



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CITY SERVICES COMMITTEE)

COUNCIL CHAMBER

COUNCIL ADMINISTRATION BUILDING

COFF AND CASTLE STREETS, COFFS HARBOUR

17 FEBRUARY 2005

Commencing at 5.00pm

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CONFIDENTIAL ITEM

The following item 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):

- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

and in accordance with Section 10A (2) the meeting may be closed to the public.



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CITY SERVICES COMMITTEE)

17 FEBRUARY 2005

Mayor and Councillors

NOTICE OF MOTION

PLANNING MATTERS

Purpose:

Councillor Hogbin gave notice of his intention to move the following (shown in italics):

1. a) *That Council require as part of the development control plan consultation process, formal consultation with the following organisations:*

- *Urban Development Institute of Australia, Coffs Harbour Branch*
- *Ulitarra Society*
- *Chambers of Commerce*
- *Real Estate Institute of NSW*

on matters associated with Development Control Plans. Any reports to Council should include comments provided by these organisations prior to Council determining the Development Control Plan

General Managers comments:

In regard to point a), consultation currently occurs on an informal basis with the Chamber of Commerce, the Aboriginal Land Council, environmental groups and resident action groups. It is agreed that formal consultation with a newly constituted local branch of the UDIA and with the REI would be appropriate and is supported.

cont'd

Planning Matters (cont'd)

- b) *That a quarterly forum be conducted on matters relating to development within the City of Coffs Harbour, with interested parties invited to make a submission to that forum.*

General Managers comments:

To date, two development industry forums have been hosted by Council. It is considered these have been very successful in terms of information sharing and relationship building. Continuing these forums on a quarterly basis is supported. It should be noted that where specific planning policies require the input of the development industry, it would be proposed to host additional forums where necessary, eg, water sensitive urban design.

2. *That a status report of all current court actions involving Council be reported to Council on a monthly basis*
3. *That Council be advised on a monthly basis of any development application refusals that have occurred during the preceding month*

General Managers comments:

No concerns are raised in respect of these proposals.

4. *That a report be prepared on the feasibility of Council requiring all DCPs in existence to show that residential accommodation less than 100sq metres require 2 parking spaces*

General Managers comments:

There are several concerns relating to the social and economic implications of requiring two parking spaces for each unit less than 100sq metres in area.

In recent years, Council has endeavoured to encourage affordable housing plus a range of housing choices. It is considered that such a change to Council's DCP would result in a reduction in the number of smaller units constructed and therefore a reduction in the supply of housing available to those in lower economic brackets within the community. This lack of supply may then lead to an artificial increase in the price of smaller units and render them unaffordable to that part of the community for which they were designed.

In addition, the funding and resourcing of preparing and processing such an amendment to Council's DCP needs to be considered. These matters will be discussed in more detail in the foreshadowed report.

GENERAL MANAGER'S REPORT

2 QUARTERLY PERFORMANCE REPORTING FOR THE QUARTER ENDED 31 DECEMBER 2004

Purpose:

To report on the achievement of customer service guarantees and performance targets for the October to December 2004 quarter.

Description of Item:

Council's Management Plan contains, among other things, customer service guarantees and performance targets for the year. The quarterly performance report describes the actual performance results as compared to the expected performance results.

A summary of results for each customer service guarantee is provided in Attachment 1 to this report.

A list of significant achievements for the quarter is provided in Attachment 2 to this report.

A summary of actual performance against each performance target is detailed in a separate booklet, which is available in the Councillors' Room.

Sustainability Assessment:

This report monitors Council's performance of strategies as outlined in the 2004 Management Plan. An assessment using social, economic, and financial indicators applies to individual strategies and an overall assessment is not required.

Consultation:

Managers from all Council departments have submitted performance reports for objectives which relate to their areas of responsibility. This involved consultation with appropriate staff and capturing data from Council's computer system.

Related Policy and / or Precedents:

Quarterly Performance Reports have been submitted to Council since the implementation of Council's first Management Plan in the 1994/95 financial year.

Statutory Requirements:

Section 407 of the 1993 Local Government Act requires the General Manager to submit performance reports to Council within two months following the end of each quarter (ie July to September, October to December, January to March and April to June). The report is to describe the extent to which performance targets set out in Council's Management Plan have been met during the quarter.

Council's Annual Report is to include a yearly review on the achievement of performance targets set out in Council's Management Plan for that year.

cont'd

2 - Quarterly Performance Reporting for the Quarter Ended 31 December 2004 (cont'd)

Issues:

There are 29 principal objectives incorporating 127 performance measures identified in Council's 2004/2005 Management Plan. Of the performance measures 9 were not achieved during the quarter. These measures account for 7% of the total performance measures. The remainder of these measures were either achieved or not yet due for completion.

TABLE 1

Original Measure	Revised Measure	Comment
CITY IMAGE		
Review of planning documents for Red Rock & Corindi Beach. Draft LEP/DCPs by December 2004	September 2005	Under preparation, delayed by Boundary Commission reassessment
Adopt policy for water sensitive urban design by December 2004	April 2005	Draft policy currently being assessed by all relevant Council departments
Harbour Plan final plans on exhibition by December 2004	June 2005	Undergoing consultation with stakeholders. Final Plans for exhibition June 2005
Gateway strategy exhibited by December 2004	February 2005	Report prepared for Council to initiate exhibition in February 2005
Commence implementation of signage policy by July 2004	February 2005	To be commenced by February 2005
BASIC INFRASTRUCTURE		
Adoption of Coffs Creek Floodplain Management Plan by December 2004	March 2005	Additional flood modelling required. Report to Council by March 2005
CULTURAL & COMMUNITY DEVELOPMENT		
Develop Regional Tennis Facilities Plan by December 2004	To be determined	Information provided to Tennis NSW for feasibility study to commence first quarter 2005
Draft Social Plan review by December 2004	November 2005	Timeframe altered to Nov 2005 as a result of boundary changes
WATER & SEWERAGE		
Developer Services Plans reviewed by November 2004	July 2005	Commenced

cont'd

2 - Quarterly Performance Reporting for the Quarter Ended 31 December 2004 (cont'd)

Comments:

Achievement of 93% of performance measures is considered satisfactory due to staff resourcing issues. It should be noted that due to the Sports Unit Manager position being vacant for most of the quarter some aspects in this area may not have met the required completion times. The newly appointed manager is currently assessing the situation.

Comparison of Council's customer service guarantees as detailed in attachment 1 to this report show the response time has generally remained at a high level.

90% of development applications processed within forty days is considered satisfactory since the majority of cases of delays are due to external influences eg. referral to government agencies.

Implementation Date / Priority:

Management will continue to monitor the organisation's performance with a view to improving service delivery.

Recommendation:

- 1. That Council notes the issues surrounding those measures that have not been achieved for the period ending 31 December 2004 as listed in the body of this report.**
- 2. That Council note the achievements of customer service guarantees, as outlined in Attachment 1 of the General Manager's Report, for the October to December 2004 quarter.**
- 3. That Council note the organisation's significant achievements, as outlined in Attachment 2 of the General Manager's Report, for the October to December 2004 quarter.**
- 4. That Council note the achievement of performance targets, as outlined in a separate booklet, which is available in the Councillors' Room, for the October to December 2004 quarter.**
- 5. That Council continues to monitor its performance with a view to improving service delivery.**

M J Ferguson
General Manager

Attachments:**ATTACHMENT 1****CUSTOMER SERVICE GUARANTEES – QUARTERLY COMPARISON**

Guarantee	2004/2005 Oct-Dec	2003/2004 Oct-Dec
Respond to verbal enquiries within three working days.	99.5% (1561)	98% (562)
Ensure waiting time at the customer service counter does not exceed five minutes	100%	100%
Respond to major pollution incidents within one hour.	100% (1)	100% (1)
Investigate 90% of complaints relating to stray dogs and stock within four hours	88% (127)	90% (252)
Attend to 90% emergency call outs within one hour.	100% (6)	100% (5)
Reply to requests for work in public parks within seven days.	100% (785)	100% (127)
90% of all requests for building inspections will be attended to within two days	100% (2,690)	-
100% development applications will be processed within forty days	90% (459)	87% (473)
Seal potholes on local roads within seven days.	100% (28)	100% (28)
Repair or remove dangerous signs within one day	100% (20)	92% (15)
Repair defective signs within seven days.	100% (27)	100% (22)
Grade gravel roads at least once per year.	50%	100%
Clear blocked drains causing property damage within twenty four hours.	100% (81)	100% (11)
Issue payment certificates within 14 days of receipt of claim from the contractor.	96% (26)	95% (36)
Respond to water supply disruptions within two hours.	99% (67)	100% (20)
Respond to sewer system failures within two hours.	100% (383)	100% (463)

SIGNIFICANT ACHIEVEMENTS

- Food & Wine Festival held in October was a huge success and won event of the year
- Triple Bottom Line Review completed
- Turnover for the four caravan parks exceeded budget predictions
- Murray Drive Stage 1 regeneration completed
- Noxious weeds income increased by up to 30%, reflecting income generated from areas outside the City
- Record passenger numbers, more than 250,000 for the year for the first time
- Groyne Wall completed in December
- Coffs Creek Flood Mitigation works construction completed
- West Woolgoolga and Coordination & Administration Contribution Plans adopted
- Issues paper “Coffs Harbour Highway Planning Strategy – Implications for Coffs Harbour” adopted by Council
- Northern Beaches cycleway construction commenced
- Glenreagh Steam Railway launch
- Three new services commenced at the airport; Brisbane, Sydney & Melbourne
- Corindi SES Unit opening in November
- Remembrance Day commemorations
- Excellence in Environment Awards presentation
- Awards presentation for International Disability Day
- Grace Roberts Award presentation
- Airport dividend paid
- Airport business service to Brisbane continues to grow
- Funding for economic research obtained from Tourism NSW, Tourism Association and Chamber of Commerce
- Australian Military Tattoo and Orara Valley Rugby League Club alliances formed
- Growers Markets expanding in numbers. A grower of the month is now published in the Advocate
- Campbells Beach Management Plan implemented
- Santa’s arrival and Kid’s Christmas Carols promotion in City Centre a success
- 99.5% of the 1,561 verbal enquiries received were responded to within the required time
- 400m of Toormina-Boambee East walkway and 650m of fencing at Sandy Beach completed by Work for the Dole
- Concept plans completed for Brelsford/Civic Precinct for public display

CITY SERVICES DEPARTMENT REPORTS

S2 TRAFFIC COMMITTEE MEETING NO. 1/2005

Purpose:

To confirm minutes from the Traffic Committee held on 3 February 2005.

Recommendation:

T.1 – Pacific Highway, Woolgoolga - '80km/h Ahead' signs (511410 [1020497])

That '80km/h Ahead' signs be erected on the Pacific Highway, Woolgoolga, when entering from the north, as per Plan T.1.

T.2 – Linden Avenue, Boambee East - 'Bus Zone' (501950)

That 'Bus Zone' signs be erected in Linden Avenue, Boambee East, opposite the new shopping centre, as per Plan T.2.

T.3 – Laneway off Park Avenue, Coffs Harbour - 'Loading Zone' signs (505670)

That 'Loading Zones' be erected in the laneway off Park Avenue, Coffs Harbour, behind Bananacoast Credit Union, along with other signposting, as per Plan T.3.

T.4 – Lindsays Road, Boambee - 'On / Off' ramps (500330)

That no action be taken to erect a pedestrian crossing at the 'On/Off' ramps to Lindsays Road, Boambee.

T.5 – Elizabeth Street, Coffs Harbour - Shortcut by Vehicles (504410)

That a 'Stop' sign be erected in Elizabeth Street, Coffs Harbour, at the intersection with McLean Street, as per Plan T.5.

T.6 – Pedestrian Refuges - Azalea Avenue, Coffs Harbour; River Street, Woolgoolga; Linden Avenue, Toormina (503800; 508570; 501950)

That the design plans for pedestrian refuges in the following locations be approved, as per Plan T.6, subject to the refuges being installed to current standards:

- Azalea Avenue, Coffs Harbour
- River Street, Woolgoolga
- Linden Avenue, Toormina

cont'd

S2 Traffic Committee Meeting No. 1/2005 (cont'd)

T.7 – Victoria Street, Coffs Harbour - 'No Parking' signs (506000)

That the 'No Parking' signs in Victoria Street, Coffs Harbour, adjacent the old Hospital site, be removed.

Attachments:

**COFFS HARBOUR CITY COUNCIL
TRAFFIC COMMITTEE MINUTES 1/2005
3 FEBRUARY 2005 - 10.30AM**

Present: Councillor Bill Palmer, Coffs Harbour City Council
Sgt Brian Hughes, Coffs Harbour Police
Graham Carthew, Roads and Traffic Authority
Peter Kitching, Coffs Harbour City Council
John Rowe, Coffs Harbour City Council

Apologies: George Stulle, Coffs Harbour City Council
Anne Shearer, Coffs Harbour City Council

Minute Taker: Ann Graham

T.1 – Pacific Highway, Woolgoolga - '80km/h Ahead' signs (511410 [1020497])

Consideration to request to erect '80km/h Ahead' signs when entering Woolgoolga from the north.

Recommended: that '80km/h Ahead' signs be erected on the Pacific Highway, Woolgoolga, when entering from the north, as per Plan T.1.

T.2 – Linden Avenue, Boambee East - 'Bus Zone' (501950)

Consideration to a request for a bus zone in Linden Avenue, Boambee East, opposite the new shopping centre.

Recommended: that 'Bus Zone' signs be erected in Linden Avenue, Boambee East, opposite the new shopping centre, as per Plan T.2.

T.3 – Laneway off Park Avenue, Coffs Harbour - 'Loading Zone' signs (505670)

Consideration to a request to change existing 'No Parking' signs to 'Loading Zones' in laneway off Park Avenue behind Bananacoast Credit Union.

Recommended: that 'Loading Zones' be erected in the laneway off Park Avenue, Coffs Harbour, behind Bananacoast Credit Union, along with other signposting, as per Plan T.3.

T.4 – Lindsays Road, Boambee - 'On / Off' ramps (500330)

Consideration to a request for a pedestrian crossing at the 'On / Off' ramps to Lindsays Road, Boambee.

Recommended: that no action be taken to erect a pedestrian crossing at the 'On/Off' ramps to Lindsays Road, Boambee.

Reason: It would be too dangerous to incorporate a pedestrian crossing at this location.

T.5 – Elizabeth Street, Coffs Harbour - Shortcut by Vehicles (504410)

Consideration to a report from Police that north-bound vehicles are using Elizabeth Street, Coffs Harbour, as a shortcut to avoid the traffic lights at the intersection of Pacific Highway and Combine Street, Coffs Harbour.

Recommended: that a 'Stop' sign be erected in Elizabeth Street, Coffs Harbour, at the intersection with McLean Street, as per Plan T.5.

T.6 – Pedestrian Refuges - Azalea Avenue, Coffs Harbour; River Street, Woolgoolga; Linden Avenue, Toormina (503800; 508570; 501950)

Consideration to design plans for pedestrian refuges in the following locations:

- Azalea Avenue, Coffs Harbour
- River Street, Woolgoolga
- Linden Avenue, Toormina

Recommended: that the design plans for pedestrian refuges in the following locations be approved, as per Plan T.6, subject to the refuges being installed to current standards:

- **Azalea Avenue, Coffs Harbour**
 - **River Street, Woolgoolga**
 - **Linden Avenue, Toormina**
-

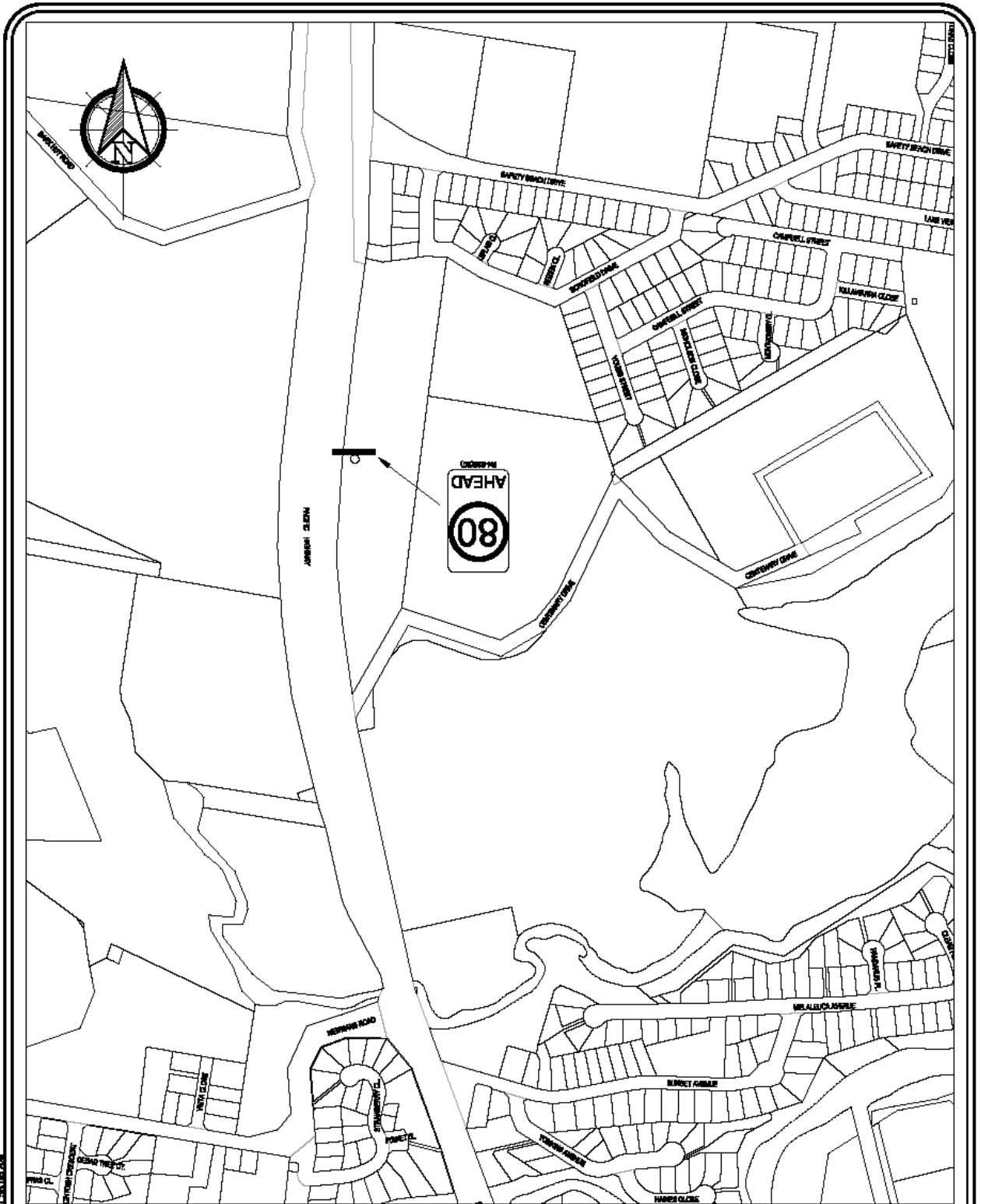
T.7 – Victoria Street, Coffs Harbour - 'No Parking' signs (506000)

Consideration to a request for the removal of 'No Parking' signs in Victoria Street, Coffs Harbour, adjacent the old Hospital site.

Recommended: that the 'No Parking' signs in Victoria Street, Coffs Harbour, adjacent the old Hospital site, be removed.

The meeting closed at 11.55am.

The next meeting for Traffic Committee will be Thursday 3 March 2005.



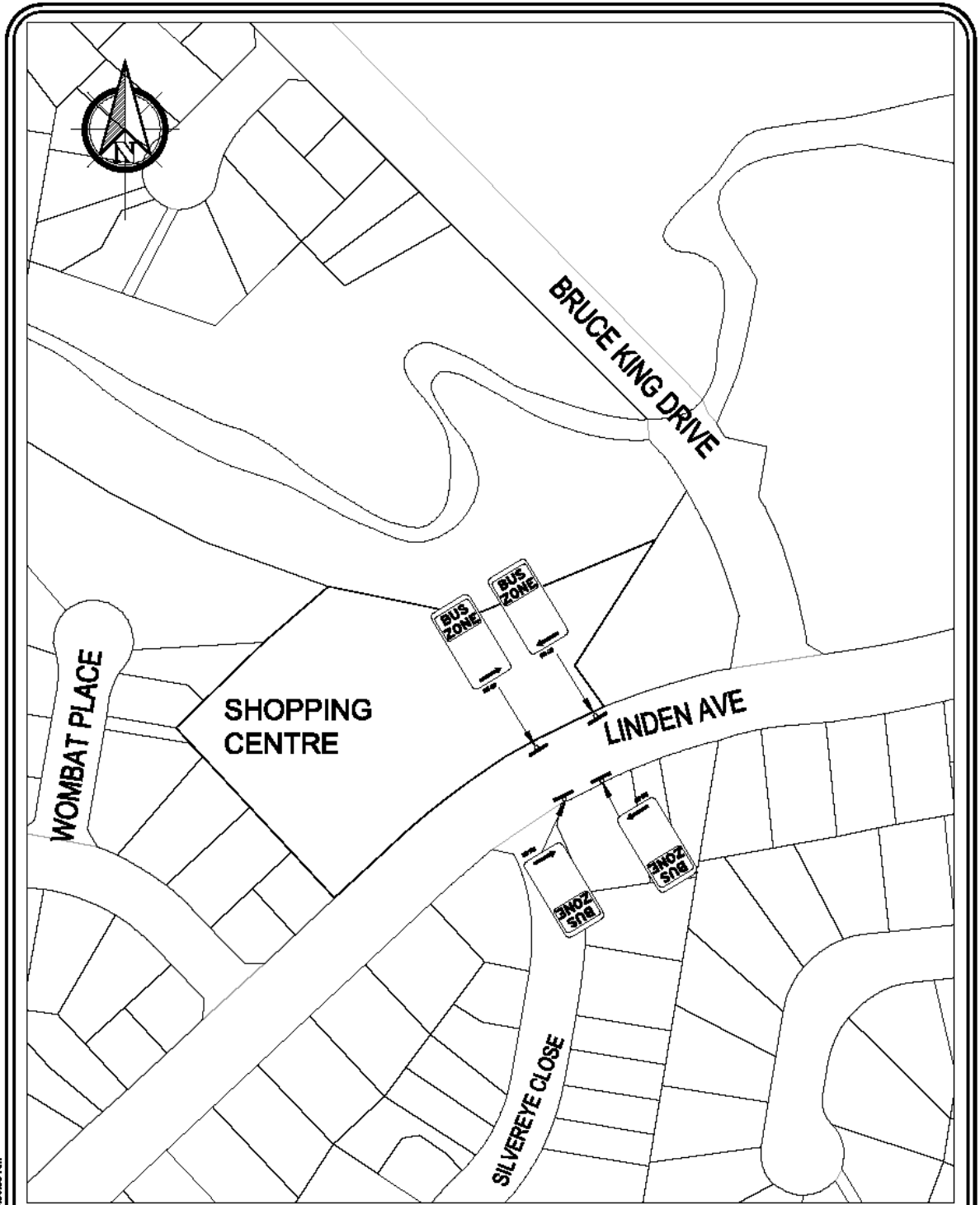
PLAN VIEW

NOTES:
 THAT '80KM/H AHEAD' SIGNS BE ERRECTED ON
 THE PACIFIC HIGHWAY, WOOLGOOLGA, WHEN
 ENTERING FROM THE NORTH

TRAFFIC INSTRUMENT

T.1-2005
 PACIFIC HWY
 WOOLGOOLGA

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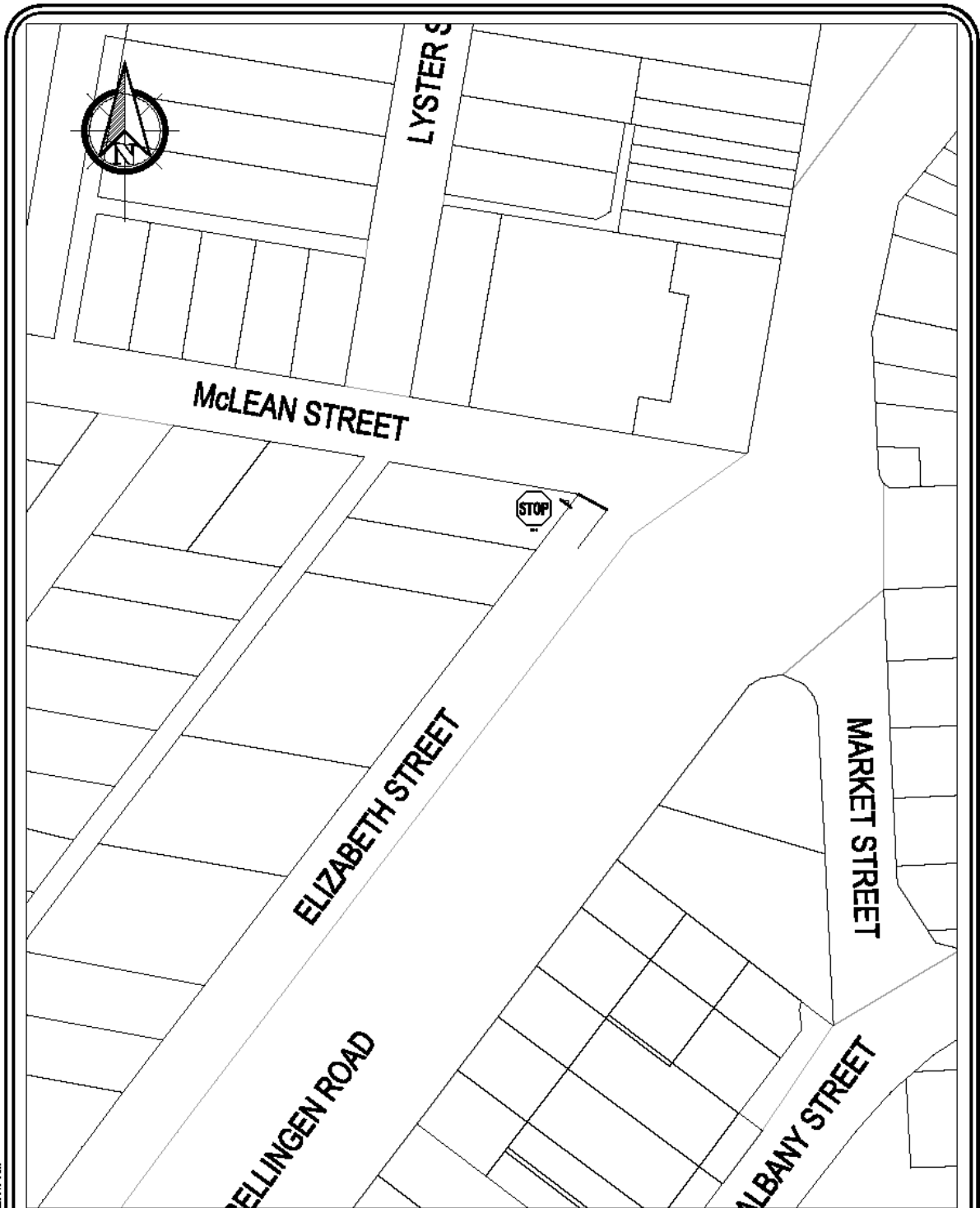
PLAN VIEW

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NOTES:
 THAT 'BUS ZONE' SIGNS BE ERECTED IN LINDEN AVENUE, BOAMBEE EAST, OPPOSITE THE NEW SHOPPING CENTRE,

TRAFFIC INSTRUMENT

T.2-2005
 LINDEN AVE
 BOAMBEE EAST



PLAN VIEW

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NOTES:
 THAT A 'STOP' SIGN BE ERECTED IN ELIZABETH STREET, COFFS HARBOUR, AT THE INTERSECTION WITH MCLEAN STREET

TRAFFIC INSTRUMENT
 T.5-2005
 ELIZABETH STREET
 COFFS HARBOUR

S3 MINUTES OF YANDAARRA ABORIGINAL CONSULTATIVE COMMITTEE MEETINGS HELD ON 21 MAY AND 18 JUNE 2004

Purpose:

To report to Council matters arising from the minutes of the Yandaarra Aboriginal Consultative Committee (YACC) meetings held on 21 May and 18 June 2004.

Description of Item:

The YACC met on 21 May 2004. A special meeting was held on 18 June 2004 to discuss the nominations for the NAIDOC Week awards. (The minutes of these meetings are attached.)

A meeting was then held on 10 September 2004 at which the above meetings' minutes were ratified as being a true record.

From the two meetings the matter from 21 May 2004 meeting which requires resolution of Council at this time is:

- That a recommendation be put to Council requesting that the means be found whereby the Aboriginal flag can be displayed continually along with the Australian and Council flag.

The meeting of 18 June 2004 was for the purposes of making decisions regarding the NAIDOC Week award recipients. The awards have since been presented at a function on 5 July 2004.

Sustainability Assessment:

- **Environment**

There are no environmental impacts regarding this issue.

- **Social**

The role the advisory committee plays in continuing effective working relationships between the Aboriginal community and Council is a positive one. Resolutions from the committee are often following consultation with a range of community members.

As has been the case in other communities the issue of which flags are flown when, is an issue about which many people in the community have passionately held views.

- **Economic**

Broader Economic Implications

There are no broader economic implications.

Management Plan Implications

There will be economic implications if Council resolves to fly the Aboriginal flag during regular business hours, as currently there is no flag pole on which to place an additional flag. The cost for purchasing and erecting an additional pole is approximately \$3,500. Should Council resolve to fly the flag during regular business hours a budget allocation will be required.

cont'd

S3 - Minutes of Yandaarra Aboriginal Consultative Committee Meetings held on 21 May and 18 June 2004 (cont'd)

Consultation:

The members of the YACC have provided feedback on this issue.

The Department of the Prime Minister and Cabinet has also been contacted in relation to this matter.

The City Treasurer advises that should Council approve the recommendations in this report then the budget deficit will be increased by \$3,500.

Related Policy and / or Precedents:

Council has, in the past, flown the Aboriginal flag during NAIDOC Week and on Sorry Day.

Issues:

Members of the YACC wish to have the Aboriginal flag displayed in the same way Council currently displays the Australian and Council flags. The views expressed in discussion on this matter included:

- It demonstrates respect for the indigenous people in the community.
- It shows an inclusive attitude by Council.
- This is a way of recognizing the contribution to the community by Aboriginal people.
- This action would be a symbolic way to help 'cement' the relationship between the local Aboriginal communities and Council.

The information obtained from the federal government is:

"Under the provisions of the Flags Act 1953 both the Australian Aboriginal Flag and the Torres Strait Islander Flag were formally recognised as flags of Australia in 1995. It is the role of this department to promote public awareness of those flags through flag flying codes and encouragement of the display of flags.

The Australian Aboriginal Flag and the Torres Strait Islander Flag may be flown at any time in Australia. Particular efforts are made by the government to feature these flags on days of special significance. Both flags are flown during National Reconciliation Week (27 May to 3 June) and during NAIDOC Week in July. I am advised by the facilities management area of Parliament House that these two flags are flown at Parliament House on these special occasions.

There is an order of precedence (attached) that must be followed when the Australian National Flag, State and Territory flags and the Australian Aboriginal Flag are displayed together.

There exists in Australia no law requiring the display or flying of the national flag or any other flag. This freedom of choice and the absence of prescription are hallmarks of the nature of the society we have. The decision to display the Australian Aboriginal Flag or other flags is based on the sentiment of the local community and what is deemed appropriate for particular occasions."

cont'd

S3 - Minutes of Yandaarra Aboriginal Consultative Committee Meetings held on 21 May and 18 June 2004 (cont'd)

This suggests that it is a matter for local communities to resolve.

There is the potential, should Council resolve to fly the flag on an ongoing basis, that other groups within the community may make a similar request. The Aboriginal flag is the symbol of the people who are regarded as the first inhabitants of Australia and therefore a decision by Council along these lines could be seen as acknowledging this fact.

There is likely to be positive and negative reaction to the decision, regardless of the resolution of Council, however, there is much to be gained in furthering the relationship between Council and the local Aboriginal communities.

Implementation Date / Priority:

Should Council resolve to fly the Aboriginal flag during regular business hours a number of steps would need to be taken. These include:

1. Identifying how and where the Australian, Council and Aboriginal flags are most appropriately flown.
2. Works would need to be undertaken to allow this to occur.

Recommendation:

1. **That Council fly the Aboriginal flag outside the administration building during business hours.**
2. **That the Mayor and General Manager be delegated authority for the appropriate siting and configuration of the poles to allow the Australian, Council and Aboriginal flags to be flown at the same time in accordance with Federal government protocol.**
3. **That a budget allocation of \$3,500 be made for the provision of an additional flag pole to fly the Aboriginal flag permanently.**

Attachments:



ORDER OF PRECEDENCE

The Australian National Flag takes precedence in Australia over all other flags when it is flown in company with other flags.

Thereafter when flown in the community the order of precedence of flags is:

2. National Flag of other nations
3. State and territory flags
4. Other flags prescribed by the *Flags Act 1953*
 - The Australian Aboriginal Flag
 - The Torres Strait Islander Flag
 - The Australian Defence Force Ensign
 - The Australian White Ensign
 - The Royal Australian Air Force Ensign
5. Ensigns and pennants - local government; Commonwealth, state and territory agencies; non-government organisations.

The order of precedence may be varied in the following circumstances:

- On military occasions or establishments, the Australian National Flag may be followed in the order of precedence by the prescribed Defence ensigns and military pennants ahead of other flags, ensigns and pennants;
- On Commonwealth occasions and Aboriginal or Thursday Island occasions for their peoples, the Aboriginal or TI Flags may follow the Australian National Flag ahead of other flags prescribed under the *Flags Act 1953*, state and territory flags and other ensigns and pennants.

In the absence of a flag or flags higher in the order, a flag shall follow the flag being flown that is higher in the order.

The order of precedence does not require that a flag listed in the order must be flown in company with other flags in the order.

**COFFS HARBOUR CITY COUNCIL
YANDAARRA ABORIGINAL CONSULTATIVE COMMITTEE MEETING
FRIDAY, 21 MAY, 2004**

I/R 947193

MINUTES

Meeting opened at 2.03 p.m.

The meeting opened with the Chairmen, Trevor Wilson, welcoming the newly appointed Council representatives, the Mayor Cr Keith Rhoades, Councillors Gavin Smithers, Rod McKelvey and re-appointed Councillor Bill Palmer.

ALSO PRESENT: Michael Rogers, Anita Craig, Michael Bryant, Harry Mumbulla, Belinda Peel, Stephen Sawtell, Jenni Eakins & Clyde Treadwell

IN ATTENDANCE : Susan Clarke

The Chairman invited each member of the committee to introduce themselves.

1. APOLOGIES - Nil

2. BUSINESS ARISING FROM PREVIOUS MEETINGS

2.1 Traditional "Welcoming" Signage

Following Michael Rogers update to the new members of the history of this item Jenni Eakins advise that she would follow up as to why no action had been taken yet and would report her findings at the next meeting.

2.2 Membership of the Committee

Following a brief discussion of the probability of having a young person/s on the Committee, and the means by which this could happen Michael Rogers advised that he would follow this idea through the various avenues suggested including the high schools.

2.3 Draft CHCC Indigenous Policy, Protocols & Procedures

There was general discussion regarding the background of this document. It was suggested that we investigate other Council's policies including, Shoal Haven City Council, Bryon Bay and Great Lakes. Michael Rogers to advise Jenni Eakins of a contact for Great Lakes.

2.4 Employment Policy

The Committee were advised that the Human Resources Manager was on leave at present and consequently unable to attend today's meeting as requested. However, an invitation will be extended to her to be at the Committee's next meeting where the issues raised can be discussed.

2.30 p.m. Cr Rhoades left the meeting and Michael Bryant arrived.

2.5 Aboriginal Network Conference

Members of the Committee up-dated the new Council representatives on the background of the NSW Local Government Aboriginal Network, the need for Council representation, and the purpose of the Conference including the Committee's prior bid to host a future event here in Coffs Harbour.

Michael Rogers suggested that attendance at these Conference consist of 2 Councillor representatives, a member of the YACC Committee and a representative of the Aboriginal Land Council.

MOVED (Rogers/Palmer)

1. That Council apply for membership of the NSW Local Government Aboriginal Network; and
2. That future Conferences be attended by 2 Councillors, a member of the YACC Committee and a representative of the Aboriginal Land Council. **CARRIED**

It was agreed to discuss the setting-up of a sub-Committee to look at the probability of holding of a future Conference in Coffs Harbour under General Business.

2.6 Grace Roberts & NAIDOC Awards

For the information of the new representatives Anita Graig, the first recipient of the Grace Roberts Community Development Award, gave a brief history of the Award. In addition, an explanation behind the establishment of three (3) NAIDOC Awards, education, art and culture and sport was also provided.

The timeframe for commencing the process of calling for nominations for both these Awards was discussed.

New members were advised that NAIDOC Week is celebrated in the first week of July, consequently to enable the process to be completed within a workable timeframe it was agreed that ads be placed immediately giving the Committee time to deliberate on the nominations and make announcements at Council's NAIDOC Week event.

It was agreed that the Grace Roberts Community Development Award be launched during NAIDOC Week and presented later in the year at a separate ceremony giving it a separate identity to the NAIDOC Week awards.

MOVED (Bryant/McKelvey)

1. That ads be placed in the appropriate media sources calling for expression of interest for the three (3) NAIDOC Week Awards; and
2. That nomination forms be made available at schools/educational organisations, the Local Aboriginal Land Council, local Aboriginal organisations and through the indigenous members of the Committee. **CARRIED**

2.7 Aboriginal Flag

The indigenous members of the Committee voiced their views regarding their desire to have the Aboriginal flag flying continually at Council. Symbolising the heart of Gumbaingirr Country, it would signify to the indigenous community Council's commitment to indigenous issues and create a positive environment in which both parties could work together productively.

Jenni Eakins advised that there were only two (2) flag poles available currently accommodating the Australian and Council flag. For this reason previous requests had been unsuccessful notwithstanding the hefty costs associated with the purchase, installation and/or re-design of flag poles to accommodate a third flag.

Despite this, it was agreed to request that Council investigate the means whereby the Aboriginal flag can be displayed continually along with the Australian and Council flag.

MOVED (Rogers/Peel) That a recommendation be put to Council requesting that the means be found whereby the Aboriginal flag can be displayed continually along with the Australian and Council flag. **CARRIED**

3. ADOPTION OF PREVIOUS MINUTES

MOVED (Rogers/Craig) That Minutes of 21 November, 2003 be adopted as a true and accurate record of the meeting. **CARRIED**

4. CORRESPONDENCE- Nil

5. GENERAL BUSINESS

5.1 Drug Action Week

Belinda Peel advised that 21 June sees the commencement of Drug Action Week. An invitation is extended to Committee members to attend a Drug and Alcohol Forum being held on Wednesday 23 June. An invitation outlining all the details will be circulated via the Committee's secretary.

5.2 Attendance at meeting by Newly Elected Council's

MOVED (Rogers/Peel) Michael Rogers took the opportunity to thank the newly elected Council representatives for their attendance and hoped that their support of Committee would continue. **CARRIED**

5.3 Local Government Week

Harry Mumbulla inquired as to the dates for Local Government Week. He suggested that following the proposal to have a young person as a member of the Committee a Council Open Day during this time may assist young people in understanding what Council is about. In line with this thinking Cr Palmer also noted, that as a means of gaining first hand knowledge of the issues, most Council meetings are open to the public.

Cr McKelvey suggested that this idea could be extended to include the Chamber of Commerce who could coordinate group visits to local industry and businesses.

Michael Rogers suggested that these ideas may be highlighted in TAFE's Career Open Days.

Clyde Treadwell also suggested the SLIKK (Student Leadership Is for Koori Kids) Program as an avenue for participation.

5.4 Memorandum of Understanding

Harry Mumbulla inquired as to the existence of this document. General discussion ensued with several examples being raised. Jenni Eakins stated that from her knowledge none had been adopted by Council. Clyde Treadwell cited the National Parks and Wildlife's article produced under the supervised of Tony English and would seek to fine these for the Committee's information.

It was requested that the issue be investigated and any examples be brought before the Committee for review and discussion next meeting.

5.5 Signage Fitzroy Oval

In May 2003 the Committee recommended to Council that as part of the NAIDOC Week celebrations a memorial project to erect a sign on Fitzroy Oval be constructed.

Michael Rogers, indicated that he, with Council's assistance, would take the necessary steps to see that the signage for Fitzroy Oval would be ready for the 2004 NAIDOC Week launch.

5.6 Aboriginal Cultural Centre - Council Support

Michael Rogers outlined to the Committee the proposed development of a Aboriginal Cultural Centre at Brodie Drive and suggested that, through the committee, financial support from Council be considered through it's 2005-2006 Management Plan.

Jenni Eakins indicated that a submission would be required.

5.7 Committee's Role in Scrutinising D.A.'s

Harry Mumbulla asked what role this Committee had in protecting artifacts and sacred sites from damage with regard to development applications.

For the information of members, Clyde Treadwell outlined the process for D.A.s which are seen to have issues of concern pertaining to significant sites and areas requiring protection. To this end, applications are submitted to both the Local Aboriginal Land Council and this Committee for their consideration and comment.

Notwithstanding this, any development which is seen to have issues of concern pertaining to significance and/or protection and is brought to the Committee's attention would be given due consideration.

5.8 Letter of Congratulations

The Chairperson, Trevor Wilson suggested that the Committee forward a letter of congratulations to Councillor Ballangarry on his appointment to Taree City Council, as.

MOVED (Wilson/McKelvey) That a letter of congratulations be forwarded to Councillor Ballangarry on his appointment to Taree City Council being the first indigenous person to do so. **CARRIED**

5.9 Committee Elections - To be listed on the next meeting's Agenda.

5.10 NSW Local Government Aboriginal Network sub-Committee

Members Stephen Sawtell, Trevor Wilson and Michael Rogers were nominated to be part of the sub-Committee to look at options surrounding a bid to hold a future NSWLGA Network Conference in Coffs Harbour.

5.11 Gift of Appreciation - Jan Strom

The Committee agreed with Trevor Wilson's suggestion that a gift of appreciation be presented to Jan Strom in recognition of her contribution to the Committee and it's role during her term as Councillor representative.

6. NEXT MEETING - 2004

SPECIAL MEETING, Friday 18 JUNE 2004, 2.00 pm Committee Room 2.
(To consider NAIDOC week nominations)

ORDINARY MEETING - FRIDAY 27 AUGUST 2004, 2.00 PM COMMITTEE ROOM 2

Meeting closed at 4.10 pm.

Coffs Harbour City Council
YANDAARRA ABORIGINAL CONSULTATIVE COMMITTEE
SPECIAL MEETING
FRIDAY, 18 JUNE 2004

MINUTES

Meeting opened at 2.07 pm.

PRESENT: Trevor Wilson, Michael Rodgers, Michael Bryant, Harry Mumbulla, Belinda Peel, Cr Gavin Smithers, Cr Rod McKelvey, Stephen Sawtell, Jenni Eakins and Clyde Treadwell

IN ATTENDANCE: Alison Kelly

APOLOGIES: Cr Rhoades and Anita Craig

1. CONSIDERATION OF NAIDOC WEEK AWARD NOMINATIONS

General discussion on nominations were held prior to the selection of each award.

Art & Cultural Pursuits

MOVED (McKelvey/Sawtell) that the Art & Cultural Pursuits Award be given to both Gloria Mercy and Maxine Naden.

CARRIED

Excellence in Education

MOVED (Rodgers/Bryant) that two awards be included in this category, that of Educator and Student.

CARRIED

MOVED (Bryant/Peel) that the Excellence in Education - Educator Award be given to Christine Robinson.

CARRIED

MOVED (McKelvey/Mumbulla) that the Excellence in Education - Student Award be given to Fiona Webb.

CARRIED

Achievement in Sport

MOVED (Peel/Smithers) that the Achievement in Sport - Senior Award be given to Natalie Wilson.

CARRIED

MOVED (Bryant/Smithers) that the Achievement in Sport - Junior Award be given to the Donnelly Sisters (Hannah and Marnie).

CARRIED

2. NAIDOC WEEK - FLAG RAISING CEREMONY ARRANGEMENTS

Michael Rodgers will speak to Elders next week to arrange for an Elder of the Gumbayngirr people and a young indigenous person to raise the Aboriginal flag. He will also arrange for a person to speak on the Fitzroy Oval project.

3. GENERAL BUSINESS

- Michael Rodgers informed the meeting that Anthony Mundine will be in Coffs Harbour between Saturday, 24 and 31 July 2004. During that time the Land Council will hold a workshop with developers regarding Aboriginal community needs and Mr Mundine will be invited. Mr Mundine will be at the Land Council office but not sure which day as yet.
- Belinda Peel informed the meeting that a Drug and Alcohol Forum will be held on Wednesday, 23 June between 9.30 am and 11.30 am at the Galambila Health Clinic.
- Suggestion and that consideration be given to holding a dinner during NAIDOC Week next year inviting high profile Aboriginals in the community.
- Michael Rodgers to speak to Elders and Anita Craig regarding the correct location for the new sign at Fitzroy Oval and report back to Cherelle Brooke at Council as soon as possible.
- It was suggested that a photographic exhibition re Fitzroy Oval be held at the Gallery during NAIDOC Week next year.

4. NEXT MEETING

FRIDAY, 27 AUGUST 2004 COMMENCING AT 2.00 PM - COUNCIL CHAMBER

Meeting closed at 3.14 pm

S4 MINUTES OF THE ARTS AND CULTURAL DEVELOPMENT ADVISORY COMMITTEE MEETING HELD ON 20 DECEMBER 2004

Purpose:

To present the minutes of the Arts and Cultural Development Advisory Committee meeting held on 20 December 2004.

Description of Item:

The Arts and Cultural Development Advisory Committee met on 20 December 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 20 December 2004 resolved that the committee:

Accepts the concept project information sheet on the development of an Arts and Cultural Development Plan for the City of Coffs Harbour as prepared by Megan Dixon.

Requests that a Councillor and a member of the Aboriginal community be appointed to the Arts and Cultural Development Plan Project Team.

Agrees to the appointment of Carol Hellmers as the representative of the Arts and Cultural Development Advisory Committee to the Arts and Cultural Development Plan Project Team.

cont'd

S4 - Minutes of the Arts and Cultural Development Advisory Committee Meeting held on 20 December 2004 (cont'd)

Supports the permanent appointment of a Cultural Development Officer to develop and implement the City of Coffs Harbour's Arts and Cultural Development Plan.

Recommends the reconsideration of the appointment of a consultant to develop the City of Coffs Harbour's Arts and Cultural Development Plan.

Requests a copy of the finalised draft of the City of Coffs Harbour's Arts and Cultural Development Plan goes on public display for a period of not less than six weeks for comment and input.

Supplies the Council's Gallery Education and Programs Officer with agendas and minutes of all Arts and Cultural Development Advisory Committee meetings for the officer's advisory input when needed.

Other items that were discussed included:

- The role of the Arts and Cultural Development Advisory Committee
- The Woolgoolga Master Public Art Plan
- The Public Art Piece for the North Coast Regional Botanic Gardens
- The Sawtell Town Clock Project
- The possibility of the development of an Arts page in the Advocate.
- The tabling of reports from members of the Arts and Cultural Development Advisory Committee pertaining to their areas of responsibility within the committee.
- The forming of closer links with the Yandaarra Aboriginal Consultative Committee.
- The parking at the Jetty Memorial Theatre.

Recommendation:

That Council note the minutes of the Arts and Cultural Development Advisory Committee meeting held on 20 December 2004.

Attachments:

**COFFS HARBOUR CITY COUNCIL
ARTS AND CULTURAL DEVELOPMENT ADVISORY COMMITTEE
MINUTES OF THE MEETING OF 20TH DECEMBER 2004**

I/R 1055111

PRESENT: Cr Jenny Bonfield (Chairperson), Cr Ian Hogbin, Shirley Barnett, Richard Holloway & Maree Walden,

IN ATTENDANCE: Malcolm McLeod

GUEST: Gavin Smithers

APOLOGIES: Carol Hellmers, Becky Cole, John Akan, Gorden Amann & Steven Bush.

ADOPTION OF MINUTES – 15th November 2004

MOVED (Hogbin/Holloway) That the Minutes of the meeting of 15th November 2004 be accepted as a true and accurate records of the meeting. **CARRIED**

BUSINESS ARISING

Agenda Item number:

5.1 *The role of the Arts & Cultural Development Advisory Committee*

The committee agreed with the wording of the roll of the Arts & Cultural Development Committee document but would like the Acting Cultural Development Officer to look at the structure and composition of the committee and report back with recommendations.

5.2 *Woolgoolga Master Public Art Plan*

The Acting Cultural Development Officer talked on a proposed timeline for the identification of areas of public art in Woolgoolga and the implementation of public awareness / input and consultation meetings in Woolgoolga. The Acting Cultural Development Officer also talked of the external funding timelines to be explored with Richard Holloway from Arts Mid North Coast. The committee agreed this timeline outline was appropriate and should be followed through.

5.3 *Public Art Design for the Botanic Gardens*

The Acting Cultural Development Officer displayed the designs of the public art piece, which is going into the North Coast Regional Botanic Gardens. This art piece is a calibration between the Architectural Artists Artwork – Coffs Harbour Support Services - Friends of the Botanical Gardens –Coffs Harbour City Council City Parks - Coffs Harbour Tafe and Work for the Dole. The committee agreed this was a worthwhile project.

5.4 *Sawtell Town Clock Project*

The committee had information on the Sawtell Town Clock Project and agreed this was an appropriate project to proceed.

5.5 Arts Page

The Acting Cultural Development Officer gave an overview of the setting up of a monthly Arts Page in the Advocate. The committee agreed this would be a worthwhile project to have proceeded through current council agreements with the Advocate.

5.6 Arts & Cultural Development Plan

The committee had an informed debate on the Project Information Sheet supplied by Megan Dixon on the Arts & Cultural Development Plan for the City of Coffs Harbour.

The committee agreed in principal with the draft document with a number of reservations. Included in these reservations was:

- The appointment and cost of a consultant;
- The non-inclusion of a representative from the Aboriginal community on the project team; and
- The non-inclusion of a Councillor on the project team.

The committee agreed that several resolutions were needed.

MOVED (Walden/Holloway) That the Committee accept the Concept Project Information Sheet on the development of an Arts & Cultural Development Plan for the City of Coffs Harbour as prepared by Megan Dixon, with the following provisions to be included in the concept project plan:

1. That a member of the Aboriginal community be appointed to the project team.
2. That a Councillor be appointed to the project team.
3. That Carol Hellmers be appointed to the Project Team as the representative of the Arts & Cultural Development Advisory Committee. **CARRIED**

MOVED (Bonfield/Barnett) That the committee support the permanent appointment of a Cultural Development Officer who would develop and implement the City of Coffs Harbour Arts & Cultural Development Plan. The committee recommend the reconsideration of the appointment of a consultant to develop the City of Coffs Harbour Arts & Cultural Development Plan. **CARRIED**

MOVED (Maree/Bonfield) That the committee requests that a copy of the finalised draft City of Coffs Harbour Arts & Cultural Development Plan document goes on public display for a period of not less than six weeks for public comment and input. **CARRIED**

5.7 Appointment of Carol Hellmers to the Arts & Cultural Development Plan Project Team

This item was covered in agenda item 5.6

5.8 Appointment of Shellie Kelly, Council's Gallery Education & Programmes Officer to the Arts & Cultural Development Advisory Committee

MOVED (Bonfield/Hogbin) The committee agreed to forward copies of the agenda for meetings of the Arts & Cultural Development Advisory Committee to Shellie Kelly so she could attend meetings in an advisory capacity when required. **CARRIED**

6 Meeting Times

The committee agreed to hold all future Arts & Cultural Development Advisory Committee meetings at 5.30pm on the Third Monday of every month.

General Business

Gavin Smithers requested copies of minutes from this Arts & Cultural Development Advisory Committee meeting.

The committee requested that members of the committee table a monthly report of business arising in their areas of responsibility within the committee.

The committee agreed that it would be appropriate practice to have closer ties with the Yandaarra Aboriginal Consultant Committee on matters of mutual benefit and outcomes.

The committee agreed that an appropriate solution needed to be found to the current parking arrangements at the Jetty Memorial Theatre.

Closure

The Chairperson closed the meeting at 6.45pm

Next meeting

Monday the 21st February 2005 at 5.30pm

S5 COFFS HARBOUR WATER : MAINTENANCE REPORT OCTOBER TO DECEMBER 2004

Purpose:

Information on maintenance, operation and construction activities for the six month period October to December 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. Permanent Level 1 water efficiency measures introduced on 6 November 2004, following good rains which resulted in good river flows.
2. Flushing program carried out in all areas, 16 November to 3 December 2004.
3. Assisted Construction gang with connection of Coramba Water Supply to Regional Water Supply pipeline. This means that water can be fed from the Nymboida River or Karangi Dam to Coramba.
4. Regional Water Supply Project Committee visited Hastings and Kempsey's new dam sites.
5. Staff attended fluoridation meeting with Department of Health at Nambucca.
6. Assisted other branches with October 2004 storm damage repairs.
7. Assisted Construction gang with cut-ins in Pullen Street, Woolgoolga.
8. Five staff attended First Aid training.
9. All Water Operations staff attended site induction training.

Karangi Dam full by the end of November 2004.

		October	November	December
1.	Total Consumption - Karangi Dam Supply (ML)	500.0	476.5	521.9
2.	Average Daily Consumption (ML/d)	16.2	15.9	16.8
3.	Rainfall at Karangi Dam (mm)	269.6	106.7	96.1
4.	Karangi Dam (%) (end of month)	78.6	99.2	98.9
8.	Total Abstraction from Cochranes Pool (ML)	634.8	791.0	86.2
5.	Inflow from Regional Water Supply pipeline (ML)	237.7	749.7	449.1
6.	Orara River flow d/stream of P/S (ML/d) (end of month)	20.8	51.6	53.8
7.	Nymboida River flow upstream of off take (ML/d) (end of month)	597.0	510.0	830.0
9.	Total Karangi Dam Seepage (ML)	11.2	12.8	14.8
10.	Total Evaporation (ML) (average for month)	45.0	45.0	33.0
11.	Total Consumption Coramba (ML)	3.0	2.8	3.6
12.	Total Consumption Nana Glen (ML)	1.4	1.7	1.8

cont'd

S5 - Coffs Harbour Water : Maintenance Report October to December 2004 (cont'd)

2. Sewerage/Reclaimed

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

1. Refurbishment of inlet manhole to PS14 Brodie Drive and inlet works at Sawtell WRP.
2. Excellent work by sewerage and workshop staff to prevent overflows during power outages due to storms in November 2004.
3. Good achievement over Christmas break with very few major problems.
4. Five workshop staff obtained electrical disconnect/reconnect TAFE Certificates, which will save on electrician call-outs and maintenance.
5. "The Lakes" subdivision pump station was commissioned.
6. The new Pump Station in James Small Drive was commissioned, which will help prevent any further overflows in this area.

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

EFFLUENT VOLUMES (kL) - October to December 2004

		% Reuse	Total Effluent	Effluent Reused	Effluent Disposed	Rainfall
October	Coffs Harbour	5%	394546	20184	374362	240
	Sawtell	3%	118829	3088	115741	203
	Woolgoolga Moonee	37%	96661	35402	61259	501
	Corindi Beach	37%	8173	3030	0	220
	Monthly Total	10%	618209	61704	551362	
November	Coffs Harbour	3%	342699	9886	332813	113
	Sawtell	2%	111823	2275	109548	145
	Woolgoolga Moonee	31%	60761	18746	42015	64
	Corindi Beach	30%	5654	1710	0	55
	Monthly Total	6%	520937	32617	484376	
December	Coffs Harbour	3%	339409	10894	328515	277
	Sawtell	3%	108323	3286	105037	43
	Woolgoolga Moonee	24%	61997	15040	46957	91
	Corindi Beach	18%	6214	1090	0	47
	Monthly Total	6%	515943	30310	480509	

cont'd

S5 - Coffs Harbour Water : Maintenance Report October to December 2004 (cont'd)

REUSE BREAKDOWN (kL) - October to December 2004

	October	November	December	Total
COFFS HARBOUR WRP	977	1052	1306	3335
OVERHEAD FILL POINT	0	0	0	0
UNMETERED TRUCK FILL POINT	52	75	65	192
PS 47 OVERHEAD FILL POINT	27	7	18	52
PS 47	822	845	880	2547
RSPCA	328	45	0	373
AIRPORT	200	48	41	289
RACE CLUB	3029	837	852	4718
UNIVERSITY	0	0	0	0
ADVOCATE PARK	277	0	0	277
HOCKEY FIELDS	0	0	0	0
MOTO X	1	213	458	672
STADIUM	2360	2257	3686	8303
FLUSHING POINT (STADIUM)	1	113	0	114
GOLF CLUB	7205	95	44	7344
CITY HILL	12	2	0	14
STADIUM DAM	0	0	0	0
STADIUM DR - fruit trees	1358	659	271	2288
REX HARD. OVAL	1356	1188	2038	4582
SAWTELL RUGBY UNION	0	1881	3	1884
SAWTELL NURSERY	956	109	618	1683
SAWTELL ROUNDABOUT (BARCOO)	451	333	575	1359
JOHN PAUL COLLEGE	596	2	1	599
LEIGHTONS	176	125	38	339
TOTAL COFFS WRP	20184	9886	10894	40964
SAWTELL WRP	73	31	274	378
SAWTELL BOWLING CLUB	516	435	498	1449
CHINAMANS CK P/S	749	459	410	1618
SAWTELL GOLF CLUB	1750	1350	2104	5204
TOTAL SAWTELL WRP	3088	2275	3286	8649
WOOLGOOLA WRP	73	387	392	851
WOOLGOOLGA PLAYING FIELDS (HIGH ST)	1223	827	583	2632
GRAHAM DR - tomatoes	54	251	305	610
MORGANS RD - cut flowers	0	1	12	13
UNWINS RD (TOP) - bananas	452	324	684	1461
UNWINS RD (BOTTOM) - bananas	4631	835	1274	6740
CONDONS RD - bananas & avocados	2714	2927	2941	8582
CONDONS RD - bananas & blueberries	111	0	0	111
CONDONS RD - avocados	357	284	461	1102
HOLLOWAYS RD - bananas & blueberries	14871	5995	0	20865
MORGANS RD - tomatoes & cucumbers	861	1029	1207	3097
MORGANS RD - tomatoes & cucumbers	0	0	0	0

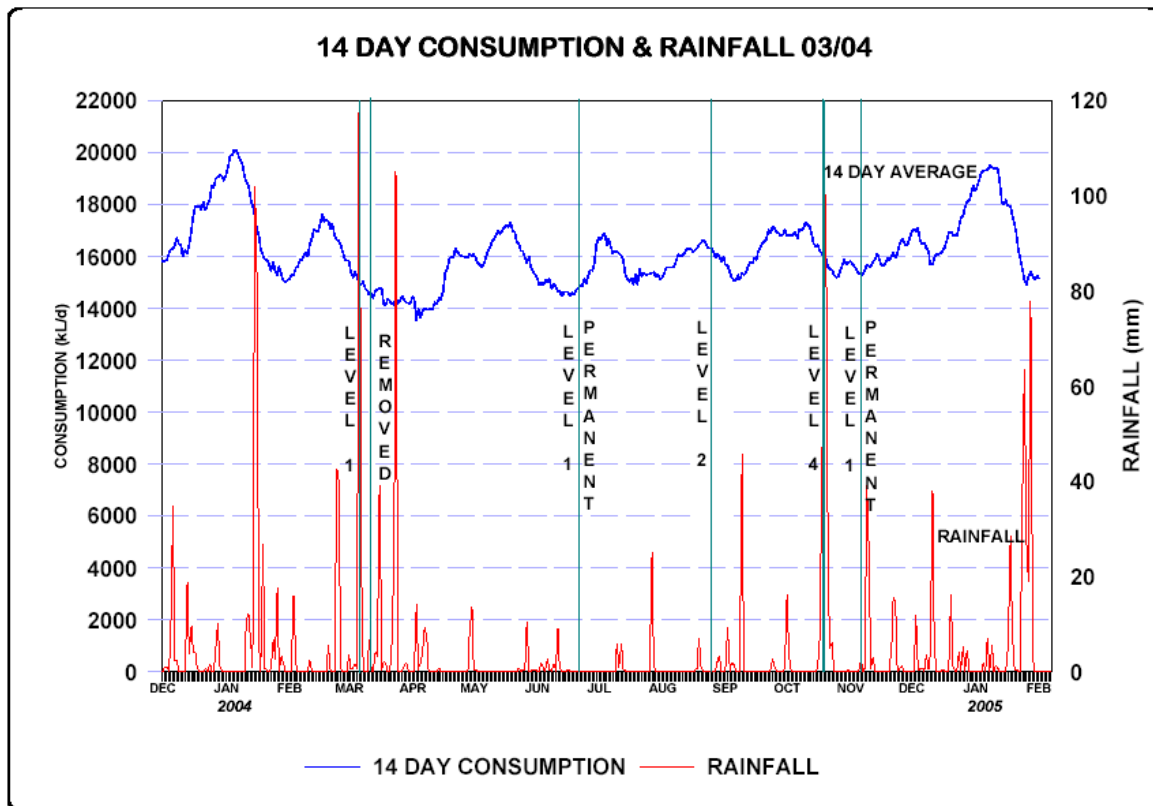
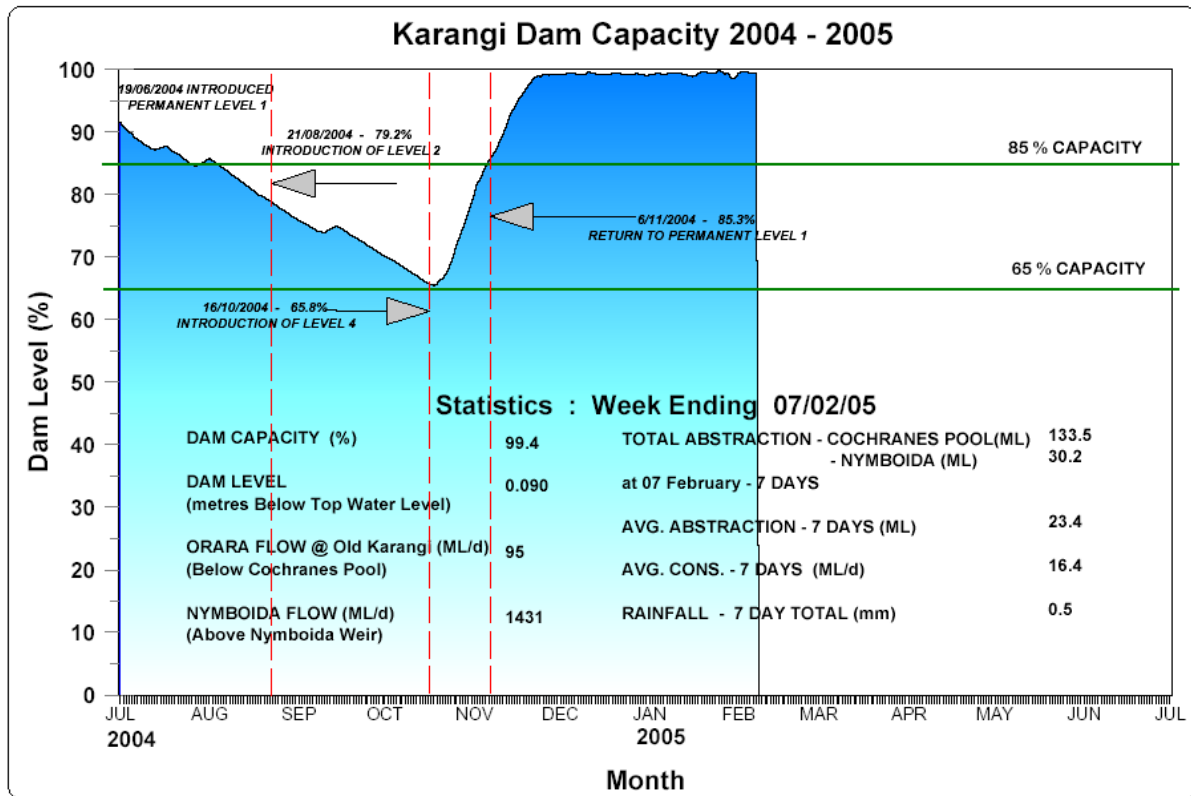
S5 - Coffs Harbour Water : Maintenance Report October to December 2004 (cont'd)

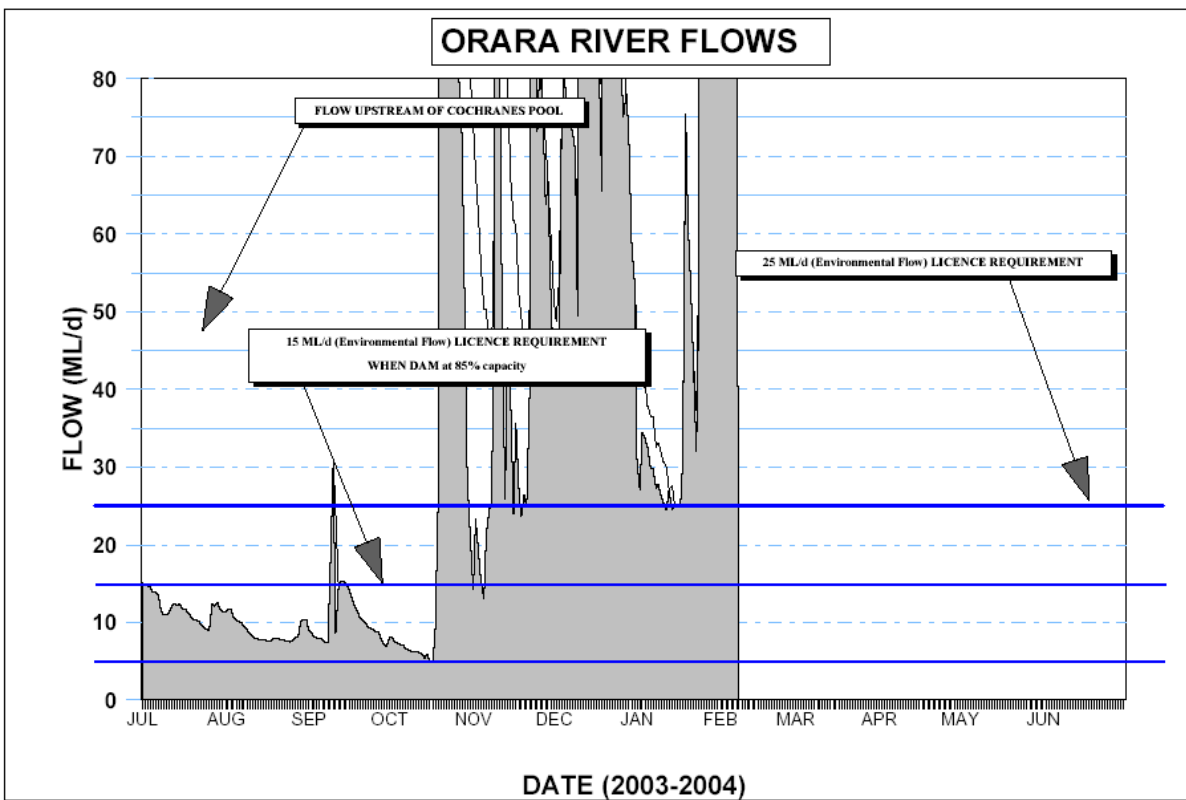
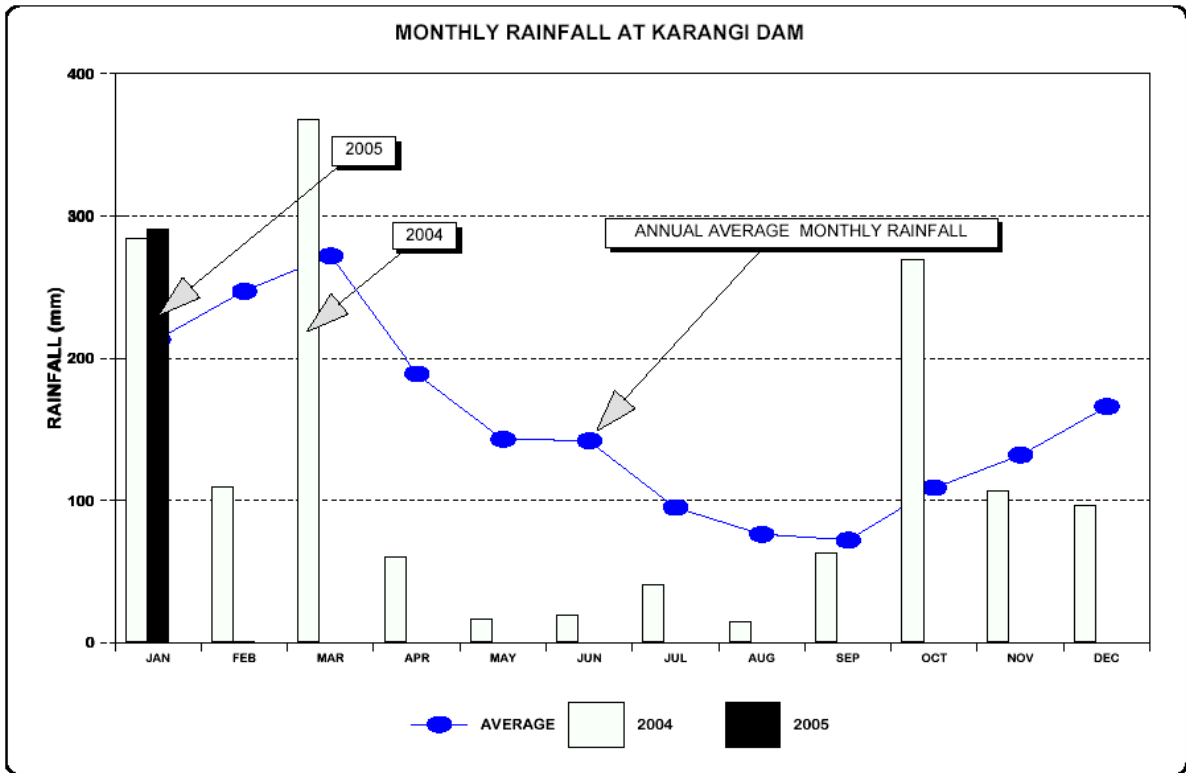
TANKER FARM1	9	0	0	9
CONDONS RD - bananas	909	664	2170	3743
GRAHAM DR - bananas	60	17	2	78
MORGANS FARM 1	4375	2863	1290	8528
MORGANS FARM 2	3339	2116	3230	8685
MORGANS RD - bananas & blueberries	201	228	490	919
NEW (MORGANS)	0	0	0	0
PACIFIC H/WAY - macadamia nuts	1163	0	0	1163
TOTAL WOOLGOOLGA WRP	35402	18746	15040	69188
CORINDI BEACH WRP				
PASTURE	1360	400	190	1950
BANANAS	1670	1310	900	3880
TOTAL CORINDI WRP	3030	1710	1090	5830

Recommendation:

1. That the report on Coffs Harbour Water maintenance and operation activities for the six month period October to December 2004 be noted.
2. That the average daily consumption for the December quarter of 16.3 ML/day, total abstraction for the quarter from Cochranes Pool of 1512 ML, total inflow to Karangi Dam from Regional Water Supply P/L of 1436.5 ML, total consumption for the quarter of 1498.4 ML and Karangi Dam storage level of 99.4% on 7 February 2005 be noted.

Attachments:



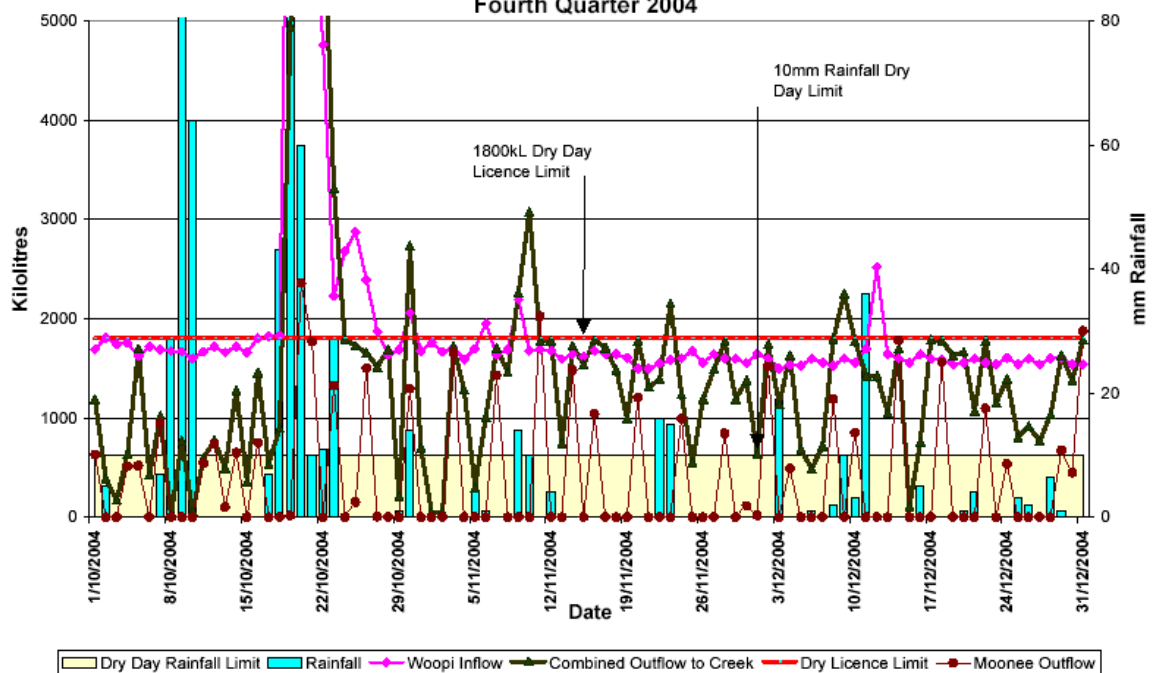


RAINFALL AT KARANGI DAM

MONTH	AVG	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005
JANUARY	213	161	385	164	62	237	174	147	57	18	284	290
FEBRUARY	247	413	157	206	160	255	78	413	266	394	110	1
MARCH	272	381	221	138	107	219	152	755	297	258	368	
APRIL	189	64	102	25	166	319	145	155	71	108	60	
MAY	143	183	786	154	28	161	136	103	39	203	16	
JUNE	142	42	75	38	30	269	43	8	47	63	19	
JULY	95	8	76	32	60	364	11	73	4	13	41	
AUGUST	76	12	60	8	209	102	56	21	137	6	15	
SEPTEMBER	72	34	30	52	131	89	13	32	6	3	63	
OCTOBER	109	73	38	93	34	65	100	26	31	79	270	
NOVEMBER	132	263	339	190	240	108	323	129	41	84	107	
DECEMBER	166	128	101	60	101	123	131	28	68	107	96	
TOTAL YEAR	1856	1760	2370	1159	1329	2312	1363	1849	1064	1337	1448	291

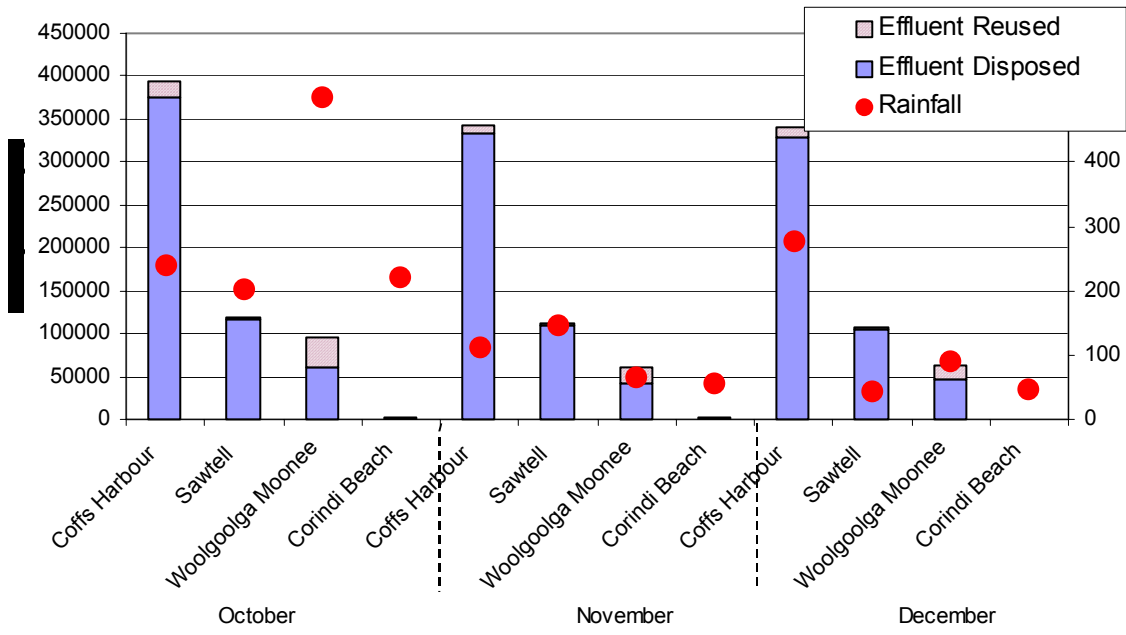
Woolgoolga/Moonee WRP Flows
Fourth Quarter 2004

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 October to December 2004



S6 RECLAIMED WATER PROGRAM

Purpose:

To report on current effluent reuse and future proposed directions.

Description of Item:

Background

Council's Sewerage Strategy has one of its principal goals to maximise the use of reclaimed water.

Council has been building community confidence in using reuse over a period of 8-10 years and we have now general community acceptance of reuse.

Currently demand is exceeding supply, however this will be temporarily solved with the recent commissioning of the new Woolgoolga WRP filtration system which will allow us to treat all water from the WRP to reclaimed water standard, ie approximately 2ML/day compared to 0.8ML/day.

Additional works within the Morgans Road catchment are currently out to tender and will complete our commitments in this area.

The reuse line from Woolgoolga to Coffs Harbour is complete. The 375 dia pipeline from Woolgoolga to Bucca Road will need to be duplicated within three years to allow storm flows from Woolgoolga to be pumped to Coffs Harbour and water from Coffs harbour pumped back up the line.

The section of main, an existing 375 dia old AC rising main, from Coffs Creek to the Fishing club will be replaced as funds are available.

Future Works Proposed

Future works proposed are as follows:

Description	Est Cost St 2	2005/06	2006/07	2007/08	2008/09
Coffs Harbour WRP	53,000	10,000,000	30,000,000	4,800,000	
Reclaimed Water Main					
Woolgoolga - Corindi	4,648,000	4,648,000			
Woolgoolga-Bucca Rd	3,900,000			3,900,000	
Coffs Ck-Fishing Club	1,350,000	1,350,000			
Toormina-Sawtell	300,000	300,000			
Sub-Total	10,198,000	6,298,000		3,900,000	

cont'd

S6 Reclaimed Water Program (cont'd)

Reuse Projects					
Corindi-Blueberries	5,600,000	2,800,000	2,800,000		
Christmas Bells to Harbour Drive	310,000	310,000			
Hogbin Drive to Nursery	30,000	30,000			
Hogbin Dr to Botanic Gardens	120,000	120,000			
Hardacre St to Brelsford Park	70,000				70,000
Botanic Gardens to Showgrounds	84,000				84,000
Stadium to Englands Rd	242,000		242,000		
Coffs Golf Course	400,000	150,000	150,000	100,000	
Sawtell Golf Course	150,000	150,000			
Woolgoolga Dam pipes + filtration	1,100,000			1,100,000	
Coffs Harbour-Toormina	3,044,000			3,044,000	
Other Works	2,500,000				2,500,000
Total	13,650,000	3,560,000	3,192,000	4,244,000	2,654,000

These works will allow for the following major users plus numerous smaller users to connect:

1. Blueberry Farm - Min 200 ML/year
2. BIG Club - up to 4 ML/day
3. Coffs Harbour Golf Club - 1.5 ML/day

The Woolgoolga Dam works are proposed to store storm flows from Woolgoolga WRP at the old Woolgoolga Water Supply Dam and utilise this water during peak demand times. This coupled with storage dams in Morgans road will allow in excess of 350 ML of storage for wet weather flows and will assist in evening out peak flows.

All future users will be required to provide adequate on-site storage to meet their peak demands prior to connection.

The above works are part of what will be known as Stage 2 Works for the Sewerage Strategy. An application for government subsidy has been forwarded to the Minister for DUES and we are currently waiting for his response.

Future works outside these works will need to be fully funded by either council or end users.

cont'd

S6 Reclaimed Water Program (cont'd)

Existing Reuse System

Existing infrastructure is centered in Coffs Harbour/Sawtell and at Morgans Road Sandy Beach.

Reuse usage of all customers for the past three months is shown below.

	October	November	December	Total
COFFS HARBOUR WRP	977	1052	1306	3335
OVERHEAD FILL POINT	0	0	0	0
UNMETERED TRUCK FILL POINT	52	75	65	192
PS 47 OVERHEAD FILL POINT	27	7	18	52
PS 47	822	845	880	2547
RSPCA	328	45	0	373
AIRPORT	200	48	41	289
RACE CLUB	3029	837	852	4718
UNIVERSITY	0	0	0	0
ADVOCATE PARK	277	0	0	277
HOCKEY FIELDS	0	0	0	0
MOTO X	1	213	458	672
STADIUM	2360	2257	3686	8303
FLUSHING POINT (STADIUM)	1	113	0	114
GOLF CLUB	7205	95	44	7344
CITY HILL	12	2	0	14
STADIUM DAM	0	0	0	0
STADIUM DR - fruit trees	1358	659	271	2288
REX HARD. OVAL	1356	1188	2038	4582
SAWTELL RUGBY UNION	0	1881	3	1884
SAWTELL NURSERY	956	109	618	1683
SAWTELL ROUNDABOUT (BARCOO)	451	333	575	1359
JOHN PAUL COLLEGE	596	2	1	599
LEIGHTONS	176	125	38	339
TOTAL COFFS WRP	20184	9886	10894	40964
SAWTELL WRP	73	31	274	378
SAWTELL BOWLING CLUB	516	435	498	1449
CHINAMANS CK P/S	749	459	410	1618
SAWTELL GOLF CLUB	1750	1350	2104	5204
TOTAL SAWTELL WRP	3088	2275	3286	8649
WOOLGOOLA WRP	73	387	392	851
WOOLGOOLGA PLAYING FIELDS (HIGH ST)	1223	827	583	2632
GRAHAM DR - tomatoes	54	251	305	610
MORGANS RD - cut flowers	0	1	12	13
UNWINS RD (TOP) - bananas	452	324	684	1461
UNWINS RD (BOTTOM) - bananas	4631	835	1274	6740
CONDONS RD - bananas & avocados	2714	2927	2941	8582
CONDONS RD - bananas & blueberries	111	0	0	111
CONDONS RD - avocados	357	284	461	1102

cont'd

S6 Reclaimed Water Program (cont'd)

HOLLOWAYS RD - bananas & blueberries	14871	5995	0	20865
MORGANS RD - tomatoes & cucumbers	861	1029	1207	3097
MORGANS RD - tomatoes & cucumbers	0	0	0	0
TANKER FARM1	9	0	0	9
CONDONS RD - bananas	909	664	2170	3743
GRAHAM DR - bananas	60	17	2	78
MORGANS FARM 1	4375	2863	1290	8528
MORGANS FARM 2	3339	2116	3230	8685
MORGANS RD - bananas & blueberries	201	228	490	919
NEW (MORGANS)	0	0	0	0
PACIFIC H/WAY - macadamia nuts	1163	0	0	1163
TOTAL WOOLGOOLGA WRP	35402	18746	15040	69188
CORINDI BEACH WRP				
PASTURE	1360	400	190	1950
BANANAS	1670	1310	900	3880
TOTAL CORINDI WRP	3030	1710	1090	5830

Historical usage over the last three years is as follows:

Treatment Plant	Year	Total Effluent Treated (ML)	Total Reuse (ML)
Coffs Harbour	2002	3779	257
	2003	3762	232
	2004	3972	274
Woolgoolga/Moonee	2002	806	107
	2003	841	207
	2004	756	259
Sawtell	2002	1185	108
	2003	1167	208
	2004	1245	260
Corindi	2002	57	66
	2003	68	61
	2004	73	62

Total reuse for all Plants as a % of overall treated water is:

<u>Year</u>	<u>Percentage Reused</u>
2002	9.07%
2003	12.12%
2004	14.14%

It can be seen from these figures we are experiencing consistent growth each year. We expect the Woolgoolga/Moonee figures to double as the impact of the new Woolgoolga Plant takes effect.

cont'd

S6 Reclaimed Water Program (cont'd)

Sustainability Assessment:

- **Environment**

The Sewerage Strategy EIS considered the impacts of utilising reclaimed water.

Individual user agreements put in place. Management practices that consider environmental impacts.

- **Social**

The flow on effects of reuse have not been evaluated but in the Morgans Road area it has generated up to 30 jobs and now services diverse horticulture business from hydroponics, bananas, tropical fruits and blueberries.

- **Economic**

Current assets solely utilised for reuse, ie reticulation mains are valued at \$2.8 M. The balance of infrastructures is utilised for joint purposes.

The average cost to treat water to reclaimed standard is approximately 80c. Cost of pumping varies with time and location and in most cases costs would have been incurred whether the water is reused or not.

Most users have agreements to supply water at no cost for five to ten years.

Both Sawtell and Coffs Harbour Golf Clubs have approached Council to seek funding to extend their existing reuse infrastructure.

Coffs Harbour Golf Club is seeking a \$400,000 contribution and Sawtell Golf Club \$150,000 for proposed works.

Recommendation:

- 1. That Council note the report.**
- 2. That Council advise Coffs Harbour Golf Club and Sawtell Golf Club it will make funding as requested available to upgrade their reuse infrastructure.**

S7 WORKS BRANCH REPORT

Purpose:

To advise Council of the progress of construction and maintenance programs undertaken by Works Branch up to 31 January, 2005.

Description of Item:

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

Description of Item:

1. Completed Works in December 2004 and January 2005

- Drainage Improvements Project - 42 Light Street Emerald Beach (involving 55m of 450mm dia pipe and associated pits, windrow and driveway construction)
 - 82 Gundagai Street Coffs Harbour (involving 60m of 675mm pipe relining)
 - 25 Watsonia Avenue Coffs Harbour (involving 67m of 375mm dia pipe relining)
- Footpath Construction, Diamond Head Drive, Sandy Beach (280m)
- Watermain Construction, Martin St, Coramba (340m and associated work)
- Boat ramp clearing and installation of mid tide groyne wall.
- Local Roads
 - Multiple Sealed road reseals, 8% of project
 - Multiple Unsealed road gravel resheeting, 11% of project
- Roads to Recovery
 - Multiple bitumen sealing, 12% of project
 - Multiple gravel resheeting, 4% of project
- Harbour Drive, 250m subsoil drainage in preparation for road rehabilitation

2. Works in Progress and Commencing in February, 2005

- England's Road Landfill, multiple activities.
- Footpath Construction, Arthur Street Coffs Harbour (400m)
- Velodrome construction, Minorie Drive Toormina
- Replacement of Woolgoolga Road Bridge No2
- West High Street water main renewal (410m and associated works)

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

cont'd

S7 Works Branch Report (cont'd)

The Drainage and Nuisance Flooding Program for 2004/05 and the 2003/04 carry over works have been completed comprising an overall budget totaling \$259,265 (made up of \$212,000 for 2004/05 and \$47,265 carry over). The anticipated expenditure totals \$276,622 ie total Program budget overrun of \$17,357. This has resulted from \$13,170 of unbudgeted work at Toormina Place detention basin repairing a breach in the basin wall, and unexpected costs within the program. Works Branch will endeavor to cover the over expenditure in the operations and maintenance drainage vote.

The Management Plan Scope for Local Roads, has been modified slightly in that Harbour Drive rehabilitation will be carried out between Edinburgh Street and Mildura Street in place of Edinburgh Street and Hood Street. The section of road between Edinburgh Street and Mildura Street has deteriorated rapidly due to saturation of the pavement and is considered a higher priority than Edinburgh Street to Hood Street. The latter will be addressed as part of next year's Jetty Refurbishment (Camperdown/Harbour Drive Streets) if still required.

Attached is a program of Capital Works for the remainder of the 2004/05 financial year for Councils information.

3. Operations and Maintenance

Operations expenditure is within the allocated program budgets and will continue to be monitored. Currently programs are being reviewed to ensure that planned maintenance tasks are completed and Management Plan targets are met.

Works are due to commence on the repair of the steps and landing on the Historical Jetty structure in March, and are expected to take four weeks to complete.

Recommendation:

That:

- 1. Council note the progress report on construction and maintenance works undertaken by Works Branch up to 31 January, 2005.**
- 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: 31-Jan-05**

Description	Revised Budget	Actual Expenditure	% Project Complete	% Costs Expended
Local Roads				
Sealed Roads Reseals	\$606,800	\$370,967	62%	61%
Sealed Roads Reseals - Asphalt	\$57,000	\$39,580	69%	69%
Sealed Roads Rehabilitation	\$1,286,318	\$484,413	37%	38%
Dust Sealing	\$155,000	\$64,606	44%	42%
Unsealed Roads Gravel Resheeting	\$140,900	\$44,089	33%	31%
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:	\$4,007,418	\$1,003,655		
Federal Roads to Recovery				
Residential Street Rehabilitation	\$264,662	\$100,761	37%	38%
Gravel Resheeting	\$114,751	\$78,580	67%	68%
Bitumen Sealing	\$228,828	\$218,102	95%	95%
Total:	\$608,241	\$397,443		
Regional Roads				
3 X 3 Program	\$151,125	\$6,259	5%	4%
Total:	\$151,125	\$6,259		
Drainage				
Drainage Impts / Nuisance Flooding	\$259,265	\$260,875	94%	101%
Total:	\$259,265	\$260,875		
Bridges				
Major Repairs (incudes Woolgoolga Rd No2)	\$204,746	\$63,754	32%	31%
Mt Brown Rail Bridge Approaches	\$35,580	\$0	0%	0%
Cathodic Protection (Fred Hanson Bridge)	\$100,000	\$0	0%	0%
Total:	\$340,326	\$63,754		
Footpaths / Cycleways				
Footpath Construction	\$318,540	\$122,847	54%	39%
PAMPS Footpath Works	\$98,987	\$123	0%	0%
Cycleway Projects	\$244,345	\$98,614	40%	40%
Total:	\$661,872	\$221,584		
Water Mains				
Mains Renewals	\$238,000	\$138,491	58%	58%
Mains Extensions	\$50,000	\$492	0%	1%
Total:	\$288,000	\$138,983		

ID	Task Name	Duration	Start	1st Quarter			2nd Quarter			3rd Qu
				Dec	Jan	Feb	Mar	Apr	May	Jun
1	ROAD PROJECTS	215 days	Wed 16/06/04							
2	Roads to Recovery	50 days	Mon 17/01/05							
3	Road Rehabilitation	38 days	Mon 24/01/05							
4	Coronation Av, Sawtell (overlay + surface drainage)	10 days	Mon 7/03/05							
5	Norman Hill Dr, Korora (overlay)	2 days	Thu 10/02/05							
6	Bourke St, Park Beach (overlay)	3 days	Mon 7/02/05							
7	Ocean View Cr, Emerald Beach	10 days	Mon 14/02/05							
8	Gillibri Cr, Sawtell	11.33 days	Mon 31/01/05							
9	A/C Patch (\$12-14k), Also Tindarah	6 days	Mon 31/01/05							
10	Fibredeck	0.33 days	Tue 15/02/05							
11	Gordon St (Woopi) River St to kerb (Incl local roa	26 days	Mon 24/01/05							
12	Survey	2 days	Mon 24/01/05							
13	Excavate, overlay and pavement	4 days	Thu 24/02/05							
14	Gravel resheets	50 days	Mon 17/01/05							
15	Cradle Ck Rd Stage 2	2 days	Mon 21/03/05							
16	Bushmans Range Rd Stage 2	3 days	Wed 23/03/05							
17	Ellems Quarry Rd Nana G	5 days	Mon 17/01/05							
18	Wears Rd CH	2 days	Mon 24/01/05							
19	Lowanna Mollen Rd, Stage 2	3 days	Thu 27/01/05							
20	Local Roads Program	215 days	Wed 16/06/04							
21	Reseals - Various locations	93 days	Thu 30/09/04							
22	Road Rehabilitation	215 days	Wed 16/06/04							
23	Kurrajong St (Elm to Bradley)	158 days	Wed 16/06/04							
24	Kurrajong St (Elm to Bradley) - Subsoils	4 days	Wed 16/06/04							
25	Kurrajong St (Elm to Bradley)- Fibredeck	1 day	Tue 15/02/05							
26	Mackays Rd (partial boxout)	9 days	Tue 26/04/05							
27	Park Ave Lane	101.33 days	Mon 6/09/04							
28	Park Ave Lane (stab)	12 days	Mon 6/09/04							
29	Park Ave Lane (stab)	0.33 days	Tue 15/02/05							
30	Bruxner Park Rd (50% stab)	10 days	Mon 4/04/05							
31	Grafton St (Lowanna) (overlay)	9 days	Mon 21/02/05							
32	Harbour Dr (ss drain & stab)	10 days	Mon 18/04/05							
33	Harbour drive - Base and pavement work	10 days	Mon 18/04/05							
34	Avenue St (stab & overlay)	5 days	Mon 14/03/05							
35	Thompson's Rd CH, SH10 to Aubrey Cr (stab)	4 days	Sat 19/03/05							
36	Thompson's Rd CH, Aubrey Cr to Kerb (stab)	2.5 days	Wed 23/03/05							
37	Thompson's Rd CH, Kerb to Cornish (stab)	2.5 days	Fri 25/03/05							
38	Trafalgar St Woopi	10 days	Mon 18/04/05							
39	Gordon St Woopi (Haskins In to NightingaleSt)	3 days	Wed 2/03/05							
40	Beach St, Woolgoolga	4 days	Tue 5/04/05							
41	Beach St, Woopi Boundary to Nightingale (Pavement)	4 days	Tue 5/04/05							
42	Nightingale St, Woolgoolga (deeplift)	10 days	Mon 4/04/05							
43	Woolgoolga Ck Rd Woolgoolga	5 days	Mon 14/03/05							
44	Dust Seals	20 days	Mon 7/02/05							
45	Timmsvale Rd	19 days	Mon 21/02/05							
46	Ellems Quarry Road	10 days	Mon 7/02/05							
47	Regional Road Program (3x3 and Block Grant)	35 days	Mon 14/03/05							
48	MR 151 Coramba Rd (Grafton/Briwars to and Guard rail)	9 days	Mon 14/03/05							
49	MR 151 Coramba Rd (Shephards Lane) - Drainage	5 days	Mon 28/03/05							
50	MR 151 Coramba Rd (Shephards Lane) - Pavement	5 days	Mon 11/04/05							
51	MR 151 Coramba Rd (Buchannans Rd to Orange tree Ck)	10 days	Mon 4/04/05							
52	MR 543 Lyons Rd (DeCasella to East)	9 days	Mon 18/04/05							
53	Cycleway Construction	65 days	Mon 7/03/05							
54	On-Road Cycleway marking project	5 days	Mon 28/03/05							
55	Off-road missing links project	65 days	Mon 7/03/05							
56	Thompsons Rd, Coffs Harbour	5 days	Mon 7/03/05							
57	Lyons Rd, Sawtell	10 days	Mon 23/05/05							
58	Footpath Construction	118 days	Mon 24/01/05							
59	Arthur Street - Manning Drive to Richmond Drive	19 days	Mon 24/01/05							
60	Sawtell Rd, Boambee (Rail bridge to Heron Place)	5 days	Mon 14/03/05							
61	Boronia Street - Boronia into Elizabeth, (old scope - First Ave	20 days	Mon 9/05/05							
62	Joyce Street - Beryl St to Green Lea Cres	15 days	Tue 7/06/05							
63	Nana Glen (scope to be defined)	10 days	Tue 28/06/05							
64	PAMPS Projects	59 days	Mon 14/02/05							
65	2004/05 Project	59 days	Mon 14/02/05							

Project, Updated 2004-05 Cap Works Date: Mon 7/02/05	Task		Milestone		External Tasks	
	Split		Summary		External Milestone	
	Progress		Project Summary		Deadline	

ID	Task Name	Duration	Start	1st Quarter			2nd Quarter			3rd Qu
				Dec	Jan	Feb	Mar	Apr	May	Jun
66	Lyons Rd Sawtell (Sawtell Bowling club)	5 days	Mon 21/03/05							
67	Sawtel. Rd Sawtell (Barber Close)	5 days	Mon 28/03/05							
68	Firs: Ave Sawtel (20th Ave)	5 days	Mon 4/04/05							
68	Firs: Ave Sawtel (1 st Bth Ave)	5 days	Mon 18/04/05							
70	Park Beach Rd CH (Phillipa St)	4 days	Tue 26/04/05							
71	Toormina Rd Toormina (Toormina Gardens)	5 days	Mon 2/05/05							
72	Deach St Woolgoolga (Boundary St)	5 days	Mon 14/02/05							
73	Water and Sewerage Main Renewals	98 days	Mon 31/01/05							
74	West High Street, water main. Robin to Azalea Sts	30 days	Mon 31/01/05							
75	Willis St Retaining Wall for Sewer	6 days	Mon 9/05/05							
76	Mullaway Darkum Cycleway and sewer work	10 days	Mon 6/06/05							
77	Bridge Program	131 days	Mon 6/12/04							
78	Cathodic protection to Fred Hanson Bridge (MTCE)	42 days	Tue 26/04/05							
79	Replacement of Woolgoolga Creek No2 Bridge	30 days	Mon 6/12/04							
80	Woolgoolga Ck No2 U/B Road approaches	18 days	Tue 1/02/05							
81	Bridge Maintenance Program	36 days	Fri 25/02/05							
82	Mt Brown Bridge Approaches	10 days	Mon 2/05/05							
83	Jetty Insurance Repairs	19 days	Mon 14/03/05							
84	City and Town Center Refurbishments	45 days	Mon 31/01/05							
85	Woolgoolga town centre (includes one FAMPS job)	45 days	Mon 31/01/05							
86	Other Parties	142 days	Mon 15/11/04							
87	Parks	142 days	Mon 15/11/04							
88	Hulberts Rd Sport Complex	73 days	Mon 15/11/04							
89	Velodrome earthworks and associated surface drainage	73 days	Mon 15/11/04							
90	Velodrome pavement	3 days	Mon 21/02/05							
91	Lyons Rd Drainage	7 days	Mon 16/05/05							
92	Combine St Drainage	7 days	Wed 25/05/05							
93	Dolmans Pt Sawtell. Boat ramp	10 days	Mon 6/06/05							
94	Englands Rd Waste Treatment	211 days	Wed 15/12/04							
95	Englands Rd - Surface Drain to south east wetland	27 days	Wed 15/12/04							
96	Englands Rd - NW Ce:IA slot drains	5 days	Mon 7/02/05							
97	Englands Rd - Flood Damage Repairs	10 days	Mon 31/01/05							
98	Englands Rd recycle centre	153 days	Mon 21/03/05							
99	Local Road Reconstruction	49 days	Mon 2/05/05							
100	Bray St, Highway access improvements	49 days	Mon 2/05/05							
101	Bray St Water relocations	5 days	Mon 2/05/05							

Project: Updated 2004-05 Cap Works Date: Mon 7/02/05	Task		Milestone		External Task	
	Split		Summary		External Milestone	
	Progress		Project Summary		Deadline	
	Page 2					

S8 UTILISATION OF COUNCIL PLANT

Purpose:

To inform Council regarding utilisation of Council plant.

Description of Item:

To provide detail concerning the operation and management of Council owned plant as requested by Councillor Featherstone at the Council Meetings of 4 November, 2004 and 2 December, 2004.

Minutes confirmed at Council Meeting 4 November, 2004:-

2. USE OF COUNCIL PLANT

Councillor Featherstone addressed the meeting on the use of Council's plant and raised the following points:

- *If all plant is currently operating at 100% capacity, how are we to catch up on all the revotes, currently \$10,990,438 in the General Fund Account, and how in future years are we to cover the revotes when all equipment is operating at over 100%.*
- *If the item of plant is operating at 100% capacity (seven hours a day for 235 days per year) is it possible for the equipment to operate at 200% capacity.*

The Acting General Manager to take on notice.

Minutes confirmed at Council Meeting 2 December, 2004.

4. USE OF COUNCIL PLANT

Councillor Featherstone requested a report be brought back on a matter he raised at the meeting on 21 October 2004 regarding revotes and how Council would overcome the backlog of work when the plant that we have is already operating at 100% efficiency. Cr Featherstone requested the report to indicate a timeframe likely to achieve outstanding works.

The General Manager advised that a report would be brought back early in the New Year setting out resourcing requirements and the capability to deliver the program.

Sustainability Assessment:

• Environmental

By Council controlling the plant and vehicles through the plant fund necessary maintenance is undertaken in accordance with the manufacturer's recommendations. In this way Council fulfills its responsibility in ensuring that emissions harmful to the environment are kept to accepted limits through the use of modern plant that is well maintained.

cont'd

S8 - Utilisation of Council Plant (cont'd)

- **Social**

The social impact of Council owning and managing plant is that steady employment is provided to operators and drivers within the local community.

By out sourcing all plant it is likely that contractors from other municipalities would win a reasonable proportion of the plant hire, as the local plant contracting industry would not be able to meet the demand for some time. This would take employment away from the Coffs Harbour area and impact detrimentally on the community.

- **Economic**

Management Plan Implications

Plant fund retains plant that is economical for Council to own, is specialized equipment, or plant that is not available externally. The plant fund is operated in such a way that allows equipment to be replaced at the end of its life, and additional plant purchased as the need arises. The efficient operation of the plant fund over the last 10 years has resulted in minimal increases to the hire rates delivering a significant saving to the works programs.

The plant fund regularly bench marks the plant hire rates with the rates charged by external contractors to ensure that savings are being delivered to the programs. Where it is not economical for the plant fund to provide plant, these items are sold and sourced through external plant hire contractors.

Issues:

Revoted Works

Works are revoted for several reasons. Usually the revote occurs as a result of unpredictable circumstances which are generated from any range of issues. The reason for revotes is not the result of plant being unavailable.

Revote works are completed in the same manner as general program works, in that a mixture of Council plant and plant from external plant contractors is used. To date in the current financial year Council has spent \$1,404,309 on external plant hire across all departments. The majority of this external plant hire is to plant contractors who are locally based and supply machinery to Council under the annual Plant Hire Contract.

Of the \$10,991,438 revoted to the 2004/05 financial year \$1,978,189 is revenue, the remainder being restricted, environmental levy and grant funds. The routine works component of this amount which uses Council plant is \$571,833. Of this \$571,833 the largest component has been revoted in the Sealed Roads Rehabilitation program being \$351,604. The rest comprises of footpath, cycleway and bridge works.

Regardless of Works Branch taking on additional projects during 2004/05 such as the velodrome and the site works at the Englands Road Waste Management Facility all works, including revotes, are being resourced and due for completion this financial year.

cont'd

S8 - Utilisation of Council Plant (cont'd)

Council Plant Utilisation

Councils plant fund aims to achieve 100% plant utilization for each item of plant calculated as being 7 hours per day for 235 days per annum. This target is used to determine the hire rates for the plant to the various programs. Across the range of Council plant various levels of utilization occurs with some plant achieving more than the target and hence showing usages above 100%. For plant to achieve 200% it would have to work 14 hrs per day, and is not practically achievable.

When a plant item is not achieving its target the basis of its justification is reviewed, and determination is made whether this plant item remains in the plant fund. The work suitability and cost effectiveness of each item of plant is regularly assessed, and is applied as the criteria for plant and equipment selection.

Recommendation:

That Council notes that the operation and management of Plant Fund is regularly reviewed and delivering a cost effective service to the works programs.

S9 MACCUES ROAD, MOONEE

Purpose:

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

Description of Item:

Historically some Mardells Road residents have had access to MacCues Road through the State Forest. As subdivision and development occurred on Mardells Road the use of the route through the State Forest became more frequent. Simultaneously a number of residents exercised their building rights on MacCues Road, constructing residences, and living on the western section. Compounding this development as recreational four wheel driving has become more popular, MacCues Road has been used more frequently to access the State Forest.

All these factors contributed to the traffic volumes on MacCues Road increasing substantially and the use of the road changing from a local access road to a route used for through traffic.

Council, in response to complaints about the volume of traffic using the road to access the State Forest, erected a gate at the western end of MacCues Road in conjunction with the State Forests. This was to address an issue of safety on the western section of MacCues Road as the alignment was narrow and not suitable for high volumes of through traffic.

Council resolved in August 2002 to approve a six months trial to allow five Mardells Road families access to the western end of MacCues Road. Unfortunately this trial was inconclusive and cancelled due to the conflict between residents of MacCues Road and the road users.

In response to a request by the Bucca Palm Neighbourhood Association in Mardells Road for access to MacCues Road through the locked gate at the boundary of the State Forest, Council at its meeting of 3 June, 2004 resolved the following:-

'That Council:

- 1. Implement a six months trial of controlled access to the locked gate at the western end of MacCues Road for the residents of the Bucca Palm Neighbourhood.*
- 2. Advise residents in MacCues Road of the trial and the conditions imposed by Council on access through the gate.*
- 3. Apply conditions under which the Bucca Palm residents gain access to the gate as set out in the report.'*

Attached is a copy of Council report 3 June 2004, which was adopted, for Councillors information.

The trial was implemented in accordance with the resolution and was due to end on 20 December, 2004. However Council at its meeting of 16 December, 2004 resolved that :-

- 1. Consideration of the report be deferred until the Ordinary Council meeting of 3 February, 2005, due to current legal advice.*
- 2. The current access arrangements remain in place until the meeting of 3 February, 2005.*

cont'd

S9 - MacCues Road, Moonee (cont'd)

Since the meeting of 16 December, 2004, legal advice has been received regarding Councils liability for each proposed option and is detailed in the enclosed CONFIDENTIAL attachment.

During the trial five households have had access through the gate to MacCues Road. A road safety audit has been undertaken on the western section of MacCues Road and has revealed that substantial works are required to upgrade the road to a standard where Council would takeover the maintenance of this section. Currently the alignment and pavement width are not suitable for through traffic to safely traverse the road. By permanently approving through traffic Council has an accompanying responsibility to provide a pavement built to an adequate standard enabling the safe use the road. Council in the past has addressed these safety issues by closing access for through traffic to MacCues Road.

Economic Implications:

The cost to Council of the five options are as follows:-

Option	Cost Estimate	Level of Service
1	\$960 p.a.	Bitumen reseal every 7 years, regular patching.
2	\$154,000	Provide a 6m wide pavement.
3	\$102,000	Provide a 3m wide pavement and passing bays.
4	Nil	Western section of MacCues Road remains a driveway access and stays on Councils unmaintained roads register.
5	\$960 p.a. (maintenance cost)	Council takes over maintenance of the road after the upgrade is completed.

Consultation:

A considerable amount of correspondence has been received by Council from both MacCues Road and Mardells Road residents prior to and during the trial. Council requested feedback from the residents on the success or otherwise of the trial, and received a mixed report largely depending on the address of those making comment.

The residents of MacCues Road are concerned about opening the road to the State Forest as they believe that the increase in traffic volumes will adversely affect the safe use of the western section.

Comments from the Mardells Road residents reflect their desire to continue with having controlled access to MacCues road.

Specific comments from those who made submissions are not included in this report as many requested the contents remain confidential.

State Forests of NSW advises that if the access gate is locked they will require a key for emergency services needs. For logging operations access is gained from Mardells Road as the pavement is better suited for heavy vehicles.

Issues:

The western end of MacCues Road is on Councils unmaintained roads register, and hence not serviced by Council. The residents have funded the construction of this section to a single lane driveway standard to serve their properties. This is a similar situation to many other Council owned roads in rural areas where private accesses have been built within the road reserve, but Council does not maintain such accesses.

S9 - MacCues Road, Moonee (cont'd)

In regards to the future use of the western section of MacCues Road five options are possible.

- Option 1
Allow the status of the trial to continue with no further keys being issued, and no upgrading works being undertaken. Include MacCues Road west on Councils maintained roads register and scheduling and prioritising the pavement for upgrade funding through the pavement rehabilitation program. In the interim, maintenance is carried out on the existing pavement and alignment to maintain the current route.
- Option 2
Council funds the upgrade of the western section of MacCues Road to enable it to take through traffic, and allows unrestricted access to the western end through the State Forest.
- Option 3
Council upgrades the driveway access and constructs passing bays on the four blind corners within this section, allowing restricted access for Bucca Palms residents only.
- Option 4
Council permanently closes access at the western end of MacCues Road except for emergency services and Forestry vehicles. MacCues Road west remaining on Councils unmaintained roads register.
- Option 5
That the upgrade of the western section of MacCues Road to a standard suitable for through traffic be funded by the Bucca Palms residents.

Summary:

Any works on MacCues Road are not included in the Management Plan or listed as future work outstanding.

As confirmed by the safety audit continued through traffic on MacCues Road west is not appropriate.

The opportunity should be given to the Mardells Road user group to fund Option 5 (upgrade of western section to a suitable standard for through traffic) if they require continued access.

Recommendation:

1. **That the user group from Mardells Road be given the opportunity to fund either Option 2 or Option 3.**
2. **That in the interim, whilst the residents are making their decision, or until construction is complete, that Council permanently close the western end of MacCues Road except for emergency services and State Forest vehicles.**

S Sawtell
Director of City Services

Attachments:**S35 - MACCUES ROAD, MOONEE BEACH****Purpose:**

To advise Council of a request by the Bucca Palm Neighbourhood Association in Mardells Road for access to MacCues Road, through the locked gate the boundary with State Forest land, and recommending implementation of a trial period for controlled access.

Description of Item:

Council received a letter in August 2003 from the Bucca Palm Neighbourhood Association, asking Council to review its decision to stop public vehicular access from the western end of MacCues Road to the State Forests land. Following further discussions with a representative of the Association, it was agreed to report to Council on the issue and recommend the reinstatement of a trial period for controlled access by residents of the Bucca Palm Neighbourhood.

This report also reviews the history of the closure at the western end of the road and various Council resolutions with respect to this matter.

Management Plan Implications

There are no implications for the Management Plan if Council adopts the recommendation.

Consultation:

The history of consultation on this subject is provided in the main body of the report.

Statutory Requirements:

The Roads Act 1993 gives Council, as the road authority, the power to regulate traffic on public roads where safety of road users or damage to the road is concerned.

Issues:

MacCues Road is accessed from the Pacific Highway, just south of the Moonee Beach Road intersection, and heads west for approximately 1.5km to the State Forest property. The public road reserve ends at the eastern State Forest boundary, but historically there has been a formed forestry track from the end of MacCues Road into the forestry compartment and joining Settles Road, another forestry road running north-south from Gaudrons Road to Bucca Road. Residents of the Bucca Palm Neighbourhood have, also historically, gained access to Settles Road from the western side of the forestry compartment and thence to MacCues Road, and the highway. Whilst their formal public road access is via Mardells Road, the ability to access MacCues Road by way of the forestry area provides a much shorter route to the highway.

MacCues Road was a Crown road prior to August 2002, and the legal responsibility for the road was the Department of Land and Water Conservation (DLWC). For unknown reasons, however, Council had historically maintained approximately 800m of the road from the highway, half of which was unsealed and subsequently dust-sealed in 1997. The remainder of the road has been sealed and maintained by private property-owners at the western end of the road, in order to provide all-weather access to their properties. This was done after previous attempts to have Council improve and maintain this section of road were unsuccessful. The alignment and width of this section is not a suitable standard for significant two-way traffic volumes.

In July 2001, State Forests re-graded and cleaned up the track between MacCues Road and Settles Road in preparation for logging in the compartment. This led to further complaints from residents at the western end of MacCues Road about increased traffic, inappropriate vehicle speeds and damage to the road formation that they maintained. Council wrote to State Forests requesting that they organise their operations to limit casual vehicular access to MacCues Road. Subsequently, an agreement was reached with the Regional Manager of State Forests to erect a gate across the track at the boundary of the State Forests land, and Council installed this gate as part of the arrangement. This arrangement was also supported by the Local Member, Andrew Fraser, MP, at the time, following representations from a resident in MacCues Road.

In March 2002, concerns were raised that State Forests was under pressure to re-open the track to MacCues Road. Based on these concerns at its meeting on 14 March 2002, under matters of an urgent nature, Council resolved:-

"that Council seek the services of the State Local Member to ensure that State Forests does not re-open the forestry road to access MacCues Road."

At its meeting on 11 April 2002, Council considered a report outlining the issues associated with the erection of the gate at the end of the road, and further resolved that:-

- "1. Council note the status report on issues associated with the physical closure of MacCues Road at the State Forest boundary.*
- 2. Council confirm the decision to prevent the use of MacCues Road by through traffic."*

On 9 May 2002, the Local Member wrote to Council inviting the Mayor to attend a meeting with residents, State Forests and council to resolve the differing demands for access arrangements at the western end of MacCues Road. The meeting was held on 23 May 2002 at the Council Chambers and was chaired by Mr Fraser. The outcome from the meeting was that a six months trial period would be implemented for controlled access through the gate by residents of the Bucca Palm Neighbourhood.

At the Council meeting on the same day, under general business, Council resolved:

That the Traffic Committee be requested to urgently consider and report back to Council;

- 1. On the assessment of speed limits up to 40kph on MacCues Road and the placing of 'no through road' signs at either end of MacCues Road.*
- 2. A trial period of six months be held with two keys for the gate lock being issued to each of the five families using the road."*

At its meeting on 4 June 2002, Council's Traffic Committee considered the issue of speed limits and signs in MacCues Road, and its recommendation was adopted by Council at the meeting on 13 June 2002, as follows:-

"That 35kph speed advisory signs be installed on MacCues Road, Moonee, with "No Through Road" signs at the Pacific Highway."

Each of the property owners in the Bucca Palm Neighbourhood were issued with two keys to the padlock on the gate and a letter setting out the conditions that had been agreed to at the meeting. In particular, there was a condition that the gate must be kept locked at all times except when vehicles were physically gaining access through the gate, with Council reserving the right to deny future access if the gate was not locked after use.

During July and early August 2002 tensions between some MacCues Road residents and some Bucca Palm residents increased, resulting in the Police being called on at least one occasion to incidents associated with use of the gate. At the same time, Council's legal authority to control access between a Crown road and State Forests was questioned. On 9 August 2002 a resident at the end of MacCues Road found the gate unlocked, put his own padlock on the gate and returned the original padlock to the Council Depot at Marcia Street. Following this incident, notice of a rescission motion was lodged with the General Manager on 19 August 2002, which was intended to rescind Council's previous resolution regarding the trial period.

The rescission motion was considered at the Council meeting on 22 August 2002, and council resolved as follows:

"RESOLVED that Resolution No. 67 of the Finance and Administration Committee meeting of 23 May 2002, and reading as follows be rescinded:

"That the Traffic Committee be requested to urgently consider and report back to Council:

- 1. On the assessment of speed limits up to 40kph on MacCues Road and the placing of 'no through road' signs at either end of MacCues Road.*
- 2. A trial period of six months be held with two keys for the gate lock being issued to each of the five families using the road."*

RESOLVED that the confirmation of the decision to prevent the use of MacCues Road by through traffic would implement that decision.

The General Manager's report on the rescission motion also advised Council that the road had been transferred to Council's ownership on 16 August 2002. This ensured Council's ability to control traffic on the road and legal authority to undertake and control works in the road reserve.

Following the adoption of the rescission motion, the Bucca Palm residents were notified of the Council's decision and requested to return the keys for the original padlock on the gate. Council also sought legal advice on its authority to control traffic on MacCues Road and it was confirmed that council, as the road authority under the Roads Act 1993, does have the necessary authority.

Following meetings in January and March 2003 with Councillors, staff and residents from the western end of MacCues Road, an agreement was reached to allow controlled access through the gate for a farm tractor used by a local resident on properties located on both sides of the forestry land. This agreement was negotiated by Council because of a commercial need for use of the tractor on both properties and the relatively insignificant impact on road safety or damage to the western end of MacCues Road. This arrangement was confirmed on 11 March 2003 and appears to have worked satisfactorily, judging by the lack of complaint from any of the parties to the agreement.

From the date that Council rescinded the controlled access arrangements for the Bucca Palm residents, there have been additional requests from those residents for a resumption of access to MacCues Road from the State Forests land. Council has also answered requests for information from the Ombudsman about the issue, but has had no formal approach or response from that office. These requests culminated in another formal request from the Bucca Palm residents on 11 August 2003, in which they ask for a review of the situation.

Following discussions with the Director of City Services, it was agreed in March 2004 that a report would be presented to Council after the local government elections, with a view to reinstating the controlled access trial that was previously abandoned.

Bucca Palms residents have also recently approached Council for access to allow roadworks on the private road joining Mardells Road. Implementation of the six month trial would also answer this request.

It is considered that a further trial of controlled access for Bucca Palm residents should be based on the same conditions as those stipulated previously, which were:

- "1. The keys are not to be provided to any other users except the immediate family members of the person signing for the keys.
2. Two keys will be issued to each family and additional keys will not be issued.
3. If a key is lost the cost of replacing the gate padlock and recutting all keys for the padlock must be met by the person losing the key.
4. Where a family decides it no longer wishes to use the gate, the keys must be returned to Council who will issue a receipt for the keys.
5. The gate must be locked at all times except when vehicles are physically gaining access through the gate. Where the gate is not locked after use by any of the key holders, Council reserves the right to prevent future access through the gate.
6. At the date of review of the trial period, all keys must be returned to Council if the decision is made not to continue with restricted access through the gate.
7. Key holders are to observe all speed limit and speed advisory signs in MacCues Road."

Implementation Date / Priority:

If Council determines to proceed with the recommendation, the trial period could start in July 2004, once the security padlock and keys are distributed.

Recommendation:

That Council:

- 1. Implement a six months trial of controlled access to the locked gate at the western end of MacCues Road for the residents of the Bucca Palm Neighbourhood.**
- 2. Advise residents in MacCues Road of the trial and the conditions imposed by Council on access through the gate.**
- 3. Apply conditions under which the Bucca Palm residents gain access to the gate as set out in the report.**