



Minutes of Ordinary Meeting

held at the Council Chambers

4 Breese Parade, Forster

23 August 2017

A handwritten signature in black ink that reads "Glenn Handford". The signature is written in a cursive style with a large initial 'G'.

Glenn Handford
General Manager

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Minutes of the Ordinary Meeting of MidCoast Council held at the Administration Centre, 4 Breese Parade, Forster on 23 August commencing at 2.02pm.

Present: Administrator (John Turner)
In Attendance: General Manager (Glenn Handford)
Director Corporate & Business Systems (Steve Embry)
Director Engineering & Infrastructure (Ron Hartley)
Director Community Spaces & Services (Paul De Szell)
Director Planning & Natural Systems (Lisa Schiff)
Director Water Services (Brendan Guiney)
Corporate Support Officer/Minute Taker (Lyn Hickey)

The following document is the Minutes of the Council meeting held on 23 August 2017.

These minutes are subject to confirmation as to their accuracy at the next available meeting and therefore subject to change.

Please refer to the Minutes of the next available meeting for confirmation.

For the purpose of ensuring the accuracy of the Minutes, a recording of the proceedings was made.

ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS

The Administrator recognised the traditional custodians of the land and paid respect to their elders and heritage.

DISCLOSURES OF INTEREST

Nil.

APOLOGIES

Nil.

CONFIRMATION OF MINUTES

172/17 RESOLVED (Turner)

That the minutes of the Ordinary Meeting held on 26 July 2017 be adopted.

ADDRESSES FROM THE PUBLIC GALLERY

Nil.

CONSIDERATION OF OFFICERS' REPORTS:

DIRECTOR PLANNING & NATURAL SYSTEMS

1. MCC RURAL ECONOMIC DIVERSITY STRATEGY

Report Author Alex Macvean, Senior Strategic Planner

173/17 RESOLVED (Turner) (as per recommendation)

That Council note the information contained within the report

2 GLOUCESTER HERITAGE SCOPING STRATEGY

Report Author Aaron Kelly, Strategic

174/17 RESOLVED (Turner) (as per recommendation)

That Council:

1. Endorse the Gloucester Heritage Scoping Study and make the study available to the community through its website and media platforms.
2. Accept the recommendations of the Gloucester Heritage Scoping Study and seek funding from the NSW Office of Environment & Heritage to commence a Gloucester Heritage Study.

3 LOCAL HERITAGE FUND 2017-18

Report Author Sue Calvin, Senior Strategic Planner

175/17 RESOLVED (Turner) (as per recommendation)

That local heritage grant funding be provided as shown in Annexure A to the report.

4 PLANNING PROPOSAL TO AMEND GREAT LAKES LEP 2014 - HERITAGE AMENDMENTS

Report Author Aaron Kelly, Strategic Planner

176/17 RESOLVED (Turner) (as per recommendation)

That Council:

- A. Pursuant to section 59 of the Environmental Planning and Assessment Act 1979 adopt the revised Planning Proposal for Heritage Amendments to Great Lakes Local Environmental Plan 2014, contained in Attachment A.
- B. Submit the amended Planning Proposal to the Parliamentary Counsel's Office of the Department of Planning & Environment and request that the amendment to Great Lakes Local Environmental Plan 2014 be drafted and made.

DIRECTOR ENGINEERING & INFRASTRUCTURE

5 LAND ACQUISITIONS - HARRINGTON RD RECONSTRUCTION - CATTAI CREEK TO CHRISTIES LANE

Report Author Rob Langdon, Senior Surveyor

177/17 RESOLVED (Turner) (as per recommendation)

1. That the acquisition survey plan be registered with Land & Property Information,
2. That the acquisition of proposed Lot 10 and the Easement for Services within proposed Lot 15 be completed,
3. That Council proceed with an application to the Minister for Local Government for approval to compulsorily acquire proposed Lot 11 under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Roads Act 1993,
4. That Council proceed with an application to the Minister for Local Government for approval to compulsorily acquire proposed Lot 12 and the Easement for Services within proposed Lot 15 under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Roads Act 1993.

6 CAPITAL WORKS REPORT - JULY, AUGUST & SEPTEMBER 2017

Report Author Rhett Pattison - Team Leader Project Delivery

178/17 RESOLVED (Turner) (as per recommendation)

That Council note the information in this report.

DIRECTOR COMMUNITY SPACES & SERVICES

7 EVENT SPONSORSHIP

Report Author Deb Tuckerman, Manager – Growth, Economic Development & Tourism

179/17 RESOLVED (Turner) (as per recommendation)

That Council endorse the sponsorship of events taking place in the Manning Valley in 2017/18 as detailed in Tables 1 and 2 of the report.

8 DRAFT COMMUNITY ENGAGEMENT POLICY

Report Author Jane Ree - Manager Engagement & Communication

180/17 RESOLVED (Turner) (as per recommendation)

That Council adopt the Draft Community Engagement Policy as attached to the report.

DIRECTOR CORPORATE & BUSINESS SYSTEMS

9 OPERATIONAL PLAN REVIEW - 1 JULY 2016 TO 30 JUNE 2017

Report Author Lynn Duffy, Manager Corporate Strategy & Development

181/17 RESOLVED (Turner)

That the report on the 12 month Operational Plan activities be noted.

The Administrator read aloud, and tabled, a copy of his report as under:

"I table my administrator's report for the period of my administration of Mid Coast Council.

The report is only a synopsis of the period. To capture all the work and change which has occurred in these past 17 months, not so much by me, but by the dedicated council officers, would involve volumes of work.

Indeed, as staff know, the Administrator and General Manager have, over the 17 month period, been required to report to the State Government, initially every two weeks, then monthly of the achievements, benefits, problems and outcomes which have occurred in those intervening periods. When read as a compiled document the staff and citizens of Mid Coast Council can see the significant achievements that have occurred to bring together the former councils into a viable and competent single entity.

This simply could not have been achieved without the dedication and determination of all staff.

My dealings with staff have been predominately with senior officers.

I have been in public life now for nearly 32 years and will say it has been a privilege and an honour to serve with the General Manager Glenn Handford and the Directors, Lisa Schiff, Ron Hartley, Steve Embry, Paul De Szell and Brendan Guiney. The professionalism, dedication of service to the community and the determination to ensure the merger was a success while maintaining business as usual by this team has been of the highest standard. It is also clear that this work has also brought the wider community along the merger journey.

Obviously, when such people as administrators are appointed there is a bit of a stand-off to assess the situation. Having said that, after that initial period of getting to know each other, I believe a real working relationship developed and I thank the General Manager and the Directors for the friendly way we transitioned over the initial period.

To all the other staff of the council, I say a big thank you. I am acutely aware of the separation of powers between the administrator and the council officers (I actually had something to do with that in a former life).

Inevitably, I did have contact with non-senior staff for a number of reasons. Again, it was so clear that they were also operating in a highly professional manner, again to serve their community to the highest standard. But also I thank those staff for the friendship during this period. The amount of times a friendly smile occurred were numerous and assuring to me.

I don't want to single out staff with whom I have worked but I do want to say a personal thank you to the two personal assistants who worked with me during my administration, Anne Gambrill and Lineve Dwyer who were of great assistance in my day to day activities and importantly, with sage advice when needed.

The integration of the leadership of the senior team channelled by the General Manager, and the work and dedication of the staff has lead to the fact that the Mid Coast Council merger is seen by the State Government, at Department of Premier and Cabinet and Office of Local Government as the success story of the merger process.

To all of you, to every staff member of the merged council, I say thank you for making my life easier in my formal work and thank you for work and dedication for our community, it is a job well done.

I wish everyone all the best as the new dawn of an elected council becomes a reality."

10 2017-2018 FEES & CHARGES - PROPOSED AMENDMENTS

Report Author Phil Brennan, Manager Finance

182/17 RESOLVED (Turner)

1. That the general amendments proposed to the 2017/2018 Fees and Charges Schedule (as detailed in the section 'Housekeeping' within the report) be adopted.
2. That the fees proposed for deletion from the 2017/2018 Fees and Charges Schedule (as detailed in the section 'Deletions' within the report) be adopted and take effect immediately.
3. That the new fees proposed for inclusion within the 2017/2018 Fees and Charges Schedule be advertised for the required legislative period and reported back to Council for consideration and final adoption.
4. That amendments be made to page 81 of the current Fees and Charges Schedule relating to the Taree area Events Fees and Events electricity setup and usage charges as under be adopted:

Events

Use of Park or Reserve	\$70.00 (GST inclusive)
Major event refundable bond* (minimum) - *As defined in the GTCC application for event	\$570.00 (No GST)

Events electricity setup and usage

Power set up and usage for first day	\$200.00 (GST inclusive)
Power usage each day after	\$30.00 (GST inclusive)
After hours power set up and usage for first day	\$510.00 (GST inclusive)

11 INVESTMENTS REPORT - JULY 2017

Report Author Phil Brennan, Manager Finance

183/17 RESOLVED (Turner) (as per recommendation)

That the report be received and noted.

DIRECTOR WATER SERVICES

12 INFRASTRUCTURE PROJECT STATUS REPORTS

Report Author Daniel Brauer, Group Manager Planning & Development

184/17 RESOLVED (Turner) (as per recommendation)

That the infrastructure project status reports be received and noted.

13 SIX MONTH PROGRESS REPORT - 1 JAN TO 30 JUNE 2017

Report Author Natalie Pekic, Business Performance Officer

185/17 RESOLVED (Turner) (as per recommendation)

That the MidCoast Water Six Month Progress Report for 1 January to 30 June 2017 be received and noted.

CLOSED COUNCIL

186/17 RESOLVED (Turner)

That Council move into Closed Council (Confidential Section of Ordinary Meeting) (Meeting Closed to the Public) to discuss the items listed in the report (2.10pm).

Upon resuming into Open Council the Chairperson reported that the following resolutions had been passed.

DIRECTOR CORPORATE & BUSINESS SYSTEMS

14 EXEMPTION OF RATES

Report Author Anita Gillies, Senior Revenue Officer

REASON FOR CONFIDENTIALITY

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(b) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

- (b) the personal hardship of any resident or ratepayer

187/17 RESOLVED (Turner) (as per recommendation)

That Council approve the exemption of rates to eligible land owned by PTLALC and write off the amount detailed in the report as a result of this rate exemption.

15 TRANSFER OF LAND IN PAYMENT OF RATES - NORTH ARM COVE

Report Author Lee Howard, Revenue Coordinator

REASON FOR CONFIDENTIALITY

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(b) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following:

- (b) the personal hardship of any resident or ratepayer

188/17 RESOLVED (Turner) (as per recommendation)

1. That Council accept the transfer of Lot 1861 Kendall Street, NORTH ARM COVE in payment of outstanding rates and meet transfer costs.
2. That the Common Seal be affixed to transfer documents.
3. That the property be classified as operational land.

LATE REPORT

DIRECTOR CORPORATE & BUSINESS SYSTEMS

16. LATE REPORT - APPROVAL OF EXPENDITURE - 2016/2017 BUDGET ITEMS RE-VOTED INTO 2017/2018 BUDGET

Report Author Phil Brennan, Manager Finance

189/17 RESOLVED (Turner) (as per recommendation)

That the amounts set out in Annexure A of the report be re-voted into the 2017/2018 budget.

This is the last page of the minutes of the Ordinary Meeting of MidCoast Council held on 23 August 2017.

There being no further business, the meeting closed 2.15pm.

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Administrator

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General Manager