

The following document is the minutes of the Council and Committee meetings held on 19 October 2006. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 2 November 2006 and therefore subject to change. Please refer to minutes of 2 November 2006 for confirmation.



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CORPORATE BUSINESS COMMITTEE)

COUNCIL CHAMBERS

COUNCIL ADMINISTRATION BUILDING

COFF AND CASTLE STREETS, COFFS HARBOUR

19 OCTOBER 2006

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CORPORATE BUSINESS COMMITTEE)

19 OCTOBER 2006

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

Staff: General Manager, Assistant General Manager/ Director Corporate Business, Director Land Use, Health and Development (Acting), Director of City Services (Acting), Executive Manager Governance and Economic Development, Finance Manager, Program Support Co-ordinator and Executive Assistant.

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

APOLOGY

- 139 **RESOLVED** (Palmer/Smithers) that apologies received from J C Bonfield and I J Ovens (Deputy Mayor) for unavoidable absence be received and leave be granted for the current meeting of Council.

CONFIRMATION AND ADOPTION OF MINUTES

- 140 **RESOLVED** (Palmer/Joass) that the minutes of the City Services Committee Meeting held on 5 October 2006 be confirmed as a true and correct record of proceedings.

CORPORATE BUSINESS COMMITTEE

- 141 **RESOLVED** (Smithers/Palmer) that the Ordinary Meeting of Council be adjourned and Council now resolve into the Corporate Business Committee meeting, the time being 5.02pm.

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

CORPORATE BUSINESS DEPARTMENT REPORTS

C68 QUARTERLY BUDGET REVIEW FOR SEPTEMBER 2006

To report on the estimated budget position as at 30 September 2006.

CB78 RECOMMENDED (Palmer/Smithers) that:

1. The estimated Budget position as at 30 September 2006 be noted as follows:

| | General Account \$ | Water Account \$ | Sewer Account \$ |
|--|-----------------------------------|---------------------------------|---------------------------------|
| Original Budget adopted 29 June 2006 | Nil | 49,713 (D) | 77,342 (S) |
| Recommended variations to September per attached exception report | 4,885 (D) | Nil | Nil |
| Estimated result 2006/07 as at 30 September 2006 | <u>4,885</u> (D) | <u>49,713</u> (D) | <u>77,342</u> (S) |

2. It be noted the estimated financial position for the General Account will be offset with an anticipated surplus in the October Budget review as a result of a rebate of \$39,460.00 from Council's Property insurer, Statewide Mutual.

C69 DONATIONS PROGRAM 2006/2007

Determination of the Donations Program for 2006/2007 and review of the current Donations Policy.

CB79 RECOMMENDED (Joass/McKelvey) that:

1. The "Donations" and "Rates Subsidy" programs for 2006/2007 as set out in the report, totalling \$72,254 be adopted.
2. The amended Donations Policy be confirmed.
3. The "Donations" and "Rates Subsidy" votes for 2007/2008 be adjusted to reflect CPI increases and changes in rate contribution requirements.

C70 REGIONAL, DISTRICT AND NEIGHBOURHOOD FACILITIES AND SERVICES DEVELOPER CONTRIBUTIONS PLAN

Cr Joass declared a possible conflict of interest as he owns property in the area, and left the chamber at 5.13pm.

To present to Council a Draft amended Regional, District & Neighbourhood Facilities and Services Developer Contributions Plans 2006, which is available for viewing in the Councillor's room. This report recommends that this draft Plan be placed on public exhibition for a period of 30 days.

CB80 RECOMMENDED (Featherstone/Smithers) that the report be deferred to allow Council to receive a full briefing on the Contribution Plan.

Cr Joass returned to the chamber at 5.20pm.

C71 BANK BALANCES AND INVESTMENTS FOR JULY AND AUGUST 2006

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

CB81 RECOMMENDED (Rhoades/Smithers) that:

1. The bank balances and investments totalling one hundred and seventeen million, three hundred and ninety nine thousand, six hundred and twelve dollars (\$117,399,612) as at 31 July 2006 be noted.
2. The bank balances and investments totalling one hundred and twenty six million, one hundred and sixty four thousand, six hundred and eighty three dollars (\$126,164,683) as at 31 August 2006 be noted.

C72 COUNCILLORS' FEES, EXPENSES AND FACILITIES POLICY

To propose changes to this policy as a result of guidelines issued by the Department of Local Government.

CB82 RECOMMENDED (Palmer/Smithers) that:

1. The policy titled 'Policy for Payment of Expenses incurred by, and Provision of Facilities to, The Mayor and Councillors' as amended be adopted for the purpose of giving public notice.

C72 Councillors' Fees, Expenses And Facilities Policy ...(Cont'd)

2. That public notice be given of its intention to amend its policy allowing 28 days for public submission.
 3. That should no substantial objection be received, Council adopt the policy and forward a copy to the Director General, Department of Local Government.
 4. That the note underlined on page 7 of the policy document (Clause 2.11) indicating a suggested indicative monthly limit, be deleted.
-

C73 PECUNIARY DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

To table the Register of Returns received.

- CB83 RECOMMENDED** (Rhoades/Smithers) that the Register of Disclosures by Councillors and designated staff for the period July 2005 – June 2006, as tabled, be noted.
-

C74 COUNCIL POLICY - ACCESS TO INFORMATION

To report on a review of Council's policy on public access to information held by Council.

- CB84 RECOMMENDED** (Palmer/Joass) that:

1. The policy titled "Access to Information Held By Council" and guidelines titled "Access to Information Guidelines" be adopted.
 2. The policy and guidelines be made publicly available.
-

C75 HARBOURSIDE CONCEPTS - PROJECT TIMETABLE

To seek approval for the timetable to develop the Harbourside Project Masterplan. This report recommends that the Harbourside Concepts be placed on public exhibition in October 2006.

- CB85 RECOMMENDED** (Rhoades/McKelvey) that:

1. That the Harbourside Project Timeline for developing the Harbourside Masterplan attached to this report be adopted.
 2. That for the purpose of the public launch and public exhibition the document titled Harbourside Concept be adopted.
-

C76 OUTSTANDING REPORT AND RESOLUTIONS AWAITING IMPLEMENTATION

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

CB86 RECOMMENDED (Featherstone/Palmer) that the report be noted.

C77 CARAVAN PARKS TOURIST ACCOMMODATION TARIFFS 2007/2008

To recommend the Tourist Accommodation Tariffs to be charged during the 2007/2008 period for Park Beach Holiday Park, Sawtell Beach Caravan Park, Woolgoolga Beach Caravan Park and Lakeside Caravan Park.

CB87 RECOMMENDED (Palmer/Joass) that the Tourist Tariffs attached to the report for -

- Park Beach Holiday Park
- Sawtell Beach Caravan Park
- Woolgoolga Beach Caravan Park
- Lakeside Caravan Park

be adopted effective 1 February 2007.

C78 COFFS COAST STATE PARK TRUST AND WOOLGOOLGA BEACH RESERVE TRUST ANNUAL TRADING REPORT 2005-2006

To report on the trading performance of the Coffs Coast State Park Trust and Woolgoolga Beach Reserve Trust for the period 1 July 2005 to 30 June 2006.

CB88 RECOMMENDED (Rhoades/Joass) that Council note the Annual Report for the Coffs Coast State Park and Woolgoolga Beach Reserve operations.

**C79 ACQUISITION OF EASEMENT FOR DRAINAGE PURPOSES - 17
BOSWORTH ROAD, WOOLGOOLGA**

Report seeking Council approval for the acquisition of an easement for drainage over property known as Lot 114 DP 706996.

CB89 RECOMMENDED (Joass/Palmer) that:

1. Council release its current easement for drainage over Lot 114 DP 706996 on the basis it is replaced by a new easement five metres wide and an interallotment easement in favour of Lot 1 DP 739685, one metre wide, as detailed in this report.
2. Council administer the transfer of easements.
3. Council be responsible for all reasonable costs associated with this matter.
4. All necessary documents associated with this matter be executed under the common seal of Council.

C80 ENCROACHMENTS ONTO LANEWAY AT CORAMBA

Determination of applications to close and purchase parts of the laneway affected by the encroachments.

CB90 RECOMMENDED (McKelvey/Featherstone) that the matter be deferred to enable an inspection of the laneway by Councillors.

**C81 RELEASE OF EASEMENT - LOT 10 DP 1087394 - NEWMANS ROAD,
WOOLGOOLGA**

Report seeking Council approval to consent to a release of easement at Newmans Road, Woolgoolga.

CB91 RECOMMENDED (McKelvey/Featherstone) that Council execute under seal the 88B Instrument required to release Council's interest in an easement for rising main 5.03 wide (Q318851) and easement to drain sewerage 2 wide (DP 1087394) over Lot 10 DP 1087394.

CITY SERVICES DEPARTMENT REPORTS

S64 TENDER - DESIGN SUPPLY & DELIVERY OF A PRECAST REINFORCED CONCRETE BRIDGE CORAL STREET, CORINDI BEACH

- CB92 RECOMMENDED** (McKelvey/Palmer) that the matter be deferred to the end of the Ordinary Council meeting to enable discussion in confidential session.
-

CONCLUSION OF CORPORATE BUSINESS COMMITTEE MEETING

The Chairman advised that the business of the Corporate Business 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.

- CB93 RECOMMENDED** (Smithers/Palmer) that the Committee now move into Open Council.

The Mayor resumed chairmanship of the meeting at 5.47pm.

ADOPTION OF CORPORATE BUSINESS COMMITTEE REPORT

- 142 RESOLVED** (Palmer/Joass) that the recommendations of the Corporate Business Committee meeting be received and adopted.
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GENERAL BUSINESS

1. NSW Local Government Aboriginal Network Conference

Crs Smithers & Palmer attended the NSW Local Government Aboriginal Network Conference to gather information which will adequately prepare Coffs Harbour to host the conference in 2007. It was suggested that Council appoint an Aboriginal Liaison Officer to help organise and facilitate the 2007 conference.

The General Manager took this item on notice.

2. Green Street

Cr Smithers suggested that Council build an example of a 'Green Street' in a future subdivision which will incorporate concepts such as Urban Water Design and Best Energy Practices (including good landscaping) allowing the success and financial viability of the project to be assessed.

The General Manager took this question on notice.

3. Water Sensitive Urban Design

Cr Smithers requested an update on Council's progress with regards to Water Sensitive Urban Design.

Director of City Services (Acting) indicated that two Engineers recently attended a conference on Water Sensitive Urban Design in Melbourne. The experts who attended the conference were unable to confirm if there are any benefits in the type of designs currently being trialled. Therefore Council is currently asking developers to be innovative with their Water Sensitive Urban Designs and each proposal is being assessed individually.

Cr Smithers asked if there is any State Government legislation or obligations which Council has to meet with regards to Water Sensitive Urban Design?

Director Land Use, Health & Development (Acting) indicated that Council is required to develop a Stormwater Management Strategy which raises the issue of Water Sensitive Urban Design (WSUD); The State Environmental Planning Policies 71 (SEPP71) does not allow approval of any development which will increase the level of stormwater pollution to the waterways; and BASIX legislation requires the installation of water tanks on all new dwellings.

Cr Featherstone asked if advice could be obtained from other Council's who have had more experience with Water Sensitive Urban Design.

The General Manager indicated that Council has been investigating the engineering and environmental issues relating to Water Sensitive Urban Design over the past two years and undertook to brief the Councillors over the next three months.

4. Airport Owners Conference

The Mayor and Cr Ovens attended a Airport Owners Conference in Cairns this week. Topics addressed included security, technology and new processes designed to streamline booking and check-in procedures.

5. Local Government Community Services Conference

Cr Palmer attended the opening of the Local Government Community Services Association Conference which is being held on 19 - 20 October 2006 at Pacific Bay resort. The topics being addressed are of statewide significance and include topics such as the Seachange phenomenon and multicultural issues.

CLOSED MEETING – SECTION 10(A)

The Mayor requested a motion to close the meeting to consider a confidential report as outlined in the meeting agenda, the time was 6.05pm.

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

This report is confidential for the reason of Section 10A(2):

- (c) Information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
- (d)(i) Contained commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.
 - (ii) Confer a commercial advantage on a competitor of council, or
 - (iii) Reveal a trade secret.

The motion on being put to the meeting was carried.

The press and public vacated the chamber.

CITY SERVICES DEPARTMENT REPORT

S64 TENDER - DESIGN SUPPLY & DELIVERY OF A PRECAST REINFORCED CONCRETE BRIDGE CORAL STREET, CORINDI BEACH

To report on tenders received for the design and supply of precast concrete components for the replacement of Coral Street bridge over Corindi Creek and to gain Council approval to accept the tender of Readymix Holdings Pty Ltd (Humes) with the view to entering into a contract.

- 144 RESOLVED** (McKelvey/Palmer) that

1. That Council accept the tender of Readymix Holdings Pty Ltd (Humes), ABN 87 099 732 297, for Contract No. 06/07-271-TO for design, manufacture, supply and delivery of a precast concrete bridge on Coral Street, Corindi, for the lump sum amount of \$252,692.00 excl GST (\$277,961.20 incl GST) on the basis:-
 - a) The tender is the most advantageous tender following the application of Council's Tender Value Selection System.
 - b) The tenderer has the necessary experience in similar works and his ability and performance are satisfactory.
 - c) The tenderer's financial references are satisfactory.

S64 Tender - Design Supply & Delivery Of A Precast Reinforced Concrete Bridge Coral Street, Corindi Beach ...(Cont'd)

2. That the contract documents be executed under Seal of Council.
 3. That Council investigate and install additional directional signage with respect to Red Rock.
-

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 5.22pm.

Confirmed: 2 November 2006

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Keith Rhoades AFSM
Mayor