

The following document is the minutes of the Council and Committee meetings held on 18 May 2006. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 1 June 2006 and therefore subject to change.
Please refer to minutes of 1 June 2006 for confirmation.



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CORPORATE SERVICES COMMITTEE)

COUNCIL CHAMBERS

COUNCIL ADMINISTRATION BUILDING

COFF AND CASTLE STREETS, COFFS HARBOUR

18 MAY 2006

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CORPORATE SERVICES COMMITTEE)

18 MAY 2006

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

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

Leave of Absence: J C Bonfield

The meeting commenced at 5.00pm with the Mayor, Cr K D Rhoades in the chair.

APOLOGY

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

CONFIRMATION AND ADOPTION OF MINUTES

- 66** **RESOLVED** (McKelvey/Featherstone) that the minutes of the City Business Units Committee Meeting held on 4 May 2006 be confirmed as a true and correct record of proceedings.

CONFIRMATION AND ADOPTION OF MINUTES

- 67** **RESOLVED** (Smithers/Palmer) that the minutes of the City Services Committee Meeting held on 4 May 2006 be confirmed as a true and correct record of proceedings.

GENERAL MANAGER'S REPORT

5 **QUARTERLY PERFORMANCE REPORTING FOR THE QUARTER ENDED 31 MARCH 2006**

To report on the achievement of customer service guarantees and performance targets for the January to March 2006 quarter.

- 68** **RESOLVED** (Hogbin/Palmer) that:
1. Council adopt the revised strategies and performance indicators in the 2005-2008 Management Plan as outlined in the Issues section of this report.
 2. Council note the issues surrounding those measures that have not been achieved for the period ending 31 March 2006, as listed in the body of this report.
 3. Council note the achievements of customer service guarantees, as outlined in Attachment 1 of the General Manager's Report for the January to March 2006 quarter.
 4. Council note the organisation's significant achievements, as outlined in Attachment 2 of the General Manager's Report for the January to March 2006 quarter.
 5. Council note the achievement of performance targets, as outlined in a separate booklet which is available in the Councillors' Room for the January to March 2006.
 6. Council continues to monitor its performance with a view to improving service delivery.

CORPORATE SERVICES COMMITTEE

- 69** **RESOLVED** (Ovens/Hogbin) that the Ordinary Meeting of Council be adjourned and Council now resolve into the Corporate Services Committee meeting, the time being 5.03pm.

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

CORPORATE SERVICES DEPARTMENT REPORTS

C24 MONTHLY BUDGET REVIEW FOR MARCH 2006

To report on the estimated budget position as at 31 March 2006.

CS27 RECOMMENDED (Palmer/Featherstone) that:

1. The estimated cost of \$180,000 for CBD Street Tree Investigation and Rehabilitation be funded from Council business activities (Rigby House rental income).
2. The variations listed in the attached exception report be approved.
3. The revised Budget Position as at 31 March 2006 be noted:

	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 28 February 2006	74,197 (D)	1,347,261 (S)	1,607,416 (S)
Recommended variations for March 2006	180,000 (S)	Nil	101,413 (D)
Estimated result 2005/06 as at 31 March 2006	<u>241,174</u> (D)	<u>1,898,928</u> (S)	<u>9,156</u> (S)

C25 DEVELOPER CONTRIBUTIONS PLAN FOR SURF RESCUE EQUIPMENT

To present to Council the Draft amended Developer Contributions Plans for the purchase of Surf Rescue Equipment, which is available for viewing in the Councillor's room. This report recommends that these plans be placed on public exhibition for a period of 30 days.

CS28 RECOMMENDED (McKelvey/Ovens) that the Draft Surf Rescue Equipment Contributions Plan 2006 be placed on exhibition for a period of 30 days and the community be invited to make submissions on the draft Contributions Plan during this period.

C26 OUTSTANDING REPORTS AND RESOLUTIONS AWAITING IMPLEMENTATION

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

CS29 RECOMMENDED (McKelvey/Palmer) that the report be noted.

C27 BANK BALANCES AND INVESTMENTS FOR MARCH 2006

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

CS30 RECOMMENDED (Rhoades/McKelvey) that the bank balances and investments totalling one hundred and eleven million, eight hundred and eighty five thousand, nine hundred and thirty six dollars (\$111,885,936) as at 31 March 2006 be noted.

CITY SERVICES DEPARTMENT REPORT

S28 TENDERS: HOGBIN DRIVE EXTENSION STAGE 2 - ALBANY STREET TO HARBOUR DRIVE - CONSTRUCTION OF UNDERBORES AND MICROTUNNELLING

To report on tenders received for the construction of underbores and microtunnelling associated with service relocations for Hogbin Drive Extension Stage 2 and to gain Council approval to accept a tender.

CS31 RECOMMENDED (Palmer/McKelvey) that:

1. Council accept the tender of Bothar Boring Pty Ltd, ABN 54 097 302 004, for Contract No. 05/06-248-TO, Hogbin Drive Extension Stage 2, Albany Street to Harbour Drive, Underbore and Microtunnelling, Coffs Harbour for the lump sum amount of \$176,231 including GST, on the basis that:-
 - a) The tender is the highest scoring tender following the application of Council's Tender Value Selection System
 - b) The tenderer has the necessary experience in similar works and his referees have confirmed his ability and satisfactory performance
 - c) The tenderer's financial references and OHS work practices are satisfactory
2. The contract documents be completed under Seal of Council

CORPORATE SERVICES DEPARTMENT SUPPLEMENTARY REPORT

C28 GOODS AND SERVICES TAX CERTIFICATE

The objective of this report is to provide certification that Council has met its obligations regarding the payment of Goods and Services Tax to the Australian Taxation Office for the period 1 July 2005 to 30 April 2006 inclusive; and that this was done in accordance with the statutory requirements of *The Goods and Services Tax Act (1999)*, and subsequent regulations and rulings.

- CS32 RECOMMENDED** (Ovens/McKelvey) that Council approve the certification of the Goods and Services Tax Certificate for the year ended 30 April 2006.
-

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.

- 70 RECOMMENDED** (McKelvey/Ovens) that the Committee now move into Open Council.

The Mayor resumed chairmanship of the meeting.

ADOPTION OF CORPORATE SERVICES COMMITTEE REPORT

- 71 RESOLVED** (Palmer/Smithers) that the recommendations of the Corporate Services Committee meeting be received and adopted.

CITY BUSINESS UNITS DEPARTMENT SUPPLEMENTARY REPORT

B11 TENDER: REPLACEMENT OF MECHANICAL SERVICES (AIR-CONDITIONING) - RIGBY HOUSE, DUKE STREET, COFFS HARBOUR

To report on tenders received for the replacement of existing outdoor air-conditioning condenser units located on the roof of Rigby House, Duke Street, Coffs Harbour, as well as construction of a new steel plant platform for the condenser units, and installation of a new air-conditioning control system.

Cr Hogbin declared a pecuniary interest in this matter as the tenderer is his client, and vacated the chamber, the time being 5.21pm.

72 RESOLVED (Ovens/McKelvey) that:

1. Council accept the tender of Allied Air Conditioning & Refrigeration Coffs Harbour Pty Ltd, ABN 59 073 802 365, for Contract No. 05/06-243-TO, Replacement of Mechanical Services Rigby House, Coffs Harbour for the lump sum amount of \$215,798, including GST, on the basis that:-
 - a) The tender is the highest scoring tender following the application of Council's Tender Value Selection System.
 - b) The tenderer has the necessary experience in similar works and his referees have confirmed his ability and satisfactory performance.
 - c) The tenderer's financial references and OH&S work practices are satisfactory.
2. The contract documents be completed under the Common Seal of Council.

Cr Hogbin returned to the chamber at 5.22pm.

MATTERS OF AN URGENT NATURE

1. Sewerage Sludge

Cr Ovens asked if Council staff could investigate alternative uses for the sewerage sludge which is currently being removed from the site south of the RSPCA on the Link Road.

The General Manager indicated that extensive studies have been undertaken to find alternative uses for the sewerage sludge, however due to high traces of heavy metals the options are limited and the sludge is currently being moved to the Englands Road facility.

Cr Palmer described the sludge as a product, not a waste, and asked for alternate uses to be found rather than have the sludge end up in the composting process at the Waste Management Facility.

The Acting Director of City Services indicated that Council is restricted in its options for using the sludge due to extensive EPA requirements.

Cr Ovens suggested that Council obtain EPA approval/ funding to trial alternative uses for this valuable resource.

The General Manager to prepare a briefing note for the Councillors.

QUESTIONS WITHOUT NOTICE

1. Vegetation Strategy

Cr Smithers asked for an update on the Vegetation Strategy.

The Acting Director of Planning Environment & Development advised that a report will be brought to Council in the next few months to adopt a Vegetation Strategy following Council's draft Strategy being put on hold until the Vegetation Regulations were enacted by the State Government.

The General Manager indicated that Council are currently obtaining an interpretation on all of the vegetation management legislation, including the Biodiversity Act, Native Vegetation Act, Threatened Species Conservation Act and Tree Preservation Order, and it is appropriate for the report to be brought to Council once the interpretation has been received.

2. Section 94 Plans

Cr Smithers stated that the Vegetation Strategy, once adopted, will allow S94 plans to be used for vegetation conservation and management. He then asked if Council can levy S94's for acquisition of land or conservation of vegetation without the Strategy in place.

The Acting Director of Planning Environment & Development indicated that Council doesn't currently have a S94 plan to purchase land zoned for environmental protection (7A) and Council will need to consider whether they want to evoke a S94 plan over the whole of the City to allow Council to offer compensation for owners of 7A land taken into public ownership.

GENERAL BUSINESS

1. Leechate Control

Cr Palmer thanked staff for their efforts to manage the leechate at Council's landfill site, following reports that several other Councils have received significant fines from the EPA for not adequately controlling leechate, particularly following rain events. He also indicated that this risk will be eliminated once Councils Waste Processing Facility is fully operational.

2. North Coast Water

Cr Palmer indicated that Council had received photos from North Coast Water showing the commencement of clearing for the access road to the new dam site at Shannon Creek, therefore providing evidence that the project is underway.

3. Sewerage Connection – Arrawarra

Cr McKelvey expressed disappointment at the letter sent to affected residents in the Arrawarra area indicating that there will be further delays in the connection of sewerage to their properties. Cr McKelvey also asked that Council staff ensure that the correct creek name (Arrawarra Creek) be used on all future correspondence.

The General Manager will investigate this matter.

4. Snowy River Scheme Sell-Off

Cr Smithers asked Council to consider sending correspondence to both the State and Federal Governments (as other Councils have already done) with relation to the Snowy River Scheme sell-off.

5. Retirement Villages - Rates

Cr Rhoades highlighted that under Council's current rating structure occupants of retirement villages in the local government area are not entitled to pensioner rebates. Cr Rhoades asked that a report be brought back to Council 30 by November 2006 comparing CHCC procedures with those of other Councils.

The General Manager will provide a report back to Council.

This concluded the business and the meeting closed at 5.41pm.

Confirmed: 1 June 2006

Keith Rhoades AFSM
Mayor