

The following document is the minutes of the Council and Corporate Services Committee meeting held on 16 March 2006. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 6 April 2006 and therefore subject to change. Please refer to minutes of 6 April 2006 for confirmation.



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CORPORATE SERVICES COMMITTEE)

COUNCIL CHAMBERS

COUNCIL ADMINISTRATION BUILDING

COFF AND CASTLE STREETS, COFFS HARBOUR

16 MARCH 2006

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CORPORATE SERVICES COMMITTEE)

16 MARCH 2006

Present: Councillors K D Rhoades (Mayor), I D Hogbin (Deputy Mayor), W D Featherstone, C O Joass, R W McKelvey, I J Ovens & W R Palmer

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

Leave of Absence: Councillor G R Smithers

The meeting commenced at 5.45pm with the Mayor, Cr K D Rhoades in the chair.

APOLOGY

- 36** **RESOLVED** (Palmer/McKelvey) that an apology received from J C Bonfield for unavoidable absence be received and leave be granted for the current meeting of Council.

GENERAL MANAGER'S REPORTS

3 DRAFT 2006/2009 MANAGEMENT PLAN AND 2006/2007 FEES & CHARGES

To present Council with the Draft 2006/2009 Management Plan and Draft 2006/2007 Fees and Charges for consideration and adoption. This report recommends that the attached first draft plan and first draft fees and charges be adopted as the Draft 2006/2009 Management Plan and Draft 2006/2007 Fees and Charges, to be exhibited for public comment for a period of 32 days, from Saturday, 18 March 2006 to Tuesday, 18 April 2006.

37 RESOLVED (Hogbin/McKelvey) that:

1. The proposed 2006/2009 Draft Management Plan (including the adopted 2006/2007 Environmental Levy program) and proposed 2006/2007 Draft Fees and Charges, provided as separate attachments to the report, be adopted for public exhibition from Saturday, 18 March until Tuesday, 18 April 2006 and submissions be sought from the community.
2. The rate structure for Farmland and Residential rates be comprised of a base amount and a rate in the dollar on the land value and that each of these be the same for both rate categories.
3. The Business rate and the City Centre Business rate be an ad valorem rate subject to a minimum.
4. The consultation program on the 2006/2009 Draft Management Plan and Draft Fees and Charges be as follows:
 - Media briefing at Council at 12.30pm on Monday, 20 March 2006.
 - Displays at the Council Administration Building foyer, at the three branch libraries, on the Council website, at the Karangi, Coramba, Nana Glen and Red Rock general stores, at the Corindi Beach Post Office, at the Ulong Rural Transaction Centre and at the Coffs Harbour Visitor Information centre.
 - Newspaper advertising (including a lift-out guide summarising the major issues and encouraging people to make submissions) in local newspapers during the public exhibition period.
 - A public meeting be staged at 7.00pm, Wednesday 22 March 2006 at the Coffs Harbour Catholic Club to encourage community involvement in the consideration of the Draft Management Plan.
 - Public access to briefings with Council senior staff and/or Councillors during the exhibition period.
5. Issues raised during the public exhibition period of the 2006/2009 Draft Management Plan be considered by Council at a meeting to adopt the 2006/2009 Management Plan and the 2006/2007 Fees and Charges on Thursday, 20 April 2006 from 5pm in the Council Chamber.

3 Draft 2006/2009 Management Plan And 2006/2007 Fees & Charges ...(Cont'd)

6. Council notes that changes to the Draft Fees and Charges may be required should legislative changes occur.
7. Council seek ministerial approval to extend the business City Centre Rate for a further 3 Years to enable an additional borrowing of \$1.4m to cover cost of improvement works as listed

Castle Street Car Park improvements, including lift, sun protection and security measures	\$600,000
Park Avenue Car Park Improvements, including sun protection	\$200,000
Gordon St/Harbour Drive Traffic Lights to assist with Pedestrian access/traffic efficiency and to assist in relieving existing flood problems in areas west of the intersection	\$350,000
Convert 30 Parallel parks to 60 Angle All Day parking in Earl St, along Brelsford Park	\$150,000
Needed Footway improvements in Grafton Street	<u>\$100,000</u>
Total	<u>\$1,400,000</u>

8. Council note this extension does not represent or require an increase in the Business City Centre Rate but simply an extension to the term of the loan.

C10 2006/2007 ENVIRONMENTAL LEVY PROJECTS SCHEDULE

To provide Council with the recommended program of works for the 2006/2007 Environmental Levy program for inclusion in the 2006/2007 Draft Management Plan.

Cr Joass left the chamber at the commencement of this item (6.30pm) and returned prior to voting at (6.32pm).

38 RESOLVED (McKelvey/Palmer) that:

1. Subject to matching funds being obtained, Council allocate \$30,000 from the 2005/06 EL reserve balance for the protection of Koalas through fencing 'black spots' on Hogbin Drive.
2. The Draft 2006/2007 Environmental Levy Program as recommended by the Environmental Working Group as listed below, be incorporated into Council's 2006/2007 Draft Management Plan:

C10 2006/2007 Environmental Levy Projects Schedule ...(Cont'd)

PROJECT	RECOMMENDED AMOUNT
Orara River Restoration Project	\$177,150
Bushland Regeneration	\$161,503
Environmental Weed Control	\$150,895
Conservation and Sustainable Management of Biodiversity in the Coffs Harbour LGA	\$143,000
GIS Data Collection	\$75,000
Biodiversity Information Management Officer	\$31,720
Environmental Levy Co-ordination	\$30,000
Solitary Islands Coastal Walk - Charlesworth Bay to Breakers Way	\$40,500
Landcare / Dunecare Vote 2006 / 2007	\$30,000
Boambee / Newports Creek Estuary Management Plan	\$25,000
Maintenance and Cleaning of Stormwater Quality Improvement Devices	\$15,000
Environmental Education Officer	\$12,000
Native Seed Bank Support	\$10,000
Lowanna to Little Nymboida River Woody Weed Mgmt	\$7,015
Lowanna River Park	\$6,869
Eradication of Madeira Vine (Anredera Cordifolia) adjacent to Coffs Creek and its tributaries	\$5,000
Provision of Sea and Shore Bird Rehabilitation Enclosure	\$3,500
On-ground Control for the Introduced Indian Myna Bird	\$3,000
Total 2006/7 Allocation	\$927,152
<u>Funding available:</u>	
Environmental Levy	\$846,000
Interest	\$30,000
EL Unallocated Funds	\$1,152
Water Fund Contribution	<u>\$50,000</u>
Total Available	<u>\$927,152</u>

3. A contribution of \$50,000 from the Water Fund be provided in the 2006/2007 Management Plan towards the Orara River Restoration works.
4. Council notes the Minutes of the Environmental Working Group meetings held on 20 and 27 February 2006.
5. Final replies to submissions be sent after Council's 2006/2007 Management Plan is adopted.
6. Members of the Environmental Working Group be thanked for their involvement and informed of the adopted program.

CORPORATE SERVICES COMMITTEE

- 39** **RESOLVED** (McKelvey/Hogbin) that the Ordinary Meeting of Council be adjourned and Council now resolve into the Corporate Services Committee meeting, the time being 6.36pm.

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

CORPORATE SERVICES DEPARTMENT REPORTS

C11 COUNCIL POLICY - PHILANTHROPIC ACTIVITY

To propose a policy to enable Council to accept philanthropic gifts and donations and to guide donors and staff.

- CS10** **RECOMMENDED** (Rhoades/McKelvey) that
1. Council adopt the attached document as its policy on Philanthropic Activity.
 2. Council appoint a Philanthropic Committee comprising Mayor, General Manager, Director of Corporate Services and Manager Community Services.

C12 LOCAL GOVERNMENT REMUNERATION TRIBUNAL

To inform Council of a decision advised by the Minister for Local Government and the Local Government and Shires Association on the determination of fees for Councillors and Mayors for 2006/07 by the Local Government Remuneration Tribunal.

- CS11** **RECOMMENDED** (Joass/Palmer) that:
1. Pursuant to the provisions of Sections 248 and 249 of the Local Government Act 1993, the annual fee for Councillors be fixed at \$13,440 for the 2006/07 financial year.
 2. An additional annual fee for the position of Mayor be set at \$29,345 for the ensuing financial year.

C13 LOAN REQUEST - ENGLANDS PARK TENNIS CLUB

Request for the loan approved for July 2006 to be brought forward to April 2006 and the amount reduced.

CS12 RECOMMENDED (Palmer/Joass) that:

1. A loan of \$18,000 be made to the Englands Park Tennis Club in April 2006.
2. The loan be on the following terms:
 - Interest rate of 6.5%
 - Repayable over 18 months
 - Payable by monthly instalments of \$1,052.25
 - Payable by direct bank transfer

C14 OUTSTANDING REPORTS AND RESOLUTIONS AWAITING IMPLEMENTATION

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

CS13 RECOMMENDED (Featherstone/McKelvey) that the report be noted.

C15 BANK BALANCES AND INVESTMENTS FOR JANUARY 2006

To list Council's Bank Balances and Investments as at 31 January 2006.

CS14 RECOMMENDED (Joass/Palmer) that the bank balances and investments totalling one hundred and eight million, four hundred and seventy three thousand, five hundred and eighty one dollars (\$108,473,581) as at 31 January 2006 be noted.

CITY SERVICES DEPARTMENT REPORTS

S14 TRAFFIC COMMITTEE MEETING NO 1/2006

To confirm minutes from the Traffic Committee Meeting held on 16 February 2006 - this report was withdrawn from City Services Committee on 2 March 2006.

S14 Traffic Committee Meeting No 1/2006 ...(Cont'd)

CS15 RECOMMENDED (Palmer/Joass) that:

T.1 – Mullaway Drive / Arrawarra Headland Road intersection - 'Give Way' sign and 40 km/h school zone (R.507910)

That the 40km/h speed zone on Mullaway Drive be extended 250m east along Mullaway Road and 50m along Arrawarra Headland Road, together with the installation of a 'Give Way' sign at the intersection of Mullaway Drive and Arrawarra Road, as per Plan No. T.1.

T.2 – First Avenue, Sawtell - Temporary Road Closure (R.501520 / 1618 [1284968])

That :

- (a) the temporary road closure of First Avenue, Sawtell, between Second Avenue and Boronia Street between the hours of 6.00am and 8.00pm on Saturday, 1 July 2006, for the purpose of holding the Sawtell Chilli Festival, be advertised and providing no substantive objections are received, the closure be approved.
- (b) the organisers of the Chilli Festival liaise with affected traders and obtain traders approval.
- (c) the organisers be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.
- (d) the organisers be responsible for all costs associated with the temporary closure, including advertising.

T.3 – Arrawarra Beach Road, Arrawarra - 50km/h speed zone (R.507900 [1284964])

That no action be taken to reduce the speed limit from 80km/h to 50km/h in Arrawarra Beach Road, Arrawarra.

T.4 – West High Street / Robin Street, Coffs Harbour - Pedestrian Crossing (R.509970 / R.505840)

That the 'school crossing' flags be removed from the marked pedestrian crossing at the intersection of West High Street and Robin Street, Coffs Harbour, subject to consultation with the community.

T.5 – Victoria Street / Dibbs Street, Coffs Harbour - 'No Parking' and 'Bus Zone' signs (R.506000 / R.504340)

That 'No Parking' signs and 'Bus Zone' signs be installed in Victoria Street, Coffs Harbour, as per Plan No. T.5.

S14 Traffic Committee Meeting No 1/2006 ...(Cont'd)

T.6 – First Avenue / Twentieth Avenue, Sawtell - 'Bus Zone' signs (R.501520 / R.501590)

That a 'Bus Zone' be installed in First Avenue, Sawtell, as per Plan T.6.

T.7 – Pacific Highway, Coffs Harbour - 'No Parking' and 'Taxi Zone' signs (R.511410)

That new parking and taxi zone signage be installed on Pacific Highway, Coffs Harbour, as per Plan T.7.

S15 LOCAL GOVERNMENT (GENERAL) REGULATIONS: PART 7 TENDERING - LOCAL PREFERENCE

This report was withdrawn. It will be resubmitted after the Councillors workshop on the tendering process.

S16 TENDERS : SUPPLY & INSTALLATION OF BUS SHELTERS AT VARIOUS LOCATIONS

To report on tenders received for the supply and installation of ten bus shelters at various locations throughout the local government area, and to recommend acceptance of a tender for the works.

CS16 RECOMMENDED (Rhoades/Palmer) that Council accept the tender of Scully and Associates Pty Ltd, ABN 69 111 473 431, for Contract No. 05/06-236-TO, Supply and Installation of Bus Shelters, for the lump sum amount of \$85,426.00, including GST, on the basis that:

1. The tender is the highest scoring tender following the application of Council's tender value selection system.
2. The tender has the necessary experience in similar works and the referees have confirmed his ability and satisfactory performance.
3. The tenderer's financial references are satisfactory.

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.

CS17 RECOMMENDED (Palmer/Featherstone) that the Committee now move into Open Council.

The Mayor resumed chairmanship of the meeting at 6.55pm.

ADOPTION OF CORPORATE SERVICES COMMITTEE REPORT

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

QUESTIONS WITHOUT NOTICE

1. Darkum Creek

Cr Palmer asked if the dirt road to Darkum Creek and the Golf Clubhouse, is a public or private road, and therefore is it the Golf Clubs obligation to seal the road or is it Councils responsibility?

The General Manager took this question on notice.

2. Coffs Harbour Golf Club - Signs

Cr Palmer asked whether there is any flexibility with regards to the Coffs Harbour Golf Club conforming with Councils signage policy.

The Acting Director of Planning Environment and Development indicated that signs which can not be seen from a public place, known as 'discretionary signs', do not need to be removed, and indicated that staff would inspect the property to make a decision on the matter.

GENERAL BUSINESS

1. Development Applications Summary

Cr Joass thanked the Acting Director of Planning Environment and Development and his staff for the extra information included on the Development Applications summary that is circulated to Councillors.

2. Bunker Cartoon Gallery - Volunteers

Cr Joass spoke of the successful function held at the Bunker Cartoon gallery where the Mayor presented plaques to volunteers from Coffs Harbour and the surrounding areas.

3. Reception – Administration Building

Cr Joass suggested the reception on the first floor of the administration building be relocated to the ground level to recreate the 'atmosphere' which existed before the old reception desk was removed.

The General Manager indicated that the old reception desk, and associated staff, were removed as a part of the 3% initiative in 2005, and any changes to the reception area would erode these savings.

4. Major Sporting Events

Cr Joass suggested Council obtain details of the arrangement Newcastle City Council has with its local retailers to provide financial support to promote and host major sporting events in their community.

Cr Rhoades indicated that local retailers support a majority of Coffs Harbour's major sporting events, and commission received by Council for bookings made through the Visitors Information Centre are used to secure future sporting events to both improve the local economy and create employment.

Cr Hogbin suggested the entire community will be contributing towards Council's endeavours to secure both sporting and cultural events if the proposed changes to the rating structure are successful this year.

The General Manager undertook to investigate the arrangements in Newcastle referred to by Cr Joass.

5. Presentation - John Anderson (Contiki Tours)

Cr Palmer spoke highly of the presentation given by John Anderson (founder of Contiki Tours), which was organised by Council's Economic Development Unit.

This concluded the business and the meeting closed at 7.07pm.

Confirmed: 7 April 2006

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Keith Rhoades AFSM
Mayor