

The following document is the minutes of the Council and Committee meetings held on 21 October 2004. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 4 November 2004 and therefore subject to change. Please refer to those minutes for confirmation.



COFFS HARBOUR CITY COUNCIL

**ORDINARY MEETING
(CITY SERVICES COMMITTEE)**

**COUNCIL CHAMBER
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR**

21 OCTOBER 2004

**Commencing at the conclusion of the
Planning, Environment & Development Committee**

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CITY SERVICES COMMITTEE)

21 OCTOBER 2004

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

Staff: Acting General Manager, Acting Director of Planning, Environment & Development, Acting Director of Corporate Services, Acting Director of City Business Unit, Operations Manager Coffs Harbour Water, Community Services Manager and Executive Assistant

The meeting commenced at 6.00pm with the Mayor, Cr K Rhoades in the chair.

APOLOGY

- 178** **RESOLVED** (McKelvey/Palmer) that an apology received from Cr Joass for absence be received and leave be granted for the current meeting of Council.

The Mayor requested a motion to adjourn the Ordinary meeting and resolve into the City Services Committee meeting.

CITY SERVICES COMMITTEE

- 179** **RESOLVED** (McKelvey/Palmer) that the Ordinary Meeting of Council be adjourned and Council now resolve into the City Services Committee meeting, the time being 6.00pm.

The Mayor invited Councillor Palmer to chair the City Services Committee meeting.

CITY SERVICES DEPARTMENT REPORTS

S59 COMMUNITY FACILITIES MANAGEMENT AND ADVISORY COMMITTEES UPDATE 2004

To provide a report on the current operational status of Council's community facilities management and advisory committees administered through the Community Services Branch.

- EN54 RECOMMENDED** (McKelvey/Smithers) that Council note the valuable assistance, advice and good management of Council's community facilities and advisory committees by volunteer members.

S60 MINUTES OF THE ARTS AND CULTURAL DEVELOPMENT ADVISORY COMMITTEE MEETING HELD ON 30 AUGUST 2004

To present the recommendations of the Arts and Cultural Development Advisory Committee meeting held on 30 August 2004.

This item was deferred.

S61 COFFS HARBOUR CITY LIBRARY AND INFORMATION SERVICE REPORT JULY 2003 TO JUNE 2004

To advise Council of the activities and operation of the library service for the period 1 July 2003 to 30 June 2004.

- EN55 RECOMMENDED** (Hogbin/McKelvey) that Council note the report of the Coffs Harbour Library and Information Service for the period July 2003 to June 2004.

S62 COMMUNITY DEVELOPMENT AND SUPPORT EXPENDITURE SCHEME 2004

To inform Council of the Coffs Harbour local Community Development and Support Expenditure Scheme process for the 2004 funding round.

EN56 RECOMMENDED (Hogbin/McKelvey) that Council note the important contribution being made to this community by local registered clubs, listed below, who participate yearly in the Community Development and Support Expenditure Scheme in this local government.

- Coffs Harbour Catholic Club
- Coffs Harbour Ex-Services and Woolgoolga Bowling Clubs
- Park Beach Bowling Club
- Sawtell RSL Club

S63 COFFS HARBOUR WATER : MAINTENANCE REPORT FOR APRIL TO SEPTEMBER 2004

Information on maintenance, operation and construction activities for the six month period April to September 2004 for the Water Supply Fund.

EN57 RECOMMENDED (McKelvey/Smithers):

1. That the report on Coffs Harbour Water maintenance and operation activities for the six month period April to September 2004 be noted.
2. That the average daily consumption for the June quarter of 15.5 ML/day, total abstraction for the quarter from Cochranes Pool of 826.5 ML, total inflow to Karangi Dam from Regional Water Supply P/L of 505.6 ML, total consumption for the quarter of 1408.4 ML and Karangi Dam storage level of 91.9% on 30 June 2004 be noted.
3. That the average daily consumption for the September quarter of 15.9 ML/day, total abstraction for the quarter from Cochranes Pool of 15.4 ML, total inflow to Karangi Dam from Regional Water Supply P/L of 352 ML, total consumption for the quarter of 1468.2 ML and Karangi Dam storage level of 67% on 12 October 2004 be noted.

S64 WORKS BRANCH REPORT

To advise Council of the progress of construction and maintenance programs undertaken by Works Branch up to 8 October, 2004.

EN58 RECOMMENDED (McKelvey/Hogbin) that:

1. Council notes the progress report on construction and maintenance works undertaken by Works Branch up to 8 October, 2004.
2. Council notes that individual program expenditures are being monitored to ensure that the total program costs for 2004/2005 will be contained within the approved budget.

S65 CORAMBA TIMBER BRIDGE - DEED OF AGREEMENT

To gain Council's approval to execute an agreement between the Roads and Traffic Authority and Council regarding the retention of the old timber bridge crossing the Orara River at Coramba.

EN59 RECOMMENDED (Hogbin/McKelvey) that the Funding Deed for the handover to Council by the Roads and Traffic Authority of the old timber road bridge over the Orara River at Coramba be executed under the Common Seal of Council.

S66 PLANT REPLACEMENT PROGRAM - NON ACCEPTANCE OF TENDER

To advise Council of tenders received for the replacement of one front end loader with a class HX6 Excavator and recommend to Council not to accept tenders.

EN60 RECOMMENDED (Hogbin/McKelvey) that in accordance with Section 19, Clauses 1 and 3 of the Local Government (Tendering) Regulations, Council declines to accept any of the tenders and cancels the proposal (Contract 04/05-178-TO) for the contract to supply one excavator, ERG class HX6.

CITY BUSINESS UNIT DEPARTMENT REPORT

B33 AGREEMENT FOR CROWN LANDS LICENCE TO BE MAINTAINED OVER CROWN LAND - SECTION 26 DP 759113

Report seeking Council's consent to enter into a Deed of Agreement with Woolgoolga and District Retirement Village Limited.

EN61 RECOMMENDED (Hogbin/McKelvey):

1. That Council instruct its solicitors to prepare an appropriate Deed at the developer's cost to satisfy Condition 14 of Development Consent 1362/03 which relates to an aged care facility extension on Lot 1 DP 836140.
 2. That Council execute the above Deed under the common seal of Council.
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S67 TENDER: PLANT REPLACEMENT PROGRAM - SUPPLY OF THREE BACKHOE/FRONT END LOADERS ERG CLASS BL4, CONTRACT 04/05-180-TO

To advise Council of tenders received for the replacement of three backhoe/front end loaders in the plant fleet and recommending approval to purchase these under the 2004/2005 Plant Replacement Program.

EN62 RECOMMENDED (Rhoades/Hogbin) that Council accept the tender (Option A – with trade-in) submitted by Construction Equipment Australia Pty Ltd, ABN 81 008 777 348 for the purchase of three JCB Backhoes, for the change over price of \$252,686.50 , including GST.

S68 TENDER: PLANT REPLACEMENT PROGRAM - SUPPLY OF ONE EXCAVATOR ERG CLASS HX8, CONTRACT 04/05-179-TO

To advise Council of tenders received for the replacement of one excavator in the plant fleet and recommending approval to purchase a new Excavator under the 2004/2005 Plant Replacement Program.

EN63 RECOMMENDED (Rhoades/Hogbin) that Council accept the tender (Option A – with trade-in) submitted by Komatsu Australia Pty Ltd, ABN 63 053 514 739 for the purchase of one Komatsu PC220 Excavator, for the change over price of \$151,572.00, including GST.

S69 TENDER: PLANT REPLACEMENT PROGRAM - SUPPLY OF THREE 4X4 (55KW) TRACTORS, CONTRACT 04/05-182-TO

To advise Council of tenders received for the replacement of three tractors and recommending approval to purchase three new 4x4 tractors under the 2004/2005 Plant Replacement Program.

EN64 RECOMMENDED (Rhoades/Hogbin)

1. That Council accept the tender (Option A – with trade-in) submitted by O'Halloran Motors Pty Ltd, ABN 58 002 757 244 for the purchase of two John Deere 6120, 4WD tractors and accepts the tender (Option B – without trade-in) submitted by O'Halloran Motors Pty Ltd, ABN 58 002 757 244 for the purchase of one John Deere 6120, 4WD tractor for the purchase price of \$143,850.00, including GST.
2. That Council accepts the tender (Option C – Outright purchase of machine) submitted from Phil Robinson Earthmoving for \$37,500.00 including GST.

S70 TENDER: PLANT PLACEMENT PROGRAM - SUPPLY OF ONE SINGLE CAB TIPPER TRUCK 24000KG GVM, CONTRACT 04/05-181-TO

To advise Council of tenders received for replacement of a tipper truck in the plant fleet and recommending acceptance of a tender under the 2004/2005 Plant Replacement Program.

EN65 RECOMMENDED (Rhoades/Hogbin) that Council accept the tender submitted by K & J Trucks, ABN 71 003 113 675, for a Scania T114 Truck for the changeover price of \$134,035.00 including GST.

CONCLUSION OF MEETING

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

The Mayor resumed chairmanship of the meeting at 6.15pm.

OPEN COUNCIL

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

- EN66 RECOMMENDED** (Rhoades/Smithers) that the Committee now move into Open Council.

ADOPTION OF CITY SERVICES COMMITTEE REPORT

- 180 RESOLVED** (McKelvey/Smithers) that the recommendations of the City Services Committee meeting be received and adopted.

REQUESTS FOR LEAVE OF ABSENCE

- 181 RESOLVED** (Palmer/McKelvey) that Cr Hogbin be granted leave of absence from Council on 4 November 2004.

QUESTIONS WITHOUT NOTICE

1. Storm Damage

Councillor Ovens advised that he had lost one of his motor vehicles in the flood in Albany Street yesterday and questioned whether there was any opportunity for people who have suffered damage to their property to come to Council for assistance or whether they should go to their insurance company.

The Acting General Manager advised that the first course of action would be insurance however Cr Ovens should notify Council officially in order that the Risk Manager can be involved.

Councillor Ovens questioned whether woodchips from the roundabout were one of the main reasons that the drain was blocked and in turn caused the flooding.

The Acting General Manager advised that woodchips were apparent in Park Avenue but there was also a lot of other debris in the drains at that location.

2. Use of Council Plant

Councillor Featherstone addressed the meeting on the use of Council's plant and raised the following points:

- If all plant is currently operating at 100% capacity, how are we to catch up on all the revotes, currently \$10,990,438 in the General Fund Account, and how in future years are we to cover the revotes when all equipment is operating at over 100%.
- If the item of plant is operating at 100% capacity (seven hours a day for 235 days per year) is it possible for the equipment to operate at 200% capacity.

The Acting General Manager to take on notice.

3. Superannuation for Councillors

Councillor Smithers requested a report be brought back on the issue of Superannuation possibly being paid to Councillors. This matter was raised in Council a few months ago.

The Acting General Manager advised that a report would be provided.

GENERAL BUSINESS

1. Appointment of Grants Officer

Councillor Ovens requested a report back to Council or an update on where we are at with the issue of appointment of a Grants Officer. Cr Ovens advised that at Dubbo the officer has raised \$766,000 in the last three years.

The Acting General Manager advised that a report will be brought back.

2. Natural Disaster

The following points were raised by Councillors:

- Councillor McKelvey thanked and congratulated staff for the fine work and efficient way they went about it in the rural areas of the City. Cr McKelvey advised that Council staff had been working from 2.00am, had arrived in Gillards Road at approximately 4.30pm and didn't finish work until 7.00pm.
- Councillor Palmer supported Cr McKelvey's comments and advised that he went to the Depot on the morning of the disaster and was very pleased to see how well organised and efficiently run the whole operation was.
- Councillor Rhoades advised that he had spoken to Council's after hours emergency people and they had received some 300 phone calls between 2.30am and 5.45am.
- Councillor Hogbin commended the staff, led by the Acting General Manager, on the effort they all made and on how well they worked during the situation. Cr Hogbin also pointed out that a high tide at Coffs Creek and high seas prevented water from getting away which raised the water high enough to float the woodchip.
- Councillor Smithers questioned whether the public have to phone in for cleaning up of storm debris from private property or whether it is on a street to street basis.

The Acting General Manager advised that it is a phone in and Council staff will pick up the greenwaste. Council's Parks Branch will mulch and stockpile for future use and Works Branch will take away the heavy logs.

The Acting General Manager gave a briefing as to status of Council's services, and services to the community, and advised that there would be a debriefing held but one outcome that would be anticipated would be a recommendation to Council to purchase a permanent generator for the Administration building.

3. Attendance at functions - Cr Palmer

Councillor Palmer advised that he had attended the following:

- A excellent choral concert at Toormina Public School which was put on by junior school children from Toormina, Boambee and Bellingen schools.
- A community meeting of residents from around the Englands Road waste depot. Mr Brett Taylor gave excellent presentation of where we are up to with waste management, what they can expect in the future and what problems we might have in establishing the waste facility.

4. Vandalism

Councillor Hogbin advised that since moving the motion on vandalism at the last meeting of Council, vandalism is still being reported in the local paper. Cr Hogbin requested the Acting General Manager to take on notice what other options we need to look at to try and deal with the vandalism issue.

The Acting General Manager advised that he would take the matter on notice along with the theft of Council property over the past few weeks.

5. Water Restrictions

The Acting General Manager advised that we are now pumping from the Orara River with both pumps, which equates to approximately 60 ML per day, but the Nymboida River is not pumping at the moment because of the high turbidity.

Councillor McKelvey advised that it was quite incredible to be pumping from the Orara River so soon after such a major storm event, particularly as no pumping was able to be carried out on the Nymboida River.

The Operations Manager, Coffs Harbour Water advised that rehabilitation works have had effect upstream and also the way the rain fell in the catchment area of the Orara River is generally better than in the Nymboida.

6. State Parks Conference

Councillor Ovens advised that he attended a State Parks Conference recently where a south coast coastal council is going through a process of doing a joint venture with commercial enterprises to help develop their parks, provide more facilities and alternative funding sources which we may look at utilising with our harbour. They are also talking of having private enterprise put in a \$60 million marina and other buildings and associated infrastructure. Cr Ovens advised that he would obtain details and report back to Council.

7. Cars parked on for sale on Highway

- Councillor Hogbin advised that there has been a significant improvement in the number of cars parked for sale on the Highway as a result of Council's adopted strategy.
- Councillor Palmer suggested that an alternative place for these sales should be found within the City.
- Councillor McKelvey advised that the matter is currently being negotiated with members of the Showground Trust and the issue of public liability is being addressed at the moment. It is expected that within a couple of weeks there will be a proposal before Council.

CLOSED MEETING – SECTION 10(A)

The Mayor requested a motion to close the meeting to consider a confidential report as outlined in the meeting agenda, the time was 6.45 pm.

- 182** **MOVED** (Palmer/McKelvey) that the meeting be closed to the press and public during consideration of the following items for the reasons as stated:

City Business Units Department Report

B34 - Coffs Harbour Tourist Attractions

This report was confidential for the reason of Section 10A(2):z

- (d) Contained commercial information of a confidential nature that would, if disclosed:
- (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council.

The motion on being put to the meeting was carried.

The press and public vacated the chamber.

Councillor Palmer and Councillor Ovens raised the possibility of having an interest in the following matter. The consensus was that this was not the case.

B34 COFFS HARBOUR TOURIST ATTRACTIONS

To report to Council on matters concerning some of Coffs Harbour's tourist attractions.

MOTION

MOVED (Hogbin/McKelvey) that Council give in principle support to the relocation and re-establishment of the tourist attractions. Final approval and support would be dependent on the development approval process.

AMENDMENT

- 183** **RESOLVED** (Bonfield/Smithers) that Council is not opposed in principle to the relocation and re-establishment of the tourist attractions. Final approval and support would be dependent on the development approval process.

The **AMENDMENT** on being put to the meeting was **CARRIED**. It then became the **MOTION** and on being put to the meeting was declared **CARRIED**.

Members of the press and public were excluded from consideration of the above item, the reason being that it contained commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it

OPEN MEETING

The Mayor requested an appropriate motion to enable the meeting to resolve into Open Meeting.

The Mayor read to the meeting the resolution of the Closed Meeting.

This concluded the business and the meeting closed at 7.25 pm.

Confirmed: 4 November 2004.

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Cr K D Rhoades
Mayor