

Author: Planner/Urban Designer (e-Planning)
Authoriser: Director City Planning & Communities
MyCoffs: C.1 Liveable neighbourhoods with a defined identity
Attachments: ATT1 CPC24/16 Planning Proposal to Reduce Minimum Lot Size at 37 Campbell Close, Korora- Pre-Exhibition [↓](#)
ATT2 CPC24/16 Proposed Local Environmental Plan Map Amendment [↓](#)

EXECUTIVE SUMMARY

An application has been received by the City of Coffs Harbour to amend Coffs Harbour Local Environmental Plan 2013 as it applies to Lot 1 DP 1130767, No. 37 Campbell Close, Korora to facilitate the subdivision of the land for large lot residential purposes. The application has been determined to have merit as it accords with the Coffs Harbour Local Growth Management Strategy 2020.

The purpose of this report is to seek Council's endorsement to initiate a planning proposal to amend Coffs Harbour Local Environmental Plan 2013 to reduce the minimum lot size applying to the subject land from one hectare to 5,000m² (Attachment 1).

RECOMMENDATION:

That Council:

1. Initiate and forward a planning proposal to the NSW Department of Planning, Housing and Infrastructure seeking gateway determination to reduce the minimum lot size for Lot 1 DP 1130767, No. 37 Campbell Close, Korora (Attachment 1).
2. Request that the Secretary of the NSW Department of Planning, Housing and Infrastructure issue written authorisation to Council to exercise delegation of the plan making functions under Section 3.36 (2) of the Environmental Planning and Assessment Act 1979 in respect of the planning proposal.
3. Publicly exhibit the planning proposal and undertake government agency consultation in accordance with the gateway determination issued by the NSW Department of Planning, Housing and Infrastructure.
4. Note that a further report will be brought back to Council for consideration following public exhibition of the planning proposal.
5. Inform the landowners of the subject land and their consultant of Council's decision.

REPORT

Applicant: Keiley Hunter Town Planning
Landowner: S Philp & D Philp
Land: Lot 1 DP 1130767, No. 37 Campbell Close, Korora
Zone: R5 Large Lot Residential

Description of Item:

A proponent-initiated application has been received by the City of Coffs Harbour (City) to amend Coffs Harbour Local Environmental Plan (LEP) 2013 as it applies to Lot 1 DP 1130767, No. 37 Campbell Close, Korora to facilitate the subdivision of the land for large lot residential purposes.

The subject land has a total area of 1.150 hectares and is contained within Zone R5 Large Lot Residential under Coffs Harbour LEP 2013. The proposed amendment to reduce the minimum lot size to 5,000m² would enable a development application to be made for subdivision of the land to create an additional large lot residential allotment. No other changes to Coffs Harbour LEP 2013 are proposed or required.

The application has been subject to a peer review and has been determined to have merit, as it accords with the City's Local Growth Management Strategy (LGMS) 2020 and the land is relatively unconstrained. In this regard, a planning proposal has been prepared in accordance with Section 3.33 of the Environmental Planning and Assessment Act 1979 to initiate an amendment to Coffs Harbour LEP 2013 (Attachment 1).

- The Subject Land

The application to amend Coffs Harbour LEP 2013 affects land at No. 37 Campbell Close, Korora (Lot 1 DP 1130767), as shown in Figure 1. The subject land is located within Korora, on the western side of the Pacific Highway, amongst lots developed for large lot residential purposes within Zone R5 Large Lot Residential under Coffs Harbour LEP 2013. The 1 hectare site has a substantial fall from the northern portion of the site to the southern boundary fronting Campbell Close, as the site is located upon two ridgeline spurs.



Figure 1 – Subject Land

A minimum lot size of 1 hectare currently applies to the subject land. The application to amend Coffs Harbour LEP 2013 proposes to reduce the minimum lot size from 1 hectare to 5,000m². Existing and proposed minimum lot size provisions are shown in Figure 2 and can also be viewed using the link in Attachment 2 of this report.

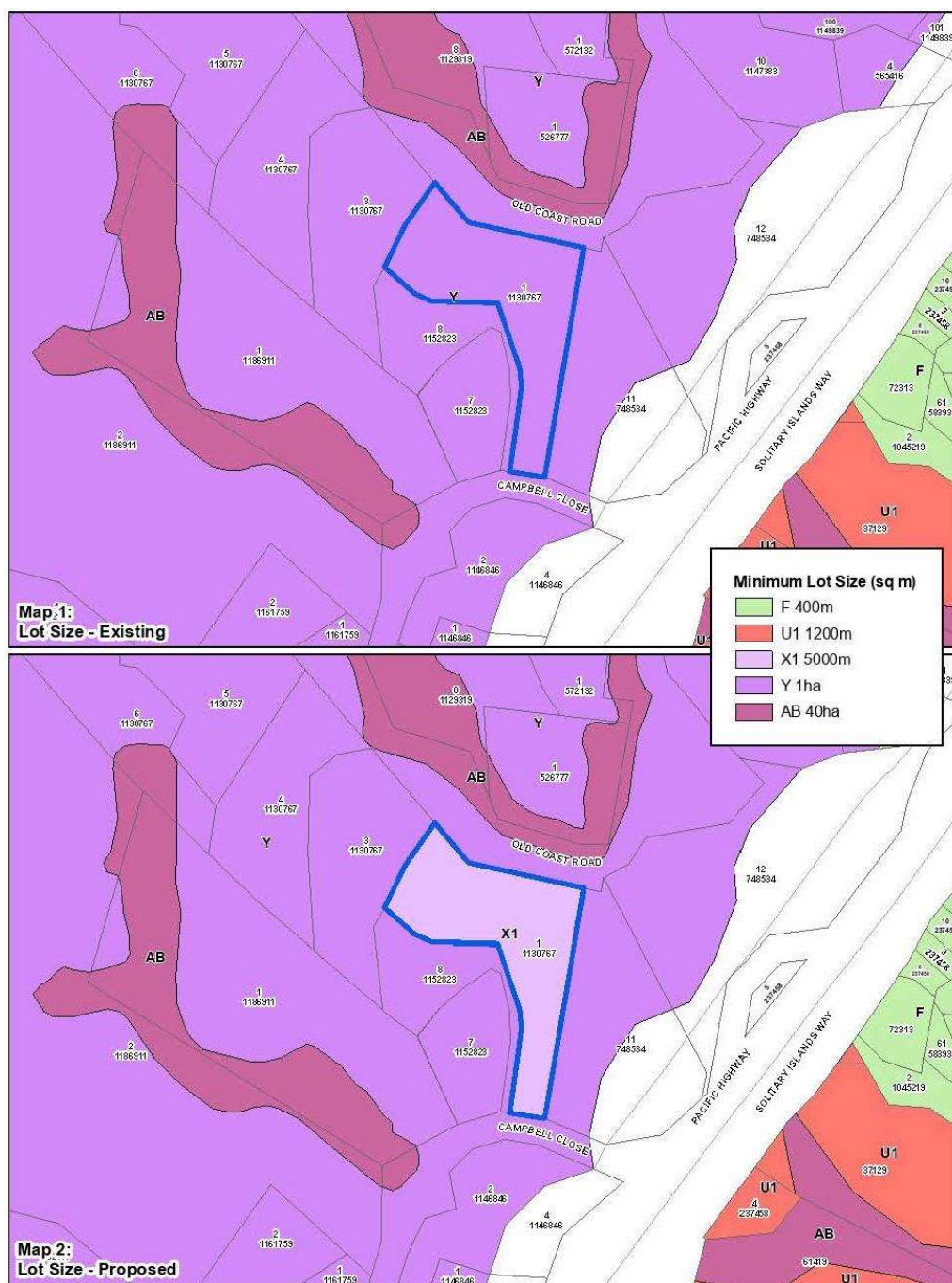


Figure 2 – Existing and Proposed Minimum Lot Size

Issues:

- Minimum Lot Size

A range of minimum lot sizes currently apply to land within Zone R5 Large Lot Residential under Coffs Harbour LEP 2013, reflecting historic planning controls and site-specific land constraints (i.e. on-site sewage management). Historically, minimum lot size requirements were reflected in the City's development control plans and were able to be varied based on merit. Minimum lot size provisions are now a development standard within Coffs Harbour LEP 2013, with the introduction of the Standard Instrument LEP across NSW. The Land Capability Assessment included with the application to amend Coffs Harbour LEP 2013 (Appendix 4 of Attachment 1) demonstrates that 5,000m² lots on the subject land can be adequately serviced by on-site sewage management systems in accordance with the City's On-Site Sewage Management Strategy 2015.

- **Local Growth Management Strategy 2020**

Chapter 6 – Large Lot Residential of the Coffs Harbour LGMS 2020 addresses minimum lot size within Zone R5 Large Lot Residential and notes that a reduced minimum lot size may be supported where sufficiently justified. Section 6.7 within Chapter 6 – Large Lot Residential states the following:

'It is also reasonable that if undeveloped land within Zone R5 can justify a reduced lot size, then it should be considered through an applicant-initiated planning proposal. This would allow a merit case for a revised minimum lot size LEP amendment request to be submitted to the City, bearing in mind the underlying reasons for the standard in the first place and the objectives of Zone R5.'

It is considered that the planning proposal (Attachment 1) has sufficiently justified a reduced minimum lot size for the subject land. The resulting outcome would facilitate large lot residential development on the land that is in keeping with the objectives of Zone 5 Large Lot Residential under Coffs Harbour LEP 2013.

Options:

Council has the following options available in relation to this matter. They include:

1. Resolve to adopt the recommendations of this report.
2. Resolve to reject the recommendation.

Sustainability Assessment:

• **Environment**

Environmental sustainability issues have been considered and are addressed in Part 3 of the planning proposal (Attachment 1). The proposed LEP amendment is unlikely to result in adverse environmental impacts.

• **Social**

Social sustainability issues have been considered and are addressed in Part 3 of the planning proposal (Attachment 1). The proposed LEP amendment is unlikely to result in adverse social impacts.

• **Civic Leadership**

The planning proposal accords with the 'MyCoffs Community Strategic Plan' by undertaking development that is environmentally, socially and economically responsible.

• **Economic – Broader Economic Implications**

The proposal will facilitate the subdivision and creation of a singular additional allotment and is therefore in keeping with the existing large lot residential character of the area.

• **Economic - Delivery Program/Operational Plan Implications**

The recommendations contained within this report are unlikely to impact on the City's Delivery Program or Operational Plan given that the LEP amendment process is being undertaken as a business-as-usual process, funded through a proponent-initiated planning proposal.

Risk Analysis:

The request to amend Coffs Harbour LEP 2013 accords with the Coffs Harbour LGMS 2020 – Chapter 6 Large Lot Residential Lands, which states that proponent-initiated planning proposals may be lodged where a reduced minimum lot size can be justified on existing land within Zone R5 Large

Lot Residential. As such, the planning proposal is considered to be of low risk to the City. The public exhibition process that is required to be undertaken for the proposed LEP amendment will also assist in reducing the City's risk.

Consultation:

Should Council resolve to initiate the planning proposal and a gateway determination is subsequently issued by NSW Department of Planning, Housing and Infrastructure, the planning proposal is required to be exhibited in accordance with the gateway determination and relevant planning legislation. Consultation with government agencies and other stakeholders may also be required if specified within the gateway determination. Consultation will be undertaken in accordance with the City's Community Participation and Engagement Plan.

Related Policy, Precedents and / or Statutory Requirements:

The planning proposal has been prepared in accordance with the Environmental Planning and Assessment Act 1979 and the Environmental Planning and Assessment Regulation 2021. A number of other relevant policies and statutory documents have been considered in the preparation of the planning proposal.

Implementation Date / Priority:

Should Council resolve to initiate the planning proposal, it will be progressed to NSW Department of Planning, Housing and Infrastructure for gateway determination. The timeframe for the completion of this planning proposal is governed by the relevant planning legislation and NSW Department of Planning, Housing and Infrastructure. The anticipated timeframe for the LEP amendment process is summarised within the planning proposal (Attachment 1).

Conclusion:

The purpose of this report is to seek Council's endorsement to initiate a planning proposal to amend Coffs Harbour LEP 2013 to reduce the minimum lot size applying to No. 37 Campbell Close, Korora from one hectare to 5,000m². The proposed amendment to Coffs Harbour LEP 2013 will allow application to be made for subdivision of the site to create a single additional lot.

The proposal accords with the North Coast Regional Plan 2041 and Coffs Harbour Local Growth Management Strategy 2020. Sufficient planning merit for the amendment to Coffs Harbour LEP 2013 is provided within the planning proposal (Attachment 1).

**MINUTES**

**CITY OF COFFS HARBOUR
ORDINARY COUNCIL MEETING
RIVER OAK ROOM, LEVEL 3, YARRILA PLACE,
27 GORDON STREET, COFFS HARBOUR
ON THURSDAY, 13 JUNE 2024 AT 5.24PM**

PRESENT: Cr Paul Amos, Cr Jonathan Cassell, Cr George Cecato, Cr Tony Judge, Cr Julie Sechi, Cr Tegan Swan, Cr Sally Townley, Cr Scott Wolgamot

STAFF: General Manager, Director City Infrastructure, Director City Planning & Communities, Director Business Services and Executive Assistant

LEAVE OF ABSENCE Nil

OPENING OF ORDINARY MEETING

The meeting commenced at 5.24pm with the Mayor, Cr Paul Amos in the chair.

ACKNOWLEDGEMENT OF COUNTRY

We respectfully acknowledge the traditional custodians of the land on which we meet, the Gumbaynggirr people, who have cared for this land since time immemorial. We pay our respects to their Elders, past, present and emerging, and commit ourselves to a future with reconciliation and renewal at its heart.

STATEMENT IN RELATION TO MEETING PRACTICE

The Mayor reminded the Chamber that the meeting was being recorded, live audio streamed and publicly available on Council's website. All persons attending the meeting should refrain from making any defamatory statements. No other recordings are permitted without Council authorisation.

DISCLOSURE OF INTEREST

| Councillor | Items | Type of Interest |
|-------------------|--------------------------------------|---|
| Cr Julie Sechi | NOM24/08 Affordable Housing Strategy | Non-Pecuniary - Less Than Significant Conflict as she works with Steve Gooley who is speaking against this Notice of Motion during the Public Forum prior to the meeting. |

APOLOGIES

No apologies

LEAVE OF ABSENCE

No requests for leave of absence.

ATTEND MEETING BY AUDIO-VISUAL LINK

No requests to attend meeting by audio-visual link.

MAYORAL MINUTE**MM24/17 NSW NATIONAL PARKS AND WILDLIFE SERVICE GRANT FOR COFFS COAST REGIONAL PARK TRUST****2024/93 RESOLVED (Cr Paul Amos)**

That Council accepts, and holds in trust on behalf of the Coffs Coast Regional Park Trust, grant funds of \$1,000,000 from the NSW National Parks and Wildlife Service under the current Funding Deed for the Coffs Coast Regional Park.

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

CARRIED

CONFIRMATION OF MINUTES**2024/94 RESOLVED (Cr Tony Judge / Cr Julie Sechi)**

That the minutes of the Ordinary Meeting held on 23 May 2024 be confirmed.

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

CARRIED

NOTICES OF MOTION – CITY PLANNING & COMMUNITIES**NOM24/08 AFFORDABLE HOUSING STRATEGY****MOTION (Cr Sally Townley / Cr Tony Judge)**

“That Council:

1. Adopt the revised Affordable Housing Strategy (Attachment 1) subject to the following update:
 - 1.1. Reinstate previously numbered Initiative 14 (Mandate provision of smaller, lower cost dwellings in higher density developments in and near to urban centres), and supporting actions, as set out in the Draft Affordable Housing Strategy endorsed by Council at its meeting of 24 August 2023, modified as below:
 - 1.2. Action 14a - Amend local planning controls to require the delivery of smaller dwellings in the following circumstances:
 - 1.2.1. Any residential flat building, shop top housing or multi dwelling housing development located within 800 metres of appropriate centres and containing 5-

10 dwellings must include at least 20% studio or 1 bedroom or 2 bedroom apartments/dwellings.

- 1.2.2. Any residential flat building, shop top housing or multi dwelling housing development located within 800 metres of a centre and containing 11 or more dwellings must include at least 20% studio or 1 bedroom apartments/dwellings and 30% 2 bedroom apartments/dwellings.
- 1.3. In regard to Initiative 14 (previously 15) (Consider the implementation of an Affordable Housing Contribution Scheme when planning growth and renewal areas) of the Affordable Housing Strategy, this investigation be considered for resourcing as part of the preparation of the 2022-2026 Delivery Program and 2024/25 Operational Plan.
- 1.4. Amend Initiative 5c to make Dwelling houses prohibited in Zone R3 Medium Density Residential and to make Secondary dwellings prohibited in Zone R4 High Density Residential and to make Secondary dwellings prohibited in Zone R3 Medium Density Residential from 1 July 2027.
2. Adopt the revised Affordable Housing Policy (Attachment 2).
3. Inform those who made a submission to the draft Affordable Housing Strategy and revised draft Affordable Housing Policy of Council's decision."

Cr George Cecato gave notice of a Foreshadowed Motion.

For: Crs Cassell, Judge, Townley and Wolgamot

Against: Crs Amos, Cecato, Sechi and Swan

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

Cr George Cecato's Foreshadowed Motion was brought forward as follows:

MOTION

2024/95 RESOLVED (Cr George Cecato / Cr Tegan Swan)

That Council:

1. Adopt the revised Affordable Housing Strategy (Attachment 1) subject to the following update:
 - 1.1 Delete Action 5c.
 - 1.2 In regard to Initiative 14 (Affordable Housing Contribution Scheme) this investigation be considered for resourcing as part of the 2022-2026 Delivery Program and 2024/25 Operational Plan.
2. Adopt the revised Affordable Housing Policy (Attachment 2).
3. Inform those who made a submission to the draft Affordable Housing Strategy and revised draft Affordable Housing Policy of Council's decision.

The meeting adjourned for a short recess, the time being 6.04pm and reconvened at 6.11pm.

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

CARRIED

GENERAL MANAGER'S REPORTS**GM24/29 VACANCY IN CIVIC OFFICE FOLLOWING RESIGNATION OF COUNCILLOR RODGER PRYCE****EXECUTIVE SUMMARY**

Councillor Rodger Pryce resigned from civic office with the City of Coffs Harbour, providing written notification to the General Manager, effective from 2 June 2024.

As a consequence of this resignation, a casual vacancy has occurred in the office of a councillor. Where such a casual vacancy occurs in the office of a councillor within 18 months before the date specified for the next ordinary election of the councillors for the area, the Minister may, on the application of the council, order that the vacancy not be filled.

As the next ordinary election of the councillors for the City of Coffs Harbour is set for 14 September 2024, it is recommended that the Councillors resolve to write to the Minister for Local Government, seeking application to dispense with a by-election to replace the casual vacancy left following the recent resignation of Councillor Pryce.

2024/96 RESOLVED (Cr Julie Sechi / Cr Tony Judge)

That Council:

1. Note the resignation of Councillor Rodger Pryce effective 2 June 2024.
2. Request the General Manager write to the Minister for Local Government the Hon. Ron Hoenig MP, seeking application to dispense with a by-election to replace the casual vacancy left following the recent resignation of Councillor Rodger Pryce in line with Section 294 (2) of the NSW Local Government Act 1993.

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

CARRIED

GM24/30 LOCAL GOVERNMENT REMUNERATION TRIBUNAL**EXECUTIVE SUMMARY**

The Local Government Remuneration Tribunal recently made its annual determination of categories of councils and the maximum and minimum fees to be paid to mayors and councillors for the 2024/25 financial year.

This report is seeking a decision on the fees to be paid to the Coffs Harbour Mayor and Councillors for the 2024/25 financial year.

2024/97 RESOLVED (Cr Tegan Swan / Cr Sally Townley)

That Council in accordance with the provisions of Section 248-249 of the Local Government Act 1993, fix the:

1. Annual fee for Councillors at \$27,050 for the 2024/25 financial year.
2. Additional annual fee for the position of Mayor at \$66,800 for the 2024/25 financial year.

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

CARRIED

GM24/31 LOCAL GOVERNMENT ELECTIONS CARETAKER PERIOD POLICY**EXECUTIVE SUMMARY**

The Local Government Elections will be held on 14 September 2024. A mandated council caretaker period commences four weeks preceding the date of an ordinary election and continues until the election day. The City of Coffs Harbour has reviewed its Local Government Elections Caretaker Period Policy in preparation of the elections. This report seeks the adoption of the amended Local Government Elections Caretaker Period Policy.

2024/98 RESOLVED (Cr Tony Judge / Cr Jonathan Cassell)

That Council adopts the Local Government Elections Caretaker Period Policy.

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

CARRIED

GM24/32 RISK APPETITE STATEMENT**EXECUTIVE SUMMARY**

In accordance with Section 223 of the Local Government Act 1993, the governing body is responsible for establishing the foundational elements of the Council's risk management framework and setting the 'tone at the top'. This includes approving by resolution the Council's risk appetite.

The Risk Appetite Statement Policy details the level of risk the Council is willing to accept in pursuit of its strategic objectives. The attached Risk Appetite Statement Policy guides the Council's decision making and provides leadership with freedom to operate within risk parameters.

This report presents the City of Coffs Harbour's Risk Appetite Statement Policy for approval by Council.

2024/99 RESOLVED (Cr Sally Townley / Cr Scott Wolgamot)

That Council approve the City of Coffs Harbour's Risk Appetite Statement Policy with the following amendments:

The City:

1. has a NO APPETITE for actions or decision that could result in:
 - f. Risks that have the potential to negatively impact the City's financial sustainability.
 - g. Non-compliance with environment standards or failure to manage the impacts of climate change or have the potential for long term environmental or heritage harm.
2. has a LOW APPETITE for actions or decision that could result in:
 - g. Non-compliance with environment standards or failure to manage the impacts of climate change or have the potential for short term environmental or heritage harm.

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

CARRIED

GM24/33 EXEMPTION FROM TENDER PROCESS - TRANSACTIONAL BANKING SERVICES**EXECUTIVE SUMMARY**

The purpose of this report is to request an exemption from an open tender process under the extenuating circumstances provision of Section 55(3)(i) of the *Local Government Act 1993* and carry out a limited tender process for the provision of transactional banking services.

Whilst financial services are exempt from the tendering provisions under Section 55(1)(f) of the *Local Government Act 1993*, the City of Coffs Harbour considers undertaking a limited tender to be a valuable and prudent exercise to obtain the best value for the provision of transactional banking services.

2024/100 RESOLVED (Cr Tony Judge / Cr Julie Sechi)

That Council, under the extenuating circumstances provision of Section 55(3)(i) of the Local Government Act 1993, carry out a limited tender process for the provision of transactional banking services.

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

CARRIED

GM24/34 CONTRACT NO. CON00445 SUPPLY ONE TRUCK MOUNTED STREET SWEEPING MACHINE**EXECUTIVE SUMMARY**

The City of Coffs Harbour recently conducted a tender for the supply of a replacement Truck Mounted Street Sweeping Machine as the City of Coffs Harbour's existing plant asset is due for replacement.

The purpose of this report is to seek Council's endorsement of the recommendation in the confidential attachment.

2024/101 RESOLVED (Cr George Cecato / Cr Tegan Swan)

That Council:

1. Accepts the tender received for Contract No. CON00445 Supply of One Truck Mounted Street Sweeping Machine from Bucher Municipal Pty Ltd ABN 68 004 992 090 for the tendered price of \$491,184.83 excluding GST in accordance with Clause 178(1)(a) of the Local Government (General) Regulation 2021, on the basis that the tender submission:
 - 1.1. Demonstrates the operation and mechanical design of the machine is fit for purpose.
 - 1.2. Demonstrates the supplier possesses the capability and experience to supply the machine.
2. Authorise the General Manager under delegated authority to execute the contract document.

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

CARRIED

**GM24/35 CONTRACT NO. CON00399 MAINTENANCE CLEANING OF SMALL SITES
PANEL SUPPLY****EXECUTIVE SUMMARY**

The City of Coffs Harbour conducted a tender for Contract No. CON00399 Maintenance Cleaning of Small Sites Panel Supply that closed on 24 January 2024.

The purpose of this report is to seek Council's endorsement of the recommendation in the Confidential Attachment.

2024/102 RESOLVED (Cr Tegan Swan / Cr Scott Wolgamot)**That Council:**

1. In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2021, accepts the Contract No. CON00399 Maintenance Cleaning of Small Sites Panel Supply for an initial term of 3 years, with the 3 proponents as follows:

- Command51 Pty Ltd ABN 33 164 634 039
- North Coast Facility Services ABN 71 149 311 591
- OZK Pty Ltd ABN 73 614 214 167

On the basis that:

- 1.1 Approving a panel of 3 proponents will provide flexibility and cost competitiveness across all small site locations; and
- 1.2 The selected proponents have the necessary experience in similar works and their ability and performance are assessed as exceeding minimum tender requirements.
2. Approve provision for a 1 year contract term extension, based on business requirements and satisfactory panel performance, which may take the contract through to June 2028.
3. Authorise the General Manager under delegated authority to execute the contract documents.

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

CARRIED

DIRECTORATE REPORTS - BUSINESS SERVICES**BS24/11 MEMORANDUM OF UNDERSTANDING****EXECUTIVE SUMMARY**

Council has an opportunity to enter into a Memorandum of Understanding with the City of Newcastle as a way of enabling effective engagement between the two organisations on strategic and operational areas of common interest at both the local and sector level.

MOTION (Cr Tegan Swan / Cr Julie Sechi)

That Council:

1. Endorse the Memorandum of Understanding with the City of Newcastle.
2. Authorise the Mayor and General Manager under delegated authority to execute the Memorandum of Understanding.

AMENDMENT**(Cr Jonathan Cassell / Cr Tony Judge)**

That Council:

1. Endorse the Memorandum of Understanding with the City of Newcastle and write to the City of Newcastle to ask them to consider including the following environmental sustainability principle:
7e. Ecological sustainability is highly valued, and we work together to protect and enhance nature-positive outcomes.
2. Authorise the Mayor and General Manager under delegated authority to execute the Memorandum of Understanding.

For: Crs Cassell, Judge and Townley

Against: Crs Amos, Cecato, Sechi, Swan and Wolgamot

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

MOTION**2024/103 RESOLVED (Cr Tegan Swan / Cr Julie Sechi)**

That Council:

1. Endorse the Memorandum of Understanding with the City of Newcastle.
2. Authorise the Mayor and General Manager under delegated authority to execute the Memorandum of Understanding.

For: Crs Amos, Cecato, Judge, Sechi, Swan, Townley and Wolgamot

Against: Cr Cassell

CARRIED

DIRECTORATE REPORTS - CITY PLANNING & COMMUNITIES**CPC24/15 LANEWAYS POLICY AND COFFS HARBOUR DEVELOPMENT CONTROL PLAN 2015 - AMENDMENT NO. 38 (LANEWAYS) - POST EXHIBITION****EXECUTIVE SUMMARY**

At its meeting of 8 February 2024, Council resolved to publicly exhibit the draft Laneways Policy and associated amendment to Coffs Harbour Development Control Plan 2015 for a minimum of 28 days.

Public exhibition was undertaken from 12 February to 24 March 2024. The purpose of this report is to seek a resolution of Council to adopt the Laneways Policy (Attachment 1), to revoke the existing Laneways – Closure and Sale Policy and approve Coffs Harbour Development Control Plan 2015 – Amendment No. 38 (Laneways) (Attachment 2).

2024/104 RESOLVED (Cr Jonathan Cassell / Cr Tony Judge)

That Council:

1. Adopt the Laneways Policy (Attachment 1).
2. Revoke the Laneways – Closure and Sale Policy.
3. Approve Coffs Harbour Development Control Plan 2015 – Amendment No. 38 (Laneways), which will come into effect when public notice of Council's decision is made in accordance with Part 2, Division 2 of the Environmental Planning and Assessment Regulation 2021 (Attachment 2).
4. Inform those who made a submission to the draft Laneways Policy and draft Coffs Harbour Development Control Plan 2015 – Amendment 38 (Laneways) of Council's decision.

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

CARRIED

CPC24/16 PLANNING PROPOSAL TO REDUCE MINIMUM LOT SIZE - LOT 1 DP 1130767, NO. 37 CAMPBELL CLOSE, KORORA - PRE-EXHIBITION**EXECUTIVE SUMMARY**

An application has been received by the City of Coffs Harbour to amend Coffs Harbour Local Environmental Plan 2013 as it applies to Lot 1 DP 1130767, No. 37 Campbell Close, Korora to facilitate the subdivision of the land for large lot residential purposes. The application has been determined to have merit as it accords with the Coffs Harbour Local Growth Management Strategy 2020.

The purpose of this report is to seek Council's endorsement to initiate a planning proposal to amend Coffs Harbour Local Environmental Plan 2013 to reduce the minimum lot size applying to the subject land from one hectare to 5,000m² (Attachment 1).

2024/105 RESOLVED (Cr George Cecato / Cr Tegan Swan)

That Council:

1. Initiate and forward a planning proposal to the NSW Department of Planning, Housing and Infrastructure seeking gateway determination to reduce the minimum lot size for Lot 1 DP 1130767, No. 37 Campbell Close, Korora (Attachment 1).
2. Request that the Secretary of the NSW Department of Planning, Housing and Infrastructure issue written authorisation to Council to exercise delegation of the plan making functions under Section 3.36 (2) of the Environmental Planning and Assessment Act 1979 in respect of the planning proposal.
3. Publicly exhibit the planning proposal and undertake government agency consultation in accordance with the gateway determination issued by the NSW Department of Planning, Housing and Infrastructure.
4. Note that a further report will be brought back to Council for consideration following public exhibition of the planning proposal.
5. Inform the landowners of the subject land and their consultant of Council's decision.

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

CARRIED

CPC24/17 CONTRACT NO. CON00398 - MAINTENANCE CLEANING C.EX COFFS INTERNATIONAL STADIUM AND WIIGULGA SPORTS COMPLEX (PANEL SUPPLY)**EXECUTIVE SUMMARY**

The City of Coffs Harbour called tenders for the provision of Maintenance Cleaning of C.ex Coffs International Stadium and Wiigulga Sports Complex (Panel Supply) Contract CON00398 that closed on 24 January 2024 at 10am.

The tender was advertised as a contract for a 3 year period with a 1 year option exercisable at the sole discretion of the City of Coffs Harbour based on satisfactory supplier performance and business requirements. Proponents were advised that the tender would be awarded as a non-exclusive panel supply contract.

The purpose of this report is to seek Council's endorsement of the recommendation in the confidential attachment.

2024/106 RESOLVED (Cr Tegan Swan / Cr Scott Wolgamot)

That Council:

1. In accordance with clause 178(1)(a) of the Local Government (General) Regulation 2021, accepts the panel contract CON00398 Maintenance Cleaning of C.ex Coffs International Stadium and Wiigulga Sports Complex (Panel Supply) for an initial term of 3 years, with the 3 proponents as follows:
 - Command51 Pty Ltd ABN 33 164 634 039;
 - Mid Coast Services Pty Ltd, T/A Coffs Professional Cleaners ABN 74 621 214 167; and
 - OZK Pty Ltd, T/A OZK Cleaning Services ABN 73 614 214 167.
- on the basis that:
 - 1.1 Approving a panel of 3 proponents will provide flexibility and cost competitiveness across both locations; and
 - 1.2 The selected proponents have the necessary experience in similar works and their ability and performance are assessed as exceeding minimum tender requirements.
2. Approve provision for a 1 year contract term extension, based on business requirements and satisfactory panel performance, which may take the contract through to June 2028.
3. Authorise the General Manager under delegated authority to execute the contract documents.

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

CARRIED

CI24/19 WATER SUPPLY DEVELOPMENT SERVICING PLAN - POST EXHIBITION**EXECUTIVE SUMMARY**

At its meeting of 14 March 2024, Council resolved to endorse and publicly exhibit the Water Supply Development Servicing Plan (Attachment 1).

The purpose of this report is to present the outcomes of the public exhibition process and to seek Council adoption of the Water Supply Development Servicing Plan and associated developer charge.

2024/107 RESOLVED (Cr Tony Judge / Cr Sally Townley)

That Council:

1. Adopt the attached 2023 Water Supply Development Servicing Plan (Attachment 1) and associated developer charge and:
 - 1.1. Note a phased approach will be used to implement the developer charges by increasing the charge in equal amounts each year over the next 3 years, to commence from 1 July 2024.
 - 1.2. Note that the recommended developer charges will be amended to reflect quarterly CPI movements to the date of adoption.
2. Receive a report on Action 9c of the Affordable Housing Strategy by 30 June 2025.

For: Crs Amos, Cassell, Judge, Swan, Townley and Wolgamot

Against: Crs Cecato and Sechi

CARRIED

CI24/20 CONTRACT NO. CON00491 COLLECTION, SORTING AND REMOVAL OF FERROUS & NON FERROUS SCRAP METAL - ENGLANDS ROAD WASTE MANAGEMENT FACILITY

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's endorsement to award Contract No. CON00491 Collection, Sorting and Removal of Scrap Metal - England's Road Waste Facility by adopting the recommendation in the Confidential Attachment 1, and delegating authority to the General Manager to execute the contract documents.

The contract period is for 2 years with an optional extension of 1 year with satisfactory performance.

2024/108 RESOLVED (Cr Tegan Swan / Cr Scott Wolgamot)

That Council:

1. In accordance with Clause 166(a) of the Local Government (General) Regulation 2021, accepts the tender received for Contract SPT122425MNC - Collection, Sorting and Removal of Scrap Metal - England's Road Waste Facility (City Contract No. CON00491) from Onesteel Recycling Pty Limited t/a Matthews Metal Management, ABN 28 002 707 262 and that they be awarded this contract as the Single Source supplier to the City of Coffs Harbour for the initial term of two years from 1 July 2024 to 30 June 2026 for the collection of the following:

- Category A(1) Ferrous Scrap Metal,
- Category A(2) Refrigerator and Air-Conditioner Degassing,
- Category B Non-Ferrous Scrap Metal,
- Category C ULABs

on the basis that:

- 1.1. The tender is the most advantageous tender following the application of the evaluation system,
- 1.2. The tenderer has the necessary experience in similar works and his ability and performance are satisfactory,
- 1.3. The tenderer's financial capacity is acceptable.
2. Approves one optional twelve-month contract term extension, exercisable at the sole discretion of the City and based on satisfactory performance, prior to the expiry of the initial contract term, which would extend the contract term to up to 30 June 2027.
3. Authorise the General Manager under delegated authority to execute the contract documents.

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

CARRIED

QUESTIONS ON NOTICE

No questions on notice.

MATTERS OF AN URGENT NATURE

No matters of an urgent nature.

CLOSE OF MEETING

The Meeting closed at 7.10pm.

Confirmed: 27 June 2024

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Paul Amos
Mayor