

The following document is the minutes of the Council and Committee Meetings held on Thursday, 16 October 2003. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 6 November 2003 and therefore subject to change.

Please refer to the minutes of the meeting of 6 November 2003 for confirmation.



COFFS HARBOUR CITY COUNCIL

**ORDINARY MEETING
(CITY SERVICES COMMITTEE)**

**COUNCIL CHAMBER
COUNCIL ADMINISTRATION BUILDING
COFF AND CASTLE STREETS, COFFS HARBOUR**

16 OCTOBER 2003

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CITY SERVICES COMMITTEE)

16 OCTOBER 2003

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

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

The meeting commenced at 5.45pm with the Mayor, Cr J Bonfield in the chair.

APOLOGY

- 205 RESOLVED** (Howe/McKimm) that an apology received from Councillors Ovens, Williams, Palmer and Strom for absence be received and leave be granted for the current meeting of Council.

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

CITY SERVICES COMMITTEE

- 206 RESOLVED** (Howe/McKimm) that the Ordinary Meeting of Council be adjourned and Council now resolve into the City Services Committee meeting, the time being 5.45pm.

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

GENERAL MANAGER'S REPORT

20 PACIFIC HIGHWAY BYPASS

The purpose of this report is to define a corridor that reflects Council's intention in its motions adopted in relation to the Pacific Highway at the City Business Units Committee meeting on 4 September 2003.

The report recommends the adoption of the plan (circulated separately to Councillors) as describing Council's preferred corridor for a Pacific Highway Bypass.

Councillor Howe declared an interest in the following matter, the reason being that she has an interest in land near Council's preferred corridor option.

As there was no quorum, discussion on the item was deferred

CITY SERVICES DEPARTMENT REPORTS

65 TRAFFIC COMMITTEE MEETING 8/2003

To confirm minutes from the Traffic Committee Meeting held on 7 October 2003.

EN66 RECOMMENDED (Bonfield/Howe) that:

T.58 – Pacific Highway, Woolgoolga - Noise Pollution (511410 [754115])

That 'Bus Zone' signs and 'No Stopping' signs be installed on Pacific Highway, Woolgoolga, north of Clarence Street roundabout, as shown on Plan T.58.

T.59 – Ray McCarthy Drive, Coffs Harbour - 'No Parking' signs (509920 [768022])

That 'No Parking' signs be installed in Ray McCarthy Drive, Coffs Harbour, either side of the driveway at Mills Transport, as shown on Plan T.59.

T.60 – Cavanba Road, Toormina (501250 [754438])

That a 'No U Turn' sign be installed in Cavanba Road, Toormina, adjacent Toormina Primary School's pedestrian crossing, as shown on Plan T.60.

66 CAMPING AT EASTERN DORRIGO SHOWGROUND, ULONG

The purpose of this report is to request that Council commence the process to amend the existing Plan of Management for Sportsgrounds to enable camping on the Eastern Dorrigo Showground located at Ulong.

- EN67 RECOMMENDED** (Howe/Bonfield) that Council commence the process to amend the Plan of Management for Sportsgrounds in relation to permitting camping on the Eastern Dorrigo Showground located at Ulong.

67 MEMBERSHIP OF THE REGIONAL GALLERY ADVISORY COMMITTEE

To obtain Council approval for the appointment of a member to the Regional Gallery Advisory Committee

- EN68 RECOMMENDED** (Howe/Wood) that Council appoint Mr J P Willis as a member to the Regional Gallery Advisory Committee

68 COFFS HARBOUR CITY GALLERY EXHIBITIONS POLICY

To obtain Council approval for the adoption of the Coffs Harbour City Gallery Exhibition Policy.

- EN69 RECOMMENDED** (Wood/Howe) that the Coffs Harbour City Gallery Exhibitions Policy be adopted by Council.

69 PERFORMANCE VENUES

To report to Council on various issues relating to options for the development of venues for performance and civic purposes.

EN70 RECOMMENDED (Wood/Howe):

1. That no further investigation be undertaken in relation to the proposal to purchase the Bunnings (North) premises at this time.
2. That the Coffs Harbour Showground and Public Recreation Trust be formally advised that Council will not be pursuing the joint venture proposal for the gymnasium at this time.
3. That an overall concept plan be developed for the provision of cultural/civic facilities for the City, in particular, addressing the feasibility of locating an entertainment centre on Brelsford Park or other appropriate sites or venues and that the use of a tensile building structure not be excluded from consideration at this time in relation to any purpose built structure.

70 WORKS BRANCH REPORT

To advise Council of the progress of construction and maintenance programs undertaken by Works Branch up to 3 October 2003.

EN71 RECOMMENDED (Howe/Bonfield):

1. That Council note the progress report on construction and maintenance works undertaken by Works Branch up to 3 October, 2003.
2. That Council note that individual program expenditures are being monitored to ensure that the total program costs for 2003/2004 are contained within the approved budget.

71 COFFS HARBOUR WATER : MAINTENANCE REPORT FOR JULY, AUGUST, SEPTEMBER 2003

Information on maintenance and operation activities for July, August and September 2003 for Coffs Harbour Water.

EN72 RECOMMENDED (Wood/Bonfield):

1. That the report on Coffs Harbour Water maintenance and operation activities for July, August and September 2003, be noted.
2. That the average daily consumption for the quarter of 16.4 ML/day, total abstraction for the quarter from Cochranes Pool of 584.5 ML, total inflow to Karangi Dam from Regional Water Supply P/L of 591 ML, total consumption for the quarter of 1511 ML and Karangi Dam storage level of 87.1% on 30 September 2003, be noted.

72 TENDERS - SAWTELL BEACH HOLIDAY PARK MOVEABLE DWELLINGS

To report on tenders received for the manufacture and installation of six moveable dwellings at the Sawtell Beach Holiday Park and to recommend that Council decline to accept any tender and to commence negotiations with the view to entering into a contract.

EN73 RECOMMENDED (Wood/Howe) that:

1. Pursuant to Clause 19(1)(b) of the Local Government (Tendering) Regulations 1999 Council decline to accept either tender
2. The General Manager be delegated authority to negotiate with suitable manufacturers of moveable dwellings with the view to entering into a contract for the supply and installation of six moveable dwellings at Sawtell Beach Holiday Park in accordance with Clause 19(3)(e) of the LG (Tendering) Regulations 1999. The terms and conditions of the contract to be the subject of negotiation.
3. In accordance with Clause 19(4) of the LG (Tendering) Regulations 1999, the following reasons for Council declining to invite fresh tenders be noted;
 - a) The two tenders received are satisfactory except for their completion dates for Separable Portion 1 (3 x Type 3 cabins) being later than the specified time which makes them non-conforming and incapable of consideration under the Local Government (Tendering) Regulation 1999.
 - b) The cabins are required to be completed prior to the 2003 Christmas holiday period because of commercial commitments

72 Tenders - Sawtell Beach Holiday Park Moveable Dwellings (cont'd)

- c) It is highly unlikely that re-tendering will produce a more advantageous result due to:
- i) The extra time required for the re-tender process which will be counter-productive in achieving completion prior to Christmas
 - ii) All known manufacturers with the necessary experience, capacity and expertise to carry out the works have obtained tender documents and were aware of the time constraints. Re-tendering is unlikely to uncover another manufacturer capable of meeting the completion date.
 - iii) The price submitted by the most advantageous non-conforming tender, Wendgold Pty Ltd, is very competitive and within budget allocation. Re-tendering is unlikely to improve on this price.
- d) Both Wendgold Pty Ltd and Alvannex Pty Ltd are considered capable of undertaking the project. It is in Council's interest to decline to accept either tender, not invite fresh tenders and negotiate with Wendgold Pty Ltd, and Alvannex Pty Ltd if necessary, to secure a completion date for the first three cabins prior to the Christmas period. This result would obviate the need to call fresh tenders.

73 TENDERS - PLANT REPLACEMENT PROGRAM - SUPPLY TRUCK MOUNTED WATER TANKER - CONTRACT 03/04-146-TO

To advise Council of tenders received for replacement of a truck mounted water tanker in the plant fleet and recommending acceptance of a tender.

EN74 RECOMMENDED (Bonfield/Wood):

1. That Council accept the tender submitted by K & J Trucks, ABN 71 003 113 675, for a Mitsubishi FV51JKM2RFAA Truck with a tank and spray equipment for the purchase price of \$195,008.00, including GST.
2. That Council accept the tender submitted by Heavy Equipment Rentals Pty Ltd, for the purchase of Council's trade vehicle of a Hino Shrike Water Truck, registration No. OMP 441, for the price of \$78,281.00, including GST.

PLANNING ENVIRONMENT & DEVELOPMENT DEPARTMENT REPORT

PED79 TENDER: WASTE SERVICES SUPERVISION AND GENERAL MAINTENANCE, CORAMBA WASTE TRANSFER STATION - CONTRACT NO. 03/04-140-TO

To report on tenders received for the supervision and general maintenance at the Coramba Waste Transfer Station.

- EN75 RECOMMENDED** (Bonfield/Wood) that Council accept the tender of Coffs Premier Security for the supervision of the Coramba Transfer Station, Contract No. 03/04-140-TO for the period commencing 1 November 2003 for a term of one year, with two 12 month extensions available subject to satisfactory performance.
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CONCLUSION OF MEETING

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

The Mayor resumed chairmanship of the meeting at 6.00pm.

OPEN COUNCIL

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

- EN76 RECOMMENDED** (Bonfield/Howe) that the Committee now move into Open Council.
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ADOPTION OF CITY SERVICES COMMITTEE REPORT

- 207 RESOLVED** (Howe/Wood) that the recommendations of the City Services Committee meeting be received and adopted.
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MATTERS OF AN URGENT NATURE

1. Lighting - North Bonville Road and Pacific Highway

Councillor Wood expressed concern at the lack of illumination at the road junction of North Bonville Road and Pacific Highway (entry to Bonville International Golf Course). Cr Wood requested the matter be referred to Traffic Committee with a request that overhead illumination be provided at the junction of North Bonville Road and the Pacific Highway.

2. Footpath opposite Toormina High School

Councillor Rhoades advised that he had raised the issue of a dangerous footpath near Toormina High School, opposite the bus bay and pick up area, over the past few months. Cr Rhoades advised that the footpath narrows to approximately 40-50cm in width and has a deep culvert alongside. Cr Roads requested that the matter be urgently rectified before an injury is caused to residents.

3. Loading Zones - Sawtell CBD

Councillor Rhoades advised that he has been approached regarding the fact that there are no loading zone facilities in the main street of Sawtell and requested, as a matter of urgency, that two loading zones be installed in the centre of the main CBD of Sawtell, one on the eastern side and one on the western side. Councillor Rhoades also questioned whether parking patrol officers ever patrolled Sawtell or Woolgoolga.

4. Toormina Apex Park

Councillor Rhoades requested that, as a matter of urgency, a report be brought to Council recommending the introduction of an Alcohol Free Zone at Toormina Apex Park from 5.00pm until daylight hours

GENERAL BUSINESS

1. Community Development Support Expenditure Scheme

Councillor Wood reported that five organisations (Waratah Respite Centre, Royal Volunteer Coastal Patrol, Coffs Harbour Retirement Village, CHYFM and How to Drug Proof Your Kids) have allocated \$35,188 to Westpac Lifesaver Helicopter Service, and there will be presentation to Westpac on 14 November. Cr Wood advised that those five clubs between them have contributed well over \$400,000 to the community which is a very great effort.

2. Suburb Naming

Councillor Wood advised that he had received a submission questioning what the name of the suburb would be for the new development off Lyons Road. The submission on behalf of the residents strongly suggested that it be named Sawtell. Councillor Rhoades questioned whether this sort of issue could be sorted out when subdivisions are in the planning stage.

The Director of Corporate Services advised that this matter would be reported to Council. The General Manager to take on notice the issue of planning subdivisions.

3. Ambulance Service

Councillor Howe reported that she had been advised by a resident of Bruxner Park Road that the Ambulance Service (remote site) had been unable to locate Bruxner Park Road on their system when an accident was reported recently. Councillor Howe requested an audit be carried out.

The General Manager to take on notice.

4. Youth Training

Councillor Howe requested more information on youth training, and if it would be appropriate for groups such as Cool Bananas to use the computer bank facility at the library. Cr Wood advised that an approach could be made to TAFE's media unit to locate it at the campus.

The General Manager advised that it was not appropriate at the library, it was more a TAFE or community based learning exercise.

Councillor McKimm advised that there is a community arts forum to be held on 1 November which is open to all community, and is particularly interesting because the whole program has been put together by a young person from the local arts council.

5. Victoria Street - Bush Fire Danger

Councillor Rhoades advised that he had requested a report on the threat of fire coming up through vegetation to properties between 101 and 122 Victoria Street, but to date nothing has happened. Cr Rhoades expressed concern at the time taken and requested a letter be sent to residents concerned within seven days.

The Acting Director of City Business Units, Mr C Spring, advised that a letter was sent to one owner however a letter will be sent to the rest of the residents that actually back on to the bush land. The Acting Director of City Business Units advised that the local Fire Brigade had looked at this area and there is still further work that needs to be carried out and an action plan prepared which would be done at the beginning of November.

6. Indoor Stadium Committee

Councillor Rhoades questioned whether there was any way that Council could assist the Indoor Stadium Committee with fees (advertising and legal) which came about as a result of the existing Management Company not exercising its right to continue the lease at the Indoor Stadium.

Director of Corporate Services advised that the costs could be covered from the legal expenses and advertising budgets.

7. Clean Beaches Awards

Councillor Rhoades advised that he had read in the newspaper that Sawtell Chamber of Commerce has this year declined to be involved in the Clean Beaches Awards. The Chamber advised that they had written to Council putting forward recommendations as to why they lost last time and the reply from Council was "*no it couldn't be done*" or "*there were no resources available*". Cr Rhoades requested that someone from Council speak to the Chamber as the Chamber feels they are wasting their time.

The General Manager to take on notice.

8. Playground Equipment

Councillor Rhoades advised that there is a policy of Council that states that in any subdivision over 50 building blocks there is to be provision of playground and equipment. Councillor Rhoades questioned whether there were provisions within Panorama Heights Estate and North Boambee Valley for a playground to be put in. Councillor Rhoades requested that the policy be revisited in order to ensure that it hasn't been shelved.

The General Manager advised that he was not sure about Panorama Heights Estate but would get back to Cr Rhoades. The General Manager also advised that this is all part of the Section 94 Contributions plan review which will be coming back to Council within the next few months

9. Growers Markets Shade Covers

Councillor Rhoades questioned whether Council purchased the shade covers for the growers markets from within Council's budget.

Director of City Services advised that Council did purchase them but it was on the basis that the rental back would pay for the purchase

Councillor Howe advised that one of aims of Growers Markets Committee was that the markets would match the surrounding area, so they entered into an arrangement with people who would be participating in markets and did a bulk purchase of shelters, which people are buying back.

10. Rural Lands Strategic Plan - Terms of Reference

Councillor Rhoades raised the matter of use of community members for the Rural Lands Strategic Plan in the composition and compiling of the Terms of Reference to go to the Commission. Cr Rhoades advised that letters were sent to those community members advising of the terms of reference, for their comment. Cr Rhoades requested another letter be sent to the community members asking them to attend a meeting regarding the Terms of Reference.

The General Manager advised that one of the difficulties was that the Committee was wound up, however he would take the matter on notice and if concerns warrant the need to get the people together to try and sort out the terms of reference, he would arrange for this to happen.

This concluded the business and the meeting closed at 6.43 pm.

Confirmed: 6 November 2003.

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J C Bonfield
Mayor