



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CITY SERVICES COMMITTEE)

WOOLGOOLGA LIBRARY

GANDERTON STREET, WOOLGOOLGA

17 JULY 2003

**Commencing at the conclusion of
Planning, Environment & 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.

CITY BUSINESS UNITS DEPARTMENT REPORTS 31

E45 COMMERCIAL PROPERTY - GORDON STREET, COFFS HARBOUR 31

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.



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CITY SERVICES COMMITTEE)

17 JULY 2003

Mayor and Councillors

CITY SERVICES DEPARTMENT REPORTS

51 TRAFFIC COMMITTEE MEETING 6/2003

Purpose:

To confirm minutes from the Traffic Committee Meeting held on 3 July 2003.

Recommendation:

T.42 – Hogbin Drive, Coffs Harbour - Speed Limit (500390 [702200])

That a full traffic analysis be carried out for Hogbin Drive, Coffs Harbour, and brought back to Traffic Committee for consideration.

T.43 – Hearnese Lake Road, Woolgoolga - Speed limit (500390 [702200])

That traffic classifiers be installed in Hearnese Lake Road, Woolgoolga, with the results brought back to the next Traffic Committee.

T.44 – Sawtell Road, Toormina - Cycleway (502390)

That a cycleway be constructed in Sawtell Road, Toormina, between the creek and Linden Avenue, Toormina, as per Plan T.44.

cont'd

51 Traffic Committee Meeting 6/2003 (cont'd)

T.45 – Laneway off Scarba Street, Coffs Harbour - 'No Parking' signs (505900)

That no action be taken to install 'No Parking' signs in Scarba Street, Coffs Harbour, adjacent Bizarre Bazaar, and that it be recommended that the owners reconstruct their driveway for safer access.

T.46 – Use of Local Roads - Club Races

That the use of local roads by the Coffs Harbour Triathlon Club for regular Club races in July and August be approved subject to Police approval.

Attachments:

**COFFS HARBOUR CITY COUNCIL
TRAFFIC COMMITTEE MINUTES 6/2003
3 JULY 2003 - 10.30AM**

Present: Cr Bill Palmer, Coffs Harbour City Council
Graham Carthew, Roads and Traffic Authority
Sgt Mark Carroll, Coffs Harbour Police
Peter West, Coffs District Taxi Cab Network
George Stulle, Coffs Harbour City Council

Apologies: Anne Shearer, Coffs Harbour City Council

Minute Taker: Ann Graham, Secretary

T.42 – Hogbin Drive, Coffs Harbour - Speed Limit (500390 [702200])

Consideration to the reduction in speed limit from 100km/h to 80km/h on Hogbin Drive, Coffs Harbour.

Recommended: that a full traffic analysis be carried out for Hogbin Drive, Coffs Harbour, and brought back to Traffic Committee for consideration.

T.43 – Hearnese Lake Road, Woolgoolga - Speed limit (500390 [702200])

Consideration to the reduction in speed limit in Hearnese Lake Road, Woolgoolga.

Recommended: that traffic classifiers be installed in Hearnese Lake Road, Woolgoolga, with the results brought back to the next Traffic Committee.

T.44 – Sawtell Road, Toormina - Cycleway (502390)

Consider plans for a cycleway extension on Sawtell Road, Sawtell.

Recommended: that a cycleway be constructed in Sawtell Road, Toormina, between the creek and Linden Avenue, Toormina, as per Plan T.44.

T.45 – Laneway off Scarba Street, Coffs Harbour - 'No Parking' signs (505900)

Consideration to a request for 'No Parking' signs in laneway off Scarba Street, Coffs Harbour, adjacent Bizarre Bazaar.

Recommended: that no action be taken to install 'No Parking' signs in Scarba Street, Coffs Harbour, adjacent Bizarre Bazaar, and that it be recommended that the owners reconstruct their driveway for safer access.

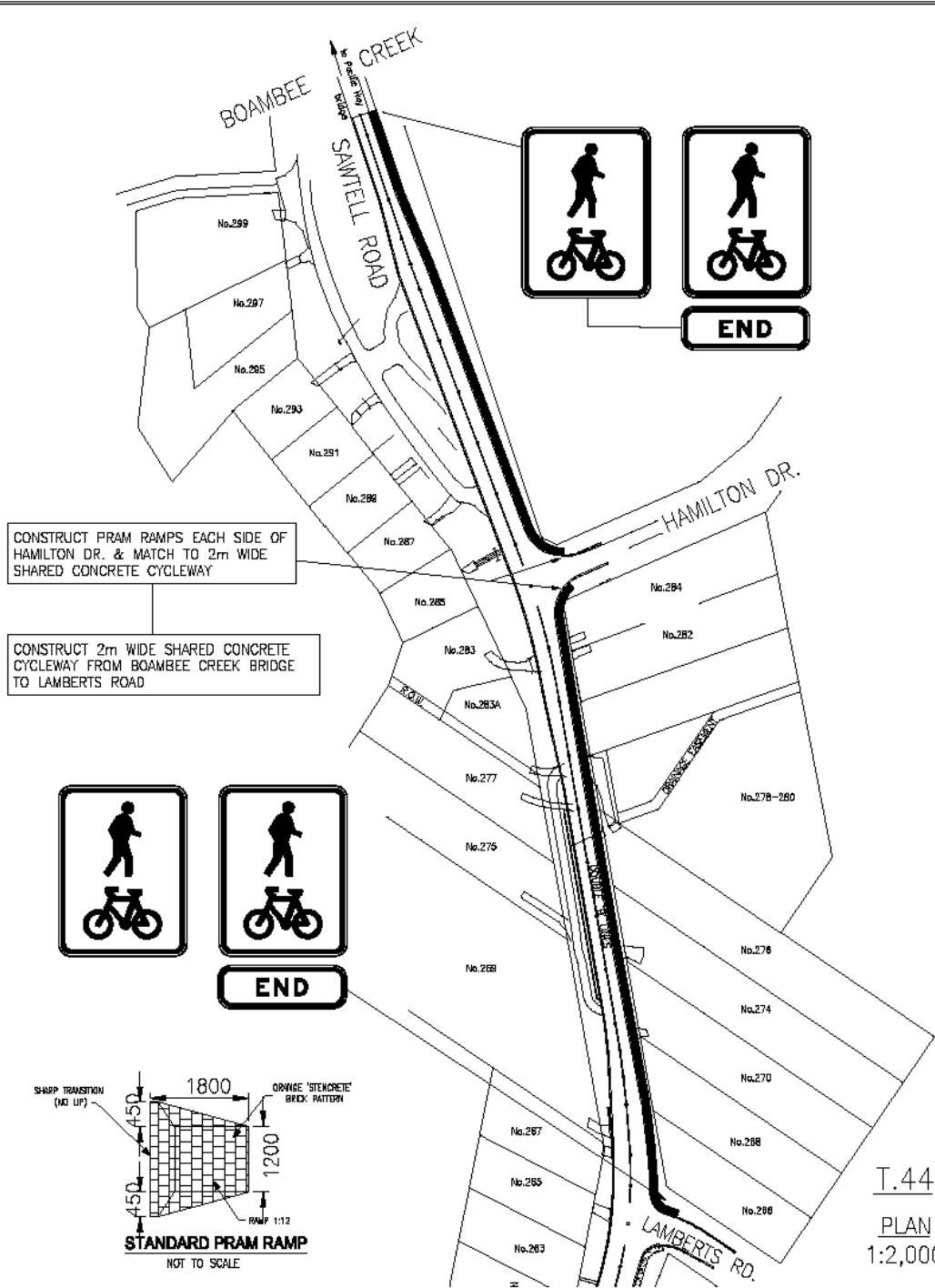
T.46 – Use of Local Roads - Club Races

Request for use of local roads for regular club races by the Coffs Harbour Triathlon Club.

Recommended: that the use of local roads by the Coffs Harbour Triathlon Club for regular Club races in July and August be approved subject to Police approval.

The next meeting will be held on Thursday, 7 August 2003 at 10.30am.

L:\Data\Roads\970504 SAWTELL ROAD STAGE2\Acad\970504 SAWTELL ROAD REVISED.dwg, 7/07/2003 11:32:29 AM, CHCC Survey & Design Branch (PB)



COFFS HARBOUR CITY COUNCIL
 ADMINISTRATION BUILDING
 LOCKED BAG 155
 COFFS HARBOUR, N.S.W. 2450
 Phone (02) 66484000
 Fax (02) 66484477
 D.X. 7559



SCALE: NTS
 DATE: 6/7/03
 DESIGN: PJB
 DRAWN: PJB

SAWTELL ROAD
 PROPOSED SHARED CYCLEWAY
 BOAMBEE CK. TO LAMBERTS RD.
 DESIGN MANAGER DATE PLAN No. 970504

52 WORKS BRANCH REPORT

Purpose:

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

Description of Item:

1. Completed Works

- Flood mitigation works to the North Arm of Coffs Creek at the rear of Collice Place.
- Footpath Construction: Frances Street– Gundagai Street to Jean Street
- Jetty Strip drainage, installation of a 1200mm dia stormwater pipe from the rear of the Jetty Dive shop to the Jetty Foreshores.
- Cycleway Construction: Bridge approaches to the Newport pedestrian / cycle bridge on the Pacific Highway.

2. Works in Progress and Commencing in May 2003

- Footpath Construction: Joyce Street, Bray Street to Tyalla School crossing
- Bucca Road curve realignments and shoulder widening.
- Drainage works to relieve flooding in Greenlinks Avenue.
- Park Avenue street refurbishment and upgrade.
- Gale St refurbishment, Coramba

A financial attachment detailing expenditure verse budget for the 2002/2003 Capital Works Program is included for Councils information. The costs reported are compiled from the ledger to date and are not the final end of year costs

Recommendation:

1. **That Council note the progress report on construction and maintenance works undertaken by Works Branch up to 30 June, 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: 30-Jun-03**

Description	Revised Budget	Actual Expenditure	% Project Complete	% Costs Expended
Local Roads				
Bucca Rd, realignment, Blackspot program	\$446,200	Not finalised		
Sealed Roads Reseals	\$527,000	\$516,804	100%	98%
Sealed Roads Reseals - Asphalt	\$80,447	\$71,014	100%	88%
Sealed Roads Rehabilitation	\$1,117,834	\$692,952	65%	62%
Gravel Resheets	\$107,940	\$95,984	90%	89%
Federal Roads to Recovery	\$493,266	\$333,396	70%	68%
Dust Sealing	\$200,000	\$201,943	100%	101%
Sawtell Rd reconstruction, Boambee Ck to Hamilton Dr	\$126,484	\$99	0%	0%
Total:	\$3,099,171	\$1,912,192		
Regional Roads				
Hogbin Drive Extension Albany St to High St	\$249,512	\$41,862	18%	17%
Hogbin Dr Widening, Stadium Dr to Boambee Ck	\$487,796	\$486,596	100%	100%
Total:	\$737,308	\$528,458		
Drainage				
Drainage Impts / Nuisance Flooding	\$373,562	\$228,899	62%	61%
Jetty Strip Drainage	\$239,271	\$285,031	100%	119%
Stormwater Management Plan Works	\$156,842	\$87,458	58%	56%
North Arm Coffs Creek Flood Mitigation	\$275,469	\$301,365	100%	109%
Total:	\$1,045,144	\$902,753		
Bridges				
Upper Orara & Mt Brown Bridge Approaches	\$200,000	\$164,420	80%	82%
Timmsvale / Pine Brush Ck Bridge Reconstructions	\$486,827	\$498,718	100%	102%
Lower Bobo Reconstruction	\$428,774	\$440,210	100%	103%
Total:	\$1,115,601	\$1,103,348		
Footpaths / Cycleways				
Footpath Construction	\$254,758	\$87,140	29%	34%
PAMPS Footpath Works	\$143,800	\$92,052	60%	64%
Cycleway Projects	\$339,227	\$258,053	74%	76%
Total:	\$737,785	\$437,245		
Water Mains				
Mains Renewals	\$275,000	\$154,747	58%	56%
Mains Extensions	\$70,000	\$9,947	17%	14%
Total:	\$345,000	\$164,694		

53 ENVIRONMENTAL LABORATORY EQUIPMENT

Purpose:

To gain Council approval to purchase specialised equipment for the Environmental Laboratory.

Description of Item:

The Environmental Laboratory currently has a Varian Atomic Absorption Spectrometer (AAS) which cannot achieve the lower detection limits of metals in water that are required by statutory authorities. This instrument is slow as it analyses one metallic element at a time and is not as safe as an Inductively Coupled Plasma Emission Spectrometer (ICP-ES).

The current AAS instrument is still required for some heavy metal analysis using vapour generation techniques.

An ICP-ES instrument can do the following:

- allow the Laboratory to detect non-conformances at lower levels of concentration,
- enable examination of multiple elements simultaneously,
- achieve faster turn around times,
- increase efficiency of testing due to the reduced labour input required compared to the AAS,
- increase Lab output as testing can be run unattended overnight,
- reduce OH&S risk as there are no combustible gases or naked flames produced

Council currently uses an external laboratory for the detection of low level trace metals. All major laboratories now use ICP instruments and have a competitive edge over Council's Laboratory.

Sustainability Assessment:

- Environment

This instrument can detect low levels of metals such as iron, manganese and aluminium in all sources of potable water supplies such as river water, bore water and tank water. The instrument also detects metals in seawater and will have a future use in testing the quality of discharges from the deep sea release. The instrument will play an important part in monitoring the quality of water in the local environment.

- Social

Monitoring and maintaining the quality of water supplies is an important function of Council that brings favourable social benefits in the form of public health and a healthy environment.

- Economic

The estimated cost of this instrument is \$115,000 incl GST. Sufficient funds are available in the 2003/04 Environmental Laboratory budget to cover this expenditure. It is anticipated that this expenditure will be recovered through fees and charges within two years of purchase.

cont'd

53 Environmental Laboratory Equipment (cont'd)

Related Policy and Precedents:

Council's Purchasing and Supply Policy and Procedures Manual requires that Tenders be called when the value of the goods or services exceeds \$100, 000.

It is a requirement for the new ICP-ES instrument to be compatible with the existing AAS instrument so that both machines can run off the same software program. This will avoid the necessity and cost of upgrading the existing instrument and provide consistent format of test reports.

Varian Australia is the only supplier of the ICP-ES instrument and this is the only instrument that is compatible with the existing equipment in the laboratory.

It is therefore proposed to waive the requirement of the Purchasing Manual to seek tenders for the supply of the instrument and instead seek a single invited tender from Varian Australia.

Statutory Requirements:

The Local Government Act 1993 states that Council must invite tenders for the provision of goods or materials where the estimated expenditure exceeds \$100, 000 however Council may choose to not do so if there are extenuating circumstances or where competitive or reliable Tenderers are unavailable.

In this case there is only one Tenderer who can provide a compatible instrument with existing equipment in the Laboratory. The instrument is not available through distribution agencies so competitive tenders are unavailable.

Recommendation:

That, due to the unavailability of competitive tenders for an instrument that is compatible with Council's existing laboratory equipment, a single invited tender be sought from Varian Australia for the supply of one Varian Inductively Coupled Plasma Emission Spectrometer for use at the Environmental Laboratory.

Purpose:

Information on maintenance and operation activities for April, May and June 2003 for Coffs Harbour Water.

Description of Item:**1. Water**

In addition to the routine maintenance and operation activities, the following works and activities were carried out:-

1. Assisted Park Beach Caravan Park with water main construction.
2. Three staff attended First Aid Course.
3. 14 Staff attended "Bark Busters" Course.
4. One staff member attended computer course.
5. Assisted Pristine Waters Council staff with repair of inlet valve to Corindi Reservoir.
6. Assisted Construction gang with cut-ins and service connections Nunga Street and Panorama Parade, Safety Beach, main renewal.
7. Flushing program carried out in all areas connected to the town supplies between 3 June and 20 June 2003.
8. Assisted Construction gang to lower water main in Thompsons Road, Coffs Harbour.
9. Meetings held with the Premier's Department to decide on consistent levels of water restrictions for the North Coast and discuss common problems during the Council's drought.
10. Visit to Karangi Dam and Coffs Harbour WRP by John Paul College chemistry students.
11. Additional modelling of the Orara River abstractions carried out by the Department of Infrastructure, Planning and Natural Resources for the Upper North Coast Water Management Committee to determine the effect of changes to environmental flows of the Secure Yield for Coffs Harbour Water Supply.

Regional Water Supply Update

There is a contractual dispute at present with the consultant that was originally engaged for the pipeline design. The process is proceeding through the expert determination phase.

The Crossover (near Coutts Crossing) to Karangi Dam, Stage 1A, pipeline was commissioned on 10 December 2002.

There is a 12 months defects liability period and some outstanding matters are being addressed. The pressure testing of the pipeline was delayed and is at present nearing completion. Negotiation on easement compensation has commenced for the majority of the affected landowners along the route. The contract for modification of the valve chambers is proceeding. Rehabilitation along the pipeline relating to the EPA Prevention Notice, 20 February 2003, are nearing completion, under the oversight of an accredited specialist.

The tender for the remaining Nymboida pipelines, Stage 1B , has been issued and the tender closes on 29 July 2003. The pipelines are expected to be completed in 12 months.

The Shannon Creek storage design is currently expected to be completed by 20 December 2003. Tenders will be called early in 2004 with the storage construction which is schedule to be completed before the end of 2006.

The access road to the storage is proceeding as a separate design/construct contract and the road should be completed by mid 2004.

Water Supply

		April	May	June
1.	Karangı Dam (%) (end of month)	98.9	98.9	98.8
2.	Rainfall at Karangı Dam (mm)	108.2	203.2	62.7
3.	Total Consumption – Karangı Dam Supply (ML)	433.8	410.2	418.3
4.	Average Daily Consumption (ML/d)	14.5	13.2	13.9
5.	Total Abstraction Cochranes Pool (ML)	487.7	258.8	446.3
6.	Inflow from new Regional Water Supply pipeline	215.8	121.8	0
7.	River flow downstream of P/S (ML/d) (end of month)	57.8	281.7	63.5
8.	Nymboida River flow (ML/d) (end of month)	830	2028	816
9.	Total Karangı Dam Seepage (ML)	13.1	18.8	15
10.	Total Evaporation (ML) (average for month)	20.0	19.0	19.0
11.	Total Consumption Coramba (ML)	2.4	2.2	1.8
12.	Total Consumption Nana Glen (ML)	1.1	1.0	1.1

2. Sewerage

Below is a breakdown of the effluent reuse meters read throughout the City. Volumes shown are in kilolitres.

EFFLUENT VOLUMES (kL) - April to June 2003

		Total Effluent	Effluent Reused	Effluent Disposed	Rainfall
April	Coffs Harbour	324178	7154	317024	132.5
	Sawtell	102820	1228	101592	147.5
	Woolgoolga Moonee	68132	13544.2	54587.8	140
May	Coffs Harbour	438471	8667	429804	198
	Sawtell	133088	8667	124421	233
	Woolgoolga Moonee	100311	9275.2	91035.8	270
June	Coffs Harbour	330721	9451	321270	111
	Sawtell	108250	9451	98799	63
	Woolgoolga Moonee	54845	12286	42559.1	150

cont'd

54 Coffs Harbour Water : Maintenance Report for April, May, June 2003 (cont'd)

REUSE BREAKDOWN (kL) - April to June 2003

	April	May	June	Total
COFFS HARBOUR TW	1166	989	1036	3191
OVERHEAD FILL POINT	0	0	0	0
UNMETERED TRUCK FILL POINT	450	0	15	465
PS 47	0	674	677	1351
RSPCA	24	0	0	24
AIRPORT	232	44	135	411
RACE CLUB	48	189	280	517
UNIVERSITY	0	0	0	0
ADVOCATE PARK	0	0	0	0
HOCKEY FIELDS	0	0	0	0
MOTO X	0	1637	2224	3861
STADIUM	2313	1126	1004	4443
FLUSHING POINT (STADIUM)	2609	1662	2942	7213
GOLF CLUB	14	0	0	14
CITY HILL	5	7	7	19
REX HARD. OVAL	0	334	0	334
SAWTELL RUGBY UNION	9	5	0	14
SAWTELL NURSERY	53	476	9	538
SAWTELL ROUNDABOUT (BARCOO)	231	1524	1122	2877
SUB TOTAL	7154	8667	9451	25272
SAWTELL TW	31	41	398	470
SAWTELL BOWLING CLUB	0	110	0	110
CHINAMANS CK P/S	0	65	645	710
SAWTELL GOLF CLUB	1197	2197	2	3396
SUB TOTAL	1228	2413	1045	4686
WOOLGOOLA TW	8970	8229	8391.7	25590.7
WOOLGOOLGA PLAYING FIELDS (HIGH ST)	154	0	616	770
MCCANNS	0	44.3	30.5	74.8
LOADERS	0	1.4	0	1.4
UNWINS RD (TOP)	1750	0	0	1750
UNWINS RD (BOTTOM)	952	0	18.2	970.2
KILPAL (CONDONS RD)	51	490.4	669.2	1210.6
BAINS (CONDONS RD)	4	0	1.4	5.4
BENNINGS (HOLLOWAYS RD)	0	0	0	0
MCFARM	238.5	346.1	346	930.6
G SMITH (SERVO)	0	0	0	0
G SMITH (EMERALD)	0	8.4	0	8.4
DREEVENS	80.4	86.5	184.5	351.4
MORGANS FARM 1	305.1	34.5	1233.4	
MORGANS FARM 2	1039.2	34.6	795	
BREED	0	0	0	0
SUB TOTAL	13544.2	9275.2	12285.9	31664

cont'd

54 Coffs Harbour Water : Maintenance Report for April, May, June 2003 (cont'd)

1. Deep Sea Release.

The Alliance Agreement has been signed and work will commence this week on constructing a temporary rail crossing and access across the dunes in preparation for the temporary trestle construction.

2. WRP Upgrades

Tenders are being evaluated for the civil and design partners for the WRP Alliance and should be finalised next week, which will enable the concept designers to commence.

3. Reclaimed Pipeline

- Arthur Street-Charlesworth Bay section is currently under construction.
- Tenders for the Split Solitary Road-Bucca Road sections have been let and works should commence in about four weeks when pipe supplies become available.
- The Charlesworth Road-Old Coast Road sections design is complete and tenderers will be called in two weeks time.
- Designs for the Old Coast Road-Split Solitary Road section are well advanced but will require RTA sign-off before being put out to tender.

4. Morgans Road West Reclaimed System

Farm dams are currently being surveyed to enable design and construction to provide additional storage.

5. Pump Stations 12 (Midway) and 14 Brodie Drive upgrades are under way.

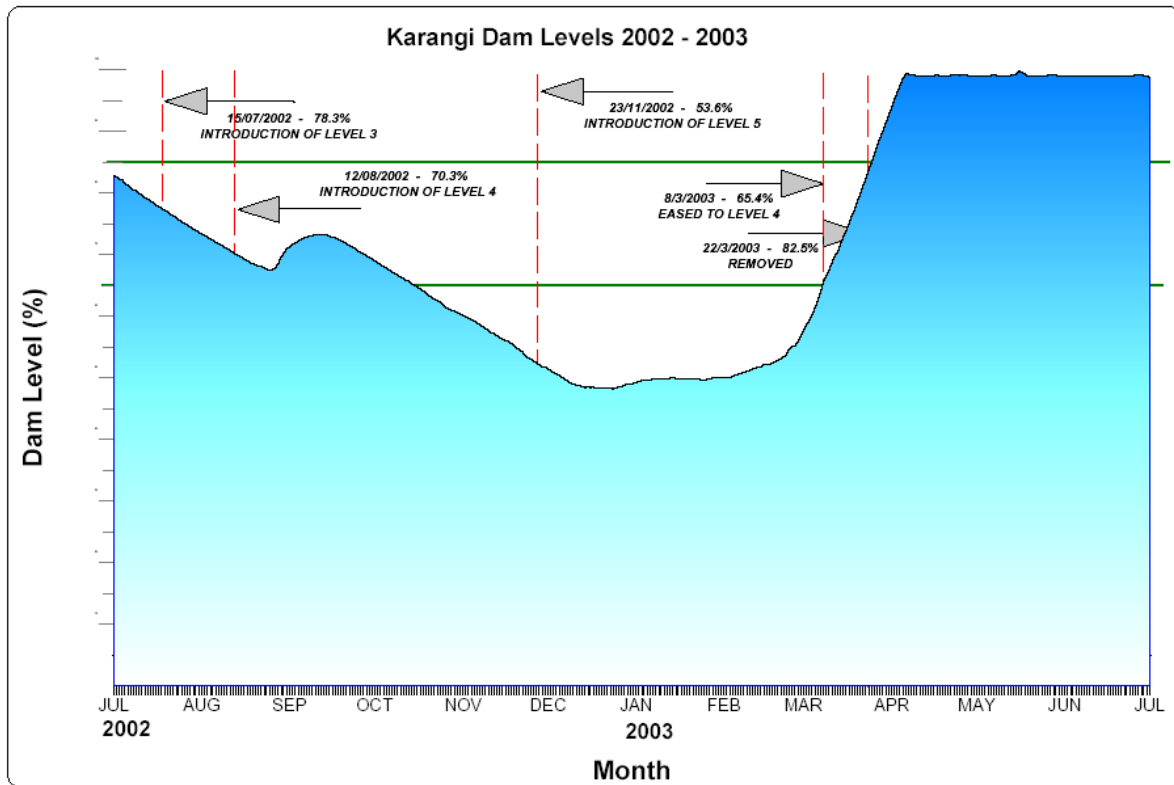
6. Pump Station 64 (James Small Drive) survey and design is under way.

7. Arwarra-Mullaway Reticulation - Design is under way with detailed layout plans now on display at Arwarra-Mullaway.

Recommendation:

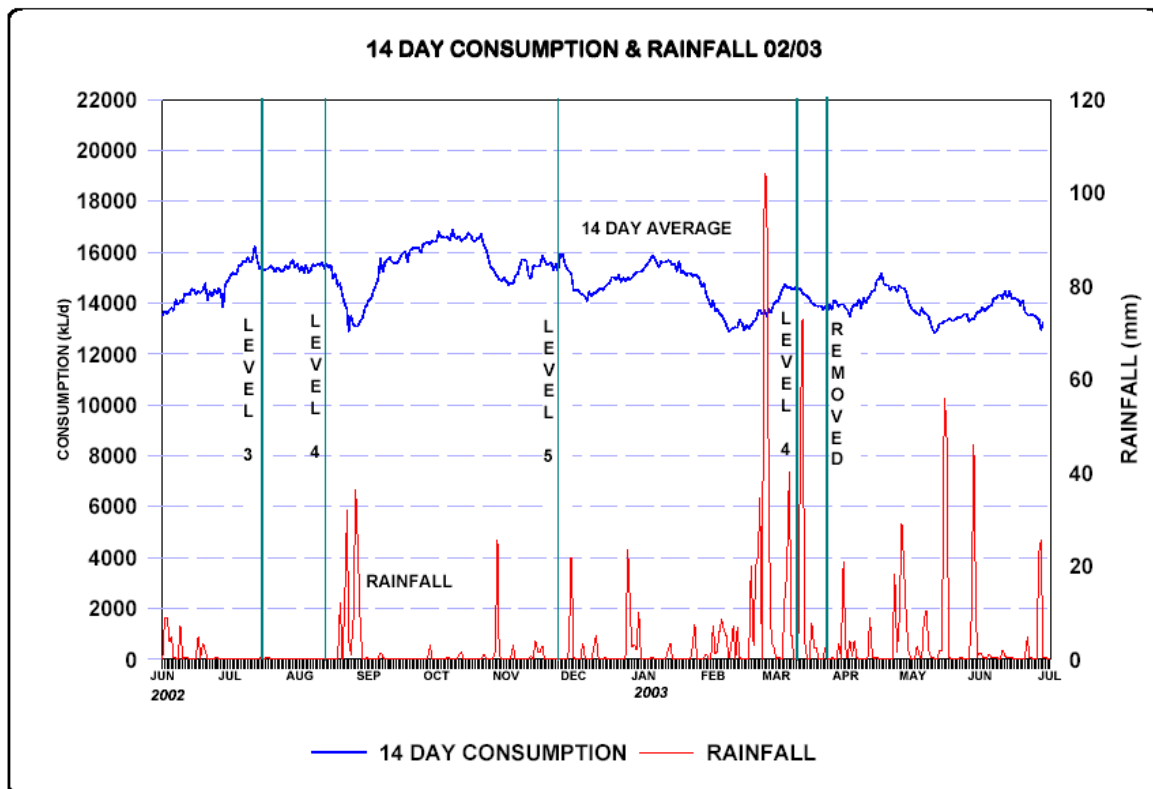
1. That the report on Coffs Harbour Water maintenance and operation activities for April, May and June 2003, be noted.
2. That the average daily consumption for the quarter of 13.9 ML/day, total abstraction for the quarter from Cochranes Pool of 1193 ML, total inflow to Karangie Dam from Regional water Supply P/L of 338 ML, total consumption for the quarter of 1262 ML and Karangie Dam storage level of 98.8% on 30 June 2003, be noted.

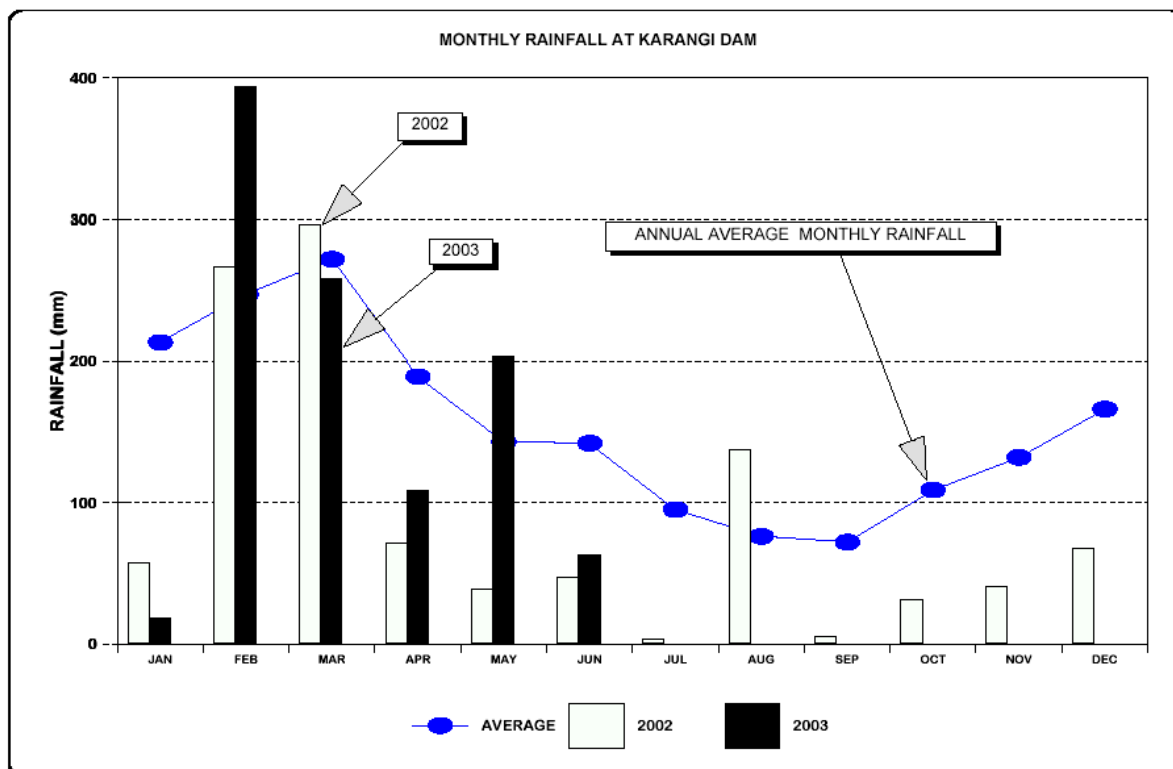
Attachments:



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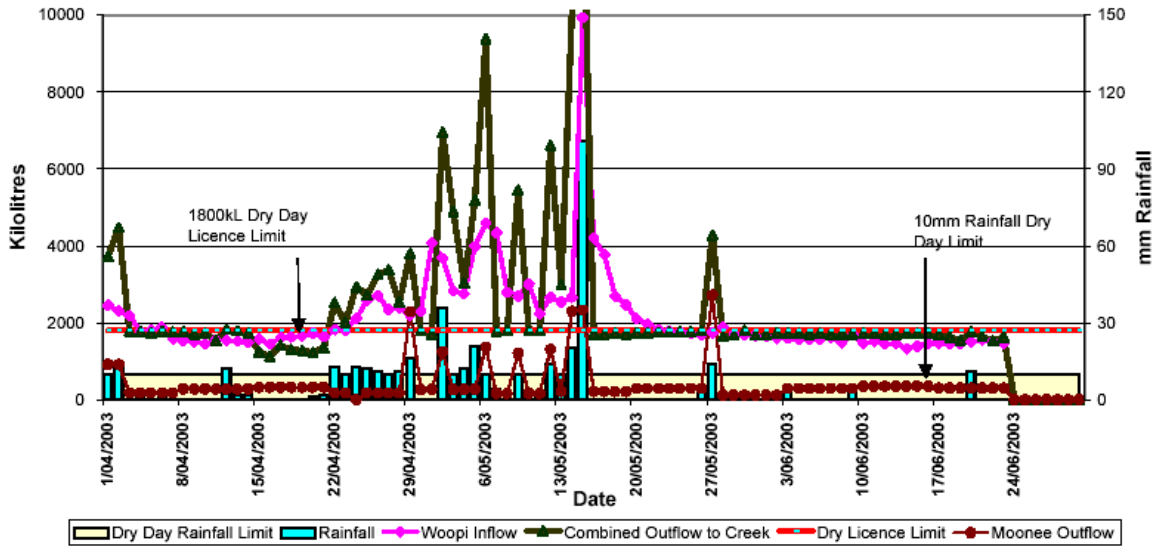




RAINFALL AT KARANGI DAM														
MONTH	AVG	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003
JANUARY	213	198	122	130	24	161	385	164	62	237	174	147	57	18
FEBRUARY	247	156	262	110	148	413	157	206	160	255	78	413	266	394
MARCH	272	46	326	111	350	381	221	138	107	219	152	755	297	258
APRIL	189	90	194	84	22	64	102	25	166	319	145	155	71	108
MAY	143	137	81	40	106	183	786	154	28	161	136	103	39	203
JUNE	142	299	43	31	19	42	75	38	30	269	43	8	47	63
JULY	95	51	38	117	57	8	76	32	60	364	11	73	4	
AUGUST	76	3	14	32	54	12	60	8	209	102	56	21	137	
SEPTEMBER	72	3	11	28	15	34	30	52	131	89	13	32	6	
OCTOBER	109	134	51	72	18	73	38	93	34	65	100	26	31	
NOVEMBER	132	79	142	55	75	263	339	190	240	108	323	129	41	
DECEMBER	166	360	171	227	165	128	101	60	101	123	131	28	68	
TOTAL YEAR	1856	1556	1455	1036	1054	1760	2370	1159	1329	2312	1363	1849	1064	1044

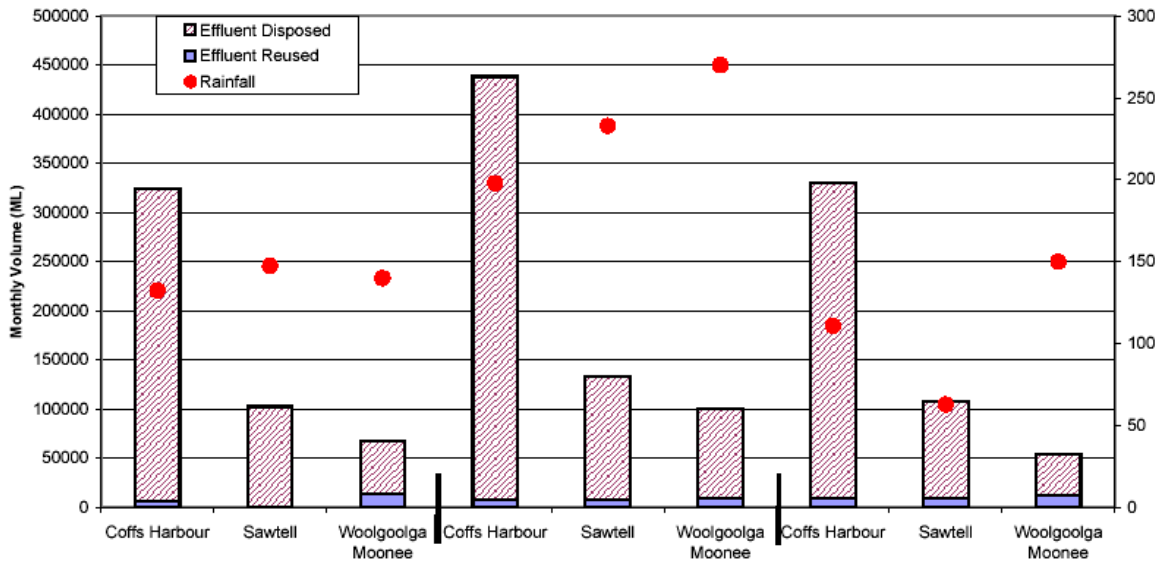
Woolgoolga/Moonee WRP Flows Second Quarter 2003

Figure 1



This Graph indicates those days when, due to high rainfall, the discharge into Willis Creek exceeds the 1800kL Dry Weather Flow Licence Limit

Total Monthly Effluent Volumes April to June 2003



55 COFFS HARBOUR WATER - WATER SUPPLY RESTRICTIONS

Purpose:

Proposal to adopt Consistent Water Restrictions for all Local Government areas and Water Authorities on the North Coast, in line with recommendations of the Premiers Department, New South Wales.

Description of Item:

That the current delegation of the General Manager to impose water restrictions be revised as shown below:

COFFS HARBOUR WATER PROPOSED RESTRICTION REGIME		
RESTRICTION LEVEL	CONDITION	TARGET CONSUMPTION REDUCTION
LEVEL 1	Sprinklers and fixed hoses may be used outside the hours of 8 am – 4 pm	Awareness
LEVEL 2	Sprinklers and fixed hoses are banned. Micro-sprays for 15 minutes and hand held hoses for 2 hours every second day, outside the hours of 8 am and 4 pm, on odd or even days matching house numbering system	5%
LEVEL 3	Sprinklers and fixed hoses banned. Micro-sprays for 15 minutes and hand held hoses for 1 hour every second day, outside the hours of 8 am and 4 pm, on odd or even days matching house numbering system	10%
LEVEL 4	Sprinklers and fixed hoses banned. Micro-sprays for 15 minutes and hand held hoses for 1/2 hour every second day, outside the hours of 8 am and 4 pm, on odd or even days matching house numbering system	15%
LEVEL 5	Use of Sprinklers, micro-sprays, fixed and hand held hoses banned. Gardens can be watered by buckets only.	20%
LEVEL 6	All external use of water banned. Gardens can be watered with grey water only.	25%
LEVEL 7	Emergency Water Supply Management - as directed by Council	95 litres/person/day

Sustainability Assessment:

- **Environment**

It is neither practical, economical nor environmentally responsible to provide “restriction free” water supply systems.

Communities will sometimes have to limit water usage to protect the domestic water supplies, our health and the environment.

cont'd

55 Coffs Harbour Water - Water Supply Restrictions (cont'd)

- **Social**

We should always manage water responsibly. Water restriction policies should therefore be supported by sound water efficiency programs.

Consistency in water restriction policies across the region is needed to minimise confusion and maximise the effectiveness of water demand management strategies.

- **Economic**

Water restrictions should be set to achieve clearly communicated targets in reductions in water consumption in an agreed timeframe, with minimum impact on communities, industry, businesses and essential services.

Consultation:

One of the key issues that arose during the drought was the inconsistency of water restriction policies, and the problems that created in managing water consumption, particularly where media boundaries overlapped the geographic boundaries of water supply authorities and local government areas.

A working group was formed and met on 2 April 2003 to develop a proposal for consistent water restrictions for the North Coast. The working group was comprised of representatives of North Coast Local Government Authorities, Water Supply Authorities and NSW Government Agencies. The working group developed a proposed set of guiding principles and consistent water restrictions, mainly aimed at domestic consumers, but also dealing broadly with industrial/commercial users.

In developing this proposal, the working group recognised that our knowledge of demand management and the impacts of restrictions on water consumption and on communities require constant monitoring and updating.

Related Policy and / or Precedents:

The Current delegation of the General Manager to impose water restrictions is set out below:

RESTRICTION LEVEL	CONDITION	DAM CAPACITY	CONSUMPTION TARGET (ML/d)
LEVEL 1	All sprinklers – 1 hour per day only	85 %	<15.14
LEVEL 2	Sprinklers attached to hoses (banned) Micro sprinklers ½ hour per day (permitted)	65 %	<12.47
LEVEL 3	Hoses 1 hour / day. Alternate days, odd & even street no's, none Mondays (buckets remainder)	55 %	<12.47
LEVEL 4	Hoses ½ hour / day. Alternate days, odd & even street no's, none Mondays (buckets remainder)	45 %	<12.00
LEVEL5	No outside use	35 %	<11.50

cont'd

55 Coffs Harbour Water - Water Supply Restrictions (cont'd)

2. The General Manager be delegated the authority to impose restrictions in accordance with the above levels.
3. The restriction level option imposed may be altered at the discretion of the General Manager, after consultation with Council, dependent on dam capacity consumption rates, river flows, weather conditions, long range forecast and the season.

Statutory Requirements:

Local Government (Water Services) Regulation 1999
General Provisions Part 2 Clause 5

“Water supply may be restricted if there is a shortage of supply”

Under the Local Government Act 1993.

Issues:

It is neither practical, economical nor environmentally responsible to provide “restriction free” water supply systems. The Coffs Harbour and Clarence Valley Regional Water Supply Scheme has been designed for a secure yield which allows for appropriate restrictions to be applied, not more than 5% of the time, more often than once every 10 years and be able to supply 80% of the normal demand (i.e. 20% reduction in consumption). This is termed the 5, 10, 20 rule.

Extract from current licence (28759) for the Nymboida River:

Water restrictions during droughts

“Prior to the storage located on Shannon Creek attaining a volume of 15,000 megalitres for the first occasion and has been commissioned, when the discharge of the Nymboida River is less than 225 megalitres per day at Nymboida (station 204001) the holder of the licence shall ensure that water is not supplied to the Lower Clarence County Council unless usage restrictions are imposed on the consumers.”

Restriction on transfer to Karangri Dam

“The authorized works shall not be used to divert water from the Nymboida River for the purpose of supplying water to the Lower Clarence County Council to augment the storage in Karangri Dam unless the discharge of the Nymboida River at the location of the measuring equipment exceeds 225 megalitres per day.”

Legally Coffs Harbour Water may be required to impose similar restrictions to North Coast Water on its consumers, based on the licence conditions above. It could be argued that if Council is already achieving a reduction in its target consumption then its level of restrictions may then vary.

Coffs Harbour Water has its own storage and depending on the situation may be able to obtain approval to vary restrictions from the appropriate government department.

When considering at what stage certain levels of restrictions should be implemented, one of the primary concerns of Council should be the Orara and Nymboida River environments.

cont'd

55 Coffs Harbour Water - Water Supply Restrictions (cont'd)

The target yield modeled in the "Hydraulic System Behavior and Yield Study" for the Regional Water Supply Scheme for 2004 was 8215 ML/annum, this relates to a daily consumption of 22.5 ML/day.

The level selected may be altered at the discretion of the General Manager, after consultation with Council, dependent on consumption rates, Orara and Nymboida River flows, weather conditions, long range weather forecast and the season. Special conditions will still apply to business, commercial and other special users and exemptions may be applied for.

The proposed restriction regime has not varied a great deal from Council's previous restrictions since many Councils in the region had adopted similar restrictions. The times for most restrictions can be set outside the 8.00am to 4.00pm hours. The biggest change is that the alternating house is related to the day of the month instead of being the day of the week, ie odd or even days matching house numbering system.

Implementation Date / Priority:

Date of Council determination, 17 July 2003

Recommendation:

1. That the current delegation of the General Manager to impose water restrictions be revised as shown below:

COFFS HARBOUR WATER PROPOSED RESTRICTION REGIME		
RESTRICTION LEVEL	CONDITION	TARGET CONSUMPTION REDUCTION
LEVEL 1	Sprinklers and fixed hoses may be used outside the hours of 8 am – 4 pm	Awareness
LEVEL 2	Sprinklers and fixed hoses are banned. Micro-sprays for 15 minutes and hand held hoses for 2 hours every second day, outside the hours of 8 am and 4 pm, on odd or even days matching house numbering system	5%
LEVEL 3	Sprinklers and fixed hoses banned. Micro-sprays for 15 minutes and hand held hoses for 1 hour every second day, outside the hours of 8 am and 4 pm, on odd or even days matching house numbering system	10%
LEVEL 4	Sprinklers and fixed hoses banned. Micro-sprays for 15 minutes and hand held hoses for 1/2 hour every second day, outside the hours of 8 am and 4 pm, on odd or even days matching house numbering system	15%
LEVEL 5	Use of Sprinklers, micro-sprays, fixed and hand held hoses banned. Gardens can be watered by buckets only.	20%
LEVEL 6	All external use of water banned. Gardens can be watered with grey water only.	25%
LEVEL 7	Emergency Water Supply Management - as directed by Council	95 litres/person/day

cont'd

55 Coffs Harbour Water - Water Supply Restrictions (cont'd)

- 2. The General Manager be delegated the authority to impose restrictions in accordance with the above levels.**
- 3 The restriction level option imposed may be altered at the discretion of the General Manager, after consultation with Council, dependent on dam capacity consumption rates, Orara and Nymboida River flows, weather conditions, long range forecast and the season.**

56 REGIONAL WATER SUPPLY : RAW WATER POLICY

Purpose:

To recommend to Council minor amendments to the Untreated (Raw) Water Policy minor. The Untreated (Raw) Water Policy relates to property owners that bound the new Regional Water Supply pipeline, within the Coffs Harbour City local government area.

To recommend to Council that it is a requirement for the amendment in the policy to be included in Section 149 (5) certificate and that mention be made to the amendment in Section 149 (2) certificate.

Description of Item:

Coffs Harbour City Council is responsible for the supply of raw water to consumers along the Regional Water Supply, bulk raw water pipeline, in the Coffs Harbour local government area, between its city boundary and Karangi Dam. With the construction of the Karangi pipeline now completed and with commissioning and hand over imminent, we have a large number of prospective consumers waiting to apply to be connected to the new raw water main.

The policy is supported by two key documents, which are provided to any prospective consumer who wishes to apply for connection to the untreated water supply. These supporting documents are:

1. Raw Water Service Application
2. Service Agreement – Connection to Raw Water Service.

Amendments have been made to the Service Agreement portion of the Raw Water Policy for the Regional Water Supply Pipeline (see attached Raw Water Policy).

Sustainability Assessment:

- **Environment**

The amendments to the policy will have no environmental effect.

- **Social**

The changes to the policy will ensure that new owners are aware of the Untreated (Raw) Water Policy and the Raw Water Service Agreement. This ensures that the new owner is aware that the water supplied from the pipeline through their service is raw water and does not meet the NHMRC Drinking Water Guidelines.

The signatory of the current Raw Water Service Agreement will remain liable to Coffs Harbour Water for the Service and water used, until the supply is disconnected or a substitute agreement is entered into with the purchaser.

- **Economic**

The amendments to the policy will have no economic effect.

cont'd

56 Regional Water Supply : Raw Water Policy (cont'd)

Consultation:

The original applicant(s) is made aware of the Raw Water Policy through the CONNECTION OF RAW WATER AGREEMENT and the Raw Water Service Application Process. It is important that any new purchaser(s) of the property is made aware of the fact that the water supply is only a raw water supply and does not meet the NHMRC Drinking Water Guidelines. The Policy Amendment puts the onus on the current property owner(s) to notify the Purchaser, of the Regional Water Supply – Raw Water Policy and the Service Agreement. The properties current service agreement is considered the binding contract and will remain so until the supply is disconnected or a substitute agreement is entered into with the purchaser. It is anticipated that the consumers will be notified of the Raw Water Policy through a notation on the 149 certificate, on transfer of the property for future property owners to enter into an agreement. Council's water supply staff will be notified of a future transfer in ownership and arrange to have a new service agreement signed.

Other Departments' Comments:

Planning, Environment and Development agree that it should be a requirement for the amendment in the policy to be included in Section 149 (5) certificate and that mention be made to the amendment in Section 149 (2) certificate.

Implementation Date / Priority:

This policy will only come into effect on commissioning of the bulk raw water supply from the Regional Water Supply system. Council publicly exhibits the rates and charges in its Management Plans.

Recommendation:

- 1. That the attached Coffs Harbour Water, Raw Water Policy for the Regional Water Supply Pipeline with amendments be adopted.**
- 2. That Council makes it a requirement for the amendment (below) in the policy to be included in Section 149 (5) certificate and that mention is made to the amendment in Section 149 (2) certificate.**

“There will be an obligation on the property owner to inform any purchaser of the arrangements concerning the supply of raw water and to notify Coffs Harbour Water of any sale. The signatory on the current Raw Water Service Agreement will remain liable to Coffs Harbour Water for water used, until the supply is disconnected or a substitute agreement is entered into with the purchaser.”

Attachments:

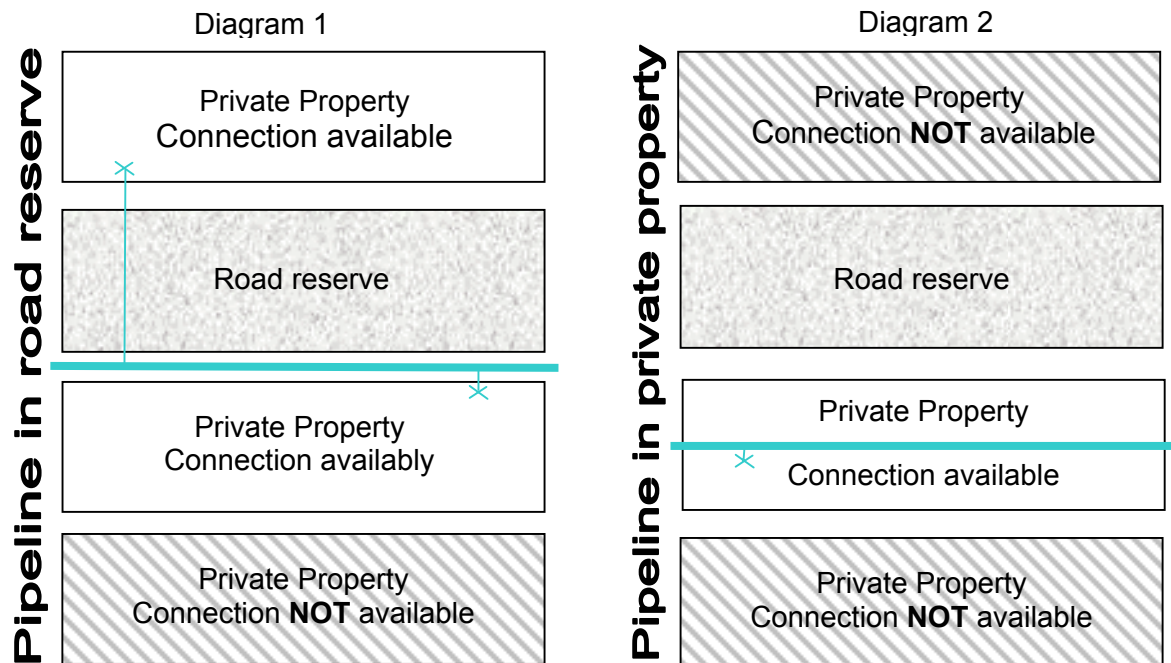
COFFS HARBOUR WATER
UNTREATED (RAW) WATER POLICY

Eligibility to Connect

Only properties ADJACENT TO THE RAW WATER MAIN will be eligible to apply for connection. Connections to the raw water mains will only be permitted during the time it takes to complete the pipeline works associated with the Regional Water Supply Project plus a further period of 12 months from the final testing date. This will maintain the security of the pipeline and limit the potential for any ribbon development.

Where the main is located in the road reserve, the adjacent property and the property on the immediate opposite side of the road will be eligible to connect (*see diagram 1*). (Council will be responsible for the pipeline under the roadway, however an additional under bore fee will be added to the cost of this installation.)

If the main is located in private property, only that property will be eligible to connect (*see diagram 2*).



Service Agreement

Connections to raw water mains are voluntary and property owners connecting to the raw water mains will be required to enter into a Service Agreement with Council before connection takes place. Each service agreement will be personal to the property owner and the agreement will not be assignable without the consent of Coffs Harbour Water. The items listed below will form the framework of the Service Agreement.

There will be an obligation on the property owner to inform any purchaser of the arrangements concerning the supply of raw water and to notify Coffs Harbour Water of any sale. The signatory on the current Raw Water Service Agreement will remain liable to Coffs Harbour Water for water used, until the supply is disconnected or a substitute agreement is entered into with the purchaser.

The property owner(s) accept that the water supply is not fit for human consumption and indemnifies Coffs Harbour Water against any liability arising from the availability, quality and use of this water supply.

Pressure

Pressure will fluctuate depending on consumption, hence a break pressure tank will be required to ensure constant pressure and security of supply for four days anticipated usage.

Flow

Due to varying pressure in the pipeline, the flow at the meter point will also vary, however Council will attempt to provide a minimum of 10 litres per minute at the meter, wherever possible.

Water Quality

As the supply is untreated, the water does not meet the NHRMC Guidelines for drinking water. Consumers should have an alternative source of water for drinking, cooking and other related uses.

Reaction Times

Wherever a consumer is without water, the pipeline is damaged or a burst occurs, the problem will be rectified as soon as possible. Planned repairs will be programmed and affected consumers notified prior to turning off the water. Council has operators standing by for after hours work. Due to the size of the trunk main and repair difficulties consumers may be without water for days, and accordingly water storage should be designed to take into account such events.

Connection Fees

Standard connection fees as per annual fees and charges apply to properties connected to the mains. Only properties adjacent to the mains will be able to connect. Connections will be limited to 20mm and are supplied within 4 weeks, wherever possible. Note: due to Raw Water Consumers having a lower standard of service to that of other consumers the metered usage charge has been reduced to reflect the lower cost of supply.

Meter Point

The meter is located on the owner's property, wherever possible, and it is the responsibility of the owner(s) to ensure that the meter is protected from possible damage, whilst also ensuring that the meter is accessible for meter readings and maintenance of the service from the main up to and including the meter only. If the meter is recording any leakage it is the responsibility of the owner to pay for any water lost and to organise a licensed plumber to repair the leak as soon as possible. Any work that is required by Council that is not normal wear and tear will be charged to the owner. This includes repairs due to damage caused by lawn mowers, cars or removal of obstructions.

Water Charges – Untreated (Raw) Water

Description	Unit	Charge exclusive of GST	GST Amount	Charge inclusive of GST
Water availability charge per annum (standing charge)	Assessment /annum	\$184.00	Excluded Div 81	\$184.00
Metered water usage (50% treated water charge)	Kilolitre	\$0.55 \$0.625	Excluded Div 81	\$0.55 \$0.625
Water Capital Contribution Fee	Per property	\$2383.00	Excluded Div 81	
	\$2383.00			
Water service connection fee - 20mm service (as per rates & charges)	Connection	\$380.00	Excluded Div 81	\$380.00
Service Under Bore Fee (as per rates & charges)	Per Bore	\$500.00	Excluded Div 81	\$500.00

Notes: All fees and charges listed are for 2003/2004 financial year.
Council will review fees and charges for raw water supply annually in conjunction with the setting of its fees and charges for its Management Plan.

57 PROPOSED INTERIM AMENDMENT TO THE DEVELOPER SERVICES PLANS FOR WATER & WASTEWATER

Purpose:

To seek Councils approval to amend the manner in which water and sewer developer contribution rates are applied to specific types of development

Description of Item:

Council, at it's Engineering Committee Meeting on 17 April 2003, adopted new Developer Services Plans (DSP's) for water and wastewater across the city. These plans provide for developer contributions to be paid towards the provision of water and sewer infrastructure. Whilst only 80% of the full charge out rate was adopted, this has resulted in substantial increases for developers, particularly in the commercial and industrial sectors. Council's resolution calls for a further review of the Plans by October 2003.

The following describes the way in which the new Developer Service Plans apply contributions to certain types of development:

Residential developments:

The adopted plans currently provide for an LGA wide rate of \$9,340 per ET (Equivalent Tenement). This rate is applied as follows:

Small dwelling	$GFA^{**} < 60m^2 = 0.45 ET (\$4,203)$
Medium dwelling	$60m^2 \geq GFA \leq 70m^2 = 0.7 ET (\$6,538)$
Large dwelling	$GFA > 70m^2 = 1 ET (\$9,340)$

** Denotes Gross Floor Area

Industrial Developments

The provisions of the DSP's require industrial developments to be charged at the rate of 1 ET per 1,000m² of land area.

Under the new DSP's provision also exists for applying charges for special or high users eg car wash.

Nursing homes

The DSP's require charges to be raised at a rate of 0.5 ET per bed

Discussion

Council's Developer Contributions Team has met on four occasions to discuss the methodology used for imposing contributions to certain types of developments. Generally residential developments comprise a GFA in excess of 70m². On minor occasions a dwelling is built with a GFA less than 70m². An example would be a small "granny" flat.

cont'd

57 - Proposed Interim Amendment to the Developer Services Plans for Water & Wastewater (cont'd)

The effect of the current charges is that a large one bedroom unit is charged the same amount as a 5 bedroom house. This suggests a level of inequity.

The Developer Contributions Team, by way of analysis of consents issued, recommends that the following level would be more equitable:

Small dwelling	GFA < 100m ²	= 0.7 ET
Other dwelling	GFA ≥ 100m ²	= 1.0 ET

Gross Floor area is considered to be the best basis of measurement, as using other methods, for example number of bedrooms, can lead to complications in determination of what comprises a bedroom.

The new level of contributions applicable to industrial developments has resulted in significant increases. For example

Address	Rate per old schedules	New rate
Hawke Drive	\$860.60	\$18,680.00
Isles Drive	\$2925.60	\$21,407.28
Willis Road	\$250.20	\$ 9,340.00

The significant increases have affected the viability of some developments.

The Developer Contributions Team recognised that the charges were set to provide for full cost recovery of the infrastructure. However the team also recognised the detrimental effect the increase is or is likely to have on commercial and industrial development. This is not in keeping with the visions of Council's key strategy of employment and investment. The Team recommends that the basis of applying contributions for industrial developments should be 1 ET per 1,000m² of Gross Floor Area as opposed to land area. It is anticipated that this would have the effect of halving the contribution.

The larger water users would require a separate DA and would have additional developer contributions levied at time of approval.

An analysis of water usage in commercial and industrial areas in the city, showed that the demand related to 9 ET's per hectare (10,000 m²), during restricted times. This is consistent with the existing policy of 10 ET's per hectare (1 ET per 1,000m²).

Council needs to also be aware that infrastructure has to be provided to service the 10ET/HA water and wastewater demands. Any variation from the current charges has to be paid for by the rest of the ratepayers and clearly spelt out in the DSP as cross subsidation.

Another area of significant concern is the level of contributions applied to nursing homes. Prior to the introduction of the new DSP's nursing homes were generally levied at a rate of 0.125 ET's per bed. Under the new DSP's the contributions are set a 0.5 per bed.

cont'd

57 - Proposed Interim Amendment to the Developer Services Plans for Water & Wastewater (cont'd)

This increase, together with the higher ET charges now in place has resulted in extraordinary increases in water & sewer contributions for nursing homes. By example a recent application for an additional 37 beds has attracted contributions of \$172,790. Prior to the introduction of the new rates on 1 May 2003, \$19,547 would have been levied.

Whilst the increase is most significant, an analysis of nursing home usage has revealed that 0.5 ET's per bed reflects the required infrastructure costs.

However council is currently seeking to promote this industry. The contributions currently in place appear to be having the opposite effect.

The Developer Contributions Team recommends that, in order to promote this industry, the contribution rates should be reduced to 0.35 ET's per bed, pending the review of the Water & Wastewater DSP's.

Sustainability Assessment:

- **Environment**

The variations proposed in this report relate to levels of funding only. The formulation of the water and wastewater strategies took into consideration environmental factors during design/development stage. Any reduction in the level of contributions may have an effect on the timing of future development, but any proposed development is expected to occur at some stage in the future.

- **Social**

The provision of amended contribution rates for specific industries eg nursing homes may result in additional facilities for residents. However this may also result in an inequity, with subsidised contribution rates being only applied to specific industries. Further, any subsidisation will result in funds being required from other sources eg rates.

- **Economic**

The reduction in contribution levels would most likely result in a higher level of development, particularly in the commercial and industrial sectors. This would result in additional employment opportunities. Any shortfall resulting from reduced or subsidised contributions will need to be addressed. This will require either future amendments to the DSP's or a subsidisation from ratepayers.

The proposed changes for residential developments are expected to have a neutral effect.

The reduction in the level of contributions received from industrial and commercial development will result in a shortfall in funds for current and future infrastructure provision. This shortfall will need to be addressed either during the DSP review or by way of increased rates (subsidisation).

cont'd

57 - Proposed Interim Amendment to the Developer Services Plans for Water & Wastewater (cont'd)

Council also needs to consider the potential for the State Government to refuse future rate increases and financial subsidy for capital works if councils continue to subsidise development

Implementation date:

It is proposed that the amendments to contribution rates as recommended in the body of this report be implemented immediately following adoption of this report.

Recommendation:

1. That the basis of applying water and sewer developer contributions levied under the Water and Wastewater Developer Services Plans 2003 be amended to:

Residential

- Small dwelling Less than 100m² = 0.7 ET per dwelling
- Other dwelling equal to or greater than 100m² =1 ET per dwelling

Industrial 1 ET per 1,000m² of floor area allocated on a pro rata basis

Nursing homes 0.35 ET per bed

2. That it be noted in the interim Development Services Plan, that the other small dwelling and nursing home contributions are being cross subsidised.
3. That it be noted that the subsidised contributions are to be reviewed prior to adoption of the Developer Services Plans.
4. That the changes be instigated immediately.

S Sawtell
Director of City Services

CITY BUSINESS UNITS DEPARTMENT REPORTS

E45 COMMERCIAL PROPERTY - GORDON STREET, COFFS HARBOUR

Purpose:

To seek Council approval for the acquisition of property to be auctioned in Gordon Street, Coffs Harbour.

Description of Item:

No. 35 Gordon Street is to be auctioned at 11.00am on Saturday 19 July 2003. The subject property is situated on the western side of Gordon Street as indicated on the attached plan. It is currently used as offices by Mid North Coast Community Care Options.

Erected on the land is a weatherboard house with tiled roof which has been adapted for commercial use. At the rear of the property is a free standing double weatherboard garage fronting Riding Lane. Part of the rear yard has been graveled to provide carparking. The land has an area of approximately 600m², the building 114m² and garage 33m². The improvements are about 50 years old but in reasonable repair. A recent pest inspection was clear. The premises are airconditioned by a ducted system.

Sustainability Assessment:

- **Environment**

The property has no heritage value and there will be no negative environmental impacts.

- **Social**

There will be no direct social impacts unless the property was redeveloped.

- **Economic**

Funding for the acquisition is recommended from the Development Reserve with nett rentals being returned to the fund. The purchase at this stage is strategic as opposed to return driven.

Consultation:

Corporate Services

There are sufficient funds in the Development Reserve to meet the anticipated cost.

Issues:

Refer to confidential attachment.

cont'd

E45 Commercial Property - Gordon Street, Coffs Harbour (cont'd)

Implementation Date / Priority:

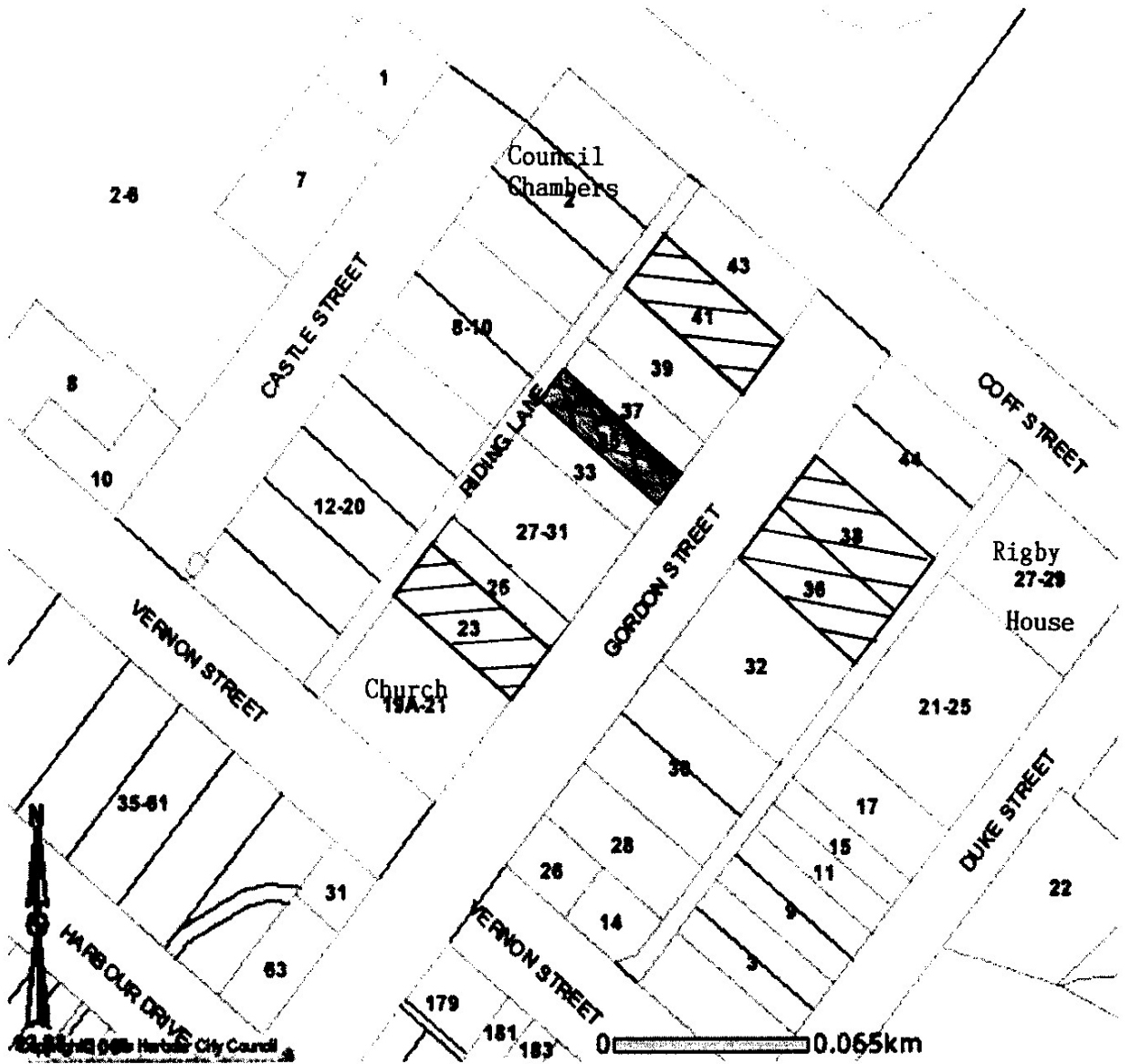
If approved appropriate Council staff will attend the auction to bid on Council's behalf, executed the contract and pay the deposit.


Recommendation:


1. That Council bid for Number 35 Gordon Street, Coffs Harbour, which is to be auctioned on 19 July 2003, up to the amount indicated in the confidential attachment to the report.
2. That any necessary documents be executed under the common seal of Council.
3. The property (if acquired) be classified as operational land under the Local Government Act, 1993 (as amended).
4. Funding for the purchase be from the development reserve.

P C Littler
Director of City Business Units

Attachments:



 Property owned by Coffs Harbour City Council

 35 Gordon Street