

The following document is the minutes of the Council and Committee Meetings held on Thursday, 26 May 2011. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 9 June 2011 and therefore subject to change. Please refer to the minutes of the meeting of 9 June 2011 for confirmation.



COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
COUNCIL CHAMBERS
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR
26 MAY 2011

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

26 MAY 2011

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

Staff: General Manager, Director Corporate Business, Director Land Use, Health & Development, Executive Manager Cultural & Community Development and Executive Assistant

Leave of Absence: Councillor K Hines.

The meeting commenced at 5.03pm with the Mayor, Cr K Rhoades in the chair.

DISCLOSURE OF INTEREST

No disclosures of interest tabled.

CONFIRMATION OF MINUTES

92 RESOLVED (Palmer/Knight) that the minutes of the Ordinary meeting held on 12 May 2011 be confirmed as a true and correct record of proceedings.

GENERAL MANAGER'S REPORT

GM11/14 QUARTERLY OPERATIONAL PLAN REPORTING FOR QUARTER ENDED 31 MARCH 2011

To report on the progress of the performance measures contained in Councils 2010-2011 Operational Plan.

93 RESOLVED (Palmer/Knight):

1. That Council notes the issues surrounding those measures that have not been achieved for the period ending 31 March 2011, as listed in the body of this report.
2. That Council note the achievement of performance targets, as outlined in a separate booklet which is available in the Councilors' Room for the January to March 2011 quarter.
3. That Council continues to monitor its performance with a view to improving service delivery.

CORPORATE BUSINESS DEPARTMENT REPORTS

CB11/25 BANK BALANCES AND INVESTMENTS FOR MARCH 2011

To list Council's Bank Balances and Investments as at 31 March 2011.

94 RESOLVED (Knight/Templeton):

1. That the bank balances and investments totalling (from loans, Section 94 and other avenues that form the restricted accounts and are committed for future works) one hundred and seventy five million, four hundred and fifty thousand, four hundred and twenty six dollars (\$175,450,426) as at 31 March 2011 be noted.
2. That the general fund unrestricted cash and investments totalling one million, one hundred sixty eight thousand, nine hundred and sixty five dollars (\$1,168,965) as at 31 March 2011 be noted.

CB11/26 ENERGY SUPPLY IN NEW COUNCIL BUILDINGS POLICY

To present to Council an Energy Supply In New Council Buildings Policy and recommend that it be adopted by the Council.

- 95 RESOLVED** (Knight/Degens) that Council adopts the Energy Supply in New Council Buildings Policy.

CB11/27 BANNER POLES AND BANNER PARTNERSHIP POLICY

To provide information to Council in relation to a partnership approach to the erection of banner poles and possible funding avenues for replacement banners and to recommend the adoption of a Council policy addressing this opportunity.

- 96 RESOLVED** (Bonfield/Palmer) that Council adopts the attached Banner Poles and Banner Partnership Policy.

CB11/28 PROPOSED TELECOMMUNICATIONS FACILITY - VICTORIA STREET, COFFS HARBOUR

Seeking Council approval to pursue a proposal by consultants acting for Telstra to lease part of Council owned land in Victoria Street Coffs Harbour for establishment of a telecommunications facility.

- 97 RESOLVED** (Graham/Degens):
1. That Council agree to Total Communications Infrastructure Pty Ltd further investigating the possible use of part of Council owned land, being part Lot 1 DP 89570 Victoria Street, Coffs Harbour (as indicated on the plan attached to the report), for installation of a Telstra Corporation Limited telecommunications base station and antennae, and grants owners consent for the preparation and lodgment of relevant Development and Construction Certificate Applications in relation to the proposal.
 2. That Council, subject to satisfactory issue of the necessary Development Approval and Construction Certificate in respect of the proposed facility, pursue a lease of the site to Telstra Corporation Limited in accordance with the relevant provisions of the Local Government Act 1993.
 3. That Council negotiate to ensure the best financial outcome for the city.
 4. That any associated documents related to the leasing proposal with Telstra Corporation Limited for part of Lot 1 DP 89570 be executed under the Common Seal of Council.

CB11/29 CENTRAL BUSINESS DISTRICT SPECIAL RATE REVIEW

To provide Information and recommendations to Council in relation to a review of the current Central Business District (CBD) special rate.

98 RESOLVED (Bonfield/Arkan):

1. That Council endorse the terms of reference for the Steering Committee as follows:
 - Develop a vision and policy direction for the CBD, in line with existing planning and regulatory guidelines.
 - Review the existing boundaries.
 - Review the funds raised and the impact of the past rate.
 - Propose possible new boundaries and new rates that may be applied.
 - Development of a plan of action and activities that the funds could be expended on.
 - Make recommendations to Council about the above for Council's consideration in moving this topic forward by the end of November 2011.
2. That Council endorse the makeup of the Steering Committee as follows:
 - One Councillor nominated by the Council,
 - Two senior staff nominated by the General Manager,
 - Two representatives nominated by the Chamber of Commerce,
 - Two representatives nominated by the 2050 Think Tank,
 - One representative nominated by the Tourism Association,
 - One CBD business owner who is not a CBD property owner, and
 - One CBD property owner who is not a CBD business operator.
3. That Council endorse the timeline for the Steering Committee to report back to Council by the end of November 2011.
4. That Council nominate a Councillor to be its representative on the Steering Committee.

99 RESOLVED (Knight/Arkan) that Council nominate Councillor Bonfield to be its representative on the Steering Committee.

CITY SERVICES DEPARTMENT REPORTS

CS11/19 TRAFFIC COMMITTEE REPORT NO. 2/2011

To confirm the minutes from the Traffic Committee Meeting held on Thursday, 12 May 2011.

100 RESOLVED (Arkan/Palmer):

T.17 - First Avenue, Sawtell - 'U' Turns (R.501520 [2161631])

That a 5m section of the barrier line at southern end of First Avenue CBD area at Sawtell be removed to allow U-turns to be permitted, as per Plan T.17.

T.18 - Williams Road, Bonville - Traffic Calming (R.500810)

That a 50km/h speed limit sign be erected at the exit of the National Park in Williams Road, Bonville, and install a 'Childrens' warning sign, as per Plan T.18.

T.19 - Grafton Street, Coffs Harbour - Loading Zone (R.505640 [2769657])

That linemarking bays of driveways at front of Motels in Grafton Street, Coffs Harbour be carried out as a guide to prevent vehicles parking and blocking driveways, as per Plan T.19.

T.20 - Harbour Drive, Coffs Harbour - School Zone (Harbour Drive)

That no action be taken to install a 'School Zone' in Harbour Drive, Coffs Harbour, adjacent Coffs Harbour High School.

T.21 - Orlando Street / Brodie Drive, Coffs Harbour - Turning Lane (R.504030 / R.503630)

That options for a turning lane in Orlando Street, Coffs Harbour, for south bound traffic turning into Brodie Drive, be drawn up and brought back to Traffic Committee.

T.22 -Manning Avenue, Coffs Harbour - Traffic Calming (R.504950 [2723540])

That Council install 'multiple driveway' and 'slow down' plate advisory signs on southern and northern approaches to crests and dips in Manning Avenue, Coffs Harbour, as per Plan T.22.

T.23 -McClellands Road / Avondale Road, Bucca (R.506700 [2604930])

That a 'Give Way' sign be installed on Avondale Road, Bucca, at its intersection with McClellands Road, as per Plan T.23.

T.24 -Nightingale Street, Woolgoolga (R.508770)

That options for car parking in Nightingale Street, Woolgoolga, be drawn up and brought back to Traffic Committee for consideration.

T.25 – Fiddaman Road, Emerald Beach - Temporary Road Closure - Emerald Beach Community Fair (R.507240 / P/N 2032700)

- (a) The temporary road closure of Fiddaman Road, Emerald Beach, adjacent the Reserve to the start of Ocean View Crescent, from 6.00am to 4.00pm on Sunday, 29 May 2011, for the purpose of conducting the Emerald Beach Community Fair, be advertised and providing no substantive objections are received, the closure be approved.
- (b) The organisers of the Community Fair liaise with affected traders and obtain traders approval.
- (c) The organisers submit a traffic control plan for approval by Council and be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.
- (d) The organisers be responsible for all costs associated with the temporary closure and clean up, including advertising.

T.26 - First Avenue, Sawtell - Temporary Road Closure - Sawtell Chilli Festival

- (a) The temporary road closure of First Avenue, Sawtell, between Second Avenue and Boronia Street between the hours of 6.00am and 6.00pm on Saturday, 2 July 2011, for the purpose of holding the Sawtell Chilli Festival, be advertised and providing no substantive objections are received, the closure be approved.
- (b) The organisers of the Chilli Festival liaise with affected traders and obtain traders approval.
- (c) The organisers be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.
- (d) The organisers be responsible for all costs associated with the temporary closure, including advertising.
- (e) Copy of current Public Liability Insurance be submitted.
- (f) Traffic Management Plan to be submitted for approval.
- (g) Submit Traffic Control Plan of amenities truck location for approval.
- (h) Use of Council car park in Fourth Avenue be approved for use as a Children's entertainment area.

T.27 - Robin Street, Coffs Harbour - Parking of Vehicles (R.505840)

That 'No Parking' signs be installed in Robin Street, Coffs Harbour, north of the school crossing (adjacent Naranga Primary School), subject to consultation with Naranga School, as per Plan T.27.

T.28 - Lakes Estate - Trial Service of Bus Route by Busways

1. That a trial bus service by Busways to Menindee Circuit, North Boambee Valley, in The Lakes Estate be approved.
2. Consideration of parking restrictions in Menindee Circuit if required.

T.29 - Coffs Coast Cycle Challenge, Coffs Harbour

- (a) The temporary road closure of Jordan Esplanade, Coffs Harbour, between Marina Drive and Camperdown Street between the hours of 7.45am and 12.45pm on Sunday 7 August 2011, for the purpose of holding the Coffs Coast Cycle Challenge, be advertised and providing no substantive objections are received, the closure be approved as per Traffic Control Plan.
- (b) The temporary road closure of Orlando Street, Coffs Harbour, at the Collingwood Street roundabout between the hours of 7.55am and 8.15am on Sunday, 7 August 2011, for the purpose of holding the Coffs Coast Cycle Challenge, be advertised and providing no substantive objections are received, the closure be approved, as per Traffic Control Plan.
- (c) The temporary road closure of Orlando Street, Coffs Harbour, at the Coffs Creek bridge between the hours of 10.05am and 10.10am on Sunday, 7 August 2011, for the purpose of holding the Coffs Coast Cycle Challenge, be advertised and providing no substantive objections are received, the closure be approved subject to the submission of a satisfactory Traffic Control Plan.
- (d) The organisers of the Coffs Coast Cycle Challenge liaise with affected traders and obtain traders approval.
- (e) The organisers be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.
- (f) The organisers be responsible for all costs associated with the temporary closure, including advertising.

T.30 - Boambee School Fun Run - Sunday 5 June 2011

- (a) The Boambee School Fun Run be approved for Sunday 5 June 2011.
- (b) The organisers and officials complying to conditions imposed by the Roads and Traffic Authority and take all reasonable measures to reduce obstruction to traffic during the course of the event.
- (c) The provisions of the Australian Road Rules and relevant legislation being observed.
- (d) Sufficient qualified marshals be made available to properly control the event.
- (e) Organisers submit a current certificate of currency for Public Liability Insurance.
- (f) That all residents and affected businesses be notified of the event.

CS11/20 UPDATE ON REVIEW OF CULTURAL PLAN

To update Council on progress to date in relation to reviewing the current Cultural Plan

101 RESOLVED (Graham/Arkan) that Council note the completion of the review of the Cultural Plan will now be 30 June 2012.

CS11/21 DRAFT COMMUNITY ENGAGEMENT POLICY

To review and update Council's Community Engagement Policy

- 102 RESOLVED** (Palmer/Graham) that Council adopt the Community Engagement Policy

CS11/22 TENDER 10/11-482-TO: SUPPLY OF PIPES & MISCELLANEOUS FITTINGS

To report on negotiations held with the three tenderers for tender 10/11-482-TO being the supply of pipes and miscellaneous fittings for various wastewater pressure and reuse pipelines between Coffs Harbour and Sawtell Wastewater Treatment Plants and in the Jetty area and to gain Council approval to award a contract.

- 103 RESOLVED** (Bonfield/Arkan):

1. That Council accepts the tender of Tyco Water Pty Ltd for the amount of \$2,631,040.14 inclusive of GST on the basis that:
 - a) The tender is the most advantageous to Council.
 - b) The tenderer has the necessary experience in similar works and its ability and performance are satisfactory.
 - c) The tenderer's financial capacity is acceptable.
2. That the contract documents be executed under the Seal of Council.

CS11/23 TENDER: DESIGN, SUPPLY AND DELIVERY OF PEAKS BRIDGE - CONTRACT NO.RFT-486-TO

To report on tenders received for the design, supply and delivery of precast concrete components for the construction of Peaks Bridge on Coramba Road, Dorrigo, NSW and to gain Council's approval to accept a tender.

104 RESOLVED (Bonfield/Arkan):

1. That in accordance with clause 178(1)(a) of the *Local Government (General) Regulation 2005*, Council accept the tender of Waeger Construction, ABN 98 003 814 079, for Contract No. RFT-486-TO for design, supply and delivery of precast reinforced concrete bridge, Peaks Bridge, Dorrigo, for the lump sum amount of \$324,265.45 excl GST on the basis:-
 - a) The tender is the highest scoring tender following the application of Council's Tender Value Selection System.
 - b) The tenderer has the necessary experience in similar works and their past performance has been satisfactory.
 - c) Council has written authority from Bellingen Shire Council to carry out these works, with a 'cost plus' funding arrangement approved by BSC.

REQUESTS FOR LEAVE OF ABSENCE

- 105 RESOLVED (Knight/Palmer))** that Cr J Bonfield be granted leave of absence from Council on 9 June 2011.

MATTERS OF AN URGENT NATURE

MUN11/9 Beacon Hill

Councillor Graham raised the following issues in relation to Beacon Hill:

1. Is Council applying to clear approximately 3,000 m² of the critically endangered ecological community littoral rainforest at Beacon Hill.
2. Has Council investigated the comparative cost of installing a video camera for the volunteer coastal patrol as opposed to the considerable capital cost of clearing native vegetation.
3. If not, can Council please investigate the cost of installing a video camera and compare it to the cost of clearing and chipping littoral rainforest.

The General Manager took the matters on notice.

This concluded the business and the meeting closed at 5.58 pm.

Confirmed: 9 June 2011.

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K D Rhoades, AFSM
Mayor