

CPC25/30 PROPOSED AMENDMENT TO COFFS HARBOUR LOCAL ENVIRONMENTAL PLAN 2013 TO IMPLEMENT RECOMMENDATIONS OF THE 5 YEAR COMPREHENSIVE LOCAL ENVIRONMENTAL PLAN REVIEW (PART 2) - EXHIBITION

Author:	Planner/Urban Designer
Authoriser:	Director City Planning & Communities (Acting)
MyCoffs:	C.1 Liveable neighbourhoods with a defined identity
Attachments:	ATT1 CPC25/30 Planning Proposal - Five Year Comprehensive Review of Coffs Harbour LEP 2013 (Part 2) - Exhibition ↓ ATT2 CPC25/30 Proposed Map Amendment to Coffs Harbour LEP 2013 ↓ ATT3 CPC25/30 Draft Coffs Harbour Development Control Plan 2015 – Amendment No. 49 (Local Environmental Plan Five Year Review Part 2) ↓

EXECUTIVE SUMMARY

At its meeting of 14 October 2021, Council resolved to endorse a planning proposal to address matters identified in the first 5-year comprehensive review of Coffs Harbour Local Environmental Plan 2013 (Part 1). The purpose of this report is to seek Council's endorsement to initiate a planning proposal to amend the Coffs Harbour Local Environmental Plan 2013 to address a second round of amendments identified by the 5-year comprehensive review (Part 2), and to seek Council's endorsement to publicly exhibit an associated amendment to Coffs Harbour Development Control Plan 2015.

RECOMMENDATION:

That Council:

1. Initiate and forward a planning proposal to the NSW Department of Planning, Housing and Infrastructure seeking gateway determination for the 5-Year Comprehensive Review of the Coffs Harbour Local Environmental Plan 2013 (Part 2).
2. Request 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 conditions of the gateway determination issued by the NSW Department of Planning, Housing and Infrastructure.
4. Publicly exhibit the Draft Coffs Harbour Development Control Plan 2015 – Amendment No. 49 (Local Environmental Plan 5-Year Review Part 2) concurrently with the associated planning proposal.
5. Note that a further report will be brought back for consideration following public exhibition of the planning proposal if submissions, by way of objection, are received.
6. Providing no submissions, by way of objection, are received, endorses the planning proposal and delegates the General Manager that authority issued by the NSW Department of Planning, Housing and Infrastructure to exercise the functions of the Minister under section 3.36 of the Environmental Planning and Assessment Act 1979 to finalise the planning proposal.
7. Providing no submissions, by way of objection, are received, approves the Coffs Harbour Development Control Plan 2015 – Amendment No. 49 (Local Environmental

Plan 5-Year Review Part 2), 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.

BACKGROUND:

At its meeting of 14 October 2021, Council resolved to endorse a planning proposal to address matters identified in the first 5-year comprehensive review of the Coffs Harbour Local Environmental Plan 2013 (LEP) (Part 1), this LEP amendment process was completed in February 2022.

This report details and addresses other matters identified in the 5-year comprehensive review (Part 2) and includes (Attachment 1):

- a revision of permitted land uses within Zone R5 Large Lot Residential,
- changes to the detached dual occupancies clause to remove the 50m development standard and enable detached dual occupancies within Zone R5 Large Lot Residential,
- replacement of the boundary adjustments clause to address recent case law,
- amendment to the key sites clause and key sites map, including the removal of Bark Hut Road and Newmans Road, Woolgoolga and the inclusion of five key sites within the Coffs Harbour Regional City boundary,
- introduction of exempt development criteria for farm dams, and
- minor amendments to the terrestrial biodiversity and koala habitat clauses relating to State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.

This report also seeks Council's endorsement to publicly exhibit Draft Coffs Harbour Development Control Plan 2015 – Amendment No. 49 (Local Environmental Plan Five Year Review Part 2) concurrently with the associated planning proposal (Attachment 3).

ISSUES AND OPTIONS:

This report has been prepared to implement matters identified as part of the City of Coffs Harbour's (City's) endorsed five-year comprehensive review of Coffs Harbour Local Environmental Plan 2013. Some of these matters are also identified as high-priority actions within the Coffs Harbour Local Growth Management Strategy 2020.

It is necessary to amend controls within Coffs Harbour Development Control Plan (DCP) 2015 to align with the proposed LEP amendment, including new definitions and controls for farm dams that do not meet the proposed exempt development criteria, and controls to ensure that detached dual occupancies within Zone R5 Large Lot Residential are appropriately designed and sited.

Council has the following options available:

1. Adopt the recommendation of this report.
2. Reject the recommendation. Should the recommendation not be adopted by Council, the proposed LEP and DCP amendments shall not proceed any further.

Should Council choose to adopt the recommendation of this report, the planning proposal will be sent to the NSW Department of Planning, Housing and Infrastructure for gateway determination. The timeframe for the completion of the planning proposal is governed by the relevant planning legislation and NSW Department of Planning, Housing and Infrastructure.

FINANCIAL IMPACT:

There are no financial impacts associated with the recommendation of this report.

CONSULTATION:

Public exhibition of the LEP and DCP amendments will be undertaken in accordance with the City's Community Engagement Strategy and relevant planning legislation.

**MINUTES**

**CITY OF COFFS HARBOUR
ORDINARY COUNCIL MEETING
RIVER OAK ROOM, LEVEL 3, YARRILA PLACE,
27 GORDON STREET, COFFS HARBOUR
ON THURSDAY, 28 AUGUST 2025 AT 7.45PM**

PRESENT: Cr Nikki Williams, Cr Paul Amos, Cr Jonathan Cassell, Cr George Cecato, Cr Cath Fowler, Cr Tony Judge, Cr Les Oxford, Cr Gurminder Saro, Cr Julie Sechi

STAFF: General Manager (Acting), Director City Infrastructure (Acting), Director City Planning & Communities (Acting), Director Business Services, Group Leader Legal & Governance Services and Executive Assistant

LEAVE OF ABSENCE Nil

OPENING OF ORDINARY MEETING

The meeting commenced at 7.45pm with the Mayor, Cr Nikki Williams 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 City'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 Tony Judge	NOM25/19 Commitment to Retain Lifeguards As Council Employees	Non-Pecuniary - Less Than Significant Conflict as he has had discussions with representatives of the United Services Union to better understand the range of perspectives on the status of lifeguards.

Councillor	Items	Type of Interest
Cr Tony Judge	CPC25/33 Development Application No. 0790/25 - Demolition, Residential Flat Building and Subdivision (Demolition of Existing Dwelling, Construction of Residential Flat Building - 10 Dwellings, and Strata Subdivision), Lot 2 Sec 18 DP 759113, 34 Trafalgar Street Woolgoolga	Non-Pecuniary - Less Than Significant Conflict as he lives in Woolgoolga, but not in the immediate vicinity of the proposed development.
Cr Gurminder Saro	CPC25/33 Development Application No. 0790/25 - Demolition, Residential Flat Building and Subdivision (Demolition of Existing Dwelling, Construction of Residential Flat Building - 10 Dwellings, and Strata Subdivision), Lot 2 Sec 18 DP 759113, 34 Trafalgar Street Woolgoolga	Non-Pecuniary - Significant Conflict as an adjacent land owner is a client and family friend.
Cr Paul Amos	CPC25/35 Development Application No. 0156/25 - Community Title Subdivision (1 into 6 development lots) and Community Association Lots at Lot 5 DP 270532 & Lot 1 DP 270532, 29 Charlesworth Bay Road, Coffs Harbour, NSW, 2450.	Non-Pecuniary - Less Than Significant Conflict as he knows the applicants on a social basis.

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.

PROCEDURAL MOTION

2025/174 RESOLVED (Cr Nikki Williams / Cr Julie Sechi)

That Council bring forward agenda items to follow the confirmation of the minutes:

- NOM25/18 Women's Shed – Coffs Harbour Local Government Area,
- NOM25/19 Commitment to Retain Lifeguards As Council Employees,
- CPC25/33 Development Application No. 0790/25 - Demolition, Residential Flat Building and Subdivision (Demolition of Existing Dwelling, Construction of Residential Flat Building - 10 Dwellings, and Strata Subdivision), Lot 2 Sec 18 DP 759113, 34 Trafalgar Street.

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

CARRIED

CONFIRMATION OF MINUTES**2025/175 RESOLVED (Cr Les Oxford / Cr Julie Sechi)**

That the minutes of the Ordinary Meeting held on 24 July 2025 be confirmed.

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

CARRIED

NOTICE OF MOTION – BUSINESS SERVICES**NOM25/18 WOMEN'S SHED - COFFS HARBOUR LOCAL GOVERNMENT AREA****2025/176 RESOLVED (Cr Nikki Williams / Cr Cath Fowler)**

"That Council receives a report on an investigation of City-owned land and or properties that would have the potential to accommodate a Women's shed in the Coffs Harbour Local Government Area."

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

CARRIED

NOTICE OF MOTION – CITY PLANNING & COMMUNITIES**NOM25/19 COMMITMENT TO RETAIN LIFEGUARDS AS COUNCIL EMPLOYEES****MOTION (Cr Tony Judge / Cr Jonathan Cassell)**

"That Council:

1. Notes recent media reports concerning the future of lifeguard services in Coffs Harbour LGA.
2. Notes the extent of concern over those reports and the strong community desire to retain a Council-employed lifeguard service.
3. Directly commits to retaining lifeguards as employees of Council."

Cr Nikki Williams gave notice of a Foreshadowed Motion.

For: Crs Amos, Cassell, Judge and Sechi

Against: Crs Williams, Cecato, Fowler, Oxford and Saro

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

Cr Nikki Williams's Foreshadowed Motion was brought forward as follows:

MOTION**MOTION (Cr Nikki Williams / Cr Cath Fowler)**

That Council:

1. Note that City officers will continue consulting with the current lifeguard team and their representatives and consider any alternative proposals to address current service issues and challenges.
2. Request that City officers engage an independent consultant to meet with key stakeholder groups, including but not limited to, volunteer surf lifesaving clubs, Board rider clubs, Surf Schools, and education providers.
3. Note that the Acting General Manager will give due consideration to all matters raised from the consultation and engagement above before any final decision is made on a possible outsourcing of the lifeguards service.

Cr Paul Amos gave notice of a Foreshadowed Motion.

Cr Jonathan Cassell gave notice of a Foreshadowed Motion.

MOTION PUT**2025/177 RESOLVED (Cr George Cecato)**

That the motion be put.

For: Crs Williams, Cecato, Fowler, Oxford, Saro and Sechi

Against: Crs Amos, Cassell and Judge

CARRIED

MOTION**2025/178 RESOLVED (Cr Nikki Williams / Cr Cath Fowler)**

That Council:

1. Note that City officers will continue consulting with the current lifeguard team and their representatives and consider any alternative proposals to address current service issues and challenges.
2. Request that City officers engage an independent consultant to meet with key stakeholder groups, including but not limited to, volunteer surf lifesaving clubs, Board rider clubs, Surf Schools, and education providers.
3. Note that the Acting General Manager will give due consideration to all matters raised from the consultation and engagement above before any final decision is made on a possible outsourcing of the lifeguards service.

For: Crs Williams, Cecato, Fowler, Oxford, Saro and Sechi

Against: Crs Amos, Cassell and Judge

CARRIED

The Motion was carried, therefore the Foreshadowed Motions lapsed and were not considered.

The meeting adjourned for a short recess, the time being 9.10pm and reconvened at 9.15pm.

DIRECTORATE REPORT - CITY PLANNING & COMMUNITIES

Cr Gurminder Saro declared an interest in the following item, vacated the Chamber and took no part in the discussion or voting, the time being 9.16pm.

CPC25/33 DEVELOPMENT APPLICATION NO. 0790/25 - DEMOLITION, RESIDENTIAL FLAT BUILDING AND SUBDIVISION (DEMOLITION OF EXISTING DWELLING, CONSTRUCTION OF RESIDENTIAL FLAT BUILDING - 10 DWELLINGS, AND STRATA SUBDIVISION), LOT 2 SEC 18 DP 759113, 34 TRAFALGAR STREET WOOLGOOLGA

EXECUTIVE SUMMARY

This report provides an assessment of Development Application No. 0790/25DA for a Demolition, Residential Flat Building and Subdivision (Demolition of existing dwelling, construction of Residential Flat building - 10 dwellings, and strata subdivision) at Lot 2 Sec 18 DP 759113, 34 Trafalgar Street Woolgoolga.

At its meeting of 25 August 2022, Council adopted the 'Development Applications - Consideration by Council Policy', which outlined:

The elected Council is to determine development applications involving development of a kind specified below:

- *Conflict of interest*
- *Contentious development*
- *Departure from development standards*
- *Sensitive development*

The development application is reported to Council for determination for the following reasons:

- Following public exhibition of the application Council received 106 submissions.
- The development application is reported to Council for determination because it proposes a departure from 4.3 Height of buildings development standard, under the Coffs Harbour Local Environmental Plan 2013 by more than 10%.
- The development application is reported to Council for determination because it is defined as 'sensitive development', being:
 - a) Development to which State Environmental Planning Policy (Housing) 2021 applies.

2025/179 RESOLVED (Cr George Cecato / Cr Julie Sechi)

That Council:

1. Support the request to vary a development standard made pursuant to Clause 4.6 of Coffs Harbour Local Environmental Plan 2013 for the variation to clause 4.3 Height of buildings of Coffs Harbour Local Environmental Plan 2013 in this particular case.
2. Approve Development Application No. 0790/25 for a Demolition, Residential Flat Building and Subdivision (Demolition of existing dwelling, construction of Residential Flat building - 10 dwellings, and strata subdivision) at Lot 2 Sec 18 DP 759113, 34 Trafalgar Street Woolgoolga subject to the recommended conditions provided.
3. Advise persons who made a submission on Development Application No. 0790/25 of Council's decision.

For: Crs Williams, Cecato, Fowler, Oxford and Sechi

Against: Crs Amos, Cassell and Judge

CARRIED

Cr Gurminder Saro returned to the meeting, the time being 9:27 pm.

GENERAL MANAGER'S REPORTS

GM25/60 PROPOSED REVOTES / CARRY FORWARDS FOR THE YEAR ENDING 30 JUNE 2025

EXECUTIVE SUMMARY

This report summarises the unspent operational and capital funds proposed to be either revoted or carried forward from the 2024/25 Operational Plan budgets into the 2025/26 Operational Plan budgets.

It is recommended that \$1.67M of operational expenditure be carried forward, funded \$1.29M by operational grant and \$0.38M by Unrestricted Cash. It is also recommended to reduce the net capital expenditure by \$0.04M, with 2024/25 carry forwards of \$9.17M being added and \$9.21M of 2025/26 capital expenditure being reprioritised. Capital funding consists of a decrease in capital grants and contributions of \$3.18M, an increase of \$1.10M from reserves and Environmental Levy funding, and \$2.04M sourced from Unrestricted Cash.

The subsequent impact on the budgeted Net Operating Result of 2025/26 is a deterioration of \$0.38M and therefore, the adopted 2024/25 budget surplus of \$9.91M will be revised to a budget surplus of \$9.53M. The General Fund component of this consolidated position has deteriorated from a \$0.2M surplus to a \$0.2M deficit. The City of Coffs Harbour will endeavour to return this to a balanced position throughout the year via the monthly budget review process.

These carry forwards are necessary due to a variety of reasons including timing (project spans financial years), contractual obligations, commitments or monies held aside for specific purposes. The City of Coffs Harbour officers have undertaken a comprehensive review of all revotes to minimise their extent. All carry forwards have been considered in line with the City of Coffs Harbour's Operational Plan and the Long-Term Financial Plan.

A detailed summary of carry forwards and offsetting reduction of the adopted 2024/25 capital program is provided in this report, along with the implications on the 2024/25 Operational Plan budgets by Fund.

2025/180 RESOLVED (Cr Cath Fowler / Cr Les Oxford)

That Council:

1. Adopt the \$9.17M in Capital Revotes / Carry Forwards from 2024/25 to 2025/26.
2. Adopt the \$9.21M of variations to the 2025/26 Capital Program to offset the \$9.17M in 2024/25 Capital Revotes / Carry Forwards.
3. Note the carrying forward of \$1.67M of operational expenditure and \$1.29M of operational grants results in a deterioration of the City of Coffs Harbour's General Fund operating result from a surplus of \$0.2M to a deficit position of \$0.2M.
4. Note these changes are reflected in the July monthly report.

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

CARRIED

**GM25/61 MONTHLY FINANCIAL PERFORMANCE REPORT FOR THE MONTH
ENDING 31 JULY 2025****EXECUTIVE SUMMARY**

This report presents the Monthly Financial Performance for the month ended on 31 July 2025. The report provides information on the actual budget position at the financial statement level and the capital expenditure reports for the current financial year.

As at 31 July 2025, the actual Consolidated year-to-date result before capital revenue is a deficit of \$3.3M against a budgeted deficit of \$4.4M. This is attributable to a significant creditor accrual reversal for commercial bridge works completed in June, with the corresponding invoice received for payment in August. The actual Consolidated year-to-date result after capital revenue is a deficit of \$2.9M against a budgeted deficit of \$4.0M.

As at 31 July 2025, the actual General Fund year-to-date result before capital revenue is a deficit of \$1.1M against a budgeted deficit of \$2.4M. This is mainly driven by the same factors mentioned above for the Consolidated result. The actual General Fund year-to-date result after capital revenue is a deficit of \$0.7M against a budgeted year-to-date deficit of \$2.0M.

Further explanation of year-to-date variances is contained within the Income Statement commentary under Variance Comments for variances greater than 10%.

2025/181 RESOLVED (Cr Gurminder Saro / Cr Les Oxford)

That Council:

1. Note the Monthly Financial Performance Report for 31 July 2025.
2. Adopt the proposed budget changes in the Monthly Financial Performance Report for the Month Ending 31 July 2025.

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

CARRIED

GM25/62 BANK AND INVESTMENT BALANCES FOR JULY 2025**EXECUTIVE SUMMARY**

To present monthly Investment Reports in accordance with cl. 212 of the Local Government (General) Regulation 2021 which states as follows:

1. The Responsible Accounting Officer of a Council:
 - a. must provide the council with a written report (setting out details of all money that the council has invested under section 625 of the Act) to be presented.
 - i. if only one ordinary meeting of the council is held in a month, at that meeting, or
 - ii. if more than one such meeting is held in a month, at whichever of those meetings the council by resolution determines, and
 - b. must include in the report a certificate as to whether the investment has been made in accordance with the Act, the regulations and the council's investment policies.
2. The report must be made up to the last day of the month immediately preceding the meeting.

The City of Coffs Harbour's Bank Balances and Investments as at 31 July 2025 totalled \$372.0M.

2025/182 RESOLVED (Cr Les Oxford / Cr Julie Sechi)

That Council note the bank and investment balances total to \$372.0M as at 31 July 2025.

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

CARRIED

GM25/63 CERTIFICATION OF 2024/25 DRAFT ANNUAL FINANCIAL STATEMENTS**EXECUTIVE SUMMARY**

The draft 2024/25 Annual Financial Statements, which include the General Purpose Financial Statements and the Special Purpose Financial Statements, are required to be certified to meet legislative requirements to enable the draft Annual Financial Statements to be referred for audit.

The Special Schedules are not included in this report as certification is not required for audit of the Annual Financial Statements to commence.

MOTION (Cr Paul Amos / Cr Les Oxford)

That Council endorses the General Purpose Financial Statements – Statement by Councillors, Management and Special Purpose Financial Statements – Statement by Councillors and Management Forms for 2024/2025 for completion by the designated signatories.

AMENDMENT**MOTION (Cr Paul Amos / Cr Tony Judge)**

That Council:

1. Endorses the General Purpose Financial Statements – Statement by Councillors, Management and Special Purpose Financial Statements – Statement by Councillors and Management Forms for 2024/2025 for completion by the designated signatories.
2. City of Coffs Harbour write a letter of appreciation to former General Manager Natalia Cowley thanking her for her contribution to the strong financial performance of the City of Coffs Harbour.

For: Crs Amos, Cassell, Judge and Sechi

Against: Crs Williams, Cecato, Fowler, Oxford and Saro

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

MOTION**2025/183 RESOLVED (Cr Paul Amos / Cr Les Oxford)**

That Council endorses the General Purpose Financial Statements – Statement by Councillors, Management and Special Purpose Financial Statements – Statement by Councillors and Management Forms for 2024/2025 for completion by the designated signatories.

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

CARRIED

GM25/64 ENVIRONMENTAL LEVY GRANTS PROGRAM 2025/26**EXECUTIVE SUMMARY**

This report provides Council with the recommended projects for the 2025/26 Environmental Levy Grants Program for inclusion in the 2025/26 Operational Plan.

The City of Coffs Harbour received 16 submissions for the 2025/26 Environmental Levy Grants Program, with 11 submissions recommended by the Environmental Levy Grants Program Panel to receive funding of \$411,177 in total.

The Environmental Levy Grants Program Panel recommends that the remaining \$51,982 of unallocated adopted 2025/26 funding be returned to the Environmental Levy Reserve for use in the 2026/27 Environmental Levy Grants Program.

2025/184 RESOLVED (Cr Nikki Williams / Cr Cath Fowler)

That Council:

1. Approves the following projects to be funded from the 2025/26 Environmental Levy Grants Program pool:

Applicant	Project Name	Amount (\$)
Cochrans Pool Urumbilum Rivercare Inc	Macroinvertebrates of the Orara Valley - a resource for the community	28,100
Coffs Harbour Regional Landcare	Bringing Biodiversity Back	49,950
Jaliigirr Biodiversity Alliance	Jaliigirr Rainforest Rescue & Recovery	50,000
Jetty Dunecare Inc	Jetty Foreshore and North Bank weed control and enhancement	19,350
Nana Glen Landcare	Orara Bucca Macroinvertebrate Survey	28,835
National Parks Association of NSW - Coffs Coast Branch	Whispers of Wilderness: Voices for Our Coast	50,000
Oz Green - Global Rivers Environmental Education Network (Australia) Inc	Waste Warriors: Empowering community-led solutions to reduce waste and reuse resources	49,978
Ozfish Unlimited	Restoring Friday Creek for the Fish	47,600
Sandy Beach Action Group Inc	Revegetation and maintenance of Sandy Beach Reserve	24,894
Sapphire Pines Apartments	Weed Control and Bush Regeneration in Endangered Ecological Community	12,470
Workways Australia (trading as Envite Environment)	Coffs Harbour Native Seedbank and Biodiversity Initiative	50,000
Total		411,177

2. That the remaining \$51,982 from the 2025/26 Environmental Levy Grants Program be returned to the Environmental Levy Reserve for use in 2026/27 Environmental Levy Grants Program.
3. Prepares a Vegetation Management Plan (estimated cost \$50,000) for the Jetty Foreshores precinct to inform all future revegetation works to be funded by the Environmental Levy Reserve (Strategic Programs) in 2025/26.

For: Crs Williams, Cecato, Fowler, Oxford and Saro

Against: Crs Amos, Cassell, Judge and Sechi

CARRIED

GM25/65 QUARTERLY COUNCIL RESOLUTIONS REPORT – QUARTER 4 2024-25

EXECUTIVE SUMMARY

This report provides Council with a quarterly update on progress of actions arising from Council Resolutions for Quarter 4 2024-25. In quarter 4, 2024/25, the City of Coffs Harbour has completed 51 resolutions with 35 resolutions still in progress.

2025/185 RESOLVED (Cr Cath Fowler / Cr George Cecato)

That Council note the Quarterly Council Resolutions Reports for Quarter 4 2024-25.

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

CARRIED

GM25/66 OPERATIONAL PLAN - PROGRESS REPORT APRIL - JUNE 2025

EXECUTIVE SUMMARY

The City of Coffs Harbour 2024/25 Operational Plan was adopted on 27 June 2024 for implementation from 1 July 2024.

The 2024/25 Operational Plan Quarterly Progress Report for 1 April 2025 to 30 June 2025 details the achievements and challenges in delivering the City of Coffs Harbour's services, projects and key operational activities for this quarter.

As at 30 June 2025, there are a total of 299 Operational Plan projects with 121 recorded as complete (27 completed within this quarter), 31 listed as minor disruptions, 24 as major disruptions. The remaining 123 Operational Plan projects are listed as on track.

This report tables this information for Council endorsement.

2025/186 RESOLVED (Cr Jonathan Cassell / Cr Julie Sechi)

That Council endorse the 2024/25 Operational Plan Quarterly Progress Report - 1 April – 30 June 2025 subject to corrections of the graphs.

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

CARRIED

GM25/67 REVIEW OF COUNCILLOR EXPENSES AND FACILITIES AND COUNCILLOR INDUCTION AND DEVELOPMENT POLICIES**EXECUTIVE SUMMARY**

The Local Government Act 1993 requires Councils to adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the Mayor, the Deputy Mayor and the other Councillors in relation to discharging the functions of civic office. This must be undertaken within the first 12 months of each term of a Council. The Councillor Expenses and Facilities Policy has been on public exhibition for 28 days with 2 submissions received. Following an evaluation of these submissions the Councillor Expenses and Facilities Policy is presented to Council for adoption with only minor changes from the draft policy presented to Council at the 19 June 2025 meeting.

As the Councillor Expenses and Facilities Policy includes references to expenses for Councillor learning and development, a revised Councillor Induction and Development Policy is presented to Council for adoption.

2025/187 RESOLVED (Cr George Cecato / Cr Cath Fowler)

That Council:

1. Adopt the Councillor Expenses and Facilities Policy (Version 5).
2. Adopt the Councillor Induction and Development Policy (Version 4).

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

CARRIED

GM25/68 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE - VOTING DELEGATES, CALL FOR MOTIONS AND ELECTION OF OFFICIALS**EXECUTIVE SUMMARY**

Local Government NSW has advised the City of Coffs Harbour that the 2025 Local Government NSW Annual Conference is to be held in November 2025 and that registrations to attend, nominations for voting delegates and a call for motions is open.

All Councillors are entitled to attend the 2025 Local Government NSW Annual Conference.

This report seeks a Council resolution to nominate authorised voting delegates for the 2025 Local Government NSW Annual Conference and a call for proposed motions to be considered at the conference.

2025/188 RESOLVED (Cr Nikki Williams / Cr Tony Judge)

That Council:

1. Nominate Mayor Nikki Williams, Deputy Mayor George Cecato and Councillors Tony Judge and Les Oxford as the voting delegates for the City of Coffs Harbour at the Local Government NSW 2025 Annual Conference and Board Election.
2. Request that Councillors intending to propose motions for consideration at the Local Government NSW 2025 Annual Conference, submit the proposed motions to the General Manager by 1:00pm, Wednesday 10 September 2025.

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

CARRIED

DIRECTORATE REPORTS - BUSINESS SERVICES**BS25/12 OFFSITE STORAGE FACILITY****EXECUTIVE SUMMARY**

Council has previously considered a report on the development of a dedicated storage facility for the storage of corporate records, corporate items and cultural assets. This report provides Council with an update on the City of Coffs Harbour's storage requirements.

2025/189 RESOLVED (Cr George Cecato / Cr Julie Sechi)

That Council:

1. Note that current corporate storage requirements are being met in a cost effective manner using external sources and there is no short to medium term need for a dedicated storage facility.
2. Note that future storage requirements and a long-term strategy for the museum and gallery collections will be determined within the next 3-5 years, coinciding with the lease of the off-site storage facility.

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

CARRIED

DIRECTORATE REPORTS - CITY PLANNING & COMMUNITIES**CPC25/30 PROPOSED AMENDMENT TO COFFS HARBOUR LOCAL ENVIRONMENTAL PLAN 2013 TO IMPLEMENT RECOMMENDATIONS OF THE 5 YEAR COMPREHENSIVE LOCAL ENVIRONMENTAL PLAN REVIEW (PART 2) - EXHIBITION****EXECUTIVE SUMMARY**

At its meeting of 14 October 2021, Council resolved to endorse a planning proposal to address matters identified in the first 5-year comprehensive review of Coffs Harbour Local Environmental Plan 2013 (Part 1). The purpose of this report is to seek Council's endorsement to initiate a planning proposal to amend the Coffs Harbour Local Environmental Plan 2013 to address a second round of amendments identified by the 5-year comprehensive review (Part 2), and to seek Council's endorsement to publicly exhibit an associated amendment to Coffs Harbour Development Control Plan 2015.

2025/190 RESOLVED (Cr Cath Fowler / Cr George Cecato)

That Council:

1. Initiate and forward a planning proposal to the NSW Department of Planning, Housing and Infrastructure seeking gateway determination for the 5-Year Comprehensive Review of the Coffs Harbour Local Environmental Plan 2013 (Part 2).
2. Request 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 conditions of the gateway determination issued by the NSW Department of Planning, Housing and Infrastructure.
4. Publicly exhibit the Draft Coffs Harbour Development Control Plan 2015 – Amendment No. 49 (Local Environmental Plan 5-Year Review Part 2) concurrently with the associated planning proposal.
5. Note that a further report will be brought back for consideration following public exhibition of the planning proposal if submissions, by way of objection, are received.
6. Providing no submissions, by way of objection, are received, endorses the planning proposal and delegates the General Manager that authority issued by the NSW Department of Planning, Housing and Infrastructure to exercise the functions of the Minister under section 3.36 of the Environmental Planning and Assessment Act 1979 to finalise the planning proposal.
7. Providing no submissions, by way of objection, are received, approves the Coffs Harbour Development Control Plan 2015 – Amendment No. 49 (Local Environmental Plan 5-Year Review Part 2), 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.

For: Crs Williams, Cassell, Cecato, Fowler, Judge, Oxford, Saro and Sechi

Against: Cr Amos

CARRIED

CPC25/31 DRAFT COFFS HARBOUR DEVELOPMENT CONTROL PLAN 2015 - AMENDMENT NO. 50 (FLOOD PLANNING CONTROLS) - EXHIBITION

EXECUTIVE SUMMARY

A review has been undertaken of *Part E4 - Flooding of Coffs Harbour Development Control Plan 2015* to ensure that it aligns with the NSW Government's Flood-prone land package and floodplain risk management plans endorsed by Council. The purpose of this report is to seek endorsement from Council to publicly exhibit the draft Coffs Harbour Development Control Plan – Amendment No. 50 (Flood Planning Controls) and the associated draft Special Flood Considerations Area Map, which have been prepared in response to this review.

2025/191 RESOLVED (Cr Jonathan Cassell / Cr Julie Sechi)

That Council:

1. Publicly exhibit the draft Coffs Harbour Development Control Plan 2015 – Amendment No. 50 (Flood Planning Controls) and draft Special Flood Considerations Area Map for a minimum period of 28 days.
2. Providing no submissions, by way of objection, are received, approves Coffs Harbour Development Control Plan – Amendment No. 50 (Flood Planning Controls), 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.
3. Providing no submissions, by way of objection, are received, approves the Special Flood Considerations Area Map.
4. Note that a further report will be brought back to Council for consideration following public exhibition if submissions, by way of objection, are received.

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

CARRIED

CPC25/32 REVIEW OF COFFS HARBOUR ABORIGINAL CULTURAL HERITAGE MANAGEMENT PLAN**EXECUTIVE SUMMARY**

At its meeting of 8 August 2024, Council resolved to adopt the Coffs Harbour Aboriginal Cultural Heritage Management Plan, Coffs Harbour Aboriginal Cultural Heritage Map, and an associated amendment to Coffs Harbour Development Control Plan 2015. The purpose of this report is to seek Council's endorsement to publicly exhibit proposed amendments to the Plan to address unintended issues that have arisen from the implementation of the plan and incorporate industry feedback received throughout the first 12 months since adoption.

2025/192 RESOLVED (Cr George Cecato / Cr Cath Fowler)

That Council:

1. Publicly exhibit the amended Coffs Harbour Aboriginal Cultural Heritage Management Plan for a minimum period of 28 days.
2. Note that a further report will be brought back to Council for consideration following public exhibition of the amended Coffs Harbour Aboriginal Cultural Heritage Management Plan.

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

CARRIED

PROCEDURAL MOTION**2025/193 RESOLVED (Cr Tony Judge / Cr Julie Sechi)**

That Council resolve that, in accordance with clause 18.2 of the Code of Meeting Practice, the meeting be extended beyond its scheduled end time of 10.00pm.

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

CARRIED

CPC25/34 DEVELOPMENT APPLICATION NO. 0099/25 - CONSTRUCTION OF A NEW DWELLING (DETACHED DUAL OCCUPANCY) - LOT 502 DP 606422, NO. 33 BONVILLE STATION ROAD, BONVILLE**EXECUTIVE SUMMARY**

This report provides an assessment of Development Application No. 0099/25 for a new dwelling resulting in a dual occupancy at 33 Bonville Station Road, Bonville.

At its meeting of 25 August 2022, Council adopted the 'Development Applications - Consideration by Council Policy', which outlined:

The elected Council is to determine development applications involving development of a kind specified below:

- *Conflict of interest*
- *Contentious development*
- *Departure from development standards*
- *Sensitive development*

The development application is reported to Council for determination because it proposes a departure by more than 10% from *Clause 4.2E - Erection of dual occupancies (detached) in Zone RU2 Development Standard* under the Coffs Harbour Local Environmental Plan 2013 (CHLEP).

2025/194 RESOLVED (Cr George Cecato / Cr Julie Sechi)

That Council:

1. Support the request to vary Clause 4.2E - erection of dual occupancies (detached) in Zone RU2 development standard made pursuant to Clause 4.6 of the Coffs Harbour Local Environmental Plan 2013.
2. Approve Development Application No. 0099/25 for a new dwelling (detached dual occupancy) at 33 Bonville Station Road, Bonville subject to the recommended conditions provided.

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

CARRIED

CPC25/35 DEVELOPMENT APPLICATION NO. 0156/25 - COMMUNITY TITLE SUBDIVISION (1 INTO 6 DEVELOPMENT LOTS) AND COMMUNITY ASSOCIATION LOTS AT LOT 5 DP 270532 & LOT 1 DP 270532, 29 CHARLESWORTH BAY ROAD, COFFS HARBOUR, NSW, 2450.

EXECUTIVE SUMMARY

This report provides an assessment of Development Application No. 0156/25 for Community Title subdivision (1 into 6 development lots) and community association lots at Lot 5 DP 270532 & Lot 1 DP 270532, 29 Charlesworth Bay Road, Coffs Harbour.

At its meeting of 25 August 2022, Council adopted the 'Development Applications - Consideration by Council Policy', which outlined:

The elected Council is to determine development applications involving development of a kind specified below:

- *Conflict of interest*
- *Contentious development*
- *Departure from development standards*
- *Sensitive development*

The development application is reported to Council for determination because it is defined as 'sensitive development', being:

- a) Designated development - Part of the land being subdivided is mapped as Littoral Rainforest pursuant to SEPP Resilience and Hazards (2021) – Chapter 2 – Coastal Management.

2025/195 RESOLVED (Cr George Cecato / Cr Cath Fowler)

That Council:

1. Approve Development Application No. 0156/25 for Community Title subdivision (1 into 6 development lots) and community association lots at Lot 5 DP 270532 & Lot 1 DP 270532, 29 Charlesworth Bay Road, Coffs Harbour subject to the recommended conditions provided.
2. Advise the person who made a submission on Development Application No. 0156/25 of Council's decision.

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

CARRIED

CPC25/36 DEVELOPMENT APPLICATION NO. 0231/25 - BUSINESS IDENTIFICATION SIGNS (REPLACEMENT PYLON SIGN AND NEW WALL ENTRANCE SIGNS) LOT 12 DP 270062, OPAL COVE RESORT, OPAL BOULEVARDE, KORORA

EXECUTIVE SUMMARY

This report provides an assessment of Development Application No. 0231/25 for business identification signs (replacement pylon sign and new wall entrance signs) at Lot 12 DP 270062, Opal Cove Resort, Opal Cove Boulevarde, Korora.

At its meeting of 25 August 2022, Council adopted the 'Development Applications - Consideration by Council Policy', which outlined:

The elected Council is to determine development applications involving development of a kind specified below:

- *Conflict of interest*
- *Contentious development*
- *Departure from development standards*
- *Sensitive development*

The development application is reported to Council for determination because it proposes a departure from Clause 4.3 Height of Buildings development standard, under the Coffs Harbour Local Environmental Plan 2013 by more than 10%.

2025/196 RESOLVED (Cr Julie Sechi / Cr Tony Judge)

That Council refuse Development Application No. 0231/25 for a business identification signs (replacement pylon sign and new wall entrance signs) at Lot 12 DP 270062, Opal Cove Resort, Opal Cove Boulevarde, Korora, subject to the reasons for refusal.

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

CARRIED

NOTICES OF MOTION – CITY INFRASTRUCTURE

NOM25/20 EFFLUENT COLLECTION SERVICES AT CORAMBA AND NANA GLEN

2025/197 RESOLVED (Cr Nikki Williams / Cr Cath Fowler)

"That Council receive a report on the effluent collection service provided to the residents of Coramba and Nana Glen, including options to improve the service."

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

CARRIED

DIRECTORATE REPORTS - CITY INFRASTRUCTURE**CI25/21 IMPROVEMENT OF STATE EMERGENCY SERVICE FACILITIES AT NANA GLEN AND CORINDI****EXECUTIVE SUMMARY**

This report provides an update into Council's resolution to investigate improvements to State Emergency Service Facilities at Corindi-Woolgoolga and Nana Glen. Further the report seeks Council's consideration for a budget to be allocated as part of the 2026/27 Capital Works Program to progress these improvements.

2025/198 RESOLVED (Cr George Cecato / Cr Nikki Williams)

That Council:

1. Note the contents of the report.
2. Consider the allocation of \$100,000 in the 2026/27 Operational Plan towards fencing improvements and an enclosed space for sanding equipment at Corindi-Woolgoolga.
3. Consider the allocation of \$60,000 in the 2026/27 Operational Plan towards a permanent sandbag point in Nana Glen.

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

CARRIED

QUESTIONS ON NOTICE**QON25/14 CLIMATE RELATED STRATEGIC LAND USE PLANNING**

The response was noted.

QON25/15 ELECTRIFICATION OF COFFS HARBOUR HOUSEHOLDS

The response was noted.

QON25/16 BOAT RAMP DREDGING

The response was noted.

MATTERS OF AN URGENT NATURE

No matters of an urgent nature.

CLOSE OF MEETING

The Meeting closed at 10.08pm.

Confirmed: 25 September 2025

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Nikki Williams
Mayor