



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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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CITY SERVICES COMMITTEE)

17 FEBRUARY 2005

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

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

Leave of Absence: Councillor I Ovens

The meeting commenced at 5.00pm with the Mayor, Cr K Rhoades in the chair.

CONFIRMATION AND ADOPTION OF MINUTES

- 11** **RESOLVED** (McKelvey/Smithers) that minutes of the Ordinary Meeting held on 3 February 2005 be confirmed as a true and correct record of proceedings with the exception of the following correction:

Page 6 - B3 - Acquisition of land for drainage purposes - proposed Lot 712 Trond Close, North Bonville - should read Lot 714 Trond Close, not Lot 712 as printed.

NOTICE OF MOTION

PLANNING MATTERS

- 12** **RESOLVED** (Hogbin/McKelvey) that:
- a) 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
 - A peak environmental body
 - 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
- 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.
- 13** **RESOLVED** (Hogbin/McKelvey) that a status report of all current court actions involving Council be reported to Council on a monthly basis
- 14** **RESOLVED** (Hogbin/Featherstone) that Council be advised on a monthly basis of any development application refusals that have occurred during the preceding month
- 15** **RESOLVED** (Hogbin/Featherstone) 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 MANAGER'S REPORT

F11 QUARTERLY PERFORMANCE REPORTING FOR THE QUARTER ENDED 31 DECEMBER 2004

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

16 RESOLVED (McKelvey/Palmer):

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.

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

CITY SERVICES COMMITTEE

17 RESOLVED (Hogbin/McKelvey) that the Ordinary Meeting of Council be adjourned and Council now resolve into the City Services Committee meeting, the time being 5.27pm.

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

CITY SERVICES DEPARTMENT REPORTS

S2 TRAFFIC COMMITTEE MEETING NO. 1/2005

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

EN1 RECOMMENDED (Hogbin/Joass):

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

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.

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

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.

EN2 RECOMMENDED (McKelvey/Smithers):

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.

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

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

EN3 RECOMMENDED (Bonfield/Hogbin) that Council note the minutes of the Arts and Cultural Development Advisory Committee meeting held on 20 December 2004.

S5 COFFS HARBOUR WATER : MAINTENANCE REPORT OCTOBER TO DECEMBER 2004

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

EN4 RECOMMENDED (Smithers/McKelvey):

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.

S6 RECLAIMED WATER PROGRAM

To report on current effluent reuse and future proposed directions.

EN5 RECOMMENDED (Rhoades/McKelvey):

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

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

EN6 RECOMMENDED (Smithers/Joass) 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.

Councillor Bonfield pointed out that the report under the heading "*Completed Works in December 2004 and January 2005*" should read 84 Gundagai Street, Coffs Harbour, not 82 Gundagai Street as printed.

S8 UTILISATION OF COUNCIL PLANT

To inform Council regarding utilisation of Council plant.

EN7 RECOMMENDED (Featherstone/Hogbin) 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.

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

EN8 RECOMMENDED (Featherstone/McKelvey):

1. That the locked gate at the western end of MacCues Road be left in place and those residents and service people requiring access to and from the State Forest be given keys to the gate.
2. That appropriate road signage be placed on both the eastern and western ends of MacCues Road as well as on the blind corners to control the speed of traffic and to advise motorists to drive carefully. That the Traffic Committee advise Council of the appropriate signage.
3. That MacCues Road be included on Council's maintained roads register and that Council staff prioritise funding for any improvements.
4. That the gate be rehung, as it does not close properly, and the locking device modified so that all can open the padlock.

CONCLUSION OF MEETING

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

The Mayor resumed chairmanship of the meeting at 6.05pm.

OPEN COUNCIL

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

EN9 RECOMMENDED (Hogbin/Joass) that the Committee now move into Open Council.

ADOPTION OF CITY SERVICES COMMITTEE REPORT

- 18** **RESOLVED** (Joass/McKelvey) that the recommendations of the City Services Committee meeting be received and adopted.

MATTERS OF AN URGENT NATURE

1. Dogs on Beaches and Barking

Councillor Smithers requested that the Rangers carry out a dog patrol on Arrawarra Beach between 6.00am-8.00am or 5.00pm when dogs are being walked, Cr Smithers questioned the possibility of having Cabins Beach as a designated leash free beach.

The Director of Planning, Environment and Development advised that there would be a blitz on those beaches.

Councillor Palmer advised that he had received representations on the matter of barking dogs and questioned what can be done about them.

The Director of Planning, Environment and Development advised a diary needs to be kept, however in some instances when you actually get to court it ends up being one neighbour against the other so you would need to have other neighbours provide written evidence as well.

Councillor Rhoades questioned whether there was a limit to the number of dogs allowed to be kept on a residential property before it becomes a situation where it should be a registered kennel.

The Director of Planning, Environment and Development advised that legislation makes no provision for the number of pets on properties however Council can adopt a policy as to what it considers a reasonable number and include it in its Companion Animals Management Plan.

The General Manager advised that there used to be a limit on the number of registered dogs in the Companion Animals Management Plan under the previous legislation however a note would be prepared back to Councillors on other practices around the State.

Councillor Hogbin pointed out that in Brisbane they have a time that dogs are allowed to bark, ie more than six minutes in the hour is deemed to be something that the person can make a complaint about, meaning that after six minutes it can be considered a nuisance.

QUESTIONS WITHOUT NOTICE

1. Grant Funding

Councillor Palmer questioned whether, under the Business Plan, money was allocated to match \$ for \$ grants or do we wait for them to come up before we try and get the money, eg floodplain management.

The General Manager advised that usually we have funding available in the Management Plan to match government funds but we have on occasion made submissions on the basis of trying to get funding in the following year's Management Plan where that funding was eligible and then the Council is a position to either accept or reject the funding proposal at the time but we do have funding for floodplain management within the budget that we then seek to get government funds for.

The Director of City Services advised that that the floodplain management is a unique instance where, Council as a member of the Floodplain Management Authority, attends quarterly meetings and the Committee is emphatic that unless the funding is in our current budget, we do not get matched funding.

2. Conferences in Coffs Harbour local government area

Councillor McKelvey advised that often when visiting conferences in other areas, organisers have recognised the traditional custodians of the land, and on occasions the local aboriginal elders have also extended their welcome to visitors to the area. Councillor McKelvey pointed out that the Department of Education has introduced a policy and questioned whether Council has any such policy.

The General Manager advised that Council does not have such a policy, but he would investigate and report back to Council on the matter.

3. Arts Mid North Coast Meeting

Councillor Smithers questioned whether Councillors could be invited to the next Arts Mid North Coast Meeting with the General Manager and relevant staff.

The General Manager advised that he would advise Councillors of the meeting date and time.

GENERAL BUSINESS

1. Vandalism

Councillor Palmer advised that he had noted that someone had been caught in an act of vandalism which would result in a court appearance. Cr Palmer pointed out that it is important for Council to know the outcome of the court appearance, ie what penalties are dealt out.

2. Coffs Coast Marketing and Tourist Association

Councillor McKelvey advised that the Coffs Coast Marketing & Tourist Association have developed a new look for the marketing of our City. Submissions were received from several designers around the City, and resulted in Mills and Eaton being the successful agency for a period of two years. Cr McKelvey handed out copies of the first new look brochure.

3. Use of Plant

Councillor Featherstone requested the General Manager report back to Council on the usage of major engineering plant in particular what relationship exists between the hours charged out to jobs or plant and the hours operated by the same plant over either the operating life of the plant or say the last three years.

The General Manager advised that a report would be brought back to Council.

4. Bypass of Woolgoolga - improvements to northern and southern entrances

Councillor Featherstone requested the General Manager keep Council advised when a request has been made to the RTA for funding for improvements to the northern and southern entrances to Woolgoolga with specific references to the open drains that exist at both entrances to the town now that Option E is the preferred option for the bypass of Woolgoolga and the existing highway through town will eventually revert to Council's responsibility.

The General Manager to take the matter on notice.

5. Arts Mid North Coast

Councillor Smithers advised that Arts Mid North Coast had asked if Council could invite Craig Milburn from the Corporate Services Department of Port Macquarie Council to address Councillors and relevant staff on matters of arts and culture.

6. Triathlon Event

Councillor Hogbin congratulated all people involved in the recent triathlon event which was a great showcase for Coffs Harbour. Cr Hogbin advised that in future we should ensure that:

- we have sufficient control over events in order to protect the Coffs Harbour name.
- we have proper support for staff, not only in setting up but packing up as well.
- budget properly.
- provide support to volunteers. It is increasingly difficult to get support for volunteers because of the abuse, physical and verbal, that volunteer fire brigade people receive by standing on barriers to keep cars out of the course for a select period of time.
- Prosecute the people who are responsible for pushing people and barriers out of the road with motor vehicles to access the course during the race day.

7. Speed Signs - Harbour Drive

Councillor Rhoades questioned whether we could revisit the speed zones on Harbour Drive from the new 40km/hr City Centre speed implementation program to the 40km/hr speed zone near the Jetty strip as there are a number of inconsistencies in the area.

The Director of City Services took the matter on notice.

This concluded the business and the meeting closed at 6.33 pm.

Confirmed: 3 March 2005.

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K D Rhoades
Mayor