

The following document is the minutes of the Council and Committee meetings held on 6 November 2003. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 20 November 2003 and therefore subject to change. Please refer to minutes of 20 November 2003 for confirmation.



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

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COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
(CORPORATE SERVICES COMMITTEE)
6 NOVEMBER 2003

- Present:** Councillors J C Bonfield (Mayor), P J Howe, C M McKimm, I J Ovens, W R Palmer, A D Williams and Cr W A Wood.
- Staff:** General Manager, Director of City Business Units, Director of Planning, Environment and Development, Director of Corporate Services, Director of City Services, City Treasurer, Administration Manager and Executive Assistant.

The meeting commenced at 5.13pm with the Mayor, Cr J C Bonfield in the chair.

APOLOGY

- 219** **RESOLVED** (McKimm/Ovens) that an apology received from Councillors Rhoades and Strom for unavoidable absence be received and leave be granted for the current meeting of Council.

CORPORATE SERVICES COMMITTEE

- 220** **RESOLVED** (Williams/Howe) that the Ordinary Meeting of Council be adjourned and Council now resolve into the Corporate Services Committee meeting, the time being 5.15pm.

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

CORPORATE SERVICES DEPARTMENT REPORTS

F70 STATE RECORDS ACT 1998

To provide an understanding of the State Records Act, Council's obligations and propose a policy and strategic plan in accordance with the Act.

F120 RECOMMENDED (Williams/McKimm):

1. That the Coffs Harbour City Council Records Management Program, incorporating the policy statement, be adopted and included in Council's Management Plan.
2. That Council write to the State Government stating that local government is incurring additional expenditure as a result of the requirements of the State Records Act and that the costs associated with implementing this act be effectively communicated to the community.

F71 MONTHLY BUDGET REVIEW AS AT THE 30 SEPTEMBER 2003

To report on the estimated budget position as at 30 September 2003.

F121 RECOMMENDED (McKimm/Palmer) that the estimated budget position as at 30 September 2003, as follows, be noted:

	General Account \$	Water Account \$	Sewer Account \$
Original Budget	530,118 (D)	495,527 (S)	172,695 (S)
Approved variations to 31 August 2003	Nil	Nil	Nil
Recommended variations for September 2003	<u>29,657</u> (S)	<u>Nil</u>	<u>51,153</u> (D)
Estimated result 2002/03 as at September 2003	500,461 (D)	495,527 (S)	121,542 (S)

**F72 SUSTAINABLE ECONOMIC GROWTH FOR REGIONAL AUSTRALIA
(SEGRA) CONFERENCE**

To respond to Councillor Wood's request and to propose that Council not nominate to host a SEGRA Conference.

F122 RECOMMENDED (Howe/McKimm) that Council not make a nomination for the SEGRA conference.

F73 SEMINAR - NEGOTIATION SKILLS - CANBERRA

To advise Council that a seminar on negotiation skills is to be held in Canberra, ACT on 13-14 November 2003.

F123 RECOMMENDED (Williams/Howe):

1. That Council approve the attendance of Councillor McKimm at the seminar on negotiation skills to be held in Canberra on 13/14 November 2003.
2. That future requests by Councillors to attend conferences/seminars be approved by the Mayor and General Manager.

**F74 OUTSTANDING REPORTS AND RESOLUTIONS AWAITING
IMPLEMENTATION**

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

F124 RECOMMENDED (Williams/Palmer) that the reported be noted.

F75 BANK BALANCES AND INVESTMENTS AS AT 30 SEPTEMBER 2003

To list Council's Bank Balances and Investments as at 30 September 2003.

- F125 RECOMMENDED** (Williams/Howe) that the Bank Balances and Investments totalling one hundred and nineteen million, eight hundred and ninety-seven thousand, seven hundred and forty-four dollars (\$119,897,744) as at 30 September 2003 be noted.

CITY SERVICES DEPARTMENT REPORT

74 COFFS HARBOUR COMMUNITY INDOOR STADIUM PROVISION OF MANAGEMENT SERVICES

Seeking Council's approval to execute a contract for the management of the Coffs Harbour Community Indoor Stadium.

- F126 RECOMMENDED** (Howe/McKimm):

1. That Council enter into the Management Agreement for the Coffs Harbour Community Indoor Stadium with Sportsrite Pty Ltd as detailed in the body of the report.
2. That any necessary documents be executed under the Common Seal of Council.
3. That Council formally acknowledge the significant contribution made by Harbour Sports to the continued growth and development of the Stadium during the last 4 years.
4. That a letter be written to Lorraine Drew expressing appreciation for her work at the Stadium.

CITY BUSINESS UNITS DEPARTMENT REPORT

E70 ACQUISITION OF EASEMENT 1026 PACIFIC HIGHWAY, SAPPHIRE BEACH FOR RE-USE WATER PIPELINE AND WATER PIPELINE

Seeking Council approval for the acquisition of an easement for a re-use pipeline and a further water main pipeline through privately owned property on the Pacific Highway, Sapphire Beach.

F127 RECOMMENDED (Williams/McKimm):

1. That Council obtain an easement 5 metres wide for a re-use water main and a water main over Lot 13 DP 882816, Pacific Highway, Sapphire as shown approximately on the plan attached to the report.
2. That Council obtain the easement on the terms stated in the confidential attachment attached to the report.
3. That all necessary documents associated with the acquisition of the easement be executed under the Common Seal of Council.

E71 ACQUISITION OF EASEMENT LOT 650 PACIFIC HIGHWAY, MOONEE BEACH FOR RE-USE WATER PIPELINE AND WATER PIPELINE

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 650 Pacific Highway, Moonee Beach.

F128 RECOMMENDED (McKimm/Williams):

1. That Council proceed to acquire an easement 5 metres wide for a reuse water main and a water main over Lot 650 DP 600058, Pacific Highway, Moonee Beach 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 provide a single connection to the re-use main at no cost provided the owner of the property agrees to Council's standard conditions of use.
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.

E72 ACQUISITION OF EASEMENT 1206C PACIFIC HIGHWAY, MOONEE BEACH FOR RE-USE WATER PIPELINE AND 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 1206C Pacific Highway, Moonee Beach

F129 RECOMMENDED (McKimm/Williams):

1. That Council proceed to acquire an easement 5 metres wide for a reuse water main and a water main over Lot 1 DP 866707, 1206C Pacific Highway, Moonee Beach as shown approximately on the plan attached to this 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 be responsible for all costs associated with the matter.
4. 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.

The Mayor resumed chairmanship of the meeting at 5.40pm.

OPEN COUNCIL

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

F130 RECOMMENDED (Williams/Howe) that the Committee now move into Open Council.

ADOPTION OF CORPORATE SERVICES COMMITTEE REPORT

- 221** **RESOLVED** (Williams/Palmer) that the recommendations of the Corporate Services Committee meeting be received and adopted.

REQUESTS FOR LEAVE OF ABSENCE

- 222** **RESOLVED** (Howe/Wood) that Cr Ovens be granted leave of absence for the Council and Committee meetings on 20 November 2003 as he will be out of the City.

MATTERS OF AN URGENT NATURE

1. Increasing Volume of Traffic on the Pacific Highway

Cr Williams expressed concern at the alarming increase in heavy vehicles using the Pacific Highway and the need to approach the State Government to address safety issues.

Cr Williams then gave notice of his intention to move at the next Ordinary meeting of Council:

That Council, together with other councils along the coast, lobby the State and Federal Governments for an immediate review of the regulations governing the heavy transport industry, occupational health and safety issues, driver education, use of alternate routes in times of highway blockages, and the many other issues caused by the ever increasing volume of traffic.

2. Growers Market in Coffs Harbour

Cr McKimm advised that she had been approached by a market stall operator expressing concern at the cost of hiring a stall. Cr McKimm requested that the fee be reduced to \$25 per stall for the next six months while the whole enterprise is being established.

The General Manager advised a report will be provided to the next meeting of Council.

QUESTIONS WITHOUT NOTICE

1. Trade Agreement with Thailand

Cr Wood referred to the visit to Council last year of the Consul General for Thailand and enquired if any follow up attempts had been made to pursue sister city or trade arrangements with Thailand.

The General Manager took the question on notice.

2. Cultural Planning Handbook for Local Government

Cr Wood advised that the handbook had been distributed to all local government bodies and the Local Government and Shires Association are coordinating a response to the NSW Minister for Arts by the 1 December 2003. Cr Wood enquired if Council has received the document and enquired if a response is being made.

Director of City Services took the question on notice.

3. Coffs Harbour City Council Vegetation Management Plan

Cr Palmer enquired if Council rangers have been receiving complaints from neighbours since the introduction of the Vegetation Management Plan.

The Director of Planning Environment and Development responded that there has been some instances where neighbours have contacted the rangers. Council is promoting the message that the landowner should contact Council before doing any clearing on their land and not promoting a 'dob in a neighbour' response.

4. Land for Sale in Bluff Road, Emerald Beach

Cr Williams advised he had been contacted by a resident of Emerald Beach regarding a letter he received from a real estate agent advertising an auction on land in Bluff Road. The resident's understanding was that the land could not be sold before Council had finally approved the subdivision. Cr Williams sought clarification.

The Director of City Business Units advised that it would depend on the terms of the contract of sale.

GENERAL BUSINESS

1. Award Winning Design - Mr Rob Phillips

Cr McKimm requested Council acknowledge, possibly with a Civic Reception, an award recently won by a local company, USCOM Pty Ltd, whose principal director is long term resident of Coffs Harbour, Rob Phillips. This very significant Asian award was sponsored by the Far Eastern Business Review for innovation in relation to Mr Phillips' invention of an ultrasonic heart monitor.

The Mayor advised a Civic Reception would be arranged to acknowledge the company's achievement in winning this important award.

2. Removal of Tourist Venture Identification Signs

Cr Howe advised she had been approached by small tourism operators who are concerned that the criteria for exhibiting the brown destination signs has been changed by the Roads and Traffic Authority. In future it will be quite difficult for smaller tourism ventures to continue to use the signs.

Director of City Services will provide a report.

3. Enquiry into Regulation and Control of Invasive Weed Species

Cr Howe advised that the Local Government Magazine contained information of an inquiry into regulations, control and management of invasive weed species. Cr Howe enquired if Council is making a submission to the inquiry.

The Manager of City Parks and Reserves advised that Council is coordinating a response through the North Coast Weeds Advisory Council.

4. Loss of Water through Faulty Tap Fittings

Cr Bonfield raised the matter of leaking and faulty taps in older buildings in the City and enquired if there is any legislation to require residents to have them repaired.

The General Manager advised that Council has no method of enforcing residents to repair taps on existing buildings and relies on education. Council's Water Efficiency Officer audits such buildings and provides advice and services to address leaky taps and cisterns.

General Business (cont'd)

5. Recent Death of Mayor Mick Tuck

Cr McKimm enquired if there was any formal expression of condolence conveyed to the family and to Taree Council for Cr Mick Tuck, who sadly passed away at a charity tennis match recently. Cr McKimm went on to say she had met Mick Tuck on a number of occasions and found him to be an outstanding human being and it was an absolute tragic loss to the Taree community, if not to the Australian community, that he died in these circumstances. He was an outstanding man who contributed a huge amount to his community.

The Mayor also expressed her condolences and said she found Mick Tuck to be a very personable Mayor. He took his community to heart and for him to die so suddenly was a tragedy for Taree and also for local government as he was going to pursue a career in local government. The Mayor added that we will miss his energy and passion.

The Mayor called for one minute's silence in remembrance of Cr Mick Tuck.

This concluded the business and the meeting closed at 6.16pm.

Confirmed: 16 November 2003

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Cr J C Bonfield
Mayor