

The following document is the minutes of the Council and Committee Meetings held on Thursday, 19 February 2004. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 4 March 2004 and therefore subject to change. Please refer to the minutes of the meeting of 4 March 2004 for confirmation.



**COFFS HARBOUR CITY COUNCIL**  
**ORDINARY MEETING**  
**(PLANNING, ENVIRONMENT AND DEVELOPMENT COMMITTEE)**  
**COUNCIL CHAMBERS**  
**COUNCIL ADMINISTRATION BUILDING**  
**COFF AND CASTLE STREETS, COFFS HARBOUR**  
**19 FEBRUARY 2004**

**Contents**

<b>ITEM</b>	<b>DESCRIPTION</b>	<b>PAGE</b>
<b>MAYORAL MINUTE</b>		
1	BULK RAW WATER SUPPLY AGREEMENT / LOWER CLARENCE COUNTY COUNCIL	2
2	EXTENSION OF DRAFT HARBOUR PLAN EXHIBITION PERIOD	2
<b>GENERAL MANAGER'S REPORT</b>		
2	QUARTERLY PERFORMANCE REPORTING FOR QUARTER ENDING 31 DECEMBER 2003	3
<b>PLANNING, ENVIRONMENT &amp; DEVELOPMENT DEPARTMENT REPORTS</b>		
PED4	ENVIRONMENTAL LEVY PROJECTS	5
PED5	COFFS HARBOUR REGIONAL RESOURCE RECOVERY PROJECT	5
PED6	RURAL LANDS STRATEGIC PLAN: NON-STATUTORY PUBLIC ASSESSMENT	6
<b>CORPORATE SERVICES DEPARTMENT REPORT</b>		
F9	RATING REVIEW WORKING PARTY - INTERIM RECOMMENDATION	6



**COFFS HARBOUR CITY COUNCIL**

**ORDINARY MEETING**

**(PLANNING, ENVIRONMENT AND DEVELOPMENT COMMITTEE)**

**19 FEBRUARY 2004**

Present: Councillors JC Bonfield (Mayor), PJ Howe, IJ Ovens, WR Palmer, KD Rhoades, J Strom (Deputy Mayor), AD Williams and WA Wood.

Staff: General Manager, Director of Planning, Environment and Development, Director of City Business Units, Director of City Services, Director of Corporate Services, Manager Strategic Planning, Manager Environmental Services, Executive Assistant

The meeting commenced at 5.06 p.m. with the Mayor, Councillor JC Bonfield, in the chair.

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**APOLOGY**

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- 25 RESOLVED** (Strom/Howe) that the apology received from Councillor CM McKimm for absence be accepted and leave be granted for the current meeting of Council.

## MAYORAL MINUTE

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### 1 BULK RAW WATER SUPPLY AGREEMENT / LOWER CLARENCE COUNTY COUNCIL

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To gain Council approval for the signing of the Bulk Water Supply Agreement between Lower Clarence County Council and Coffs Harbour City Council.

#### 26 RESOLVED (Bonfield):

1. That Council resolve to sign the Bulk Water Supply Agreement between Lower Clarence County Council and Coffs Harbour City Council, under the Seal of Council.
2. That Council continue to pursue the completion of the Agreement between Lower Clarence County Council and Country Energy.

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### 2 EXTENSION OF DRAFT HARBOUR PLAN EXHIBITION PERIOD

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- 27 RESOLVED (Bonfield) that Council extend the exhibition period for the Draft Harbour Plan from 29 February 2004 until 30 April 2004, which will allow for the new Council to be formally elected.

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## CONFIRMATION AND ADOPTION OF MINUTES

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- 28 RESOLVED (Palmer/Strom) that the minutes of the Ordinary meeting of 29 January 2004 be confirmed as a true and correct record of proceedings.
- 29 RESOLVED (Palmer/Strom) that the minutes of the Ordinary meeting of 5 February 2004 be confirmed as a true and correct record of proceedings.

The Mayor requested a motion to adjourn the Ordinary meeting and resolve into the Planning, Environment and Development Committee meeting.

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## PLANNING ENVIRONMENT AND DEVELOPMENT COMMITTEE

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- 30 RESOLVED (Strom/Ovens) that the Ordinary Meeting of Council be adjourned and Council now resolve into the Planning, Environment and Development Committee meeting, the time being 5.16 p.m.

The Mayor invited Councillor Howe to chair the Planning, Environment and Development Committee meeting.

## GENERAL MANAGER'S REPORT

### 2 QUARTERLY PERFORMANCE REPORTING FOR QUARTER ENDING 31 DECEMBER 2003

To report on the achievement of customer service guarantees and performance targets for the October to December 2003 quarter.

#### T1 RECOMMENDED (Ovens/Palmer):

1. That Council notes the issues surrounding those measures that have not been achieved for the period ending 31 December 2003:

Original Measure	Revised Measure	Comment
City Image		
Promote and instill Triple Bottom Line decision making into: <ul style="list-style-type: none"> <li>• Purchasing by Sept 03</li> <li>• Tenders by Oct 03</li> <li>• Capital Works Jan 04</li> <li>• Development Application Apr 04</li> </ul>	Dec 2004	Resourcing issues (Sustainability Officer on extended leave)
Gordon Street revitalization completed by December 2003.	June 2004	Resourcing issues have hampered progress
Basic Infrastructure		
Completion of Marcia St drainage investigation by December 2003	Dec 2004	Deferred pending appointment of new Flooding & Drainage Engineer
Completion of Bakers Road detention basin design & environmental assessment by December 2003	March 2004	Progress slowed pending appointment of new Flooding & Drainage Engineer
Cultural & Community		
East Boambee Community Centre completed by December 2003.	March 2004	Completion date delayed as a result of high level of building activity,

cont'd

## 2 Quarterly Performance Reporting For Quarter Ending 31 December 2003 (cont'd)

Rural Lands		
Resolution of settlement issues by 31 July 2003	Dec 2004	Settlement strategy program developed. Extensive research continuing
Transport		
Community consultation on Cycleway strategy undertaken by December 2003	June 2004	Consultation committee formed. Project is linked to the Integrated transport Plan
Feasibility study on green people mover undertaken by December 2003	June 2004	Resourcing issues have hampered progress
Complete integrated transport plan by December 2003	March 2005	Resourcing issues have now been resolved
Environment		
Stormwater Management Plan partly reviewed by December 2003	June 2004	Commenced
Regional waste processing facility contracts awarded by December 31, 2003.	June 2004	Tenders currently being assessed
Flying Fox Management Plan complete by December 2003	To be determined	Draft prepared. Awaiting comment from stake holders eg NPWS
Employment & Investment		
Review Airport Masterplan by 31 December 2003	30 April 2004	Review heldover pending introduction of new airport regulations. Since commenced
Sports Industry Strategic plan completed by December 2003	July 2004	Delayed due to workload associated with events planned for 2004

2. That Council note the achievements of customer service guarantees, as outlined in Attachment 1 of the General Manager's Report, for the October to December 2003 quarter.
3. That Council note the organisation's significant achievements, as outlined in Attachment 2 of the General Manager's Report, for the October to December 2003 quarter.
4. That Council note the achievement of performance targets, as outlined in a separate booklet, which is available in the Councillors room, for the October to December 2003 quarter.
5. That Council continues to monitor its performance with a view to improving service delivery.

## PLANNING, ENVIRONMENT AND DEVELOPMENT DEPARTMENT REPORTS

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### PED4 ENVIRONMENTAL LEVY PROJECTS

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To provide Council with a quarterly status report on the projects funded under the Environmental Levy Program.

**T2 RECOMMENDED** (Strom/Bonfield):

1. That Council notes the status of the Environmental Levy Projects as at 30 December 2003 outlined in the report.
2. That the \$4,888.20 allocated to composting toilets from the 1998/99 and 1999/2000 funding periods be returned to the grant pool for the 2004/05 funding period.
3. That Council continues to monitor the Environmental Levy Program to ensure earliest completion of projects.

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### PED5 COFFS HARBOUR REGIONAL RESOURCE RECOVERY PROJECT

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To advise on the progress on the regional resource recovery project, and to seek Council's approval for inspection of reference facilities, if required.

**T3 RECOMMENDED** (Palmer/Bonfield):

1. That Council authorise the General Manager to approve overseas travel for staff to undertake waste processing technology reference facility evaluation, should this become necessary.
2. That the group adopt a more descriptive name for this project.

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**PED6 RURAL LANDS STRATEGIC PLAN: NON-STATUTORY PUBLIC ASSESSMENT**

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The purpose of this report is to advise Council that the Commissioners of Inquiry for Environment and Planning have accepted Council's request for a Non-Statutory Public Assessment of aspects of the Rural Lands Strategic Plan.

**T4 RECOMMENDED (Wood/Bonfield):**

1. That Council grant delegation to the General Manager to make a submission to the Non-Statutory Public Assessment by the Commissioners of Inquiry in relation to the Coffs Harbour City Rural Lands Strategic Plan.
2. That a report on the Commissioners' findings and recommendations be submitted to Council for determination when the Commissioners' report is finalised.

**CORPORATE SERVICES DEPARTMENT REPORT**

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**F9 RATING REVIEW WORKING PARTY - INTERIM RECOMMENDATION**

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Request for the Minister for Local Government and Director General for Land and Property Information to bring forward next revaluation of the City by 12 months to a base date of 1 July 2004.

- T5 RECOMMENDED (Ovens/Rhoades)** that Council apply to the Minister for Local Government and the Director General for Land and Property Information to have the next general valuation of the City brought forward 12 months, ie to a base date of 1 July 2004, subject to it being at no or minimal additional cost to Council.

That it should be noted that, if the Minister and Director agree to bring the valuation forward, the new values would apply to rates in 2005/2006.

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**CONCLUSION OF COMMITTEE MEETING**

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

The Mayor resumed chairmanship of the meeting at 5.35 p.m.

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**OPEN COUNCIL**

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

- T6**     **RECOMMENDED** (Strom/Wood) that the Committee now move into Open Council.

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**ADOPTION OF PLANNING, ENVIRONMENT AND DEVELOPMENT COMMITTEE REPORT**

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- 31**     **RESOLVED** (Strom/Ovens) that the report of the Planning, Environment and Development Committee meeting be received and adopted.

This concluded the business and the meeting closed at 5.36 p.m.

Confirmed:     4 March 2004

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J C Bonfield  
Mayor