

The following document is the minutes of the Council and Committee meetings held on 6 May 2004. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 20 May 2004 and therefore subject to change. Please refer to minutes of 20 May for confirmation.



COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
(CORPORATE SERVICES COMMITTEE)
COUNCIL CHAMBERS
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR
6 MAY 2004

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COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
(CORPORATE SERVICES COMMITTEE)

6 MAY 2004

Present: Councillors K D Rhoades (Mayor), I D Hogbin (Deputy Mayor), J C Bonfield, W D Featherstone, C O Joass, R W McKelvey, I J Ovens, W R Palmer, G R Smithers.

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 5.16pm with the Mayor, Cr K D Rhoades in the chair.

CORPORATE SERVICES COMMITTEE

- 82** **RESOLVED** (Ovens/Palmer) that the Ordinary Meeting of Council be adjourned and Council now resolve into the Corporate Services Committee meeting, the time being 5.19pm.

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

CORPORATE SERVICES DEPARTMENT REPORTS

F16 REVIEW OF RATING STRUCTURE

To report to Council on the considerations of the Rating Review Working Party stemming from two matters referred to it by Council at its meeting on 18 March 2004, namely:

- a) that Council seek legislative change to remove the requirement that the Farmland rate must be the lowest Ordinary rate, and

cont'd

F16 Review of Rating Structure (cont'd)

- b) that Council maintain its current rating structure, of a minimum plus an ad valorem rate, for 2004/2005.

F9 RECOMMENDED (Rhoades/Ovens) that the matter be deferred subject to further consultation with the Rates Review Working Party.

PLANNING ENVIRONMENT AND DEVELOPMENT DEPARTMENT REPORT

PED10 2004/2005 ENVIRONMENTAL LEVY PROJECTS SCHEDULE

To provide Council with the recommended program of works for the 2004-05 Environmental Levy program for inclusion in the 2004-2005 Draft Management Plan.

Cr Smithers declared an interest in the matter as the company he is employed by could be involved in some of the works listed in the projects schedule, left the chamber and took no part in the discussion or voting.

Cr McKelvey declared an interest in the Orara River Restoration Project as his property could be affected by works in this project, left the chamber and took no part in the discussion or voting.

ORARA RIVER RESTORATION PROJECT

F10 RECOMMENDED (Ovens/Rhoades) that the project for the Orara River Restoration for the amount of \$167,466 be approved.

Cr McKelvey returned to the Chamber after completion of discussion and voting on the Orara River Restoration Project.

COFFS HARBOUR STEEP LANDS MANAGEMENT PLAN

F11 RECOMMENDED (Ovens/Joass) that an amount of \$20,000, subject to Federal Government funding of approximately \$44,000, be allocated to the Coffs Harbour Steep Lands Management Incentives in accordance with the recommendations of the Environmental Levy Committee.

FLYING-FOX PLAN IMPLEMENTATION

Cr Bonfield declared an interest in the Flying-fox Plan Implementation as her property could be affected by the plan implementation, left the chamber and took no part in the discussion or voting.

cont'd

PED10 - 2004/2005 Environmental Levy Projects Schedule (cont'd)

F12 RECOMMENDED (Ovens/Rhoades) that the Flying-fox Plan Implementation and completion of the plan as proposed be approved subject to the amount of \$15,243 being sufficient for it to proceed.

Cr Bonfield returned to the Chamber after completion of discussion and voting on the Flying-fox Plan Implementation.

F13 RECOMMENDED (Ovens/Joass) that

1. That a contribution of \$50,000 from the water fund be provided in the 2004-05 Management Plan towards the Orara River Restoration works.
2. That Council notes the Minutes of the Environmental Working Group meeting held on 24 February 2004.
3. That final replies to submissions be sent after Council's 2004-05 Management Plan is adopted.
4. That members of the Environmental Working Group be informed of the recommended program.
5. That other projects in the 2004-05 Environmental Levy Program be as follows:

Project Title	Amount
Landcare / Dunecare Vote	35000
Coffs Harbour Glory Lily Project	5000
Middle Creek Restoration	7923
Park Beach Dune Restoration	1000
Moonee Quassia Protection Project	6950
Environmental Education Program	1315
Flight Aviary	8000
Arrawarra Creek Saltmarsh Rehabilitation	10000
Bushland Regeneration	145000
Dolmans Point Regeneration	40000
Weed Eradication	140000
Beacon Hill Restoration	15000
Sustainability Officer	60000

cont'd

PED10 - 2004/2005 Environmental Levy Projects Schedule (cont'd)

Koala Plan of Management Implementation	12923
Sustainable Transport Plan	25000
Biodiversity Officer	80000
Macroinvertebrates	10000
Fauna Assessment	20000

Funding Available	
Environmental Levy	\$728,000
Interest	\$ 29,820
Water Fund Contribution	\$ 50,000
Pensioner Rebates	\$ 18,000
Total Funding	<u>\$825,820</u>

6. That the amount of \$20,000, subject to Federal Government funding of approximately \$44,000 allocated in Recommendation F11 to the Coffs Harbour Steep Lands Management Incentives in accordance with the Environmental Levy Committee's original recommendations and that all Council contributions being spent in this Local Government area with the \$20,000 being allocated from the reduction of:
- Middle Creek Restoration Project - from \$11,269 to \$7,923 (\$3,346)
 - Flying-fox Plan Implementation - from \$25,000 to \$15,243 (\$9,757)
 - Koala Plan of Management - from \$20,000 to \$12,923 (\$7,077)

Cr Smithers returned to the Chamber after the completion of discussion and voting on the 2004/2005 Environmental Levy Projects Schedule.

ADJOURNMENT OF MEETING

The Mayor requested a recommendation to allow adjournment of the meeting to conduct the Public Forum.

- F14 RECOMMENDED** (Ovens/Smithers) that the meeting be adjourned for the Public Forum, the time being 6.17pm.

PUBLIC FORUM

Speaker	Subject
Barry Lee	Paintball Fields

The meeting resumed at 6.24pm

GENERAL MANAGER'S REPORTS

7 DRAFT 2004/2005 MANAGEMENT PLAN AND 2004/2005 FEES AND CHARGES

To present Council with the Draft 2004/2005 Management Plan and Draft 2004/2005 Fees & Charges for consideration and adoption. This report recommends that the attached 1st draft plan and 1st draft fees & charges, be adopted as the Draft 2004/2005 Management Plan and Draft 2004/2005 Fees & Charges, to be exhibited for public comment for a period of 28 days, from Saturday 8 May 2004 to Friday 4 June 2004.

F15 RECOMMENDED (Rhoades/Ovens):

1. That the proposed 2004/2005 Draft Management Plan and proposed 2004/2005 Draft Fees and Charges, provided as separate attachments to the report, be adopted for public exhibition and submissions be sought from Saturday, 8 May until Friday, 4 June 2004.
 - a. The two alternate rating structures
 - b. During the 2004/2005 budget period Council implements a process to achieve up to a 3% reduction in operating costs.
 - c. That the amount of \$150,000 be included in the 2004/2005 Draft Management Plan for Stage 1 of the Sawtell CBD upgrade.
 - d. That the Management Plan show that funding may be required for Bray Street Intersection works during the 2004/2005 financial year.
 - e. That an allocation of \$5,000 for the purchase of materials be included for the Glenreagh Mountain Railway project.
 - f. That the 2005/2006 Management Plan include funding of an amount of \$2m for a Regional Civic/Cultural Centre and the same for the 2006/2007 Management Plan for the project.
 - g. That the 2005/2006 and 2006/2007 Management Plans show the inclusion of \$100,000 for the Woolgoolga CBD upgrades.
2. That the consultation program on the 2004/2005 Draft Management Plan and Draft Fees and Charges be as follows:
 - Media briefing on Friday 7 May 2004, at 12 noon in the Council chamber.
 - Displays at the Council Administration Building foyer, at the three branch libraries, and on the Council website.

cont'd

7 Draft 2004/2005 Management Plan and 2004/2005 Fees and Charges (cont'd)

- 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 2004/2005 Draft Management Plan be considered by Council at a special meeting to adopt the 2004/2005 Management Plan and Fees and Charges on Thursday June 24, 2004 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.

8 COUNCILLOR REPRESENTATION ON SECTION 355, 377 COMMITTEES AND VARIOUS OTHER ORGANISATIONS

To appoint Councillors to the various committees of Council and delegates to other committees and bodies.

F16 RECOMMENDED (Ovens/Palmer):

1. That Council continue the appointment of community representatives to all committees.
2. That Council endorse the appointment of Councillor representation on the following committees.
3. That confirmation and appointment of delegates to the Committees identified for review be deferred and further reports be brought back to Council.

F17 RECOMMENDED (Rhoades/Ovens) that committees representation items on the list of committees deferred for further consideration continue to operate with existing members.

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Councillor Representation on Section 355, 377 Committees and Various Other Organisations (cont'd)

**CITY RESOURCES UNIT
- REPORTS TO CITY BUSINESS UNITS COMMITTEE**

Committee	Councillors/Staff
Coffs Harbour Future Development Board	Mayor General Manager
A. The Coffs Harbour Streets Ahead Advisory Committee	Cr McKelvey
B. The Coffs Harbour Streets Ahead Community Place Committee	Cr McKelvey
Community Development & Support Expenditure Scheme Committee	Cr Joass
Harbour Plan Strategic Planning Group	Cr Bonfield Cr Smithers Cr Hogbin Cr Rhoades
Local Emergency Management Committee	Mayor Local Emergency Management Officer
Coffs Harbour Regional Airport Security Committee	Mayor Chair of Local Emergency Management Committee Airport Manager
Coffs Harbour Regional Airport Aerodrome Emergency Procedures Committee	Mayor Local Emergency Management Officer, Airport Safety Officer, Airport Manager, CHCC Media Officer

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Councillor Representation on Section 355, 377 Committees and Various Other Organisations (cont'd)

REPORTS TO CORPORATE SERVICES COMMITTEE

Committee	Councillors/Staff
Australia Day and Special Events Committee	Mayor Cr Joass
Governance and Organisation Review	Mayor Chairperson of Corporate Services Committee Cr Ovens and Executive Team
Plant Committee	Cr Joass Cr Palmer Cr McKelvey Cr Featherstone
NSW Rural Fire Service - Service Level Agreement Working Party	Cr McKelvey
Rating Issues Working Party	Mayor Chairman of Corporate Services Observers Any interested Councillors General Manager or nominee

REPORTS TO PLANNING ENVIRONMENT AND DEVELOPMENT COMMITTEE

Committee	Councillors/Staff
Beach Safety Working Group	Cr Joass Cr Ovens 2 staff members determined by GM
Coffs Harbour City Vegetation Study Working Group	Mayor Cr Bonfield Cr Palmer Cr Featherstone Cr Smithers

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Councillor Representation on Section 355, 377 Committees and Various Other Organisations (cont'd)

Committee	Councillors/Staff
Environmental Working Group	Mayor Cr McKelvey Cr Smithers 3 staff members to be determined by GM
Jetty Area Masterplan - Precincts West of the Harbour Working Group	Cr Bonfield
Koala Plan of Management Advisory Committee	Cr McKelvey
Orara River Restoration Project Management Committee	Cr McKelvey General Manager or his nominee
Woolgoolga Business Lands Working Group	Cr Bonfield Cr Joass Cr Featherstone 2 staff members determined by General Manager

REPORTS TO THE CITY SERVICES COMMITTEE

Committee	Councillors/Staff
Coastal and Estuary Management Advisory Committee	Cr Palmer Cr Smithers Cr McKelvey 4 staff members determined by GM
Floodplain Management Advisory Committee	Cr Palmer Cr Smithers 2 staff members determined by GM

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Councillor Representation on Section 355, 377 Committees and Various Other Organisations (cont'd)

Committee	Councillors/Staff
Access Advisory Committee	Cr Joass
Area Assistance Scheme Local Ranking Committee	Cr Joass Cr Ovens
Coffs Harbour Arts & Cultural Development Advisory Committee	Cr Bonfield Cr Hogbin
Coffs Harbour Regional Gallery Advisory Committee	Cr Bonfield
Yandaarra Aboriginal Consultative Committee (previously CHCC Aboriginal Consultative Committee)	Cr Palmer Cr McKelvey Cr Smithers Mayor 2 staff members to be determined by GM
Community Facilities Management Committees	
Ayrshire Park Management Committee	Cr Rhoades
Coffs Harbour Community Indoor Stadium Management Committee	Cr Joass Cr Palmer
Coramba Community Hall Management Committee	Cr McKelvey
Eastern Dorrigo and District Showground and Hall Management Committee	Cr McKelvey
Lowanna Community Hall Management Committee	Cr McKelvey
Lower Bucca Community Hall Management Committee	Cr McKelvey

cont'd

Councillor Representation on Section 355, 377 Committees and Various Other Organisations (cont'd)

Committee	Councillors/Staff
Nana Glen Sport Recreation and Equestrian Centre Management Committee	Cr McKelvey Cr Joass
Woolgoolga Community Village Management Committee	Cr Joass

COMMITTEES DEFERRED FOR FURTHER CONSIDERATION AND REPORT TO COUNCIL

Committee	Councillors/Staff
Coffs Harbour Airport Development Advisory Committee <i>Deferred for further report to Council</i>	Cr Ovens Cr Rhoades 2 staff members to be determined by GM
Coffs Harbour International Stadium Management Committee <i>Deferred for further report to Council</i>	Cr Rhoades Cr Ovens Cr Palmer
Rural Strategic Planning Steering Committee <i>Deferred pending Commission of Inquiry</i>	Chairperson of Planning Environment & Development Committee and 2 Councillors to be appointed
Harbour Working Group <i>Deferred for further discussion</i>	Cr Ovens Cr Hogbin 1 staff member to be determined by GM
Youth Consultative Committee <i>Deferred for review in conjunction with social plan</i>	

Councillor Representation on Section 355, 377 Committees and Various Other Organisations (cont'd)

DELEGATES TO OUTSIDE COMMITTEES AND ORGANISATIONS

Committee/Organisation	Councillors/Staff
Coffs Harbour City Bush Fire Management Committee	Cr Smithers 1 staff member
Coffs Coast Regional Park Trust	Cr Ovens Cr Palmer
Coffs Harbour Sports Advisory Committee (COFFSAC)	Cr Joass Cr Ovens (alternate)
Coffs Harbour Technology Park Pty Ltd	Cr Ovens (appointed as a director)
Coffs Coast Tourism Association	Cr McKelvey
Mid North Coast Regional Arts Board	1 staff member
Northern Regional Advisory Council of the Community Relations Commission	1 staff member
National Marine Science Centre	Cr Ovens Cr Smithers (alternate)
Solitary Islands Marine Park Advisory Committee	Cr Smithers
State Parks Advisory Board	Cr Ovens
Summerland Way Promotional Committee	Cr Palmer
Traffic Committee	Cr Palmer

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Councillor Representation on Section 355, 377 Committees and Various Other Organisations (cont'd)

Deferred for further report to Council

Committee	Councillors/Staff
<p>North Coast Water Clarence Valley and Coffs Harbour Regional Water Supply (formerly Lower Clarence County Council)</p> <p><i>Subject to amalgamation proclamation - further report to Council</i></p>	

CORPORATE SERVICES DEPARTMENT REPORTS

F17 MONTHLY BUDGET REVIEW FOR FEBRUARY AND MARCH 2004

To report on the estimated budget position as at 31 March 2004.

F18 RECOMMENDED (Rhoades/Palmer) that the estimated budget position as at 31 March 2004 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 January 2004	34,983 (D)	70,000 (S)	154,247 (S)
Recommended variations for February and March 2004	<u>33,528 (S)</u>	Nil	Nil
Estimated result 2003/04 as at March 2004	<u>531,573 (D)</u>	<u>565,527 (S)</u>	<u>326,942 (S)</u>

F18 OUTSTANDING REPORTS AND RESOLUTIONS AWAITING IMPLEMENTATION

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

F19 RECOMMENDED (Ovens/Palmer) that the reported be noted.

**F19 BANK BALANCES AND INVESTMENTS AS AT 29 FEBRUARY 2004
AND 31 MARCH 2004**

To list Council's Bank Balances and Investments as at 29 February and 31 March 2004.

F20 RECOMMENDED (Ovens/McKelvey):

1. That the Bank Balances and Investments totalling one hundred and sixteen million, one hundred and thirty-five thousand and thirty-two dollars (\$116,135,032) as at 29 February be noted.
2. That the Bank Balances and Investments totalling one hundred and twelve million, six hundred and sixty-seven thousand and three dollars (\$112,667,003) as at 31 March be noted.

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.

F21 RECOMMENDED (Ovens/Palmer) that the Committee now move into Open Council.

The Mayor resumed chairmanship of the meeting at 6.56pm.

ADOPTION OF CORPORATE SERVICES COMMITTEE REPORT

83 RESOLVED (Ovens/McKelvey) that the recommendations of the Corporate Services Committee meeting be received and adopted.

MATTERS OF AN URGENT NATURE

1. Sporting Teams Visiting Coffs Harbour

Cr Smithers advised he had received phone calls from residents concerned at Council's lack of response to the negative publicity generated by recent events surrounding the visit to Coffs Harbour by sporting teams. Cr Smithers requested that a discussion paper be prepared for the next meeting of Council setting out a code of conduct for visiting teams and a media release be prepared outlining best practice for sporting teams visiting Coffs Harbour.

The Mayor responded that at no stage had Council been involved in the recent events and stated sporting teams usually have their own code of conduct.

Cr Bonfield expressed disappointment that Council, as Civic Leader, has not reasserted the values of the community.

The General Manager took the matter on notice.

QUESTIONS WITHOUT NOTICE

1. Calendar of Council Events

Cr Ovens requested Councillors be given electronic access to a full listing of Council events for the year ahead.

The General Manager advised it would be arranged following the installation of the new Councillors' computer equipment.

2. Need for Pedestrian Crossing on Sawtell Road

Cr McKelvey requested the Traffic Committee be asked to consider the installation of a pedestrian crossing on Sawtell Road, adjacent to the service station/general store at the entrance to Boambee Bay Resort, between Barber Street and the road over the railway bridge, as it is dangerous for residents crossing Sawtell Road.

The Director of City Services advised it would be referred to the Traffic Committee.

Questions Without Notice (cont'd)

3. Loss of XPT Train Services

Cr Palmer enquired if Council has expressed concern to the State Government at the possible loss of the XPT service and requested further information be obtained.

The Mayor advised he had been in contact with a North Coast representative of the Union to obtain the facts about the proposed closure of train services. There is speculation that the service will be replaced with nine coaches per day on the highway. Council will need to be more proactive against the proposed closures and join other councils to protest to the Government, as the service is essential for the elderly and other people unable to travel on coaches.

4. Removal of Native Vegetation in 1A Rural Lands

Cr Featherstone sought clarification of the current legal requirements and the responsible body for authorising any removal of native vegetation in Rural 1A Lands especially lying in the coastal area. Cr Featherstone also sought the current position of the Coffs Harbour Draft Vegetation Strategy.

The General Manager took the matter on notice.

5. Vehicles for Sale on Pacific Highway, local Reserves and Streets

Cr Ovens enquired why nothing can be done to deter residents from parking their vehicles on the highway, city streets, roads and reserves for the purpose of offering them for sale as it is not the image Council wants to portray to visitors arriving in the city.

The Director of City Services advised that the matter had been submitted to the Traffic Committee and the last response was that parking signs are not for restricting or moving on vehicles for sale.

The Mayor advised that he is awaiting advice from two other councils who have overcome the problem.

The General Manager advised that the Rangers work seven days of the week on a roster but Council does not have the power to create a bylaw to enforce the removal of vehicles for sale from roadways.

Cr Ovens requested it be put on the agenda for the Local Government Conference later in the year.

Questions without Notice (cont'd)

6. **Englands Road/Pacific Highway Roundabout - Traffic Accident**

Cr Ovens raised the matter of the blockage of the Highway on 6 May when a semi-trailer overturned in the roundabout at Englands Road and requested Council again approach the State Government to provide funding for the Hogbin Road link to enable traffic to be detoured off the Pacific Highway when incidents of this kind occur. Cr Ovens also enquired whose responsibility it is to cover the cost of Council staff acting as traffic directors when these accidents occur.

The General Manager took the matter on notice.

GENERAL BUSINESS

1. **Construction of Orlando Street Cycleway**

Cr Palmer advised that a cycleway is being constructed in Orlando Street, partly on the verge and partly on the street and residents have expressed concern regarding the safety of the link between the two portions of the cycleway coming across the Watsonia Ave roundabout. Cr Palmer advised he had inspected the site with the Traffic Committee and the RTA and the best solution has been found but it is still not entirely satisfactory and cyclists will have to exercise care when using that part of the cycleway.

2. **Parking Hire Cars at Airport**

Cr Palmer advised he had discussions with the hire car operators regarding the large amount of parking space taken up by hire cars at the Airport. The operators suggested that if there was another storage parking area for the hire cars, not necessary a bitumen area, this would free up carparking spaces for Airport users. Cr Palmer enquired if Council could investigate the proposal.

The Director of City Business Units informed Council that the matter is being addressed and plans to construct additional carparking spaces at the Airport are included in the current Management Plan.

General Business (cont'd)

3. Paintball Fields

Cr Hogbin referred to the Public Forum address earlier in the meeting by Mr Barry Lee on the Paintball Fields. Cr Hogbin requested a report on the statement made by Mr Lee.

The General Manager will provide Councillors with the information.

This concluded the business and the meeting closed at 7.30pm.

Confirmed: 20 May 2004

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Cr K D Rhoades
Mayor