

The following document is the minutes of the Council and Committee Meetings held on Thursday, 16 December 2004. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 3 February 2005 and therefore subject to change.

Please refer to the minutes of the meeting of 3 February 2005 for confirmation.



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CITY SERVICES COMMITTEE)

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

16 DECEMBER 2004

Contents

ITEM	DESCRIPTION	PAGE
	GENERAL MANAGER'S REPORT	2
23	COFFS HARBOUR HIGHWAY PLANNING STRATEGY	2
	CITY SERVICES DEPARTMENT REPORTS	2
S65	WORKS BRANCH REPORT	2
S66	REGIONAL ROAD REPAIR PROGRAM	2
S67	REGIONAL ROADS TIMBER BRIDGE PROGRAM	3
S68	BRAY STREET - TRAFFIC MANAGEMENT	4
S69	COFFS HARBOUR BOAT RAMP	4
S70	COASTAL ESTUARY MANAGEMENT ADVISORY COMMITTEE	5
S71	MACCUES ROAD, MOONEE	5
S72	CHANGE OF NAME - COFFS HARBOUR COMMUNITY INDOOR STADIUM	6

S73	MINUTES OF THE ARTS AND CULTURAL DEVELOPMENT ADVISORY COMMITTEE MEETING HELD ON 27 SEPTEMBER 2004	6
S74	COFFS HARBOUR MUSEUM	6
CITY BUSINESS UNITS DEPARTMENT REPORTS		7
B39	OFFICE ACCOMMODATION	7
B40	AMENDMENT TO BRELSFORD PARK PLAN OF MANAGEMENT 1999	7
B41	DISPOSAL OF SURPLUS OPEN SPACE LAND - LOT 69 DP 247710 CAVANBA ROAD, TOORMINA	7
B42	APPOINTMENT OF ALTERNATE DELEGATE TO NORTH COAST WEEDS ADVISORY COMMITTEE	8
B43	RED ROCK RECREATION RESERVE ALCOHOL PROHIBITION	8
B44	ACQUISITION OF EASEMENT AT LOT 351 DP 703698 - 104- 134 EGGINS DRIVE, ARRAWARRA	9
S75	TENDERS: CONSTRUCTION OF PUMPING STATIONS FOR ARRAWARRA AND MULLAWAY SEWERAGE	9
S76	COFFS HARBOUR REGIONAL AIRPORT PASSENGER TERMINAL BUILDING CLEANING	10
QUESTIONS WITHOUT NOTICE		
1.	Harbour Plan	11
2.	Pacific Highway	11
GENERAL BUSINESS		
1.	Traffic Speeds Nana Glen Rail	11
2.	Outstanding Matters	12
3.	Pittwater to Coffs Harbour Yacht Race	12
4.	Seaweed on Jetty Beach	12
5.	Correspondence	12
6.	Christmas 2004	13
7.	Councillor Noticeboard	13
8.	Woolgoolga Business Lands Working Group	13
9.	Vandalism	13



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CITY SERVICES COMMITTEE)

16 DECEMBER 2004

Present: Councillors K Rhoades (Mayor), D Featherstone, I Hogbin, R McKelvey, I Ovens, W Palmer, and G Smithers.

Staff: General Manager, Director of City Services, Director of Planning, Environment & Development, Director of Corporate Services, Acting Director of City Business Units, Design Manager, Works Manager, Community Services Manager and Executive Assistant.

Leave of Absence: Councillor J Bonfield.

The meeting commenced at 7.19pm with the Mayor, Cr K Rhoades in the chair.

APOLOGY

- 223** **RESOLVED** (Palmer/Hogbin) that an apology received from Cr Joass 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

- 224** **RESOLVED** (Palmer/Hogbin) that the Ordinary Meeting of Council be adjourned and Council now resolve into the City Services Committee meeting, the time being 7.20pm.

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

GENERAL MANAGER'S REPORT

23 COFFS HARBOUR HIGHWAY PLANNING STRATEGY

To report on the Roads & Traffic Authority's announcement of its preferred routes for the Coffs Harbour Highway Planning Strategy.

This matter was considered in Planning, Environment and Development Committee.

CITY SERVICES DEPARTMENT REPORTS

S65 WORKS BRANCH REPORT

To advise Council of the progress of construction and maintenance programs undertaken by Works Branch up to 30th November, 2004.

EN72 RECOMMENDED (Hogbin/McKelvey) that:

1. Council note the progress report on construction and maintenance works undertaken by Works Branch up to 30th November, 2004.
2. Council note that individual program expenditures are being monitored to ensure that the total program costs for 2004/2005 will be contained within the approved budget.

S66 REGIONAL ROAD REPAIR PROGRAM

To adopt a program and funding for the 2003-2007 Regional Roads Repair Program (RRR) following the deferral of the Regional Roads Timber Bridge Program.

EN73 RECOMMENDED (Rhoades/McKelvey) that:

1. Council consider making provision for funding \$435,500, including the \$51,400 in the 2005/06 Management Plan, to match the RTA funding of the 2003–2007 Regional Road Repair Program.
2. Council advises the RTA that the proposed program and funding schedule are confirmed for the 2003/2007 Regional Road Repair Program.

S67 REGIONAL ROADS TIMBER BRIDGE PROGRAM

To advise Council of formal advice from RTA confirming deferral of the Regional Roads Timber Bridge (RRTB) program until 2006/07 and the impacts on Council's bridge program, and budget.

EN74 RECOMMENDED (Rhoades/Hogbin):

1. That Council note the deferral of the Regional Road Timber Bridge Program, and endorses the revised funding schedule.
-

Bridge		Middle Crk Bridge MR540	MR151 Coldwater Creek Brid	Ulong Ck Crk Bridge MR120	Eves Crk Bridge MR120	Little Nym Bridge MR120	Bobo River Bridge MR120	Lees Bridge MR151
2005/06	CHCC	\$237,500						
	RTA	-						
2006/07	CHCC	\$237,500						
	RTA	\$475,000						
2007/08	CHCC		\$170,000					
	RTA		\$170,000					
2008/09	CHCC			\$280,000				
	RTA			\$280,000				
2009/10	CHCC				\$170,000			
	RTA				\$170,000			
2010/11	CHCC					\$140,000		
	RTA					\$140,000		
2011/12	CHCC						\$340,000	
	RTA						\$340,000	
2012/13	CHCC							\$225,000
	RTA							\$225,000

2. That Council consider making provision for funding of \$237,500 in the 2005/06 Management Plan.

S68 BRAY STREET - TRAFFIC MANAGEMENT

To report on progress of the Bray Street Working Party.

EN75 RECOMMENDED (Hogbin/McKelvey):

1. That Council enter into a Memorandum of Understanding with Bray Street traders on:
 - Apportionment of cost.
 - Construction management plan.
 - Commitment by traders to internal traffic management works within an agreed time period.
 - Commitment by traders to pursuing land acquisition required prior to commencement of work.
 - Commitment by Council to pursue continual improvements to the Bray Street/Pacific Highway intersection capacity.
2. Council make a submission to the Roads and Traffic Authority for a contribution of \$100,000.00 towards the cost of reconstruction of the Pacific Highway/Bray Street intersection, seeking a response prior to 20 January 2005.
3. The commencement of construction works is dependent upon the Bray Street owners concurrence and signatures to the Memorandum of Understanding with a commitment to start works early February 2005.
4. That Council contribute up to \$10,000.00 for the acquisition of the land affecting the driveway entry to the complex.
5. That Council seek bank guarantees from the owners of the Bray Street complex to the value of \$100,000.00, to be in place by 20 January 2005.
6. All necessary documents to be executed under Seal of Council.

S69 COFFS HARBOUR BOAT RAMP

To report on some of the issues raised by users of the Coffs Harbour boat ramp at a meeting of the Mayor and Councillors on 4 November 2004.

EN76 RECOMMENDED (McKelvey/Hogbin):

1. That the report on issues surrounding the Coffs Harbour Boat Ramp be noted.
2. That Council continue consultation with ramp users to develop a plan of works at the Coffs Harbour boat ramp that are affordable and fit in with future Management Plans and associated works for the Harbour Foreshore area.

S70 COASTAL ESTUARY MANAGEMENT ADVISORY COMMITTEE

To report minutes of the Coastal Estuary Management Advisory Committee Meeting held on 30 November 2004.

EN77 RECOMMENDED (McKelvey/Smithers) that Council:

1. Note the minutes of the Coastal Estuary Management Advisory Committee Meeting held on 30 November 2004.
2. Accept the proposal of WBM Oceanics for the preparation of the Hearnese Lake Estuary Management Plan.
3. Accept the proposal by WBM Oceanics to conduct studies for the Corindi Lagoon (Pipe Clay Creek) EMP.
4. Note that:
 1. CEMAC is to hold a meeting from 3.00pm to 5.00pm during the week commencing 21 February 2005.
 2. All persons who submitted a community questionnaire will be invited to nominate to attend a workshop from 6.00pm to 7.30pm following the CEMAC meeting, with a limit of 40 places to be filled.
 3. The Moonee Community Hall is the venue for these meetings, and a date to be set depending on availability.
5. Submit a bid for the 2006 NSW Coastal Conference.
6. Seek a representative from the Coffs Harbour State Emergency Service for appointment to the Coastal Estuary Management Advisory Committee.

S71 MACQUES ROAD, MOONEE

To advise Council of available options regarding access from the State Forest onto the western end of MacCues Road.

This matter was considered in Planning, Environment and Development Committee.

S72 CHANGE OF NAME - COFFS HARBOUR COMMUNITY INDOOR STADIUM

To seek Council approval to replace the old name of the Coffs Harbour Community Indoor Stadium at Bray Street, Coffs Harbour for the new name "SPORTZ CENTRAL Bray Street, Coffs Harbour"

- EN79 RECOMMENDED** (Hogbin/Smithers) that Council adopt the new name of "SPORTZ CENTRAL Bray Street, Coffs Harbour" for the indoor stadium located on Bray Street, Coffs Harbour.

S73 MINUTES OF THE ARTS AND CULTURAL DEVELOPMENT ADVISORY COMMITTEE MEETING HELD ON 27 SEPTEMBER 2004

To present to Council the minutes of the Arts and Cultural Development Advisory Committee meetings held on 30 August and 27 September 2004.

- EN80 RECOMMENDED** (Hogbin/McKelvey):

1. That Council note the minutes of the Arts and Cultural Development Advisory Committee meeting held on 30 August and 27 September 2004.
2. That Council note the amendment to the minutes of the Arts and Cultural Development Advisory Committee meeting held on 30 August 2004.
3. That Council note the role of the Arts and Cultural Development Advisory Committee.

S74 COFFS HARBOUR MUSEUM

To inform Council that the Coffs Harbour Historical Society and Museum Inc (CHHS&MI) has voluntarily surrendered its lease on the Museum building at 189B Harbour Drive, Coffs Harbour and as a result the museum will need to be closed for a short period of time.

- EN81 RECOMMENDED** (Rhoades/McKelvey) that Council:

- Note the Coffs Harbour Historical Society and Museum Inc has voluntarily surrendered the lease for the Museum building at 189B Harbour Drive, Coffs Harbour
- Acknowledges the work of the volunteers at the Coffs Harbour Historical Society and Museum.

CITY BUSINESS UNITS DEPARTMENT REPORTS

B39 OFFICE ACCOMMODATION

To seek Council approval to commence preparation of plans and documentation for the proposed extension to the Administration Building.

EN82 RECOMMENDED (Hogbin/Smithers):

1. That Council engage suitably qualified consultants to prepare plans up to tender documentation stage for the construction of an additional floor on the Council Administration Building and the review the layout of the building.
2. That funding for the work be from 2004/05 Revenue.

B40 AMENDMENT TO BRELSFORD PARK PLAN OF MANAGEMENT 1999

The purpose of this report is to present an amendment of the Brelsford Park Plan of Management 1999 to enable the construction of a Senior Citizens / Multi-purpose Centre on the south-eastern corner of the park.

EN83 RECOMMENDED (McKelvey/Smithers) that Council place on exhibition the proposed amendments to the Brelsford Park Plan of Management, enabling the construction of the Senior Citizens / Multi-purpose Centre to proceed.

B41 DISPOSAL OF SURPLUS OPEN SPACE LAND - LOT 69 DP 247710 CAVANBA ROAD, TOORMINA

The purpose of this report is to recommend to Council the acceptance of a price for the sale of Lot 69 DP 247710, Cavanba Road, Toormina.

EN84 RECOMMENDED (McKelvey/Smithers):

1. That Council proceed with the sale of Lot 69 DP 247710 Cavanba Road, Toormina to the Department of Education and Training for an amount of \$100,000 exclusive of GST.
2. That each party be responsible for their own legal conveyancing expenses in regard to this matter.
3. That all necessary documents be executed under the common seal of Council.

B42 APPOINTMENT OF ALTERNATE DELEGATE TO NORTH COAST WEEDS ADVISORY COMMITTEE

To recommend the appointment of Cr Smithers as an alternative delegate to the North Coast Weeds Advisory Committee.

EN85 RECOMMENDED (Hogbin/Featherstone):

1. That Council appoint an alternate delegate to the North Coast Weeds Advisory Committee.
2. That Cr Smithers be appointed as the alternate delegate.

B43 RED ROCK RECREATION RESERVE ALCOHOL PROHIBITION

To recommend notices be placed to control the taking of and/or consumption of alcohol at developed public access places within Red Rock Recreation Reserve, Red Rock

EN86 RECOMMENDED (Ovens/McKelvey):

1. That Council using the powers granted by S632(1)(e) of the Local Government Act 1993 prohibit 'the taking of and/or consumption of alcohol within the developed public access areas of Red Rock Recreation Reserve, Red Rock between 9pm and 9am'.
2. That notices in accordance with the Act be installed in locations identified by the Trust's Administrator and at the cost of the Red Rock Recreation Reserve Trust.

B44 ACQUISITION OF EASEMENT AT LOT 351 DP 703698 - 104-134 EGGINS DRIVE, ARRAWARRA

Report seeking Council approval for the acquisition of an easement for a sewer pipeline, pump station and access over property at Lot 351 DP 703698, 104-134 Eggins Drive, Arrawarra.

EN87 RECOMMENDED (McKelvey/Hogbin):

1. That Council proceed to acquire an easement of variable width for sewer, pump station and access over Lot 351 DP 703698, Arrawarra as shown approximately on the plan attached to this report.
2. That Council pay the amount as stated in the confidential attachment, exclusive of GST as compensation to the owner of the property for the easement acquisition.
3. That Council be responsible for all costs associated with the matter.
4. That all necessary documents associated with the acquisition of the easement be executed under the Common Seal of Council.

S75 TENDERS: CONSTRUCTION OF PUMPING STATIONS FOR ARRAWARRA AND MULLAWAY SEWERAGE

To report on tenders received for the construction of pumping stations for the Arrawarra and Mullaway Sewerage Scheme.

EN88 RECOMMENDED (McKelvey/Ovens):

1. That Council accept the tender of A J Pipelines and Constructions Pty Ltd, ABN 40 083 081 645, for Contract No. 03/04-164-TO, Construction of Pumping Stations, Arrawarra/Mullaway Sewerage for the lump sum amount of \$1,737,396.10 including GST, on the basis that:-
 - a) The tender is the highest scoring tender following the application of Council's Tender Value Selection System
 - b) The Tenderer has the necessary experience in similar works and his referees have confirmed his ability and satisfactory performance
 - c) The Tenderer's financial references are satisfactory
2. That the contract documents be completed under Seal of Council

S76 COFFS HARBOUR REGIONAL AIRPORT PASSENGER TERMINAL BUILDING CLEANING

To report on tenders received for the cleaning of the Coffs Harbour Regional Airport Passenger Terminal Building and to gain Council approval to accept a conforming tender

EN89 RECOMMENDED (McKelvey/Ovens):

1. That Council accept the tender of Harvent P/L, trading as Total Building Maintenance, ABN 42 057 669 173, for cleaning of the Coffs Harbour Regional Airport Passenger Terminal Building, Contract No. 04/05-189-TO, for the lump sum amount of \$189,418.50 including GST, on the basis that:
 - a) The contract is for a two year period commencing 1 February 2005
 - b) The tender is the highest scoring tender following the application of Council's Tender Value Selection System
 - c) The Tenderer has the necessary experience in similar works and his referees have confirmed his ability and satisfactory performance
2. That the contract documents be completed under Seal of Council

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 7.41pm.

OPEN COUNCIL

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

EN90 RECOMMENDED (Hogbin/McKelvey) that the Committee now move into Open Council.

ADOPTION OF CITY SERVICES COMMITTEE REPORT

- 225 RESOLVED** (Hogbin/Smithers) that the recommendations of the City Services Committee meeting be received and adopted.

QUESTIONS WITHOUT NOTICE

1. Harbour Plan

Councillor Smithers advised that the Strategic Planning Group and Operational Group have requested that the unused SRA land at the harbour be acquired and included in the Harbour Plan.

The General Manager advised that the land has been subject to negotiation with the SRA for some years and at this stage they are reviewing the need for the land in terms of their operational requirements.

2. Pacific Highway

Councillor Ovens questioned whether the traffic camera that is located near the Coffs Harbour Bowling Club on the Pacific Highway was being monitored in Grafton for traffic delays and holdups.

The Director of City Services advised that the camera is linked to the Grafton office but the traffic lights are not adjusted from there, the lights are linked by telephone to the computer network in Sydney.

GENERAL BUSINESS

1. Traffic Speeds Nana Glen Rail

Councillor Palmer asked whether there were any plans to have traffic calming measures placed in Nana Glen Rail as there is no pathway for school children who have to walk along the roadside to school at Nana Glen. Cr Palmer requested that investigations be carried out as to the cost of a pathway, similar to the cycleway in Orlando Street, and consider as an early item in next year's Management Plan.

The Director of City Services advised that investigations would be carried out into the provision of a footpath/cycleway from Nana Glen Rail to Nana Glen.

2. Outstanding Matters

Councillor Ovens suggested Council look at some type of register to ensure matters raised in General Business and Questions Without Notice are answered.

The General Manager advised that he would be surprised if there are any outstanding issues however a review of these matters could be carried out since the Council election.

3. Pittwater to Coffs Harbour Yacht Race

Councillor Hogbin advised that a launch for the Pittwater to Coffs Harbour Yacht Race was held last week where, due to a combination of co-operation between staff, Yacht Club officials and race organisers, a fairly positive approach was obtained whereby the race would actually grow into the future.

4. Seaweed on Jetty Beach

Councillor Hogbin expressed concern at the seaweed on the Jetty beach, which has been there for some time, and requested that it be removed prior to the holiday season.

The Acting Director of City Business Units advised that Council is bound by regulations which prohibit the removal of seaweed from the beach however it can be buried and will be buried prior to the holidays.

5. Correspondence

Councillor Ovens advised that he had received a letter regarding Mr Dunlop's Development Application at 590 Coramba Road and sought advice as to whether a response was necessary if the letter was from a third party enquiring about private affairs of other parties.

The General Manager advised that it is appropriate if the third party is acting under the authority of the applicant.

6. Christmas 2004

Councillor Palmer requested that consideration be given to providing some Christmas decorations in Harbour Drive over the Christmas period in 2005.

The General Manager took the matter on notice and advised that Christmas carols would begin Monday in the City Centre.

7. Councillor Noticeboard

Councillor Smithers requested a noticeboard be erected in order to give more notice of significant agenda items.

8. Woolgoolga Business Lands Working Group

Councillor Featherstone requested that the Woolgoolga Business Lands Working Group to be re-activated in January 2005 would now be in February 2005 as there is no meeting in January.

The Director of Planning, Environment and Development advised that she is not sure when the Group would meet but the projects were proposed to start in January 2005.

9. Vandalism

Councillor Featherstone requested Council investigate putting dummy video cameras at various locations where vandalism mostly occurs.

The General Manager advised that this has been considered in the past, some cities do it where crime rates are significant, but it needs to be decided whether or not the level of crime warrants the expenditure. A report is to be brought back to Council.

This concluded the business and the meeting closed at 8.00pm.

Confirmed: 3 February 2005.

.....
Cr K D Rhoades
Mayor