

The following document is the minutes of the Council and Committee Meetings held on Thursday, 6 July 2006. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 20 July 2006 and therefore subject to change. Please refer to the minutes of the meeting of 20 July 2006 for confirmation.



**COFFS HARBOUR CITY COUNCIL**

**ORDINARY MEETING  
(CITY SERVICES COMMITTEE)**

**COUNCIL CHAMBER  
COUNCIL ADMINISTRATION BUILDING  
COFF AND CASTLE STREETS, COFFS HARBOUR**

**6 JULY 2006**

**Commencing at the conclusion of  
City Business Units Committee Meeting**

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## COFFS HARBOUR CITY COUNCIL

### ORDINARY MEETING

#### (CITY SERVICES COMMITTEE)

6 JULY 2006

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

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

The meeting commenced at 5.56pm with the Mayor, Cr K Rhoades in the chair.

The Mayor requested a motion to adjourn the Ordinary meeting and resolve into the City Services Committee meeting.

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#### CITY SERVICES COMMITTEE

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- 95** **RESOLVED** (Palmer/Joass) that the Ordinary Meeting of Council be adjourned and Council now resolve into the City Services Committee meeting, the time being 5.56pm.

The Mayor invited Councillor Smithers to chair the City Services Committee meeting.

#### CITY SERVICES DEPARTMENT REPORTS

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##### S39 SENIORS WEEK 2006

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To report to Council on the activities of Seniors Week 2006.

- EN36** **RECOMMENDED** (Joass/Palmer) that the Coffs Harbour Senior Citizens Week Committee members be thanked for their efforts in staging Seniors Week 2006.

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**S40 MINUTES OF THE ARTS & CULTURAL DEVELOPMENT ADVISORY COMMITTEE MEETINGS HELD ON 20 MARCH AND 15 MAY 2006**

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To present the minutes of the Arts & Cultural Development Advisory Committee meetings held on 20 March and 15 May 2006. The meeting of 17 April 2006 was cancelled.

**EN37 RECOMMENDED** (Ovens/Hogbin):

1. That the minutes of the Arts & Cultural Development Advisory Committee be noted.
2. That a report be brought back to the committee on the points raised.

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**S41 ADOPTION OF A MECHANISM FOR ENGAGING THE MULTICULTURAL COMMUNITY**

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To seek approval for the implementation of a mechanism that will allow Council to effectively engage culturally and linguistically diverse (CALD) people in the community.

**EN38 RECOMMENDED** (Palmer/McKelvey) that:

1. Council recognise and endorse the establishment of the Multicultural Reference Group to be the mechanism for the engagement of the Coffs Harbour multicultural communities by Council.
2. The role of the Multicultural Reference Group be to enhance the profile of multiculturalism in the community by developing relationships with Council facilitating promotion of multicultural community participation in the planning, management and delivery of services and activities and positively promote cultural differences and the benefits those differences can have on the whole community.
3. Nominations be called for Multicultural Reference Group representatives.
4. Council appoint a Councillor/s to the Group.
5. The outcomes of the Multicultural Reference Group be reviewed and reported back to Council in December 2007.

**SUPPLEMENTARY MOTION**

**EN39 RECOMMENDED** (Rhoades/Ovens) that Councillors Joass and Smithers be Council's representatives on the Multicultural Reference Group

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## **S42 FLOODPLAIN MANAGEMENT ADVISORY COMMITTEE**

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To report minutes of the Floodplain Management Advisory Committee of 29 May 2006.

**EN40 RECOMMENDED** (Palmer/Bonfield):

1. That Council note the minutes of the Floodplain Management Advisory Committee Meeting held on 29 May 2006.
2. That a report be put to Council for the adoption of the 'Coffs Creek Floodplain Risk Management Plan'.
3. That the Sub-Committee develop a program to use the occasion of the 10th Anniversary of the November 1996 flood to educate the public on flood issues.
4. That the number of community representatives on the Floodplain Management Advisory Committee be increased from 3 to 4.

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## **S43 WORKS BRANCH REPORT**

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To advise Council of the progress of construction and maintenance programs undertaken by Works Branch up to 22 June, 2006.

**EN41 RECOMMENDED** (Palmer/Joass) that

1. Council notes the progress report on construction and maintenance works undertaken by Works Branch up to 22nd June, 2006.
2. Council notes the individual program expenditures are being monitored and are within the allocated 2005/2006 budget.

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## **S44 GRAVEL ROADS - GRADING**

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To report to Council the status of unsealed road maintenance grading and practice.

**EN42 RECOMMENDED** (Rhoades/Joass) that Council notes the operation and level of service provided for the maintenance grading of unsealed roads.

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**S45 LOCAL GOVERNMENT (GENERAL) REGULATIONS - PART 7  
TENDERING - LOCAL PREFERENCE**

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To advise Council of a review undertaken into the sustainability of Council's policy for assessing tenders and quotations particularly in respect to giving a preference to local suppliers and to recommend changes to the policy.

**EN43 RECOMMENDED** (Feathestone/Rhoades) that Council's Tender Value Selection System (TVSS) continue but with the following amendments:-

- a. The business address of the tenderer only be considered, assessed and scored as part of the tender evaluation process when the average price of all tenders/quotations/proposals, as the case may be, is less than or equal to \$150,000 exclusive of GST.
- b. A tenderer is considered to have a local business address when the entity has a permanent business office located within the boundaries of the City of Coffs Harbour for a minimum period of twelve (12) months prior to bids being sought.
- c. A business that is located outside the boundaries of Coffs Harbour but whose employees live inside the Council boundary would not be entitled to the benefits of the policy
- d. This policy shall only apply to tenders, quotations and consultant proposals for works and services sought in accordance with the Local Government Act, Local Government (General) Regulations 2005 and Coffs Harbour City Council Purchasing Policy and Procedures.
- e. That a report be brought back in 12 months time in order to review the situation.

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**CONCLUSION OF MEETING**

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

The Mayor resumed chairmanship of the meeting at 6.23pm.

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**OPEN COUNCIL**

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

**EN44 RECOMMENDED** (Palmer/Ovens) that the Committee now move into Open Council.

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## ADOPTION OF CITY SERVICES COMMITTEE REPORT

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- 96** **RESOLVED** (Smithers/Bonfield) that the recommendations of the City Services Committee meeting be received and adopted.

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## QUESTIONS WITHOUT NOTICE

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### 1. Development Application Process

Councillor Bonfield questioned whether, if land is zoned for residential development and complies with all Council regulations, is it a regulation that we have to forward the development application to the RTA or if Council can just approve it.

The Director of Planning, Environment and Development (Acting) advised that simple developments, ie a block of flats, or house not gaining access to the highway would not be referred to the RTA however there are some types of developments which have to be referred to the RTA for comment eg:

- Integrated developments - are required to be referred to the RTA for comment and are generally applications where you would be seeking access on to the Pacific Highway.
- Traffic generating developments - for example, a transport terminal, which creates major transport movement, would go to the RTA

With regard to applications for subdivision, Mr Salter advised that some applications also go the Department of Planning for approval.

Mr Salter further advised that Council is having regular meetings with the RTA and a team has been set up of staff from both Council and the RTA to try and come up with designs for all those intersections from Coffs Harbour to Woolgoolga.

### 2. Roundabout at Intersection of Orlando Street and Watsonia Avenue - sight distance

Councillor Palmer advised that he had received a request for Council staff to have a look at a shrub at the intersection Orlando Street / Watsonia Avenue at the roundabout which is impairing vision for pedestrians crossing. Cr Palmer suggested that signs could possibly be placed on the roundabout warning that it is used by pedestrians.

The General Manager advised that staff would investigate.

Councillor Ovens advised that he had received the same request regarding the line of sight and also the location of roundabout was of concern and the fact that there was a concrete block structure on roundabout.

### **3. Policy - Cement Capping Blocks**

Councillor Ovens questioned what the policy was when placing cement blocks, in particular whether the capping blocks could be cemented on, as Sawtell Surf Club has recently completed an upgrade in 2<sup>nd</sup> and 4<sup>th</sup> Avenues area and some of the capping blocks have been removed.

The General Manager advised that he would have the matter investigated and a response would be given to Cr Ovens.

### **4. Quarry Structures - Plastic Wrapping**

Councillor Ovens requested action be taken to secure the plastic wrapping around the structures that are being laid at the Quarry as the plastic is blowing off and going into the harbour.

The General Manager advised that this will be investigated as a matter of urgency.

### **5. Pedestrian Crossing - Park Beach Road to Northside Shopping**

Councillor McKelvey advised that some time ago a pedestrian crossing was approved over Park Beach Road to Northside Shopping Centre and questioned when this crossing would be installed.

The General Manager advised that the information would be issued to Councillor McKelvey.

### **6. Vehicles on Beaches - Arrawarra/Corindi**

Councillor McKelvey requested advice on the policy regarding motor vehicles on beaches, particularly at Arrawarra Beach where 4wd vehicles are able to get on to the beach both at Arrawarra point and at an old access point near Corindi. Cr McKelvey advised that there are many 4wd drive vehicles on the beach and also 4wd quad bikes that are getting into the Regional Park behind the dunal system and into the sedgeland area and causing damage.

The General Manager advised that the matter would be taken on notice.

### **7. Flags at School Crossings**

Councillor Featherstone questioned whether CHCC or the Department of Education is responsible for flagging or manning school crossings as the crossing next to the Police Station in Beach Street, Woolgoolga is not manned or flagged.

The General Manager advised that he would research the matter and respond by e-mail but it is the responsibility of the school.



## **8. Nana Glen Swimming Pool**

Councillor Hogbin advised that in November 2004 Council resolved that negotiations be entered into with the Department of School Education re the lease conditions for the Nana Glen Swimming Pool site and questioned what the progress on the lease was.

The General Manager advised that the article in the newspaper identified that the pool was 50m (the pool is 25m) and that the completion date would be December 2006, both of which are unachievable.

The Director of City Business Units (Acting) advised that a draft has been prepared by the Crown Solicitor on behalf of the Department of School Education however there are some clauses in the lease which need negotiation. A report will come back to Council as Council has to approve the entering into of the lease and the conditions.

## **9. Court Case - Trees at Arrawarra**

Councillor Hogbin advised that Council recently won a court case, at the expense of ourselves, when the court ruled that Council had made a couple of mistakes in respect of trees at Arrawarra, namely we hadn't contacted the Marine Park, advertised it properly or organised adequate studies beforehand. Cr Hogbin questioned whether the General Manager is satisfied that the lessons we learned from that case can be taken forward to minimise the risk of future situations like this.

The General Manager advised that a comprehensive check list has now been introduced to overcome procedural deficiencies.

## **10. Hogbin Drive Bridge**

Councillor Hogbin questioned whether the Hogbin Drive bridge plans that were been approved tonight would be put on public display and if the answer was no, that it didn't need to, how does it reconcile with the Roads Act in that it says that before constructing a bridge across navigable waters, the Roads Authority may cause notice of the proposal be published in a local newspaper.

The General Manager advised that a response would be provided however he believes it relates to the definition of "navigable waters" involving shipping rather than punts.

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## **GENERAL BUSINESS**

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### **1. Industrial Relations Reform**

Councillor Smithers requested a briefing on the Industrial Relations Reform.

The General Manager advised that a briefing would be organised.

### **2. Greenhouse Action Strategy**

Councillor Smithers expressed concern that America is doing better than Australia in the area of carbon dioxide emissions and questioned whether there was any prospect of Council purchasing some, or all, of our power from accredited greenpower sources.

The General Manager advised that Council is currently undergoing a study in power savings and the matter would be further investigated and a report brought back to Council.

### **3. Clearing of Land - City of Coffs Harbour**

Councillor Featherstone referred to an article in the newspaper which stated that 1400ha of land had been cleared in this city in the last five years. Cr Featherstone advised that a statement was made that half the land was cleared illegally and the inference from that was that Council permitted the land to be cleared legally. Cr Featherstone suggested that most of the land was in the rural area and the approval authority was DIPNR. Cr Featherstone requested a report on how much land was cleared illegally against the CHCC policy on land clearing.

The Director of Planning, Environment and Development (Acting) advised that under Council's Koala Plan of Management, Council has to do a review within five years and in the in last six months private independent consultants have been employed to do this review. This report is due back in August and must be submitted to the Department of Planning, however the preliminary report has been submitted to Council and shows that figures quoted in the paper are considerably more than will come out of the report.

The General Manager advised that a report would be brought back to Council as soon as the report is finalised.

### **4. Amendment to the Local Government Bill - Leave of Absence**

Councillor Rhoades advised that there has been a recent amendment to the Local Government Bill go through Parliament which now means that if you are on leave of absence, and you wish to attend a meeting during that leave of absence, you must give two days notice to the General Manager of your intention to attend the meeting.

This concluded the business and the meeting closed at 6.55 pm.

Confirmed: 20 July 2006.

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K D Rhoades, AFSM  
Mayor