



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CORPORATE SERVICES COMMITTEE)

COUNCIL CHAMBERS

COUNCIL ADMINISTRATION BUILDING

COFF AND CASTLE STREETS, COFFS HARBOUR

15 DECEMBER 2005

Contents

ITEM	DESCRIPTION	PAGE
	CORPORATE SERVICES DEPARTMENT REPORTS	1
F73	MANAGEMENT PLAN - REVIEW OF COUNCIL POLICY	1
F74	PUBLIC LIABILITY INSURANCE REQUIREMENTS FOR THE HIRE OF COUNCIL FACILITIES	7
F75	MONTHLY BUDGET REVIEW FOR OCTOBER 2005	10
F76	BANK BALANCES AND INVESTMENTS AS AT 31 OCTOBER 2005	13
F77	FINANCIAL REPORT - 2004/05	16
F78	OUTSTANDING REPORTS AND RESOLUTIONS AWAITING IMPLEMENTATION	28
F79	TENDER: SUPPLY OF DUCTILE PIPE & WATER SERVICE FITTINGS	34

A portion of these reports 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, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret.

and in accordance with Section 10A (1) the meeting may be closed to the public.

CITY SERVICES DEPARTMENT REPORTS	37
S87 PACIFIC HIGHWAY TASKFORCE	37
S88 FUTURE OF THE BUNKER CARTOON GALLERY INC AND THE COFFS HARBOUR MUSEUM	39
S89 LOAD LIMIT TO TIMBER BRIDGES - CORAL STREET, BRIDGE, CORINDI	42
 CITY BUSINESS UNITS DEPARTMENT REPORT	 46
B39 LAND TENDER COFFS HARBOUR JETTY	46

A portion of these reports 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, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret.

and in accordance with Section 10A (1) the meeting may be closed to the public.



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CORPORATE SERVICES COMMITTEE)

15 DECEMBER 2005

Mayor and Councillors

CORPORATE SERVICES DEPARTMENT REPORTS

F73 MANAGEMENT PLAN - REVIEW OF COUNCIL POLICY

Purpose:

To advise Council of a review undertaken of Council's policies in line with the Management Plan 2004-05 program and to publish the policies on Council's web page for public access.

Description of Item:

Council adopted its current policies in April 2000 following a total corporate review. Council again reviewed its policies in 2002. Council has also adopted additional policies since.

Council has a strategy to publish its policies on the web to enhance public access and understanding.

Sustainability Assessment:

Council's policies provide advice and insight on how many environmental, social and economic aspects of its services are managed.

Consultation:

Each department and branch has reviewed its policies and consulted with stakeholders as appropriate. The policies have been reviewed by the Chair and Deputy Chair of the respective Committees.

Related Policy and / or Precedents:

Council's current policy, as part of its obligations under Section 232(1), is to review its policies within 12 months of the general election.

Statutory Requirements:

Council's role is to create and review Council's policies and objectives and criteria relating to the exercise of Council's regulatory functions (S.232(1)).

Issues:

The review of Council policy is both a major and complex exercise as it requires co-ordination with legislative change, Departmental guidelines and policies, local government best practice and Council practice.

Council staff have also headed feedback from the publication of its policy on the web site by adjusting the format to provide for each policy specific comment on Council's objective, policy statement and a reference to a point of contact to obtain advice and assistance.

The opportunity has been taken to recommend deletion of those policies that are obsolete or overtaken by legislation or other legal instruments ie. LEP or the like. Some policies have been amalgamated where appropriate.

As a further tool to assist community enquiry and communication each branch has been requested to include all other relevant documents that should be referred to should the enquirer have a need for this information. Councillors will find these lists as the last item in each section.

The comprehensive policy document is included in the Councillors envelope.

Preceding each Departments' policies, Councillors will find a notation or comment on policy changes as appropriate.

However, some issues are significant and the following comments are recorded.

Executive Policies

Code of Conduct

Councillors are aware that the model code of conduct has been enshrined in legislation. Council is required to adopt a code of conduct but at least the model code.

There have been three workshops with staff and councillors to review Council's existing code with the model code with the result that the proposed Council Code has been strengthened.

Council is also required to have a training program for Councillors and staff. To this end two staff, trained trainers, have attended a course supported by the LGSA and DLG. A training program for Councillors and all staff will be put in place during the next 3-6 months.

Council is also required to appoint a Conduct Committee comprising the Mayor, General Manager and an independent person such as a solicitor. Council at its meeting held on 15 September 2005, adopted the Coffs Harbour City Council's Code of Conduct and appointed its Conduct Committee.

To support the Conduct Committee in its role, should ever the occasion arise, a procedural document has been developed and a copy has been included with the policy document.

Part 5 of the Code deals with conflict of interest, both pecuniary and non-pecuniary. Councillors have had considerable experience dealing with pecuniary interest.

The new Code now has requirements, under certain circumstances, for Councillors to declare a non pecuniary interest and if this is at a meeting as earliest practicable. If a Councillor declares a non-pecuniary interest, several options are available as defined at Clause 5.12.

A trend has developed in Council's to make use of a declaration signed by the Councillor and submitted to the Chairperson prior to the meeting. This allows the Chair to advise the meeting including other Councillors and the public present of the interest and item.

A proforma has been developed and included with the policy.

Councillors may also be aware that the Department of Local Government are considering further amendments to the Model Code as a result of recent investigations they have undertaken. A further report will be submitted once this advice is received.

Payment of Expenses and Provision of Facilities

Council had previously requested a review of a section of this policy (ie. Overseas travel refer O/S resolution report). A survey of NSW Councils had been undertaken as well as a survey of Councillors.

As a result of this work a draft document was circulated to Councillors of the previous Council and this Council. These comments and issues raised have been included in the proposed policy document.

More recently as a result of recent amending legislation the Department of Local Government have issued circulars which have included comment on this issue.

Circular 04-60, as a result of the Local Government Amendment Act 2004 included the comment:

"Spouse/ partner costs

The policies must not reimburse the expenses of councillor's 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."

And circular 05-34, as a result of the Local Government Amendment Act '05, included the comments:

“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 the 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.”

Contact has been made with the Department of Local Government as to when the guidelines will be available in view of the impact on Council’s draft policy especially when it has been a tradition for this and all councils for accompanying partners to attend the Associations conferences. It appears the same comment has been made by many councils and the Department is now in formal consultation with the Local Government & Shires Association on how to handle this issue in the guidelines.

In recent contact with the Department, advice was received that the guidelines will be available in December and there are some concessions linked to stricter accountabilities similar to the quarterly reports this Council receives on Councillors expenses.

Corporate Services Policies

Administration – Access to Information

Councillors will be aware from previous reports on the Conflict between S12 Local Government Act, the Freedom of Information Act, Privacy & Personal Information Protection Act, State Records Act and Environmental Planning & Protection Act on the rights of access to information Council holds for the purposes of its corporate business.

Council has made submissions to government inquiries, proposed motions to the Local Government Association’s Conference to no avail.

F73 Management Plan - Review Of Council Policy ...(Cont'd)

The matter has more recently been addressed by the NSW Local Governance Network of the LGMA in consultation with the Department of Local Government and Local Government & Shires Association to formulate a model policy for Council's to adopt.

This work will take about six months and a further report will be presented on the issue.

City Services Policies

The following amendments have been made to policies associated with Coffs Harbour Water:

1. *The Northern Beaches Area Sewerage Policy* has been deleted.
2. *The Memorandum of Understanding for Sewerage Services* has been transferred to a strategy, rather than a policy.
3. *Regional Water Supply - Raw Water Policy* - amended to include connection time limits.
4. *Building in the Vicinity of Sewer Mains* - a diagram has been added to the policy.
5. *The Reclaimed Water Policy* - reference has been made to the "Reclaimed Water User Agreement". Table 1 has been abbreviated to reflect the standard used by Council.
6. *Sewerage Connection - Unsewered Residential Land* has been deleted.
7. *Trade Waste Policy* is under review.
8. *Water Meter/Service - Installation* - location of the meter service has been added.

Planning Environment and Development Policies

Development Applications - Delegated Authority

The provisions of the Environmental Planning and Assessment Act in most circumstances requires Council to assess development applications within a period of 40 days from the date of receipt of a valid application. This timeframe and the resources required to report all applications to Council for consideration is unrealistic. Notwithstanding the above, it is considered prudent to report development applications to Council for consideration where the application does meet one of the following criteria.

- Significant public interest and community input;
- Substantial non-compliance with relevant strategic controls;
- Significant land use;
- Major environmental issue(s);

Council in the past has stipulated a monetary value for applications for Council's consideration. With inflation over the years, the value of \$1million has been eroded to such an extent that applications for single dwellings and dual occupancies often exceed this amount, therefore it is recommended that this figure be deleted.

Policy Development

The review has identified the need for further policy development on the following issue:

1. Private Sector Sponsorship – Code of Conduct
2. Footway Licencing Policy – Signs
3. Woolgoolga Beach Reserve Draft Plan of Management – Currently with Dept of Lands.
4. Water
 - Urban Rainwater Tank Policy
 - Best Practice Pricing – Water/ Sewer/ Trade Waste
 - Developer Contributions Plan
 - Strategic Business Plan – Water/ Sewer
 - Integrated Water Cycle Management Plan
 - Sewerage Services – Reclaimed Water Policy
5. Floodplain Development & Management
6. Road & Footpath Opening Policy

Reports on these matters will be presented to Council over the next three months or so.

Implementation Date / Priority:

The policies of Council will be effective from the date of adoption and publishment on the web will occur as soon as practicable thereafter. Several policies require public notification to enable submissions to be made.

Recommendation:

- 1. That those policies identified for deletion be deleted.**
- 2. That those policies recommended for alteration be now adopted in the new format.**
- 3. That those policies requiring further review be reported to Council by the Branches concerned.**
- 4. That Council place on public exhibition its Code of Conduct Policy and Policy for Payment of Expenses incurred by, and Provision of Facilities to, the Mayor and Councillors.**
- 5. Should Council receive no substantial submissions a copy of the policies be forwarded to the Director General, Department of Local Government or alternatively a further report to Council.**

F74 PUBLIC LIABILITY INSURANCE REQUIREMENTS FOR THE HIRE OF COUNCIL FACILITIES

Purpose:

At the Council meeting held on 18 August 2005 Cr Ovens asked for a report on Public Liability Insurance for users of Council facilities.

Description of Item:

Council requires hirers of its facilities to hold public liability insurance, with a minimum cover of \$10 million for their activities at the facility.

Council's public liability insurance cover under Statewide Mutual does not allow for council's insurance cover to be extended to non-Council entities.

Sustainability Assessment:

- **Environment**

The environmental effects of Council's facilities were assessed at the time they were provided.

- **Social**

There are many facilities provided by Council for the community to hire for their sole use. This places a responsibility on Council to manage the risk imposed by the hirer to ensure the community at large and public funds are not impacted by claims made upon the hirer.

Some facilities such as halls are hired by hirers (individuals) for events such as birthday parties. Generally these hirers are unable to purchase insurance to protect their insurable interest for such a short term hire.

Provision of the Hirers Liability Policy by Councils enables this type of hirer to purchase cover and the event to proceed.

- **Economic**

The 2005/2006 premium for Council's Casual Hirers public liability policy is \$3,355.00. The policy excess is \$1,000.00 and is payable by the hirer under the conditions of hire. Council is named as the policy holder, and any claims made against Council and a hirer of a facility would be covered under this policy. The annual fee set by Council is \$32.70 per day which is collected and retained by Council's Facilities Committees and Council for street/ market stalls and the like.

If council is named in a claim by an uninsured hirer, Council's Statewide Mutual public liability insurance will be the policy affected, and it is subject to an excess of \$12,500.00 for each claim.

Consultation:

The category of insurance and the level of insured coverage required is set on advisement from council's insurance broker Jardine Lloyd Thompson Pty Ltd, who are also managers of the Statewide Mutual Liability Scheme.

Related Policy and / or Precedents:

The level of cover (\$10 million) required by Council is a minimum, it reflects awards made by the Courts and is common to the local government industry. It also allows a commonality in level of cover across council.

Related Policies include Purchasing Disposal & Supply Policy, Footpath Activities Policies, Tender Policy, Applications to undertake works on council roads.

Statutory Requirements:

Local Government Act 1993 – Sec 382.

Insurance against liability

(1) A council must make arrangements for its adequate insurance against public liability and professional liability.

Issues:

Council contributes to the Statewide Mutual Liability Scheme public liability insurance to protect council's funds in the event of a claim related to Council activities and facilities. Council is not an insurer and cannot assume an insured liability without the approval of the insurance company.

The hiring of council facilities to an organization or individual for non-council activities creates a potential liability exposure that may involve council as the facility owner, even if the claim relates to the activity of the hirer. This is the extent of Council's insurable interest.

Council requires hirers of its facilities to submit evidence of their insurance cover protecting their insurable interest and a risk assessment with the hire application. The hirer is to consider the suitability of the facility for the hirer's activities, and highlight any risks associated with the hire activity and the controls the hirer proposes. The risk assessment is also a way of council confirming the activities of the hirer.

If the proposed activity is of a high risk nature than the level of insurance cover may need to be greater than the \$10 million minimum and will determined by the facility manager in consultation with councils Risk Co-ordinator.

Many individual hirers do not hold public liability insurance but Council has through its broker purchased a "Casual Hirers" public liability insurance policy to protect the hirer's insurable interest subject to some restrictions.

F74 Public Liability Insurance Requirements For The Hire Of Council Facilities ...(Cont'd)

The "Casual Hirers" public liability insurance policy (\$10 million) is unique to local government and is designed for occasional hirers of council facilities. But the policy does have exclusions and limitations. The policy provides for no more than ten days of hire over any twelve month period and cover is not available to incorporated bodies, sporting clubs, associations of any kind or profit making/commercial activities.

Recommendation:

- 1. That Council note that its Statewide Mutual cover does not extend to include non-council entities.**
- 2. That Council's policy of requiring hirers of council facilities to hold public liability insurance of at least \$10 million be noted and confirmed.**
- 3. That Council also note that the Casual Hirers liability policy provides protection for unincorporated entities but not incorporated bodies.**

F75 MONTHLY BUDGET REVIEW FOR OCTOBER 2005

Purpose:

To report on the estimated budget position as at 31 October 2005.

Description of Item:

Estimated Budget Position as at 31 October 2005:

	General Account \$	Water Account \$	Sewer Account \$
Revised Budget adopted 15 September 2005	346,977 (D)	551,667 (S)	1,496,847 (D)
Council Approved Variations to 30 September 2005		817,274 (S)	475,990 (S)
Donations – Civic Management Program	2,740 (D)		
SLSC Subsidies (Ordinary Meeting 18/8/05)	2,740 (S)		
Loan to Coffs Harbour Tennis Club (Ordinary Meeting 18/8/05)	35,000 (D)		
Plant Operating & Maintenance - \$31,930			
Plant Replacement - \$18,540	Nil		
Plant Income - (\$150,000)			
Transfer to Restricted (Plant) - \$99,530 (City Services Meeting 16/6/05)			
Roads to Recovery Allocation			
- Gravel Rds Resheet - \$50,000			
- Sealed Rds Rehab - \$205,000	Nil		
- Sealed Rds Reseals - \$116,792			
- Unallocated - (\$371,792)			
- (City Services Meeting 21/7/05)			
Health Campus LEP - \$73,000			
Funding from Development Reserve (PED Meeting 22/7/04)	Nil		
Acquire Land 17 Moonee Beach Rd - \$2,500			
Acquire Land 19 Moonee Beach Rd - \$6,500	Nil		
Funding from Sec 94 (City Business Units Meeting 7/7/05)	<u>261,030</u> (D)		
	296,030 (D)		
Revised Budget as at 30 September 2005	643,007 (D)	1,368,941 (S)	1,020,857 (D)
Adopted variations for October (see below)	244,555 (S)	Nil	Nil
Estimated result 2005/06 as at 31 October 2005	<u>398,452</u> (D)	<u>1,368,941</u> (S)	<u>1,020,857</u> (D)

F75 Monthly Budget Review For October 2005 ...(Cont'd)

<u>October Variations</u>	<u>Deficit (D)</u>	<u>Surplus (S)</u>
Supervision of Subdivisions reserve closed & balance transferred to reduce the deficit (Corporate Services Meeting 17/11/05)		41,681 (S)
04/05 Plant dividend to General Fund (Corporate Services Meeting 17/11/05)		202,874 (S)
		<u>244,555 (S)</u>

Sustainability Assessment:

This report is one of procedure only.

- **Environment**

There are no perceived short or long-term environmental impacts.

- **Social**

There are no perceived short or long term social impacts.

- **Economic**

Management Plan Implications

The revised budget for the General Account after these recommendations are adopted will be a deficit of \$398,452. Reduction of the deficit during the financial year will need to be a priority.

Several items require a further review in December when trends will be more apparent.

For any substantial budget adjustments the associated council report will address the TBL factors independently.

Consultation:

Managers have been provided with budget analysis reports for each program. Requested variations and variations adopted by Council have been included in the report.

Statutory Requirements:

Under local government regulations Council is required to submit a quarterly budget review to Council. Therefore Council is under no obligation to provide monthly reviews but has recommended they be completed as part of prudent financial management.

F75 Monthly Budget Review For October 2005 ...(Cont'd)

Recommendation:

Estimated Budget Position as at 31 October 2005:

	General Account \$	Water Account \$	Sewer Account \$
Revised Budget adopted 15 Sept 2005	346,977 (D)	551,667 (S)	1,496,847 (D)
Approved variations to 30 September 2005	296,030 (D)	817,274 (S)	475,990 (S)
Adopted variations for October 2005	244,555 (S)	Nil	Nil
Estimated result 2005/06 as at 31 October 2005	<u>398,452 (D)</u>	<u>1,368,941 (S)</u>	<u>1,020,857 (D)</u>

Purpose:

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

Description of Item:

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

It should be noted that Council is now required to account for investments in accordance with the Australian International Financial Reporting Standards. As such the ledger balances at the end of each month reflect market value movements which would be inclusive of accrued interest.

Interest when paid, say quarterly, would result in reductions in the market value of the investments.

The Investment Report Part 1, "Principal Balances/ Interest Earned" reflects the above requirements.

Part 2, "Investment Performance Review", reflects the interest earned (or accrued) on each investment, based on the acquisition price.

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, eight hundred and eleven thousand, seven hundred and ninety four dollars (\$106,811,794) as at 31 October 2005 be noted.

Attachments:

BANK BALANCES AND INVESTMENTS AS AT 31/10/05
COFFS HARBOUR CITY COUNCIL

STATEMENT OF BANK BALANCES AS AT 31/10/05

Fund/Account	Balance at 1/10/05	Receipts to 31/10/05	Payments to 31/10/05	Balance At 31/10/05
GENERAL FUND	620,411	9,680,295	8,108,462	2,192,244
TRUST FUNDS	537,173	2,464	0	539,638
TOTAL OF ALL BANK ACCOUNTS	1,157,584	9,682,760	8,108,462	2,731,882

INVESTMENTS REPORT - 31/10/05

1. PRINCIPAL BALANCES/INTEREST EARNED

	Princ/Int Balance 1/10/05	Net Movements - October 2005	Princ/Int Balance 31/10/05	Income Earned - October	Income Earned Yr to Date
	\$	\$	\$	\$	\$
OVERNIGHT FUNDS:					
Cash					
Westpac-O'night	1,157,584	1,574,298	2,731,882	7,134	61,994
BT Institution Managed	0	75	75	75	1,906
Macquarie Cash Mment	88,672	-29,521	59,151	951	1,312
	1,246,256	1,544,852	2,791,108	8,159	65,212
OTHER FUNDS:					
Enhanced Cash Funds					
UBS Credit Enhan.	13,117,991	-3,392,241	9,725,750	57,759	268,491
Deutsche	16,059,840	91,178	16,151,018	91,178	350,781
Perennial Cash Enh.	11,284,023	-198,499	11,085,524	51,501	221,956
ING Enhanced	13,984,286	67,918	14,052,204	67,918	270,376
	54,446,140	-3,431,644	51,014,496	268,356	1,111,603
Enhanced Income Funds					
Perpetual Credit Income	16,458,921	83,043	16,541,963	83,043	137,538
Macquarie Inc. Plus	16,058,140	82,299	16,140,438	82,299	320,719
	32,517,061	165,341	32,682,402	165,341	458,257
Term Deposits					
BCCU - A - 72371	2,000,150	0	2,000,150	0	33,328
ANCU	500,000	0	500,000	0	0
Commonwealth	6,007,534	0	6,007,534	205,013	205,013
Heritage Transfer CD*	1,016,438	5,096	1,021,534	0	16,438
	9,524,122	5,096	9,529,218	205,013	254,779
FRNs(Floating Rate Notes)					
Heritage	507,315	2,580	509,895	0	9,773
Bank of QLD	511,549	2,686	514,234	0	8,689
Rothschild	1,515,375	8,040	1,523,415	0	22,700
Adelaide Bank	506,308	3,104	509,412	0	9,206
Bendigo Bank	1,023,600	5,120	1,028,720	0	18,917
Bank of QLD*	1,023,100	5,390	1,028,490	5,390	11,799
	5,087,247	26,919	5,114,166	5,390	81,084
CDOs(Collateralised Debt Obligations)					
Griffin *	202,886	1,042	203,928	0	20,338
Kosciuszko*	1,203,228	-699,113	504,115	0	19,787
Ascot*	504,730	53,515	558,245	0	8,108
Argyle*	1,226,208	-14,376	1,211,832	20,840	36,234
Gibraltar*	511,955	3,305	515,260	0	8,847
Nexus*	966,445	6,156	972,601	0	17,698
Green*	500,880	2,805	503,685	0	1,750
Hotham*	501,710	709,030	1,210,740	0	10,097
	5,618,042	62,364	5,680,405	20,840	122,859
Securities No Longer Held					
					6,664
TOTALS	108,438,867	-1,627,073	106,811,794	673,100	2,093,795

NB.

* Grange IMP

2. INVESTMENTS PERFORMANCE REVIEW TO OCTOBER 2005

Indexes / Investment Types / Investments	Funds at 30 October 2005	Return by Percentage (Annualised)			
		1 Month	3 Months	6 Months	1 Year
	\$	%	%	%	%
Overnight Funds:					
Comparable Index-11am Indicative Cash		5.50	5.50	5.50	5.42
Investments:					
Cash					
Westpac Bank Account(balances vary daily)	2,731,882	5.24	5.24	5.26	5.20
BT Institutional Managed Cash	74	5.79	5.78		
Macquarie Cash Management(Grange IMP)	59,151	4.62	4.62		
Other Funds:					
Comparable Index-UBS Aust. Bank Bill		5.77	5.75	5.78	5.71
Investments:					
Enhanced Cash Funds:					
Perennial Cash Enhanced	11,085,524	6.30	6.51	6.17	6.14
Deutsche Cash-Plus	16,151,018	6.55	6.75	6.58	6.62
ING Enhanced Cash	14,052,204	6.20	6.34	6.34	6.43
UBS Credit Enhanced Cash	9,725,750	6.42	6.41	6.35	6.28
Enhance Income Funds					
Macquarie Income Plus	16,140,438	6.45	6.57	6.46	6.51
Perpetual Credit Income	16,541,963	6.29	6.36		
Term Deposits					
Bananacoast Community Credit Union	2,000,150	6.75	6.75	6.75	6.63
Australian National Credit Union	500,000	5.99			
Commonwealth Bank	6,007,534	6.92	6.92	6.92	6.92
Heritage BS Transferable CD (Grange IMP)	1,021,534	6.00	6.00		
FRNs (Floating Rate Notes)					
Heritage	509,895	6.62	6.63	6.67	6.61
Rothschild	1,523,415	6.05	6.05	6.06	5.98
Adelaide Bank	509,412	6.27	6.28	6.32	
Bendigo Bank	1,028,720	6.04	6.05	6.08	
Bank of QLD	1,028,490	6.20	6.21	6.21	
Bank of QLD (Grange IMP)	514,234	6.20	6.25		
CDOs (Collateralised Debt Obligations)					
Griffin (Grange IMP)	203,928	6.03	6.05		
Kosciuszko (Grange IMP)	504,115	6.53	6.53		
Ascot #1 (Grange IMP)	558,245	6.43	6.43		
Argyle (Grange IMP)	1,211,832	6.35	6.36		
Gibraltar (Grange IMP)	515,260	6.40	6.46		
Nexus (Grange IMP)	972,601	6.33	6.37		
Green (Grange IMP)	503,685	6.63			
Hotham (Grange IMP)	1,210,740	6.51	6.53		
TOTAL INVESTMENTS HELD	106,811,794				

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.

Purpose:

Consideration of the audited financial reports for the year ended 30 June 2005.

Description of Item:

A set of audited financial reports for the year ended 30 June 2005 was distributed with the 15 December 2005 business paper to the Councillors. The reports were submitted to the Department of Local Government on 4 November 2005.

Council's auditor, Mr John Gordon, will present to the Councillors and executive staff at 4pm on Thursday 15th December 2005, Council's financial reports and discuss Council's financial position.

The financial reports consist of three distinct sections:

1. The General Purpose Financial Reports;
2. The Special Purpose Financial Reports; and
3. The Special Schedules.

The General Purpose Financial Reports and Special Purpose Financial Reports are the reports required to be produced by the Australian Accounting Standards whilst the Special Schedules contain additional information required for the Local Government Grants Commission, Ministry of Energy and Utilities and Department of Local Government.

Local government reporting is similar to commercial reporting. In fact under the requirements of National Competition Policy comparisons (which are disclosed in the Special Purpose Financial Reports) between Council's business activities (ie water, sewer, airport) and similar private sector activities can be performed. Specialised aspects related to Local Government have been catered for in a separate standard, i.e., Australian Accounting Standard 27 (AAS 27). Council currently complies with all relevant Australian Accounting Standards. For the year ended 30 June 2006 Council will have to prepare annual financial statements with comparatives (figures for the year ended 30 June 2005) that comply with Australian Equivalent International Financial Reporting Standards. The estimated impact on the Statement of Financial Performance and Statement of Financial Position for Council of complying with Australian Equivalent International Financial Reporting Standards for year ended 30 June 2005 (which is required under Accounting Standard AASB 1047) has been disclosed in Note 18 of the 2004/2005 Annual Financial Statements.

It should be recognised that the General Purpose Reports provide a consolidated picture of a council's operation and financial position. For a multi-purpose council, such as Coffs Harbour City Council, the results achieved by each traditional fund (General, Water and Sewerage) are lost. Also, internal transactions are eliminated, e.g., water charges met by Parks and Gardens are reversed.

The sections of the financial reports are set out below:

1. General Purpose Financial Reports

- a) Council Certificate.
- b) Statement of Financial Performance (Operating Statement)
- c) Statement of Financial Position (Balance Sheet)
- d) Statement of Changes in Equity
- e) Statement of Cash Flows
- f) "Notes", most of which can be related by number to entries in the Statement of Financial Position, Statement of Cash Flows and Statement of Financial Performance.
- g) Auditor's Reports.

2. Special Purpose Financial Reports

- a) Council Certificate.
- b) Statement of Financial Performance (Operating Statement) By Business Activity
- c) Statement of Financial Position (Balance Sheet) By Business Activity
- d) Note 1 which outline Significant Accounting Policies and National Competition Policy Payments.
- e) Note 2 & Note3 which outlines Best Practice Management Disclosures
- f) Auditor's Reports.

3. Special Schedules

- a) Net Cost of Services (by function)
- b) Statement of Long Term Debt
- c) Statement of Internal Loans
- d) Water Supply Operations
- e) Water Supply – Net Assets Committed
- f) Sewerage Service Operations
- g) Sewerage Services – Net Assets Committed
- h) Condition of Public Works.

The auditor's "Report on the Conduct of the Audit" provides comment in relation to:

- Operating Results
- Asset Recognition
- Performance Indicators
- Internally Restricted Assets

In relation to the specific reports included in the General Purpose Financial Reports, the following comments are made:

Statement of Financial Performance (page 2)

The factors contributing to the operating results have been covered in the auditor's report (pages A2-A6).

More specific comments in relation to components of the Statement of Financial Performance are made later in this report when the Notes are covered. The Notes commence on page N1 of the financial reports.

It should be recognised that the operating result cannot be directly compared to the result as reported to Council on 20th October 2005 in relation to the June budget review. This fact should also be considered when reading Note 16 of the General Purpose Financial Reports. The factors impacting such a comparison include:

- The consolidated approach to the General Purpose Financial Reports;
- Capital expenditure is included in the Statement of Financial Position (not part of the operating result);
- The elimination of internal transactions in the General Purpose Financial Reports; and
- The impact of revotes does not reflect in the financial reports other than in terms of the expenditure levels and funds on hand.

Statement of Financial Position (page 4)

For a further break up of information on this Statement refer to the specific “Notes” which commence on page N1 of the financial reports.

This statement sets out the assets, liabilities and equity. Equity represents, the stakeholders (ratepayers) net funds tied up in the consolidated Council business. In theory, if the Council was disbanded and all the assets and liabilities were disposed of, the net funds available would represent the equity balance, which would be distributed to the stakeholders. There may be some difficulty in selling some of the infrastructure assets though, e.g., parks, reserves, roads, drainage and bridges.

Statement of Changes in Equity (page 5)

This statement shows the change in Equity for the year as reflected in the “Statement of Financial Position” (page 4), i.e., from a commencing balance of \$756.228m to a closing balance of \$816.334m. The significant reasons for the increase of \$60.106m relate to the net gain on transfer of Assets & Liabilities from the Boundary Adjustment areas of Red Rock & Corindi (\$17.145m) & Land Assets Brought to Account for the first time (\$15.523m).

Statement of Cash Flows (page 6)

This statement shows the movements in cash for the year. The movements are broken down into operating, investing (asset) and financing (borrowing’s and advances) activities. Non cash movements or accruals are recorded at the time a transaction occurs regardless of whether cash has been paid or received. These transactions are excluded in the Statement of Cash Flows (as this note only reports on a transaction when cash has been paid or received), and this difference in accounting can be seen by comparing the “Cash Flow from Operating Activities” with the “Statement of Financial Performance” (page 2), which is set out below:

Operating Activities	Statement of Financial Performance (Revenue/Expenses based on accruals) \$'000	Statement of Cash Flow (Receipts/Payments based on cash) \$'000
<u>Revenue / Receipts</u>		
Rates and Annual Charges	43,763	43,487
User Charges and Fees	15,059	15,158
Interest Received	6,147	6,567
Grants and Contributions	10,209	13,355
Other Operating Revenues	<u>18,675</u>	<u>22,385</u>
	<u>93,853</u>	<u>100,952</u>

F77 Financial Report - 2004/05 ...(Cont'd)

<u>Expenses / Payments</u>		
Employee Costs	24,547	23,515
Materials and Contracts	18,223	20,061
Interest Paid	5,398	5,402
Depreciation and Amortisation	20,532	0
Other Operating Payments	<u>7,315</u>	<u>11,661</u>
	<u>76,015</u>	<u>60,639</u>
Net (Deficit) Surplus / Net Cash	17,838	40,313

The "Statement of Cash Flows", being a "cash" statement, reconciles to the cash on hand.

Note 11, "Reconciliation to Cash Flow Statement" (pages N26 and N27), provides additional details and in particular the variations which contributed to the "cash" view as compared to the accrued view as reflected in the "Statement of Financial Performance" (page 2).

Comments in relation to some of the "notes" to the financial reports are set out below:

General Purpose Financial Reports

Note 1 (page N1 to N9)

Outlines the significant accounting policies complied with and other matters of note affecting the financial reports. It is important to read this note as it provides background information that contributes to the understanding of the principles behind the preparation of the reports.

Note 2 (page N10 to N12)

Provides a functional break up, based on Council's Management Plan, of the sources of operating revenues and expenditures and total assets on hand. It should be noted that the "Original Budget" figures, whilst of interest, bear little resemblance to the "Actual" figures in many instances due to the time gap in their preparation.

Notes 3 and 4 (pages N13 to N17)

These Notes show a more comprehensive break up of expenditure and income to that reflected in the "Statement of Financial Performance" (page 2).

Note 5 (page N18)

This note shows gain or loss on disposal of Council assets

Note 6 (pages N19 and N20)

The "Restricted Cash and Investments Summary" part of this note requires explanation. "External Restrictions" are restrictions due to regulation, i.e. , they are compulsory. They include unexpended loans, developer contributions on hand, specific purpose grants not spent and the balance of water supply, sewerage and domestic waste funds. "Internal Restrictions" are restrictions imposed at the option of Council for long term planning reasons (see the auditor's report, page A5, Internally Restricted Assets).

The total unrestricted cash and investments have decreased from \$8.178m in 2003/04 to \$5.754m in 2004/05 (see the auditor's report, page A3-A4, Performance Indicators, (a) Liquidity).

Note 7 (page N21)

Outlines current and non-current receivables (debtors). Total debts have decreased from \$10.49m to \$8.81m due largely to a decrease in grant debtors mostly relating to sewer works.

Note 9 (pages N23 and N24)

Shows total property, plant and equipment on hand (page N23) and restricted property, plant and equipment on hand (page N24).

The total value of non current assets has increased by \$58.293m to \$789.902m in the year, after allowing for an increase of \$20.751m in accumulated depreciation. This increase in non current assets is due largely to the construction of major sewer works \$24.174m, Land Assets brought to account for the first time (\$15.523m) & Assets Acquired as a result of the boundary adjustment (\$17.509m).

The restricted assets relate to the water supply, sewerage and domestic waste services.

Note 10 (page N25)

The "Borrowing's" section of this Note shows that loan liabilities decreased by \$2.002m to \$77.517m in the year, which was primarily due to the payout of 2 renewal loans. These loans were for Sewer Capital Works and Water Capital Works.

Note 12 (page N28)

The purpose of this disclosure is to show firm commitments under capital and other expenditure contracts that do not meet the criteria for recognition as liabilities.

Note 13 (page N29-N30)

Includes prescribed ratios prepared in relation to the General Purpose Financial Reports. Comments on each ratio are set out below:

- Current and Unrestricted Current Ratios

These ratios reflect the ability of an organisation to pay its way, i.e., the current asset dollars available to meet each current liability dollar.

The Unrestricted Current Ratio (or Quick Assets Ratio) is similar to the Current Ratio with externally restricted assets not included. This ratio in the Financial Reports really reflects the General Fund position.

As per page N30 of the Annual Financial Reports the current ratio has increased from 2.62:1 in 2003/04 to 5.32:1 in 2004/05 and the Unrestricted Current ratio has increased from 1.68:1 in 2003/04 to 2.1:1 in 2004/05. With the latter being the more accurate representation of Council's cash position it is evident that there has been an increase in Council's liquidity or ability to meet obligations.

A detailed evaluation by fund of the current ratio is outlined following the expanded Statement of Financial Position, later in this report.

- Debt Service Ratio

The auditor's report provides comments on this ratio under "(b) Debt Service Cost" on page A4 . A detailed evaluation is outlined following the expanded Statement of Financial Position, later in this report.

The ratio has increased from 17.92% in 2003/04 to 21.43% in 2004/05, which is an unfavourable movement.

- Rate & Annual Charges Coverage Ratio

This ratio reflects rate and annual charges revenues as a percentage of total revenues. For 2004/05, it states that Council is dependent on rates for 37% of its revenue. The remaining 63% of revenue has come from fees, charges, grants, contributions, etc. It is expected that the ratio would vary from year to year depending on the level of grant funded works undertaken.

- Rate & Annual Charges Outstanding Percentage

This ratio reflects the rates and annual charges outstanding at 30 June as a percentage of total rates and annual charges collectable. The precise figures for 2003/04 and 2004/05 are 4.88% and 5.22% respectively. This increase has been contributed to by debt acquired as a result of the boundary adjustment & tighter economic conditions.

Note 14 (page N31)

Shows the movement in restricted grant and contribution monies during the year.

Note 15 (page N32 to N33)

This note shows the interest rate risk exposure related to "Financial" assets (cash, investments and receivables) and financial liabilities (trade creditors and borrowings) for the current and previous years.

Council's only real credit risk exposure related to loans to community organisations.

Note 16 (page N34 to N36)

Examines significant variations of actual results by the Statement of Financial Performance compared to the original budget for 2004/05 year.

Note 17 (page N37)

Provides details of Developer Contributions on Hand.

Note 18 (page N38)

Provides a statement regarding the estimated (as the Department of Local Government is yet to mandate which options Councils are to use under certain standards) impacts on the Statement of Financial Performance & Statement of Financial Position of the application of the Australian Equivalent International Financial Reporting Standards.

Note 19 (page N38)

Provides a statement regarding the net financial impact (a \$17.145m gain) of the Boundary Adjustment, which included the Red Rock & Corindi areas, into Coffs Harbour City Council's local Government area.

Special Purpose Financial Reports.

Statement of Financial Performance of Business Activities (page P2,P3 & P4)

These Statements show the operating result for 2004/2005 of Council's Business Activities (Water, Sewer, and Airport) as required under National Competition Policy (NCP) guidelines. The statement includes internal transactions between business activities and Council's General fund, and also shows notional transactions required under NCP (i.e. Imputation Payments, Corporate Taxation Equivalent and Notional Subsidies from Council).

Statement of Financial Position by Business Activities (page P5,P6 & P7)

This statement sets out the assets, liabilities and equity of Council's Business Activities (Water, Sewer, and Airport) as required under National Competition Policy (NCP) guidelines. The statement includes internal transactions between business activities and Council's General fund.

Note 1 (page P8 to P12)

Outlines the significant accounting policies complied with and other matters of note affecting the financial reports such as the National Competition Policy Imputation Payments utilised. It is important to read this note as it provides background information that contributes to the understanding of the principles behind the preparation of the reports.

The table on P12 states notional rates for National Competition Policy Payments applied to the Special Purpose Financial Reports Statement of Financial Performance on page P2,P3 & P4.

Note 2 & Note3 (page P13 & P14)

Outlines tax equivalent payments, the dividends from operating surpluses that would be payable if the Best Practice Management Guidelines have been met and requirements for the Best Practice Management Guidelines to be met for Water & Sewer operations.

Special Schedules

These schedules provide additional information required for the Local Government Grants Commission, Ministry of Energy and Utilities and Department of Local Government and also support data included in the Special Purpose Financial Reports. The auditor is not required to audit the Special Schedules.

Attachments

Attached are the Statements of Financial Position, Statements of Financial Performance and Evaluation of Key Indicators for the General, Water and Sewerage Funds of Council. Brief comments are also made on financial position. The LGMA Sustainable Financial Health Checks, both on a consolidated & individual fund basis, will be circulated as a separate document with this business paper.

Sustainability Assessment:

- **Environment**

There are no perceived current or future environmental impacts. This is a report that considers annual financial reports.

- **Social**

There are no perceived current or future social impacts.

- **Economic**

Broader Economic Implications

The Financial Reports disclose a sound consolidated financial position.

Management Plan Implications

Each Fund of Council should be carefully considered in conjunction with the Management Plan process, to maintain financial viability.

Consultation:

The financial reports were finalised following audit by Price Waterhouse Coopers and in conjunction with Mr John Gordon, Council's auditor.

Related Policy and / or Precedents:

No policy required.

Statutory Requirements:

The financial reports and auditors reports will be presented at the meeting in conjunction with this report as required under S 419(1) of the Local Government Act.

The financial reports have been prepared in accordance with:

- The Local Government Act 1993 and amendments;
- Local Government Regulations;
- Australian Accounting Standards;
- The "Local Government Code of Accounting Practice and Financial Reporting – Update No.13" published by the Department of Local Government;
- The "Asset Accounting Manual" published by the Department of Local Government;
- Instructions issued in circulars released by the Department of Local Government;
- NSW Government Policy Statement "Application of National Competition Policy to Local Government"; and
- Department of Local Government guidelines "Pricing & Costing for Council Businesses: A guide to Competitive Neutrality".

Council is required to conduct a public meeting under Section 419 of the Local Government Act for the consideration and adoption of its financial reports.

As is normal practice, the public meeting will be incorporated with the Council meeting and held during consideration of this item.

Issues:

This report only advises the result achieved in relation to the Financial Reports for 2004/05. It should be noted, however, that the General Fund continues to be in a relatively "tight" financial position. Water and Sewerage funds are both in sound financial positions to contribute to the cost of the major augmentation works, which are in progress. The consolidated funds on hand will reduce significantly over the next three years as water & sewerage augmentation works continue and water & sewerage borrowings recommence.

Implementation Date / Priority:

No further action required, subject to adoption of the recommendations.

Recommendation:

- 1. That the audited financial reports be received and adopted.**
- 2. That the report on the audited financial reports be received and noted.**

Attachments:

STATEMENT OF FINANCIAL POSITION	General	Water	Sewer	Total
	\$000	\$000	\$000	\$000
CURRENT ASSETS				
Cash Assets	9,702	2,438	925	13,065
Investments	12,279	20,812	33,017	66,108
Receivables	4,231	1,808	1,626	7,665
Inventories	590	204	15	809
Other	1,109	1	69	1,179
Total Current Assets	27,911	25,263	35,652	88,826
NON CURRENT ASSETS				
Investments	5,473	18,336	6,785	30,594
Receivables	1,104	0	36	1,140
Property, Plant & Equipment	498,182	136,375	155,345	789,902
Total Non Current Assets	504,759	154,711	162,166	821,636
TOTAL ASSETS	532,670	179,974	197,818	910,462
CURRENT LIABILITIES				
Payables	6,064	442	928	7,434
Borrowings	1,761	2,472	2,424	6,657
Provisions	2,615	0	0	2,615
Total Current Liabilities	10,440	2,914	3,352	16,706
NON CURRENT LIABILITIES				
Payables	16	0	0	16
Borrowings	15,228	24,472	31,160	70,860
Provisions	6,546	0	0	6,546
Total Non Current Liabilities	21,790	24,472	31,160	77,422
TOTAL LIABILITIES	32,230	27,386	34,512	94,128
NET ASSETS	500,440	152,588	163,306	816,334
EQUITY				
Accumulated Surplus	494,442	142,258	163,301	800,001
Asset Revaluation Reserve	5,998	10,330	5	16,333
TOTAL EQUITY	500,440	152,588	163,306	816,334

	General \$000	Water \$000	Sewer \$000	Total \$000
STATEMENT OF FINANCIAL PERFORMANCE				
EXPENSES FROM ORDINARY ACTIVITIES				
Employee Costs	20,322	1,607	2,618	24,547
Materials & Contracts	15,739	751	1,734	18,224
Borrowing Costs	1,127	2,091	2,180	5,398
Depreciation & Amortisation	15,412	1,866	3,253	20,531
Other Operating Expenses	6,009	437	869	7,315
Loss from Disposal of Assets	0	0	0	0
Total Expenses from Ordinary Activities	58,609	6,752	10,654	76,015
REVENUES FROM ORDINARY ACTIVITIES				
Rates & Annual Charges	26,586	4,089	13,088	43,763
User Charges & Fees	7,234	7,395	430	15,059
Interest Received	1,637	2,217	2,293	6,147
Grants & Contributions - Operating	9,577	304	328	10,209
Other Operating Revenues	18,530	513	-369	18,674
Profit from Disposal of Assets	589	0	0	589
Total Revenues from Ordinary Activities	64,153	14,518	15,770	94,441
SURPLUS (DEFICIT SHOWN AS NEGATIVE) FROM ORDINARY ACTIVITIES BEFORE CAPITAL AMOUNTS	5,544	7,766	5,116	18,426
Grants & Contributions - Capital	12,786	2,245	9,504	24,535
NET SURPLUS (DEFICIT) ATTRIBUTABLE TO COUNCIL	18,330	10,011	14,620	42,961

Evaluation of Key Indicators

In relation to the above statement, the key indicators of financial position being the current ratio and the debt service ratio are set out below:

Current Ratio

	2004/2005	2003/2004
--	-----------	-----------

Current Ratio:

General	2.67	2.15
Water	8.67	2.75
Sewerage	10.64	3.36

Current Ratio (external restrictions deducted from current assets):

General	2.11	1.69
Water	4.83	0.78
Sewerage	6.62	0.80

Note: External restrictions are taken from both liabilities and revenue (as per Note 6 of the Financial Reports).

The second ratio, ie with external restrictions deducted, is the most meaningful.

For the General Fund, it shows as at 30 June 2005, for each \$1 of current liability, \$2.10 is available in current assets to fund it.

The external restrictions deducted primarily relate to unexpended loan funds and developer contributions.

Debt Service Ratio:

	2004/2005	2003/2004
--	-----------	-----------

General	5.46%	5.51%
Water	49.29%	32.66%
Sewerage	60.72%	37.89%

The operating revenue less specific purpose grants (operating) and contributions (operating) has been used as the denominator in calculating the percentage (the numerator is the loan repayments made).

Council's share of augmentation works in the Water and Sewerage funds have been traditionally funded from loans. With major Water & Sewer augmentation works being undertaken the Water & Sewerage Debt Service Ratio's are high but are covered in annual budgets.

The General Fund Debt Service Ratio has decreased marginally in 2004/05.

The debt service percentage for General Fund excluding the Airport is 4.54%.

It should be noted that the Sewerage & Water ratios will improve considerably in 2005/2006, as repayments in 2004/05 included lump sum payments for renewal loans due on 30.6.05

The percentages reflect a satisfactory level of expenditure on loan repayments for each fund bearing in mind the explanations above.

The General Fund excluding the Gain on Restructure as a Result of the Boundary Adjustment for the Red Rock & Corindi areas (\$10,517,000) & Land Assets Brought to Account for the First Time (\$15,732,000) had a Net Surplus of \$2.6 million of which \$2.57 million related to Waste Fund. This result is of concern as Waste monies are restricted which therefore means unrestricted earnings for 2004/05 are negligible.

Water and Sewerage funds are both in strong financial positions to meet the major augmentation works which are in progress. The current Management Plan provides for the use of accumulated surplus funds to fund, in conjunction with borrowings, augmentation works to avoid major rate increases.

F78 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>	<ul style="list-style-type: none"> • Superseded by Council resolution of 6 October 2005 regarding replacement of LEP2000. • Consultants being engaged to review Woolgoolga Business Lands.
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>	Consultant appointed to undertake LES.
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>	Waiting on report from consultants on structural condition. Report to February 2006 City Services Committee.

MEETING DATE:	REPORT REQUIRED ON	CURRENT POSITION
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.
18/08/05	<p>B26 – Coffs Harbour and Districts Tennis Feasibility Study</p> <p>A further report and recommendations will be presented to Council once investigations are completed and project scope identified.</p>	A meeting was held. Sports Unit Manager to have conceptual plans prepared, as well as meet with Tennis NSW in Sydney shortly. Update report to be prepared for Council meeting early 2006.
6/10/05	<p>General Business 3. Fuel Prices</p> <p>Councillor Smithers requested a report on the increases in fuel prices and some of the flow on effects and implications to Council's budget.</p> <p><i>The General Manager (Acting) advised that a report would be brought back to Council on the matter.</i></p>	Report to Corporate Services Committee meeting in February 2006.

RESOLUTIONS OF COUNCIL AWAITING IMPLEMENTATION

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.

Progress: The Steep Lands Committee met on 4 November 2005, with discussions centered around the funding application program for the revegetation and improved management of areas of high erosion risk on agricultural land. Funding applications close on 30 November and up to \$10,000 is available for individual projects, including: prevention of erosion in high risk areas; fencing off eroded areas; rehabilitating eroded areas; revegetation of eroded areas.

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 30 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: The consultants have been appointed.

CORPORATE SERVICES COMMITTEE – 7 JULY 2005

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 Wollongong, 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.

Progress: Referred to Manager Environmental Services for response.

ORDINARY MEETING – 18 AUGUST 2005

Questions Without Notice 5 – Bonville International Golf Club

Cr Palmer asked if a site inspection of the Bonville International Golf Club could be organised to enable Councillors to gain a better appreciation of the Golf Club's proposal outlined in Agenda Item PED25 – Request for Residential Rezoning of Lands at Big Banana and Bonville International Golf Resort Sites.

The General Manager undertook to organise a site inspection as requested.

Progress: Site inspection to be held early 2006 in conjunction with settlement strategy.

Questions Without Notice 6. – Contract Assessment

Cr Featherstone asked if a Councillor briefing could be organised to discuss the process for assessing supply contracts, and in particular the criteria, weighting & scores.

Progress: Tender Selection Policy under review including Local Preference. Council will be given briefing on updated Policy and Selection Process when completed in February 2006.

Questions Without Notice 9. – Community Concerns re: Proposed RTA Route

Cr Ovens questioned whether a copy of CD presentation given by Wayne Clouten, at the public forum, could be obtained and forwarded to the two local members of parliament?

The General Manager agreed to co-ordinate this request.

General Business 1. – Multi-Purpose Facility – Port Macquarie

Cr Smithers then asked the Councillors if they were interested in hearing the presentation on the Port Macquarie Multi-purpose facility. Following a positive response from the Councillors, Cr Smithers asked the General Manager to contact Craig Milburn to organise the presentation.

The General Manager undertook to organise the presentation.

General Business 4. Hogbin Drive

Cr McKelvey asked Council to provide cost estimates for different types of bridge structures versus compacting solid base fill, prior to finalisation of any plans for the Hogbin Drive missing link in order to identify an economically viable method of crossing Coffs Creek whilst minimising disturbance of vegetation as well as minimising drainage of the catchment.

Progress: This will be done as part of an Options Selection Workshop.

CITY SERVICES – 15 SEPTEMBER 2005

General Business 6. – Sustainable Ecological Growth for Regional Australia

Councillor Ovens advised that he would be presenting a more formal report to Council on SEGRA conference and requested Council look into bidding for the 2007 SEGRA conference to be held in Coffs Harbour, the bid to be in by May 2006. Cr Ovens suggested that a Councillor and staff member should attend the SEGRA conference each year.

The General Manager (Acting) to formulate a working party.

CITY SERVICES – 6 OCTOBER 2005

Questions Without Notice 4. Signs – Surf Club at Park Beach

Councillor Palmer questioned whether signs indicating the Surf Club could be placed on Orlando Street, on either side of the roundabout, and the Boulthwood Street roundabout.

The Director of City Services (Acting) took the matter on notice.

CORPORATE SERVICES – 20 OCTOBER 2005

General Business 2. Pedestrian Refuge – Sawtell Road

Cr McKelvey asked for an update on the timeframe for construction of a pedestrian refuge on Sawtell Rd.

The General Manager took the question on notice.

General Business 5. Cassidy's Road

Cr Rhoades indicated that there has been an accident on Cassidy's road (at the intersection connecting parts of the Bonville International Golf Club), and asked if Council staff could urgently investigate and implement safety measures as determined appropriate.

The General Manager advised that he would liaise with the General Manager of Bonville International Golf Club with regards to this matter.

Cr Palmer suggested that this issue be included as a late item at the upcoming Traffic Committee meeting.

CITY SERVICES – 3 NOVEMBER 2005

Questions Without Notice 1. SEGRA Conference

Councillor Ovens advised that papers from the SEGRA Conference held in Rockhampton this year were now available and Cr Ovens questioned whether a bid would be made for the 2006 conference as requested by him at an earlier Council meeting.

The General Manager (Acting) advised that it was his intention to bid for the 2006 conference but would take the matter on notice.

CORPORATE SERVICES – 17 NOVEMBER 2005

General Business 1. Coffs Harbour Sewerage Strategy

Cr Featherstone requested a report on the financial outcome of the alliance arrangements used to complete the various segments of the Coffs Harbour Sewerage Strategy, with particular reference to the Deep Sea release at Boambee Beach and the upgraded Woolgoolga Water Reclamation Plant.

Acting Director of City Services advised that both alliances will continue to run until February 2006 and further details will be provided to councillors during a scheduled briefing for the future alliances.

F79 TENDER: SUPPLY OF DUCTILE PIPE & WATER SERVICE FITTINGS

Purpose:

To report on tenders received for the supply of Ductile Pipe and various Water Service Fittings and to gain Council approval to accept a tender for each category of items.

Description of Item:

Council called tenders for the Supply of Ductile Pipe and various Water Service Fittings, Contract No- 05/06-225-TO that closed on Tuesday 1st November 2005.

Four (4) tenders were received from the following Companies:

1. Pipeline Supplies
2. Reece Pty Ltd
3. Tradelink Plumbing
4. Tyco Water

Sustainability Assessment:

The supply of Ductile Pipe and Water Service Fittings will be made directly to Council's Water Inventory storage yard at Marcia St depot. Though minimal, Triple bottom line issues were addressed in the assessing of Tenders:

- **Environment**

The supply of Ductile Pipe & Water Service Fittings has virtually a nil environmental impact. The Purchasing & Supply section of Council has been responsible for the procuring and storage of these items for many years and all items delivered are non-hazardous and do not release any residue upon storage.

- **Social**

There is no adverse noise or dust emitted to Marcia St residents when deliveries are made, and at no time has Council received any formal complaints. Deliveries to Marcia St by large vehicles and Semi-trailers normally take place between the hours of 8.30am & 3.00pm Monday to Friday.

- **Economic**

The approval of this contract will have no economic impact on Council (only cost savings) as the awarding of the Tender will not change our current Purchasing and Supply practices in respect of tying up further capital in the investment of Inventory.

The supply of all-Ductile Pipe and Water Service Fittings are entered into Council's Finance One Purchasing and Inventory Management system. All items are ordered based on the system's mathematical Inventory carrying quantities and costs as well as collated historical information.

F79 Tender: Supply Of Ductile Pipe & Water Service Fittings ...(Cont'd)

Stock items are then issued on a job need basis to our Water, Sewerage and Construction staff that utilise an appropriate job allocated Account number within their Budget limitations.

Related Policy and / or Precedents:

Tendering procedures were carried out in accordance with Council policy. Council's Tender Value Selection System was applied during the tender review process to determine the most advantageous offer. Council's policy is that the tender with the highest weighted score becomes the recommended tender.

Statutory Requirements:

The calling, receiving and reviewing of tenders was carried out in accordance with the Local Government (Tendering) Regulations.

Issues:

Assessment of the tenders is contained in the attached confidential supplement.

The Tender document was written in a format that advised Tenderers that Council reserved the right to award the contract in separate categories e.g. Ductile Pipe, Sluice Valves, Bends etc and not just as a whole contract.

There is a need to award the contract in all categories as mentioned above and outlined in the attachment, for Council to obtain real cost savings.

Contract Duration

The contract is for a twelve- (12) month period with a further twelve- (12) month option commencing from the date of the successful letter sent by Council.

Implementation Date / Priority:

The tenders will be advised following Council's decision on the matter.

F79 Tender: Supply Of Ductile Pipe & Water Service Fittings ...(Cont'd)

Recommendation:

1. That council accepts the tenders and suppliers for the categories listed below:

<u>Supply Category</u>	<u>Supplier</u>	<u>\$Value</u>
Supply of "Ductile Pipe and Poly Sleeving"	Tyco Water	\$13,304.53
Supply of "Sluice Valves & Double Air Valves"	Tyco Water	\$23,125.30
Supply of "Bends" Nylon Coated	Tyco Water	\$40,200.60
Supply of "Pipe Couplings & Blank Ended Multigibs"	Tyco Water	\$24,791.80
Supply of "Flange Insertion Gaskets, Kits & Lubricant DI Pathcock Box	Tyco Water	\$623.70 \$24.20
Supply of "DI Connectors, Collars & End Caps"	Tyco Water	\$5,210.70
Supply of "Spring Hydrants & Hydrant Units"	Pipeline Supplies	\$9,956.10
Supply of "Box Hydrant With re-cycled Yellow & White Plastic Surround	Tradelink Plumbing	\$162.00
Supply of "DI Hydrant Risers & Units"	Tradelink Plumbing	\$1,170.00
Supply of "DI Tees & Hydrant Tees"	Tradelink Plumbing	\$57,394.45
Supply of "DI Uniflanges"	Tradelink Plumbing	\$1,280.00
Supply of "DI Sewer Pipe"	Tradelink Plumbing	\$3,234.07
TOTAL		<u>\$180,477.45</u>

Above prices tendered are GST Inclusive and delivered Free into Store.

2. That the above tenders be accepted in their relative categories on the basis that:
- The tender is the most suitable & advantageous tender following the application of Council's Tender Value Selection System**
 - Each of the three Tenderers has the necessary experience in similar works and is a previous & proven supplier to Council**
3. That the contract documents be executed under the Seal of Council.

CITY SERVICES DEPARTMENT REPORTS

S87 PACIFIC HIGHWAY TASKFORCE

Purpose:

To report on the formation of the Pacific Highway Taskforce.

Description of Item:

The first meeting of the Pacific Highway Taskforce was held in Sydney on Friday 25 November 2005. The meeting was convened as an outcome from the two Pacific Highway Summits held in Ballina and Port Macquarie earlier this year, and included Mayors from most Councils affected by Pacific Highway upgrades from Newcastle to the Tweed.

Coffs Harbour City Council has been very active in pursuing an upgrade of the Pacific Highway which meets the needs of road users and those of local communities along the Highway. Council, in joining with other Councils Affected by upgrade proposals now has the opportunity to work with a high profile group representing around one million ratepayers. Added to this is representation of around two million people through the involvement of the NRMA on the Taskforce.

The Mayors at this inaugural meeting decided unanimously to support the formation of the Pacific Highway Taskforce and to adopt the following Mission statement;

“To achieve, through government action, the upgrading of the Pacific highway to a four lane dual carriageway by the year 2016”

The specific roles of the taskforce members were also defined;

Taskforce: to provide political advocacy as outlined in the mission statement, taking care to remain apolitical, and to pursue fruitful and beneficial relationships with all levels of government.

NRMA Motoring Services: to provide leadership and advice as well as financial, logistical, media, research, staff and other support to the taskforce as necessary.

Local Councils: to provide on-going financial support to the operation of the Taskforce.

Sustainability Assessment:

- **Environment**

The Taskforce will deal with projects at the strategic level and therefore not specifically influence environmental outcomes of upgrade projects. It is anticipated however that the Taskforce will embrace the principals of sustainable development as applicable.

- **Social**

The intent of the Pacific Highway Taskforce is to work with all levels of Government to secure an agreed project schedule and the necessary levels of funding to see the completion of the Pacific Highway upgrade from Hexham to the Queensland border in the shortest possible timeframe.

- **Economic**

The Pacific Highway taskforce will require secretarial and operational resources. The NRMA in recognition of the importance of the Pacific Highway Taskforce has committed \$20,000 to kick start the process. This is on top of their \$1 million already committed to the "fix our bloody highway" campaign.

NOROC will be providing the secretariat, however member Councils are requested to consider a contribution of up to \$2000 per annum to the cost of running the secretariat. While larger councils should consider the maximum contribution of \$2000, smaller councils could consider a contribution at a pro rata rate.

Meeting times for the Taskforce will be scheduled to co-incide with the meetings of the organisation of Country Mayors in Sydney where possible.

Consultation:

Members are to be kept informed via a regular newsletter. Media releases and community information will be arranged as necessary.

Related Policy and / or Precedents:

Membership of the Taskforce is limited to Local government and NRMA Motoring Services. Any council Affected by the upgrade of the Pacific Highway is eligible to join, with council Mayors considered to represent the views of their respective elected Councils.

The Executive for the Taskforce was elected as follows;

Chairman : Cr Ernie Bennett,
Keith Rhoades Mayor Coffs Harbour City Council
Phillip Silver Mayor Ballina Shire Council
Rob Drew Mayor Port Macquarie Hastings Council
Mr Allan Evans President NRMA

The Executive was given delegated authority on matters arising between meetings of the Taskforce.

Recommendation:

- 1. That Council endorse its membership of the Pacific Highway Taskforce.**
- 2. That Council endorse becoming a financial member of the Pacific Highway Taskforce.**
- 3. That Council allocate \$2000 from the 'Membership Vote' to become a financial member of the Pacific Highway Taskforce.**

S88 FUTURE OF THE BUNKER CARTOON GALLERY INC AND THE COFFS HARBOUR MUSEUM

Purpose:

To recommend to Council action regarding the future of the Bunker Cartoon Gallery and the Museum.

Description of Item:

Following meetings between the President of the Bunker Cartoon Gallery Inc (BCGI) Board and Coffs Harbour City Council staff a proposal has been received from the BCGI Board.

This proposal is regarding Council assuming responsibility for the Bunker Gallery and its collection. There are a number reasons this proposal has been made. Currently Council contributes a total of \$50,000 per annum to the Bunker Gallery towards operations and staff costs. This allocation is the subject of yearly requests and does make forward planning difficult for the Gallery.

To date discussions have considered the future of the Bunker Cartoon Gallery and have also examined the future needs of the Museum.

The Museum has been closed due to the folding of the Coffs Harbour Historical Society Inc and the handover of the collection and monies of the society to Coffs Harbour City Council.

There is a need for curatorial expertise in the Museum for both repair and removal of old exhibition material and the continued progress of the Museum.

The Museum's collection is valued into the millions of dollars and it is now time, following reviews and the Situational Analysis and Recommendations report by Shar Jones, that the re-opening of the Museum under proper curatorial management be undertaken.

Meetings to date have examined the issues associated with one body providing advice to Council on the needs and issues of both the Bunker Cartoon Gallery and the Museum as well as the issues and possibilities of staff (both paid and volunteer), being able to work within both the facilities.

The proposal is to utilise the skills and experience of the current Bunker Cartoon Gallery Inc Board, expand it to include representatives with skills, experience and interest in the Museum and establish a body to advise Council on the operations of both facilities.

This proposal would also see Council assume responsibility for the Bunker Cartoon Gallery and its collection.

Sustainability Assessment:

- **Environment**

This proposal has no environmental impacts

- **Social**

Growing recognition throughout New South Wales is that local Councils need to address their traditional core business, roads, drains and rubbish, but also the development of cultural services. The Museum and Gallery are major cultural resources for the Coffs Harbour district. The linking of them together would be of benefit to both facilities by utilising existing Bunker Cartoon Gallery Inc staff to professionally manage the City's cultural heritage material (i.e. the Museum collections) and achieving greater economies as Council is already contributing money to the Cartoon Gallery.

- **Economic**

Broader Economic Implications

The running costs of the Gallery building are causing difficulties for the Board to maintain at this point. Should Council assume responsibility for the building the costs would be then be met within Council's budget rather than be the responsibility of the Board.

Management Plan Implications

Should this proposal proceed then the operating costs including maintenance and repairs of both the building and cartoon collection will need to be considered by Council when preparing future management plans.

Consultation:

Consultation to date has occurred with the Bunker Cartoon Gallery Inc Board, Museum and Galleries Foundation of NSW, Dr Leigh Summers and Council staff.

Related Policy and / or Precedents:

There are no specific policies or precedents related to this matter although Council has in the past assumed responsibilities for community-based facilities like the Cartoon Gallery.

Statutory Requirements:

There are no specific statutory requirements in regard to this although should the proposal be accepted by Council the body set up to advise Council on the facilities will need to be established under the Local Government Act.

Issues:

Currently there is one paid and a range of volunteer staff at the Bunker Cartoon Gallery. Should this proposal be accepted then the issues of the transfer of those staff would be addressed and reported to Council.

The City Business Units Property Branch has confirmed that the Bunker Cartoon Gallery Inc does not have a current contract with Coffs Harbour City Council for the lease of the building. This allows Council to take over the running of the building at any time.

Corporate Services Risk Coordinator carried out a risk assessment on 27 September 2005 in regards to the Cartoon Gallery. In summary the Cartoon Gallery in general has a minimal number of risks to patrons and Council, and risks that are apparent can be remedied easily and controlled with regular inspections and maintenance. The main area of concern is that emergency exits are kept clear and that an emergency evacuation plan is made and exhibited. Storage of chairs and exhibits is addressed. The storage, access and air-conditioning in the office room need to be addressed for the safety of the staff, patrons and exhibits.

The type of body to advise Council, its make up and its roles and responsibilities are the subject of ongoing discussions with the current Board of the Gallery. This report is to seek an in-principle agreement from Council to the concept of assuming responsibility for the Bunker Cartoon Galley, its collection and establishing a body to assist in the development of the Cartoon Gallery and the Museum. It is proposed that should Council agree to this concept a report will be brought back to Council for consideration. This report will outline the legal steps required to assume responsibility for the Bunker Gallery and the collection. It will also provide a proposal as to the nature of the combined body to oversee the Gallery and Museum.

Should Council agree in-principle to this proposal negotiations will continue with the current Board of the Gallery to establish future roles and responsibilities for Council and the new body. Input will also be sought form representatives with skills, experience and an interest in the Museum to ensure the needs of the Museum are adequately considered.

Implementation Date / Priority:

This will be affected as soon as possible

Recommendation:

- 1. That Council agrees in principle to assuming the responsibility and operations of the Bunker Cartoon Gallery, its contents and its permanent collection.**
- 2. That a report be presented to Council which outlines the specific details of this proposal including legal actions required, staffing implications and timeframes for this changeover.**
- 3. That Council agrees in principle to the establishment of one body to advise on the future development of the Bunker Cartoon Gallery and the Museum and the report referred to in recommendation 2 will include a proposal as to the nature, make up, roles and responsibilities and functions of this committee.**

S89 LOAD LIMIT TO TIMBER BRIDGES - CORAL STREET, BRIDGE, CORINDI

Purpose:

To report to Council the recommendations from independent load testing undertaken on three (3) timber bridges, and to recommend a load limit be placed on Longs Bridge, Eastbank Road and the closure of the Coral Street Bridge, Corindi.

Description of Item:

Council staff undertake routine testing of timber bridges to determine deterioration rates and span deflection ratios to give an indication of the bridge condition and deck strengths. These visual inspections and load tests do not however, provide an accurate means of determining the actual load carrying capacity of the bridge. From the testing undertaken a list of bridges with potential load capacity and serviceability problems was determined and a specialist consultant, Integrity Testing, was engaged to test the three (3) worst bridges.

Technological advances have enabled non-destructive strength testing of timber bridges to be undertaken by measuring the vibrations induced in a bridge through a hammer blow. Using the vibration measurements, sophisticated analysis software is able to predict the response of a bridge to heavy traffic loads and can pinpoint structural elements that are critical to the performance of the bridge.

The resulting report from the consultant advised that significant deterioration had occurred in all the bridge structures tested and recommended load limits be applied to two (2) of the three (3) bridges.

The bridges and the recommended load limits are:-

Bridge	Max Single Axle Load (Tonnes)	Max Gross Load (Tonnes)
Coral Street Bridge (Corindi Creek)	-	5
Longs Bridge (Eastbank Road)	4	10

Of particular concern was the load limit recommended and findings for the Coral Street Bridge. Integrity Testing found serious problems including the following from their report:-

The bridge was only considered safe for loads not exceeding (5) tones gross, with two tonne axle weight limit, in other words not safe for commercial vehicles.

This load limit is not to be infinite as deterioration continues and our Safe Loadings would be restricted to not more than one year, assuming the current maintenance program continues and the termites are arrested.

The extent of the defects to the majority of the elements, we would consider eliminates the bridge for repairs and a replacement bridge would be the best option.

In the interest of safety, signs applying these load limits were installed at Longs and Coral Street Bridges late November, 2005. At Coral Street the adjacent School, residents and commercial interests have been advised of the load limits. In particular the bus companies have been advised as the loading from a bus rear axle is around nine (9) tonne and represents a high risk to the structure and safety of passengers. Regardless of warning signs erected on the Highway and in Coral Street, occasional heavy vehicles can be expected to run the gauntlet. These loads represent a high risk and significant liability exposure to Council should the structure fail.

Two (2) options can be exercised at Coral Street:-

Option 1:- Maintain the five (5) tonne load limit, keeping the bridge open for a 12 month period then close the bridge to all traffic.

Option 2:- Close the bridge now and consider replacement options.

Considering the number of failed structural elements in the bridge, the very low recommended load limit, the certainty of occasional heavy loads, and the liability responsibility, the recommendation is to close the Coral Street bridge and consider replacement options.

Sustainability Assessment:

The sustainability assessment considers the load limit on Longs Bridge, Eastbank Road, and the closure of the Coral Street Bridge, Corindi.

- **Environment**

The load limit on Longs Bridge and the closure of the Coral Street bridge are unlikely to have any significant environmental impact, other than increased fuel usage and vehicle emissions because of load splitting or re-routing of traffic.

- **Social**

Longs Bridge – load limits influence transport of heavy loads and in some cases preclude material or equipment being transported over the bridges. Heavy loads can often be broken down into multiple smaller loads, but this significantly increases the transport costs to the end-user. Eastbank Road is a well used link between Coramba and Nana Glen, however an alternative sealed access is available via the Orara Way.

Coral Street Bridge – one resident lives on the western side of Corindi Creek and will have to use the southern entrance into Corindi Beach to access the community. Facilities serviced by the northern access are Corindi Public School, Yarrawarra Aboriginal Conference Centre and two (2) commercial bus depots. The closure will alter access to these facilities through the township and residential area resulting in inconvenience for the operators and residents alike. Access for emergency services, ambulance, fire brigade etc. will not be affected.

In both locations, the proposed action will be in line with Council's commitment to ensuring community safety.

- **Economic**

Broader Economic Implications

Longs Bridge – the economic impact on users is not rated as severe but may be reflected in increased transport costs as loads are split or alternative access routes are used.

Coral Street Bridge – the closure of the Coral Street Bridge will be an inconvenience rather than a significant economical impact. Access from the Highway is available via the southern intersection, resulting in an increase in travel time and a minor increase in fuel costs for those who would have used the northern intersection.

Management Plan Implications:

Longs Bridge – the testing results show that the girders and bridge deck still have some serviceable life, however, the abutment supports require replacement. Repairs could be affected by driving steel piles and forming steel crossheads to both abutments. Alternatively, the bridge could be replaced with a multi-cell culvert. The options will be costed and a whole of life analysis undertaken to determine the most beneficial treatment.

Preliminary costings indicate that regardless of the option chosen, Council has allocated sufficient funds in the Major Repairs Program to affect the works this current 2005/06 financial year.

Coral Street Bridge – the report from Integrity Testing states the following:-

“the extent of the defects to the majority of the elements, we would consider eliminates the bridge for repairs and a replacement bridge would be the best option.”

A budget estimate to demolish and replace the bridge in concrete is \$620,000. This expenditure is beyond the ability of the Major Repairs allocation and would require funding additional to the current Bridge Maintenance Program.

Consultation:

Affected residents at Corindi have been advised through a letterbox drop and direct contact has been made with commercial operators regarding the imposed load limit. Further advice to all those affected would be issued if the bridge is closed.

Eastbank Road residents have been informed of the load limit on Longs Bridge via a notice in the newspaper.

Statutory Requirements:

Council is responsible for maintaining bridges in a safe and trafficable condition. Where load limits and bridge closures are required to meet this obligation the Roads Act 1993, Section 115, gives Council, as the roads authority, the power to protect a public road from serious damage and impose weight restrictions on roads and bridges.

Implementation Date / Priority:

Load limits and other advisory signs have already been placed on Longs and the Coral Street Bridges as recommended by the consultant.

If funds to replace the Coral Street Bridge are included in the 2006/07 Management Plan, tenders can be called so that work commences in July, 2006 resulting in Coral Street being re-opened in October, 2006.

Alternatively, emergency funds could be allocated in 2005/06 progressing the re-opening of Coral Street to May 2006.

Recommendation:

That Council:-

- 1. Confirm previous actions to install load limits to the following bridges:-**

Bridge	Max Single Axle Load	Max Gross Load
Coral Street Bridge, Corindi	-	5 tonnes
Longs Bridge, Eastbank Road	4 tonnes	10 tonnes

- 2. Close the Coral Street Bridge, Corindi, advise the community and investigate replacement funding options.**

Geoff Newton
Acting Director of City Services

B39 LAND TENDER COFFS HARBOUR JETTY

Purpose:

To report on the tender for land at the Coffs Harbour Jetty.

Description of Item:

State Rail is selling a large parcel of vacant land at the Coffs Harbour Jetty by tender. Tenders must be lodged with the nominated solicitor in Sydney by 4pm on 22 December 2005.

The land is a proposed lot in an unregistered plan of subdivision. The plan attached to the report shows its location and shape. It has an area of 5099m². The front of the block has excellent exposure to Harbour Drive and Orlando Street. It is bounded on the east by a laneway and on the west by the North Coast Railway. Good harbour and ocean views would be obtained from first floor level and above.

A majority of the land is zoned Business 3G. A strip adjacent to the railway is zoned Special Uses 5A Railway. Once the land is sold by State Rail the Special Use zone will eventually be changed.

Council's interest in the land is for the possible provision of carparking over the whole or part of the site. If the whole of the site was used for a carpark it would provide about 178 spaces.

Sustainability Assessment:

- **Environment and Social**

The acquisition of the site will not by itself have an environmental or social impact. The impact will depend on what use and how the land is developed in the future.

- **Economic**

Broader Economic Implications

The purchase of the land will give the Council flexibility in the provision of future infrastructure for the Jetty precinct.

Management Plan Implications

There is no allocation in the current budget to purchase the land. A recent planning agreement in relation to a DA for a restaurant at the Jetty provides \$28,000 to be put towards carparking in this area. Also the proceeds of a proposed sale of a closed road in the Jetty precinct could be put towards the provision of carparking at the Jetty.

Funding is discussed in the confidential attachment.

B39 Land Tender Coffs Harbour Jetty ...(Cont'd)

Consultation:

Council's Planning and City Services Departments have been consulted on specific matters and the tender documents have been reviewed by Council's solicitor.

At the time of preparing this report not all information required to make an informed decision was available. Further information will be provided at the meeting to enable Council to make a determination.

Issues:

Refer to the Confidential attachment.

Implementation Date/Priority:

The matter will be actioned immediately in accordance with Council's resolution.

Recommendation:

That Council consider further information provided at the meeting before determining this matter.

P C Littler
Director of City Business Units