

The following document is the minutes of the Council and Committee Meetings held on Thursday, 15 May 2003. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 3 June 2003 and therefore subject to change.

Please refer to the minutes of the meeting of 3 June 2003 for confirmation.



**COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
(CITY SERVICES COMMITTEE)
COUNCIL CHAMBER
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR**

15 MAY 2003

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CITY SERVICES COMMITTEE)

15 MAY 2003

Present: Councillors J Bonfield (Mayor), P Howe, C McKimm, W Palmer, J Strom, A Williams and W Wood.

Staff: General Manager, Acting Director of City Services, Director of Planning, Environment & Development, Director of Corporate Services, Director of City Business Units and Executive Assistant

The meeting commenced at 6.04pm with the Mayor, Cr J Bonfield in the chair.

APOLOGY

- 90** **RESOLVED** (Howe/McKimm) that apologies received from Councillors K Rhoades and I Ovens for absence be received and leave be granted for the current meeting of Council.

The Mayor requested a motion to adjourn the Ordinary meeting and resolve into the City Services Committee meeting.

CITY SERVICES COMMITTEE

- 91** **RESOLVED** (Strom/Williams) that the Ordinary Meeting of Council be adjourned and Council now resolve into the City Services Committee meeting, the time being 6.04pm.

The Mayor invited Councillor Palmer to chair the City Services Committee meeting.

CITY SERVICES DEPARTMENT REPORTS

28 TRAFFIC COMMITTEE MEETING 4/2003

To confirm minutes from the Traffic Committee Meeting held on 5 May 2003.

EN27 RECOMMENDED (Wood/McKimm):

T.26 – Gale Street, Coramba - Streetscape Works (1773 / 506160)

That streetscape works, relocation of the marked crossing and installation of a 40km/h speed limit zone be applied in Gale Street, Coramba, as shown on Plan T.26.

T.27 – Emerald Heights Drive, Emerald Heights (506520)

That a double unbroken centreline be applied in Emerald Heights Drive, Emerald Heights, as shown on Plan T.27.

T.28 – Boronia Street, Sawtell - Traffic Calming (501140 [381987])

That traffic calming devices be installed in Boronia Street, Sawtell, as per Plan T.28.

T.29 – Orlando Street, Coffs Harbour - Pedestrian Crossing (504030 [686574])

That no action be taken to provide a pedestrian crossing in Orlando Street, Coffs Harbour, for access to the Marina at this time as pedestrian access will be provided when the Coffs Cove development is completed.

T.30 – Lyons Road, Sawtell - Pedestrian Crossing (500170 [684005])

That no action be taken to install a pedestrian crossing in Lyons Road, Sawtell, but investigations be undertaken to provide a refuge at this location.

T.31 – Beach Street, Woolgoolga - Pedestrian Crossing (508400 [686573])

That the request to install a pedestrian crossing at Beach Street, Woolgoolga, be deferred until additional streetscape works have been carried out in Beach Street, Woolgoolga.

T.32 – GK Denney Tyres Rally of the Coffs Coast (507480 / 1618 [684579])

That approval be granted to use local roads for the GK Denney Tyres Rally of the Coffs Coast on 21 June 2003, and to close Weirs Road, Nana Glen, from McNamara's Road to Central Bucca Road between the hours of 1.00pm and 4.30pm.

T.33 – Temporary Road Closure - Park Avenue/Gordon Street/Harbour Drive, Coffs Harbour (505670 / 504620 [682064])

That :

- (a) the temporary road closure of the following streets between 6.30pm and 7.30pm on 18 October 2003, to enable a Torchlight Procession for the National Firefighters Championship :
 - (i) Park Avenue (Brelsford Park to Gordon Street)
 - (ii) Gordon Street (Park Avenue to Harbour Drive)
 - (iii) Harbour Drive (Gordon Street to Pacific Highway)
- (b) the organisers of the Torchlight Procession liaise with affected traders and obtain traders approval.
- (c) the organizers be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.
- (d) the organizers be responsible for all costs associated with the temporary closure, including advertising.

T.34 – Temporary Road Closure - First Avenue, Sawtell (501520 / 1618 [691416])

That :

- (a) the temporary road closure of First Avenue, Sawtell, between Second Avenue and Boronia Street between the hours of 11.00am and 1.00pm on Saturday, 24 May 2003, for the purpose of holding the Hot Rod Show & Shine, be advertised and providing no substantive objections are received, the closure be approved.
- (b) the organisers of the Hot Rod Show 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.

T.35 – Intersection East Bank Road/Coramba Road, Coramba (506420 / 500120)

1. That protected right turn linemarking and minor pavement widening be incorporated into the proposed pavement rehabilitation works at the intersection of Eastbank Road and Coramba Road, Coramba.
2. That extension of the 40km/h speed limit through Coramba, to the east of the Eastbank Road intersection, be referred back to Traffic Committee for consideration.

Traffic Speeds on Pacific Highway near Hearn's Lake Road

EN28 RECOMMENDED (Wood/Williams) that:

1. Council contact the bus company and request, as a good will gesture, that they reconsider their town bus route through the area.
2. Council contact the NSW Department of Transport requesting that they direct the bus company to make a right hand turn to pick up passengers in Hearn's Lake Road when the bus is travelling in a northerly direction to Woolgoolga.
3. Council follow up with the Roads and Traffic Authority the audit of traffic speeds on the Pacific Highway.

29 PLANT REPLACEMENT PROGRAM 2003/2004

To obtain Council's approval to the proposed 2003/2004 plant replacement program and to proceed with its implementation.

EN29 RECOMMENDED (Howe/McKimm):

1. That Council adopt the proposed 2003/2004 Plant Replacement Program and budget estimates as detailed in this report.
2. That tenders and quotations be called for those plant items to be replaced as soon as practicable for purchase after 1 July, 2003.

30 PLANT HIRE RATES 2003/2004

To seek approval of the attached plant hire rates for Council owned plant and equipment effective from 1 July, 2003.

EN30 RECOMMENDED (McKimm/Howe) that Council adopt the Plant Hire Rates as detailed in the attachment to this report, to take effect from 1 July, 2003.

31 2003 NATIONAL YOUTH WEEK

To report to Council on the activities of National Youth Week 2003.

- EN31 RECOMMENDED** (Strom/McKimm) that organisations who participated in the 2003 National Youth Week celebrations in the Coffs Harbour local government area be commended in writing for the valuable contribution they have made to the young people in the local community.

32 SENIORS WEEK 2003

To report to Council on the activities of Seniors Week 2003.

- EN32 RECOMMENDED** (McKimm/Strom) that the Coffs Harbour Senior Citizens Week Committee members be thanked in writing for their efficient use of funding and their commitment to celebrating the contribution older members make to the community through a successful Seniors Week 2003.

33 COFFS HARBOUR WATER : MAINTENANCE REPORT FOR JANUARY, FEBRUARY, MARCH 2003

Information on maintenance and operation activities for January, February and March 2003 for Coffs Harbour Water.

- EN33 RECOMMENDED** (McKimm/Howe):
1. That the report on Coffs Harbour Water maintenance and operation activities for January, February and March 2003, be noted.
 2. That the average daily consumption for the quarter of 14.26 ML/day, total abstraction for the quarter from Cochranes Pool of 1,912 ML, total inflow to Karangi Dam from Regional water Supply P/L of 1,454 ML, total consumption for the quarter of 1,283 ML and Karangi Dam storage level of 93.8% on 31 March 2003, be noted.

34 WORKS BRANCH REPORT

To advise Council of the progress of construction and maintenance programs undertaken by Works Branch up to 30 April 2003.

EN34 RECOMMENDED (Strom/McKimm):

1. That Council note the progress report on construction and maintenance works undertaken by Works Branch up to 30 April, 2003.
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.

35 REVIEW OF DUST SEALING PROGRAM AND PRIORITIES

To advise Council of a review of the Dust Sealing Program and priority criteria and recommend adoption of the revised priorities following completion of the three year program identified in the 2002/2003 Management Plan.

EN35 RECOMMENDED (Bonfield/Strom):

1. That Council adopt the following criteria used for assessing future dust sealing priorities and implementation upon completion of projects identified in the 3 year program shown in the 2002/2003 Management Plan:
 - Number of houses located in the vicinity of the road (eg approximately within 100m of the road).
 - Bus route.
 - Maintenance requirements.
 - Road usage generated from surrounding residents and other possible sources.
 - The road geometry relating to safety.
 - The road hierarchy being the extent of the area the road services.

35 - Review of Dust Sealing Program and Priorities (cont'd)

2. That the following three year Dust Sealing Program be included in the 2003/2004 Draft Mangement Plan.

Year	Road Name	Segment Name	Location	Est Cost
03/04	Eastbank Road	Extend existing south to north 800m	CORAMBA	\$57,000
03/04	Upper BoBo Rd 2	750-1600	BO-BO	\$55,000
03/04	Cradle Creek Road	Lowanna Rd- 600	LOWANNA	\$38,000
04/05	Gundarene Road	800-1600	LOWANNA	\$51,000
04/05	Timmsvale Road	1700-2520	LOWANNA	\$53,000
04/05	Ellems Quarry Road	MR151-800m	NANA GLEN	\$51,000
05/06	Morrows Road	Existing seal to end	NANA GLEN	\$38,000
05/06	Coldwater Creek Rd	From No 222 to end	NANA GLEN	\$40,000
05/06	South Boambee Rd	End bitumen - end	BONVILLE	\$29,000
05/06	Hartleys Road	MR151 - Bridge	CORAMBA	\$53,000

3. That consideration be given to the provision of an additional \$50,000 for the Dust Sealing Program in the 2003/2004 Management Plan.

CITY BUSINESS UNIT DEPARTMENT REPORTS

E31 PERMISSION FOR CR OVENS TO ATTEND AIPIRT MEETINGS

The purpose of this report is to seek permission for Cr Ovens to attend a meeting of the NSW Branch of the Australian Airports Association in Sydney and a meeting with senior airline executives in Brisbane.

- EN36 RECOMMENDED** (Williams/Bonfield) that permission be granted for Cr Ovens to attend an airline executive meeting in Brisbane on 20 May 2003 and an Australian Airports Association NSW Branch meeting in Sydney on 29 May 2003.

36 TENDER - BOAMBEE EAST COMMUNITY CENTRE

To obtain Council's approval to accept a tender for the Boambee East Community Centre.

EN37 RECOMMENDED (Strom/McKimm):

1. That Council accept the tender of F M Glenn Pty Ltd, ABN 17 082 609 701 for construction of the Boambee East Community Centre for \$924,149 including GST on the basis that it is the most advantageous tender.
2. That the contract documents be executed under the Common Seal of Council.
3. That Council's contribution of \$189,873 be funded from revenue, but that a review of funding options be undertaken in conjunction with the finalization of the June Budget Review.

E32 ACQUISITION OF EASEMENT FOR RE-USE WATER PIPELINE AND WATER PIPELINE, PACIFIC HIGHWAY MOONEE

Report seeking Council approval for the acquisition of an easement for a re-use pipeline and a future water main pipeline through privately owned property on the Pacific Highway, Moonee.

EN38 RECOMMENDED (McKimm/Williams):

1. That Council proceed to acquire an easement 5 metres wide for a reuse water main and a water main over Lots 1 and 2 DP 725785, Pacific Highway, Moonee as shown approximately on the plan attached to this report.
2. That Council pay the amount as stated in the confidential attachment exclusive of GST as compensation to the owner of the property for the easement acquisition.
3. That Council provide a single connection to the re-use main at no cost provided Winten (No.19) Pty Limited agree to Council's standard conditions of use.
4. That Council be responsible for all costs associated with the matter.
5. That all necessary documents associated with the acquisition of the easement be executed under the Common Seal of Council.

**E33 ACQUISITION OF EASEMENT AT 14A BRUXNER PARK ROAD, KORORA
FOR RE-USE WATER PIPELINE AND WATER PIPELINE**

Report seeking Council approval for the acquisition of an easement for a re-use pipeline and a future water main pipeline through privately owned property at 14A Bruxner Park Road, Korora.

EN39 RECOMMENDED (McKimm/Williams):

1. That Council proceed to acquire an easement 5 metres wide for a reuse water main and a water main over Lot 21 DP 624973, 14A Bruxner Park Road, Korora as shown approximately on the plan attached to this report.
2. That Council pay the amount as stated in the confidential attachment exclusive of GST as compensation to the owner of the property for the easement acquisition.
3. That Council provide a single connection to the re-use main at no cost provided the owner of the property agrees to Council's standard conditions of use.
4. That Council be responsible for all costs associated with the matter.
5. That all necessary documents associated with the acquisition of the easement be executed under the Common Seal of Council.

PLANNING ENVIRONMENT AND DEVELOPMENT DEPARTMENT REPORTS

PED35 EXTENSION OF WASTE CONTRACTS

This report outlines a proposal to extend existing waste collection and processing contracts.

EN40 RECOMMENDED (Wood/Strom):

1. That due to extenuating circumstances whereby the method of waste processing has not yet been determined, and competitive tenders would not be available, the existing waste contracts be extended as specified in the confidential attachment to the report.
2. That Council advise all contractors at or before 31 March 2004 if a further extension is to be requested.

CONCLUSION OF MEETING

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

The Mayor resumed chairmanship of the meeting at 6.35pm.

OPEN COUNCIL

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

- EN41** **RECOMMENDED** (Strom/Williams) that the Committee now move into Open Council.

ADOPTION OF CITY SERVICES COMMITTEE REPORT

- 92** **RESOLVED** (Williams/Strom) that the recommendations of the City Services Committee meeting be received and adopted.

REQUESTS FOR LEAVE OF ABSENCE

- 93** **RESOLVED** (Williams/Strom) that Cr Palmer be granted leave of absence from Council from 5 June 2003.

GENERAL BUSINESS

1. DA1005/03 - Dual Occupancy - 17 Boronia Street, Sawtell

Councillor Williams requested that DA1005/03, which is a dual occupancy at 17 Boronia Street, Sawtell, come before Council for consideration rather than approval under delegated authority.

2. Bush Fire Act/Coastal Policy

Council Williams expressed concern at the new Bush Fire Act, which conflicts with established planning principles and the Coastal Policy. Cr Williams requested that when revisiting the LEP, consideration be given to the bushfire issue.

Councillor Wood questioned whether approval of dwellings on the coast are going to be subject to the Coastal Council and approval by the Minister.

The Director of Planning, Environment and Development advised that this was not the case for single dwellings, SEPP71 provides requirements for more intense types of development than dwellings.

Mr Power advised that in relation to Cr Williams comments, this is essentially a State matter and there is not much that Council can do in its LEP however it might be more appropriate for the Coastal Council, which is a State level instrumentality, to take the matter up with Bush Fire people who are also at State level.

3. Beach Monitoring Testing

Councillor Williams requested copies of the beach water testing figures for the next Councillor briefing meeting.

4. Coramba Bridge Opening

Councillor Strom spoke of activities to the west of Coffs Harbour including the recent Coramba Bridge opening, which was excellent, the coming weekend in which Eastern Dorrigo will be hosting activities at Ulong and Bindarri National Park and also the upcoming Orara Valley Fair.

5. Parking Patrol

Councillor Howe advised that she had received a request from a business owner in Moonee Street for parking officers to patrol Moonee Street because of a claim that some business owners are parking in Moonee Street all day.

General Manager took the matter on notice.

6. Pedestrian Crossings

Councillor Howe advised that she had seen pedestrian crossings in another town that were painted red and then white, which made them very visible. Cr Howe questioned whether consideration could be given to painting some pedestrian crossings in Coffs Harbour in the same way.

The Survey and Design Manager advised this was a new initiative of the Roads & Traffic Authority and investigations would be carried out on the implications with a view to introducing them into Coffs Harbour.

7. Street Lighting

Councillor Palmer requested that consideration be given to street lighting at the entrance to the stadium car park on Stadium Drive in the Management Plan deliberations.

8. Water & Wastewater Developer Services Plan

Councillor McKimm advised that she had received a complaint from an applicant who had been caught with the recent development contribution increase due to the fact that the particular applicant doesn't live in the local government area and consequently didn't see the advertisement. Cr McKimm questioned whether each person who had a development application before Council was to be advised in writing of the increase.

The Acting Director of City Services advised that it was difficult to know what development applications were outstanding. Mr Ford advised that Council did write to people who attended the developers forum however the offer was only made to people who had a current Development Consent and provided that they paid those contributions prior to 1 May 2003.

9. Disabled Car Parking Space

Councillor McKimm advised that the car park in West High Street, near the St Vincent de Paul shop, had recently been resurfaced and in the resurfacing the one disabled car parking space that had been provided in that car park had disappeared. Cr McKimm requested that consideration be given to re-dedicating one of those car parking spaces for disabled parking as there is currently no disabled parking in that parking lot.

The Acting Director of City Services to take on notice.

10. Hogbin Drive Speed Limit

Councillor McKimm requested that Traffic Committee be asked to consider a reduction in speed limit from 100km/hr to 80km/hr on Hogbin Drive, but if this is not feasible to at least consider putting up advisory signs indicating "*In the wet take 10km/h off your speed*".

11. Cultural Forum

Councillor Strom requested that Councillors try and attend the next Cultural Forum to be held on 31 May 2003 at the Bunker Gallery with the guest speaker Dr Onko Kingma who is looking at art as an economic driver.

12. Coffs Harbour Bypass Meeting

Councillor McKimm advised that Councillors were notified by invitation of a meeting regarding the bypass which is to be held on Tuesday night, 20 May 2003, at the Norm Jordan Pavilion and urged all Councillors to attend, if possible, as it will be important as far as Council's future community relations are concerned.

13. Low Density DCP Workshop

Councillor Williams requested some figure/estimate on the workshop that Council is having on the low density DCP consideration.

The Director of Planning, Environment and Development advised that the DCP was on exhibition at present so it would possibly be the July Planning Environment and Development Meeting.

14. Signage Policy

Councillor Bonfield advised that she had received several letters regarding signs within the city area and requested a report be brought back on the future signs program, taking into account the design, position and also whether it would be appropriate to carry out an audit of signs.

15. After Hours Emergency Phone

Councillor Bonfield advised that she had received a phone call from a Woolgoolga resident who had tried to phone Council's after hours number on numerous occasions on the weekend and the phone was constantly engaged. Cr Bonfield advised that the hearsay out there is that the number will be engaged on the weekend, you just have to persist until somebody finally answers it. Cr Bonfield requested that the matter be investigated.

The Director of Corporate Services advised that there are six lines into the after hours security and the service was often tested. Mr Lavelle advised that the only time that it was found to be in that situation was during periods of heavy rainfall. Mr Lavelle to investigate.

16. Bat Colony - Gundagai Street, Coffs Harbour

Councillor Bonfield requested a report be brought back to Council on the colony of bats in Gundagai Street, the site of the colony as it stands now and what the National Parks and Wildlife Service are prepared to do about limiting, and making sure that the bat colony doesn't grow to such an intolerable size that it becomes a burden to the immediate homes in the vicinity.

The General Manager to write to National Parks and Wildlife Service.

CLOSED MEETING – SECTION 10(A)

The Mayor requested a motion to close the meeting to consider a confidential report as outlined in the meeting agenda, the time was 6.58pm.

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

City Business Units Department Supplementary Report
E34 - Surf Life Saving Championships Bid - Current Status

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

- (d) Contained commercial information of a confidential nature that would, if disclosed:
- (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council.

The motion on being put to the meeting was carried.

The press and public vacated the chamber.

CITY BUSINESS UNITS SUPPLEMENTARY REPORT

E34 SURF LIFE SAVING CHAMPIONSHIPS BID - CURRENT STATUS

Report to advise Council on the current status of the Australian Surf Life Saving Association (ASLSA) Title Bid.

95 RESOLVED (Wood/McKimm):

1. That the information relating to the current status of the bid to hold the 2007-2009 Australian Surf Life Saving Championships in Coffs Harbour be noted.
2. That Council continue to negotiate with the NSW Government to enable dredging of the harbour and restoration of Park Beach.

Members of the press and public were excluded from consideration of the above item, the reason being that it contained commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the council.

OPEN MEETING

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

The Director of Corporate Services read to the meeting the resolution of the Closed Meeting.

This concluded the business and the meeting closed at 7.02 pm.

Confirmed: 5 June 2003.

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J C Bonfield
Mayor