

The following document is the minutes of the Council and Committee meetings held on 1 May 2003. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 15 May 2003 and therefore subject to change. Please refer to minutes of 15 May 2003 for confirmation.



COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
(CORPORATE SERVICES COMMITTEE)
COUNCIL CHAMBERS
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR
1 MAY 2003

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COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
(CORPORATE SERVICES COMMITTEE)
1 MAY 2003

Present: Councillors J C Bonfield (Mayor), P J Howe, C M McKimm, I J Ovens, W R Palmer, K D Rhoades and Cr Wood.

Staff: General Manager, Director of City Business Units, Director of Planning, Environment & Development, Director of Corporate Services, Acting Director of City Services, City Treasurer, Program Support Coordinator, Management Accountant, Assistant City Treasurer and Executive Assistant.

Leave of Absence: Cr J Strom

The meeting commenced at 5.14pm with the Mayor, Cr J C Bonfield in the chair.

APOLOGY

- 81** **RESOLVED** (Bonfield/Howe) that an apology received from Cr A D Williams for unavoidable absence be received and leave be granted for the current meeting of Council.
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CORPORATE SERVICES COMMITTEE

- 82** **RESOLVED** (Palmer/McKimm) that the Ordinary Meeting of Council be adjourned and Council now resolve into the Corporate Services Committee meeting, the time being 5.16pm.

The Mayor invited Councillor Ovens to chair the Corporate Services Committee meeting.

GENERAL MANAGER'S REPORT

7 DRAFT 2003/2003 MANAGEMENT PLAN AND 2003/2004 FEES AND CHARGES

To present Council with the Draft 2003/2004 Management Plan and Draft 2003/2004 Fees & Charges for consideration and adoption. The report recommends that the attached 1st draft plan and 1st draft fees & charges, be adopted as the Draft 2003/2004 Management Plan and Draft 2003/2004 Fees & Charges, to be exhibited for public comment for a period of 28 days, from Wednesday May 7, 2003 to Wednesday June 4, 2003.

F43 RECOMMENDED (McKimm/Bonfield):

1. That the proposed 2003/2004 Draft Management Plan and proposed 2003/2004 Draft Fees and Charges, provided as separate attachments to the report, be adopted for public exhibition and submissions be sought from Wednesday May 7 until Wednesday June 4, 2003, on the basis of a 3.6% increase in terms of section 506 of the Local Government Act 1993 for the rating year commencing 1 July 2003.
2. That the consultation program on the 2003/2004 Draft Management Plan and Draft Fees and Charges be as follows:
 - Media briefing on Tuesday May 6 2003, at 12 noon in the Council chamber.
 - Displays at the Council Administration Building foyer, at the three branch libraries, and on the Council website.
 - Advertisements in the Council section of the three local newspapers (Advocate, Independent and Woolgoolga Advertiser).
 - Public access to briefings with Council senior staff and/or Councillors during the exhibition period.
 - Leaflet or newspaper lift-out guide summarising the major issues distributed to householders through a local newspaper during the public exhibition period.
3. That issues raised during the public exhibition period of the 2003/2004 Draft Management Plan be considered by Council at a meeting to adopt the 2003/2004 Management Plan and Fees and Charges on Thursday June 19, 2003 from 5pm in the Council Chamber.
4. That Council notes that changes to the Draft Fees and Charges may be required should legislative changes occur.
5. That the subsidy for the Bunker Cartoon Gallery be increased from \$25,000 to \$50,000 in 2003/2004 to allow for the employment of a full time administrator.
6. That funding for the Place Management Committees be increased from \$20,000 to \$32,000 to be divided equally between the four committees.

CORPORATE SERVICES DEPARTMENT REPORTS

F21 APPLICATION FOR ASSISTANCE - ENTERPRISE INCENTIVE SCHEME

Report seeking approval for financial assistance towards expansion of a local business.

F44 RECOMMENDED (Bonfield/McKimm) that under Council's Enterprise Incentive Scheme, Infracraft Pty Ltd be approved for funding as detailed below:

1. A \$2,000 payment upon commencement of capital works.
2. A \$1,000 contribution per new employee appointed up to a maximum of two (2) employees within twelve (12) months.

F22 ENTERPRISE INCENTIVE SCHEME POLICY - REVIEW

To advise of a review of the Enterprise Incentive Scheme Policy and propose that it be withdrawn for the time being and be reassessed in conjunction with the development of a coordinated economic development policy and strategy.

F45 RECOMMENDED (Bonfield/Palmer) that consideration of the item be deferred.

F23 POLICY - COUNCILLORS' PROFESSIONAL DEVELOPMENT PROGRAM

To propose an extension of the policy of Councillors attending conferences to include the Lgov Councillor Professional Development Program with the delegation to the Mayor and General Manager to approve attendance.

F46 RECOMMENDED (McKimm/Howe):

1. That the Mayor and General Manager be delegated the right to approve Councillors' applications to attend any workshop sessions or seminars as part of the Lgov Professional Development Program.
2. That Councillors verbally report to open sessions of Council on the outcome of Lgov program sessions.

F24 REVIEW OF RATING STRUCTURE

To report to Council on the impacts of the revaluation of Council's area and to review Council's rating structure and the effect of the revaluation of land in 2002, as it applies to the levying of Ordinary rates.

F47 RECOMMENDED (McKimm/Howe):

1. That consideration of the item be deferred pending submission of a sustainability assessment on the impact of the proposed review.
2. That Council write to the Land and Property Information Service requesting they expeditiously determine the applications for reassessment by residents in the City.

F25 MONTHLY BUDGET REVIEW AS AT 31 MARCH 2003

To report on the estimated budget position as at 31 March 2003.

F48 RECOMMENDED (Wood/McKimm):

1. That the budget variations of \$12,500 Deficit in the General Account be adopted.
2. That the budget variations of \$656,684 Surplus in the Sewer Account be adopted.
3. That the estimated budget position as at 31 March 2003 as follows, be noted:

	General Account \$	Water Account \$	Sewer Account \$
Original Budget	18,150 (D)	1,198,422 (S)	834,788 (S)
Approved variations to 28 February 2003:		34,000 (S)	107,700 (S)
Pacific Highway Planning			
Strategy Peer Review	60,000 (D)		
Additional contribution to NSW			
Fire Brigades	10,949 (D)		
Additional Financial Assistant Grant	267,712 (S)		
Replace bridge over Pine Brush Creek	267,712 (D)		
Fence & Landscaping Advocate Park	6,000 (D)		

cont'd

F25 Monthly Budget Review as at 31 March 2003 (cont'd)

	General Account \$	Water Account \$	Sewer Account \$
Sale of land – Hi tech Drive, Toormina	3,360 (S)		
Shortfall of NSW Masters Games	17,000 (D)		
Appointment of two additional IT staff	77,000 (D)		
Refurbishment/Lease of Ex library Building	76,000 (D)		
Extra General fund rate revenue received	80,000 (S)		
Extra Development Application Fees received	164,000 (S)		
Loan to Sawtell Tennis Club	5,000 (D)		
Loan to Westside Tennis Club	16,000 (D)		
Lump sum loan repayment	10,126 (S)		
Economic Development Unit Review	44,078 (D)		
	54,541 (D)		
Recommended variations for March 2003	<u>12,500 (D)</u>	<u>Nil</u>	<u>656,684 (S)</u>
Estimated result 2002/03 as at February 2003	85,191 (D)	1,232,422 (S)	1,599,172 (S)

4. That staff associated with the successful conduct of the IT and Waste conferences be congratulated on their efforts.

F26 OUTSTANDING REPORTS AND RESOLUTIONS AWAITING IMPLEMENTATION

To provide Council with an update of requests for reports and previous resolutions of Council awaiting implementation.

- F49 RECOMMENDED** (McKimm/Howe) that the report be noted.

F27 BANK BALANCES AND INVESTMENTS AS AT 31 MARCH 2003

To list Council's Bank Balances and Investments as at 31 March 2003.

- F50 RECOMMENDED** (McKimm/Bonfield) that the Bank Balances and Investments totalling one hundred and twenty-two million, sixty-seven thousand, three hundred and thirty-five dollars (\$122,067,335) as at 31 March 2003 be noted.

CITY BUSINESS UNITS DEPARTMENT REPORTS

E30 ACQUISITION OF EASEMENT AT LOT 22 DP 716144 PACIFIC HIGHWAY, KORORA FOR RE-USE WATER PIPELINE

Report seeking Council approval for the acquisition of an easement for a re-use pipeline and a future water main pipeline through privately owned property at Lot 22 DP 716144 Pacific Highway, Korora.

F51 RECOMMENDED (Palmer/McKimm):

1. That Council proceed to acquire an easement 5 metres wide for a reuse water main and a water main over Lot 22 DP 716144, Pacific Highway, Korora as shown approximately on the plan attached to the report.
2. That Council pay the amount as stated in the confidential attachment exclusive of GST as compensation to the owner of the property for the easement acquisition.
3. That Council agree to extinguish the existing easement for pipeline 5 wide and variable created by DP 618029 on the basis it is replaced with a single easement.
4. That Council be responsible for all costs associated with the matter.
5. That all necessary documents associated with the acquisition of the easement be executed under the Common Seal of Council.

CONCLUSION OF CORPORATE SERVICES COMMITTEE MEETING

The Chairman advised that the business of the Corporate Services Committee was concluded and invited the Mayor to resume the chair.

OPEN COUNCIL

The Mayor requested a motion to close the Committee meeting and move into Open Council.

F52 RECOMMENDED (McKimm/Howe) that the Committee now move into Open Council.

The Mayor resumed chairmanship of the meeting at 6.06pm.

ADOPTION OF CORPORATE SERVICES COMMITTEE REPORT

- 83** **RESOLVED** (Howe/McKimm) that the recommendations of the Corporate Services Committee meeting be received and adopted.

REQUESTS FOR LEAVE OF ABSENCE

- 84** **RESOLVED** (McKimm/Bonfield) that Cr Howe be granted leave of absence for Council meetings on 19 June 2003.

MATTERS OF AN URGENT NATURE

Noise complaint - Perry Drive, Coffs Harbour

Cr Rhoades raised the matter of six villas constructed by the Department of Housing in Perry Drive adjacent to the Bray Street Shopping Centre and the problem for residents caused by noise. Cr Rhoades enquired why occupation of the villas was permitted before construction was complete.

The Director of Planning Environment and Development will investigate the matter and inform Cr Rhoades.

QUESTIONS WITHOUT NOTICE

Entertainment Pavilion - Coffs Harbour Showground

Cr Rhoades enquired if a name had been chosen for the proposed entertainment venue at the Showground and suggested the name 'Community Pavilion'.

The Mayor replied that the building has not as yet been named but the name 'Community Pavilion' will be considered.

GENERAL BUSINESS

1. Vehicles parking adjacent to pedestrian crossing in Gordon Street

Cr Bonfield advised that a resident had expressed concern about vehicles angle parking near a pedestrian crossing in Gordon Street just south of the Harbour Drive roundabout, thereby blocking the view of the crossing from motorists.

The Acting Director of City Services advised that the matter will be referred to the Traffic Committee.

2. Roundabout in Shephards Lane

Cr Howe requested that the roundabout in Shephards Lane be attended to as soon as possible as it is covered in stones.

The Acting Director of City Services will investigate.

3. Opening of Coramba Bridge - 3 May 2003

Cr Howe invited everyone to help celebrate the opening of the new Coramba Bridge with the residents of Orara Valley on Saturday, 3 May.

4. Roundabout and Median Strips on Pacific Highway south of Coffs Harbour

Cr Ovens advised that the RTA had attended to the overgrown state of these areas and raised the issue of heavy vehicles experiencing problems negotiating the roundabouts and shop awnings in the streets of Coffs Harbour.

The Acting Director of City Services will look into the matter.

General Business cont'd

5. Federal Government contribution of funding towards the new Entertainment venue

Cr Rhoades raised the matter of Council's response to the Minister, Hon Wilson Tuckey, regarding the procedure for handing over the Federal Government's contribution to Council towards the proposed entertainment venue at the Coffs Harbour Showground without all the facts.

The Mayor responded, took offence and requested registration that Cr Rhoades had taken what she had said as lacking credibility.

Cr McKimm commented that the interests of the city should be considered in the first instance and emphasized the importance of strong relationships with the Federal Government to progress the city.

Cr Howe highlighted the significance of the community entertainment venue and the need to move forward.

The Mayor stated Council's response and the Minister's response had crossed in the mail and therefore there was no necessity to respond.

Confirmed: 15 May 2003

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Cr J C Bonfield
Mayor