for a second round in February 2016.

Six applications, requesting \$136,603 from the grant, were received in round 2 for proposed projects to the value of \$230,047. Council considered all applications for capital funding in accordance with the assessment criteria and four applications are recommended for funding.

67 RESOLVED (Townley/Cowling) that:

Council approve the allocation of Community Capital Infrastructure Grants totalling \$117,600 as follows:

Organisation	Proposed project	Total cost of project	Council funding recommended
Sawtell & Districts BMX Club Inc.	BMX Track Starting Gate Upgrade	\$34,085	\$17,000
Coffs Harbour Men's Shed Inc.	Stage 1 - Construction of Slab and Groundworks for Men's Shed Facility	\$135,000	\$67,500
Sawtell Croquet Club Inc.	Construction of a new Croquet Lawn	\$115,521	\$20,000
Sawtell Toormina Sports Recreation Club Inc.	Ridged All Weather Shade Shelter at Rex Hardaker Oval	\$35,996	\$13,100
Total:			\$117,600

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

The meeting adjourned for a short recess, the time being 8.16pm and reconvened at 8.20pm.

Executive Summary:

This report recommends six nominees for the Library and Gallery Planning Advisory Group (LGPAG) which will form a key component of community engagement supporting the development of these new facilities.

The nomination of three Councillors (one as Chair) is also requested to complete the LGPAG membership.

One of the first considerations to be discussed with this Group will be the Advisory Group Terms of Reference and the proposed site for the library and gallery development, which is intended to be the subject of reports to Council in May 2016.

It is anticipated that a further update following completion of the first stage of community engagement will be subject of a Council report by August 2016.

The final feasibility report outlining the detailed facility research and concept planning is expected to be tabled for Council's consideration in late 2016.

68 RESOLVED (Townley/Arkan) that Council:

1. Appoints the following:

Ms Heather McKinnon
Mr Garry Murray
Ms Leonie Henschke
Mrs Judith Hibberd
Mr John Murray
Mr Rod McKelvey

to membership of the Library and Gallery Planning Advisory Group.

2. Appoints three Councillors (one as Chair) of the Library and Gallery Planning Advisory Group.
3. Notes the timeframes in which subsequent reports will be available.

VOTED FOR

Cr Rhoades
Cr Arkan
Cr Townley
Cr Knight
Cr Sultana

VOTED AGAINST

Cr Cowling

MOTION

69 RESOLVED (Arkan/Townley) that Councillor Townley be appointed as Chairperson of the Library and Gallery Planning Advisory Group:

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

**SC16/18 APPOINTMENT OF CULTURAL REFERENCE GROUP MEMBERS
AND CULTURAL STRATEGIC PLAN 2017-2022 UPDATE**

Executive Summary:

This report recommends applicants and invitees to fill casual vacancies for the Cultural Reference Group (CRG). The report also provides an update in relation to the timelines for the Cultural Strategic Plan 2017-2022 Project (Stage 1) and the Feasibility and Cost Benefit Assessment of a Performing Arts Centre for Coffs Harbour (Stage 2) stemming from the resolution, SC15/49, 26 November 2015.

This Cultural Reference Group will form a key component of community engagement supporting both these projects. It is proposed that a Councillor is nominated to Chair the Cultural Reference Group.

70 RESOLVED (Townley/Sultana) that Council:

1. Appoints the following:

Mrs Leonie Henschke
Ms Stephanie Ney
Ms Cheryl Ward
Ms Margaret Hair
Ms Lisa Milner
Ms Tanya Watt
Ms Christina Monneron
Mr Lachlan Skinner

to membership of the Cultural Reference Group (CRG).

2. Appoints a Councillor to chair the CRG.

3. Notes the timeframes for reports relating to the Cultural Strategic Plan 2017-2022 (Stage 1) and the cultural, economic and financial feasibility study for a Performing Arts Centre (Stage 2).

VOTED FOR

Cr Rhoades
Cr Arkan
Cr Townley
Cr Knight
Cr Sultana

VOTED AGAINST

Cr Cowling

The Mayor called for nominations for a Chairperson of the Cultural Reference Group.

Cr Rhoades nominated Cr Knight and Cr Arkan nominated himself. Voting took place as follows:

Cr Knight - Crs Rhoades, Sultana, Townley and Cowling
Cr Arkan - Cr Arkan

Cont'd

SC16/18 Appointment of Cultural Reference Group Members and Cultural Strategic Plan 2017-2022 Update ...(Cont'd)

MOTION

71 RESOLVED (Rhoades/Townley) that Councillor Knight be appointed as Chairperson of the Cultural Reference Group.

VOTED FOR

Cr Rhoades
Cr Townley
Cr Knight
Cr Sultana
Cr Cowling

VOTED AGAINST

Cr Arkan

SC16/19 GRAFFITI MANAGEMENT STRATEGY 2016 - 2020

Executive Summary:

At its meeting of 18 December 2014, Council considered a Notice of Motion on graffiti removal and street art and resolved:

That Council will engage members of the community by way of invitation to develop a policy on graffiti management and a strategy to undertake prevention, mitigation and education activities to minimise the impact of graffiti vandalism in the local government area.

As a result, a Draft Graffiti Management Strategy 2016 – 2020 and draft Graffiti Management Policy were placed on exhibition from 16 December 2015 to 13 February 2016. Eighteen (18) submissions were received during the exhibition and a summary is attached (Attachment 3) for reference.

The submissions provide valuable input that will inform the actions to address the implementation of the Graffiti Management Strategy but no significant changes to the Policy or Strategy are recommended as a result of the submissions received.

72 RESOLVED (Sultana/Arkan) that Council:

1. Adopt the Graffiti Management Policy and Graffiti Management Strategy 2016 – 2020.
2. Distribute the summary of submissions and the final Graffiti Management Strategy to key stakeholders.

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

SUSTAINABLE INFRASTRUCTURE DEPARTMENT REPORTS

SI16/20 CITY CENTRE MASTERPLAN COMMITTEE ANNUAL REPORT 2014/15

Executive Summary:

The City Centre Masterplan Committee is a Section 355 committee and was established with key responsibilities of implementing the objectives and strategies of the Coffs Harbour City Centre Masterplan, recommending annual works programs and budget priorities for expenditure of funds raised through the City Centre Special Rate Variation (SRV) and liaising with key stakeholders including Council, community, property owners and business in the City Centre.

Attachment – *Coffs City Centre Masterplan Update 2014-2015* is submitted to Council, outlining the Committee's expenditure and activities for 2014/15 and planned activities for 2015/16.

73 RESOLVED (Cowling/Townley) that Council:

1. Note the submission of the City Centre Masterplan Committee's annual report for 2014/15.
2. Distribute copies of the annual report to property owners contributing to the City Centre Special Rate Variation.
3. Congratulate the City Centre Masterplan Committee for its achievements in 2014 - 2015 and thank the Committee for its voluntary contributions to the City.

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

TRUST REPORT

T16/4 SAWTELL CROQUET CLUB INCORPORATED

Executive Summary:

The Sawtell Croquet Club Incorporated (The Club) has an existing lease in place on the Sawtell Reserve for their Clubhouse and two playing greens. The current lease of 20 years is due to expire 31 August 2020.

The Club is looking for additional area measuring 37m x 23m directly adjacent to the existing leased area. Approval is now sought to offer a licence agreement for this additional area to coincide with the existing lease period. The area in its entirety would then be considered for future tenure options on expiry of this current term.

In principle support from the NSW Department of Primary Industries, Lands has been received subject to Council as Reserve Trust Manager Resolution and review of draft Trust Licence.

74 RESOLVED (Sultana/Arkan) that Council:

1. As Reserve Trust Manager for the Sawtell Reserve No. 81703 resolve to provide a Trust Licence to the Sawtell Croquet Club Incorporated for an area of land measuring approximately 851m² directly adjacent to the existing leased area in part of Lot 7308 in DP 1158924 for a term to coincide with the remaining term on the existing lease to expire 31 August 2020 for the purpose of construction and operation of a croquet playing green.
2. Include a clause as part of the Trust Licence, stipulating that the Sawtell Croquet Club Incorporated must make the land available to the Sawtell Fun Day Committee on the 1st of January each year of the tenure.

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

REQUESTS FOR LEAVE OF ABSENCE

Cr Knight indicated that she would be seeking leave of absence from Council for the meeting of 28 April 2016 and will submit this request in writing to the General Manager.

QUESTIONS ON NOTICE

No questions on notice.

MATTERS OF AN URGENT NATURE

MUN16/2 Public Forum - Management of Council's Infrastructure Works Program

Cr Arkan questioned whether the questions raised during the Public Forum by David Castledine, Civil Contractors Federation NSW are going to be answered.

The General Manager advised that the Director Sustainable Infrastructure is organising a meeting with the civil contractors and a briefing for the Councillors.

MUN16/3 Rally Australia Events 2016 and 2017

Cr Rhoades gave notice of his intention in accordance with Clause 8.11.1 of the Code of Meeting Practice of his intention to move points 1 and 2 of the recommendation of SC 16/14 Rally Australia Events 2016 and 2017 for consideration at this meeting of Council.

The General Manager provided advice to the effect that should Cr Rhoades wish to pursue this course of action he would need to submit a Notice of Motion in accordance with clause 12.10.4 of Council's Code of Meeting Practice in light of the fact that the subject report had been considered by Council and the Motion had been negatived.

The Mayor congratulated the General Manager and staff on the recent award in the Excellence in Leadership & Management at the LG Professional Awards.

Cr Rhoades gave condolences on behalf of Council and staff to the family of Pat Littler who was a former Director of Council.

This concluded the business and the meeting closed at 8.38 pm.

Confirmed: 28 April 2016

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Denise Knight
Mayor