



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING



(CITY SERVICES COMMITTEE)

COUNCIL CHAMBER

COUNCIL ADMINISTRATION BUILDING

COFF AND CASTLE STREETS, COFFS HARBOUR

21 OCTOBER 2004

**Commencing at the conclusion of the
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:

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) of the meeting may be closed to the public.

CITY SERVICES DEPARTMENT REPORT

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CITY SERVICES COMMITTEE)

21 OCTOBER 2004

Mayor and Councillors

CITY SERVICES DEPARTMENT REPORTS

S59 COMMUNITY FACILITIES MANAGEMENT AND ADVISORY COMMITTEES UPDATE 2004

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 advice 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 just under \$2,000 for the year ending 30 June 2004. Due to increasing support from the local community, management committee and Boambee Soccer Club operating expenditure is kept to a minimum. The park is the home base for the Boambee Soccer Club who now field some 38 teams made up of over 500 people, 400 of which are junior players. With the assistance of Council the committee is now further developing the park to include a lighting system for night training purposes. The committee also aims to provide a cricket pitch to increase the summer usage of the park.

cont'd

S59 - Community Facilities Management and Advisory Committees Update 2004 (cont'd)

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 \$208,000 in the previous year to \$220,000 for the year ending 30 June 2004. Increasing operating and contract costs amounting to \$198,000 (which includes \$33,000 loan repayment) has resulted in a profit of approximately \$22,000. The stadium is home to sports and groups such as basketball, volleyball, netball, futsal, wheelchair basketball, school sports, multi sports and life ball for seniors. The stadium in 2003/2004 hosted many sporting events including the National Basketball League - New Zealand vs Newcastle vs West Sydney Razorbacks Tournament, FIBA Oceania Youth Tournament, NSW Table Tennis Titles, North Coast Zone School Basketball, Volleyball and Soccer Titles, a sports fun day for kids with disabilities, Sportsmart Clinics and Junior Kids Holiday Program.

Management - The committee and new Stadium Management "Sportsrite" continue to try and broaden the types of sports offered and have recently hosted a Seniors Lifeball Exhibition, Junior Development Camp and sports fun day for Schools Special Unit Children. The committee continues to improve the stadium having recently completed the gallery spectator seating. The committee are now considering upgrading the Stadium including improved entry, larger kiosk and meeting areas.

Coramba Community Hall Management Committee

Operating Budget - Operated within budget with a profit of \$2,000 for the year ended 30 June 2004. Revenue of \$3,100 was generated from local resident user groups, Early Childhood Clinic, Coramba Public School, church groups, dancing and tai chi classes. Council has 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 and upgraded the kitchen.

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. The committee are now in the process of installing computers to provide internet and office software access to local residents of Coramba and surrounding western areas.

Eastern Dorrigo Showground and Community Hall Management Committee

Operating Budget - The committee offered their help and use of the hall to the Ulong RSL after the complete destruction of the RSL by fire on 2 May 2003. This resulted in a lease which commenced on 16 June 2003 and shall terminate on 15 December 2004. The RSL is currently under construction and it is anticipated to be completed by early 2005. The annual rental is \$4,164.00 and the committee aim to put these funds towards a new barbeque shelter. The committee has just completed the renovation of the kitchen, having received \$8,000 from the Department of Urban Affairs and Planning's Area Assistance Scheme. Council has allocated \$22,700 towards toilets and showers for campers on site, however, this has been delayed due to the RSL occupation.

cont'd

S59 - Community Facilities Management and Advisory Committees Update 2004 (cont'd)

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.

Lowanna Community Hall Management Committee

Operating Budget - Operates on a shoestring budget with revenue at just under \$2,500 resulting in a small profit of \$1,000 for the year ending 30 June 2004. 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 four days per week and the local school.

Management - The committee is working towards generating greater community usage and has just completed an upgrade of the kitchen.

Lower Bucca Community Hall Management Committee

Operating Budget - Achieved revenue of \$9,000 for the year end 30 June 2004 predominantly from the residential rental some \$6,000. Approximately \$3,000 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 \$2,000 resulting in a profit of \$7,000. The committee continue to carry out improvements to the hall and surrounds, recently including repairing fences and a new water tank.

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 over \$20,000 for the year end 30 June 2004, expenses amounted to \$14,000 resulting in a profit of \$6,000. 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, together with constructing a dam and providing town water to the 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 profit of \$1,600 for the year end 30 June 2004 from revenue of \$13,100. 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, 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 gas heating and additional ceiling fans.

cont'd

S59 - Community Facilities Management and Advisory Committees Update 2004 (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.

Bayldon Community Centre Management Committee

This is a recently formed committee reported on and appointed by Council at its City Services Meeting held on the 16 September, 2004.

ADVISORY COMMITTEES

Jetty Memorial Theatre Advisory Committee

Since re-opening in October 2003, following the theatre's full refurbishment and upgrading, Council assumed care, control and management of the facility and the former management committee assumed the role of an advisory committee.

The venue has proven very popular since re-opening and has been used for a range of purposes such as seminars, workshops, launches and various types of performing arts. Some 16,000 patrons have enjoyed the theatre to date and revenue for the past year has amounted to over \$38,000. A significant number of amateur productions have been presented to full houses.

The role of this committee is currently under review and the outcome of this review, along with a proposal for the future management of the venue, will be reported to Council for determination in the near future.

Aboriginal Consultative Committee

This committee continues to meet regularly. The committee has been involved with the Nations in Bloom presentation and the encouragement of activities for young people. The membership has continued to change fairly regularly with some long serving members recently making way for new members to be appointed. The NAIDOC Week activities and awards and the presentation of the Grace Roberts Community Development Award continue to be highlights for the committee.

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. A series of "mobility maps" for Coffs Harbour CBD, Sawtell, Woolgoolga and Toormina were launched this year. These maps were produced to make access around these towns easier for people in wheelchairs, scooters, walking frames, etc. They will also assist the vision impaired with the larger print format and appropriate colour combinations. Access audits are presently being conducted at hotels/motels in the area with the aim of producing a booklet with all accessible accommodation and restaurants available in the Coffs Harbour area.

cont'd

S59 - Community Facilities Management and Advisory Committees Update 2004 (cont'd)

Arts and Cultural Development Advisory Committee

This committee provides advice to Council on issues that enhance the cultural quality of life of the residents of the Coffs Harbour local government area.

It oversees and makes recommendations regarding the disbursement of Council's Community Arts and Cultural Development Small Grants Program which provided a total of \$22,000 to 16 community projects/events, covering both visual and performing arts from youth to seniors as well as disability groups. The committee also hosted the Youth Cultural Forum and coordinated the completion of the Coffs Harbour City's art collection audit during 2003/2004.

Regional Gallery Advisory Committee

This Committee meets on a quarterly basis and provides effective support to the Gallery Director through its multi-talented membership. The Committee has helped with various issues including fundraising and provides general advice that ensures the continued success of the regional gallery.

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 2004/2005 Management Plan submission briefings with Council have voiced their appreciation and support of this process.

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.

**S60 MINUTES OF THE ARTS AND CULTURAL DEVELOPMENT ADVISORY COMMITTEE
MEETING HELD ON 30 AUGUST 2004**

Purpose:

To present the recommendations of the Arts and Cultural Development Advisory Committee meeting held on 30 August 2004.

Description of Item:

The Arts and Cultural Development Advisory Committee met on 30 August 2004. The minutes of this meeting are attached.

Sustainability Assessment:

- **Environment**

There are no environmental impacts.

- **Social**

The resolutions of the committee improve the capacity of the Arts and Cultural Development Advisory Committee to develop arts and cultural issues.

- **Economic**

Broader Economic Implications

There are no economic implications.

Management Plan Implications

There are no management plan implications.

Consultation:

Arts and Cultural Development Advisory Committee.

Issues:

The meeting of 30 August 2004 resolved that:

- Members would provide comment within 14 days of the draft position description for the Cultural Development Officer position.
- The committee resolved to seek a rescission motion of Council in respect to the recent increase in fees and charges at the Jetty Memorial Theatre.
- The committee resolved to invite Ms Holly Simpson to the next meeting as a replacement for Ms Aimee van Santen who represented the Youth Arts Council.

cont'd

S60 - Minutes of the Arts and Cultural Development Advisory Committee Meeting held on 30 August 2004 (cont'd)

- In respect to the relocation of the Jester, the committee resolved to have the issue of the moral rights of the artist investigated in the first instance.
- The committee resolved that Gordon Amann and Richard Holloway would be delegates of the Arts and Cultural Development Advisory Committee at the next Civic Precinct meeting and that members were to provide them with input on the matter.

Implementation Date / Priority:

Members have provided comment on the draft job description for the Cultural Development Officer.

A rescission motion was presented to Council in respect to the fees and charges for the Jetty Memorial Theatre.

Ms Holly Simpson attended the following meeting of the Arts and Cultural Development Advisory Committee.

The issue of moral rights for the artist of the Jester has been investigated.

The delegation from the Arts and Cultural Development Advisory Committee attended the following meeting of the Civic Precinct Forum.

Recommendation:

That Council note the minutes of the Arts and Cultural Development Advisory Committee meeting held on 30 August 2004.

Attachments:

**COFFS HARBOUR CITY COUNCIL
ARTS AND CULTURAL DEVELOPMENT ADVISORY COMMITTEE
MINUTES OF THE MEETING OF 30TH AUGUST 2004**

I/R 996468

PRESENT: Councillor Jenny Bonfield, Councillor Ian Hogbin, Shirley Barnett, Becky Cole, Richard Holloway, Gordon Amman, Margaret Bruggisser, Maree Walden & Carol Hellmers.

IN ATTENDANCE: Stephen Sawtell, Jenni Eakins, Tim Freed.

1. APOLOGIES

There were no apologies.

2. MINUTES OF THE PREVIOUS MEETING

The Minutes of the previous Meeting of 26th July, 2004 had been circulated and were accepted as a correct record.

3. BUSINESS ARISING

3.1 2006 International Festival Working Party

Carol Hellmers commented on the outcomes of the working party saying that it had had two meetings since the last ACDAC meeting and that at one of those meetings John Mostyn had attended and had spoken at length about the festival. It was noted that no written material had been made available. It was suggested it may be a matter of it being commercial in confidence.

Jenny Bonfield questioned whether documentation could be made available and Jenni Eakins undertook to investigate this. She also commented on a report on available venues in the Coffs area.

Councillor Bonfield thanked Becky Cole, Carol Hellmers and Leigh Summers for their input to the working party.

3.2 Feedback from Meeting with the General Manager and Mayor

Notes from the Meeting of 12th August had been prepared and were tabled.

Richard Holloway stated that he thought the meeting had been positive and that the notes were accurate.

Stephen Sawtell covered a range of issues including the need for new directions and restructuring involving linkages with Coffs Futures. He also spoke of the development of a "noticeboard" as a means of communicating what is going on. In response to a question from Cr. Bonfield regarding commitment to a Cultural Development Officer, he advised that it would happen.

The was discussion on the community services structure and other models. Richard Holloway questioned the possibility of Craig Milburn, Cultural & Community Services Manager, Hastings Council making a presentation to the Committee.

Jenni Eakins spoke of the new position creating links internally and externally and the need for all to assist in the flow of information.

A draft of a job description for the Cultural Officer was tabled and it was agreed that members who wished to should provide feedback on it within fourteen days.

Also provided to the meeting was a document entitled "Draft Role of the Arts and Cultural Development Advisory Committee". Members were asked to consider the document and it would be listed for discussion at the next meeting of the committee.

Margaret Bruggisser joined the meeting.

4. CORRESPONDENCE IN/OUT

4.1 Public Art Master Plan for Woolgoolga

Tim Freed outlined the letter that had been sent to a number of addressees including the ACDAC. It proposed a Draft Public Art Master Plan for Woolgoolga Main Street and possible funding for this through the Regional Arts Fund. Comment was made on the need to raise the issue with the Strategic Planning Section and whether beatification works had already been identified.

Cr Bonfield advised that she would be meeting shortly with the Woolgoolga Chamber of Commerce and would raise the issue with them.

4.2 Cultural Planning Guidelines.

The guidelines had been circulated to the members and were noted.

5. GENERAL BUSINESS

It was agreed that the order of business for the agenda be rearranged as follows.

5.1 Jetty Theatre Fees

Stephen Sawtell spoke to the issue advising that it had been mistakenly considered that the matter of the fees had been referred to the Jetty Theatre Advisory Committee. He also advised that it had somehow transpired that no councillor had been appointed to the Jetty Theatre Advisory Committee. He undertook to ensure that the Committee would be consulted on fees.

Shirley Barnett tabled correspondence from the committee which sought a rescission of the council motion increasing the fees.

Crs Hogbin and Bonfield agreed that they would sign a rescission motion being two of the required three councillor signatories to have it tabled at the forthcoming council meeting.

It was agreed that as well as the Jetty Theatre Advisory Committee being consulted on the fee structure, the Arts and Cultural Development Advisory Committee should also have input.

Carol Hellmers left the meeting.

Richard Holloway stated that since the resignation of Aimee van Santen there was a vacancy on the Committee for a representative from the Youth Arts Council. It was agreed to invite Holly Simpson to represent the Youth Arts Council.

5.2 Comedy/Cartoonist week

Ian Hogbin advised that at the recent cartoon awards it had been commented to him on a number of occasions that it was a shame that the awards were not used as a nucleus with other activities taking place so that participants would spend more time in Coffs.

Jenny Bonfield asked what the role of the Arts and Cultural Development Advisory Committee was in such a situation as it required coordination and the committee's role is probably more of putting the ideas out there.

It was agreed that the committee should write to the Bunker Gallery on the issue, pointing out the opportunities and ideas and seek to have a meeting with them.

5.3 Arts & Cultural Development Small Grants sub-Committee Representatives

Tim Freed advised that in previous years, a sub-committee had been established to consider the Small Grant applications and would provide a prioritization and recommendations to the Arts and Cultural Development Advisory Committee.

Becky Cole and Shirley Barnett volunteered to work with Tim Freed on this subcommittee.

5.4 Relocation of the Jester

Jenni Eakins advised that given significant changes to the businesses fronting Vernon Street, the question was being posed as to whether or not the "Jester" should be relocated.

Margaret Bruggisser commented that before any consideration could proceed, the contract with the artist and moral rights of the artist would have to be examined. It was agreed that this would be done.

5.5 Civic Precinct Forum

Cr Hogbin spoke about a meeting held the previous Thursday where representatives of a number of relevant committees and user groups had been provided with a brief on the Civic Precinct Concept and were asked to provide feedback in this formative stage.

He ran through the same PowerPoint® presentation as at the previous week's meeting and the print-out of the presentation was included in the agenda papers.

A number of issues were discussed such as parking and open space along with initial comments by the tennis group and pensioners. Funding of the project was also discussed as was the issue of seeking comment on the Civic Precinct at the same time as the Jetty Project.

It was agreed that the Arts and Cultural Development Advisory Committee should provide a representative response and that the Committee should be represented at that meeting by Gordon Amman who would be accompanied by Richard Holloway.

Members were sought to provide comments to Gordon and Richard as soon as possible. It was agreed that, generally, the committee was enthusiastic about the project.

5.6 Promotional Material/Decoration Jetty Theatre

Shirley Barnett advised that she had received a complaint about the fact that the users were not allowed to decorate the foyer or display promotional material other than in the (inadequate) poster frames provided.

It was suggested that proposals for promotional displays should be provided and that this issue should be considered by the Theatre Advisory Committee.

6.2. Next meeting

The next meeting of Arts and Cultural Development Advisory Committee will be at 5.30 pm Monday 27th September , 2004.

The meeting closed at 6.00pm

S61 COFFS HARBOUR CITY LIBRARY AND INFORMATION SERVICE REPORT JULY 2003 TO JUNE 2004

Purpose:

To advise Council of the activities and operation of the library service for the period 1 July 2003 to 30 June 2004.

Description of Item:

This report summarises the operations and activities of the library service for the financial year July 2003 to June 2004.

Combined statistics for all three branches:

Total Membership: 40,578 - an increase of 8.9%

Total Stock: 92,636 - an increase of 3,183 items

Total Loans: 469,518 - an increase of 0.03%

Total Reservations Issued: 23,201 - an increase of 8.5%

Total Transactions: 955,814 (loans, returns, renewals and reservations) - a decrease of 0.5%

Total Attendance: 328,063 - an increase of 2%

Total Hours Open: 6,461

Total Computer Bookings: 34,500

This year the Coffs Harbour City Library recorded an average of 628 people visiting the library each day compared with 601 last year and an average 915 loans per day compared with 898 loans per day last year. Toormina recorded an average 366 loans per day and an average 286 visits per day and Woolgoolga recorded 280 loans per day and 190 visitors per day.

Programs and activities:

- Book Week Program in the Plaza
- Youth Week Evening Program
- Purple Palettes Exhibitions
- Sawtell Art Group Exhibitions
- RTA Exhibitions and Programs
- Book Group at Woolgoolga
- Mah Jong Group at Woolgoolga
- Regular Preschool Storytime at each Branch
- Australia Wide Simultaneous Storytime
- Brain Injury Awareness Week Display and Speaker
- Drug Week Display
- Law Week Display and Guest Speaker
- Some Internet and Online Demonstration Programs
- Librarians' Choice New Book Display in each Branch each month

cont'd

**S61 - Coffs Harbour City Library and Information Service Report July 2003 to June 2004
(cont'd)**

- Monthly New Book List
- Adult Learners' Week Activities
- Many Group Visits including preschools, schools, TAFE students, literacy and ESL students, OOSH groups and adults preparing to re-enter the workforce
- Website Redevelopment
- Installation of Stock Security System at Coffs Harbour City Library and Information Centre

Recommendation:

That Council note the report of the Coffs Harbour Library and Information Service for the period July 2003 to June 2004.

S62 COMMUNITY DEVELOPMENT AND SUPPORT EXPENDITURE SCHEME 2004

Purpose:

To inform Council of the Coffs Harbour local Community Development and Support Expenditure Scheme process for the 2004 funding round.

Description of Item:

Local Community Development and Support Expenditure Scheme Committees have been established in many LGA's within NSW. The function of these committees is to ensure that the contribution from the registered clubs to community development and support within local communities made under the Gaming Machine Tax Act 2001 is applied to the areas of highest need.

Council has, over the past four years, provided the administration and coordinating support for the Coffs Harbour local committee. This committee comprises representatives from the Coffs Harbour Ex-Services and Woolgoolga Bowling Clubs, Park Beach Bowling Club, Coffs Harbour Catholic Club and Sawtell RSL Club, the Department of Community Services, New South Wales Council of Social Services (NCOSS) and an elected member of Council, Councillor Clive Joass.

In this year the following projects have been chosen by the committee for joint funding:

• Asthma Foundation	\$5,200
• Coffs Harbour Women's Health Centre Inc	\$2,295
• Telstra Child Flight	\$5,200
• Alzheimer's Australia	\$820
• Mid North Coast Division of General Practice	\$5,000
• Lilly Pilly Day Club	\$5,000
• Caterpillar House Occasional Child Care Association Inc	\$1,000
• The Muscular Dystrophy Association of NSW	\$1,000

Sustainability Assessment:

- **Environment**

There are no environmental implications regarding Council's support of this scheme.

- **Economic**

Broader Economic Implications

The administration and coordination support for this committee by Council is provided within the current budget. There are no other economic implications regarding Council's support of this scheme.

cont'd

S62 - Community Development and Support Expenditure Scheme 2004 (cont'd)

Implementation Date / Priority:

The official presentation by the participating clubs to recipient organisations was held on 18 August 2004.

Recommendation:

That Council note the important contribution being made to this community by local registered clubs, listed below, who participate yearly in the Community Development and Support Expenditure Scheme in this local government.

- **Coffs Harbour Catholic Club**
- **Coffs Harbour Ex-Services and Woolgoolga Bowling Clubs**
- **Park Beach Bowling Club**
- **Sawtell RSL Club**

S63 COFFS HARBOUR WATER : MAINTENANCE REPORT FOR APRIL TO SEPTEMBER 2004

Purpose:

Information on maintenance, operation and construction activities for the six month period April to September 2004 for the Water Supply Fund.

Description of Item:

1. Water

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

1. Carried out three fire flow tests at South West Rocks.
2. Assisted Construction gang with cut ins of water services in Harbour Drive and West High Street.
3. Assisted Contractor with cut ins on development in Shephards Lane.
4. Assisted Clarence Valley Council with mains maintenance during Corindi operators leave of absence.
5. Two staff attended mains locating equipment course.
6. Flushing carried out in all areas connected to town water between 25 May to 11 June 2004 and 24 August to 10 September 2004.
7. 60 Year 6 students from Mary Help of Christians toured Karangi Dam.
8. 30 Year 11 and Year 12 students from John Paul College toured Karangi Dam.
10. Assisted Construction gang with cut-ins in Pitt Square, Coffs Harbour.
11. Carried out mains pressure testing and superchlorinating for Nambucca Council.
12. Assisted Contractors with cut-ins in James Small Drive and Pacific Highway, Coffs Harbour.

Water Supply

		April	May	June	July	Aug	Sept
1.	Total Consumption - Karangi Dam Supply (ML)	452.9	504.6	450.9	484.6	500.5	483.1
2.	Average Daily Consumption (ML/d)	15.1	16.3	15.0	15.6	16.1	16.1
3.	Rainfall at Karangi Dam (mm)	60.3	16.1	19.2	40.8	14.8	62.8
4.	Karangi Dam (%) (end of month)	99.3	99.3	91.9	85.4	76.1	70.3
5.	Inflow from new Regional Water Supply pipeline	91.8	219.6	194.2	200.0	31.0	121.0
6.	Orara River flow d/stream of P/S (ML/d) end of month)	71.4	22.6	16.3	11.4	10.4	6.9
7.	Nymboida River flow (ML/d) (end of month)	886	418	298	314	153	130
8.	Total Abstraction Cochrans Pool (ML)	448.9	360.4	17.2	0	0	15.4
9.	Total Karangi Dam Seepage (ML)	15.5	16.4	14.3	13.3	12.5	10.7
10.	Total Evaporation (ML) (average for month)	20.0	19.0	19.0	20.0	19.0	19.0
11.	Total Consumption Coramba (ML)	2.7	2.6	2.4	2.7	3.2	3.1
12.	Total Consumption Nana Glen (ML)	1.7	1.5	2.0	1.6	2.2	1.6

S63 - Coffs Harbour Water : Maintenance Report for April to September 2004 (cont'd)

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 September 2004

		Total Effluent	Effluent Reused	Effluent Disposed	Rainfall
April	Coffs Harbour	362508	8755	353753	100
	Sawtell	120623	2250	118373	158
	Woolgoolga Moonee	69897	11566	58331	188
	Corindi Beach	6374	2660	0	88
May	Coffs Harbour	298689	9926	288763	14
	Sawtell	107819	1888	105931	8
	Woolgoolga Moonee	60507	19478	41029	14
	Corindi Beach	6271	2160	0	8
June	Coffs Harbour	282982	11674	271308	16
	Sawtell	98475	1587	96888	18
	Woolgoolga Moonee	62770	24906	37864	30
	Corindi Beach	5799	5560	0	17
July	Coffs Harbour	298358	12366	285992	44
	Sawtell	100239	2940	97299	9
	Woolgoolga Moonee	64395	20179	44216	55
	Corindi Beach	5798	3590	0	26
August	Coffs Harbour	282216	34147	248069	36
	Sawtell	97375	3260	94115	10
	Woolgoolga Moonee	61982	24682	37300	6
	Corindi Beach	5844	3940	0	7
September	Coffs Harbour	302165	14179	287986	83
	Sawtell	99039	3977	95062	90
	Woolgoolga Moonee	63384	34248	29136	66
	Corindi Beach	6257	3700	0	38

REUSE BREAKDOWN (kL) - April to September 2004

	April	May	June	July	August	Sept	Total
COFFS HARBOUR TW	548	160	2135	961	3803	1446	9053
OVERHEAD FILL POINT	0	0	0	0	5	0	5
UNMETERED TRUCK FILL POINT	12	0	0	3	195	78	288
PS 47 OVERHEAD FILL POINT	0	1	441	107	73	36	658
PS 47	1420	1612	962	1171	733	1241	7139
RSPCA	2	3	8	798	51	148	1010
AIRPORT	383	75	2	1	79	44	584
RACE CLUB	661	1089	1996	171	372	86	4375
UNIVERSITY	0	0	0	0	0	0	0
ADVOCATE PARK	0	0	0	1288	1352	3	2643

S63 - Coffs Harbour Water : Maintenance Report for April to September 2004 (cont'd)

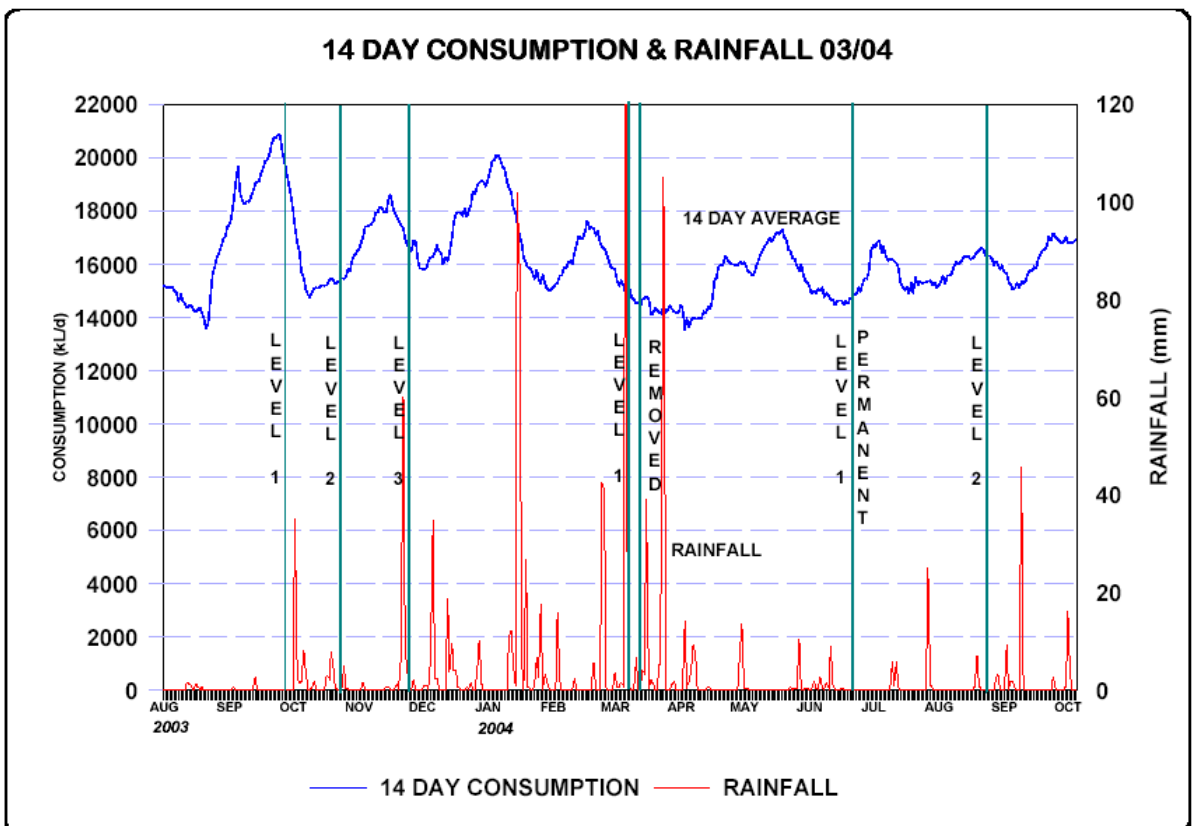
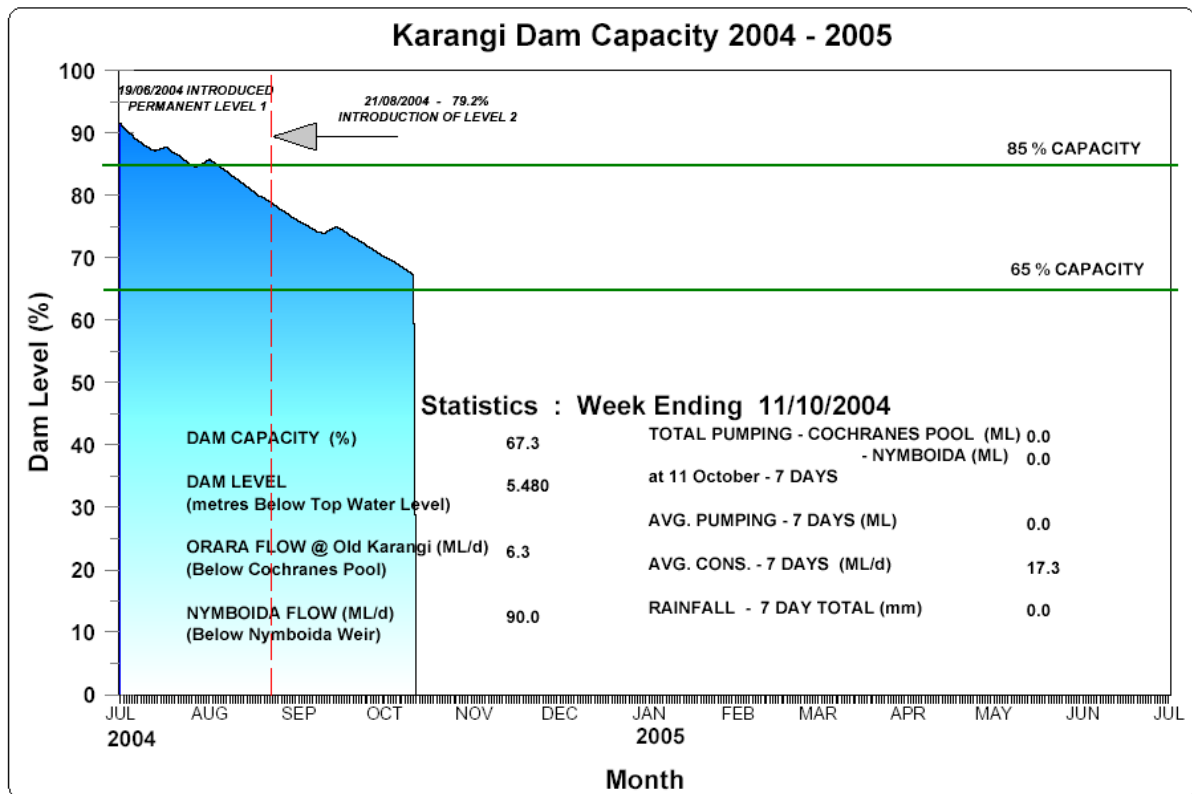
HOCKEY FIELDS	0	0	0	0	0	0	0
MOTO X	201	308	50	0	0	229	788
STADIUM	2185	2305	1100	1297	1517	2066	10470
FLUSHING POINT (STADIUM)	2389	2348	0	0	5104	0	9841
GOLF CLUB	0	0	3717	4307	3107	4754	15885
CITY HILL	0	17	6	43	18	33	117
STADIUM DAM	0	0	0	0	8756	0	8756
COUNCILLOR OVEN'S	0	0	0	0	6929	1052	7981
REX HARDACRE OVAL	260	653	0	583	299	962	2757
SAWTELL RUGBY UNION	1	0	0	0	0	325	326
SAWTELL NURSERY	151	205	271	369	141	323	1460
SAWTELL ROUNDABOUT (BARCOO)	541	611	511	597	517	666	3443
JOHN PAUL COLLEGE	1	475	475	670	518	465	2604
LEIGHTONS	0	64	0	0	578	222	864
SUB TOTAL	8755	9926	11674	12366	34147	14179	91047
SAWTELL TW	226	269	235	719	537	1203	3189
SAWTELL BOWLING CLUB	367	98	28	101	118	623	1335
CHINAMANS CK P/S	1191	1053	975	796	593	457	5065
SAWTELL GOLF CLUB	466	468	349	1324	2012	1694	6313
SUB TOTAL	2250	1888	1587	2940	3260	3977	15902
WOOLGOOLA TW	4624	7232	7308	7548	5471	939	33122
WOOLGOOLGA PLAYING FIELDS (HIGH ST)	1433	1485	636	1257	1019	67	5897
MCCANNS	306	141	96	72	68	34	717
LOADERS	0	0	0	0	0	0	0
UNWINS RD (TOP)	990	1194	1037	618	916	1716	6471
UNWINS RD (BOTTOM)	0	0	20	1581	1291	6734	9626
KILPAL (CONDONS RD)	687	841	696	926	2395	2652	8197
P SINGH (CONDONS RD)	0	0	1194	2918	2286	2408	8806
AVO'S (CONDONS RD)	162	399	234	217	270	277	1559
BENNINGS (HOLLOWAYS RD)	0	1657	9334	549	4035	12129	27704
MCCANS FARM1	600	470	339	377	518	670	2974
MCCANS FARM2	0	0	0	0	0	0	0
TANKER FARM1	0	0	2	12	12	17	42
G SMITH (SERVO)	0	0	0	0	0	0	0
KB SINGH (CONDONS)	137	691	822	635	1228	2003	5517
DREEVENS	550	685	337	106	116	88	1882
MORGANS FARM 1	41	1076	68	0	0	64	1249
MORGANS FARM 2	1719	3362	2669	1748	4022	2509	16029
SIDHU (WEST FARM)	317	245	114	347	25	91	1140
NEW (MORGANS)	0	0	0	0	0	0	0
D PYKE	0	0	0	1266	1012	1850	4128
SUB TOTAL	11566	19478	24906	20179	24682	34248	135059
CORINDI BEACH TW							
PASTURE	0	0	2550	1300	1760	1600	7210
BANANAS	2660	2160	3010	2290	2180	2100	14400
SUB TOTAL	2660	2160	5560	3590	3940	3700	21610

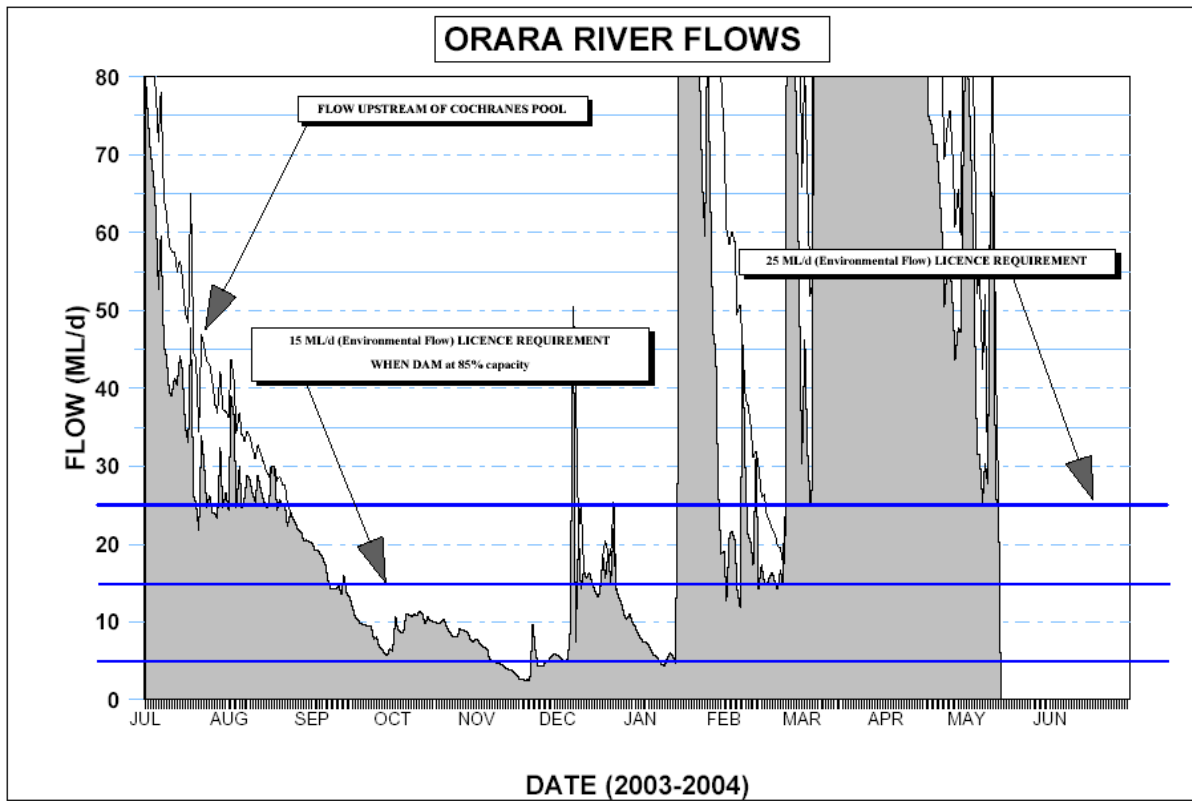
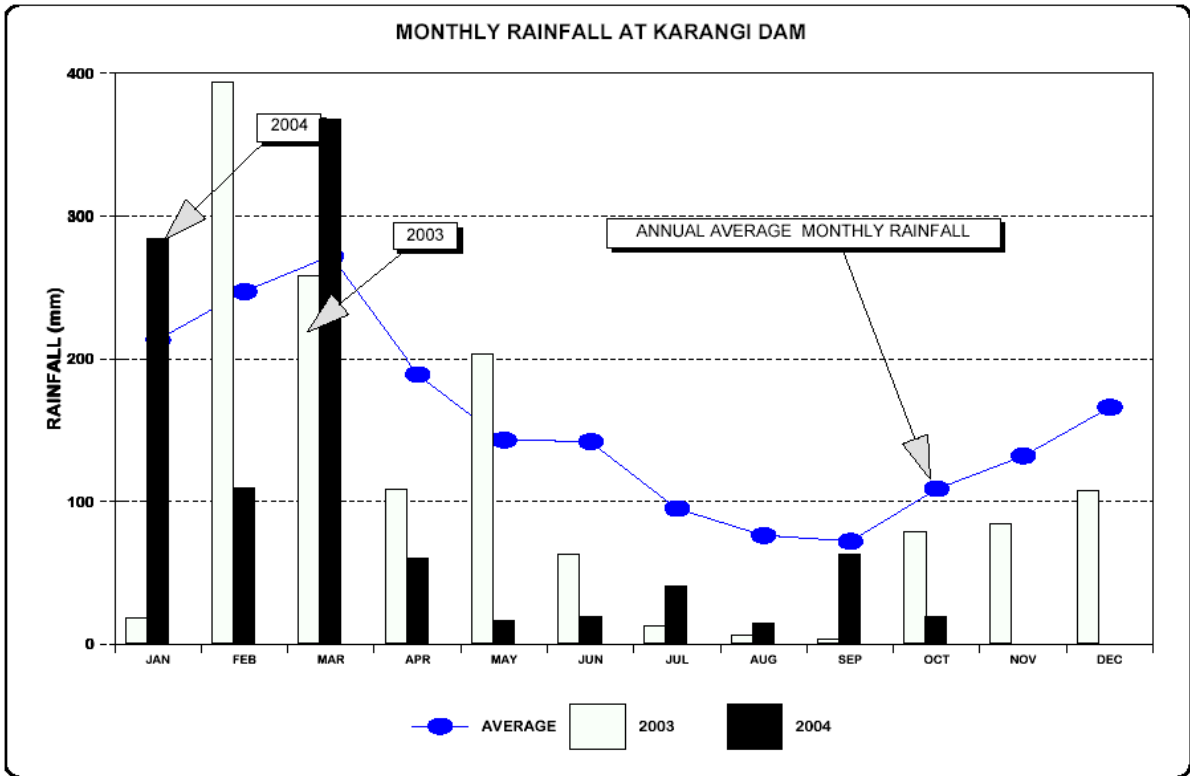
S63 - Coffs Harbour Water : Maintenance Report for April to September 2004 (cont'd)

Recommendation:

- 1. That the report on Coffs Harbour Water maintenance and operation activities for the six month period April to September 2004 be noted.**
- 2. That the average daily consumption for the June quarter of 15.5 ML/day, total abstraction for the quarter from Cochranes Pool of 826.5 ML, total inflow to Karangi Dam from Regional Water Supply P/L of 505.6 ML, total consumption for the quarter of 1408.4 ML and Karangi Dam storage level of 91.9% on 30 June 2004 be noted.**
- 3. That the average daily consumption for the September quarter of 15.9 ML/day, total abstraction for the quarter from Cochranes Pool of 15.4 ML, total inflow to Karangi Dam from Regional Water Supply P/L of 352 ML, total consumption for the quarter of 1468.2 ML and Karangi Dam storage level of 67% on 12 October 2004 be noted.**

Attachments:



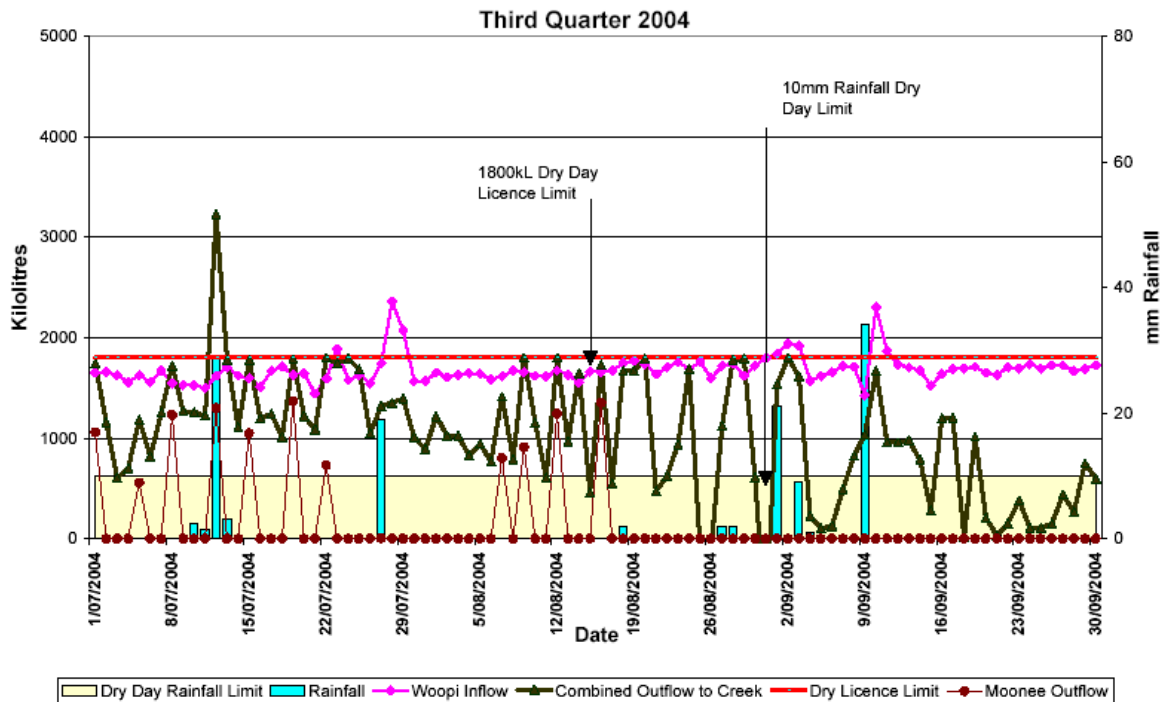


RAINFALL AT KARANGI DAM

MONTH	AVG	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004
JANUARY	213	24	161	385	164	62	237	174	147	57	18	284
FEBRUARY	247	148	413	157	206	160	255	78	413	266	394	110
MARCH	272	350	381	221	138	107	219	152	755	297	258	368
APRIL	189	22	64	102	25	166	319	145	155	71	108	60
MAY	143	106	183	786	154	28	161	136	103	39	203	16
JUNE	142	19	42	75	38	30	269	43	8	47	63	19
JULY	95	57	8	76	32	60	364	11	73	4	13	41
AUGUST	76	54	12	60	8	209	102	56	21	137	6	15
SEPTEMBER	72	15	34	30	52	131	89	13	32	6	3	63
OCTOBER	109	18	73	38	93	34	65	100	26	31	79	19
NOVEMBER	132	75	263	339	190	240	108	323	129	41	84	
DECEMBER	166	165	128	101	60	101	123	131	28	68	107	
TOTAL YEAR	1856	1054	1760	2370	1159	1329	2312	1363	1849	1064	1337	995

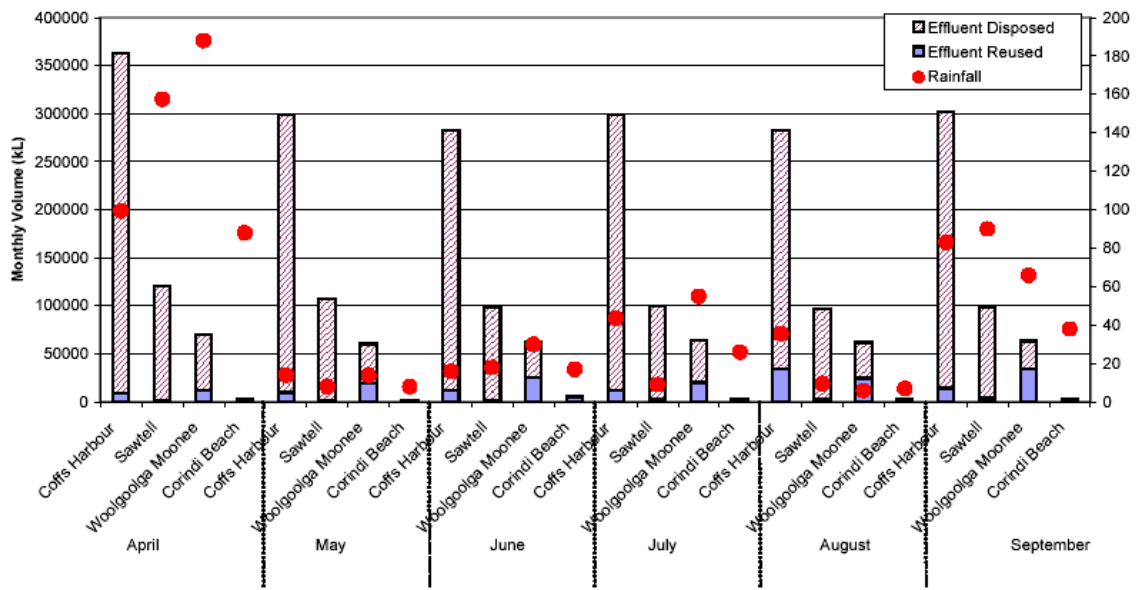
Woolgoolga/Moonee WRP Flows

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 September 2004



S64 WORKS BRANCH REPORT

Purpose:

To advise Council of the progress of construction and maintenance programs undertaken by Works Branch up to 8 October, 2004.

Description of Item:

1. Completed Works

- Corindi Public School Children's Crossing and Parking Improvements
- Pavement Rehabilitation Nioka Place, Coffs Harbour
Halls Road, Highway to Bonnie Street (asphalt outstanding)
Mildura Street, Orlando Street - Collingwood (asphalt outstanding)
Park Lane, from Earl Street to Gordon Street
- Watermain renewal, Peterson Road and Pitt Square.
- City Centre Refurbishment, Gordon Street Coffs Harbour

2. Works in Progress and Commencing in October, 2004

- Installation of leachate drainage system at Englands Road Waste Facility
- Footpath Construction Joyce St, Tyalla Primary School to Greenlea Cr, 220m
Phillip St, Park Beach Rd to Prince St, 255m
- Pavement Rehabilitation, Beach St, Nightingale to Boundary St, Woolgoolga
- Water main Construction, Martin Street, Coramba
- Woolgoolga City Centre Improvements, Nightingale Street to Boundary Street
- Dust Sealing, Timmsvale Road Lowanna

A financial attachment detailing expenditure verse budget for the 2004/2005 financial year is included for Councils information.

3. Operations and Maintenance

Operations expenditure is within the allocated budgets for the maintenance programs, and will continue to be monitored.

Recommendation:

That:

1. Council notes the progress report on construction and maintenance works undertaken by Works Branch up to 8 October, 2004.
2. Council notes that individual program expenditures are being monitored to ensure that the total program costs for 2004/2005 will be contained within the approved budget.

Attachments:**Works Branch-Construction Projects Budget/Expenditure****2004/2005 Program****AS AT DATE: 8-Oct-04**

Description	Revised Budget	Actual Expenditure	% Project Complete	% Costs Expended
Local Roads				
Sealed Roads Reseals	\$606,800	\$30,561	5%	5%
Sealed Roads Reseals - Asphalt	\$57,000	\$0	0%	0%
Sealed Roads Rehabilitation	\$1,247,004	\$161,217	15%	13%
Dust Sealing	\$155,000	\$287	0%	0%
Unsealed Roads Gravel Resheeting	\$140,900	\$14,741	11%	10%
Moonee Beach Rd Reconstruction	\$736,400	\$0	0%	0%
Diamond Head Dr Reconstruction	\$625,000	\$0	0%	0%
Bray St Upgrade	\$400,000	\$0	0%	0%
Total:	\$3,968,104	\$206,806		
Federal Roads to Recovery				
Residential Street Rehabilitation	\$41,662	\$0	4%	0%
Gravel Resheeting	\$15,000	\$0	58%	0%
Bitumen Sealing	\$228,828	\$0	0%	0%
Total:	\$285,490	\$0		
Regional Roads				
3 X 3 Program	\$150,151	\$6,259	4%	4%
Total:	\$150,151	\$6,259		
Drainage				
Drainage Impts / Nuisance Flooding	\$259,265	\$75,029	30%	29%
Total:	\$259,265	\$75,029		
Bridges				
Major Repairs	\$204,746	\$3,075	1%	2%
Mt Brown Rail Bridge Approaches	\$35,580	\$0	0%	0%
Cathodic Protection	\$100,000	\$0	0%	0%
Total:	\$340,326	\$3,075		
Footpaths / Cycleways				
Footpath Construction	\$348,540	\$41,456	13%	12%
PAMPS Footpath Works	\$33,750	\$123	0%	0%
Cycleway Projects	\$252,930	\$86,790	36%	34%
Total:	\$635,220	\$128,369		
Water Mains				
Mains Renewals	\$225,000	\$86,978	41%	39%
Mains Extensions	\$50,000	\$0	0%	0%
Total:	\$275,000	\$86,978		

S65 CORAMBA TIMBER BRIDGE - DEED OF AGREEMENT

Purpose:

To gain Council's approval to execute an agreement between the Roads and Traffic Authority and Council regarding the retention of the old timber bridge crossing the Orara River at Coramba.

Description of Item:

Council at its meeting of 8 June 2000 considered a report on the recommendations of the Roads and Traffic Authority's (RTA) Coramba Bridge Replacement Study and the community consultation process.

At this meeting Council resolved:

1. *That Council concur with the replacement of the Orara River Bridge at Coramba as detailed in the RTA Consultant's Report of February 2000, shown as road alignment Option 9 subject to Council being involved in the aesthetics of the design.*
2. *That Council will accept responsibility for future ongoing maintenance of the proposed new structure under the RTA's Regional Roads Funding Program.*
3. *That Council enter into negotiations with the RTA to resolve issues regarding the retention of the existing structure and the implication of the bridge being within the Coramba Heritage Conservation Area.*
4. *That traffic calming devices be studied to ensure the village amenity of Coramba is maintained.*

Subsequently in regards to point 3 Council has entered into negotiations with the RTA and resolved issues emanating from the bridge being within the Coramba Heritage Conservation Area.

Since the completion of the new bridge the RTA has issued Council a document detailing the terms to which the timber bridge is to be handed over to Council. Council's solicitor has reviewed the deed and advises that the terms of the agreement do not expose Council to any undue liability. Since this review the RTA has forwarded two copies of the deed for Council's signature and execution under the Common Seal of Coffs Harbour City Council.

In order for the deed to be finalised a resolution from Council to execute the document under the Common Seal of Coffs Harbour City Council is required.

Sustainability Assessment:

- **Economic**

The deed of agreement includes the RTA providing the following funding:

- a) \$100,000, being financial assistance to carry out routine repair and maintenance of the bridge structure.
- b) \$40,000 being for the preparation of a conservation management plan for the bridge, and an archaeological record of the old Coramba Butter Factory in accordance with the development consent issued by Council for the construction of the new bridge.

cont'd

S65 Coramba Timber Bridge - Deed Of Agreement (cont'd)

Implementation Date / Priority:

Council has currently has the Deed for execution by Council.

Recommendation:

That the Funding Deed for the handover to Council by the Roads and Traffic Authority of the old timber road bridge over the Orara River at Coramba be executed under the Common Seal of Council.

S66 PLANT REPLACEMENT PROGRAM - NON ACCEPTANCE OF TENDER

Purpose:

To advise Council of tenders received for the replacement of one front end loader with a class HX6 Excavator and recommend to Council not to accept tenders.

Description of Item:

Tenders were called for the purpose of replacing Council's front end loader with an ERG Class HX6 excavator. Tenders closed on 17 August 2004, and seven conforming tenders were received. Changes in the operational requirements of Works Branch have resulted in the retention of the loader to be the most advantageous action for Council. These operational changes are detailed further in the report under Issues.

Sustainability Assessment:

The sustainability assessment has been done assuming that the loader will be retained.

- **Environment**

The loader meets the emission standards in accordance with European standards 'Tier II'. Similarly fuel consumption, noise, parts recyclability are favourable and meet the acceptable standards.

- **Social**

By not accepting any of the tenders for the exchange of the loader the social impact on employment, business, and community remains unchanged.

- **Economic**

On the basis that Council does not accept any of the tenders plant fund will retain the loader, and fund it's use from the programs until its change over is due or there is a change in operational requirements.

Consultation:

The decision not to accept any of the tenders has included consultation with Works Manager, Plant and Works Coordinators.

Statutory Requirements:

The recommendation to *decline to accept any of the tenders* is in accordance with the Local Government (Tendering) Regulations.

cont'd

S66 - Plant Replacement Program - Non Acceptance of Tender (cont'd)

Issues:

Since calling tenders several factors have influenced the recommendation not to exchange the loader for an excavator. These are as follows:

- With the inclusion of the Red Rock and Corindi areas into Coffs Harbour City Council an additional quarry has been obtained west of Corindi. This quarry operation requires the loader to be utilized in the management and use of the facility. Along with Council's existing quarries the demand on the loader has significantly increased, resulting in the loader becoming financially viable for Council to retain.
- As a result of technological improvements in mobile crushing and screening plants the cost of material recycling has significantly dropped. Consequently Works Branch has taken the opportunity to increase the amount of materials recycled for road making and construction purposes. The loader is an integral part of the operation, contributing to the viability of the recycling, as the need to hire expensive contracting equipment is eliminated.
- In recent times a new operator has been appointed to the loader and proven to be very skilled and experienced in the efficient operation of the machine. Accordingly the demand for the loader has increased across various departments of Council contributing to the viability of retaining the machine.

Council staff have made enquiries regarding the hire of an equivalent loader from the local contracting industry. There are many more excavators available than there are loaders, further strengthening the case not to exchange the loader for an excavator.

Recommendation:

That in accordance with Section 19, Clauses 1 and 3 of the Local Government (Tendering) Regulations, Council declines to accept any of the tenders and cancels the proposal (Contract 04/05-178-TO) for the contract to supply one excavator, ERG class HX6.

CITY BUSINESS UNITS DEPARTMENT REPORT

B33 AGREEMENT FOR CROWN LANDS LICENCE TO BE MAINTAINED OVER CROWN LAND - SECTION 26 DP 759113

Purpose:

Report seeking Council's consent to enter into a Deed of Agreement with Woolgoolga and District Retirement Village Limited.

Description of Item:

Council issued Development Consent to a housing development for aged and disabled persons under Consent Number 1362/03 on 4 December 2003. The development is to be located on Lot 1 DP 836140, No. 49 High Street, Woolgoolga and will consist of a 34 bed hostel extension and medical clinic to the existing Woolgoolga Retirement Village.

As part of the consent Conditions 12, 13 and 14 were imposed on the developer to comply with strict asset protection zone requirements imposed by NSW Rural Fire Service. The conditions relate to the maintenance and licensing of an area of adjoining Crown land to the south shown on the plan attached to this report. The conditions read as follows:

"Bushfire Protection - Licence:

12. Prior to the issue of the **Occupation Certificate:**

- a) A licence in perpetuity under the Crown Lands Act 1989, which permits the maintenance and use of the hatched area shown on the plan 'Crown land' and dated 3 December 2003 as an outer protection area for bushfire hazard purposes within the meaning of the document titled '*Planning for Bushfire 2001*', is to be obtained; and
- b) Before the obtaining of or commencement of the licence, a copy of the licence is to be forwarded to and written approval obtained from Council, to the effect that the draft licence is satisfactory.

The licence is not to be relinquished or extinguished without the written approval of Council.

Bushfire Protection - Asset Protection Zone:

13. The hatched area shown on the plan 'Crown land' and dated 3 December 2003 is to be maintained at all times as an outer protection area within the meaning given by the document titled '*Protection for Bushfire Protection 2001*'.

Bushfire Protection - Deed of Agreement:

14. A deed of agreement is to be entered into between the Woolgoolga Retirement Village Limited and Council, which provides that:

- * A caveat to be lodged by Council over Lot 1, DP 836140, which may not be removed without the written approval of Council, to ensure that the licence referred to in condition 12 of Development Consent No. 1362/03 continues to operate.

B33 - Agreement for Crown Lands Licence to be maintained over Crown Land - Section 26 DP759113 (cont'd)

The deed is to be prepared by Council (or its agents), and the cost of preparation and execution of the deed are to be borne by the Woolgoolga Retirement Village Limited.

The deed is to be executed prior to the issue of the **Occupation Certificate.**"

Woolgoolga and District Retirement Village Limited has now entered into an appropriate licence agreement with the Crown which satisfies Conditions 12 and 13 of the consent. Council has sighted the original licence and is satisfied with the document.

In order for Condition 14 to now be satisfied Council is required to enter into a Deed of Agreement with the developer to ensure that the licence is maintained in perpetuity. Council will also require as part of the agreement a caveat be registered on the title of the retirement village property to maintain the protection of Council's interests.

Sustainability Assessment:

- **Environment**

Environmental impacts associated with the expansion of the aged care facility, including works on this part of the Crown land, were satisfactorily addressed under DA 1362/03.

- **Social**

The provisions of the bushfire protection zone under the licence arrangement will allow a worthwhile development to proceed which will assist to satisfy significant demand for aged and social services, by providing a modern and expanded facility.

- **Economic**

Broader Economic Implications

There will be limited broader economic implications as a result of this matter.

Management Plan Implications

There will be no costs payable in regard to this matter by Council as the developer is responsible for all legals and registration fees.

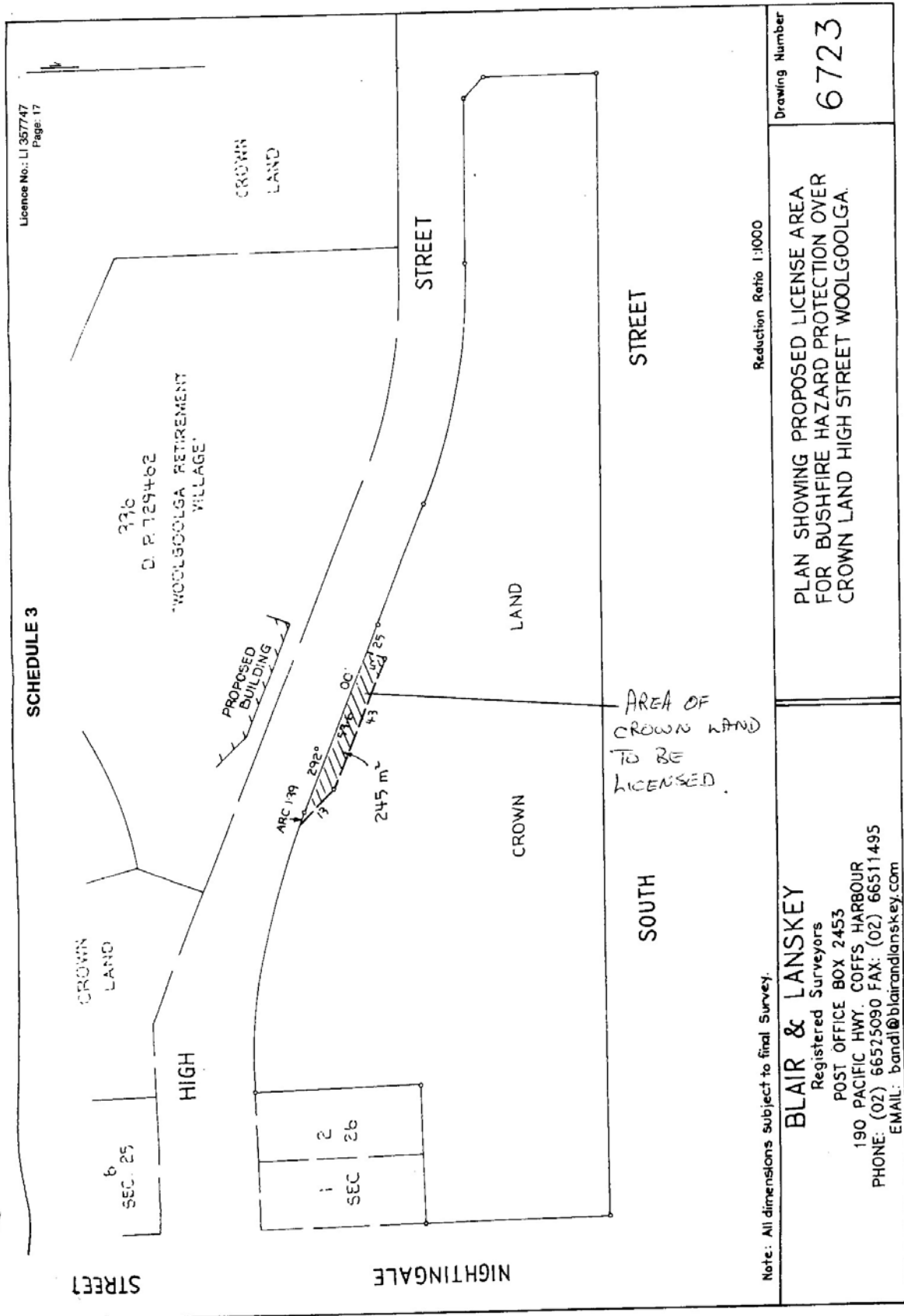
Implementation Date / Priority:

Council will instruct its solicitor to prepare an appropriate deed immediately following Council's resolution.

Recommendation:

1. That Council instruct its solicitors to prepare an appropriate Deed at the developer's cost to satisfy Condition 14 of Development Consent 1362/03 which relates to an aged care facility extension on Lot 1 DP 836140.
2. That Council execute the above Deed under the common seal of Council.

Attachments:



S67 TENDER: PLANT REPLACEMENT PROGRAM - SUPPLY OF THREE BACKHOE/FRONT END LOADERS ERG CLASS BL4, CONTRACT 04/05-180-TO

Purpose:

To advise Council of tenders received for the replacement of three backhoe/front end loaders in the plant fleet and recommending approval to purchase these under the 2004/2005 Plant Replacement Program.

Description of Item:

Tenders were called closing 17 August 2004 for the purchase of three backhoe/front end loaders ERG class BL4. Six conforming tenders were received from the following:

1. Case Equipment Sales
2. Komatsu Australia Pty Ltd
3. Construction Equipment Australia
4. Westrac
5. CJD Equipment Pty Ltd
6. Hitachi Construction Machinery Pty Ltd.

In addition, Case Equipment Sales offered an alternative tender.

There were two tenders for the outright purchase of the tendered items.

1. W & P Truck and Machinery sales.
2. Rees Edwards Auto Barn.

Sustainability Assessment:

Tenders for the backhoes were called following adoption of the 2004/2005 Plant Replacement Program. Sustainability issues have been considered in the specification and tender assessment.

- **Environment**

- Emission standards are in accordance with European standards. 'Tier II'
- Service frequency and the reduction of waste products on oil and filters.
- Fuel consumption.
- Noise levels.
- Recyclability of parts

- **Social**

The review of tenders included field performance testing to assess ergonomics , operator safety and the ability to carry out designated works.

The location of the supplier, with a view to promoting business and employment in the local area, has been taken into account through the local business preference weighting in the tender evaluation.

cont'd

**S67 - Tender: Plant Replacement Program - Supply of three Backhoe/Front End Loaders
ERG Class BL4, Contract 04/05-180-TO (cont'd)**

- **Economic**

On the basis that Council accepts the recommendation, the purchase price of the three new backhoes as tendered with trade in is \$252,686.50 including GST. It should be noted that the net change over cost to Council accounting for GST input credits is \$229,715.00, plus RTA registration costs.

Funds for the change over have been budgeted for and are available in the Plant Fund budget.

Utilisation for V7620, V7630 and V7640 to be replaced.

Budgeted hourly usage is 4788 hours per annum, actual use to 30 September 2004 was 1217 hours, equating to 101%. No room for resource sharing

Consultation:

The tender evaluation has included consultation with Works Manager, Works Coordinators, Plant Operators and Workshop Staff.

Related Policy and / or Precedents:

Tendering procedures were carried out in accordance with Councils Purchase Policy and Tender Evaluation System.

Statutory Requirements:

The calling, receiving, opening and reviewing of tenders was carried out in accordance with the Local Government (Tendering) Regulations.

Issues:

The Tender Value Selection System was applied to all tenders and the assessment details are contained in the attached confidential supplement.

The tendered items from CJD Equipment Pty Ltd and Case Equipment Sales were not subject to field-testing, because the initial evaluation of their tenders showed that they would not achieve higher weighted scores than other tenderers.

Councils backhoe operators, whose machines are being replaced, carried out evaluation and submitted test reports. After taking operator evaluation into account, the JCB was deemed best overall package to Council.

Recommendation:

That Council accept the tender (Option A – with trade-in) submitted by Construction Equipment Australia Pty Ltd, ABN 81 008 777 348 for the purchase of three JCB Backhoes, for the change over price of \$252,686.50 , including GST.

S68 TENDER: PLANT REPLACEMENT PROGRAM - SUPPLY OF ONE EXCAVATOR ERG CLASS HX8, CONTRACT 04/05-179-TO

Purpose:

To advise Council of tenders received for the replacement of one excavator in the plant fleet and recommending approval to purchase a new Excavator under the 2004/2005 Plant Replacement Program.

Description of Item:

Tenders were called closing 17 August 2004 for the purchase of an excavator ERG class HX8. Seven conforming tenders were received from the following:

1. BT Equipment
2. Case Equipment Sales
3. Komatsu Australia Pty Ltd
4. Construction Equipment Australia
5. Westrac
6. Melroad Equipment Pty Ltd
7. Hitachi Construction Machinery Pty Ltd.

In addition, BT Equipment and Case Equipment Sales offered an alternative tenders.

Sustainability Assessment:

Tenders for the excavator were called following adoption of the 2004/2005 Plant Replacement Program. Sustainability issues have been considered in the specification and tender assessment.

- **Environment**

- Emission standards are in accordance European standards. 'Tier II'
- Service frequency and the reduction of waste products on oil and filters.
- Fuel consumption.
- Noise levels.
- Recyclability of parts

- **Social**

The review of tenders included field performance testing to assess ergonomics and operator safety.

The location of the supplier, with a view to promoting business and employment in the local area, has been taken into account through the local business preference weighting in the tender evaluation.

cont'd

S68 - Tender: Plant Replacement Program - Supply of one Excavator ERG Class HX8, Contract 04/05-179-TO (cont'd)

- **Economic**

On the basis that Council accepts the recommendation the purchase price of the new Excavator as tendered with trade in is \$151,572.00 including GST. It should be noted that the net change over cost to Council accounting for GST input credits is \$137,792.70, plus RTA registration costs.

Funds for the change over have been budgeted for and are available in the Plant Fund budget.

Utilisation for V7580 to be replaced.

Budgeted hourly usage is 1536 hours per annum, actual use to 30 September 2004 was 518 hours, equating to 135%. No room for resource sharing

Consultation:

The tender evaluation has included consultation with Works Coordinators, Plant Operators and Workshop Staff.

Related Policy and / or Precedents:

Tendering procedures were carried out in accordance with Council's Policy.

Statutory Requirements:

The calling, receiving, opening and reviewing of tenders was carried out in accordance with the Local Government (Tendering) Regulations.

Issues:

The Tender Value Selection System was applied to all tenders and the assessment details are contained in the attached confidential supplement.

The tendered items from Melroad Equipment Pty Ltd and Case Equipment Sales were not subject to field-testing; because the initial evaluation of their tenders showed that those tenders would not achieve higher weighted scores than the other tenders.

Council's excavator operator, whose machine is being replaced, carried out an evaluation and submitted test reports. After taking operator evaluation into account, the Komatsu PC220 was deemed best overall package to Council.

Recommendation:

That Council accept the tender (Option A – with trade-in) submitted by Komatsu Australia Pty Ltd, ABN 63 053 514 739 for the purchase of one Komatsu PC220 Excavator, for the change over price of \$151,572.00, including GST.

S69 TENDER: PLANT REPLACEMENT PROGRAM - SUPPLY OF THREE 4X4 (55KW) TRACTORS, CONTRACT 04/05-182-TO

Purpose:

To advise Council of tenders received for the replacement of three tractors and recommending approval to purchase three new 4x4 tractors under the 2004/2005 Plant Replacement Program.

Description of Item:

Tenders were called closing 17 August, 2004 for the purchase of three 4x4 tractors 55kw. Five tenders were received for supply and deliver.

1. Stan Cork Machinery Pty Ltd.
2. Case Equipment Sales.
3. O'Halloran Motors Pty Ltd.
4. Alldiesel Equipment Sales & Service.
5. Valtra Tractors A & NZ Pty Ltd.

In addition, one offer for purchase of the trade-in vehicle was received from Phil Robinson Earthmoving.

Sustainability Assessment:

Tenders for the tractor replacement were called following adoption of the 2004/2005 Plant Replacement Program. Sustainability issues have been considered in the specification and tender assessment.

- **Environment**

- Emission standards are in accordance with European standards. 'Tier II'
- Service frequency and the reduction of waste products on oil and filters.
- Fuel consumption.
- Noise levels.
- Recyclability of parts.

- **Social**

The review of tenders included field performance testing to assess ergonomics and operator safety.

The location of the supplier, with a view to promoting business and employment in the local area, has been taken into account through the local business preference weighting in the tender evaluation.

cont'd

S69 - Tender: Plant Replacement Program - Supply of three 4x4 (55KW) Tractors, Contract 04/05-182-TO (cont'd)

- **Economic**

On the basis that Council accepts the recommendation the purchase price of the three new tractors as tendered with trade in is \$112,350.00 including GST and \$12,273.03 including GST for Extended warranty. It should be noted that the net change over cost to Council accounting for GST input credits is \$113,293.66 plus registration costs.

Funds for the change over have been budgeted for and are available in the Plant Fund.

Utilisation for V7050, V7060 and V7070 to be replaced.

Budgeted hourly usage is 3588 hours per annum, actual use to 30 September 2004 was 716 hours, equating to 80%. Utilisation is down due to slow growing season and winter months however the usage will increase throughout the growing season and tractors are expected to meet budget requirements. No room for resource sharing.

Consultation:

The tender evaluation has included consultation with Works Coordinators, Plant Operators and Workshop Staff.

Related Policy and / or Precedents:

Tendering procedures were carried out in accordance with Council's Policy.

Statutory Requirements:

The calling, receiving, opening and reviewing of tenders was carried out in accordance with the Local Government (Tendering) Regulations.

Issues:

The Tender Value Selection System was applied to all tenders and the assessment details are contained in the attached confidential supplement.

The tendered items from Valtra Tractors A & NZ Pty Ltd and Case Equipment Sales were not subject to field-testing; because the initial evaluation of their tenders showed that those tenders would not achieve higher weighted scores than the other two tenders.

Council's tractor operators, whose machines that are being replaced carried out evaluation and submitted, test reports. After taking operator evaluation into account, the John Deere 6120 was deemed best overall package to Council.

The highest overall tender score is achieved by O'Halloran Motors Pty Ltd under Option A (with trade-in) for machines one and two.

For machine three, O'Halloran Motors Pty Ltd under Option B (with out trade-in) achieved the highest overall weighted score. Phil Robinson Earthmoving's offer Option C (Outright purchase of machine) has the highest tender score on this machine. By selling the previous tractor to Phil Robinson, and purchasing from O'Halloran Motors Council achieves the maximum financial benefit.

cont'd

S69 - Tender: Plant Replacement Program - Supply of three 4x4 (55KW) Tractors, Contract 04/05-182-TO (cont'd)

Recommendation:

- 1. That Council accept the tender (Option A – with trade-in) submitted by O’Halloran Motors Pty Ltd, ABN 58 002 757 244 for the purchase of two John Deere 6120, 4WD tractors and accepts the tender (Option B – without trade-in) submitted by O’Halloran Motors Pty Ltd, ABN 58 002 757 244 for the purchase of one John Deere 6120, 4WD tractor for the purchase price of \$143,850.00, including GST.**
- 2. That Council accepts the tender (Option C – Outright purchase of machine) submitted from Phil Robinson Earthmoving for \$37,500.00 including GST.**

S70 TENDER: PLANT PLACEMENT PROGRAM - SUPPLY OF ONE SINGLE CAB TIPPER TRUCK 24000KG GVM, CONTRACT 04/05-181-TO

Purpose:

To advise Council of tenders received for replacement of a tipper truck in the plant fleet and recommending acceptance of a tender under the 2004/2005 Plant Replacement Program.

Description of Item:

Tenders were called closing 17 August 2004 for the purchase of a 24000kg GVM tipper truck. Two conforming tenders were received from the following:

1. K & J Trucks Pty Ltd
2. Mack Trucks Australia Pty Ltd

In addition, K & J Trucks offered an alternative tender and three offers for purchase of the trade-in vehicle was received from.

1. Smiths Trucks Pty Ltd
2. City Bus & Truck Centre
3. W & P Truck and Machinery Sales.

There was one non-conforming tender from Southside Agencies Pty Ltd.

Details of the tender prices and purchase offers are set out in the confidential attachment.

Sustainability Assessment:

Tenders for the truck were called following adoption of the 2004/2005 Plant Replacement Program. Sustainability issues have been considered in the specification and tender assessment.

- **Environment**

- Emission standards are in accordance Australian Design Rule 80.
- Service frequency and the reduction of waste products on oil and filters.
- Fuel consumption.
- Noise levels.
- Recyclability of parts

cont'd

S70 - Tender: Plant Replacement Program - Supply of one Single Cab Tipper Truck 24000kg GVM, Contract 04/05-181-TO (cont'd)

- **Social**

The review of tenders included field performance testing to assess ergonomics and operator safety.

The location of the supplier, with a view to promoting business and employment in the local area, has been taken into account through the local business preference weighting in the tender evaluation.

- **Economic**

On the basis that Council accepts the recommendation the purchase price of the replacement truck as tendered option A (with trade in) is \$116,930.00 including GST and \$17,105.00 including GST for the option of a removable body with turn table, plus RTA registration costs

It should be noted that the net change over cost to Council accounting for GST input credits would be \$121,850.00.

Funds are available within the allocated budget for plant replacement in 2004/05 for this amount.

Utilisation for V2601 to be replaced.

Budgeted hourly usage is 1800 hours per annum, actual use to 30 September 2004 was 452 hours, equating to 100%. No room for resource sharing

Consultation:

The tender evaluation has included consultation with plant operators, workshop staff and operational staff.

Related Policy and / or Precedents:

Tendering procedures were carried out in accordance with Council policy.

Statutory Requirements:

The calling, receiving, opening and reviewing of tenders was carried out in accordance with the Local Government (Tendering) Regulations.

Issues:

The Tender Value Selection System was applied to all tenders and the assessment details are contained in the attached confidential supplement.

The tendered item from Southside Agencies Pty Ltd was not subject to field-testing; because the initial evaluation of their tenders showed that the tender was non-conforming. The highest overall tender score is achieved by K & J Trucks under Option A (with trade-in).

cont'd

S70 - Tender: Plant Replacement Program - Supply of one Single Cab Tipper Truck 24000kg GVM, Contract 04/05-181-TO (cont'd)

Council's truck operator, whose machine is being replaced, carried out evaluation and submitted test reports. After taking operator evaluation into account, the Scania was deemed best overall package to Council.

Recommendation:

That Council accept the tender submitted by K & J Trucks, ABN 71 003 113 675, for a Scania T114 Truck for the changeover price of \$134,035.00 including GST.

S Sawtell
Director of City Services