

The following document is the minutes of the Council and Committee Meetings held on Thursday, 5 April 2007. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 19 April 2007 and therefore subject to change. Please refer to the minutes of the meeting of 19 April 2007 for confirmation.



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CITY SERVICES COMMITTEE)

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

5 APRIL 2007

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COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

(CITY SERVICES COMMITTEE)

5 APRIL 2007

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

Staff: Assistant General Manager/Director Corporate Business, Director of City Services, Director Land Use, Health & Development and Executive Assistant

The meeting commenced at 5.46pm with the Mayor, Cr K Rhoades in the chair.

APOLOGY

- 33** **RESOLVED** (McKelvey/Palmer) that an apology received from Cr I Hogbin for absence be received and leave be granted for the current meeting of Council.

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

CITY SERVICES COMMITTEE

- 34** **RESOLVED** (Palmer/McKelvey) that the Ordinary Meeting of Council be adjourned and Council now resolve into the City Services Committee meeting, the time being 5.46pm.

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

CITY SERVICES DEPARTMENT REPORTS

S17 TRAFFIC COMMITTEE MEETING NO. 2/2007

To confirm minutes from the Traffic Committee Meeting held on 20 March 2007.

EN18 RECOMMENDED (Ovens/McKelvey):

T.10 – Park Avenue / Gordon Street / Vernon Street, Coffs Harbour - Temporary Road Closure - Anzac Day (505670 / 504620 / 504180 / 1618 [1590007])

That:

1. The following temporary road closures associated with the Coffs Harbour Anzac Day March to be held on Wednesday, 25 April 2007, between the hours of 9.00am and 10.30am be advertised and providing no substantive objections are received, the temporary closures be approved.
 - ♦ Park Avenue (Earl Street to Gordon Street)
 - ♦ Gordon Street (Park Avenue to Vernon Street)
 - ♦ Vernon Street (Gordon Street to Pacific Highway).
2. A traffic control plan to be submitted for this event. This should include details of all traffic signs, barricades and traffic controllers required for this event.

T.11 – First/Second/Fourth Avenues, Sawtell - Temporary Road Closure - Anzac Day (501520 / 501480 / 501550 / 1618 [1589213])

That:

1. The following temporary road closures associated with the Sawtell Anzac Day March to be held on Wednesday, 25 April 2007, between the hours of 10.00am and 11:30am be advertised and providing no substantive objections are received, the temporary closures be approved.
 - ♦ First Avenue (Second Avenue to Boronia Street)
 - ♦ Second Avenue (First Avenue to Fourth Avenue)
 - ♦ Fourth Avenue (Second Avenue to East Street).
2. A traffic control plan to be submitted for this event. This should include details of all traffic signs, barricades and traffic controllers required for this event.

T.12 – Beach Street, Woolgoolga - Temporary Road Closure - Woolgoolga Curry Festival (R.508400 [1593287])

That:

- (a) The temporary road closure of Beach Street, Woolgoolga , between Wharf Street and the IGA driveway, from 6.00am to 6.00pm on Saturday, 14 April 2007, for the purpose of conducting the Woolgoolga Curry Festival, be advertised and providing no substantive objections are received, the closure be approved.
- (b) The organisers of the Curry Festival liaise with affected traders and obtain traders approval.
- (c) The organisers submit a traffic control plan for approval by Council and be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers. Traffic Control Plan to include a signposted detour route around the road closure.
- (d) The organisers be responsible for all costs associated with the temporary closure and clean up, including advertising.
- (e) The organisers submit a detour plan for traffic to bypass the closure.

T.13 – First Avenue, Sawtell - Temporary Road Closure - Sawtell Chilli Festival (R.501520 / 1618 [1587659])

That:

- (a) The temporary road closure of First Avenue, Sawtell, between Second Avenue and Boronia Street between the hours of 6.00am and 5.00pm on Saturday, 7 July 2007, for the purpose of holding the Sawtell Chilli Festival, be advertised and providing no substantive objections are received, the closure be approved.
- (b) The organisers of the Chilli Festival liaise with affected traders and obtain traders approval.
- (c) The organisers be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.
- (d) The organisers be responsible for all costs associated with the temporary closure, including advertising.
- (e) A temporary bus zone be established on the east side of First Avenue, Sawtell, north of Second Avenue to enable buses to continue to operate.

T.14 – Fiddaman Road, Emerald Beach - Temporary Road Closure - Emerald Beach Community Fair (R.507240 / P/N 2032700)

That:

- (a) The temporary road closure of Fiddaman Road, Emerald Beach, adjacent the Reserve to the start of Ocean View Crescent, from 7.00am to 4.00pm on Sunday, 3 June 2007, for the purpose of conducting the Emerald Beach Community Fair, be advertised and providing no substantive objections are received, the closure be approved.
- (b) The organisers of the Community Fair liaise with affected traders and obtain traders approval.
- (c) The organisers submit a traffic control plan for approval by Council and be responsible for erection of traffic barriers and control of traffic using accredited traffic controllers.
- (d) The organisers be responsible for all costs associated with the temporary closure and clean up, including advertising.

T.15 – Hogbin Drive / Barcoo Court, Toormina - Traffic Management (R.500390)

That:

1. Proposed line marked traffic median in Hogbin Drive at Barcoo Court be installed at Barcoo Court on plan number T.15.
2. Line marking and signposting on Toormina Road on the approach to Sawtell Road roundabout be modified in accordance with plan number T.15a.

T.17 – Rural Roads - Speed Limit

That traffic survey and road safety audits of the following roads be carried out and submitted to the RTA for consideration of reduction in speed limit.

- o Bucca Road, Pacific Highway to Nana Glen
- o Red Rock Road, Corindi to Red Rock
- o Coramba Road, Shephards Lane to Bennetts Road

T.18 - Pacific Highway - Bonville

That regulatory parking signs be installed on Pacific Highway adjacent Bonville Post Office as per plan No T.18.

T.19 - Air Show at Coffs Harbour Regional Airport

That operation of parking areas for the Coffs Harbour Air Show be approved subject to the following conditions:

1. Installation of temporary "No Stopping Signs" on both sides of the Hogbin Drive road shoulders between Howard Street and Newports Creek Bridge.
2. Installation of traffic control barriers on Hogbin Drive between Airport Road and 300 metres north of Airport Road.
3. Implementation of extensive media coverage of the event advising the community of access to parking areas and possible traffic delays on Hogbin Drive.

T.16 – Albany Street / Curacoa Street, Coffs Harbour - Traffic Management (R.500390)

- EN19 RECOMMENDED** (Ovens/Rhoades) that on removal of the Hogbin Drive traffic detour on Albany Street, "Stop" signs in duplicate be placed in Curacoa Street at the Albany Street intersection with "stop" lines.

S18 WOOLGOOLGA CBD IMPROVEMENTS

To update Council on the status of planning and design for Woolgoolga CBD improvements.

- EN20 RECOMMENDED** (Featherstone/Smithers) that:
1. Council allocate \$380,000 from the 2006/07 Community Facilities Program for Woolgoolga Town Improvements to River Street, including replacement of kerb and gutter and footpath in Beach Street, west.
 2. Council allocate \$20,000 from the 2006/07 Community Facilities Program for replacement of hazardous footpath in Market Street, Woolgoolga.
 3. Council prepare cost estimates for improvement to street lighting and landscape works in Beach Street Woolgoolga for consideration in the 2008/09 Management Plan.
 4. Council prepare cost estimates for completion of streetscape works in River Street Woolgoolga for consideration in the 2008/09 Management Plan.
 5. Council include Market Street streetscape works for consideration in the 2008/09 Management Plan.

S19 SBS RADIO SELF-HELP RETRANSMISSION SUBSIDY SCHEME

To recommend to Council, that investigations be undertaken into the requirements for submitting a grant application under the SBS Self-Help Retransmission Subsidy Scheme.

- EN21 RECOMMENDED** (McKelvey/Ovens) that investigations be undertaken into the viability, practicalities and cost effectiveness of Council making an application under the SBS Self-Help Retransmission Subsidy Scheme.

S20 MULTICULTURAL REFERENCE GROUP GUIDELINES OF OPERATION

Seeking Council approval of the Multicultural Reference Group Guidelines of Operation.

- EN22 RECOMMENDED** (Joass/Smithers):

1. That Council adopt the Guidelines of Operation for the Multicultural Reference Group.
2. That any future amendments be at the discretion of the General Manager following consultation with the Multicultural Reference Group members.

S21 COFFS HARBOUR HISTORICAL MUSEUM NAME CHANGE AND FEES AND CHARGES

To propose to Council an official name change and a series of fees and charges for the Coffs Harbour Historical Museum.

- EN23 RECOMMENDED** (McKelvey/Joass) that:

1. Council approve an official name change for the facility at 189B Harbour Drive, Coffs Harbour, Lot 521, DP 728228, to be officially named the Coffs Harbour Regional Museum and the Department of Lands be advised; and
2. The following fees and charges for the Museum be adopted for the period of April to June 2007.

Admission prices

▪ Adult	\$3.00 per person
▪ Groups (including morning or afternoon tea)	\$6.00 per person
▪ Nursing home residents	\$2.00 per person
▪ Children (5-15 years of age)	\$1.00 per person
▪ Children (under 5)	No charge
▪ Teachers/leaders/careers/bus drivers with a group	No charge
▪ Family (2 adults and 2 children)	\$6.00

S21 - Coffs Harbour Historical Museum Name Change and Fees and Charges
(Cont'd.)

Other services	
▪ Search	\$15 per hour
▪ Photos (6" x 4")	\$5 per photo
▪ Photocopying	\$0.20 per A4 page

S22 OPERATIONS BRANCH REPORT

To advise Council of the progress of construction and maintenance programs undertaken by Operations Branch – Asset Construction, Maintenance and Recreational Services up to 23 March, 2007.

EN24 RECOMMENDED (Ovens/Joass) that Council:

1. Notes the progress report on asset construction, maintenance and recreational services works undertaken by Operations Branch up to 16 March, 2007.
2. Notes the individual program expenditures are being monitored and are generally within the allocated 2006/2007 budget.

S23 DRAFT TRADE WASTE POLICY

To report to Council on a new Draft Trade Waste Policy as prescribed by the State Government and to have Council approve the public notification of the Draft Policy

EN25 RECOMMENDED (Featherstone/Joass):

1. That Council resolve to give public notification of the Draft Trade Waste Policy in accordance with Section 160 of the Local Government Act.
2. That Council adopt the policies for the purpose of the notification and the advertisement for submissions.
3. That, unless significant submissions are received, the Draft Policy be adopted by Council.

CONCLUSION OF MEETING

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

The Mayor resumed chairmanship of the meeting at 5.58pm.

OPEN COUNCIL

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

EN26 RECOMMENDED (Joass/Ovens) that the Committee now move into Open Council.

ADOPTION OF CITY SERVICES COMMITTEE REPORT

35 RESOLVED (Ovens/McKelvey) that the recommendations of the City Services Committee meeting be received and adopted.

QUESTIONS WITHOUT NOTICE

1. Pacific Highway - Closure north of Woolgoolga

Councillor McKelvey advised that recent traffic accidents had caused the closure of the Pacific Highway north of Woolgoolga and traffic had been diverted either through Bucca Road or the Orara Way. Cr McKelvey reported that B-Doubles had used the diversion even though the Roads and Traffic Authority web site advised that "*B-doubles were unable to use either diversion and must await the re-opening of the highway*". Cr McKelvey questioned who should be stopping the B-Doubles from travelling on roads where it is illegal for them to do so.

The Director of City Services advised that at present there is no formalised process for RTA to use detours, they have appointed staff to work with Council staff to approve detour routes, however if there is any damage to Council roads, the RTA has a system whereby it will compensate Council for damage caused. Staff to take the matter up with RTA Regional Office in order to get the agreed detour plans working better than they are at the moment and get the RTA to police the situation.

Councillor Rhoades advised that he has previously raised the issue with the RTA and the B-doubles/semi-trailers are not allowed to use the local roads however on the highway, the RTA is the governing authority.

Councillor Rhoades further advised that he had spoken to the RTA and there has been a decrease in funding for maintenance of the Pacific Highway in and around Coffs Harbour, the RTA also advised that the proposed commencement date for Sapphire/Woolgoolga safety upgrade has been put back 12 months.

2. CBD - Use of Footpaths

Councillor Ovens requested, as a matter of urgency, that the Rangers increase their patrol of CBD areas in relation to the use of footpaths by bikes.

GENERAL BUSINESS

1. Coramba Bridge

Councillor McKelvey questioned whether the historic timber bridge in Coramba was included in Council's safety audits as pedestrians are using it and an RTA bridge engineer has suggested, in his opinion, that the bridge is not safe. Cr McKelvey also questioned whether it was intended to restore the bridge as Council was given a sum of money to go towards restoration of the bridge.

The Assistant General Manager advised that Council has \$100,000 in reserve for the specific purpose of bridge maintenance and that it is a Council asset and subject of Council risk assessment. The Assistant General Manager took the matter on notice.

2. E-bikes - Update

Councillor Ovens requested an update on the issue of e-bikes as a local resident had informed him that they had an accident with an e-bike which was unregistered, uninsured and, as it was considered by Police to be a bike, was blameless.

The Design Manager advised that the date of the court case on the status of e-bikes has been set and a State Government working party has been formed with the RTA and Police to come up with recommendations. Mr Stulle advised that if the court rules that they are classified as a bicycle, they will be allowed on the cycleway on Hogbin Drive, but if it is ruled that they are not bicycles, they will be banned for use on the roads, footpaths and cycleways.

Council Rangers to police the use of bicycles on footpaths.

3. Harbour Drive Roundabout

Councillor Palmer pointed out that by the next Council meeting the roundabout in Harbour Drive will be completely open and congratulated the Executive Manager - Operations and all associated staff on a job well done.

4. Brochure - Discover Coffs Coast

Councillor Ovens advised that he was dismayed to read in the "Discover Coffs Coast" brochure for April that one of the major events they are advertising in May is in Byron Bay however the Australian Matildas playing in Coffs Harbour didn't get a mention.

The Assistant General Manager took the matter on notice.

Councillor Palmer pointed out that the Matildas were playing a qualification round for the next Olympics and Cr Palmer asked as many people as possible attend.

5. Jung's Quarry

Councillor Smithers advised that he had received notification from Jung's Quarry regarding their desire to deepen their quarry. Cr Smithers put on notice that it is an issue in West Coffs as there are a lot of trucks that travel through highly built up areas from the quarry.

6. Australian Surf Life Saving Titles

Councillor Ovens presented a plaque to Mayor Rhoades on behalf of the City from Stirling Council.

7. Indigenous Flag

Councillor McKelvey advised that last year it was decided to fly the indigenous flag outside the Council Chambers and asked if consideration could be given to putting one in the Chamber as well.

The Assistant General Manager took the matter on notice.

8. Naming of community facilities

Councillor Rhoades questioned when the name for a community named facility expires, that is, what happens if the facility is knocked down or relocates, does the name remain the same if a new facility is built on the same block. The example given by Cr Rhoades was the Harry Bailey Memorial Library which has relocated, but the sign has not been placed on the new library.

The Assistant General Manager took matter on notice but advised that the name stays until Council, or the organisation who controls the asset, wants to rename it.

9. Naming of Bridge over Coffs Creek on Hogbin Drive

Councillor Featherstone questioned where the naming of the bridge over Coffs Creek on Hogbin Drive was up to.

Councillor Rhoades advised that a report would come to Council in the very near future outlining the options.

This concluded the business and the meeting closed at 6.20 pm.

Confirmed: 19 April 2007.

.....
K D Rhoades, AFSM
Mayor