

The following document is the minutes of the Council and Committee meetings held on 16 February 2006. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 2 March 2006 and therefore subject to change. Please refer to minutes of 2 March 2006 for confirmation.



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CORPORATE SERVICES COMMITTEE)

COUNCIL CHAMBERS

COUNCIL ADMINISTRATION BUILDING

COFF AND CASTLE STREETS, COFFS HARBOUR

16 FEBRUARY 2006

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CORPORATE SERVICES COMMITTEE)

16 FEBRUARY 2006

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

Staff: General Manager, Director of City Business Units, Acting Director of Planning Environment and Development, Director of Corporate Services, Acting Director of City Services, Administration Manager and Executive Assistant.

Leave of Absence: Cr I J Ovens

The meeting commenced at 6.17pm with the Mayor, Cr K D Rhoades in the chair.

CORPORATE SERVICES COMMITTEE

- 15** **RESOLVED** (Hogbin/Smithers) that the Ordinary Meeting of Council be adjourned and Council now resolve into the Corporate Services Committee meeting, the time being 6.17pm.

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

CORPORATE SERVICES DEPARTMENT REPORTS

C1 DRAFT COFFS HARBOUR RETAIL STRATEGY

This report is to provide an overview of the draft Coffs Harbour Retail Strategy and recommend it be placed on public exhibition for comment.

CS1 RECOMMENDED (McKelvey/Smithers):

1. That Council endorse the Draft Coffs Harbour Retail Strategy for the purpose of seeking public comment.
 2. That Council place on exhibition the Draft Coffs Harbour Retail Strategy for a period of 30 days and call for public submission.
 3. That the Draft Coffs Harbour Retail Strategy be reviewed following assessment of the submissions and reported to Council.
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C2 COFFS COAST GROWERS MARKET REVIEW

The purpose of the document is to provide an update on the Coffs Coast Growers Market and seek resolution on a number of issues related to the Market.

Cr Palmer declared a conflict of interest in the following item when Cr Smithers moved an amendment which made reference to the Jetty markets. Cr Palmer vacated the chamber at 6.42pm because he is a unit holder in the trust which runs the Jetty markets, however returned at 6.49pm when the amendment was withdrawn and participated in some discussion prior to voting.

CS2 RECOMMENDED (McKelvey/Bonfield):

1. That Trading hours for the Market be between 8.30am and 4.30pm. Vendors can commence packing up their tents and equipment from 4.30pm, however no vehicles are to enter the temporary loading zone on Harbour Drive prior to 5.00pm.
 2. That the Market operate on a Weekly basis through the duration of Eastern Daylight Savings Time and fortnightly for the remainder of the year.
 3. That \$5000.00 of the income generated through vendor charges be used by the Economic Development Unit, to run and subsidize vendor participation in targeted Business Development functions and activities in 2006/07.
 4. That the market advisory committee be abolished.
 5. That Market meetings occur on a quarterly basis with all vendors invited to attend and are welcome to place any relevant issues regarding the Market on the meeting agenda.
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C2 Coffs Coast Growers Market Review ...(Cont'd)

6. That in the event of extreme weather conditions a decision regarding the erection of tents be made on the day and in the case where tents cannot be erected, any available space in the City Square and the Palm Centre be utilised.
 7. That those with perishable goods be given priority where limited space is available.
 8. That Vendors concerned about the days weather conditions be provided with a contact number they can phone on the morning of the Market to determine if tents can be erected.
 9. That Coffs Harbour City Council retain the Management role of the Coffs Coast Growers' Market to ensure the principles and objectives of the Market are upheld and the cost to the Vendors is kept to a minimum.
 10. That the fees be reviewed as part of Council's Fees & Charges Policy but the fee not exceed \$50 per day.
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C3 PRELIMINARY FEASIBILITY STUDY FOR A CONVENTION CENTRE IN COFFS HARBOUR

To report to Council on the findings of the Preliminary Feasibility Study for a Convention Centre in Coffs Harbour.

CS3 RECOMMENDED (Palmer/McKelvey):

1. That Council note the outcome of the Preliminary Feasibility Study for a Convention Centre and the important issues raised.
 2. That Council, in conjunction with the Tourism Focus Group and interested stakeholders, investigate and conduct a workshop on the establishment of a Convention Bureau, and be further reported to Council.
-

C4 COUNCIL MEETING DATES - 2006

To seek Councillors' confirmation to change Council meeting dates through to February 2007.

CS4 RECOMMENDED (Bonfield/Joass):

1. That the Ordinary meeting scheduled for 3 August 2006 be cancelled and all business be dealt with at the Ordinary meeting scheduled for 17 August 2006.
 2. That no Council meetings be scheduled for January 2007.
-

C5 QUARTERLY BUDGET REVIEW FOR DECEMBER 2005

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

RECOMMENDED (Smithers/Bonfield) that Council note its estimated Budget Position as at 31 December 2005:

	General Account \$	Water Account \$	Sewer Account \$
Revised Budget adopted 15 September 2005	346,977 (D)	551,667 (S)	1,496,847 (D)
Approved variations to 31 October 2005	51,475 (D)	817,274 (S)	475,990 (S)
Recommended variations for December 2005	16,590 (S)	529,987 (S)	1,131,426 (S)
Estimated result 2005/06 as at 31 December 2005	<u>381,862</u> (D)	<u>1,898,928</u> (S)	<u>110,569</u> (S)

CS5 AMENDMENT
RECOMMENDED (McKelvey/ Featherstone) that

1. That Council note its estimated budget position as at 31 December 2005:

	General Account \$	Water Account \$	Sewer Account \$
Revised Budget adopted 15 September 2005	346,977 (D)	551,667 (S)	1,496,847 (D)
Approved variations to 31 October 2005	51,475 (D)	817,274 (S)	475,990 (S)
Recommended variations for December 2005	16,590 (S)	529,987 (S)	1,131,426 (S)
Estimated result 2005/06 as at 31 December 2005	<u>381,862</u> (D)	<u>1,898,928</u> (S)	<u>110,569</u> (S)

2. That Council defer Streets Ahead surplus of \$47,000 for further assessment with the March quarterly budget review and note the resulting estimated deficit at 31 December 2005 is now \$428,862.

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

C6 POLICY - ARMORIAL - FLAGS OF OTHER NATIONS

To seek Council's support to extend its Armorial Policy to include the raising of the national flag of other nations on their national days.

CS6 RECOMMENDED (Rhoades/Palmer) that the Council's Armorial Policy be extended to include:

"Flags of Other Nations

In recognition of the ethnic communities within the City of Coffs Harbour, the Council may hold a ceremony to raise a flag of another nation on the anniversary of its National Day and other special relevant occasions.

The ceremony may be held upon formal request by the local ethnic community once authorised by the Mayor and General Manager in consultation with the Consulate General.

The group requesting the flag raising ceremony will be required to provide the flag for the occasion."

C7 COUNCILLORS' EXPENSES JULY - DECEMBER 2005

To report to Council on those expenses that Councillors have chosen to claim for the period July to December 2005.

CS7 RECOMMENDED (Rhoades/McKelvey) that the information be noted.

C8 OUTSTANDING REPORTS AND RESOLUTIONS AWAITING IMPLEMENTATION

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

CS8 RECOMMENDED (Smithers/McKelvey) that the report be noted.

**C9 BANK BALANCES AND INVESTMENTS FOR NOVEMBER/
DECEMBER 2005**

To list Council's Bank Balances and Investments as at 30 November and 31 December 2005.

CS9 RECOMMENDED (Joass/Smithers):

1. That the bank balances and investments totalling one hundred and eleven million, nine hundred and forty nine thousand, six hundred and three dollars (\$111,949,603) as at 30 November 2005 be noted.
 2. That the bank balances and investments totalling one hundred and ten million, two hundred and fifty eight thousand, one hundred and forty seven dollars (\$110,258,147) as at 31 December 2005 be noted.
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CONCLUSION OF CORPORATE SERVICES COMMITTEE MEETING

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

OPEN COUNCIL

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

16 RECOMMENDED (McKelvey/Joass) that the Committee now move into Open Council.

The Mayor resumed chairmanship of the meeting at 7.28pm.

ADOPTION OF CORPORATE SERVICES COMMITTEE REPORT

17 RESOLVED (Hogbin/Palmer) that the recommendations of the Corporate Services Committee meeting be received and adopted.

REQUESTS FOR LEAVE OF ABSENCE

18 RESOLVED by consent that Cr Featherstone be granted leave of absence from Council on 2 March 2006.

QUESTIONS WITHOUT NOTICE

1. Developer Contributions

Cr Featherstone asked what Councils policy is with regard to Developer Contributions, and specifically in the event of a significant reduction in contributions required due to increased yield, prior to payment of the originally calculated contribution being received. Does the developer pay the lower contribution or the higher contribution as assessed at the time of lodgement of the DA?

The General Manager took this question on notice.

2. Rural Lands Settlement Strategy

Cr Hogbin stated that in his opinion the intent of Council's resolution with regard to the Rural Lands Settlement Strategy was for the study to include all rural 1A lands in the study. However one of the conditions in Council's brief to the consultant was to exclude all water catchment lands. Cr Hogbin asked what can be done to ensure the study reflects the Council resolution.

The Director of Corporate Services indicated that the consultant will be including all lands within the study area, and the Councillors will be provided with written confirmation of this.

3. DA659/06 Backpacker Hostel

Cr Bonfield asked whether the DA for a Backpackers Hostel at the Hilltop site at Sawtell will be approved by delegated authority or will it be considered by the Councillors?

The Mayor confirmed that it will be determined by a full Council, if it does come to Council.

4. North Boambee Valley

Cr Bonfield questioned when the land capacity for the North Boambee Valley will be considered by Council.

Acting Director for Planning Environment and Development Settlement Strategy indicated that the section of the North Boambee Valley which is affected by the proposed highway bypass was discussed in detail at a recent 'Settlement Strategy' workshop, and a strong recommendation for this area will be included in the Draft Settlement Strategy which is due to be completed in June 2006.

5. Zone 2A Residential Land

Cr Bonfield enquired about Council's strategy for managing Zone 2A Residential Land.

The General Manager indicated that a Councillor briefing would be held on this matter.

6. Coffs Harbour Health Campus - Parking

With regard to the extreme shortage of car parking sites at the Coffs Harbour Health Campus Cr Palmer asked if Council has a provision for additional sites in the future, and if not, is Council able to work with the relevant authorities to address this matter.

The Mayor indicated that the relevant authorities are fully aware of the problems and are currently investigating all options. It is anticipated that future development adjacent to the site will include more than adequate parking to assist with the current shortfall.

7. Access to Corindi Beach - Arrawarra

Cr McKelvey described the situation resulting from Arrawarra Village residents being denied access to Corindi Beach via the Arrawarra Caravan Park and asked what Council's position is on this matter.

The General Manager took this question on notice.

8. Mullaway/ Arrawarra Sewerage

Cr McKelvey asked if there has been any progress in the proposed Mullaway/ Arrawarra sewerage works.

Acting Director City Services indicated the contractor is currently finalising legal issues which have delayed works, however it is anticipated that works should commence in the near future.

9. Coffs Harbour CBD - Trees

Cr Hogbin asked if Council has received an experts report on the condition of the trees in the Coffs Harbour CBD as yet.

The General Manager indicated that tests are still being undertaken and Councillors will be notified when results are available.

10. Hearnese Lake - Caravan Park

Cr Smithers expressed the urgent need to connect sewerage to the caravan park at Hearnese Lake as soon as sewerage is provided.

The Acting Director City Services indicated that once the Hearnese Lake DCP is finalised a pump station will be built and the caravan park will be required to connect to it. However at the present time the nearest sewerage is at the Industrial estate.

11. Sensitive Environmental Issues

Cr Featherstone asked if a copy of all consultants' reports relating to sensitive environmental issues, which the Councillors will be required to vote on, be available for viewing in the Councillors room.

The General Manager undertook to find a balance between keeping the Councillors informed and inundating them with large quantities of information.

GENERAL BUSINESS

1. Hogbin Drive - Airport Intersection

Cr Palmer indicated that the Traffic Committee discussed costs of upgrading the Hogbin Drive/ Airport Intersection and alternate access to the Airport in an effort to address safety concerns.

The Mayor stated that the Airport focus group is also currently considering options for both the Hogbin Drive – Airport intersection as well as other potential/ known congestion points on Hogbin Drive.

2. Notice of Rescission Motion

Cr Hogbin requested that the Notice of Rescission Motion prepared by Cr's McKelvey/ Smithers & himself be discussed in confidential session.

The General Manager accepted this request.

3. State Ministerial Changes

The Mayor outlined recently announced changes to State Ministerial portfolios.

4. Mayoral Photo – Councillor Bonfield

The Mayor drew attention to the new photo of Cr Bonfield which has been placed in the Council chamber, in recognition of her term as Mayor.

5. Advocate Journalist

The Mayor welcomed journalist Lee McDougall back to the Council chamber, and described Ms McDougall as a highly respected and professional journalist who will be reporting Council activities for the Advocate newspaper.

6. Moonee Speed Limit

The Mayor indicated that the highway speed limit at Moonee Beach is still unresolved.

CLOSED MEETING – SECTION 10(A)

The Mayor requested a motion to close the meeting to consider reports of a confidential nature.

- 19** **MOVED** (Hogbin/Joass) that the meeting be closed to the press and public during consideration of the following items for the reason as stated:

This reports were 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.

The motion on being put to the meeting was carried.

The press and public vacated the chamber.

CONFIDENTIAL ITEMS

CITY BUSINESS UNITS DEPARTMENT REPORT

B3 DISPOSAL OF VACANT LAND AT MOONEE

To set a reserve price for the sale of land at Moonee Beach.

Cr Bonfield declared a conflict of interest in the following item, as her employer may have an involvement in the matter at a later date.

- CS10** **RECOMMENDED** (Hogbin/Featherstone) that

1. That Council confirm its decision in the 2005/06 Management Plan to sell Lot 22 (being part of Lot 302 DP1092858).
2. That the setting of the Reserve Price for the Auction of proposed Lot 22 (being part of Lot 302 DP 1092858) on 25 February 2006, be determined in closed committee.

B3 Disposal Of Vacant Land At Moonee ...(Cont'd)

3. That the General Manager be granted delegated authority to negotiate a sale of the property for the amount determined in confidential committee.
4. That all necessary documents associated with the sale of proposed Lot 22 be executed under the Common Seal of Council.

As a result of information divulged during the discussion Cr Hogbin became aware he had a conflict of interest, being a business relationship he has with the agent who is conducting the sale on behalf of Council, which was not previously known and he vacated the chamber prior to the setting of the reserve price for the auction.

SUPPLEMENTARY MOTION

- CS11 RECOMMENDED** (Featherstone/McKelvey) that the reserve price as determined in closed committee and recorded separately be endorsed.

PLANNING ENVIRONMENT AND DEVELOPMENT DEPARTMENT REPORT

PED6 COFFS COAST RESOURCE RECOVERY FACILITY

This report seeks Council's endorsement of a Tripartite Agreement between Council, Biomass Solutions (Coffs Harbour) Pty Limited and their financiers concerning the Coffs Harbour Regional Resource Recovery Project.

- CS12 RECOMMENDED** (Palmer/McKelvey):

1. That Delegated Authority be issued to the General Manager to enter into a Tripartite Deed for the Coffs Harbour Regional Resource Recovery Project.
 2. That the Tripartite Deed be executed by Council under Seal.
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OPEN MEETING

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

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

This concluded the business and the meeting closed at 9.03pm.

Confirmed: 2 March 2006

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Keith Rhoades AFSM
Mayor
