



**MIDCOAST**  
council

## **Minutes of the Strategic Committee Meeting**

**held at the Council Chambers  
4 Breese Parade, Forster**

**8 November 2017**

A handwritten signature in black ink that reads "Glenn Handford". The signature is written in a cursive style.

Glenn Handford  
**General Manager**

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Minutes of the Strategic Committee Meeting of the MidCoast Council held at the Council Chambers, 4 Breese Parade, Forster on 8 November 2017 commencing at 10.05am.

## **PRESENT**

Present: Cr D West (Mayor), Cr K Bell, Cr B Christensen, Cr T Fowler, Cr P Epov, Cr C Pontin, Cr J McWilliams, Cr L Roberts, Cr K Smith.

## **IN ATTENDANCE**

General Manager - Glenn Handford  
Director Engineering & Infrastructure - Ron Hartley  
Director Planning & Natural Systems - Lisa Schiff  
Director Community Spaces & Services - Paul De Szell  
Director Corporate & Business Systems - Steve Embry

The following document is the Minutes of the Strategic Committee meeting held on 8 November 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.

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## **ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS**

The Mayor recognised the traditional custodians of the lands contained in the MidCoast Council area, being the Gathang speaking people, and paid respect to their heritage and their elders - past and present.

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## **DECLARATIONS OF PECUNIARY & NON-PECUNIARY CONFLICTS OF INTEREST**

Nil.

## **APOLOGIES**

### **1/17 RESOLUTION**

(Moved L Roberts/Seconded K Smith)

That the apologies from Crs K Hutchinson and D Keegan be accepted, and that leave be granted.

### **2/17 RESOLUTION**

(Moved L Roberts/Seconded K Smith)

That Council move into Committee of the Whole for Briefing Sessions on the matters listed in the Agenda.

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## Finance

Phil Brennan, Manager Finance, gave a briefing on Finance Section Overview, Budget Overview 2017/18, Statutory Financial Requirements (including Quarterly Budget Review, Audit and Financial Statements), and Investment Overview.

## Integrated Planning & Reporting

Jane Ree, Manager Engagement and Communications, and Lynn Duffy, Manager Corporate Strategy and Development, gave a briefing on the Community Strategic Plan Delivery Program, Operational Plan and Resourcing Strategy.

*Council adjourned for lunch at 12.40pm.*

*Council reconvened at 1.15pm.*

## Councillor Expenses and Facilities Policy

Rob Griffiths, Manager Governance, gave a briefing on the Councillor Expenses and Facilities Policy.

## Development Control Unit Review

Lisa Schiff, Director Planning & Natural Systems, gave a briefing on the Development Control Unit.

## Manufactured Home Estates - Strategic Planning Framework

Sue Calvin, Acting Manager Strategic Planning, gave a briefing on the Manufactured Home Estates - Strategic Planning Framework.

## **3/17 RESOLUTION**

(Moved L Roberts/Seconded T Fowler)

That Council move out of Committee of the Whole.

**CONSIDERATION OF OFFICERS' REPORTS:**

**DIRECTOR PLANNING AND NATURAL SYSTEMS**

**1 MANUFACTURED HOME ESTATES - STRATEGIC PLANNING FRAMEWORK**

**Roger Busby, Manager Strategic Planning**

**RECOMMENDATION**

- A. That Council engage with the NSW Department of Planning and Environment on Council's and the community's issues and concerns with Manufactured Home Estates with a view to establishing an agreed strategic planning approach to this type of development.
- B. That Council investigate the opportunity to prepare Development Control Plan provisions for Manufactured Home Estates and Caravan Parks to respond to issues not adequately covered by current State legislation and policy.
- C. A report be submitted to Council upon completion of the investigations referred to in recommendation B above.

**4/17 RESOLUTION**

(Moved L Roberts/Seconded C Pontin)

- A. That Council engage with the NSW Department of Planning and Environment on Council's and the community's issues and concerns with Manufactured Home Estates with a view to establishing an agreed strategic planning approach to this type of development.
- B. That Council investigate the opportunity to prepare Development Control Plan provisions for Manufactured Home Estates and Caravan Parks to respond to issues not adequately covered by current State legislation and policy.
- C. A report be submitted to Council upon completion of the investigations referred to in recommendation B above.
- D. That Council hold a workshop with respect to Local Environmental Plans and Development Control Plans as they relate to Manufactured Home Estates.

FOR VOTE - Unanimous

ABSENT. DID NOT VOTE - K Hutchinson, D Keegan

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This is the last page of the minutes of the Strategic Committee meeting of MidCoast Council held on 8 November 2017.

There being no further business, the meeting closed at 4.33pm.

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Chairperson