



**COFFS HARBOUR CITY COUNCIL**  
**ORDINARY MEETING**  
**(ENGINEERING COMMITTEE)**  
**COUNCIL CHAMBERS**  
**COUNCIL ADMINISTRATION BUILDING**  
**COFF AND CASTLE STREETS, COFFS HARBOUR**  
**12 SEPTEMBER, 2002**  
**Commencing at the conclusion of the**  
**Planning, Environment & Development Committee**

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**COFFS HARBOUR CITY COUNCIL**

**ORDINARY MEETING**

**(ENGINEERING COMMITTEE)**

**12 SEPTEMBER, 2002**

Present: Councillors J Strom (Deputy Mayor), PJ Howe, IJ Ovens, KD Rhoades, AD Williams and WA Wood.

Staff: General Manager, Acting Director of Engineering, Director of Planning, Environment & Development, Director of Finance and Administration, Director of Economic & Community Enterprises and Executive Assistant

Leave of Absence: Councillor JC Bonfield (Mayor).

The meeting commenced at 5.51pm with the Deputy Mayor, Cr J Strom in the chair.

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**APOLOGY**

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- 145 RESOLVED** (Rhoades/Williams) that the apologies received from Councillor C McKimm and Councillor W Palmer for absence be accepted and leave be granted for the current meeting of Council.

The Deputy Mayor requested a motion to adjourn the Ordinary meeting and resolve into the Engineering Committee meeting.

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## ENGINEERING COMMITTEE

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- 146** **RESOLVED** (Rhoades/Williams) that the Ordinary Meeting of Council be adjourned and Council now resolve into the Engineering Committee meeting, the time being 5.52pm.

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## ENGINEERING DEPARTMENT REPORTS

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### 67 TRAFFIC COMMITTEE MEETING 6/2002

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To confirm minutes from the Traffic Committee Meeting held on 3 September, 2002.

- EN64** **RECOMMENDED** (Rhoades/Howe):

T.49 – West High Street, Coffs Harbour – Temporary Road Closure (1618 / 509970 [421948])

That

- (a) the temporary road closure of West High Street, Coffs Harbour (Grafton Street to Moonee Street roundabout) between 4.00pm and 11.00pm on Saturday, 5 October 2002, to allow busking performances during the Coffs Harbour International Buskers Festival, be advertised and providing no substantive objections are received, the closure be approved.
- (b) the organisers of the Buskers 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 and clean up, including advertising.

T.50 – First Avenue, Sawtell – Temporary Road Closure (1618 / 501520 [415621])

That the temporary road closure of First Avenue, Sawtell, between Second Avenue and Boronia Street :

- (a) between 3.00pm and 11.00pm on Thursday, 3 October 2002 for the Coffs Harbour International Buskers Festival, and
- (b) between 2.00pm and 9.00pm on Saturday, 5 October 2002 for the Sawtell Music Festival,

be advertised and providing no substantive objections are received, the closure be approved subject to:

- (i) the organisers of the Festivals liaise with affected traders and obtain traders approval.
- (ii) the organisers be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.
- (iii) the organisers be responsible for all costs associated with the temporary closure and clean up, including advertising.

T.51 – Vernon Street, Coffs Harbour – Temporary Road Closure (1618/504180 [444855])

That:

- (a) the temporary road closure of Vernon Street, Coffs Harbour, between 3.00pm and 4.30pm on Saturday, 26 October 2002, to hold a wreath laying ceremony following a march for the National Naval Vietnam Veterans Reunion, be advertised and providing no substantive objections are received, the closure be approved subject to :
- (b) the organisers of the Reunion 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 and clean up, including advertising.

T.52 – Laneway between Eleventh and Second Avenues, Sawtell – Temporary Road Closure (1618 [446435])

That :

- (a) the temporary road closure of the laneway adjacent the Sawtell Uniting Church's properties between Eleventh and Second Avenues, Sawtell, on Saturday, 2<sup>nd</sup> November 2002, between 9.00am and 2.00pm for the purpose of holding the Sawtell Uniting Spring Fair, be advertised and providing no substantive objections are received, the closure be approved subject to:
- (b) the organisers of the Spring Fair 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 and clean up, including advertising.

T.53 – West High Street, Coffs Harbour – Parking Restrictions (1777 / 509970 [449529])

That a two (2) hour parking restriction be imposed on West High Street, Coffs Harbour, between Murdock Street and the Butchery, as per plan T.53.

T.54 – MR 120, Armidale to Coffs Harbour – Earle Page College Coast Run (1113 [449129])

That the use of Council roads (MR 120) for the conduct of the Earl Page College Fun Run between Armidale and Coffs Harbour, between Friday, 20 September and Monday, 23 September, 2002, be approved subject to:

- (a) 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;
- (b) the provisions of the Australian Road Rules and relevant legislation being observed;
- (c) sufficient qualified marshals be made available to properly control the event.

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**68 COASTAL ESTUARY MANAGEMENT COMMITTEE**

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To report minutes of the Coastal Estuary Management Committee Meeting held on 20 August, 2002.

**EN65 RECOMMENDED (Williams/Ovens):**

1. Council note the minutes of the Coastal Estuary Management Committee Meeting of 20 August, 2002.
2. That the Coastal Estuary Management Committee membership be expanded to include a representative from the National Marine Science Centre.
3. That a formal invitation be sent to the National Marine Science Centre seeking a nomination to be on the Coastal Estuary Management Advisory Committee.

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**69 SAND BUILD UP IN HARBOUR**

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This report is in response to a question without notice at the 8 August, 2002 meeting.

**EN66 RECOMMENDED** (Howe/Williams) that the report on the viability of installing a permanent sand bypassing system for the harbour be noted.

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**70 APPLICATION FOR THE TRIAL OF B-DOUBLE ROUTES**

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To consider approval of a trial period of twelve months for B-Double Haulage on Glennifer Road, Bucca Road, Orara Way from Nana Glen Road to the north CHCC boundary, Christmas Bells Road, Hogbin Drive and Stadium Drive.

**This item was considered at the Planning Environment and Development Committee.**

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**71 WORKS BRANCH REPORT**

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To advise Council of the progress of construction and maintenance programs undertaken by Works Branch up to 26 August, 2002.

**EN67 RECOMMENDED** (Williams/Howe):

1. That Council note the progress report on construction and maintenance works undertaken by Works Branch up to 26 August 2002.
2. That Council note that individual program expenditures are being monitored to ensure that the total program costs for 2002/2003 are contained within the approved budget.

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## 72 REGIONAL ROADS REPAIR PROGRAM 2003-2007

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To report on the list of proposed projects to be included in a submission to the Roads and Traffic Authority for funding under the Regional Roads Repair Program 2003-2007.

### EN68 RECOMMENDED (Williams/Howe):

1. That Council proceed with analysis and preparation of a submission to the 2003-2007 Regional Roads Repair Program on the projects listed in the report.
2. That a further report be brought to Council to consider funding issues, upon notification by the Roads and Traffic Authority that the Regional Roads Repair Program for 2003-2007 has been determined.

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## 73 2002/2003 PEDESTRIAN FACILITIES PROGRAM

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To adopt a program of works for the 2002 / 2003 Pedestrian Facilities Program.

### EN69 RECOMMENDED (Howe/Ovens) that Council adopt the following list of works from the Pedestrian Access and Mobility Plan for construction in 2002/2003.

Eleventh Avenue (south)	\$30,080.00
Combine Street	\$16,439.00
High Street (south)	\$231.00
High Street (south)	\$1,000.00
Toormina Road (east)	\$400.00
Toormina Road (east)	\$2,400.00
Toormina Road (west)	\$3,200.00
Toormina Road (west)	\$800.00
Azalea Avenue	\$3,500.00
High Street (south)	\$400.00
High Street (north)	\$400.00
Lyons Road (north)	\$3,850.00
Coffs Street	\$10,000.00
Joyce Street (east)	\$1,000.00
Eugella (east & west)	\$1,000.00
Gordon Street (east)	\$500.00
First Avenue (east)	\$3,000.00
Camperdown Street (east & west)	\$1,000.00
Bray Street (north)	\$400.00
Bray Street (south)	\$400.00
Total Estimated Cost	<u>\$80,000.00</u>



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**74 MR120 : ECONOMIC STUDY**

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To advise Council of commencement of an Economic Study for the unsealed section of MR120 in conjunction with Bellingen Shire Council and recommending allocation of funds for the study.

- EN70 RECOMMENDED** (Howe/Williams) that Council note the progress on the economic study for MR120, being undertaken by The LGinfo Group, and approve the application of funds from existing programs for the estimated cost of up to \$11,000 plus GST, being Council's 50% share of the estimated cost of the study.

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**75 CAVANAGHS ROAD LEVEL CROSSING AT LOWANNA**

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To advise Council of a request from Glenreagh Mountain Railway Inc (GMRI) for financial assistance in restoration of level crossings on Cavanaghs Road and Grafton Street in Lowanna, and recommending support.

- EN71 RECOMMENDED** (Howe/Williams) that Council:
1. Confirm to the Glenreagh Mountain Railway Inc that it will provide the necessary work to remove existing pavement materials and reinstate the pavement at the Cavanaghs Road crossing in 2002/03 financial year.
  2. Consider a donation of \$4,000 in 2003/04 financial year for restoration of the rail crossing in Grafton Street, Lowanna.

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**76 URBANISATION EFFECTS AT TROPIC LODGE PLACE, KORORA**

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To report on effects of urban development on private dams on residential properties in Tropic Lodge Place and James Small Drive at Korora and recommending Council's approach to maintenance and improvement issues associated with the dams.

- EN72 RECOMMENDED** (Howe/Williams) that Council contribute one-sixth of the cost, to a maximum of \$15,000, of spillway improvement works and removal of accumulated sediment in privately owned dams downstream of Tropic Lodge Place on the condition that other benefiting property owners contribute the balance of the cost of such works.

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**77 TENDERS : DESIGN, SUPPLY & DELIVERY OF PRECAST AND/OR PREFABRICATED BRIDGE - LOWER BOBO ROAD, ULONG**

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To report on tenders received for the design, supply and delivery of a pre-cast and/or pre-fabricated bridge over the old Dorrigo-Glenreagh railway line, Lower Bobo Road, Ulong.

**EN73 RECOMMENDED (Howe/Williams):**

1. That Council accept the tender of Waeger Constructions Pty Ltd, ABN 98 003 814 079, for Contract No. 02/03-98-TO for Design, Supply and Delivery of a Precast and/or Prefabricated Bridge on the Lower Bobo Road, Ulong, for the lump sum amount of \$206,400.00 including GST, on the basis that:-
  - 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.
2. That the contract documents be executed under Seal of Council.

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**78 TENDER : 5ML RECLAIMED WATER RESERVOIR, MORGANS ROAD**

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To report on tenders received for the design and construction of a 5ML reclaimed water reservoir at Morgans Road Farm and recommending the award of the contract.

**EN74 RECOMMENDED (Williams/Howe):**

1. That Council accept the tender of Hornick Constructions Pty Ltd, ABN 41009 668 178, for the adjusted lump sum of \$865,470, which is inclusive of options for aluminium roof system, singer control valve, chlorine gas scales, chlorine residual analyser, fume warning panel, additional valves and GST.
2. That contract documents be completed under Seal of Council.

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**79 TENDERS : SUPPLY OF PUMPS FOR UPGRADES TO SPS 12 & SPS 14, COFFS HARBOUR**

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To report on tenders received for the Supply of Pumps to SPS 12 and 14 Coffs Harbour, and to gain Council approval to accept a conforming tender.

**EN75 RECOMMENDED** (Howe/Williams):

1. That Council accept the tender of KSB Ajax Pumps P/L, ABN 29 006 414 642, for the Contract No. 01/02-88-TO, Supply and Delivery of Sewer Pumps SPS 12 and SPS 14, Coffs Harbour, for the lump sum amount of \$237 862 including GST, on the basis that:-
  - 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 referees have confirmed his ability and satisfactory performance
2. That the contract documents be completed under Seal of Council

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**CONCLUSION OF MEETING**

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The Deputy Mayor advised that the business of the Engineering Committee was concluded, the time being 6.15pm.

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**OPEN COUNCIL**

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

**EN76 RECOMMENDED** (Williams/Rhoades) that the Committee now move into Open Council.

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## **ADOPTION OF ENGINEERING COMMITTEE REPORT**

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- 147 RESOLVED** (Williams/Howe) that the recommendations of the Engineering Committee meeting be received and adopted.

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## **MATTERS OF AN URGENT NATURE**

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### **1. Banking Services in Regional Centres - Citizens Electoral Council of Australia.**

Councillor Ovens advised that he had received correspondence regarding regional banking services and questioned whether Council would be prepared to contribute \$100 towards the cost of a newspaper advertisement supporting the ongoing battle to get banking services for regional areas.

The General Manager advised that it would be more appropriate for individuals to make a contribution than Council.

### **2. Street Light – Nana Glen Hall**

Councillor Howe asked whether it would be possible to do something about getting a street light in the vicinity of the hall and tennis court at Nana Glen.

The General Manager advised that this was a reasonably common problem in a number of centres, near community halls and public schools. Mr Ferguson advised that there was limited funds in the street lighting vote but he would advise where this particular location is on the priority list.

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## **QUESTIONS WITHOUT NOTICE**

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### **1. James Small Drive Bridge**

Councillor Williams advised that he had received a request from a resident of Korora for an update on the bridge and asking what upgrading works were scheduled to be carried out on Norman Hill Drive.

The Acting Director of Engineering advised that the bridge replacement contract is proceeding, with precasting and prefabricating of units taking place at the moment, the contractor is doing some additional site investigation and is expected on site in approximately three weeks time. Mr Ford advised that there are no plans to upgrade Norman Hill Drive at the moment.

## **2. Gailer Drive, Coffs Harbour**

Councillor Wood advised that he had received advice that Gailer Drive, Coffs Harbour was spelt incorrectly.

General Manager to investigate.

## **3. Commercial Activities on Coastal Crown Reserves**

Councillor Wood advised that he had raised the matter of commercial activities on Coastal Crown Reserves, particularly aquatic activities, some months ago. Cr Wood requested that a report be brought back to Council as soon as possible.

The General Manager advised that the matter was currently under review and was awaiting finalisation of the report.

## **4. Jetty Memorial Theatre**

Councillor Wood advised that the people associated with the Jetty Memorial Theatre have been expressing concern for some time that nothing has happened.

The Director of Economic and Community Enterprises advised that the principal of the consulting firm engaged had been on leave however prior to going on leave, quotes were obtained for works in the Jetty Theatre and proposals for the pavilion at the Showground and information is now starting to flow in.

Councillor Strom advised that there was a meeting set down for Saturday 21 September where the community would have a chance to be updated on what is happening on the plans, the work timeframe, public art and other cultural issues.

## **5. Election of Deputy Mayor/Chairmen of Committees**

Councillor Rhoades questioned whether it was the intent of Council, at the next Ordinary meeting of Council, to elect a Deputy Mayor and Chairmen of Council Committees.

The General Manager advised yes, these elections would take place at the next Ordinary meeting of Council.

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## **GENERAL BUSINESS**

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### **1. Visit by Consul General of Thailand**

Councillor Wood advised that Mr Kitti Wasindondh, the Consul General of Thailand, on his recent visit had mentioned the possibility of forming a sister city relationship with a Thai city similar to Coffs Harbour. Cr Wood requested that this matter be pursued and a report be brought back to Council on the advisability of forming a sister city relationship.

General Manager to investigate.

### **2. Building Inspections**

Councillor Williams advised that he had received phone calls regarding building inspections, in particular where projects didn't meet specifications and then incurred considerable expense. Cr Williams questioned whether there was any way to limit this kind of occurrence in the future, possibly with an owner builder's document with a check list.

Director of Planning, Environment and Development to discuss specific instances with Cr Williams.

### **3. Footpath – 1st Avenue, Sawtell**

Councillor Rhoades requested urgent work be carried out to allow continuation of the footpath in 1st Ave, Sawtell, northern side of Boambee Street, on the headland side of the roadway for 12-14m where pedestrians have to walk on the roadway.

### **4. Coffs Harbour Rifle Club – Maintenance of Rifle Range Road, Dairyville**

Councillor Rhoades requested a report be brought back to the next meeting of Council on the status of maintenance of Rifle Range Road (Dry Creek Road), Dairyville, as soon as possible, as there is a State Championship to be held in November, 2002 and there are currently access problems.

The Acting Director of Engineering advised that he and the Mayor had been out to the site and spoken with the owners however the road that they use for access is a private right of way through private property, not a public road.

The General Manager advised that a report would be brought back.

## **5. MacCues Road, Moonee**

Councillor Rhoades questioned why the gate was put on MacCues Road in the first instance and if Council put it up.

The Acting Director of Engineering advised that the gate was put up by Council, in conjunction with State Forests, and was placed there originally because of complaints about the volume of traffic using the road, accessing the State Forest area from MacCues Road, and the issue of safety on the top section of road.

Cr Rhoades requested, as a matter of urgency, that a meeting be convened with the Patrol Commander of the Coffs/Clarence area, Mr Peter Wadsworth, to try and sort this matter out quickly before the situation escalates any further.

The General Manager to ring Mr Wadsworth and organise a meeting, the Acting Director of Engineering also to attend.

## **6. Meeting Procedure**

Councillor Rhoades requested a strategy be put in place to ensure that, when addresses to the meeting on any item are planned, there is a quorum for that particular item, taking into account absences and conflicts of interest.

## **7. Rural Fire Service Facility**

Councillor Rhoades raised concerns at the article in the press regarding Council forward funding \$800,000 to build a new rural fire service facility in Coffs Harbour. Cr Rhoades concerns were that the issue came out in the press and he was unaware of it and the many other projects within the city that could be forward funded.

The General Manager advised that Council hasn't formally approved the forward funding of the project however there were initial discussions with Fire Commissioner some time ago. Council was only informed yesterday that the funding was in the Rural Fire Service budget, however the Fire Control Officer unfortunately released the information prior to a report coming to Council for formal ratification.

The General Manager advised that as far as forward funding is concerned, there would be no impact on priorities or the annual budget.

## **8. Rural Lands Strategic Plan**

Councillor Rhoades asked for a report to be presented to next meeting of Council showing results of investigations into the issues raised tonight so as to bring Councillors up to a level of information as to whether Councillors acted correctly or incorrectly.

## **9. Masters Games**

Councillor Rhoades suggested that Councillors call into the Games Village to thank and congratulate volunteers and staff who work for Council for doing a fabulous job.

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### **CLOSED MEETING – SECTION 10(A)**

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The Mayor requested a motion to close the meeting to consider a confidential report as outlined in the meeting agenda, the time was 7.00pm.

- 148** **MOVED** (Williams/Howe) that the meeting be closed to the press and public during consideration of the following items for the reasons as stated:

#### **GENERAL MANAGER'S REPORT**

##### **11 – ORGANISATIONAL REVIEW**

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

- (f) Matters affecting the security of the council, councillors, staff or council property.

**The motion on being put to the meeting was carried.**

**The press and public vacated the chamber.**



## GENERAL MANAGER'S REPORT

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### 11 ORGANISATIONAL REVIEW

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To provide Council with an outline of the organisational review.

Councillors Strom and Williams left the meeting, the time being 7.20pm.

Councillor Strom returned to the meeting, the time being 7.25pm.

Councillor Williams returned to the meeting, the time being 7.30pm.

- 149** **RECOMMENDED** (Howe/Ovens) that the report be made available for consultation with staff.

**Members of the press and public were excluded from consideration of the above item, the reason being that it contained matters affecting the security of the council, councillors, council staff or council property.**

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### OPEN MEETING

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The Mayor requested an appropriate motion to enable the meeting to resolve into Open Meeting.

The Director of Finance & Administration read to the meeting the resolution of the Closed Meeting.

This concluded the business and the meeting closed at 7.40pm.

Confirmed: 26 September, 2002.

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J Strom  
Deputy Mayor