

The following document is the minutes of the Council and Committee Meetings held on Thursday, 20 November 2003. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 4 December 2003 and therefore subject to change.
Please refer to the minutes of the meeting of 4 December 2003 for confirmation.



**COFFS HARBOUR CITY COUNCIL
ORDINARY MEETING
(CITY SERVICES COMMITTEE)**

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

20 NOVEMBER 2003

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CITY SERVICES COMMITTEE)

20 NOVEMBER 2003

Present: Councillors J Bonfield (Mayor), P Howe, C McKimm, 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

Leave of Absence: Councillor I Ovens.

The meeting commenced at 6.42pm with the Mayor, Cr J Bonfield in the chair.

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

CITY SERVICES COMMITTEE

229 RESOLVED (Williams/Howe) that the Ordinary Meeting of Council be adjourned and Council now resolve into the City Services Committee meeting, the time being 6.43pm.

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

CITY SERVICES DEPARTMENT REPORTS

75 TRAFFIC COMMITTEE REPORT NO. 10/2003

To confirm minutes from the Traffic Committee Meeting held on 6 November 2003.

EN77 RECOMMENDED (Wood/Howe):

T.61 – First Avenue / Twentieth Avenue, Sawtell - Pedestrian Crossing (501520 [780390])

That a design be undertaken to incorporate parking lane lines, street lighting and blisters at the intersection of First Avenue and Twentieth Avenue, Sawtell, to enable the safe crossing of pedestrians at this location, and that the design be brought back to Traffic Committee for consideration.

T.62 – Bruce King Drive, Boambee East - Traffic Calming Devices (509750 [782939])

That :

- (a) no action be taken at this time to install traffic calming devices in Bruce King Drive, Boambee East.
- (b) Council investigate the installation of a pedestrian refuge opposite the Community Centre after its completion.

T.63 – First Avenue, Sawtell - Loading Zones (501520 [779221])

That :

- (a) 'timed' loading zones (8am-11am) be installed in First Avenue, Sawtell, north of the cinema on the western side and adjacent the Commonwealth Bank on the eastern side, as per Plan T.63.
- (b) the above action be referred to the Sawtell Chamber of Commerce for its comment.
- (c) additional line marking and signposting be carried out in conjunction with these works to define on-street car parking bays and pedestrian ramp areas.

T.64 – Platts Close / McFadyn Street / Bower Crescent, Toormina - 'Stop' Sign (510870 [748673])

That double unbroken centre lines be installed for 20 metres in McFadyn Street, Toormina, at the intersection with Platts Close.

T.65 – Cavanba Road, Toormina - 'Stop' Sign (501250 [787448])

That a 'Give Way' line, 300mm wide, be painted at the exit of the bus bay adjacent Toormina High School in Cavanba Road, Toormina.

T.66 – Lyons Road / Bayldon Road / Harrison Street, Sawtell - Traffic problems (R.500170; R.500190; R.501620 [791121])

That the intersection of Harrison Street and Bayldon Road with Lyons Road, be defined by edge road linemarking and that the 50km/h speed zone in Lyons Road, Sawtell, be extended to Bayldon Road, as per Plan T.66.

T.67 – Cuthbert Street, Boambee East - Traffic problems (501360 / 502500 [767324])

That a 'Stop' sign be installed on Sieben Road, Boambee East, at its intersection with Cuthbert Street, subject to it meeting sight distance requirements.

T.68 – Reid Drive, Coffs Harbour - Traffic Hazard (505820 [776631])

That no action be taken to request the owner to move his campervan from the front of No. 91 Reid Drive, Coffs Harbour.

T.69 – Moonee Street, Coffs Harbour - Restricted Parking (505330 [788384])

That '15 minute' parking be installed for four (4) car parking spaces on the western side of Moonee Street, Coffs Harbour, immediately south of the pedestrian crossing, as per Plan T.69.

T.70 – Azalea Avenue, Coffs Harbour- Traffic Calming (503800 [438607])

That 30m of double unbroken lines be installed in Azalea Avenue, Coffs Harbour, west of McLean Street, with yellow pavement markers, as per Plan T.70.

T.71 – Diggers Beach Road, Coffs Harbour - Traffic Calming Devices (502880 [781980])

That the following traffic calming measures be trialled for one (1) month in Diggers Beach Road, Coffs Harbour, in the vicinity of the carpark:

- (a) change entrance from track to enter carpark at a different angle;
- (b) signpost shared zone as 10km/h;
- (c) install median and threshold treatment.

as per Plan T.71.

T.72 – Grafton Street, Nana Glen - Noise Pollution (510860 [786473])

That 'Reduce Air Compression Brakes' signs be installed on either side of the townships of Nana Glen and Coramba and the matter be referred back to the Roads and Traffic Authority.

T.73 – Bucca Road, Moonee - Double Unbroken Lines (500020 [789624])

That double unbroken lines be installed in Bucca Road, Moonee, as per Plan T.73.

T.74 – Old Bucca Road, Moonee - Speed Reduction (506790 / 508490 / 506810 [765824])

That curve advisory signs be installed on Old Bucca Road, Moonee.

T.75 – Mullaway Drive, Mullaway - Speed problem (507910 [791389])

That Coffs Harbour Police be requested to enforce speed limits on Mullaway Drive, Mullaway.

T.76 – James Small Drive / Pacific Highway, Korora - Road Safety (502780; 511410 [793450])

That 'Keep Left Unless Overtaking' signs be installed on Pacific Highway, Korora, adjacent to Old Coast Road.

T.77 – Strawberry Close, Woolgoolga - Speed of Vehicles (510240)

That double unbroken centre lines be installed in Strawberry Close, Woolgoolga, at its intersection with Newmans Road.

T.78 – Park Avenue Lane, Coffs Harbour - Loading Zone (512070 [794350])

That :

- (a) no action be taken to change the 'Loading Zone' in Park Avenue Lane, Coffs Harbour;
- (b) a memo be sent to Council Rangers outlining the current regulations for use of a 'Loading Zone' and advising them that Council will allow any vehicle to pick up/set down goods from adjacent businesses within the Loading Zone.

T.79 – Marcia Street / Pacific Highway, Coffs Harbour - Road Safety (505190 / 511410)

That a design be undertaken to extend the traffic island further west along Marcia Street, Coffs Harbour, from the traffic signals.

T.80 – Harbour Drive, Coffs Harbour - Temporary Road Closure (Harbour Drive [799873])

That:

- (a) the temporary road closure of Harbour Drive, Coffs Harbour, between Gordon Street and Pacific Highway, on Saturday, 29 November 2003, between the hours of 10.00am and 11.00am, for the purposes of staging a Christmas Parade, be advertised, and providing no substantive objections are received, the closure be approved.
- (b) the organisers of the Christmas Parade liaise with affected traders and obtain traders approval.
- (c) the organisers be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.
- (d) the organisers be responsible for all costs associated with the temporary closure and clean up, including advertising.

T.81 – Mackays Road, Coffs Harbour - Road Safety (502870)

That centre linemarking be carried out at the northern end of Mackays Road, Coffs Harbour, as per Plan T.81.

T.82 – Pacific Highway / Killara Drive, Moonee - 'Seagull' lane (511410 / 511260)

That the installation of a 'seagull' lane when turning right onto the Pacific Highway after exiting Killara Drive, Moonee, be referred to the Roads & Traffic Authority for investigation.

T.83 – Pacific Highway, Mullaway - Overtaking lane (511410)

That an on-site inspection be undertaken on the Pacific Highway by members of the Traffic Committee in the Mullaway area, where a motorcyclist was recently killed, and the suggestion that the overtaking lane be reduced back to Mullaway Drive with the installation of a dedicated right turn.

76 COFFS HARBOUR CITY LIBRARY AND INFORMATION SERVICE REPORT

To advise Council of the activities and operation of the library service for the period 1 July 2002 to 30 June 2003.

- EN78 RECOMMENDED** (Howe/McKimm) that Council note the report of the Coffs Harbour City Library and Information Service for the period July 2002 to June 2003.

77 MEMBERSHIP OF THE COFFS HARBOUR COMMUNITY INDOOR STADIUM MANAGEMENT COMMITTEE

To obtain Council approval for the appointment of two new committee members to the Coffs Harbour Community Indoor Stadium Management Committee.

- EN79 RECOMMENDED** (Strom/McKimm) that Council appoint Mr Paul Savelberg and Mr Greg Rendoth to the Coffs Harbour Community Indoor Stadium Management Committee.

78 MEMBERSHIP OF THE WOOLGOOLGA COMMUNITY VILLAGE MANAGEMENT COMMITTEE

To obtain Council approval for the appointment of two new committee members to the Woolgoolga Community Village Management Committee.

- EN80 RECOMMENDED** (McKimm/Strom) that Council appoint Mr Ron Noud and Mr Michael Wrigley to the Woolgoolga Community Village Management Committee.

79 TENDERS - WRP ALLIANCE CONTRACTS 02/03-119-TO, 02/03-132-TO AND 02/03-133-TO

To report to Council on current status of the pre Total Outturn Costs (TOC) costs and to seek Council's approval to vary limits previously set by Council.

EN81 RECOMMENDED (Bonfield/Howe) that:

1. Council approve the increase in the Pre TOC budget to \$560,000.
2. Council extend the completion date for agreement of the TOC to 15 December 2003.
3. Council approve the commencement of final design pre agreement of TOC with a budget limit of \$90,000.

80 WORKS BRANCH REPORT

To advise Council of the progress of construction and maintenance programs undertaken by Works Branch up to 7 November 2003.

EN82 RECOMMENDED (McKimm/Strom):

1. That Council note the progress report on construction and maintenance works undertaken by Works Branch up to 7 November, 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.

81 LOAD LIMITS ON TIMBER BRIDGES.

To report to Council the recommendations from a recent independent survey undertaken on four timber bridges within the City of Coffs Harbour and recommending approval of load limits on three of the surveyed bridges.

EN83 RECOMMENDED (McKimm/Bonfield) that Coffs Harbour City Council:

1. Note the report on structural load testing of timber bridges in the Coffs Harbour Local Government area.
2. Note that as a result of testing of the four worst bridges, load limits apply to the following bridges:

	Max Single Axle Load (tonnes)	Max Gross Load (tonnes)
Hartleys Bridge	6	20
Finlays Bridge	-	13
Woolgoolga Creek Bridge (No. 2)	6	13
Coldwater Creek Bridge	-	-

3. Confirm the installation of load limits on Hartleys, Finlays, and Woolgoolga Creek No. 2 bridges as recommended in the report by Integrity Testing.

82 TENDER PLANT REPLACEMENT PROGRAM SUPPLY OF THREE BACKHOE/FRONT END LOADERS CONTRACT 03/04-145-TO.

To advise Council of tenders received for the replacement of three backhoe / front end loaders in the plant fleet and recommending approval to purchase new backhoe / front end loaders under the 2003/2004 Plant Replacement Program.

EN84 RECOMMENDED (Rhoades/McKimm):

1. That Council accepts the tender submitted by Hitachi Construction Machinery Pty Ltd, ABN 62 000 080 179, for the supply of three (3) John Deere 315SG backhoe/loaders for the net purchase price of \$196,020.00, including GST, after trade-in on Councils existing backhoe/loaders, registered No's UPK-535, VLT-307 and VLT-308.
2. That Council accept the additional option offered by Hitachi Construction Machinery Pty Ltd for extended power-train warranty of \$3,300 including GST, for the three new backhoe/loaders.

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 6.50pm.

OPEN COUNCIL

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

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

ADOPTION OF CITY SERVICES COMMITTEE REPORT

- 231** **RESOLVED** (Howe/Wood) that the recommendations of the City Services Committee meeting be received and adopted.

MATTERS OF AN URGENT NATURE

1. Shade Shelters - Cenotaph

Cr Wood requested that Council initiate discussions with the Coffs Harbour RSL Sub Branch and Ex-Services Club to determine the type, design and placement of shade structures adjacent to the Cenotaph to shelter those attending official events. Cr Woods also requested that an examination of sources of funding for the project should be carried out to ensure the works are completed prior to 25 April 2004.

The General Manager to approach the clubs and a report be brought back urgently.

QUESTIONS WITHOUT NOTICE

1. Parking - Sawtell & Woolgoolga

Councillor Rhoades raised the issue of parking officers patrolling Sawtell and Woolgoolga and questioned when this would take place.

The Director of Planning, Environment & Development to advise.

2. Toormina Apex Park

Councillor Rhoades questioned the status of a report he had requested regarding the possibility of introducing an alcohol free zone in Toormina Apex Park.

The Acting Director of City Business Units to take on notice.

GENERAL BUSINESS

1. Nana Glen Sportsground

Councillor Strom submitted correspondence she had received to the General Manager regarding the Nana Glen Sportsground and the condition of the grounds. Cr Strom requested a report be brought back on this matter.

Director of City Business Units to provide report.

2. Bluff Road, Emerald Beach

Councillor Williams advised that he had received phone calls regarding the auction of land in Bluff Road, Emerald Beach, the main issue being that the infrastructure is not in place as yet. Cr Williams requested this information so as to be able to answer these questions.

3. Westpac Helicopter Service - Fund raising night

Councillor Williams advised that he had received a letter from Bellingen School advising that there would be an Indonesian cultural night in May 2004 which will be a fund raising evening for the Westpac Helicopter Service and the Bali victims.

4. Slashing - Groundsell Bush

Councillor Williams advised that he had received a phone call regarding clearing taking place at Arrawarra Caravan Park and in particular the slashing of Groundsell bush, which needs to be sprayed to stop the spread of seed. Cr Willilams requested that the matter be investigated.

Director of City Business Units to investigate.

5. Integrated Urban Water Management and Water Sensitive Urban Design Conference.

Councillor Palmer advised that he had attended the above conference in Lismore which was very good and advised that it might be appropriate for members of Planning Department to attend these type of conferences in the future.

Directors of City Services & Planning, Environment & Development to note.

6. On-site Sewer Charges

Councillor Howe advised that she had received a letter from Nana Glen residents who are unhappy with the \$30 on-site sewer charge. Cr Howe questioned whether they have had an answer back as to why the \$30 is not considered to be double dipping.

The Director of Corporate Services advised that a letter has been prepared and was to issue today, with a copy to all Councillors.

7. Longer opening hours - Coramba businesses

Councillor Howe questioned whether there was anything that could be done to assist businesses in Coramba that wanted to have additional opening hours, as they have to prove they are in a tourist area in order to have longer working hours.

The General Manager to take on notice.

8. Ministerial Review of Bus Services in NSW

Councillor Howe requested that Council consider putting in a submission to the Ministerial Review of Bus Services in NSW. The submission to put forward that the country residents would also like a minimum service, or basic public transport system, and should identify things such as a regular service from the city to the hospital or the university.

The Director of City Services to action.

9. Water Restrictions

Councillor Rhoades advised that under the current Level 2 water restrictions residents are restricted to outside use of water for one hour in the morning and one hour in the evening. Cr Rhoades pointed out that a civil engineer creating a subdivision could apply to Council, and receive a standpipe with a meter on it for a rental fee of \$25, which would then allow him to fill a 15,000-20,000 tanker up from the town water supply as many times as required during the day for dust suppression. Councillor Rhoades suggested that reclaimed water could be used for dust suppression.

The Director of City Services to take on notice.

10. Street Closures

Councillor Rhoades requested that in order to improve communication with the Police, that after Traffic Committee has approved street closures, the Local Area Command be provided with a copy of the notice.

Design Manager to action.

11. Increase in Rates - Sawtell Area

Councillor Rhoades requested clarification on the following issues which were raised at the recent meeting of residents:

- Whether the dollars raised, as a result of the rate increase within the particular catchment area, actually came back into the particular area.
- Whether there were approximately 10,000 rate decreases within the local government area in the last assessment.

Councillor Rhoades also requested an information sheet be prepared and handed out by staff to people concerned which sets out options for deferral of rates.

The Director of Corporate Services advised that he would be looking at holding another meeting with the group and then coming back to Council and formally presenting a report on the issue.

This concluded the business and the meeting closed at 7.25 pm.

Confirmed: 4 December 2003.

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J C Bonfield
Mayor