

The following document is the minutes of the Council and Committee meetings held on 23 April 2009. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 14 May 2009 and therefore subject to change. Please refer to minutes of 14 May 2009 for confirmation.



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CORPORATE BUSINESS COMMITTEE)

COUNCIL CHAMBERS

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

23 APRIL 2009

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COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
(CORPORATE BUSINESS COMMITTEE)

23 APRIL 2009

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

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

The meeting commenced at 6:04pm with the Mayor, Cr K D Rhoades in the chair.

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

DISCLOSURE OF INTEREST

There were no disclosures of interest.

CORPORATE BUSINESS COMMITTEE

- 47 RESOLVED** (Templeton/Graham) that the Ordinary Meeting of Council be adjourned and Council now resolve into the Corporate Business Committee meeting, the time being time 6:05pm.

Councillor Jenny Bonfield chaired the Corporate Business Committee.

CORPORATE BUSINESS DEPARTMENT REPORTS

C18 BANK BALANCES AND INVESTMENTS FOR MARCH 2009

To list Council's Bank Balances and Investments as at 31 March 2009.

CB16 RECOMMENDED (Graham/Arkan) that:

1. The bank balances and investments totalling (from loans, Section 94 and other avenues what form the restricted accounts and are committed for future works) one hundred and seventy three million, seven hundred and ninety three thousand, two hundred and thirty one dollars (\$173,793,231) as at 31 March 2009 be noted.
2. The general fund unrestricted cash & investments totaling one million, two hundred and fifty five thousand, two hundred and thirty seven dollars (\$1,255,237) as at 31 March 2009 be noted.

C19 REMOVAL OF ITEM GENERAL BUSINESS FROM THE AGENDA OF COUNCIL MEETINGS

To provide information to Council on the reason why the Agenda Item of 'General Business' has been removed from Council Meetings, and suggest ways to address Councillor needs in this area in response to Question Without Notice No 4, of the Meeting of Council on the 26 February 2009.

CB17 RECOMMENDED (Rhoades/Templeton) that the Questions Without Notice Agenda item be used to allow the Mayor to question (without notice) Councillors in relation to any general matters they may wish to raise including attendance at community events/activities or conferences.

C20 DEE WALLACE PERPETUAL AWARD

To advise Council on the result of investigations into establishing a perpetual community and environmental award in honour of Dee Wallace.

RECOMMENDED (Graham/Arkan) that Council consider an alternate method of recognising the contribution made by Dee Wallace to the community such as naming a reserve or road in her honour.

AMENDMENT

CB18 MOVED (Graham/Arkan) that Council consider the naming of the Emerald Beach Beachside Park the "Dee Wallace Memorial Park" and that this be launched at the Emerald Beach Fair in May 2009. Further, that on World Environment Day Council commit to the "Dee Wallace Perpetual Environment and Community Award". That a report be submitted, on this matter, to the next Council Meeting.

The **AMENDMENT** on being put to the meeting was declared **CARRIED**. It then became the motion.

C21 TRANSFER OF TEMPORARY ROAD - 1 DANIEL COURT, BONVILLE

To seek Council approval for the transfer of a surplus temporary road.

CB19 RECOMMENDED (Arkan/Hines) that:

1. Lot 1 DP 880464 be transferred to the original subdivider Snodane Pty Limited or nominee.
2. All costs associated with the matter be the responsibility of Snodane Pty Limited.
3. Council execute under seal any documents including transfers, plans and 88B Instruments to effect the transfer of the land and to create any easements required by Council for services.

C22 COFFS HARBOUR REGIONAL AIRPORT MASTER PLAN

To seek Council approval for minor modifications to the Land Use section of the Coffs Harbour Regional Airport Master Plan.

CB20 RECOMMENDED (Rhoades/Palmer) that Council amend the Coffs Harbour Regional Airport Master Plan by adopting the following documents:

1. Coffs Harbour Regional Airport Land Use Plan dated 23 April 2009.
2. Coffs Harbour Airport Land Use Controls dated 23 April 2009.

AMENDMENT

MOVED (Graham/Degens) that Council cease proposals to develop an Industrial Estate at the Coffs Harbour Airport because of the high water tables, the flooding risk and the environmental significance of that landscape.

The **AMENDMENT** on being put to the meeting was **LOST**.

Voted for: Graham, Arkan, Degens.

Voted against: Rhoades, Knight, Palmer, Hines, Palmer, Templeton, Bonfield.

Councillor Arkan has requested written documentation of why the changes have been made.

C23 COFFS HARBOUR MUSEUM - LEASING OF INDUSTRIAL STORAGE UNIT

Seeking Council authority for execution of Lease documentation for the leasing of an industrial storage unit to store equipment and historical artefacts from the Coffs Harbour Museum.

CB21 RECOMMENDED (Arkan/Templeton) that:

1. Council confirms the actions taken in relation to leasing of Unit 3 / 17 Forge Drive, North Boambee Valley (Coffs Harbour), from the owner Claytons Australia Pty Ltd, for storage and workshop space to initially house historical artefacts, records and equipment from the flood damaged museum building in Harbour Drive Coffs Harbour, for a term of twelve months at the gross annual rental of \$19,800 per annum plus GST.
2. Any necessary documents associated with the leasing of Unit 3 / 17 Forge Drive, North Boambee Valley (Coffs Harbour) be executed under the Common Seal of Council.

Councillor Rhoades would like to formally thank the volunteers who assisted with the evacuation of the items from the Museum.

SUPPLEMENTARY

CB22 RECOMMENDED (Bonfield/Graham) that a report come back to Council about the current status and future of the Museum.

The supplementary **MOTION** on being out to the meeting was declared **CARRIED**.

C24 TENDER: COFFS HARBOUR REGIONAL AIRPORT PASSENGER TERMINAL BUILDINGS CLEANING CONTRACT

To report on the tenders received for the provision of cleaning the Coffs Harbour Regional Airport Terminal Buildings.

CB23 RECOMMENDED (Palmer/Graham) that:

1. Council accepts the tender from T F Management in respect of Contract No 09/10-387-TO for the cleaning of the Coffs Harbour Regional Airport Passenger Terminal Buildings.

The recommendation is on the basis that:

- a) The tender offer from T F Management is the most suitable and advantageous following the application of Council's tender Value Selection System.

C24 Tender Coffs Harbour Regional Airport Passenger Terminal Buildings Cleaning Contract...(Cont'd)

- b) T F Management is the current cleaning contractor at the Coffs Harbour Regional Airport and has performed that role in a reliable and acceptable manner for the past two years.
 - c) Council will realise savings of approximately \$30,000.00 over the two year term of the contract.
2. The contract documents be executed under Council's seal.
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C25 TENDER: PROVISION OF TRAFFIC CONTROL SERVICES

To report on the tenders received by Regional Procurement Initiative (division of Hunter Council Incorporated) on behalf of the Mid North Coast Procurement Alliance Group of Councils for the Provision of Traffic Control Services and to gain Council approval.

CB24 RECOMMENDED (Arkan/Knight) that Council accepts all five (5) Tender offers from:

- Clearwater Asset Services
- Midcoast Traffic Services
- Newada t/as Men at Work Traffic Services
- Statewide Traffic Control
- Workforce International

The recommendation is on the basis that:

- a) The tender offers are the most suitable and advantageous following the application of Regional Procurement's Tender Value Selection System.
- b) The five (5) Tenderers form a panel of suppliers are all available for use by Council staff. This five contract panel supplier choice arrangement, allows Council's operation & construction staff to be selective and cost effective in meeting project budget constraints, whilst simultaneously minimising work delays.
- c) All five (5) suppliers are local to Coffs Harbour and the Mid North Coast, and have the necessary experience in similar works as well as some currently being active and proven suppliers to Council.
- d) By actively participating in this Regional Procurement Tender T70809MNC on behalf of the Mid North Coast Procurement Alliance Group of Councils, Coffs Harbour Council will not breach the Local Government (General) Regulation 2005- Section 7 Tendering, for annual expenditure over \$150,000.00 (annual expenditure is expected to exceed \$200,000.00).

2. That the contract documents be executed under Council's Seal.

CONCLUSION OF MEETING

The Chairman advised that the business of the Corporate Business Committee was concluded at 7:22 pm.

OPEN COUNCIL

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

- CB25 RECOMMENDED** (Palmer/Hines) that the Committee now move into Open Council.
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ADOPTION OF CORPORATE BUSINESS COMMITTEE REPORT

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

1. Urgent Notice of Motion

Councillor Degens - Requested approval to attend the National General Assembly Meeting.

- CB26 MOVED** - (Palmer/Arkan) that the matter regarding the urgency of Councillor Degens motion be permitted.

The **MOTION** on being put to the meeting was declared **CARRIED**.

- 49 RESOLVED** (Degens/Arkan) that Council support the following motion being submitted to the National General Assembly.

That this National General Assembly calls for the future expenditure on national and state highway/railway corridors to be adjusted to achieve a balanced split of 50% for rail and 50% for highways.

The **MOTION** being put to the meeting was declared **CARRIED**.

QUESTIONS WITHOUT NOTICE

1. Recognition of Service

Councillor Palmer enquired if Council can consider the naming of something, recognising the service by Councillor Shirley McHugh a former President of the Coffs Harbour Shire?

General Manager took the matter on notice and will report back to Council.

2. Waste Disposal Policy Reviews

Councillor Knight asked if it is Councils intention to review the policy of the frequency of the collection of the relevant coloured wheelie bins?

Acting Director of Land Use Health and Development responded to the question and, stated that there is a high satisfaction level with the current service.

3. Unnamed Roads in Sawtell

Councillor Knight asked if Council staff can review the two unnamed roads in Sawtell.

The General Manager took the matter on notice.

4. Council Consultation

Councillor Arkan asked how is Council consulting with the Orara River Landcare group in relation to the changes in the riparian zone in the area.

The Acting Director of Land Use Health and Development responded to the question that this will be incorporated into the review of the LEP.

5. Ecological Reports to Councillor's

Councillor Graham enquired as at what point in time will the reports by Ecological be provided to Council.

The Acting Director of Land Use Health and Development responded to the question and informed Council that they will receive the information within 2 months.

Questions Without Notice ...(Cont'd)

6. Request for Meeting Minutes

Councillor Graham advised that Council has been undertaking a series of forums for input into the 2030 plan and vision notably a business forum, a youth forum and an indigenous forum. Councillor Graham asked if he can be provided with copies of the proceedings and the conclusions of each of those forums.

The General Manager took the matter on notice.

7. Coffs Coast Advocate

Councillor Graham enquired about Councils notification of residents of our city of Council Business development application notifications and other council news is a strategic matter it is done by newspaper notifications - why doesn't Council use the Coffs Coast Advocate to reach the majority of our community

Councillor Graham's question was ruled out of order by the Mayor as it was addressed at the previous Council Meeting.

8. Update on Bio-Diversity Officers Vehicle

Councillor Degens asked what progress has been made regarding the vehicle set aside for the Biodiversity Officers use.

The General Manager took the matter on notice.

9. Council Advertising

Councillor Arkan asked how does the Council advertise and ensure strategic matters reach the residents of the City?

The General Manager took the matter on notice.

10. Coffs Harbour Employment Support Services

Councillor Hines enquired if Council was able to help Coffs Harbour Employment Support Services?

Director of Corporate Business advised that an email was sent to all Councillors on 23 April 2009 providing the requested information.

Questions Without Notice ...(Cont'd)

11. Definition of the term 'Toxic Assets'

Councillor Palmer asked for the definition of the term "toxic assets" as mentioned in the Bank Balances and Investments for March 2009 report.

The Director of Corporate Business responded to the question and provided additional information to clarify the matter for Councillor Palmer.

12. Request for Information

Councillor Graham requested a list of Councils CDO and other such funds that Council currently has exposure to.

The General Manager took the matter on notice.

13. Attendance of Conferences, Community Events and other Activities

Councillor Rhoades enquired if any Councillor would like to provide information regarding their attendance at conferences, community events or activities.

Councillor Arkan responded and spoke in relation to the 2009 'Curryfest' Festival and its social and economical benefits and how this can be positively reflected in the future.

This concluded the business and the meeting closed at 7.22 pm.

Confirmed: 14 May 2009

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Keith Rhoades AFSM
Mayor