

The following document is the minutes of the Council and Committee Meetings held on Thursday, 26 July 2012. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 9 August 2012 and therefore subject to change. Please refer to the minutes of the meeting of 9 August 2012 for confirmation.



COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
COUNCIL CHAMBERS
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR
26 JULY 2012

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

26 JULY 2012

Present: Councillors D Knight (Deputy Mayor), J Arkan, J Bonfield, R Degens, M Graham, K Hines, W Palmer and P Templeton.

Staff: General Manager, Director Corporate Business, Director of City Services, Director Land Use, Health & Development and Executive Assistant.

Leave of Absence: Councillor K Rhoades.

We respectfully acknowledge the Gumbayngirr Country and the Gumbayngirr Aboriginal peoples who are traditional custodians of the land on which we meet and their Elders both past and present.

The Deputy Mayor reminded the Chamber that the meeting was to be recorded, and that no other recordings of the meeting would be permitted.

The meeting commenced at 5.00pm with the Deputy Mayor, Cr D Knight in the chair.

DISCLOSURE OF INTEREST

No disclosures of interest.

CONFIRMATION OF MINUTES

- 180** **RESOLVED** (Arkan/Degens) that the minutes of the Ordinary meeting held on 12 July 2012 be confirmed as a true and correct record of proceedings with the exception of the following:

Wording of Resolution No. 170 should read as follows:

RESOLVED (Arkan/Palmer) that leave of absence for Ordinary meetings of Council on 14 and 26 July 2012 as requested from Councillor Rhoades be approved.

Resolution 178 should read **RESOLVED** (Palmer/Hines).

Cr Palmer arrived, the time being 5.02pm.

NOTICES OF MOTION

NOM12/5 BUSINESS ZONINGS ALONG THE PACIFIC HIGHWAY

MOVED (Degens/Templeton) that Council expedite advice to the Department of Planning before gazettal of the new Coffs Harbour City Wide LEP to advise of alterations to the Coffs Harbour LEP, and specifically the business zonings for Coffs Harbour.

That the advice be that the B-6 strip along the Pacific Highway from Beryl Street to Orlando Street be moved from the present B-6 zoning to a B-4 zoning.

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

NOM12/6 PROTECTING THE COFFS HARBOUR LOCAL GOVERNMENT AREA FROM COAL SEAM GAS MINING AND ITS NEGATIVE EFFECTS

- 181** **RESOLVED** (Graham/Arkan) that Council:

1. Oppose coal seam gas exploration and mining in the Coffs Harbour Local Government Area because of the unacceptable risks to our water catchments, groundwater, agricultural industries, natural environment and human health.
2. Write to the Premier of NSW informing him of Council's position and seeking a ban on Coal Seam Gas Mining and Exploration in the Clarence-Moreton Basin and across the North Coast.
3. Write to our local members of parliament (both state and federal) seeking support for Council's position.
4. Support other Councils in NSW in their opposition to Coal Seam Gas Mining.

LAND USE HEALTH & DEVELOPMENT DEPARTMENT REPORT

L12/22 DRAFT 2030 COMMUNITY SUSTAINABILITY INDICATORS

The objective of this report is to seek approval to place the Draft 2030 Community Sustainability Indicators on public exhibition, in order to receive community feedback. The Draft Sustainability Indicators will be placed on exhibition for 6 weeks.

- 182 RESOLVED** (Arkan/Hines) that the Draft 2030 Community Sustainability Indicators be placed on public exhibition for a period of 42 days, following which a further report and updated Draft Indicators be brought back to Council for adoption.

CITY SERVICES DEPARTMENT REPORTS

CS12/25 COMMITTEE MEMBERSHIP - BAYLDON COMMUNITY CENTRE MANAGEMENT COMMITTEE

To recommend to Council appointments of two community members to a facility management committee.

- 183 RESOLVED** (Bonfield/Arkan) that the following committee member nominations be appointed to the Bayldon Community Centre Management Committee:
- Mr David Smith
 - Ms Jeanette Laferla

CS12/26 TRAFFIC COMMITTEE REPORT NO. 2/2012

To confirm minutes of the Traffic Committee Meeting held Thursday, 5 July 2012.

- 184 RESOLVED** (Palmer/Arkan):

T.22 Boambee Public School 30 Lindsays Road, Boambee - Extension to 'No Parking' hours. (R.500330 [3028020])

Bus zone time be changed to

- North side of Lindsays Road at bus turn around bay approx. 200 west of school
7:30am – 9:00am and 2:30pm – 4:00pm on School Days
- North side of Lindsays Road adjacent school entrance
8:00am – 9:00am and 2:30pm- 4:00pm on School Days.
- South side of Lindsays Road opposite School
8:00am – 9:00am and 2:30pm – 3:00pm on School Days

CS12/26 - Traffic Committee Report No. 2/2012 (Cont'd)

1. A bus zone (with no time restrictions) be installed in the existing bus zone for 15 metres from the eastern end on the northern side of Lindsays Road.
2. 'No Parking' zone in front of Boambee Public School to include times of 2.30pm – 4.00pm, as per plan T.22 – 2012.

T.23 - Hi-Tech Drive, Toormina – Parking (R.501670[3034606])

That no action be taken to install 1 hour parking in front of 28-30 Hi Tech Drive Toormina.

T.24 Butlers Road, Bonville – Load and Speed Issues (R.500540[866055])

That RMS be requested to carry out a speed zone review for the full length of Butlers Road Bonville and assess the implications of a weight limit.

T.25 Orara Way Coramba intersection – Relocate 80kph signage (R.500120[3026637])

That no action be taken to relocate 80km/h speed zone north of Eastern Dorrigo Way Coramba, as sight distance is adequate from intersection exiting from Orara Way.

T.26 Gordon Street Coffs Harbour – Sight distance at Pedestrian Crossing just north of Vernon roundabout. (R.504620[3032317])

Approval be given for first parking space north of the crossing in front of 30 Gordon Street Coffs Harbour be converted to two motorcycle parking spaces, as per plan T.26 – 2012.

T.27 Elbow Street/Grafton Street Coffs Harbour – Reinstate right turn into Dan Murphys (R.504400, 504640 [2801284])

That the 'No Right Turn' in Elbow Street at the rear of Dan Murphys remain as is as per RMS recommendation, and recommend removal of the 'Keep Clear' zone in front of Town Lodge Motor Inn.

T.28 Gleniffer Road & Pine Creek Way Bonville – Centre White Line (R.500300[3072782])

That no action be taken to centre line mark Gleniffer Road, Bonville at 1km to 1.6km from the intersection of Pine Creek Way.

T.29 Cnr of Mclean & Lyster Street Coffs Harbour – Signage (R.505120[3098389])

That 'No Stopping' signs be installed in McLean Street, Coffs Harbour, from the western side of the lane opposite Lyster Street to 20m east' as per plan T.29-2012.

CS12/26 - Traffic Committee Report No. 2/2012 (Cont'd)

T.30 Curacoa Street Coffs Harbour - Bus Zone and Parking Restrictions (R.504300[3026058])

Approval for:

1. Change the current 'bus zone' signage in front of the Christian Community School at No. 27 Curacoa Street, to 'No Parking' 8:00am -9:30am and 2:30pm – 4:00pm, as per plan T.30a – 2012.
2. Line mark the parking bays in accordance with plan T 30b - 2012 in front of Community Care Options, and as there is ample internal parking, and the request for exclusive on street parking does not conform to current standards the request be denied.
3. As there is no accident history and there is enough room for pedestrians that no action be taken to install parking restriction in front of No 29 Curacoa Street.

T.31 Minorca Close / Toormina Road Toormina Traffic Issues (R.500910,502400[2741196])

That a 'Left Turn Only' from Minorca Place, Toormina, onto Toormina Road be installed for a three month trial period with buses and heavy vehicles exempt, and further if there are no issues that it be made permanent, as per plan T.31-2012.

T.32 BP Woolgoolga Highway change to Bus Zone times (R.511410[3104012])

That bus zone times be changed from 8:00am - 9:30am and 2:30pm - 4:00pm school days.

To 7:30am - 9:30am and 2:30pm - 4:00pm school days on Clarence Street Woolgoolga near number 38, as per plan T.32 - -2012.

T.33 Manning Avenue & Brunswick Avenue Coffs Harbour Traffic Issues (R.504950/504040[3022256])

That no action be taken to convert Manning Avenue, Coffs Harbour to One – Way traffic.

T.34 Coramba Road Coffs Harbour – Speed Limit (R.500120[3022213])

That no action be taken to apply for a reduction in speed limit on Coramba Road Coffs Harbour in the vicinity of No. 305.

T.35 Eastern Dorrigo Way Lowanna –Signage (R.506170[3075696])

Approval be given to install either one of the guide signs on Eastern Dorrigo Way, Coramba, at the top and bottom of mountain between Coramba Road and Bushmans Range Road - either G9-281 -'KEEP CLEAR OF TRUCKS ON CURVES' or G9-348 - 'BEWARE TRUCKS ON CURVES'.

CS12/26 - Traffic Committee Report No. 2/2012 (Cont'd)

T.36 Sapphire Crescent, Sapphire Beach – Signage (R.508070[3078705])

That approval be given to install 'Give Way' sign and hold line on the Sapphire Crescent at its eastern approach to Emerald Avenue, as per plan T.36 – 2012.

T.37 Orara Way, between Coramba and Nana Glen – Barrier lines (R.510970[3085812])

That the barrier lines in the vicinity of Kings Creek on Orara Way, Coramba, be modified to conform to the overtaking sight distance requirements.

T.38 Woolgoolga Community Triathlon – 29 & 30 September 2012 [2936647]

Approval be given for:

- (1) The temporary road closure of Beach Street, Woolgoolga, on Sunday, 30 September 2012, between 5.30am and 12 noon for the purpose of holding the Woolgoolga Triathlon, be advertised and providing no substantive objections are received, the closure be approved.
- (2) The organisers of the Woolgoolga Community Triathlon liaise with affected traders and obtain traders approval.
- (3) The organisers submit a traffic control plan for approval by Council and be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.
- (4) The organisers be responsible for all costs associated with the temporary closure and clean up, including advertising.

T.39 Coffs Harbour Triathlon Club - Use of Council Roads

Approval be given for :

- (1) Use of Marina Drive, Harbour Drive, Hogbin Drive, Arthur Street, and Orlando Street, Coffs Harbour, on Sundays from 16 September 2012 to 14 April 2013 for the purpose of conducting the Coffs Harbour Triathlon Club events for the 2012/13 triathlon season.
- (2) Approval be sought from the Police.
- (3) No obstruction or hazard to be caused to the movement of pedestrian or vehicular traffic.
- (4) All participants are to strictly comply with Australian Road Rules while on public roads.

CS12/26 - Traffic Committee Report No. 2/2012 (Cont'd)

T.40 Howard Street, Coffs Harbour - Traffic Management Plan - Coffs Cup (R.503110[3108407])

Approval be given for :

- (1) The traffic management plan as submitted for Hogbin Drive, Coffs Harbour, on Thursday, 2 August 2012 be approved as per Plan T.40.
- (2) The temporary road closure of Howard Street, Coffs Harbour, on Thursday, 2 August 2012, between 9.00am and 6.30pm for the purpose of holding the Coffs Harbour VB Gold Cup, be advertised and providing no substantive objections are received, the closure be approved.
- (3) The organisers to liaise with affected traders and obtain traders approval.
- (4) The organisers be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.
- (5) The organisers be responsible for all costs associated with the temporary closure.

T.41 Councillor Palmer - Outstanding Service to the Traffic Committee

That Council acknowledge Councillor Palmer's outstanding service and contribution to the Traffic Committee.

CS12/27 COMMUNITY SURVEY REGARDING COUNCIL SERVICE DELIVERY

To inform Council as to the outcomes of the Community Survey (which followed on from the first phase of the Service Review project) and to discuss the next steps towards sustainable service provision.

185 RESOLVED (Hines/Degens) that:

1. Council note the results of the Community Survey
2. Council note the initiatives that are currently underway to enable Council to address its challenges around sustainable service provision.

CORPORATE BUSINESS DEPARTMENT REPORTS

CB12/58 CENTRAL BUSINESS DISTRICT MASTER PLAN COMMITTEE

To make recommendations to Council for the appointment of the land owner, business owner and community representatives for the CBD Master Plan Committee.

186 RESOLVED (Bonfield/Arkan):

1. That Council appoints Messrs David Doyle, Garth Grundy and Lance Cousins as delegates with properties valued over \$1 million.
2. That Council appoints Mr John Buckland as the delegate of property valued less than \$1 million.
3. That Council appoints Mr Rod McKelvey as the community representative.
4. That the Committee considers and makes recommendations to Council in relation to a prospective CBD business owner who is not a property owner to fill that vacant position in the future.

CB12/59 PROPERTY ACQUISITION - WILLIAM SHARP DRIVE, COFFS HARBOUR

To seek Council approval to acquire Part Lot 2 DP 868654 William Sharp Drive, Coffs Harbour.

187 RESOLVED (Arkan/Hines):

1. That Council acquires that part of Lot 2 DP 868654 as shown on the plan attached to this report for a nominal amount of \$1 on the terms contained within this report.
2. That any necessary documents for the acquisition of the property be executed under the common seal of Council.
3. That the property once acquired be classified as operational land under the Local Government Act, 1993 (as amended).
4. Council approve the expenditure of approximately \$16,370 on the implementation of the Vegetation Management Plan on the subject land funded by Flood Mitigation Funds and Section 94 Funds.

CB12/60 NORTH BOAMBEE VALLEY (EAST) DEVELOPER CONTRIBUTIONS PLAN

To present to Council a revised Section 94 Developer Contributions Plan for the North Boambee Valley (East) Release Area (attached to this report). This report recommends that the plan be adopted.

- 188 RESOLVED** (Arkan/Palmer) that the North Boambee Valley (East) Developer Contributions Plan 2012, as attached to this report be adopted

CB12/61 BANK BALANCES AND INVESTMENTS FOR MAY 2012

To list Council's Bank Balances and Investments as at 31 May 2012.

- 189 RESOLVED** (Palmer/Degens):
1. That the bank balances and investments totaling (from loans, Section 94 and other avenues that form the restricted accounts and are committed for future works) one hundred and sixty six million, six hundred and seventy three thousand and sixty one dollars (\$166,673,061) as at 31 May 2012 be noted.
 2. That the general fund unrestricted cash and investments totaling eight hundred and three thousand, five hundred and seventy nine dollars (\$803,579) as at 31 May 2012 be noted.

CB12/62 ASSIGNMENT OF LEASE OF HANGAR SITE - EXECUTION OF ASSIGNMENT DOCUMENTS - 71 AVIATION DRIVE, COFFS HARBOUR AIRPORT

Seeking authority for execution of documents, related to the assignment and transfer of fifty percent share of lease of Hangar Site (Lot 4 DP 790102) from Mitchell to Greenaway's Gearboxes Pty Ltd under Common Seal of Council.

- 190 RESOLVED** (Arkan/Palmer) that all documents associated with the assignment and transfer of fifty percent share of the Lease of Lot 4 DP 790102, being Hangar Site at 71 Aviation Drive, Coffs Harbour from David Charles Mitchell to Greenaway's Gearboxes Pty Ltd (Guaranteed by Troy John Greenaway) be executed under the Common Seal of Council.

CS12/28 TENDER - ANNUAL CONTRACT FOR SUPPLY AND DELIVERY OF BITUMEN SEALING WORKS

To obtain Council approval to accept a tender for the Supply and Delivery of Bitumen Sealing Works 2012–2014 for a period of twenty four (24) months following the awarding of Contract.

191 RESOLVED (Bonfield/Arkan):

1. That Council accepts the tender received from Bitupave t/a Boral Asphalt for Contract RFT-538-TO, Supply and Delivery of Bitumen Sealing Works, on the basis that:
 - a. The contractor has demonstrated experience and capacity in fulfilling the requirements of the Contract for the supply and delivery of bitumen sealing works.
 - b. The rates as tendered are reasonable.
 - c. It is the most advantageous arrangement for Council.
2. That the contract documents be executed under the Common Seal of Council.

CB12/63 TENDER: RFT-536-TO SUPPLY AND IMPLEMENTATION OF AN INTEGRATED HUMAN RESOURCE INFORMATION SYSTEM

To report to Council on Tenders received for RFT-536-TO for the supply and implementation of an Integrated Human Resource Information System.

192 RESOLVED (Bonfield/Arkan):

1. That Council accepts the tender from Empower Masterpay Pty Ltd for Contract RFT-536-TO Supply and Implementation of an Integrated Payroll and Human Resources System for a tendered price of \$119,575.
2. That the contract documents be completed under Seal of Council

**CB12/64 TENDER: PROVISION OF EXTERNAL AUDIT SERVICES -
CONTRACT NO. RFT-546-TO**

To report to Council on tenders received for the provision of external audit services, Contract RFT-546-TO and to gain Council approval to accept a tender.

193 RESOLVED (Bonfield/Arkan):

1. That Council accepts the conforming tender of Thomas Noble Russell for Contract RFT-546-TO Provision of External Audit Services, for the rate as tendered.
2. That the contract documents be completed under Seal of Council.

CB12/65 LEASE TO THE COFFS HARBOUR DEEP SEA FISHING CLUB

To consider, as Corporate Manager of the Coffs Coast Reserve Trust, a request from the Deep Sea Fishing Club (the Club) for rental relief.

194 RESOLVED (Degens/Hines) that Council, as Corporate Manager of the State Park Reserve Trust, advise the Coffs Harbour Deep Sea Fishing Club that in relation to their lease of Lot 22 DP 850150:

- (a) The outstanding rental for March 2011 quarter will be waived.
- (b) No rent free period will be provided.
- (c) From 1 July 2014, the Reserve Trust will apply the Crown Lands Rental Rebate Policy that applies to registered Club's that rent Crown Land, if the Club takes up the offer of the 10 year lease extension.

CB12/66 LEASE OF GENERAL AVIATION TERMINAL AND LICENCE OF AIRPORT ACCOMMODATION UNITS TO PROFESSIONAL PILOT TRAINING PTY LIMITED

Seeking authority for the execution of a lease between Coffs Harbour City Council as the registered proprietor of the premises known as the General Aviation Terminal at the Coffs Harbour Regional Airport to Professional Pilot Training Pty Limited under the common seal of Council and the License of the airport accommodation units also to Professional Pilot Training Pty Limited.

195 RESOLVED (Hines/Bonfield) that:

1. The Council as registered proprietor of the General Aviation Building known as 45 Aviation Drive, Coffs Harbour being Part Lot 24 in DP 812274 (the demised premises) authorise the lease of the demised premises to Professional Pilot Training Pty Limited for a period of 3 (three) years with an option of a further 3 (three) years and subject to the terms and conditions contained in this report and the confidential attachment.
2. That any necessary documents required to give effect to the lease of 45 Aviation Drive, Coffs Harbour being Part Lot 24 in DP 812274 (the demised premises) to Professional Pilot Training Pty Limited be executed under the common seal of council.
3. That Council as registered proprietor of Lot 146 in DP 1131927 (the demised license premises) authorise the license of part of lot 146 known as the airport accommodation units and training room, more particularly described as buildings numbered 2-8 on the attached plan to Professional Pilot Training Pty Limited for a period of 12 (twelve) months subject to the terms and conditions contained in this report and the confidential attachment.

**CB12/67 LEASE PROPOSAL - 23 GORDON STREET, COFFS HARBOUR
BEING LOT 20 SECTION C DP758258 TO GEOLINK CONSULTING
PTY LIMITED - EXECUTION OF LEASE DOCUMENTS UNDER
COMMON SEAL OF COUNCIL**

Seeking authority for a one year execution of a lease between Coffs Harbour City Council as the registered proprietor of the land known as 23 Gordon Street, Coffs Harbour being Lot 20 Section C DP 758258 to GeoLINK Consulting Pty Limited under the Common Seal of Council.

196 RESOLVED (Arkan/Palmer):

1. That Council as the registered proprietor of Lot 20 Section 6 DP 758258 authorise the lease of the demised premises to GeoLINK Consulting Pty Limited for an initial term of 1 (one) year and subject to the terms and conditions contained in this report and the confidential attachment.
2. That any necessary documents associated with the lease of 23 Gordon Street, Coffs Harbour being Lot 20 Section 6 DP 758258 to GeoLINK Consulting Pty Limited be executed under the Common Seal of Council.

REQUESTS FOR LEAVE OF ABSENCE

There were no requests for leave of absence.

MATTERS OF AN URGENT NATURE

There were no matters of an urgent nature.

QUESTIONS ON NOTICE

There were no questions on notice.

This concluded the business and the meeting closed at 6.11pm.

Confirmed: 9 August, 2012.

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Denise Knight
Deputy Mayor