

The following document is the minutes of the Council and Committee meetings held on 1 July 2004. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 22 July 2004 and therefore subject to change. Please refer to minutes of 22 July 2004 for confirmation.



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

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**COFFS HARBOUR CITY COUNCIL**  
**ORDINARY MEETING**  
**(CORPORATE SERVICES COMMITTEE)**  
**1 JULY 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, Acting Director of Planning, Environment and Development, Environmental Services Manager, 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.

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**CORPORATE SERVICES COMMITTEE**

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- 123** **RESOLVED** (Palmer/Joass) that the Ordinary Meeting of Council be adjourned and Council now resolve into the Corporate Services Committee meeting.

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

## CORPORATE SERVICES DEPARTMENT REPORTS

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### F26 CODE OF MEETING PRACTICE - PUBLIC PARTICIPATION AT COUNCIL MEETINGS

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To advise of a review of the code as it relates to public participation.

**F29 RECOMMENDED** (McKelvey/Palmer) that Clause 68 Part 2 of Council's Code of Meeting Practice be replaced with the following:

2. (a) Any member of the public may address Council at its Public Forum at a time adopted by Council, during the first ordinary meeting of the month on a matter not listed before the Council, subject to conditions outlined in Clause 68 Part 1.
2. (b) Speakers are not permitted to speak again at the Public Forum on that matter for a period of six months.

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### F27 CODE OF CONDUCT - USE OF RESOURCES

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To seek Council approval for Councillors to use tickets available as part of the contract with the Australian Rugby Union.

**F30 RECOMMENDED** (Palmer/Joass) that Council approve the allocation of a ticket and airfare each to Cr Rhoades and Cr Ovens to attend the Wallabies' test match against New Zealand in Wellington, New Zealand on Saturday 17 July 2004.

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### F28 MONTHLY BUDGET REVIEW FOR MAY 2004

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

**F31 RECOMMENDED** (Ovens/Joass) that the estimated budget position as at 31 May 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 30 April 2004	1,455 (D)	222,305 (S)	401,794 (S)
Recommended variations for May 2004	<u>10,000 (D)</u>	<u>335,275 (S)</u>	<u>7,070 (D)</u>
Estimated result 2003/04 as at 31 May 2004	541,573 (D)	1,053,107 (S)	567,419 (S)

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**F29      OUTSTANDING      REPORTS      AND      RESOLUTIONS      AWAITING  
IMPLEMENTATION**

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

**F32      RECOMMENDED** (Ovens/Palmer) that the reported be noted.

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**F30      BANK BALANCES AND INVESTMENTS AS AT 31 MAY 2004**

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To list Council's Bank Balances and Investments as at 31 May 2004.

**F33      RECOMMENDED** (Ovens/McKelvey) that the Bank Balances and Investments totalling one hundred and thirteen million, five hundred and eighty-four thousand, four hundred and eighty-four dollars (\$113,584,484) as at 31 May be noted.

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**CITY SERVICES DEPARTMENT REPORTS**

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**S42      TENDER - ANNUAL CONTRACT FOR SUPPLY & DELIVERY OF  
AGGREGATE**

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To obtain Council approval to accept a tender for the supply and delivery of aggregates for the 2004/2005 financial year.

**F34      RECOMMENDED** (Rhoades/Joass):

1.    a)    That Council accept the schedule of rates tendered by Readymix Holdings Pty Ltd, ACN 099 732 297 for Part 1, Contract 04/05-166-TO, Supply and Delivery of Aggregate, for a schedule of rates amount of \$219,425 including GST on the basis that it is most advantageous tender.
- b)    That the contract documents be executed under the Common Seal of Council.
2.    a)    That Council accept the schedule of rates tendered by Coastal Homesites T/A Woolgoolga Quarry, ACN 000 925 744 for Part 2, Contract 04/05-166-TO, Supply and Delivery of Aggregate, for a schedule of rates amount of \$43,422.50 including GST on the basis that it is most advantageous tender.
- b)    That the contract documents be executed under the Common Seal of Council.

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**S43 TENDER - SUPPLY & DELIVERY OF BITUMEN SEALING WORKS**

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To obtain Council approval to accept a tender for the supply and delivery of bitumen sealing works for the 2004/2005 financial year.

**F35 RECOMMENDED** (Rhoades/Joass):

1. That Council accept the schedule of rates tendered by Boral Asphalt, ACN 000 102 376, for the supply and delivery of spray bitumen sealing works, Contract No. 04/05-167-TO for a schedule of rates amount of \$745,432 including GST on the basis that it is the most advantageous tender.
2. That the contract documents be executed under the Common Seal of Council.

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**CONCLUSION OF CORPORATE SERVICES COMMITTEE MEETING**

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

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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.

**124 RECOMMENDED** (Rhoades/Joass) that the Committee now move into Open Council.

The Mayor resumed chairmanship of the meeting at 5.29pm.

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**ADOPTION OF CORPORATE SERVICES COMMITTEE REPORT**

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**125 RESOLVED** (Hogbin/Ovens) that the recommendations of the Corporate Services Committee meeting be received and adopted.

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## REQUESTS FOR LEAVE OF ABSENCE

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- 126 **RESOLVED** (McKelvey/Joass) that Cr Bonfield and Cr Ovens be granted leave of absence for Council meetings on 22 July.

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## GENERAL BUSINESS

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### 1. Street Sweeper on Inventors Program on ABC TV

Cr Ovens queried if Councillors had seen a particular street sweeper the previous night on television that Council could possibly obtain to clean gutters etc when constructing roadworks, footpaths etc. Cr Ovens also requested enquiries be made regarding a method used by City Rail to remove chewing gum from footpaths.

*The Director of City Services will investigate the matter.*

### 2. Access to Local Government Superannuation Scheme by Councillors

Cr Bonfield referred to an address to Councillors prior to the meeting by a representative from the Local Government Superannuation Scheme advising Councillors can now contribute to the Superannuation Fund. Cr Bonfield requested Councillors be advised of other options available to them for receiving their remuneration, eg, Council's payroll; receiving a vehicle in lieu of; tax deducted from their allowances etc.

*The Director of Corporate Services took the matter on notice.*

### 3. Involvement of Section 377 Committees in planning and consideration of Certain Matters

Cr Hogbin expressed concern regarding the process of withdrawing items from the business papers and gave notice of his intention to move at the meeting of Council to be held on 22 July 2004:

*"That Council resolve that Section 377 committees or their like be involved in any planning or decision making process that is within their area of responsibility, prior to matters being brought before Council."*

## General Business (cont'd)

### 4. Future City Infrastructure in Excess of \$100,000

Cr Hogbin gave notice of his intention to move at the meeting of Council to be held on 22 July 2004:

*"That Council resolve that matters affecting the city's needs as to infrastructure, with expenditure in excess of \$100,000, be brought to Councillors' attention at least two months before the matter is to be tabled for resolution."*

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## PUBLIC FORUM

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Speaker	Subject
Joan Duncan	Land Title at Pacific Bay and lack of an all-year-round swimming complex in the City
Alan Hambling	Continuing use of dwelling 83 Middle Boambee Road

This concluded the business and the meeting closed at 5.51pm.

Confirmed: 22 July 2004

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Cr K D Rhoades  
Mayor