

The following document is the minutes of the Council and Committee Meetings held on Thursday, 18 December 2008. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 12 February 2009 and therefore subject to change. Please refer to the minutes of the meeting of 12 February 2009 for confirmation.



COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
(CORPORATE BUSINESS COMMITTEE)
COUNCIL CHAMBERS
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR
18 DECEMBER 2008

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING
(CORPORATE BUSINESS COMMITTEE)

18 DECEMBER 2008

Present: Councillors K Rhoades (Mayor), J Arkan, J Bonfield, R Degens, M Graham, K Hines, D Knight, W Palmer and P Templeton.

Staff: General Manager, Director Corporate Business, Director of City Services, Director Land Use, Health & Development and Executive Assistant

The meeting commenced at 5.02pm with the Mayor, Cr K Rhoades in the chair.

DISCLOSURE OF INTEREST

There were no Disclosures of Interest tabled.

CONFIRMATION OF MINUTES

178 RESOLVED (Templeton/Degens) that the minutes of the Land Use, Health & Development Committee meeting held on 4 December 2008 be confirmed as a true and correct record of proceedings with the exception of No. 3 in item L36 Peak Oil Report (page 10) which should read as follows:

3. That we invite a speaker from the Australian Association of Study of Peak Oil to come to Coffs Harbour when this report is returning to Council to explain fully the consequences we face.

CONFIRMATION OF MINUTES

- 179 **RESOLVED** (Templeton/Hines) that the minutes of the City Services Committee meeting held on 4 December 2008 be confirmed as a true and correct record of proceedings.

GENERAL MANAGER'S REPORT

20 REVIEW OF COUNCIL POLICIES - COMPLAINTS AND OTHER FEEDBACK POLICY

To update Council's *Complaint Management Policy 2005* and *Competitive Neutrality Complaints Management Policy 2005* into a single policy statement with supporting guidelines.

- 180 **RESOLVED** (Palmer/Templeton) that Council adopt the proposed *Coffs Harbour City Council Complaints and Other Feedback Policy, 2008*.

21 REVIEW OF COUNCIL POLICIES - CODE OF CONDUCT

To update Council's Code of Conduct to incorporate the provisions of the new *Model Code of Conduct for Local Councils in NSW* ('Model Code') issued by the Department of Local Government (DLG) on 20 June 2008.

The *Local Government Act 1993* mandatorily requires every Council to adopt a Code of Conduct that incorporates the provisions of the Model Code (as amended).

- 181 **RESOLVED** (Palmer/Knight):
1. That Council adopt the proposed *Coffs Harbour City Council Code of Conduct 2008*, incorporating the provisions of *The Model Code of Conduct for Local Councils in NSW, 2008*.
 2. That Council delegate to the General Manager responsibility for implementing in Council (either directly or via delegation) all procedures and requirements under the *Code of Conduct 2008*, including but not limited to, establishment of Council's Register of Conduct Reviewers.
 3. That Council delegate to the General Manager discretion for implementing in Council (either directly or via delegation) any procedures and requirements under any other relevant conduct-related documentation, policy or guideline, as necessary.

The Mayor requested a motion to adjourn the Ordinary meeting and resolve into the Corporate Business Committee meeting.

CORPORATE BUSINESS COMMITTEE

- 182 RESOLVED** (Graham/Templeton) that the Ordinary Meeting of Council be adjourned and Council now resolve into the Corporate Business Committee meeting, the time being 5.14pm.

The Mayor invited Councillor Bonfield to chair the Corporate Business Committee meeting.

CORPORATE BUSINESS DEPARTMENT REPORTS

C77 FINANCIAL REPORTS 2007/2008

Consideration of the audited financial reports for the year ended 30 June 2008.

CB73 RECOMMENDED (Hines/Palmer):

1. That the Statement by Councillors and Management for the Annual Financial Statements and the Special Purpose Financial Statements be signed by the designated signatories.
2. That the audited financial reports be received and adopted.
3. That the report on the audited financial reports be received and noted.

C78 MONTHLY BUDGET REVIEW FOR OCTOBER 2008

To report on the estimated budget position as at 31 October 2008.

CB74 RECOMMENDED (Knight/Templeton) that:

1. The variations in the attached exception report be approved.
2. The revised Budget position as at 31 October 2008 be noted:

	General Account \$	Water Account \$	Sewer Account \$	
Original Budget adopted 30th June 2008	93,365 (D)	6,695,376 (D)	6,820,832 (D)	
Approved Variations to 30 September 2008	6,970 (S)	280,826 (S)	289,103 (S)	
Recommended variations for October per attached exception report	46,661 (S)	Nil	17,100 (D)	
Estimated result 2008/09 as at 31 October 2008	<u>39,734 (D)</u>	<u>6,414,550 (D)</u>	<u>6,548,829 (D)</u>	

C79 LOAN REQUEST – COFFS HARBOUR MEALS ON WHEELS

Consideration of an application from the Coffs Harbour Meals on Wheels Inc. for a loan of \$50,000 to undertake urgent extension works.

CB75 RECOMMENDED (Hines/Rhoades):

1. That a loan of up to \$50,000 be made to the Coffs Harbour Meals on Wheels, as soon as the funds are required, from general operations, subject to the following conditions:
2. A suitable agreement being made by an exchange of letters.
3. A Development Certificate and Construction Certificate (CC) being issued by Council if required.
4. An interest rate of 6.5% per annum.
5. The principal and interest are repaid over three years by monthly direct transfer of \$1,532.45.
6. The Service be given the opportunity to repay the loan more quickly should they wish to do so.

C80 2009 WORLD BUSKERS FESTIVAL – CHRISTCHURCH, NZ

For several years the staff from John Logan Entertainment has visited the World Buskers Festival, first and foremost to recruit International Buskers to come to the Coffs Harbour Festival, but also to gain insight and ideas as to how the Coffs Harbour Festival can be improved.

The Coffs Harbour Buskers Festival has a great deal of similarities to the Christchurch Festival, however whilst Christchurch is considered one of the best festivals of its kind in the World, the Coffs Harbour Buskers Festival is continuing to grow into what we hope can too be one of the best festivals of its kind in the World.

As the official owner of the festival, Coffs Harbour City Council has never had a representative attend the World Buskers Festival. In 2009 a strong contingent of Coffs Harbour representatives will be attending the festival including representatives from John Logan Entertainment and also a number of sponsors of the Coffs Harbour Buskers Festival.

- CB76 RECOMMENDED** (Rhoades/Arkan) that Council approve for the Economic Development Unit's Event Coordinator Courtney Tune to attend the 2009 World Buskers Festival in Christchurch from January 26 until February 1.

C81 BANK BALANCES AND INVESTMENTS FOR SEPTEMBER, OCTOBER, NOVEMBER 2008

To list Council's Bank Balances and Investments as at 30 September, 31 October and 30 November 2008.

- CB77 RECOMMENDED** (Rhoades/Templeton):

1. That the bank balances and investments totaling two hundred and twenty five million, seven hundred and fifty five thousand, three hundred and ninety three dollars (\$225,755,393) as at 30 September 2008 be noted.
2. That the bank balances and investments totaling two hundred and ten million, six hundred and eighty four thousand, one hundred and ninety two dollars (\$210,684,192) as at 31 October 2008 be noted.
3. That the bank balances and investments totaling two hundred and eight million, nine hundred and seventeen thousand, three hundred and five dollars (\$208,917,305) as at 30 November 2008 be noted.

CITY SERVICES DEPARTMENT REPORTS

S62 REGIONAL & LOCAL COMMUNITY INFRASTRUCTURE PROGRAM

To report to Council on projects eligible for submission to the Federal Regional and Local Community Infrastructure Program (RLCIP) and nominate projects for submission.

CB78 RECOMMENDED (Rhoades/Templeton):

1. That Council submit the following funding submissions for the Federal Regional and Local Community Infrastructure Program:

Brelsford Park Masterplan – Stage One works \$1,068,000

2. That Council submit the following project for the Federal Regional and Local Community Strategic Infrastructure Program;

Brelsford Park Master plan– Stage Two works \$3 million

3. Council note that in the Workshops leading up to this report, four projects were discussed in detail. These being Brelsford Park Upgrade, Coffs Harbour Memorial Pool (\$3.3 million), Jetty Foreshore Parklands (\$5.2 million) and the Conservatorium of Music (1 million), with the Pool, Foreshores and the Conservatorium of Music being inadvertently left off the project attachment to this report.
4. That a report be submitted back to Council outlining funding options to include the construction of the main pathways in the south-eastern corner of Brelsford Park.

CONCLUSION OF MEETING

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

The Mayor resumed chairmanship of the meeting at 5.41pm.

OPEN COUNCIL

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

- CB79 RECOMMENDED** (Palmer/Arkan) that the Committee now move into Open Council.

ADOPTION OF CORPORATE BUSINESS COMMITTEE REPORT

- 183 **RESOLVED** (Hines/Graham) that the recommendations of the Corporate Business Committee meeting be received and adopted.

REQUESTS FOR LEAVE OF ABSENCE

- 184 **RESOLVED** (Palmer/Bonfield) that Cr Knight be granted leave of absence from Council from 12 February 2009.

QUESTIONS WITHOUT NOTICE

1. Pettina Pet Care Centre

Councillor Hines asked Council to reconsider the options at Christmas Bells Road site investigated earlier, and questioned whether there was a portion available that could provide Mr Bourne with 2,000m² to 3,000 m² for the facility and although the land adjacent to the airport would also be extremely suitable, it won't be available within the necessary timeframe. Cr Hines questioned whether the CHCC water land at the end of Christmas Bells Road which has been cleared for car parking and hardstand for the water reclamation work be leased to Mr Bourne in the short term until a suitable site at the airport becomes available.

The General Manager advised that the matter would be investigated, the land was looked at but ruled out because it was reserved for the sewage treatment plant. Considerable time and effort has been spent on trying to find Mr Bourne a location. There was a vegetation study done on the land at Christmas Bells Road but the indication was that from the point of view threatened species conservation Act and endangered ecological community - there is no cleared land that can be used, would have to have considerable further studies and work done. Currently looking at other sites, it is a priority but will come back to Council with a report.

The Director of Land Use, Health & Development advised that the airport land wouldn't be available until middle 2010, regarding the land on the southern side of Christmas Bells Road the environmental report says that side is not suitable for development.

The Director of City Services advised that the northern section of land is classed as operational land and until the sewage treatment plant is completed, which is anticipated to be March/April 2009, and a review of some of the parameters of that land undertaken, nothing can happen until that date.

2. Rock Pool at Sawtell - Maintenance

Councillor Degens questioned whether there is any intention of maintaining the rock pool in the coming years.

The Director of City Services advised that the Sawtell rock pool is a continual issue in terms of maintenance, it is quite an old structure and not in best condition, there is a regular program of cleaning out however there is no money to upgrade it. However staff do maintain the rock pool with what money is available but there is never enough money.

3. School Presentations

Councillor Palmer advised that he has, as other Councillors have, been around all the school presentations and got a great deal of comfort of what he has seen. Cr Palmer questioned Councillors whether they got the same feeling that he has, and that is, that the future of this country is in pretty good hands.

4. Trees on Reserves

Councillor Palmer advised he was addressing a concern of a resident who lives next to a little reserve off Finch Crescent where trees were planted in the middle of reserve. Cr Palmer questioned what the purpose of planting the trees was and whether they were planted for koalas. Cr Palmer requested that the matter be investigated.

The General Manager took the matter on notice.

5. Pruning of Trees on designated viewing areas

Councillor Rhoades raised the issue of pruning on Beacon Hill and advised that unfortunately at this stage every light in front of Council is red. Cr Rhoades advised that in the not too distant future you would not be able to view places like the Airport, Boambee Beach, the harbour and the northern part of Jetty Beach. Staff are still in negotiations with DECC and a report will come back to Council in due course.

Councillor Degens questioned whether the trees at Sealey Lookout would be included.

Councillor Rhoades advised that it would include all headlands and lookouts or any designated viewing areas.

6. Hearnese Lake

Councillor Bonfield asked if cleaning up around the picnic tables at Hearnese Lake was on the schedule as there are a lot of weeds in the area and the place looks untidy.

7. Bicycle Users Group - Councillor Representatives

Councillor Bonfield advised that the Councillor representatives on the Bicycle Users Group should be Councillors Arkan and Templeton.

This concluded the business and the meeting closed at 5.57 pm.

Confirmed: 12 February 2009.

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K D Rhoades, AFSM
Mayor