

The following document is the minutes of the Council and Committee meetings held on 14 December 2006. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 1 February 2007 and therefore subject to change. Please refer to minutes of 1 February 2007 for confirmation.



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CORPORATE BUSINESS COMMITTEE)

COUNCIL CHAMBERS

COUNCIL ADMINISTRATION BUILDING

COFF AND CASTLE STREETS, COFFS HARBOUR

14 DECEMBER 2006

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CORPORATE BUSINESS COMMITTEE)

14 DECEMBER 2006

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

Staff: General Manager, Assistant General Manager/ Director Corporate Business, Director Land Use, Health and Development, Director of City Services (Acting), Executive Manager Governance & Economic Development, Finance Manager, Manager – Coffs Coast Marketing and Executive Assistant.

Leave of Absence: W R Palmer

The meeting commenced at 6.46pm with the Mayor, Cr K D Rhoades in the chair.

CORPORATE BUSINESS COMMITTEE

163 **RESOLVED** (Joass/Smithers) that the Ordinary Meeting of Council be adjourned and Council now resolve into the Corporate Business Committee meeting, the time being 6.47pm.

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

CORPORATE SERVICES DEPARTMENT REPORTS

C90 LGMA - MANAGER EXCHANGE PROGRAM 2007 - CALIFORNIAN LEAGUE OF CITIES

Councils Human Resources Manager, Linda Kirkwood has been successful in her application to be part of the program, along with another person from a Council in New South Wales, who will also be participating in the program. Therefore approval is sought for support for Ms Kirkwood, for a study tour in conjunction with the Local Government Managers Association (LGMA) and Californian League of Cities, City Managers Department, Exchange program.

CB107 RECOMMENDED (McKelvey/Rhoades) that:

1. Council congratulates Linda Kirkwood, Human Resources Manager on being chosen to participate in the LGMA and the Californian League of Cities Manager Exchange Program.
2. Support be given to Linda Kirkwood in relation to the study tour to San Francisco, California in February 2007 as follows:
 - Return airfare Coffs Harbour / Sydney;
 - Paid leave for travel to and from the United States and for the duration of the study tour and home stay;
 - Provision of accommodation either end in Sydney and San Francisco not covered by conference/ study tour/ home stay;
 - Reimbursement of incidental expenses incurred in travel and tour / home stay, including meals, and travel not provided by the host city and other miscellaneous expenses;
 - Provision of gifts from Coffs Harbour City Council collection to give to hosts in the United States; and
 - Resources for and post the tour to enable professional presentations to be completed where necessary for Council or the LGMA.
3. It be noted a report and presentation on the outcomes of this study tour will be provided to Council on Ms Kirkwood's return.

C91 SALE OF COUNCIL LAND - PUBLIC RESERVE WALKWAY - WOMBAT PLACE BOAMBEE EAST

To obtain Council approval for the sale of a public walkway at Wombat Place, Boambee East which has become surplus to requirements.

CB108 RECOMMENDED (Rhoades/Joass) that:

1. Council dispose of Lot 521 DP 807140 to the adjoining owner, Mr Adrian Blue, or subsequent owner of 2/2 Wombat Place, Boambee East on the terms and conditions detailed in the report.
2. The sale and disposal of Lot 521 DP 807140 be subject to the land being reclassified as operational under the provision of the Local Government Act, 1993.
3. Council execute under seal any required documents to process the sale of the land.

C92 TOURISM WEBSITE FEES AND CHARGES

This report is to inform Council of the response to advertised fees and charges and to seek Council's endorsement of the prescribed rates.

CB109 RECOMMENDED (McKelvey/Ovens) that:

1. Council adopt the on-line packages and the respective fees and charges to enable the ongoing and up-dating of promotions techniques and tools in support of consumer wants and needs.
2. Package fees and charges be levied on a two-tiered system to appropriate and relevant tourism association members and non-members as follows.

Bookable Product	Non-Bookable Product	Annual Site Hosting
Ass'n Member \$365.00	Ass'n Member \$220.00	Ass'n Member \$165.00
Non Member \$440.00	Non Member \$270.00	Non Member \$200.00

Package benefits detailed on the attached page "www.coffscoast.com.au - The Official Coffs Coast Tourism Website"

3. Tourism association members receive a price preference in recognition of the aims and endeavours of the Association.

C93 REGIONAL, DISTRICT AND NEIGHBOURHOOD FACILITIES AND SERVICES DEVELOPER CONTRIBUTIONS PLAN

To present to Council a Draft amended Regional, District & Neighbourhood Facilities and Services Developer Contributions Plans 2006, supplied separately to Councillors. This report recommends that this draft Plan be placed on public exhibition for a period of 60 days.

CB110 RECOMMENDED (Joass/McKelvey) that the Draft Regional, District and Neighbourhood Facilities and Services Developer Contributions Plan 2006, supplied separately to Councillors, be placed on exhibition for a period of 60 days and the community be invited to make submissions on the Draft Contributions Plan during this period.

C94 FINANCIAL REPORTS - 2005/2006

Consideration of the audited financial reports for the year ended 30 June 2006.

CB111 RECOMMENDED (Rhoades/Joass) that:

1. The audited financial reports be received and adopted.
2. The report on the audited financial reports be received and noted.

C95 MONTHLY BUDGET REVIEW FOR NOVEMBER 2006

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

CB112 RECOMMENDED (Ovens/Joass) that:

1. The variations in the attached exception report be approved.
2. The revised Budget position as at 30 November 2006 be noted:

	General Account \$	Water Account \$	Sewer Account \$
Original Budget adopted 29th June 2006	Nil	49,713 (D)	77,342 (S)
Approved variations to 30 October 2006	7,123 (S)	Nil	Nil
Recommended variations for November per attached exception report	764 (S)	720,996 (S)	898,174 (S)
Estimated result 2006/07 as at 30 November 2006	<u>7,887 (S)</u>	<u>671,283 (S)</u>	<u>975,516 (S)</u>

C96 PENSION REBATES FOR RESIDENTS OF RETIREMENT VILLAGES

To report on rating and pension rebate procedures for retirement villages in Coffs Harbour and to compare those to what is in place at other councils.

CB113 RECOMMENDED (Joass/Smithers) that the report be noted.

C97 BANK BALANCES AND INVESTMENTS FOR OCTOBER 2006

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

CB114 RECOMMENDED (Joass/Bonfield) that the bank balances and investments totalling one hundred and sixty one million, nine hundred and ninety one thousand, four hundred and eighty five dollars (\$161,991,485) as at 30 September 2006 be noted.

C98 OUTSTANDING REPORTS AND RESOLUTIONS AWAITING IMPLEMENTATION

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

CB115 RECOMMENDED (Rhoades/Joass) that the report be noted.

C99 INSTALLATION OF LIGHTING ON WESTERN FIELD OF COFFS COAST SPORT AND LEISURE PARK - CONTRACT NO. 06/07-290-TI

To accept a tender for the installation of Lighting on Western Field of Coffs Coast Sport and Leisure Park number 1.

CB116 RECOMMENDED (Joass/Ovens) that Council accept the tender of Musco Lighting Pty Ltd for Contract No. 06/07-240-TI, Supply and Installation of Lighting on Western Field, Coffs Coast Sport & Leisure Park for the sum of \$306,439.10 including GST on the basis that:

- a. The tender was conforming and was the most appropriate tender received
- b. The tenderer has the necessary experience
- c. The tenderer's financial references are satisfactory

C100 TENDER: PROVISION OF SECURITY AND MONITORING SERVICES

To report on tenders received for the Provision of Security & Monitoring Services and to gain Council approval to accept a tender for a combined category of security services.

CB117 RECOMMENDED (Rhoades/McKelvey) that Council accepts the tender of SNP Security for the provision of Security and Monitoring Services contract number-06/08-275-TO for the monthly tender value of \$21,513.29 GST Inclusive, On the basis that:

- a) The tender was conforming, is the most suitable & economically advantageous tender following the application of Council's Tender Value Selection System
- b) The Tenderer has the necessary experience in similar works and is a previous & proven service provider to Council
- c) The Tenderer's financial references are satisfactory.

C101 NAMING RIGHTS - INTERNATIONAL SPORTS STADIUM

To seek Council endorsement to name the International Stadium as part of a sponsorship proposal.

CB118 RECOMMENDED (Rhoades/Ovens) that Council adopt the name BCU International Stadium for the stadium complex.

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.

CB119 RECOMMENDED (Smithers/Ovens) that the Committee now move into Open Council.

The Mayor resumed chairmanship of the meeting at 6.55pm.

ADOPTION OF CORPORATE BUSINESS COMMITTEE REPORT

- 164** **RESOLVED** (Joass/Hogbin) that the recommendations of the Corporate Business Committee meeting be received and adopted.
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MATTERS OF AN URGENT NATURE

1. Recycling

Cr McKelvey highlighted the urgent need for additional recycling bin capacity at the Coramba tip.

The Director Land Use, Health & Development will investigate this matter.

GENERAL BUSINESS

1. NSW Tug-Of-War Championships

Cr Joass would like Council's Sports Unit to be thanked for their assistance in organising the NSW Tug-Of-War Championships which were held at Centennial Reserve in Woolgoolga recently.

2. Arts Mid North Coast

As Council's representative on the board of Arts Mid North Coast, Cr Smithers tabled the Regional Arts Development Officer's Quarterly Report: November 2006.

3. Parking - CBD

Cr Ovens requested Council staff investigate the feasibility of converting some loading zones and timed parking in the CBD into bike parking.

4. Expression of Appreciation

The Mayor thanked the media representatives and community members for attending the Council meetings throughout 2006 and the Councillors and staff for another productive and successful year.

This concluded the business and the meeting closed at 7.03pm.

Confirmed 1 February 2007

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Keith Rhoades AFSM
Mayor