



COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
COUNCIL CHAMBERS
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR
15 SEPTEMBER 2005

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CITY SERVICES DEPARTMENT REPORTS

CONFIDENTIAL ITEMS

Items S57/ 58 may be considered in Closed Meeting for the reasons stated:

The report attachments are confidential for the reason of Section 10A(2):

(d) commercial information of a confidential nature that would, if disclosed:

(i) prejudice the commercial position of the person who supplied it.

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

15 SEPTEMBER 2005

NOTICE OF RESCISION MOTION

COMMUNICATION STRATEGY - HARBOURSIDE PROJECT

Councillors G Smithers, I Hogbin and I Ovens have given notice of their intention to move that Resolution 124 of the Ordinary meeting of 18 August 2005 as follows, be rescinded:

- “1. That the project management structure be endorsed by Council.*
- 2. That the Sub-Committee: Jetty Area Masterplan – Precincts West of the Harbour Working Group, be combined with the Strategic Planning Group, to bring together all key representatives of the expanded scope area, for efficient, effective communication and planning purposes for the Harbourside Project.”*

GENERAL MANAGERS REPORT

16 COFFS HARBOUR LEADING THE WORLD MAGAZINE - COST RECOVERY POLICY

Purpose:

The purpose of this report is to recommend that the Council implement a \$2.20 (including GST) charge per copy of the Coffs Harbour Leading the World Magazine.

Description of Item:

In order to offer a physical return to sponsors who agreed to support the Council with our Investment Attraction activities, the Council produced a magazine called “Coffs Harbour Leading the World”.

The Magazine (attached) was launched on 3 August 2005, in order for us to publicly thank sponsors and use the magazine at the Country Week 2005 expo, held in Sydney on 5,6,7 August 2005.

The businesses featured in the magazine contributed \$2,200 for double page spread, \$1320 for a single page presence and \$660 for a quarter page presence. Among other things, each sponsor received 100 copies of the magazine, for their own distribution.

The EDU and Council also have access to the magazine, to support investment attraction activities.

The costs associated with producing the magazine included:

Design and layout –	\$9,971.50
Sponsorship negotiation –	\$2,464.00
Printing –	\$23,837.00
Freight -	<u>\$201.41</u>
TOTAL -	<u>\$36473.91</u>

(Revenue raised through sponsorship was \$43,600, which equated to \$7126 being raised to assist with Council's participation in the Country Week Expo).

10,000 copies of the magazine were produced of which: 2900 have been distributed to sponsors and 3000 were distributed at the Country Week expo.

Since its launch, the Council has had significant interest in magazine, with several businesses expressing interest in utilizing the magazine.

At its meeting on 16 August 2005, the Coffs Harbour Future Development Board considered distribution of the magazine. The Board considered the interest that has been expressed by non sponsor businesses in making use of the magazine, and has recommended that the Council charge a nominal fee, to the community and businesses seeking additional copies of the magazine.

Sustainability Assessment:

- **Social**

The magazine was produced to support the Council's investment attraction activities and provide a physical return to sponsors.

- **Economic**

Broader Economic Implications

As the magazine could only have happened with the support of our sponsors, the CHFDB have agreed that it would be unfair to provide the magazine to other businesses, without seeking some contribution from them. Whilst production of the magazine was cash positive, the revenue raised, has been used to support the Council's investment attraction activities, which benefit every business in the City.

Management Plan Implications

Additional revenue raised from the sale of the magazine will be allocated to further offset the Council's investment attraction activities.

Consultation:

This recommendation has been endorsed by the Coffs Harbour Future Development Board.

Issues:

Limited discussion has been had with some businesses seeking additional copies of the magazine and the \$2.20 charge has not been seen as an inhibitor.

Implementation Date / Priority:

The recommendation should come into effect immediately.

Recommendation:

That Council implement a charge of \$2.20 (including GST) per copy of the Coffs Harbour Leading the World Magazine.

CORPORATE SERVICES DEPARTMENT REPORTS

F58 LOCAL GOVERNMENT AMENDMENT ACT 2005

Purpose:

To advise Councillors of recent changes to the Local Government Act by the recent Amending Act.

Description of Item:

The Local Government Amendment Act 2005 passed through both houses of Parliament and was assented to on 1 July 2005. The majority of its provisions are expected to commence by proclamation of the Governor on 15 July 2005.

The Amending Act dealt with changes to sections applying to Councillors Numbers, Expenses and Facilities Policies, Standard Contracts for Senior Staff and General Managers and Pecuniary Interest.

Sustainability Assessment:

The Amending Act does not appear to have any direct affect on sustainability.

Consultation:

Contact has been made with the Department of Local Government and Local Government & Shires Association on the issue of Councils policy on payment of expenses and provision of facilities.

Related Policy and / or Precedents:

The Amending Act may have some effect on Councils policies and practice.

Statutory Requirements:

The Local Government Amending Act 2005 amends the Local Government Act 1993.

Issues:

Circular 05-34 from the Department of Local Government advises:

"Councillor Numbers

The amendments to the Local Government Act 1993 effected by this Act will allow councils a one-off opportunity to resolve to apply to the Minister for Local Government for approval to reduce the number of councillors on the council without the holding of a constitutional referendum.

There are a number of restrictions:

- The opportunity is only available for 12 months.
- No council may have less than 5 councillors.
- A council divided into wards may not have less than 3 councillors per ward.

A council must give not less than 21 days public notice of its proposal to resolve to apply to the Minister for approval to reduce its councillor numbers.

The public notice must state the place at which, the dates on which, and the times during which the public may inspect the proposed resolution. The council must bring the notice to the attention of as many people in its area as possible. This is commonly done by way of advertisement in a newspaper regularly circulating in the council area. The notice may also be posted in public areas such as community centres and public notice boards.

The notice must invite public submissions on the proposal.

The council will be required to submit a summary of any submission received and any comment on those submissions to the Minister, along with the application seeking approval to reduce the number of councillors.

Where a council has received approval to reduce the number of councillors, the reduction will not take place until the next ordinary election. Casual vacancies that occur during that period will not be required to be filled unless the number of councillors on the council would become less than the reduced number approved by the Minister.

Expenses and Facilities Policies

The Act requires councils to adopt a policy concerning the payment of expenses and the provision of facilities for mayors and councillors within five months after the end of **each** financial year.

Councils will be required to give public notice of an intention to adopt or amend such a policy. Public notice will not be required where an amendment is not substantial.

Once public notice has been given and submissions received and the policy adopted, the council must provide the Department of Local Government with a copy of the policy and a summary of the submissions received.

The policy adopted by the council must comply with guidelines to be issued by the Director General under section 23A of the Act. These Guidelines will be issued in the near future following consultation with the Local Government and Shire Association of NSW.

The primary aim of the Guidelines is to clarify issues in regard to the scope and extent of the expenses that may be claimed by, and the equipment and facilities provided to, mayors and councillors.

The Guidelines will assist councils with the making of their expenses and facilities policies, set out certain principles and discuss relevant issues. They will not provide model clauses for inclusion in the policies. However a suggested outline structure or format for the policies will be included and councils will be encouraged to use this format and adapt it where necessary to suit their needs.

Standard Contracts for Senior Staff and General Managers

The Act will allow the Director General to approve one or more standard contracts for senior staff of councils, including general managers. This provision of the amending Act will not be commenced until the standard contracts have been drafted in consultation with major stakeholders. Councils will be notified when this provision is to commence.

Pecuniary Interest

Provisions in relation to pecuniary interests have been clarified by the Act. The amendments now make it clear that a pecuniary interest of a person associated with a person associated with a designated person cannot give rise to a pecuniary interest in the designated person.

The Local Government Pecuniary Interest and Disciplinary Tribunal has now been provided with a power to refer matters of contempt in the face or hearing of the Tribunal to the Supreme Court.”

With respect to the changes to the provisions for payment expenses and provision of facilities to councillors, contact was made with the Department to ascertain when the guidelines would be released as there is concern in the industry as a result of previous advice on the payment of expenses for partners attending the LGA Conferences and other functions.

Previous advice received was:

“ Spouse/ partner costs

The policies must not reimburse the expenses of councillors’ spouses and partners. Section 252 only applies to the payment of expenses incurred or to be incurred by, and provision of facilities to, mayors, deputy mayors and other councillors. The department considers that reimbursement of the expenses of councillors’ spouses/ partners under section 252 is beyond the scope of the power of the section.”

The Department has advised that they are aware of the concerns of Councils and they are in negotiation with the Associations over this and other issues. No commitment was given on when the guidelines were to be released but it is expected to be prior to the LGA Conference in October.

The Association confirms it is consulting with the Department on this issue.

Implementation Date / Priority:

The changes as a result of the Amending Act are effective immediately with the exception of the payment of Councillors expenses and provision of facilities until such time as the guidelines are released.

Recommendation:

- 1. That the report on the changes to the Local Government Act '93 by the Local Government Amending Act 2005 be noted.**
- 2. That a further report be submitted to the Council in connection with its policy “Payment of expenses incurred by, and Provision of Facilities to the Mayor and Councillors” and the changes that may be necessary as a result of the release of guidelines by the Department of Local Government.**

F59 RE-ESTABLISHMENT OF COFFS HARBOUR CITY ALCOHOL FREE ZONES AND EXTENSION OF A ZONE IN THE COFFS HARBOUR CBD

Purpose:

To report on the extent of alcohol free zones within the city, recommend their re-establishment for a further period of three (3) years commencing on 1 October 2005 and extend the zone in the Coffs Harbour Central Business District (CBD).

Description of Item:

Council is required to review alcohol free zones for public roads and carparks every three years to determine whether there is need to extend their operation.

Council last resolved at its meeting held on 5 December 2002 to re-establish the alcohol free zones within the CBD of Coffs Harbour and Woolgoolga, along part of Ocean Parade at Park Beach and the public carpark at Macauleys Headland.

The following areas are included in the current alcohol free zones:

Coffs Harbour CBD

- Urara Park (Road Reserve, Pacific Highway, Coffs Harbour to Duke Street)
- Grafton Street (Moonee Street to Coffs Creek)
- Harbour Drive (Grafton Street to Gordon Street)
- Coff Street (from Grafton Street)
- Riding Lane (Vernon Street to Coff Street)
- Castle Street (Coff Street to Vernon Street)
- Park Avenue (Grafton Street to Gordon Street)
- Vernon Street (Grafton Street to Gordon Street)
- Castle Street Carpark
- Park Avenue Lane (Grafton Street to Gordon Street)
- City Square (Park Avenue Lane to Harbour Drive)
- Park Avenue Carpark

Macauleys Headland public carpark

Park Beach

- Ocean Parade (Park Beach Road to Fitzgerald Street)

Woolgoolga CBD

- Beach Street (River Street to Carrington Street)
- Market Street (Nightingale Street to Carrington Street)
- River Street (Hastings Street to Beach Street)
- Nightingale Street (Market Street to Beach Street)
- Queen Street (Market Street to Beach Street)
- Carrington Street (Market Street to Beach Street)
- Pacific Highway (from roundabout to Dalgety Street)
- Clarence Street (from roundabout on Pacific Highway to River Street).

Maps of these alcohol free zones are attached.

Sustainability Assessment:

- **Environment**

There are on occasions problems with litter pollution as a result of drinking in road reserves and carparks which may be minimised by alcohol free zones.

- **Social**

The proposed extension of the alcohol free zone in the Coffs Harbour CBD would remove alcohol consumption and deter congregation at the rear of 2 hotels along Cox's Lane and Elbow Street and at the mud brick buildings on Duke Street and adjacent reserve bordering on the Coffs Harbour Community Village.

- **Economic**

Broader Economic Implications

These restrictions do not provide any financial restraints on the City.

Management Plan Implications

Costs for placement of appropriate signage is provided in the Management Plan.

Consultation:

Public consultation has been undertaken in compliance with Section 644 of the Local Government Act (LGA). These requirements include the preparation of a proposal for the re-establishment and extensions of the alcohol free zones and circulated to.

- the general community via newspaper notices;
- the local Police;
- each liquor licensee and secretary of registered clubs within the vicinity of the proposed zone areas and
- the Coffs Harbour and District Local Aboriginal Land Council.

Sergeant Luskan, Licensing Supervisor Coffs Harbour/Clarence LAC supports the re-establishment of the city's alcohol free zones and the extension in the Coffs Harbour CBD detailed in the report.

Related Policy and / or Precedents:

Alcohol free zones were previously established in 1996, 1997, 1999 and 2002. The current alcohol free zones expire on the 30 September 2005.

The expiry of the current zone was brought forward for scheduling administrative requirements and signage changes outside of the Christmas and New Year period.

Statutory Requirements:

Section 644 of the LGA enables Council to prepare a proposal to establish alcohol free zones on public roads, footpaths and carparks for a period of up to three (3) years. Public consultation is mandatory.

This is achieved by a newspaper notice and contacting each Licensee holder and secretary of a registered club within the vicinity of the proposed zone areas. Council may resolve to re-establish these zones and provide another newspaper notice declaring this. The re-establishment of these zones takes effect from seven (7) days of this publication. Appropriate signage must also be in place.

Some parks and reserves have alcohol restrictions in place by virtue of s632 of the LGA. These operate for an indefinite period and are not included for consideration in this proposal.

Issues:

Council proposes to extend the alcohol free zone in the Coffs Harbour CBD at the following locations:

- Cox Lane to Elbow Street up to the Pacific Highway;
- Gordon Street from Coffs Street to Park Avenue;
- Duke Street from Coff Street to Harbour Drive;
- Vernon Street from Duke Street to Gordon Street.

The attached map on the Coffs Harbour CBD of the alcohol free zone shows the proposed extension.

By extending the alcohol free zone along Cox Lane and Elbow Street, patrons leaving the two adjacent hotels would be deterred from alcohol consumption.

It should be noted that the part of Duke Street from the intersection of Vernon Street to Harbour Drive is a road reserve that is used as parkland. It borders on Reserve 140058 that is zoned for community purposes. Due to social problems and drinking activities on that reserve, Council is in the process of arranging gazettal of the reserve under the Crown Lands (General Reserves) By-Law 2001. Effectively this would enable Council to prohibit alcohol consumption on this reserve by the authority contained in s632 of the LGA.

Prohibition of alcohol consumption on the proposed parkland situated on part of Duke Street would complement the alcohol restriction to be introduced on the adjacent reserve.

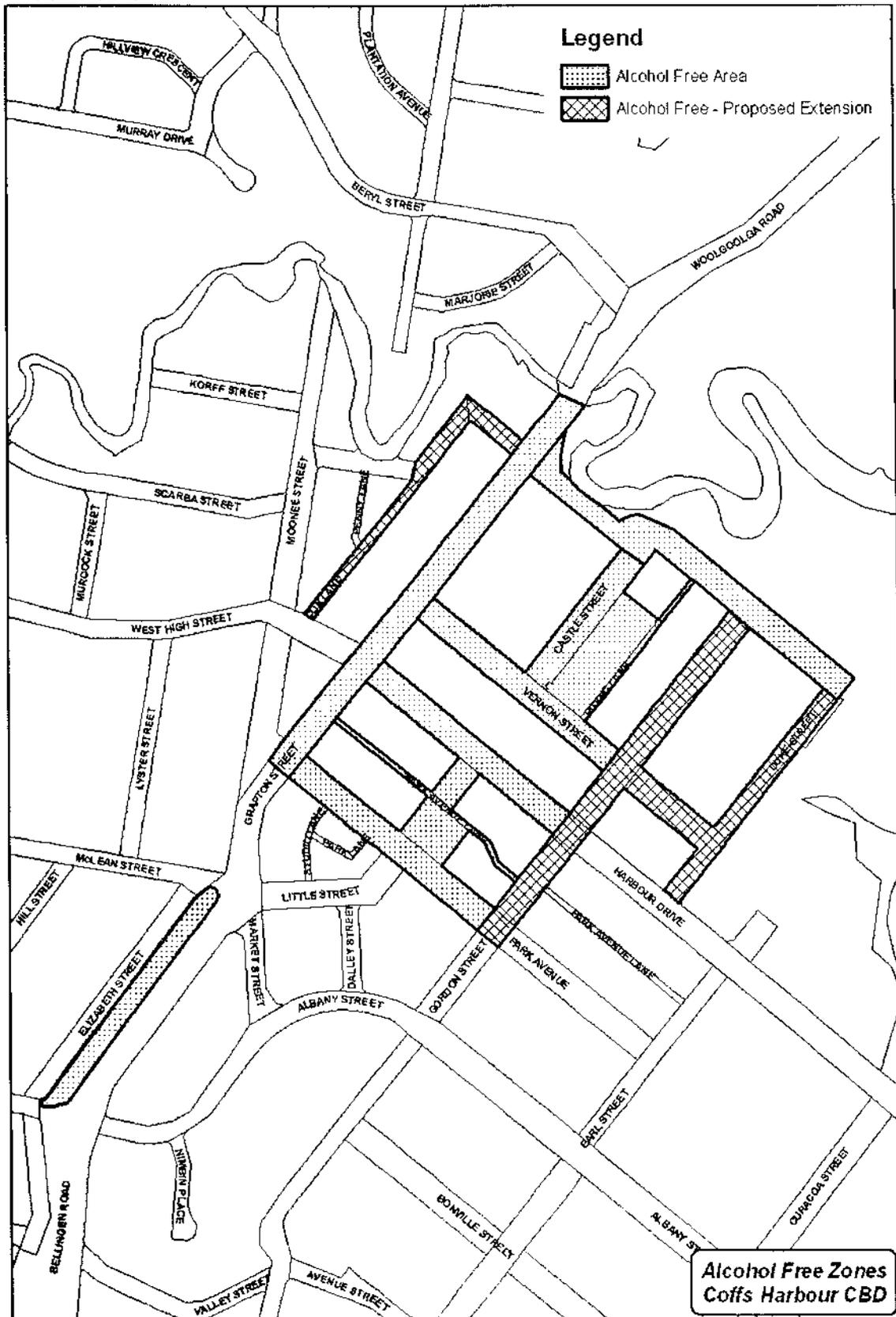
Implementation Date / Priority:

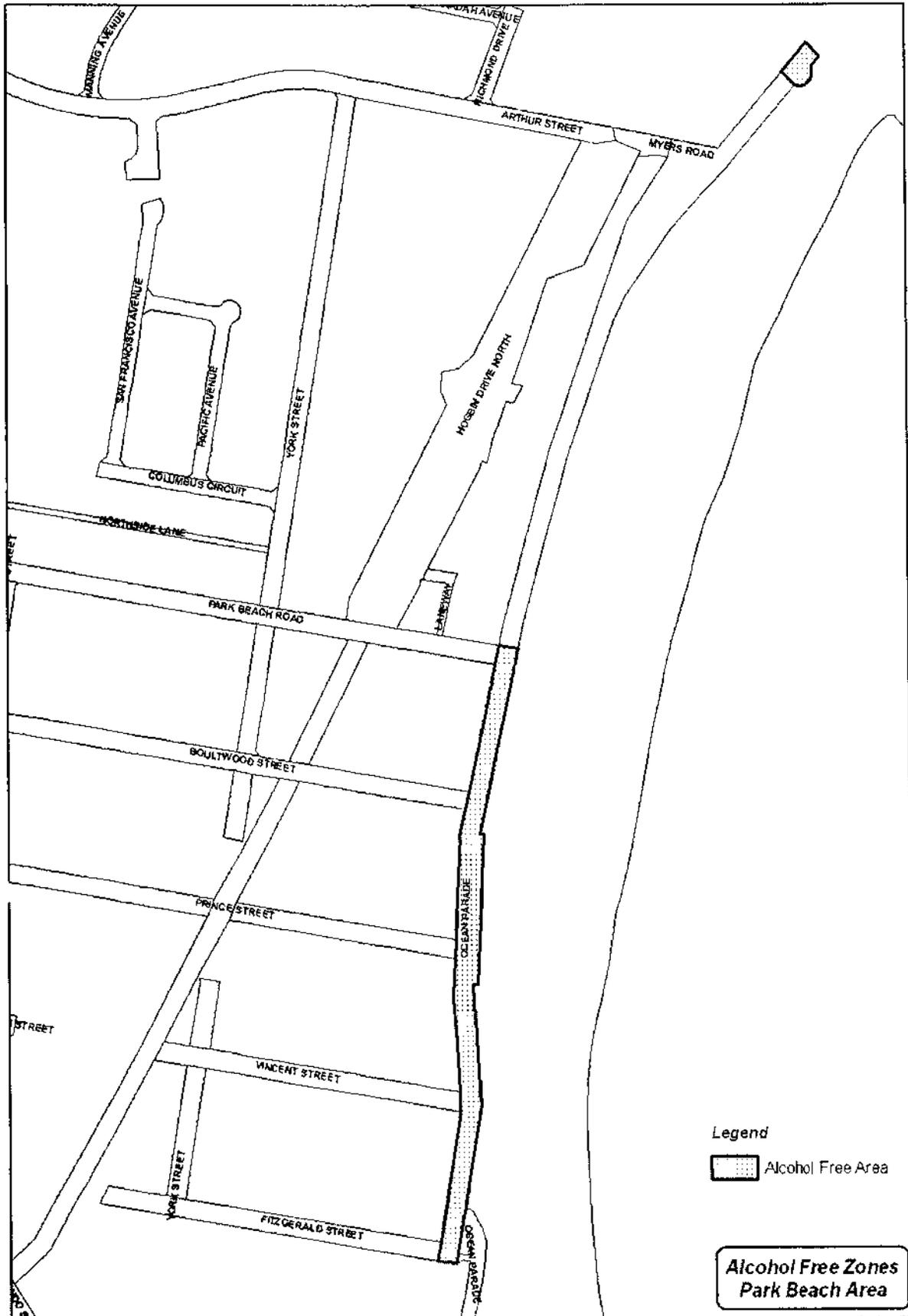
Section 644C of the LGA provides for the operation of an alcohol free zone no earlier than seven (7) days following a newspaper notice declaring the establishment of the same.

Recommendation:

- 1. That Council, subject to no objection being received, re-establish alcohol free zones for a further period of three years pursuant to the provisions of Section 644 of the Local Government Act within the Coffs Harbour CBD, Macauleys Headland, Park Beach and Woolgoolga CBD as identified in this report.**
- 2. That Council, subject to no strong objection being received, extend the alcohol free zones for a three year period pursuant to the provisions of Section 644 of the Local Government Act at the Coffs Harbour CBD along Cox Lane, Elbow Street, Gordon Street, Duke Street and Vernon Street as identified in this report.**
- 3. That in accordance with Section 644B (4) the aforementioned zones be re-established and established for a period from 1 October 2005 to 30 September 2008.**

Attachments:







F60 OUTSTANDING REPORTS AND RESOLUTIONS AWAITING IMPLEMENTATION

Purpose:

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

Description of Item:

As a process of ensuring that reports requested by Council are submitted and that resolutions are put into effect, Council has resolved that a report be submitted on the progress of each.

Sustainability Assessment:

The sustainability issues will have been addressed in reports prior to resolution being adopted or will come forward in the reports yet to be submitted.

Consultation:

To prepare this report the updated information is supplied by the Departments to the Executive Team prior to the submission of this report.

Related Policy and / or Precedents:

Council has adopted this procedure to ensure public accountability.

Statutory Requirements:

Reports to Council are provided for in the Local Government (Meetings) Regulations 1999 and Code of Meeting Practice.

Issues:

Individual comment is made on the attached list of outstanding matters.

Implementation Date / Priority:

Implementation and priority is dependent on a range of factors and circumstances.

Recommendation:

That the report be noted.

Attachments:

OUTSTANDING REPORTS

MEETING DATE:	REPORT REQUIRED ON	CURRENT POSITION
PLANNING ENVIRONMENT AND DEVELOPMENT		
23/5/02	<p>64: Review of Coffs Harbour City Local Environmental Plan 2000 That a report be brought back to Council on the ambiguities in the 3D Tourist Service Centre Zone.</p>	Council's amended Strategic Planning program provides for review of the Woolgoolga Business Lands. Brief being prepared to engage consultants.
22/7/04	<p>T19: Draft Local Environmental Plan - Land bounded by Stadium Drive, Newports Creek, Hogbin Drive and Pacific Highway That Council prepare a new Masterplan for the land generally bounded by Phil Hawthorne Drive, Newports Creek, Hogbin Drive and Pacific Highway. That Council, in accordance with Section 54 of the Environmental Planning and Assessment Act, prepare a Draft Local Environmental Plan for the land bounded by Phil Hawthorne Drive, Newports Creek, Hogbin Drive and Pacific Highway. That a formal specification from the Department of Infrastructure Planning and Natural Resources for a Local Environmental Study be sought. That, upon completion of the Local Environmental Study and Draft Masterplan, a report be put back to Council to enable exhibition of these documents. That funding for the project be from the Development Reserve.</p>	DIPNR response received. Brief being prepared to seek consultant input into project.
17/06/05	<p>15: Planning Matters A report be prepared on the feasibility of Council requiring all DCPs in existence to show that residential accommodation less than 100sq metres require 2 parking spaces.</p>	DCP Parking Review incorporated in 2005-2006 Strategic Planning Program.
CITY SERVICES		
11/4/02	<p>CW21: Transport & Drainage Asset Management Report 2002/2003 That a report be brought back regarding formation of a working group to examine in detail ways that income streams might be sourced to overcome the problem of maintenance and repairs.</p>	Deferred until Pavement Asset Management System in place.
19/5/05	<p>Questions Without Notice: 1. Jetty Structure Councillor Ovens requested a report be brought back on the status of the Jetty structure as to what Council's future liability should be and what funds are available to meet them.</p>	Report to October City Services Committee.

16/06/05	<p>Questions Without Notice 2: CBD – Birds</p> <p>Councillor Ovens questioned whether anything could be done to shield the trees in the CBD area at night in order to try and stop the bird droppings which are staining street furniture on a daily basis.</p>	Works Branch to consult with Environmental Services.
21/07/05	<p>General Business 1: AGENDA - ORDINARY MEETING 15 SEPTEMBER 2005</p> <p>Councillor Bonfield requested consideration be given to the provision of a sign, to be located centrally in Coffs Harbour, showing where cultural facilities, such as the Bunker Gallery, are located and the other side of the sign be used to advertise upcoming shows.</p>	
16/06/05	<p>B-Doubles on Bucca Road</p> <p>Councillor Rhoades requested a report be brought back on the use of B-doubles on Bucca Road, the report to address such issues as whether Council has the power to issue permits in a situation if the Pacific Highway is closed, as the Roads & Traffic Authority or Police could direct highway traffic up Bucca Road at any time, either at night or during school arrival/departure times.</p>	

RESOLUTIONS OF COUNCIL AWAITING IMPLEMENTATION

PLANNING, ENVIRONMENT AND DEVELOPMENT COMMITTEE – 3 FEBRUARY 2005

CW1: Draft Hearn's Lake / Sandy Beach Development Control Plan And Draft Hearn's Lake / Sandy Beach Developer Contributions Plan

1. That in accordance with Clauses 18 and 26(4) of the Environmental Planning and Assessment Regulations, Council exhibit the Draft Hearn's Lake/Sandy Beach Development Control Plan and Draft Hearn's Lake/Sandy Beach Developer Contributions Plan.
2. That all landowners in the Hearn's Lake/Sandy Beach study area be advised of the exhibition.
3. That no development application for the Hearn's Lake/Sandy Beach study area be determined until after adoption of the Hearn's Lake/Sandy Beach Development Control Plan and Developer Contributions Plan.
4. That Council request the Department of Environment and Conservation to accept land dedicated to Council through the Development Control Plan to enable extension to the Regional Park.

Progress: Awaiting completion of Processes Study for Hearn's Lake Estuary Management Plan. Report to Council likely October 2005.

PLANNING, ENVIRONMENT AND DEVELOPMENT COMMITTEE – 17 MARCH 2005

Revegetation Of Retired Banana Lands And The Control Of Environmental And Noxious Weeds

1. That Councillors and appropriate staff meet with the existing Steep Lands Project Committee to discuss issues of steep land management and future committee structure, objectives and membership.

2. That Council, in conjunction with Northern Rivers Catchment Management Authority, make representation to the Minister for Primary Industries for a review of the funding guidelines that disadvantage areas with a declining agricultural production.

PLANNING, ENVIRONMENT AND DEVELOPMENT COMMITTEE – 21 APRIL 2005

S26: 2006 Nsw Local Government Community Services Association Conference

1. That an expression of interest be completed by Council to host the 2006 NSW Local Government Community Services Association Conference.
2. That if Council is successful in its bid that an appropriately qualified and experienced company be engaged to deliver the conference and that income and expenditure budget allocations be made in the 2006/07 budget for hosting the conference.

CITY SERVICES COMMITTEE – 16 JUNE 2005

Questions Without Notice 3: Council Plant

Councillor Featherstone requested the General Manager advise on the total value of the plant owned by Council including a breakdown between staff vehicles and all other plant and if the General Manager could further advise on benchmarking between other Councils on the amount of plant usage relative to the value of plant owned.

Progress: Information requested from Greater Taree, Hastings & Tweed.

Questions Without Notice 4: Rural Lands Strategic Plan

Councillor Featherstone questioned whether the General Manager could consider using outside consultants to finalise the Rural Lands Strategic Plan so the matter could be brought forward and remove the need to establish a new Working Group.

Progress: Brief being prepared for engagement of consultants.

General Business 6: Trucks – Speed & Red Light Cameras

Councillor Hogbin questioned whether the OH&S issue could be used to try and get some action in relation to the matter of B-doubles and trucks, speed cameras and red light cameras.

CITY BUSINESS UNITS COMMITTEE – 7 JULY 2005

7: Rural Lands Strategic Plan

1. Council engage an appropriate Consultant to review all the information submitted on the Rural Lands Strategic Plan and to prepare a Draft Settlement Policy for all Rural 1A Lands. This Draft is to be presented to Council so that a Draft Settlement Policy can be put on public display by 30th November 2005 and adopted by 30th June 2006.
2. The existing moratorium on subdivision of lands zoned Rural 1A continues until the Settlement Policy for Rural 1A Lands is adopted by Council.

Progress: Brief being prepared for engagement of consultants.

CORPORATE SERVICES COMMITTEE – 7 JULY 2005

General Business 1: Safety of Children on School Buses

That Following the recent multiple fatality on the highway at Bonville, Cr McKelvey again raised the issues relating to school buses, including, vehicle capacity, the need for seatbelts and children standing whilst travelling. Cr McKelvey requested an update on a commitment given by the General Manager at the Council meeting of 3 March, to investigate opportunities to make a joint submission with Hastings Council, to the State Government.

General Business 3: Road Construction Costs

Cr Ovens asked if Council was able to obtain the construction costs for the new coast road leading into Woollongong, opened recently by Premier Carr.

General Business 7: Manure – Use on Gardens

Cr Smithers highlighted the potential environmental issues relating to the use of manure on properties, particularly near waterways.

PLANNING ENVIRONMENT AND DEVELOPMENT – 21 JULY 2005

PED 18: Development Application 1569/05 – Two Advertising Signs – Lot 1 DP1063045, No.2 Moonee Beach Road Moonee Beach

The Development Application be deferred for one month and the developer be asked to do the following prior to Council making a determination.

- a) to put up posts to the height of the proposed signs and frame them;
- b) provide a profile of the wall of the building indicating where badges of shops will be located.

PED 22: Proposed Trial Dog Leash Free Area – Policy Development and Enforcement

1. That Council resolve to establish a Dog Leash Free Area for a trial period on Park Beach South being that part of the beach commencing from the northern beach walkway access point approximately 30 metres south of Coffs Creek and extending south to the breakwater.
2. That the trial be for a period of six months commencing on a date which will see the period include the Christmas and New Year holiday period for 2005/06, and commence not later than 1st September 2005.
3. That upon completion of the trial period the proposal be placed on public exhibition for 30 days to ascertain community reaction to the trial; following this the matter be reported back to Council.

CITY SERVICES – 21 JULY 2005

S43: Coffs Harbour Road Usage Survey and Bicycle User Group Becoming Section 377 Committee

That Council request the Arts and Cultural Advisory Committee and the Bicycle User Group to explore the opportunities of an appropriate memorial or public art along Hogbin Drive in recognition of the fact that Coffs Harbour has been constructing cycleways for the last 20 years.

F61 BANK BALANCES AND INVESTMENTS AS AT 31 JULY 2005

Purpose:

To list Council's Bank Balances and Investments as at 31 July 2005

Description of Item:

A copy of the state of Bank Balances and Investments as at 31 July 2005 is attached.

Sustainability Assessment:

- **Environment**

There are no perceived current or future environmental impacts.

- **Social**

There are no perceived current or future social impacts.

- **Economic**

Council's investments are held according to the requirements stated within Council's investments policy and the returns are acceptable in relation thereto.

Recommendation:

That the bank balances and investments totalling one hundred and six million, seven hundred and ten thousand, seven hundred and fifty eight dollars (\$106,710,758) as at 31 July 2005 be noted.

Attachments:

BANK BALANCES AND INVESTMENTS AS AT 31/07/05
COFFS HARBOUR CITY COUNCIL

STATEMENT OF BANK BALANCES AS AT 31/7/05

Fund/Account	Balance at 1/7/05	Receipts to 31/7/05	Payments to 31/7/05	Balance At 31/7/05
GENERAL FUND	11,034,905	7,598,791	16,210,977	2,422,719
TRUST FUNDS	529,915	18,289	16,004	532,200
TOTAL OF ALL BANK ACCOUNTS	11,564,820	7,617,080	16,226,981	2,954,919

INVESTMENTS REPORT - 31/7/05

1. PRINCIPAL BALANCES/INTEREST EARNED

	Princ/Int Balance 1/7/05	Net Movements	Princ/Int Balance 31/7/05	Income Earned - July	Income Earned Yr to Date
	\$	\$	\$	\$	\$
OVERNIGHT FUNDS:					
Cash					
Westpac O'night	11,564,820	-8,609,901	2,954,919	27,963	27,963
Macquarie Cash Mment	20,113	18,950	39,063	361	361
	11,584,933	-8,590,951	2,993,983	28,324	28,324
OTHER FUNDS:					
Enhanced Cash Funds					
UBS Credit Enhanc.	13,907,259	73,339	13,980,598	73,339	73,339
Deutsche	16,500,237	93,888	16,594,125	93,888	93,888
Perennial Cash Enh.	11,113,568	55,753	11,169,321	55,753	55,753
ING Enhanced	10,781,829	3,061,974	13,843,803	61,974	61,974
Perpetual Credit	11,973,361	58,426	12,031,787	58,426	58,426
	64,276,254	3,343,380	67,619,634	343,380	343,380
Enhanced Income Funds					
Macquarie Inc. Plus	14,819,719	77,665	14,897,384	77,665	77,665
	14,819,719	77,665	14,897,384	77,665	77,665
Credit Unions					
BCCU - A - 72371	2,000,110	40	2,000,150	40	40
ANCU	0	500,000	500,000	0	0
	2,000,110	500,040	2,500,150	40	40
Term Deposits					
Commonwealth	6,007,534	0	6,007,534	0	0
Heritage Transfer CD*	1,000,000	6,411	1,006,411	6,411	6,411
	7,007,534	6,411	7,013,945	6,411	6,411
FRNs(Floating Rate Notes)					
Heritage	506,169	0	506,169	0	0
Bank of QLD*	506,865	7,675	514,540	7,675	7,675
Elders	0	1,021,190	1,021,190	0	0
Rolhschild	1,504,869	0	1,504,869	0	0
Adelaide Bank	506,980	0	506,980	0	0
Bendigo Bank	1,022,461	0	1,022,461	0	0
Bank of QLD	507,738	0	507,738	0	0
	4,555,082	1,028,865	5,583,947	7,675	7,675
CDOs(Collateralised Debt Obligations)					
Griffin *	1,659,587	25,509	1,685,096	25,509	25,509
Kosciuszko*	1,201,404	8,916	1,210,320	8,916	8,916
Ascot*	500,765	6,820	507,585	6,820	6,820
Argyle*	704,473	1,911	706,384	1,911	1,911
Gibraltar*	510,055	5,315	515,370	5,315	5,315
Nexus*	964,041	8,265	972,306	8,265	8,265
Hotham*	0	504,655	504,655	4,655	4,655
	5,540,325	561,391	6,101,716	61,391	61,391
Securities No Longer Held					
TOTALS	109,783,957	-3,073,199	106,710,758	524,885	524,885

NB.

* Grange IMP

2. INVESTMENTS PERFORMANCE REVIEW TO JULY 2005

Indexes / Investment Types / Investments	Funds at 31 July	Return by Percentage (Annualised)			
		1 Month	3 Months	6 Months	1 Year
	\$	%	%	%	%
Overnight Funds:					
Comparable Index-11am Indicative Cash		5.50	5.50	5.46	5.35
Investments:					
Cash					
Westpac Bank Account(balances vary daily)	2,954,919	5.26	5.27	5.26	5.15
Macquarie Cash Management(Grange IMP)	39,063	4.64			
Other Funds:					
Comparable Index-UBS Aust. Bank Bill		5.80	5.81	5.78	5.66
Investments:					
Enhanced Cash Funds:					
Perennial Cash Enhanced	11,169,321	6.42	5.82	5.97	5.96
Deutsche Cash-Plus	16,594,125	6.69	6.41	6.59	6.55
ING Enhanced Cash	13,843,803	6.31	6.34	6.50	6.49
Perpetual Credit Enhanced Cash	12,031,787	6.56	6.23	6.46	
UBS Credit Enhanced Cash	13,980,598	6.67	6.28	6.33	6.22
Enhance Income Funds					
Macquarie Income Plus	14,897,384	6.59	6.35	6.53	6.47
Credit Unions					
Bananacoast Community Credit Union	2,000,150	6.75	6.75	6.63	6.52
Australian National Credit Union	500,000	5.99			
Term Deposits					
Commonwealth Bank	6,007,534	6.92	6.92	6.92	6.92
Heritage BS Transferable CD (Grange IMP)	1,006,411	6.00			
FRNs (Floating Rate Notes)					
Heritage	506,169	6.66	6.71	6.70	6.56
Elders	1,021,190	6.56	6.46	6.36	6.32
Rothschild	1,504,869	6.07	6.07	6.01	
Adelaide Bank	506,980	6.31	6.36	6.35	
Bendigo Bank	1,022,461	6.07	6.12	6.10	
Bank of QLD	507,738	6.22	6.22		
Bank of QLD (Grange IMP)	514,540	6.27			
CDOs (Collateralised Debt Obligations)					
Griffin (Grange IMP)	1,685,096	6.12			
Kosciuszko (Grange IMP)	1,210,320	6.55			
Ascot #1 (Grange IMP)	507,585	6.48			
Argyle (Grange IMP)	706,384	6.44			
Gibraltar (Grange IMP)	515,370	6.61			
Nexus (Grange IMP)	972,306	6.50			
Hotham (Grange IMP)	504,655	6.54	-	-	-
TOTAL INVESTMENTS HELD	106,710,758				

I hereby certify that Council's investments have been made in accordance with the Local Government Act 1993, Regulations and Council's Investment Policy.



Responsible Accounting Officer.

CITY SERVICES DEPARTMENT REPORTS

S57 TENDER : REMOVAL AND DISPOSAL OF BIOSOLIDS FROM COFFS HARBOUR TREATMENT WORKS

Purpose:

To report on tenders received for the removal and disposal of biosolids stockpiled at the rear of the Coffs Harbour Airport site.

Description of Item:

Council has dried and stockpiled biosolids at the northern end of the airport for many years. In the past the public used to take the biosolids for their use. This practice ceased about 10 years ago with the introduction of the EPA guidelines for disposal of biosolids. There is now 8100m³ stockpiled and a further unknown quantity in bunded areas drying.

Once Council's green waste facility is completed biosolids will be disposed of at this facility straight from the treatment plants.

This contract will dispose of all stockpiled biosolids and, depending on the condition of the biosolids in the bunded areas, this will also be disposed of via a variation to the contract. Two tenders were received as follows:

- Arkwood Organic Recycling
- LV Rawlinson & Associates Pty Ltd

Both contractors have had extensive experience in disposal of biosolids in accordance with the EPA guidelines and both propose to use land disposal which includes spreading and incorporating the biosolids into the soil.

Sustainability Assessment:

- **Environment**

A condition of the contract is that the contractor must provide a Review of Environmental Factors for approval by the EPA prior to commencing works.

Disposal of biosolids to the land has been carried out for many years and, providing guidelines have been adhered to, the benefits have been shown to be significant to the treated properties. Truck movements will generally be through the city and on the highway north.

- **Social**

Disposal of biosolids is an on-going issue for all water authorities requiring them to ensure it is done in a healthy and environmentally sensitive manner. Land disposal has been shown to meet both these requirements with benefits to the end user.

Future disposal through the green waste facility will still require land-based disposal.

- **Economic**

Broader Economic Implications

Land disposal of biosolids has been shown to be the most economic form of disposal and gives additional economic benefit to the end user.

Costs of disposal to the greenwaste facility will be higher and will be cross subsidised by the garbage rate.

This expenditure has been budgeted for in the 05/06 budgeted.

Related Policy and / or Precedents:

Tendering procedures were carried out in accordance with Council's tender procedures. Disposal will be carried out in accordance with EPA Guidelines and licences.

Tender details and assessments are included in the confidential attachment.

Implementation Date / Priority:

The tender period is six months and is usually dependent on suitable rainfall or soil moisture to enable grass to grow on treated land. The tender time may have to be varied to satisfy those conditions.

Recommendation:

1. That Council accept the tender of Arkwood (Gloucester) Pty Ltd, Trading as Arkwood Organic Recycling, ABN 70 055 370 486 for Contract 05/06-214-TO, Removal and Disposal of Biosolids from Coffs Harbour Sewer Treatment Works for the Lump Sum amount of \$224,740.00 incl GST on the basis that:-
 - (a) The tender is the highest scoring tender following the application of Council's Tender Value Selection System.
 - (b) The tenderer has the necessary experience in similar works and his referees have confirmed his ability and satisfactory performance.
 - (c) The tenderer's financial references are satisfactory.
2. That the contract documents be completed under Seal of Council.

Purpose:

To report on tenders received for the marine biological sampling and sorting for the Deep Sea Release.

Description of Item:

This tender is to take a further three marine benthic infauna samplings at six month intervals post commissioning of the Deep Sea Release. Three samples have been taken of the pre commissioning conditions. The samples are sorted and benthic infauna is counted. These counts are then statically analysed to determine impacts as a result of the DSR. The sampling has been designed to give us spatial and time variability and sampling may be varied during the process to give best outcomes with minimal sampling and sorting.

The final statistical methodology will be determined once sampling has commenced to enable meaningful results to be produced. The analysis will be carried out by consultants currently engaged for this process.

Four tenders were received as follows:

1. Sustainable Forest Management Pty Ltd
2. The Ecology Lab Pty Ltd
3. The Marine Science Centre
4. GHD

The GHD tender was not considered as it arrived after close of tenders.

Sustainability Assessment:

- **Environment**

This monitoring is part of the monitoring process required to be carried out under the EIS approvals.

- **Social**

The monitoring and reporting was a Council commitment to the community during the EIS process.

- **Economic**

Broader Economic Implications

Cost of monitoring is budgeted for in the 2005/06 year and subsequent years and will be partially subsidised by the Department of Energy, Utilities and Sustainability.

Related Policy and / or Precedents:

Tendering procedures were carried out in accordance with Council's tender procedures.

Tender details and assessments are included in the confidential attachment.

Recommendation:

1. **That Council accept the tender of Sustainable Forest Management, ACN 098 226 361, for Contract 05/06-213-TO - Coffs Harbour Deep Sea Release, Marine Biological Monitoring Program, for the lump sum of \$161,596 including GST, on the basis that:**
 - a) **The tender is the highest scoring tender following the application of Council's Tender Value Selection System.**
 - b) **The tenderer has the necessary experience in similar works and his referees have confirmed his ability and satisfactory performance.**
 - c) **The tenderer's financial references are satisfactory.**
2. **That the contract documents be completed under Seal of Council.**

K O Lavelle
Director of Corporate Services