



**COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
(CITY SERVICES COMMITTEE)
COUNCIL CHAMBER
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR
19 JUNE 2003**

**Commencing at the conclusion of
Planning, Environment and Development Committee**

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CONFIDENTIAL ITEMS

The following items either in whole or in part may be considered in Closed Meeting for the reasons stated.

PLANNING, ENVIRONMENT & DEVELOPMENT DEPARTMENT REPORTS 40

PED54 MOONEE CREEK ESTUARY MANAGEMENT PLAN: CONSULTANT APPOINTED 40

A portion of this report is confidential for the reason of Section 10A (2):

(d) 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, or
- (iii) reveal a trade secret.

and in accordance with Section 10A (1) the meeting may be closed to the public.

CITY BUSINESS UNITS DEPARTMENT REPORTS 42

E40 COFFS HARBOUR INTERNATIONAL SPORTS STADIUM - SPONSORSHIP PROPOSAL 42

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E41 ACQUISITION OF LAND AT NANA GLEN FOR RECREATION PURPOSES 47

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CITY SERVICES COMMITTEE)

19 JUNE 2003

Mayor and Councillors

CITY SERVICES DEPARTMENT REPORTS

39 TRAFFIC COMMITTEE MEETING 5/2003

Purpose:

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

Recommendation:

T.36 – Coramba Road, Coffs Harbour - Speed limit (500120 [496760])

That the Roads and Traffic Authority be requested to review the speed limits on Coramba Road, Coffs Harbour, to implement a trial period for six months of a 60km/h speed limit from Spagnolos Road to Loaders Lane, Coffs Harbour.

T.37 – Bruxner Park Road, Coffs Harbour - Centre Line Marking (503040 [680872])

That no action be taken to install centre linemarking on Bruxner Park Road, Coffs Harbour.

T.38 – Intersection Linden Avenue / Oscar Ramsay Drive, Boambee East (501950 / 502280 [696764])

That Council distribute an information brochure to residents in the Linden Avenue area regarding driver behaviour at a number of intersections with Linden Avenue, Boambee East.

cont'd

T.39 – Public Swimming Pools - Disabled Car Parking Spaces (2970 [697764])

That :

- (a) a disabled car space be installed in Queen Street, Woolgoolga, adjacent the Woolgoolga Swimming Pool, as per Plan No. T.39.
- (b) the Access Committee be advised that discussions will be held with the Sawtell Reserve to set aside a space for the disabled adjacent the Sawtell Swimming Pool.
- (c) the Access Committee be advised that disabled access to the Coffs Harbour Swimming Pool will be reviewed when the new carpark in Duke Street, Coffs Harbour, is completed.

T.40 – Temporary Road Closure - First Avenue, Sawtell (501520 / 1618 [696987])

That :

- (a) the temporary road closure of First Avenue, Sawtell, between Second Avenue and Boronia Street between the hours of 9.00am and 5.00pm on Saturday, 24 May 2003, 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.

T.41 – Dowsett Drive / Christmas Bells Road, Coffs Harbour - Stop sign (510260 [496760])

That the Deep Sea Release Alliance provide for installation of 'Give Way' signage and linemarking at the intersection of Dowsett Drive and Christmas Bells Road, Coffs Harbour, as per Plan No. T.41, prior to use of Dowsett Drive by construction vehicles.

Attachments:

**COFFS HARBOUR CITY COUNCIL
TRAFFIC COMMITTEE MINUTES 5/2003
5 JUNE 2003 - 10.30AM**

Present: Graham Carthew, Roads and Traffic Authority
Sgt John Patacko, Coffs Harbour Police
Jo Warren, Coffs District Taxi Cab Network
George Stulle, Coffs Harbour City Council
Anne Shearer, Coffs Harbour City Council

Apologies: Cr Bill Palmer, Coffs Harbour City Council
Andrew Fraser MP, Member for Coffs Harbour

Minute Taker: Ann Graham, Secretary

T.36 – Coramba Road, Coffs Harbour - Speed limit (500120 [496760])

Consideration to the installation of 60km/h truck speed limit zone on Coramba Road, Coffs Harbour, between Shephards Lane and Spagnolos Road.

The Meeting welcomed Desnee McCosker and Gavin Smithers to speak about Item T.36, Coramba Road, Coffs Harbour - Speed Limits.

Desnee McCosker and Gavin Smithers put forward the reasons for their request to reduce the speed limit on Coramba Road, Coffs Harbour.

Recommended: that the Roads and Traffic Authority be requested to review the speed limits on Coramba Road, Coffs Harbour, to implement a trial period for six months of a 60km/h speed limit from Spagnolos Road to Loaders Lane, Coffs Harbour.

T.37 – Bruxner Park Road, Coffs Harbour - Centre Line Marking (503040 [680872])

Consideration to a request for centre line marking on Bruxner Park Road from the Lookout Road to Bucca Road, Bucca.

Recommended: that no action be taken to install centre linemarking on Bruxner Park Road, Coffs Harbour.

Reasons: Road configuration and pavement width is not suitable for marking of a centre line.

T.38 – Intersection Linden Avenue / Oscar Ramsay Drive, Boambee East (501950 / 502280 [696764])

Consideration to a request for the installation double lines at the intersection of Linden Avenue and Oscar Ramsay Drive, Boambee East, as vehicles are cutting the corner.

Recommended: that Council distribute an information brochure to residents in the Linden Avenue area regarding driver behaviour at a number of intersections with Linden Avenue, Boambee East.

Reasons: The issue is one of poor driver behaviour and applies to a number of streets in the area.

T.39 – Public Swimming Pools - Disabled Car Parking Spaces (2970 [697764])

Consideration to a request for disabled car parking spaces at each of the public swimming pools in Coffs Harbour, Sawtell and Woolgoolga.

Recommended: that :

- (a) a disabled car space be installed in Queen Street, Woolgoolga, adjacent the Woolgoolga Swimming Pool, as per Plan No. T.39.**
- (b) the Access Committee be advised that discussions will be held with the Sawtell Reserve to set aside a space for the disabled adjacent the Sawtell Swimming Pool.**
- (c) the Access Committee be advised that disabled access to the Coffs Harbour Swimming Pool will be reviewed when the new carpark in Duke Street, Coffs Harbour, is completed.**

T.40 – Temporary Road Closure - First Avenue, Sawtell (501520 / 1618 [696987])

Consideration to a request for the temporary road closure of First Avenue, Sawtell, between Second Avenue & Boronia Street, on Saturday, 5 July 2003 between 9.00am and 5.00pm for the purposes of holding the Sawtell Chilli Festival.

Recommended: that :

- (a) **the temporary road closure of First Avenue, Sawtell, between Second Avenue and Boronia Street between the hours of 9.00am and 5.00pm on Saturday, 24 May 2003, 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.**

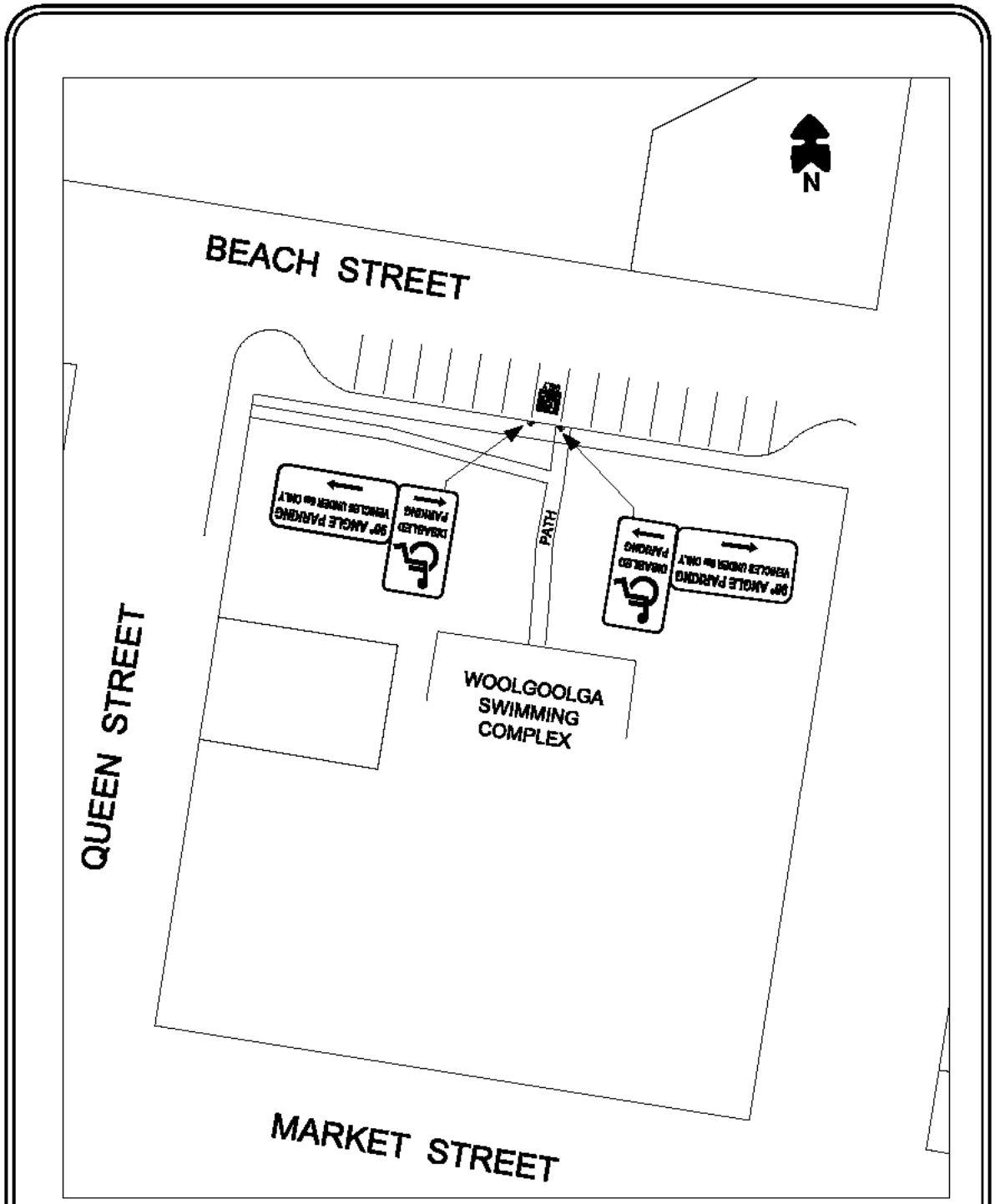
T.41 – Dowsett Drive / Christmas Bells Road, Coffs Harbour - Stop sign (510260 [496760])

Consideration to the installation of a 'Stop' sign on Dowsett Drive at its intersection with Christmas Bells Road, Coffs Harbour.

Recommended: that the Deep Sea Release Alliance provide for installation of 'Give Way' signage and linemarking at the intersection of Dowsett Drive and Christmas Bells Road, Coffs Harbour, as per Plan No. T.41, prior to use of Dowsett Drive by construction vehicles.

Reasons: The signposting to be installed at commencement of heavy vehicle traffic accessing the Deep Sea Release construction site.

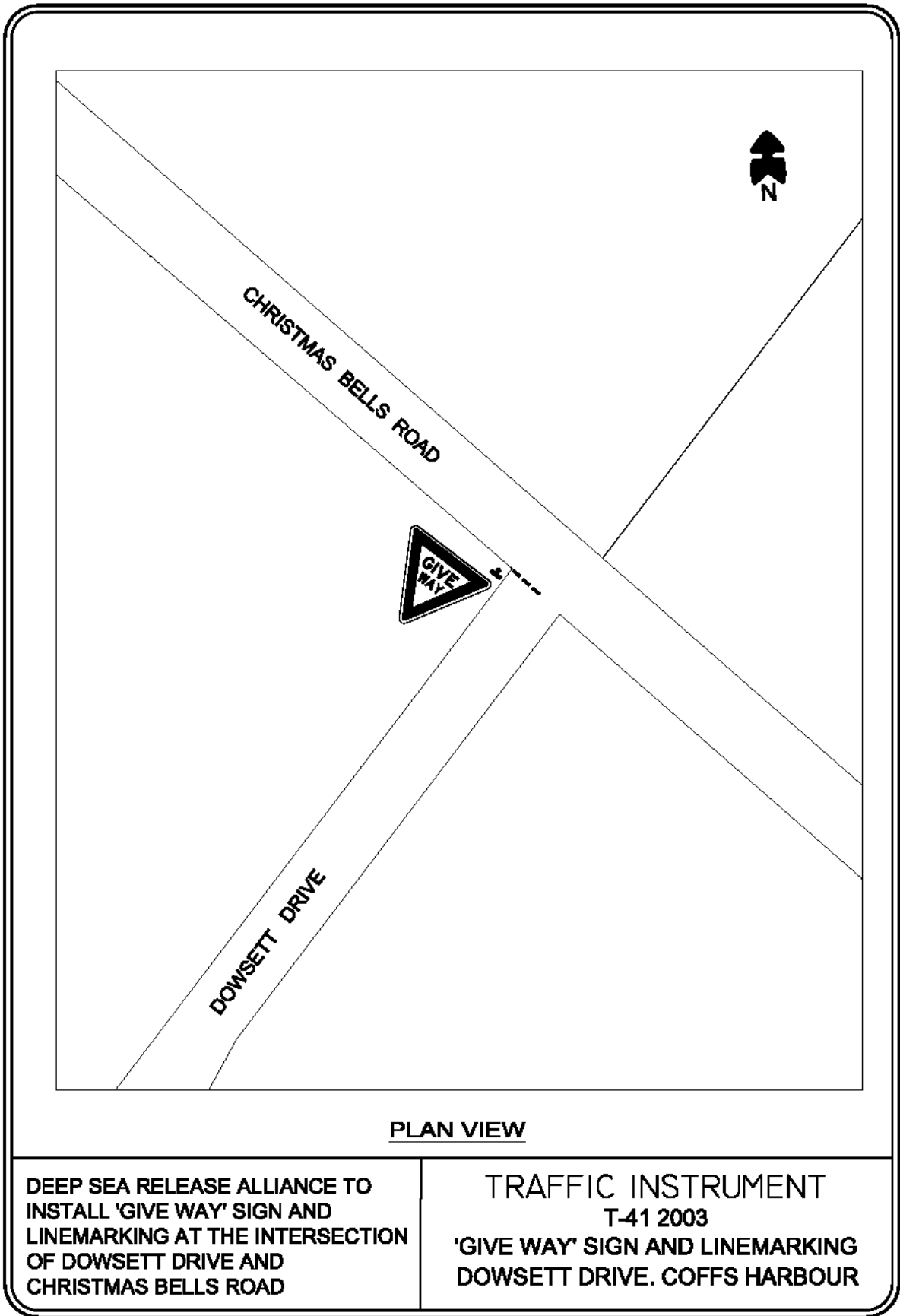
The next Traffic Committee Meeting will be held on Thursday, 3 July 2003 at 10.30am.



PLAN VIEW

DISABLED CAR SPACE TO BE
 INSTALLED IN BEACH STREET
 ADJACENT TO WOOLGOOLGA
 SWIMMING POOL

TRAFFIC INSTRUMENT
 T-39 2003
 DISABLED PARKING SPACE
 BEACH STREET. WOLLGOOLGA



40 WORKS BRANCH REPORT

Purpose:

To advise Council of the progress of construction and maintenance programs undertaken by Works Branch up to 31 May 2003.

Description of Item:

1. Completed Works

- Coramba Road pavement rehabilitation Bakers Road to Roselands Estate.
- Pavement Rehabilitation – Coramba Rd / Eastbank Road Intersection
Nunga and Baroona Streets, Safety Beach
James Small Drive, asphalt wearing surface.
- Dust Sealing - Eastbank Road
- Panorama Parade Water main renewal
- Footpath Construction: Lady Belmore Drive – Opposite Toormina High School

2. Works in progress and commencing in June 2003

- Jetty Strip drainage, installation of a 1200mm dia stormwater pipe from the rear of the Jetty Dive Shop to the Jetty Foreshores.
- Flood mitigation works to the North Arm of Coffs Creek at the rear of Collice Place.
- Footpath Construction: Sawtell Road – Hogbin Drive to Rail Bridge
Frances Street – Gundagai Street to Jean Street
- Cycleway Construction: Bridge approaches to the Newport pedestrian / cycle bridge on the Pacific Highway.
- Bucca Road curve realignments and shoulder widening.
- Drainage works to relieve flooding in Greenlinks Avenue.
- Park Avenue street refurbishment and upgrade.

At this stage some of the Local Roads and Footpath Programs are under spent. Road works have been delayed during the period of the water restrictions and difficulty has been encountered securing contractors to build footpaths.

All outstanding projects are scheduled for completion by mid August and are listed below:

Road Rehabilitation:

Park Avenue, Little Street to Gordon Street
Orlando Street, Coffs Creek Bridge to Car Lovers.
University entrance Hogbin Drive 150m east

cont'd

40 Works Branch Report (cont'd)

Footpath Construction

Joyce Street, Bray Street to Tyalla School crossing
Ocean Street, Carrington Street to Alexander Street
Coramba Road, Nana Glen
Sawtell Road, Hogbin Drive to North Coast Railway

A financial attachment detailing expenditure verse budget for the 2002/2003 Capital Works Program is included for Councils information.

Recommendation:

- 1. That Council note the progress report on construction and maintenance works undertaken by Works Branch up to 31 May, 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.**

Attachments:

**Works Branch-Construction Projects Budget/Expenditure
02/2003 Program**

AS AT DATE: 06-Jun-03

Description	Revised Budget	Actual Expenditure	% Project Complete	% Costs Expended
Local Roads				
Bucca Road, realignment, Black Spots Funding	\$446,200	\$305,743	66%	69%
Sealed Roads Reseals	\$527,000	\$501,355	95%	95%
Sealed Roads Reseals - Asphalt	\$80,447	\$71,595	95%	89%
Sealed Roads Rehabilitation	\$1,117,834	\$655,932	65%	59%
Gravel Resheets	\$107,940	\$89,409	85%	83%
Federal Roads to Recovery	\$493,266	\$332,285	69%	67%
Dust Sealing	\$200,000	\$203,422	100%	102%
Sawtell Rd reconstruction, Boambee Ck to Hamilton Dr	\$126,484	\$0	0%	0%
Total:	\$3,099,171	\$2,159,742		
Regional Roads				
Hogbin Drive Extension Albany St to High St	\$249,512	\$36,178	15%	14%
Hogbin Dr Widening, Stadium Dr to Boambee Ck	\$487,796	\$482,563	98%	99%
Total:	\$737,308	\$518,741		
Drainage				
Drainage Impts / Nuisance Flooding	\$373,562	\$198,955	64%	53%
Jetty Strip Drainage	\$239,271	\$252,186	99%	105%
Stormwater Management Plan Works	\$156,842	\$87,458	58%	56%
North Arm Coffs Creek Flood Mitigation	\$239,271	\$220,902	87%	92%
Total:	\$1,008,946	\$759,501		
Bridges				
Upper Orara & Mt Brown Bridge Approaches	\$200,000	\$164,416	80%	82%
Timmsvale / Pine Brush Ck Bridge Reconstructions	\$486,827	\$481,315	100%	99%
Lower Bobo Reconstruction	\$428,774	\$439,984	100%	103%
Total:	\$1,115,601	\$1,085,715		
Footpaths / Cycleways				
Footpath Construction	\$254,758	\$66,987	25%	26%
PAMPS Footpath Works	\$143,800	\$90,646	60%	63%
Cycleway Projects	\$339,227	\$240,731	74%	71%
Total:	\$737,785	\$398,364		
Water Mains				
Mains Renewals	\$275,000	\$140,945	55%	51%
Mains Extensions	\$70,000	\$9,722	17%	14%
Total:	\$345,000	\$150,667		

41 NORTHERN BEACHES EMBARGO

Purpose:

To report to Council on the status of the Northern Beaches Sewerage Embargo and to recommend lifting of the embargo.

Description of Item:

The embargo on development in the Northern Beaches Area was placed on 15 October 1998 to enable the connection of the Moonee/Emerald areas.

When Council adopted this policy it was expected the deep sea release and reclaimed main would be completed by mid 2002. Reclaimed water usage was almost non-existent with little interest from prospective users when the embargo was developed. It was estimated that, in an extremely wet year, to stay within EPA licence limits up until 2002 a 46.57ML storage was required.

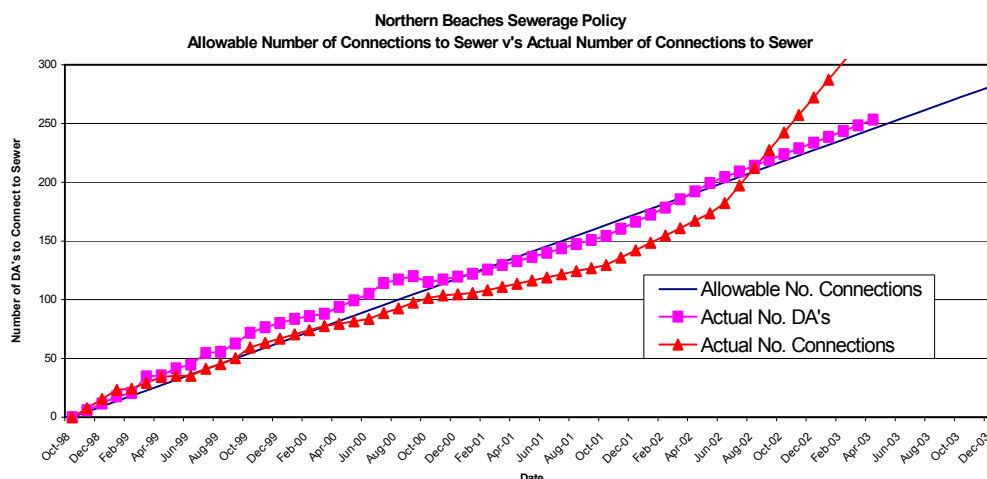
With contracts being finalised for the Deep Sea Release and treatment plant upgrades, and progressive construction of the Reclaimed Water Main from Coffs Harbour to Moonee being achieved, it is likely that sufficient works will be completed by July 2004 to allow disposal of reclaimed water in Willis Creek to cease. It is therefore opportune for Council to consider lifting the development embargo on the Northern Beaches given that there will be a lag before additional flows are encountered at the Woolgoolga WRP.

Issues:

Council has engaged a consultant to review management of the discharge from Woolgoolga WRP with a view to releasing the embargo prior to completion of the DSR and reclaimed water main. Findings of the review are given below:

1. Connections

The number of sewerage connections in the Northern Beaches is shown in the graph below which indicates that the development closely matched the predicted rate of connections and subsequent flows to the WRP up until June 2002. The last 12 months has shown a sharp increase in the number of connections which is consistent with growth in the rest of the city.



41 Northern Beaches Embargo (cont'd)

2. Storage Requirements

The following gives the worst case scenario and most probable scenario in an extreme wet year if the embargo was to be lifted.

Worst Scenario

Total lots developed over next 12 months	239
Average Dry Weather Flow	2.3ML/d
Reuse	Nil
Total storage required	90ML

Most Probable Scenario

Total lots developed over next 12 months	100
Average Dry Weather Flow	2.16ML/d
Reuse	180ML
Total storage required	Existing

The most probable scenario is premised on the fact that 53 lots are the current average annual demand and it is reasonable to assume there will be an increase in development when the embargo is lifted that will soon meet demand.

3. Storage Options

The problem with the most probable scenario is the limitation on the capacity of the existing filtration plant (0.8ML/d) and the fact that usage of reclaimed water significantly reduces during and immediately after wet weather. When users need peak flows, the filtration plant limits maximum usage to 0.8ML/d while the peak day irrigation demand is estimated at 2.7ML/day. This is partly the reason that Council has built the 5ML reservoir at the Morgans Road property.

However in order to maximise reuse and minimise the possibility of the discharge licence at Willis Creek being exceeded, it will be necessary to have additional storage which can be filled during wet periods. This additional storage can be achieved by enlarging on farm storages of existing growers who receive reclaimed water.

To investigate this option, growers in the Morgans Road West area have been approached to look at improving or providing storage on their properties to enable filling during the wet season. It is estimated that the potential storage available with improvements to existing dams would be 190ML. Assuming 50% was made available for wet weather storage, ie 95ML, combined with Council's 62ML current capacity, there would be a total of 157ML storage which is more than adequate to safeguard EPA licence conditions.

Some constraints to achieving additional storage on farm properties include:

1. Dams over 5000m² need a development application.
2. Dams must conform to Dam Safety legislation. Most would be under the referable size.
3. Subsidised funding from Ministry of Energies and Utilities has yet to be confirmed.

cont'd

41 Northern Beaches Embargo (cont'd)

4. Other factors assisting future management

Other factors which will assist in the management of flows are:

1. The DSR is now scheduled for completion in July 2004.
2. The reclaimed main can be completed by the end of April 2004.
3. The pump upgrade at Moonee WRP can be completed by February 2004 enabling 0.3ML to be directed to the reclaimed system and allowing the Woolgoolga system to run continuously.
4. Once the reclaimed main is complete, the Moonee WRP discharge can be pumped direct to Coffs Harbour, thus allowing increased use of reclaimed water from the Woolgoolga WRP.
5. The upgrade of filtration/chlorination and reclaimed pumps at Woolgoolga WRP will be priority works and can be feasibly completed by June 2004.
6. Developments will take 12-18 months to come on line.

Sustainability Assessment:

The Coffs Harbour Sewerage Strategy EIS assessed the environmental, social and economic impacts of projected future growth of the Northern Beaches area. When fully implemented the Strategy will cater for wastewater collection and disposal in a sustainable manner.

The maximising of reuse is a prime goal of the Sewerage Strategy and will lead to more sustainable agricultural practices in the areas proposed to be serviced.

The proposal to provide additional storage and repairs to existing dams on rural properties being serviced will minimise the cost of reuse delivery infrastructure and maximise reuse usage by being able to store additional wet weather flows which in turn decrease discharges to the Deep Sea Release.

Consultation:

The EPA has been consulted and has indicated Council must still conform to current licence requirements up until the DSR and reclaimed mains are completed. A formal notification and report detailing Council's proposal is being forwarded to the EPA.

Users whose dams could be altered or enlarged have been consulted during the initial investigation.

A report requesting subsidy for the potential farm storage works is being prepared for the Minister of Energy and Utilities.

Implementation Date / Priority:

It is recommended the embargo be lifted on 1 July 2003.

Recommendation:

1. **That Council lift the Northern Beaches Embargo effective 1 July 2003.**
2. **That Council proceed with final investigation, design and costing of the alteration or enlargement of farm dams for the storage of reclaimed water.**

42 COMMUNITY FACILITIES MANAGEMENT AND ADVISORY COMMITTEES UPDATE

Purpose:

To provide a report on the current operational status of Council's community facilities management and advisory committees administered through the Community Services Branch.

Description of Item:

The management committees are responsible for the care, control and management of Council community facilities and the advisory committees are responsible for the provision of advise on various issues including future development. The committees are made up of volunteer local community members. A brief summary of each operation is presented under two separate headings: Community Facility Management Committees and Advisory Committees. These are as follows:

COMMUNITY FACILITY MANAGEMENT COMMITTEES

Ayrshire Park Management Committee

Operating Budget - Revenue has increased to \$2,000 for the year ending 30 June 2002. Due to increasing support from the local community, management committee and Boambee Soccer Club operating expenditure is kept to a minimum resulting in a small profit of \$1,450. The park is the home base for the Boambee Soccer Club who now field some 38 teams made up of over 450 people, 400 of which are junior players. With the assistance of Council the committee is now further developing the park to include expanded fields, together with a sealed and larger car park. Whilst the committee has had a delayed start on these earthworks due to drought conditions, these works are now well underway. The committee also aims to provide a cricket pitch to increase the summer usage of the park.

Management - The committee meets on a monthly basis, and has a strong sense of community ownership, responsibility, enthusiasm and drive.

Coffs Harbour Community Indoor Stadium

Operating Budget - Revenue has continued to climb, rising from \$178,000 in the previous year to \$190,000 for the year ending June 2002. Increasing operating and contract costs amounting to \$168,000 has resulted in a profit of approximately \$20,000. Council contribute \$20,000 directly towards stadium repairs and maintenance. The stadium is home to sports and groups such as basketball, archery, volleyball, netball, futsal, wheelchair basketball, school sports, multi sports, shotball for seniors, gentle exercise, the sewing doctors and yoga. The stadium in 2002/2003 has hosted both sporting and community major events including the National Basketball League Brisbane Bullets vs West Sydney Razorbacks, Northern Australian Junior Basketball League, Questacon Science Exhibition, University Games, Coffs Harbour Eisteddfod, Junior Kids Holiday Program and Square Dancing Exhibition.

Management - The committee and Stadium Management "Harbour Sports" continue to try and broaden the types of sports offered and have recently hosted a Seniors Day Sports Exhibition, Junior Kids Holiday Program and sports for kids with disabilities. The committee continues to improve the stadium having recently completed an outdoor barbeque area. In addition the construction of the gallery spectator seating in the Doug Ferris Hall is now near completion.

cont'd

42 Community Facilities Management and Advisory Committee Update (cont'd)

Coramba Community Hall Management Committee

Operating Budget - Operated within budget with a profit of \$2,219 for the year ended 30 June 2002. Revenue of \$3,521 was generated from local user groups, Early Childhood Clinic, Coramba Public School and yoga. Council has now completed a full restoration of the heritage hall including external painting, internal painting and polished floors. The committee has fitted out the hall with an exhibition of historic Coramba photos.

Management - The committee continues to work towards providing a quality community venue for the residents of the western Coffs Harbour area. They hope to attract more community groups and functions, recently these have included dance workshops, education seminars on farming, community meetings and functions such as christenings, weddings and a church market day.

Eastern Dorrigo Showground and Community Hall Management Committee

Operating Budget - Operates on a shoestring budget and for the year ended 30 June 2002 revenue was just over \$500. User groups include the local playgroup, Tallowood Arts, Glenreagh Mountain Railway Committee, State Government for polling venue, local school and community meetings. The committee has held the successful Show and Shine on the Mountain raising over \$400 this year, community auction day and assisted in the Tallowood Mountain Musta. The committee is still working on the completion of the kitchen, having received \$8,000 from the Department of Urban Affairs and Planning's Area Assistance Scheme. In addition Council allocated \$22,700 towards toilets and showers for campers on site in this year's Management Plan 2002/2003. However, this has been delayed with a need to seek Crown approval for camping and to revise the existing plan of management. The committee is also working with Council on a development plan for the entire site identifying future improvements such as sealing the access road, provision of a car parking area, playground and barbeque shelter.

Management - The committee work hard at providing a community venue for the Eastern Dorrigo residents and in addition they also promote community events and social fundraising activities to benefit the local residents and local causes such as the Glenreagh Mountain Railway.

Most recently the committee offered their help and use of the hall to the Ulong RSL for a temporary period only, due to the complete destruction of the Ulong & District Ex-Services Club by fire on the morning of Friday, 2 May 2003. This is likely to result in a lease arrangement for a period of 12 months and will be the subject of a further report to Council when the details are finalised.

Jetty Memorial Theatre Management Committee

Operating Budget - The management committee of the Jetty Memorial Theatre continues to ensure the theatre runs well financially. For the year ended 30 June 2002 the theatre had an operating profit of \$2,639. This was as a result of the theatre being in almost constant use, and members of the committee provided support to productions and users on a voluntary basis.

Management - The committee has provided invaluable advice and assistance during the design/development phase of the refurbishment of the theatre. Discussions have been undertaken with the committee regarding the role of a committee once the refurbishment work is completed. A decision by Council regarding the ongoing management of the theatre is the subject of a separate item in this business paper.

cont'd

42 Community Facilities Management and Advisory Committee Update (cont'd)

Lowanna Community Hall Management Committee

Operating Budget - Operates on a shoestring budget with revenue at \$1,070 for the year ending 30 June 2002. Cleaning, mowing and general upkeep is undertaken by the volunteer members. The majority of the revenue is obtained from the preschool who use the hall nearly three days per week and the local school. More recently there has been a revival in local community members seeking to increase use of the hall, this has led to the availability of regular Tai Chi classes, community social dance nights and a local market day.

Management - The committee is working towards generating greater community usage together with proposals to improve the hall, in particular renovating the old kitchen and increasing storage areas.

Lower Bucca Community Hall Management Committee

Operating Budget - Achieved revenue of just under \$8,000 for the year end 30 June 2002 predominantly from the residential rental some \$6,000. Approximately \$2,000 was obtained from the Bucca Preschool and other community group hall hire such as the local bushfire brigade and various community consultation meetings. Expenses for the year amounted to \$1,700 resulting in a profit of \$6,300. The committee continue to carry out improvements to the hall and surrounds, recently including repairing fences and kitchen fixtures.

Management - This is a small committee committed to providing good management and a well maintained facility for the use of the local community.

Nana Glen Sport, Recreation and Equestrian Centre Management Committee

Operating Budget - Achieved revenue of just under \$14,500 for the year end 30 June 2002, expenses amounted to \$14,000 resulting in a small profit of \$500. Revenue is obtained from the regular user groups including Coffs Harbour Polocrosse, Coffs Harbour Pony Club, Coffs Harbour Rodeo Society, North Coast Equestrian Club, Coffs Horse Trials and Nana Glen Cricket Club. Some of the events held include the Regional Polocrosse and Pony Club carnivals, NSW Zone Polocrosse Championship and interstate horse trials. Other regular users include the local schools, Rural Fire Service, together with community social functions such as Carols by Candlelight and weddings. The committee with the financial assistance from Council has recently worked towards upgrading the power supply to ensure major events can be held successfully on site.

Management - The committee is made up of representatives of the various user groups who have a long history of commitment to improving this facility.

Woolgoolga Community Village Management Committee

Operating Budget - Made a loss of \$1,220 for the year end 30 June 2002 from revenue of \$13,891. The primary income source is the rental obtained from the Neighbourhood Centre, Meals on Wheels and Tourist Information Office, although 80% of this income is returned to Council. The regular user groups at the community hall are the Woolgoolga Family Playgroup, Red Cross Society, Orchid Society, Jazzarama and Woopi Twirlers. In addition there is casual use such as community meetings, social functions, weddings and birthday parties. The committee has recently improved the facility by providing undercover walkways, window drapes and benches.

cont'd

42 Community Facilities Management and Advisory Committee Update (cont'd)

Management - The committee is concerned with the continued competition for the limited number of community groups in Woolgoolga. They are in constant competition with other community venues including the Registered Clubs. This has resulted in the committee having to personally approach potential user groups, increase advertising and look at various ways to improve the facility.

ADVISORY COMMITTEES

Aboriginal Consultative Committee

This committee continues to meet regularly. The committee has been involved with the Nations in Bloom presentation, development of grant activities, encouraging of young peoples activities, membership and continues to change fairly regularly with some long serving members recently making way for new members to be appointed.

Access Advisory Committee

The committee continues to meet on a monthly basis to provide advice and information on matters of access within the city. The committee provides input into the development and building applications for new public buildings or extensions of existing public buildings. Advice is also provided regarding buildings where the owner or manager simply wants to improve access. The committee recently hosted a seminar on "Accessibility in the Built Environment". This seminar was successful and very well attended. It assisted professionals in the building and health industries by informing them of requirements when planning, designing and constructing accessible new facilities or developing existing facilities.

Arts and Cultural Development Advisory Committee

This committee provides input to arts and cultural development activities which have included cultural forums, a design solution for public art installations to provide gateway entry statements to the city, mosaic murals, a business plan for the Museum, cultural database and facility development advice on the entertainment centre and Jetty Memorial Theatre. The committee also advised on the allocation of the annual Community Arts and Cultural Development Grants Program which provided a total of \$20,000 to 15 community projects/ events, covering both visual and performing arts from youth to seniors as well as disability groups.

Boambee East Community Centre Steering Committee

The steering committee continued to work on developing the draft management plan for the proposed facility. The committee will meet again towards the end of the construction period to have input into the operational phase.

Regional Gallery Advisory Committee

This committee now meets on a quarterly basis and provides effective support to the Gallery Director through its multi-talented membership. The committee has provided help with the development of the Gallery's new logo and general advice that ensures the continued success of the regional gallery.

cont'd

42 Community Facilities Management and Advisory Committee Update (cont'd)

Youth Consultative Committee

During the last 12 months a group of young people have worked on the task of developing the Youth website which was launched in December 2002.

Currently extensive investigation is being undertaken into how best to revitalize and reform the committee. It is expected that a report will be prepared for Council in the near future to outline the proposed new directions for this committee.

Issues:

These committees are made up of unpaid volunteers who are prepared to offer their personal time for their community and in many instances they provide invaluable advice and experience. These committees achieve good management, promote community consultation and use and endeavour to maximize income with minimal cost. The committees continue to seek community support and funding opportunities to improve the facilities.

Management committee members who attended the 2003/2004 Management Plan briefings with Council have voiced their appreciation and support of this process. The issues raised during these briefings and the requests submitted by the committees have been included in the report to Council regarding the draft Management Plan.

The committees continue to seek Council's financial support for further development as the need arises.

Recommendation:

That Council note the valuable assistance, advice and good management of Council's community facilities and advisory committees by volunteer members.

43 2003/2004 PROPOSED FEES, CHARGES AND BUDGETS FOR COMMUNITY MANAGEMENT COMMITTEES

Purpose:

Submitting for adoption the proposed 2003/2004 fees, charges and budgets for the following community facilities under the care, control and management of Council's facility management committees:

Ayrshire Park
Coffs Harbour Community Indoor Stadium
Coramba Community Hall
Eastern Dorrigo Showground and Community Hall
Lowanna Community Hall
Lower Bucca Community Centre
Nana Glen Sport, Recreation and Equestrian Centre
Woolgoolga Community Village

Description of Item:

These community facilities are under the care, control and management of a Council committee set up under Section 377 of the Local Government Act.

The Local Government Act provides that the fees, charges and budgets are to be approved by Council.

Each of the management committees have recommended the proposed fees, charges and budgets.

Statutory Requirements:

Committees of Management established pursuant to Section 377 of the Local Government Act, 1993 are prohibited, from among other things, the following:

" the making of a charge "

" the fixing of a fee "

" the voting of money to expenditure on its works, services or operations "

Council is required to approve the budget and proposed fees and charges so that they may be implemented.

Issues:

The majority of the facility management committees have elected not to implement any major increases to their fees and charges. The exception is the Coffs Harbour Community Indoor Stadium who has recommended increases to fees to cover the increasing operating costs.

The committees of those facilities who chose not to recommend increases to their fees and charges consider that in the main the fees and charges are already at a maximum. Accordingly, any increases implemented at this stage could risk the loss of existing user groups. The loss of any group could result in the inability of a facility to break even.

cont'd

43 2003/2004 Proposed Fees, Charges and Budgets for Community Management Committees (cont'd)

Proposed 2003/2004 fees, charges and budgets for the following facilities are attached:

Ayrshire Park
Coffs Harbour Community Indoor Stadium
Coramba Community Hall
Eastern Dorrigo Showground and Community Hall
Lowanna Community Hall
Lower Bucca Community Centre
Nana Glen Sport, Recreation and Equestrian Centre
Woolgoolga Community Village

The City Treasurer has advised that the fees and charges proposed are reasonable in relation to the budgets for each of the committees. All of the budgets, with included funds on hand, disclose reasonable financial projections and financial positions.

All funds generated by the various facilities are reinvested back into those facilities.

The salient points are:

- Insufficient funds for some facilities means the inability to set aside funds for either an equipment or sinking fund.
- Fees and charges are at a maximum level in line with competition.
- Council recognises that there is insufficient income to provide for major maintenance and repairs and this may require consideration of funding for the future.
- To further increase fees to those facilities where increases are not proposed would put at risk the viability of that facility and accordingly the voluntary support of the committees. The significant community involvement in the operation and maintenance already reduces Council costs.
- The following tasks are the sole responsibility of the volunteer committee members:
 - Accepting books
 - Managing the accounts
 - Banking
 - Marketing and promotion of the facility
 - Coordination of capital works
 - Fundraising
 - Correspondence
 - Organising day to day operations for contractors.

The cost to Council of providing these services would far exceed the cost of them being undertaken by the committee.

cont'd

43 2003/2004 Proposed Fees, Charges and Budgets for Community Management Committees (cont'd)

Recommendation:

- 1. That the attached fees, charges and budgets (Attachments A1 to H2) for Ayrshire Park, Coffs Harbour Community Indoor Stadium, Coramba Community Hall, Eastern Dorrigo Showground and Community Hall, Lowanna Community Hall, Lower Bucca Community Centre, Nana Glen Sport, Recreation and Equestrian Centre and the Woolgoolga Community Village for 2003/2004 be approved.**
- 2. That Council, in the preparation of its overall building and maintenance program, continue to make allowance for major maintenance and repair requirements for these facilities.**

L T Ford
Acting Director of City Services

Attachments:

AYRSHIRE PARK		ATTACHMENT A1		
FEES & CHARGES				
1 JULY 2003 - 30 JUNE 2004				
	Actual	Actual	Actual	Proposed
Year	2000/2001	2001/2002	2002/2003	2003/2004
	Inc GST	Inc GST	Inc GST	Inc GST
Seasonal fixture allocation				
Composite - day/oval	1,370	1,371	1,500.00	1,650.00
Composite - half day/oval	685	685	750.00	825.00

Please note that this Management Committee has GST registration.

The main user group is the Boambee Soccer Club and the fees are in line with Council's sporting field charges such as Brelsford Park, Englands Park and Fitzroy Oval.

The fee includes use of amenities and canteen.

AYRSHIRE PARK					ATTACHMENT A2
1 YEAR BUDGET					
1 JULY 2003 - 30 JUNE 2004					
YEAR	Audited Actual 1998/1999	Audited Actual 1999/2000	Audited Actual 2000/2001	Audited Actual 2001/2002	Proposed Budget 2003/2004
OPERATING REVENUE					
Seasonal Competitions	1,000	1,000	1120	1500	1650
Temporary Allocations					
Training					
Grants/Donations	129			423	200
Sundry		488	587	35	50
Interest	2		1	1	
TOTAL OPERATING REVENUE	1,130	1,488	1,708	1,959	1900
OPERATING EXPENDITURE					
Ground R & M (1)	1,127	131	265	468	1800
Canteen/amenities maintenance					0
Administration		57	8		70
Bank Charges	3			5	30
Replacement signs		9			0
Garbage & sundry	20		65	35	0
TOTAL OPERATING EXPENDITURE	1,150	196	338	508	1900
OPERATING PROFIT	-20	1,291	1,370	1,450	0
2001/2002 structural improvements (concrete paving & steps)				2300	
2002/2003 structural improvements (drainage,field expansion,carpark)					
Balance					
Cash at Bank	1,308	2,600	2915	2005	
Notes					
1. The committee aim to fully fertilise the Park.					
2. This committee with funding from Council is further developing the Park to include expanded fields and a larger sealed carpark.					
3. Council provide the mowing services, however the Committee and Boambee Soccer Club still continue to volunteer many hours of personal time towards the development of the park including field topping, fertilisers and sand cartage valued at \$5,000 over the past two years.					

**COFFS HARBOUR COMMUNITY INDOOR STADIUM
FEES AND CHARGES
1 July, 2003 - 30 June, 2004**

	ACTUAL 2001/2002		ACTUAL 2002/2003		Proposed 2003/2004	
	Day Inc GST	Night Inc GST	Day Inc GST	Night Inc GST	Day Inc GST	Night Inc GST
Irregular or Single Time Users						
Courts 1or4or5or6	30.00	50.00	30.00	50.00	35.00	55.00
Court 2 or 3	25.00	40.00	25.00	40.00	30.00	45.00
Whole Stadium	90.00	160.00	90.00	160.00	110.00	176.00
Regular Users						
Courts 1or4or5or6	25.00	45.00	25.00	45.00	27.50	49.50
Courts 2or3	20.00	35.00	20.00	35.00	22.00	38.50
All Courts	80.00	150.00	80.00	150.00	88.00	165.00
Training for C.H. Junior Representative Teams(Including School Representative Teams) All Courts	20.00	40.00	20.00	40.00	20.00	40.00
Weekend minimum opening fee	30.00		30.00		33.00	
Meeting Room - per hour	10.00	10.00	10.00	10.00	10.00	10.00
Individual training - per hour	2.00	2.00	2.00	2.00	2.00	2.00
Overnight accommodation - p.p.		5.50		5.50		11.10
Badminton - per court	10.00	15.00	10.00	15.00	11.10	16.50
Day - min. \$16 plus GST per hour unless off peak						
Night - min. \$24 plus GST per hour unless off peak						
Annual Casual Training Fee - p.p. (only available when courts are vacant)		Annual Membership 35.00		Annual Membership 35.00		Annual Membership 38.50
Special Events - Sports, Carnivals, Coaching Camps etc						
As for single time or irregular users. However hire for 6 hrs in one day, get 7th, 8th, 9th etc hour for \$30 per hour		30.00		30.00		stadium hire after 6 hours to continue at regular day time rate
Bookings longer than 6 hours in one day will incur a compulsory \$35 cleaning charge to allow toilets, Court surround, public and spectator areas to be Clean at the four hour interval.		Cleaning Fee 35.00		Cleaning Fee 35.00		
Exhibition etc - rates subject to negotiation. Minimum is forgone court hire plus 50% if resulting in competition interruption						
School Usage						
Use on demand when vacant - per term	660.00			660.00	660.00	
Sport or other regular bookings - per student	\$1.50 Primary \$2.00 High				1.50 primary 2.00 high	
<i>Casual court use per person per hour</i>				2.00	2.00	
Cleaning Bond		275.00		275.00	275.00	

* Fees have been increased to cover rising operating costs.

*There has not been a fee increase for the past two years.

**COFFS HARBOUR COMMUNITY INDOOR STADIUM
2003 - 2004**

	Actual 97/98	Actual 98/99	Actual 11/99-10/00	Actual 2000/01	Actual 2001/02	Proposed 2003/04
Revenue						
Basketball	59,449	62,703	70,104	68,223	71,196	70,648
Archery		3,120	5,436	5,404	4,430	4,050
Volleyball	15,537	20,725	17,202	15,127	14,750	18,815
Netball	2,672	16,192	15,471	12,963	12,021	7,140
Futsal	863	4,214	3,014	3,159	1,764	2,405
Hockey	4,102	3,138	54	Nil		
Wheelchair Basketball		1,669	1,736	2,643	3,885	3,360
Special Sporting Events	6,419	9,015	14,226	21,149	30,714	21,808
Multisport			7,314	7,610	6,168	7,458
Daily School Hire	7,723	10,796	10,064	10,179	12,648	16,354
Special School Hire		5,000	2,787	2,901	3,378	2,596
Training	1,490	2,010	3,885	1,282	1,600	1,360
Shotball			209	623	567	684
Indoor Soccer				73	23	
Other User Charges		913	919	475	4,161	400
Memberships				390	318	589
Facility Hire				240	564	1,070
Junior Development Program				65		8,900
Accommodation			1,049	705	136	
Advertising/Sponsorship	11,250	12,417	13,815	13,744	15,750	13,750
Donations			6,000	7,420	1,191	1,500
Sundries	7,082	3,670	692	74	1	
Gold Phone Income	1,696	1,904	1,740	1,353	1,489	910
Pinball Machines				940	731	348
Cleaning Fee Charged		60	270	90	191	
Interest Received	4,264	406	382	1,335	1,562	1,651
Total Income	122,547	157,952	176,369	178,167	189,238	185,796
Council Maintenance contribution					20,000	20,000
Total					209,238	205,796

ATTACHMENT B2 (cont'd)

	Actual 97/98	Actual 98/99	Actual 11/99-10/00	Actual 2000/01	Actual 2001/02	Proposed 2003\04
Expenses						
Employment Costs	61,341	79,912	75,718	75,715	86,950	94,541
Incentive Fee					2,472	5,000
Loan Repayments Prin + Int		33,372	33,372	33,372	33,201	32,961
Photocopier Repayment Prin + Int			545	1,092		
Materials & Contracts	2,483	4,219	3,299	3,376	1,458	901
Maintenance	10,089	15,142	12,773	14,406	20,000	20,325
Stationery/Postage/Insurance	6,543	4,627	2,909	1,818	2,030	3,500
Bank Charges			260	246	20	36
Supervisors/Coaching/Childcare/ Referees	77	4,247	5,440	3,730	3,528	4,650
Special event costs			2,701	5,136	15,807	11,700
Telstra	3,904	4,515	3,758	3,851	3,920	3,828
Sewage		968	505	997	1,070	1,100
Water	1,794	1,190	1,271	1,576	1,449	1,350
Rubbish Removal	1,061	1,070	2,026	1,328	1,263	1,370
Security Charges	302	528	734	621	448	420
Insurances				2,511	1,206	4,825
Sanitary units		1,050		1,050		600
Freight				44	32	24
Electricity	6,439	9,037	9,820	9,568	10,257	8,900
Street Lighting			774	1,181		1,080
Equipment <100			256	343		
Sundries			330	45	172	120
Publicity/Promotion			136	2,447	2,858	3,150
Legal Fees			733	733		
Licences/Subscriptions			50	157	276	454
Interest - Bank			1	9	1	
Total Expenses	94,033	159,877	157,411	165,352	188,417	200,835
Operating Profit	28,514	-1,925	18,958	12,815	20,820	4,961
2001/2002 structural improvements (airconditioner, carpet)					5,500	
2002/2003 structural improvements (spectator seating)						
Cash at Bank		24,941	33,216	44,397	53,985	

Please note that the revenue and expenditure budget does not include the GST factor as it is anticipated that it would be cost neutral and not impact on profitability.

- Interest rate change from 7.5% to 7.25% for building loan from February 2002.

CORAMBA COMMUNITY HALL			ATTACHMENT C1	
FEES & CHARGES				
1 JULY 2003 - 30 JUNE 2004				
Year	Actual 2000/2001	Actual 2001/2002	Actual 2002/2003	Proposed 2003/2004
Hall Hire				
- Hourly Rate	8	8	8	8
- Daily Rate	65	80	80	80
Note: Hourly rate of hire now includes use of coffee/tea facilities.				
Kitchen (full use)	20	20	20	20
All Facilities	85	80	80	80
Bond (discretionary)	50	50	50	50
Cleaning	25	25		
Garbage	5	5		
Equipment	5	5	5	5

Please note that this Management Committee has not applied for GST registration given the amounts of money involved.

CORAMBA COMMUNITY HALL					ATTACHMENT C2
1 YEAR BUDGET					
1 JULY 2003 - 30 JUNE 2004					
YEAR	Audited Actual 1998/99	Audited Actual 1999/2000	Audited Actual 2000/2001	Audited Actual 2001/2002	Proposed Budget 2003/2004
OPERATING REVENUE					
Hall Hire (1)	1,375	1,344	2,045	3,093	2,000
Property Rental, Equipment Hire	175	50	30	95	100
Interest	5	8	12	3	5
Donations, fundraising (2)	1,260	2	21	330	500
TOTAL OPERATING REVENUE	2,815	1,404	2,108	3,521	2,605
OPERATING EXPENDITURE					
Advertising (3)					200
Repairs & maintenance	394	571	474	236	300
Equipment Purchases			404	317	0
Bank Charges	7	8	13	12	30
Electricity	286	344	571	614	540
Postage					10
Fire	42	63	70		70
Cleaning/Mowing					350
Sundries	276	15	304	123	230
TOTAL OPERATING EXPENDITURE	1,005	1,000	1,836	1,302	1,730
OPERATING PROFIT	1,809	403	272	2,219	875
2001/2002 structural improvements (noticeboard)				200	
2002/2003 structural improvements (painting,floors)					
Cash at Bank	6,229	3,132	2,755	4,736	
Notes					
1. Loss of regular user groups including Yoga, Karate, Club Clubs due to public liability insurance.					
2. Committee propose to hold a community market da.					
3. Committee aim to attract user groups through advertising.					
Please note that the Management Committee has chosen not to register for GST given the amounts of money involved. This results in the Committee being unable to charge the GST on revenue and having to carry the GST cost on expenditure.					

EASTERN DORRIGO SHOWGROUND AND COMMUNITY HALL				ATTACHMENT D1
FEES & CHARGES				
1JULY 2003 - 30 JUNE 2004				
Year	Actual 2000/2001 Inc GST	Actual 2001/2002 Inc GST	Actual 2002/2003 Inc GST	Proposed 2003/2004 Inc GST
Hall Hire				
- Hourly Rate	5.50	5.50	5.50	5.50
Hourly Rate including kitchen facilities			8.80	8.80
- Daily Rate	55.00	55.00	55.00	55.00
Daily Rate including kitchen facilities			88.00	88.00
Key Deposit	11.00	11.00	11.00	11.00
Bond - discretionary	220.00	220.00	110.00	110.00
Oval Hire				
The oval is predominantly used for general recreation purposes, there are currently no organised sporting groups who wish to regularly use the field.				
Daily Rate			66.00	66.00
Organised events discretionary bond	220.00	220.00	110.00	110.00
Tennis Court Hire				
Membership fee per annum	11.00	11.00	11.00	11.00
Member hire per hour per person	1.10	1.10	1.10	1.10
Non-member hire per hour per person	3.30	3.30	3.30	3.30

Please note that this Management Committee has applied for GST registration.

EASTERN DORRIGO SHOWGROUND AND COMMUNITY HALL					ATTACHMENT D2
1 YEAR BUDGET					
1 JULY 2003 - 30 JUNE 2004					
YEAR	Audited Actual	Audited Actual	Audited Actual	Audited Actual	Proposed Budget
	1998/1999	1999/2000	2000/2001	2001/2002	2003/2004
OPERATING REVENUE					
Hall Rental (1)	1074	130		55	150
Tennis Rental	57				
Ground Rental					
Grants & Subsidies		5,000			
Interest		4	3	35	
Donations/Raffles/Fundraising (2)	525			462	400
TOTAL OPERATING REVENUE	1656	5,134	3	552	550
OPERATING EXPENDITURE					
Telephone		71			20
Advertising	105			50	50
Repairs & maintenance	103	334			50
Bank Charges	3	7	7		30
Electricity					
Mowing					
Postage	57				
Fire					
Cleaning					
Sundries	287	200			
TOTAL OPERATING EXPENDITURE	554	611	7	50	150
OPERATING PROFIT	1101	4,523	-4	502	400
2001/2002 structural improvements (disabled toilet, kitchen)					
2002/2003 structural improvements (kitchen fitout)					
Cash at Bank	1540	6,296	292	739	

Please note that the Management Committee has GST registration.

Notes

1. Hall hire obtained from local playgroup, Tallowood Arts, Glenreagh Mountain Railway and community purposes.
2. Show & Shine on the Mountain donation.

LOWANNA COMMUNITY HALL					ATTACHMENT E1
FEES & CHARGES					
1 JULY 2003 - 30 JUNE 2004					
Year	Actual 1999/2000	Actual 2000/2001	Actual 2001/2002	Actual 2002/2003	Proposed 2003/2004
Hall Hire					
- Hourly Rate	6	6	6	6	6
- Daily Rate	60	60	60	60	60
- Pre School per day	15	15	15	15	15
Heating per hour					4

Note: Heating funds to be reimbursed to the preschool towards payment for gas.

Please note that this Management Committee has not applied for GST registration.

LOWANNA COMMUNITY HALL					ATTACHMENT E2
1 YEAR BUDGET					
1 JULY 2003 - 30 JUNE 2004					
YEAR	Audited Actual 1998/1999	Audited Actual 1999/2000	Audited Actual 2000/2001	Audited Actual 2001/2002	Proposed Budget 2003/2004
OPERATING REVENUE					
Hall Hire	280	20	60	140	150
Lowanna Preschool (1)	300	215	450	930	1,200
Interest	-	0	1		0
Donations/Grants (2)		0			200
TOTAL OPERATING REVENUE	580	235	511	1,070	1,550
OPERATING EXPENDITURE					
Advertising					100
Repairs & maintenance (3)	427	283		87	500
Bank Charges	5	4	2	1	30
Electricity	318	327	370	446	500
Mowing					100
Postage					20
Fire	136	74			0
Cleaning					50
Sundries			31		50
TOTAL OPERATING EXPENDITURE	886	688	403	535	1,350
OPERATING PROFIT	-306	-453	108	535	200
Balance			108		
Cash at Bank	510	57	165	701	

Please note that the Management Committee has chosen not to register for GST given the amounts of money involved. This results in the Committee being unable to charge the GST on revenue and having to carry the GST cost on expenditure.

Notes

1. Preschool operate Wednesday and Thursday.
2. Committee becoming active in fundraising activities.
3. This committee has limited funds available for general repairs and maintenance and relies upon Council's maintenance assistance. The volunteers carry out the majority of minor repairs in their own time and in many instances donate towards the cost.

LOWER BUCCA COMMUNITY CENTRE**ATTACHMENT F1****FEES & CHARGES****1 JULY 2003 - 30 JUNE 2004**

Year	Actual	Actual	Actual	Proposed
	2000/2001	2001/2002	2002/2003	2003/2004
Campers & caravans/head	2	2	2	2
Organised groups	35	35	35	35
Hall Rental				
-morning	10	10	10	10
-full day	20	20	20	20
-evening	30	30	30	30
Crockery & cutlery	30	30	30	30
Tennis Court				
-half day	10	10	10	10
-full day	20	20	20	20
Grounds & tennis (day)	50	50	50	50
Pre School (day)	15	15	16	17

Please note that this Management Committee has not applied for GST registration.

LOWER BUCCA COMMUNITY CENTRE					ATTACHMENT F2
1 YEAR BUDGET					
1 JULY 2003 - 30 JUNE 2004					
YEAR	Audited Actual 1998/1999	Audited Actual 1999/2000	Audited Actual 2000/2001	Audited Actual 2001/2002	Proposed Budget 2003/2004
OPERATING REVENUE					
Hall Hire (1)	586	755	720	1,900	1,800
Residence Rental	3,600	6,360	5,880	6,000	6,000
Centre Hire	200			50	50
Interest	9	4	5	3	3
Bond rental refund	495				
TOTAL OPERATING REVENUE	4,890	7,119	6,605	7,953	7,853
OPERATING EXPENDITURE					
Advertising					
Repairs & maintenance (2)	1,595	3,035	288	360	1,500
Grounds Maintenance	233	437	236	100	200
Residence Maintenance (3)	5,246	49	52	125	3,500
Bank Charges	26	40	26	36	40
Electricity	462	622	617	575	600
Council Rates & Charges	315	315	315	356	400
Telephone				111	0
Pest Control	127	93	47		200
Postage					
Fire					
Cleaning					
Sundries	229			11	60
TOTAL OPERATING EXPENDITURE	8,232	4,591	1,581	1,674	6,500
OPERATING PROFIT	-3,342	2,528	5,024	6,279	1,353
2000/2001 structural improvements (stove, repair sewer)			2,387		
2001/2002 structural improvements (access roadworks)				330	
Balance			7,411		
Cash at bank	1,834	3,903	6,559	12,635	

Please note that the Management Committee has chosen not to register for GST given the amounts of money involved. This results in the Committee being unable to charge the GST on revenue and having to carry the GST cost on expenditure.

Notes

1. Preschool now operating 3 days per week
2. Proposed new boundary fencing
3. Proposed new water tanks and fencing

NANA GLEN SPORTS, RECREATION AND EQUESTRIAN CENTRE				ATTACHMENT G1
FEES & CHARGES				
1 JULY 2003 - 30 JUNE 2004				
Year	Actual 2000/2001	Actual 2001/2002	Actual 2002/2003	Proposed 2003/2004
Ground Hire				
CH Pollo Crosse (annual)	450	465	480	495
CH Pony Club (annual)	450	465	480	495
North Coast Equestrian Club	450	465	480	495
Itinerant Equestrian Events (day)	55	75	80	85
Itinerant Equestrian Events (per hour)		10	10	10
Horse Fee			2	2
Events of 1 day or part thereof	2	2	3	3
Camping Fee per unit/ members	10	12	12	12
2nd and subsequent nights	5	5	5	8
Itinerant Camping Fee	15	15	15	15
Canteen Hire	30	30	30	30
Social Cricket	30	30	30	30
Senior Cricket Club p.a. (plus canteen hire)	115	115	120	120
School Sports (per session) plus canteen	30	30	30	30
Cricket Association Annual Fee	650	650	700	700
Commercial Use by negotiation				
Bond by negotiation				

Please note that the Management Committee has chosen not to register for GST given the amounts of money involved.

The Committee has recommended an approximate 3% increase in equestrian annual fees only.

NANA GLEN SPORTS, RECREATION AND EQUESTRIAN CENTRE				ATTACHMENT G2	
1 YEAR BUDGET					
1 JULY 2003 - 30 JUNE 2004					
YEAR	Audited Actual 1998/1999	Audited Actual 1999/2000	Audited Actual 2000/2001	Audited Actual 2001/2002	Proposed Budget 2003/2004
OPERATING REVENUE					
Ground Hire (1)	180	50	190	2,005	2,200
Horse Levy	2,749	2,468	3,471	3,036	3,500
Canteen Hire	549	570	590	380	400
Annual Fees	1,840	2,000	2,000	2,090	2,100
Camping Fees	1,301	1,598	2,555	4,147	2,500
Sundry				81	
CHCC - Reimbursement	380	1,078	758		
Other Reimbursements		643	462	665	
Ground Maintenance		250	725		
Security Deposit		150			
Donations	222	1,125	200		
Interest	3	1		0	
1999/2000 cheque cancellation			39		
Caravan Rental (2)				2,058	4,700
TOTAL OPERATING REVENUE	7,224	9,933	10,990	14,461	15,400
OPERATING EXPENDITURE					
Maintenance - Plant & Equipment	1,029	2,097	263	1,757	2,000
Maintenance - Building & Grounds	2,792	3,474	4,083	3,832	4,000
Plant & Equipment (3)		20	627	385	500
Van rental				228	0
Petrol	50	25			40
Advertising	88				0
Caretaker payments				400	500
Bank Charges	23	27	31	43	50
Power	1,818	1,826	2,232	4,362	2,600
Tip	57	25	25		150
Phone	362	1,158	1,260	901	1,000
Sundry	314		96	53	
Postage	31	31	21		
CHCC Loan Repayment (4)				1,470	1,500
Septic system clean out				352	
Rates CHCC				178	
TOTAL OPERATING EXPENDITURE	6,564	8,683	8,638	13,961	12,340
OPERATING PROFIT	660	1,250	2,352	501	3,060
2001/2002 structural improvements (loan purchase caravan)				9000	
2002/2003 structural improvements (power upgrade)					
Balance					
Cash at bank	3,006	3,060	2,875	3,541	

Please note that the Management Committee has chosen not to register for GST given the amounts of money involved. This results in the committee being unable to charge the GST on revenue and having to carry the GST cost on expenditure.

Notes

1. NSW Zone Pollocrosse Championship
2. Rental received from on-site caravan.
3. Small purchases such as mower and hand tools.
4. Repayment for capital cost of caravan.

WOOLGOOLGA COMMUNITY VILLAGE

ATTACHMENT H1

FEES & CHARGES

1 JULY 2003 - 30 JUNE 2004

Year	Actual 2000/2001 inc GST	Actual 2001/2002 inc GST	Actual 2002/2003 Inc GST	Proposed 2003/2004 Inc GST
Hall Hire				
Non Commercial (non profit)				
- Hourly Rate for 2,3,4 hours	7.70	7.70	7.70	7.70
- Hourly Rate including kitchen	15.40	as above	as above	as above
Rate for >4hours (all day,all evening)		38.50	38.50	38.50
Commercial/private				
- Hourly Rate for 2,3,4 hours	11.00	11.00	11.00	11.00
- Hourly Rate including kitchen	22.00	as above	as above	as above
Rate for >4 hours (all day, all evening)		55.00	55.00	55.00
Small Rooms per hour per room	5.50	5.50	5.50	5.50
Bond	200.00	nil	nil	nil
All rates now include use of kitchen. A \$20 refundable deposit to be paid for use of kitchen smallwares to cover breakages, charged at \$2 per item.				

Please note that this Management Committee has GST registration.

WOOLGOOLGA COMMUNITY VILLAGE		ATTACHMENT H2	
1 YEAR BUDGET			
1 JULY 2003 - 30 JUNE 2004			
YEAR	Audited Actual 2000/2001	Audited Actual 2001/2002	Proposed Budget 2003/2004
OPERATING REVENUE			
Total Hall Hire (1)	2,228	5,067	3,500
Property Rental (2)	8,872	8,255	9,500
Interest	1,008	514	500
Donations	828	55	0
TOTAL OPERATING REVENUE	12,936	13,891	13,500
OPERATING EXPENDITURE			
Building & ground maintenance (3)	3,297	3,931	2,000
Cleaning	1,935	1,619	1,700
Advert,Postage & Secretarial	439	265	450
Telephone		133	50
Bank Fees	41	116	180
Motor vehicle allowance		936	0
Insurance (4)	1,800	1,054	1,300
P.O.Box Rental	45		50
Other		509	400
Electricity	639	780	800
Garbage, sewer and water rates	484	940	750
Lease - Marsh House (5)	4,885	4,829	5,500
Lease - Crown Lands	246		250
TOTAL OPERATING EXPENDITURE	13,811	15,111	13,430
OPERATING PROFIT	-875	-1,221	70
2001/2002 structural improvements (drapes,benches, walkway cover)		2,742	
Cash at Bank	21,303	17,192	
Notes			
1. Decline in hall hire anticipated due to loss of a number of regular user groups e.g., art class and card club.			
2. Rental received from Neighbourhood Centre, Meals on Wheels and \$25per week from Tourist Information Office.			
3. Garden Club now carry out ground maintenance.			
4. Note 30% rise in insurance cost.			
5. 80% of Neighbourhood Centre rent paid to Council.			

PED54 MOONEE CREEK ESTUARY MANAGEMENT PLAN: CONSULTANT APPOINTED

Purpose:

To advise Council of the engagement of WBM Oceanic Australia to undertake the Moonee Creek Estuary Management Plan.

Description of Item:

The Moonee Creek Estuary Management Plan will be an essential tool for managing the impacts of future urban development on the estuary and Solitary Islands Marine Park.

The Estuary Management Plan is aimed *“to assist Council in achieving an integrated, balanced, responsible and ecologically sustainable use of the Moonee Creek Estuary”*.

Preparation of the Plan will include data collection on ecological health, water quality, erosion, sedimentation, habitat, riparian vegetation etc. This will be used to prepare an Estuary Processes Study, an Estuary Management Study and, finally, the Estuary Management Plan.

Public consultation will be a critical part of this Plan preparation. The selected consultant proposes:

- a community questionnaire;
- one on one discussions with the community; and
- a full day community workshop.

Proposals were invited from three consultants, two of whom submitted. Details are attached.

The proposals were ranked by Council’s City Services and planning staff and by a Department of Infrastructure Planning and Natural Resources (IPNR) officer. The ranking of WBM Oceanic Australia was marginally ahead, and is also a slightly lower price. Consequently WBM Oceanics has been commissioned to prepare the Plan.

Consultation:

The Department of IPNR staff and Council’s planning staff have been consulted in undertaking the assessment of the proposals.

Economic:

This study is being two-thirds funded by the Department of IPNR. Council has funds in the current Management Plan to cover its share of the cost.

Recommendation:

That Council endorse the engagement of WBM Oceanics to undertake preparation of the Moonee Creek Estuary Management Plan.

R Bennell
Acting Director of Planning, Environment & Development

CITY BUSINESS UNITS DEPARTMENT REPORTS

E40 COFFS HARBOUR INTERNATIONAL SPORTS STADIUM - SPONSORSHIP PROPOSAL

Purpose:

For Council to consider a sponsorship proposal for the International Sports Stadium situated at the Coffs Coast Sport and Leisure Park.

Description of Item:

Negotiations have taken place over a number of years with various companies in an attempt to secure sponsorship of the International Stadium.

More recently, the former Manager of the Sports Unit has approached QantasLink and has succeeded in obtaining a sponsorship proposal. In essence the proposal is for three years, with an option of renewal.

A copy of the proposal is available as a confidential attachment to this report. This will form the basis for a formal contract between Council and QantasLink.

Sustainability Assessment:

- **Environment**

The proposal will not involve any construction work and all signage must comply with Council's policies and national standards. Matter such as visual pollution, etc will be addressed at that stage. The funds will be used to improve the stadium and hopefully attract an increased number of events which will mean an increase in the number of persons visiting the area and the resultant affect on the environment.

- **Social**

The increased directional signage and better amenities will be of benefit to the community and an increase in the type and number of events will be of benefit to the city.

- **Economic**

There will be a positive economic benefit in the form of increased revenue for the Council and an increase in events which will inject more cash into the retail, accommodation and restaurant trade. The proposal will not adversely affect Council's current flight arrangements.

Consultation:

The proposal was circulated to all Council Departments and comments invited. The matter was discussed with the Board of the Coffs Harbour International Sports Stadium and Council Planning staff were in attendance at discussions with the Board. QantasLink staff and Sports Unit staff were also consulted when the proposal was being formulated.

cont'd

E40 Coffs Harbour International Sports Stadium - Sponsorship Proposal (cont'd)

Related Policy and / or Precedents:

Council has entered into sponsorship agreements in the past. This proposal has been in the market place for many years and promoted widely, but with little interest until now.

Statutory Requirements:

All signage proposals mentioned in the sponsorship proposal would need to meet with Council's policy guidelines and the requirements of the Roads and Traffic Authority (RTA).

The sponsorship proposal has been initiated using ICAC's publication "And Now a Word from Our Sponsor" and the ten sponsorship principles.

Issues:

- This is an opportunity for Council to avail itself of extra income to allow for the "rejuvenation" of the Stadium.
- It will also allow for the purchase of the electronic scoreboard. This is an item that has been identified by both the Stadium Board/staff and event organizers as vital to the growth of events at the Stadium.
- The use of the sponsorship tickets will not preclude Council booking the most convenient/cost effective ticket package available.
- Signage would have to comply with Council's codes and the national standards adopted by the RTA.
- All signage would be at QantasLink's cost.
- The stadium would be known as QantasLink Stadium.
- QantasLink undertakes that during the term of the agreement that it will not use the brand name on any other sportsground in Australia.
- Portable signage and ground painted signs at QantasLink's cost will be allowed provide they don't conflict with participating teams.
- QantasLink signage to appear on stadium grandstand, scoreboards, pavilion and various road and carpark locations as agreed and approved by Council and other relevant authorities.

Implementation Date / Priority:

The proposal would become effective as from 1 July 2003.

Recommendation:

- 1. That Council enter into a contract with QantasLink generally in terms of their proposal of 5 May 2003 and as outlined in the body of this report.**
- 2. That all documents be completed under the seal of Council**

E41 ACQUISITION OF LAND AT NANA GLEN FOR RECREATION PURPOSES

Purpose:

To obtain Council approval for the acquisition of part of 137 Morrows Road, Nana Glen for the expansion of the Nana Glen Recreation Facility.

Description of Item:

Council would be aware that there has been ongoing negotiations for a considerable period of time to acquire additional lands at Nana Glen to allow the expansion of the existing recreation facility situated on Morrows Road, Nana Glen.

Negotiations with the new owners of the subject property have been successful, subject to Council approval. The Agreement is subject to the following conditions:

1. The land to be acquired is approximately 5.5 hectares as indicated on the plan attached to the report and subject to survey.
2. That no permanent buildings are to be constructed on the land being purchased without the consent of the vendors.
3. That no manure/refuge or waste is to be contained within the land being purchased.
4. That only a post and rail or post and wire fence is to be constructed on the new boundary at Council's expense.
5. That Council plant appropriate trees along the new boundary line.
6. That Council pay as compensation the amount indicated in the confidential section of this report.
7. That Council be responsible for all costs for the subdivision, including the vendor's reasonable legal expenses.
8. That the Agreement is subject to the vendors obtaining mortgagee's consent to the subdivision and sale.

All of the above are acceptable and it is recommended that Council proceed with the acquisition.

Sustainability Assessment:

- **Environment**

The land in question is all cleared grazing land and its change of use from grazing to rural recreational pursuits will have little, if any effects upon the environment.

cont'd

E41 Acquisition of Land at Nana Glen for Recreation Purposes (cont'd)

- **Social**

The expansion of the recreation facility at Nana Glen by the acquisition of the subject land will have a positive social outcome as the area continues to grow and demand increases. The size of the existing facility is compromised in its ability to cater for the needs of the local community.

- **Economic**

There will be a positive economic impact as the additional area will ensure that certain horse related events cannot only continue, but expand, which will involve additional monies coming into the local economy.

There are sufficient funds set aside in Council's current Management Plan to acquire the lands, pay the costs and carry out the agreed conditions.

Consultation:

There has been ongoing consultation with the Committee which manages the present recreation facility and the users of the grounds. The Committee has been lobbying hard for sometime for the additional lands to be purchased.

Issues:

The acquisition of the subject land is the only practical and sensible solution to the expansion of the current facility. There is a demonstrated need for the land which Council has recognised for sometime by setting aside appropriate amounts at budget time. The acquisition will be done by way of a boundary alteration between the two properties.

Implementation Date / Priority:

The matter will be actioned immediately following Council's approval.

Recommendation:

- 1. That Council proceed to acquire part of Lot 124 DP 262040 Morrows Road, Nana Glen, being an area of land of approximately 5.5 hectares, as indicated on the plan attached to the report, under the terms and conditions included in the body of the 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 acquisition.**
- 3. That Council be responsible for all costs associated with the matter.**
- 4. That the land be classified as operational land under the Local Government Act, 1993, as amended.**
- 5. That all necessary documents associated with acquisition of the land be executed under the Common Seal of Council.**

P C Littler
Director City Business Units

Attachments:

