



**COFFS HARBOUR
CITY COUNCIL**

2011/2012 Quarterly Operational Report July to September 2011

For consideration at the meeting of 15 December 2011

www.coffsharbour.nsw.gov.au

Introduction

The *2011/2012 Quarterly Operational Report – July to September 2011* is generated from Council's *Performance Planning* software package. It shows the status for the quarter for each of the 57 Budget Programs within Council's 2011/2012 Operational Plan. Update include percentage progress figures as well as summary comments from the officers responsible for each Program. Where a Program includes significant projects – either Capital Projects or Major Operating Projects – a progress report on those projects is also provided.

In general, Council aims at achieving a 100% result as the expected level of achievement for each Budget Program at the conclusion of each quarter of the 2011/2012 year. The percentage achievement figure is an aggregate of the progress scores for the individual projects and services within each Program.

There are 203 projects identified within Council's 2011/2012 Operational Plan. Projects are classified as 'one-off' activities, often with set start and finish dates and individual budgets. The Operational Plan also identifies 144 services – these are ongoing activities carried out as the day-to-day business of Council. The delivery of services is measured through the use of Key Performance Indicators (KPIs) which generally compare achievements against set targets or timeframes.

The *Performance Planning* software utilizes "traffic lights" to indicate the progress towards achievement of performance measures. A green light indicates that the measure is either on track or achieved. An amber light indicates the status is manageable, and a red light indicates the activity is at risk.

Of Council's 57 Budget Programs, 55 are reported as being "on track" for the September quarter; 2 are reported as "manageable" (reflecting budget issues currently being addressed).

The quarterly performance reporting process includes a continual review of Key Performance Indicators in an ongoing effort to ensure that measures provide an accurate and meaningful assessment of the effectiveness of Council's operational activities.

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OP010	Civic Management	STEVE MCGRATH	100.00	
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Program Comments

Projects and Services on track for period. A lot of time devoted to website redevelopment and introduction of new format Performance Planning.

Major Projects



15.00 Integrated Planning and Reporting (IPR)

Respond to community submissions to 2011/12 Budget. Format adopted DP/OP documents for publication/distribution.

Complete June Quarterly Performance Report (in TTM's absence) - to Exec Team 17/8, to Council 25/8.

Coordinate IPR Working Group (meetings 28 July, 25 August, 21 September). Update Exec Team re IPRWG issues 10/8.

Work with CIO on development of new Performance Planning format (Tech One consultant onsite 15-17 August). Talks with Tamworth CC re PP/IPR - 29/8. Load Operational Plan into XLS "load sheets" for Performance Planning. Consult Managers on reportables.

Participate in 2030 Community Indicators/CHAOS workshops.

Participate in Service Review - IPR.

Initiate development of 2010/11 Annual Report.



OP110	Community Facilities	GEORGE STULLE	100.00	
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Program Comments

Projects on track

Major Projects



25.00 City Park Project

Skate Plaza design concept commenced



OP130	Coffs Coast Marketing	GLENN CALDWELL	85.00	
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Program Comments

Re brand and visitor services review underway

Major Projects



70.00 Marketing Campaign Plan

Prospectus to be delivered to industry November 2011



OP210	Land Use Planning	CLYDE TREADWELL	98.20	
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Program Comments

Program progressing well and in accordance with Council resolutions.

Major Projects



70.00 Rural Residential Strategy

The Rural Residential Strategy has been endorsed and progress is being made on seeking funding from land owners to initiate the necessary studies to have the Priority 1 area (Bonville) rezoned.



**70.00 Coffs Harbour Standard Local
Environmental Plan (SLEP)**

CHCC have progressed the LGA wide Coffs Harbour Standard Local Environmental Plan (SLEP) to NSW Planning and Infrastructure seeking permission to publicly exhibit the draft as per Council resolution 23 June 2011.



**80.00 City-wide Developmental Control Plan
(DCP)**

This project is linked to the City Wide LEP project. The City Wide DCP is to be reported to Council to enable its public exhibition. However in accordance with Council's 13 October resolution,

5. The exhibition of the City-wide draft Coffs Harbour Local Environmental Plan 2011 and Development Control Plan be delayed to allow them to be amended to incorporate recommendations from the adopted Business Centres Hierarchy Final Report.



**98.00 City Centre Local Environmental Plan
(LEP)**

The City Centre LEP is with the Minister of Planning for "making".

NSW Planning and Infrastructure indicate that this process is "imminent".

Once made and duly notified by P&I, CHCC will need to enforce the LEP.



10.00 149 Processing System

This project is reliant upon a base system and protocol (ePlanning) to be established. A working group is progressing the ePlanning project.



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65.00 LEP 38 (Thakral Land)

CHCC are awaiting feedback from the proponent to enable the matter to be reported back to Council.



60.00 LEP 46 (BIG Resort site)

Report to Council 27/10/11.



75.00 LEP 34 (North Coffs release area site)

This matter has been publicly exhibited and a report to Council is being prepared for consideration by Council at the 24 November 2011 meeting.



95.00 Employment Lands Strategy

The final version of the Employment Lands Strategy - to be called the Business lands Strategy is to be provided to NSW Planning and Infrastructure.



40.00 Bushfire Mapping Review

The bushfire maps are yet to be revised as this revision is dependent upon new vegetation mapping being finalised.

The new vegetation mapping is expected to be completed early (January/February) 2012



OP220	Land Use Assessment and Management	ROBERT PERCIVAL	94.00	
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Program Comments

KPIs and data availability need to be addressed to improve reporting. Generally tasks on track.
DA/S94s output impacted by resignation of one staff member and staff leave.

Major Projects



OP230	Environmental Management	JEFF GREEN	99.00	
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Program Comments

No SoE required in 11/12.
2030 Indicators delayed but on target with new timeline.
Sustainability and Biodiversity programs tracking as required.

Major Projects



0.00 State of the Environment reports

Not required for 2011/2012.

Work on Regional SoE - draft indicators developed.



25.00 2030 Community Engagement

The CEEChange project is progressing well with the CE Framework being developed by CHAOS and due for completion Q4 2011-12



80.00 2030 Community Indicators

The timelines have slipped by 2 months for this project due to workload commitments. Due to be tabled with Council in February for adoption for exhibition. Final Indicators due for completion and adoption by Council March 2012



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25.00 Corporate Sustainability Strategy

Sustainability Action Plan has been developed. S Team formed and active. S Team projects approved as part of OLC grant funding. Elisabeth Nicolson is overseas until Feb 2012 so project on hold until then.



25.00 Community Sustainability

Sustainability Festival (November) planning underway, Local Food Film festival planning. Funding received for Love Food Hate Waste. Community Gardens Policy under development. CoffsConnect website under development.



25.00 Climate Change and Mitigation Strategy

Council continues to use Planet Footprint's scorekeeping services for reviewing energy consumption. Better use of this service is possible, by decentralising throughout the organisation the knowledge of and access to the information produced, in order to make staff more aware of the opportunities for energy efficiency improvement in the areas of their influence.

The Rigby House solar power station is working well, and is now an Accredited Power Station with the Office of the Renewable Energy Regulator, which allow for the generation (and then sale) of Large Scale Generation Certificates for the electricity produced.

Opportunities for energy efficiency throughout the organisation continue to be sought, although in a hap-hazard manner, given the lack of staff resource provided for this.



50.00 Biodiversity Strategy

All relevant actions associated with the 2002 Biodiversity Action Strategy have been completed.

A new Biodiversity Action Strategy has been drafted which includes 140 new actions primarily linked to the Coffs Harbour 2030 Plan and Northern Rivers Regional Biodiversity Management Plan.



25.00 Priority Habitats and Corridors Strategy

Council Ordinary Meeting of 28 July 2011 provided an update of the PHACS process. The report provided a strategic overview of how the Class 5 vegetation mapping will inform both the corridors footprint and high conservation areas. Both these processes would be managed independently and then brought back together as PHACS.

PHACS is not expected to be brought back to Council until the end of 2012.



50.00 Koala Plan of Management

Final identification of 'core koala habitat' dependent on completion of Class 5 vegetation mapping and populations survey. The text and methodologies have been completed and is expected to be the standard for all other LGAs preparing Koala Plans of Management under SEPP44.

Gazettal of the City Wide LEP picks up primary and secondary koala habitat under the Preservation of Vegetation Clause.



OP240	Public Health & Safety	CHRIS FOLEY	91.00	
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Program Comments

Nuisance issues continue to impact on programmed inspection targets

Major Projects



OP250	Ranger Services	ROBERT PERCIVAL	97.75	
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Program Comments

Program within targets and on-track

Major Projects



OP260	Domestic Waste Management	CHRIS FOLEY	94.38	
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Program Comments

With the Biomass plant being modified it is expected that this project will be fully compliant from 1/7/12.

Major Projects



20.00 Processing Contract - Coffs Coast

The organic processing continues to perform well.

The mixed waste processing line is subject to an upgrade to meet the OEH's Special exemption for use of the recovered organic fraction on land. Until that time the recovered product will continue to go to landfill.



100.00 EPA licence compliance - Coffs Harbour

No breaches of the landfill EPL were recorded during the period



OP270	Non-Domestic Waste Management	CHRIS FOLEY	94.00	
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Program Comments

Major Projects



OP310	Property and Commercial Services	COLIN SPRING	100.00	
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Program Comments

everything satisfactory

Major Projects



25.00 Commercial Asset Management

Consultant engaged.



80.00 Accommodation Upgrade

Project will be finalised in new year.



OP320	Leasing and Asset Management	JIM COLLIS	100.00	
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Program Comments

Leasing and Asset Management progressing satisfactorily at current date. As has been stated previously, asset management M&R funding is only adequate to meet the demands of daily breakdown and graffiti removal. Additional funding allocations will need to be made in future to enable a proper programmed maintenance regime to be implemented for all Council buildings. Community Village operations expenses are being monitored on a frequent basis to ensure operational costs are kept to budget allocations. It is important to note that maintenance issues are arising in respect of ageing buildings and wear and tear on the internal roadway and car park areas. These sealed surfaces are regularly affected by potholes, etc. Engineering advice received has highlighted the necessity for reconstruction of the internal road and car park areas to be carried out as soon as possible. Funding for this work was sought in the 2011-2012 budget, however due to financial constraints and priorities Council was not in a position to allocate the substantial funding required. This will need re-consideration for the 2012-2013 budget process.

Major Projects



OP330	Swimming Pools	JIM COLLIS	100.00	
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Program Comments

All pools currently operating satisfactorily. However, there are issues developing at Nana Glen Pool which will need to be addressed in the near future. As a result of chlorine/acid dosing issues at this pool, local firm Swimplex has recently completed installation of an improved dosing system that should improve the safety and operational aspects of water treatment at the pool. However, the consultant has also advised that Council will need to consider a longer term solution which will require a fully automatic dosing system, as well as a major upgrade of the current pumping and filtration equipment at the Nana Glen pool. This will be a substantial costs imposition which Council will need to plan for within the next few years. The water leak problem at Woolgoolga Swimming Pool appears to have finally been fixed, and therefore this coming season should not see any further water wastage. Coffs Harbour pool is operating well with increased patronage due the refurbishment program undertaken at that facility. Negotiation still needs to be completed with the pool lessee in respect of the appropriate level of subsidy payment that should be paid in accordance with the lease requirements. This is still in progress.

Major Projects



OP350	Airport	COLIN SPRING	98.71	
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Program Comments

airport on track

Major Projects



25.00 Airport Business Management

Debrief and restoration work now completed after WRC.

No issues, airport is operating in accordance with all legislative requirements.



50.00 Security and Safety OTS

Bi-annual security audit carried out by OTS on 27/28 September - no issues of non-compliance found.



25.00 Security and Safety CASA

Technical Inspection completed 16th September



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25.00 Airport Works

Planning following projects:

Apron Extension.

New heavy duty Access Road.

Airport Rescue and Fire Fighting Services.

New bus bay in front of terminal.



OP375	Sports Development	NIKKI GREENWOOD	96.54	
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Program Comments

A busy first quarter for the Sports Unit, on track for the year to date.

Major Projects



0.00 Plans of Management Review

Will work with Sue Stewart in early 2012 to progress



0.00 BCU Stadium Seating Upgrade

Applied for round 1 of RDAF funding, but unsuccessful.

Awaiting decision from Council on priority projects for RDAF round 2



90.00 Richardson Park Drainage

Majority of works completed, ground should be returned ready for play by end November 2010 as scheduled



OP410	Administration and Corporate Governance	LISA GARDEN	97.75	
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Program Comments

All projects and services are on track.

Major Projects



OP411	Governance and Legal	LISA GARDEN	99.18	
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Program Comments

Commencement of new Governance Officer position will see many of Governance Services projects fully implemented and/or finalised in the coming months. Reduction in the hours of the internal auditor (sick leave) will see the need to closely monitor that function within the Organisation.

Major Projects



25.00 Investigations

All investigations carried out in accordance with the Code of Conduct. Finalisation of existing investigations should occur in next quarter.



25.00 Risk Management Framework

Implementation of Risk Management Framework continuing. Risk templates of Service review to be forwarded to Governance upon completion for updating of risk register.



25.00 Risk Management Processes

The following CHCC documents complete & prepared for Exec Team approval,



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Risk Management Strategy

Integrated Risk Management Framework

Enterprise Risk Management Manual

Enterprise Risk Management Matrix

Risk Assessment Quick Guide

Risk Assessment Worksheet.

Statewide Mutual Annual Risk Management Audit in progress.



25.00 Claims

Claims received to 30/9/2011

Public Liability - 49

Professional Indemnity - 2

Asset/Property - 2

Motor Vehicle - 10

Total Claims YTD - 63



OP412	Rural Fire Service	DALE ALLEN	100.00	
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Program Comments

Quarter's processing OK

Major Projects



OP420	Information Services	STEVE BAYLISS	96.79	
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Program Comments

Program performance is good. Several projects have been complete or are underway. Several strategies are underway which will assist setting direction for the Program. Need to get the two Coordinators positions replaced.

Major Projects



100.00 GIS - SLEP map support

All SLEP mapping tasks complete.



100.00 GIS - Acres Cadastral Adjustment

Adjustment complete for coastal strip. Awaiting opportunity to install into live system.



20.00 GIS - Strategic Mapping projects

Layers identified to control development attributes. Additional work required to capture those layers not already held and to develop the program to update the Property system with the appropriate attributes. GIS Coordinator required to help complete this project.



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10.00 Records - Old Records Project

Need to develop process for capturing old records, particularly DAs. Equipment has been assessed as satisfactory.



0.00 Developer Contributions

Project to be spec'd out next quarter.



0.00 Helpdesk Service Strategy

To be completed once the IT strategy is reviewed.



10.00 Disaster recovery

Budget approved and site determined. Equipment being sourced.



10.00 MasterPlan Implementation

Working with LUHD to determine what is needed from the software and then look at resources required to implement fully. Several meetings have been held and project plan is being developed.



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0.00 Intranet Redevelopment

Council site now moved onto Sharepoint environment. Intranet redevelopment will be commenced in Feb 2012.



OP421	Telecommunications & New Technology	ANDREW SALES	100.00	
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Program Comments

All projects on track for meeting projected profits. Sales are good.

Major Projects



25.00 Fibre Network

Fibre leasing still increasing, we have no sold most of our spare capacity and organisation are requesting more.



25.00 Fibre Optic Works/Commercial opportunities

Completed works for Gunnedah Shire Council



25.00 Commercialise Telemetry Services

Sales for switchboard on track, in actual fact we will be over budget this year in sales



OP430	Finance	DALE ALLEN	96.50	
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Program Comments

Quarter's processing to expectations.

Major Projects



50.00 Statutory Financial reporting

Delays experienced due to ineffective Asset Management System & inexperienced staff undertaking grants accounting



0.00 Long Term Financial Plan

Work will commence on updating the LTFP in second quarter with the down loading of the V3 of the LTFP software and updating initially to the September Budget review details and building in of last LTFP information where appropriate. In March quarter, LTFP will be updated with proposals to meet Council's infrastructure and other requirements.



5.00 Rolling Capital Works Program

Most work will be undertaken early in the third quarter, in time for consideration with 2012/13 budget consideration.



OP435	Plant	DALE ALLEN	100.00	
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Program Comments

Quarters' processing to expectations.

Major Projects



OP440	Program Support	DALE ALLEN	97.43	
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Program Comments

Quarter processing to expectations.

Major Projects



0.00 **Budget Preparation**

Commence 12/13 4 year delivery plan in Dec quarter



0.00 **Monthly Budget reviews**

Sept Qtrly Review - awaiting interest calcs and KPI's before send to DCA/Craig for approval to go to council meeting 24/11/11



15.00 **Environmental Levy**

Report currently being prepared



15.00 **Developer Contributions**

North Boambee Plan under review



OP450	Human Resources and Organisational Development	LINDA KIRKWOOD	98.88	
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Program Comments

on track

Major Projects



25.00 Recruitment



25.00 Organisational Development



0.00 Integrated Management Systems

New reporting structure required for IMS - now shared between Governance and Operations.



OP510	Engineering Support	BEN LAWSON	100.00	
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Program Comments

No major budget adjustments in period (IAC for MAH)

Major Projects



OP512	Assets Systems	CRAIG SMITH	91.00	
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Program Comments

Strategy to be reviewed first half 2012, possibly in conjunction with review of AMP's.

Testing of Integration with Finance 1 has commenced. (Due to go live for July 1). There is much work to be done. It is a focus of my attention for next few months.

Major Projects



0.00 **Asset Management Strategy Council-wide**

Strategy to be reviewed first half 2012, possible in conjunction with review of AMP's



OP514	Library	ENZO ACCADIA	98.36	
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Program Comments

The Library Program is on track. No real issues at this time.

Major Projects



OP516	Community Development	JENNI EAKINS	97.19	
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Program Comments

Overall program progressing well with some good outcomes during the quarter

Major Projects



60.00 Creative Industries

Work continues with the Regional Botanic Gardens and Sasebo City Council to bring stone artisans to the LGA for workshops and completion of a stone lantern project for the gardens.

Ongoing work within the community introducing artists and galleries, having public art commissions undertaken, increasing the profile of local artists through national & international commissions, ongoing growth of current festivals.

Ongoing industry E newsletter (What's On) sent to members twice a month.

Ongoing collaboration with EDU and Southern Cross University to explore the possibility of establishing a multimedia production centre in Coffs Harbour.

Investigating social media options as a platform for a proposed Coffs-Bellingen Cultural Trail presentation.

Working to try to re-establish Screenlinks presents in Coffs Harbour



25.00 Community facility improvement

Bayldon Community Centre commenced interior design renovation enquiries, Sportz Central initial enquiries with lighting renovation, Nana Glen substantial improvement with grounds safety and maintenance.



OP517	Economic Development		99.03	
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Program Comments

I am very happy and proud of the performance of the EDU. We have commenced a digital strategy for the NBN rollout, made lots of contacts across Australia to assist us in our endeavours. We have commenced a program of learning about enterprise facilitation to assist new business and existing business grow. We have investigated a program the will allow us to market the city on video across the world and VTeams that will give us a secure sites to communicate with and consult with our community. We have planned a sure to be successful Buskers Festival. Worked with other departments of council to put on a huge youth event and from that we are still communicating with youth. Held successful marketing activities in the City Centre with Palms and for the growers Markets. Continued to liaise with business and residents looking to move to Coffs Harbour. Coffs Coast Jobs continues to grow. Attended Country & regional living expo in Sydney and have continued to follow up leads gained at the expo. Continued to build partnerships with SCU, TAFE, ETC & State & Federal Gov depts.

Major Projects



25.00 City Centre Promotional Activities

Program of activities is being successfully delivered which included NAIDOC week, Coffs Cup, Knit in public, Sky High Youth Event, removal of water feature and installation of drinking fountain and planning for Buskers Festival.



25.00 Growers' Market

The Market has continued to maintain a strong presence in the Coffs Harbour CBD with data collated earlier in the year suggests that the Market brings in an approximate spend of \$3million/per annum and market patrons contribute approx. \$5.7 million additional spend to the CBD annually. Approximate attendance at the Market is 4875 patrons per week. The Market continues to work closely with a variety of community organisations to promote healthy eating, local produce and healthy lifestyle. An overview of these initiatives can be found on our Face book Group: [HYPERLINK "http://www.facebook.com/CoffsCoastGrowersMarket"](http://www.facebook.com/CoffsCoastGrowersMarket)



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50.00 Indigenous Programs

Very successful NAIDOC week.



0.00 Centre for Sustainable Food Systems

Third project is on hold until the return of staff member from maternity leave in January 2012



25.00 Coffs Coast Business Development Workshops

3 ETC Business Leaders functions held



25.00 Business E-News

Council's Business Enews was moved to the new Campaign Monitor System in July. We now have 729 subscribers with a 32.6% open rate, 23.9% click throughs. 3 editions have been sent out this quarter.



25.00 Health Strategy

A meeting has been held with health practitioners and health organisations regarding the possibilities and opportunities of high speed broadband this group will continue to work together to progress opportunities.



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0.00 Customer Service Training

This project relies on the co-operation of other organisations such as TAFE, ETC, Chambers of Commerce and discussions are still going on to obtain agreement and funding. ETC has approached T & I with no result currently



50.00 Rate-Variation-Funded Programs

These programs are on going and are currently proceeding successfully.



50.00 Investment Attraction Activities

Attended Country and Regional Living Expo attended in early August in conjunction with Bellingen and Nambucca Councils harnessing the opportunity presented by the Regional Relocation Grant. Approximately 9000 people attended the expo.



50.00 Investment Attraction Materials

Projects include: working with Focus Magazine to develop a regional relocation feature to take to Sydney, working with the Independent to develop a property feature to take to Sydney. Working with the Advocate and Bellingen Shire Council to develop content for the 2012 New Residents Guide.



25.00 Relationship Building and Project Generation

This is an on going project. Partnerships have been formed with SCU, TAFE, ETC, T & I, Premiers, DWAR, BDCDE, IBES, ACBI, Huawei and many other that can assist in the delivery of Switched on Coffs Digital Strategy and the business and community education and evaluation of GRP.



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0.00 Education and Training

This project has been taken over by the digital economy.



25.00 Economic Product Development

The project chosen to deliver this is Switched on Coffs TV and digital program where Coffs can be 'sold' to the world and Switched on Coffs VTeams and new and digitally exciting way for council to engage the community in consultation and information.



OP519	Environmental Laboratory	BEV WADLEIGH	98.00	
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Program Comments

Overall program progressing according to budget predictions with increases expected for external revenue. All outstanding business and Quality Control programs should be addressed with assistance from new employee commencing in 2012. Last quarter extremely difficult with staff shortage but outcomes have still been good.

Major Projects



100.00 NATA audits

All minor audit findings addressed, preparation underway for 2012 Audits.



100.00 NATA proficiency

All proficiency programs undertaken with no outliers requiring action.



100.00 NATA endorsement

All analyses currently NATA endorsed. New methods will have to be validated, audited and endorsed during 2012 external Technical Audits. Pesticide analyses will be the major method plus extension to scope of analyses in the microbiological field.



OP521	Operational Administration	ALLAN HINDMARSH	100.00	
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Program Comments

Wages trending \$20,000 over, to be managed by investigating resources

Major Projects



25.00 **Emergency Management**

Emergency Risk Management Study due to be reviewed March 2012

Displan due to be adopted by the LEMC December 2011

Chair of the combined LEMC needs to be finalised to allow consistent management of LEMC



OP522	Recreational Services	FRANK SOLTAU	90.50	
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Program Comments

All services done within budget, Maintenance and usage at Bot. Gardens on track, mowing delayed due to weather, playgrounds, beach access maintenance delayed due to flood works and WRC event. (Approved IAC at BJL request)

Major Projects



25.00 Botanic Gardens maintenance

general maintenance tasks are underway most standards met



25.00 Botanic Gardens events

WE don't have any large events in this quarter. We held the Children of the Flowers education program where 250 school children met with elders and high school children made presentations on local bush tucker plants then played traditional games.



38.00 Bush Regeneration

Expenditure at the end of 1st Qtr is over budget @ approx 38%, however this can and will be brought back as works shift to other funded Line Item works



OP531	Regional Roads	GREG POWTER	100.00	
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Program Comments

capital works completed
maintenance undertaken as required

Major Projects



25.00 Regional Roads - Works Planning

Block Grant funding allocated to specific maintenance activities. Substantial AC patching works undertaken to MR120 prior to the Rally with some over expenditure to pavement works to this road, however on the whole, works undertaken to budget.



OP535	Local Roads	GREG POWTER	100.00	
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Program Comments

Road rehab program well underway
Maintenance continuous as funds allow
All roadworks limited by budget
Road conditions suffering due to limited funds voted for roadworks

Major Projects



0.00 **Local Roads - Bitumen Seal**

Spray seal program to commence in October 2011. Forecast to complete by April 2012.



0.00 **Local Roads - Asphalt Resurfacing**

Contract in tender phase.



0.00 **Local Roads - Dust Seal**

Scope to be defined.



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0.00 Local Roads - Gravel Re-Sheet

Scope defined. Commence works in October 2011.



**25.00 Local Roads - Council Funded
Rehabilitation**

Works in Progress.



**50.00 Local Roads - Roads to Recovery
Rehabilitation**

Grant funded works are priority 1. Works progressing to program and on budget.



OP536	Bridges	GREG POWTER	100.00	
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Program Comments

Works progressing as programmed

Major Projects



25.00 **Bridges - Works Planning**

on track



25.00 **Bridges - Rate-Variation-funded works**

on target



OP538	Footpaths,Cycleways,Bus Shelters	GREG POWTER	100.00	
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Program Comments

Only limited works this year due to funding.
Final completion and Official opening of Coffs Creek Cycleway on 25 September a highlight.

Major Projects



100.00 Footpaths - Works Planning

hospital footpath completed

only limited works this year - no funds



100.00 Coffs Creek Cycleway Project

All work completed. Cycleway officially opened on Sunday 25 September.

Now transferred to maintenance schedule.



OP539	Parking	GREG POWTER	91.00	
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Program Comments

Only maintenance works in program - on track

Major Projects



OP541	Quarries	ALLAN HINDMARSH	100.00	
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Program Comments

No issues

Major Projects



OP543	Street & Toilet Cleaning	STUART LESSELLS	100.00	
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Program Comments

The street and toilet cleaning programs are proceeding to budget ie. work is undertaken on a programmed basis for cleaning and minor repairs.

Major Projects



OP545	Drainage	STUART LESSELLS	91.00	
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Program Comments

The drainage maintenance program is trending slightly over YTD Budget. Future work is undertaken to be managed on prioritised basis according to available funding and available resources.

Major Projects



25.00 Drainage - Works Planning

still awaiting land acquisitions - progressing



25.00 Rate Funded Floodworks

land acquisitions hold up



OP547	Harbour & Jetty	STUART LESSELLS	100.00	
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Program Comments

Work to the jetty structure is being developed for implementation next quarter in relation to inspections and minor maintenance.

Future works to the Boat Ramp will require close monitoring given expenditure over the YTD Budget arising from works required to address immediate safety issues.

Major Projects



OP550	CityWorks – Private Works	ALLAN HINDMARSH	82.00	
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Program Comments

Private Works are not being aggressively pursued until the strategic direction has been determined

Major Projects



OP560	Survey & Design	GEORGE STULLE	96.63	
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Program Comments

Design program on track

Major Projects



25.00 Floodplain Management

Detention Basin Designs complete



25.00 Coastal and estuary Management

Program on track



25.00 Open Space

Program on track



Coffs Harbour City Council 2011/2012 Quarterly Operational Report – July to September 2011



25.00 Transport Planning

Transport working group active



25.00 Road Safety

Road Safety projects being implemented



25.00 Safe Systems

No issues



OP562	Street Lighting	GEORGE STULLE	91.00	
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Program Comments

Street Light program progressing

Major Projects



OP570	Contracts and Subdivisions	BRAD ALLEN	98.00	
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Program Comments

Ok still some fine tuning to be done on KPIs for next qtr

Major Projects



OP610	General Untied Funding	DALE ALLEN	100.00	
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Program Comments

Quarters processing to expectations.

Major Projects



OP710	Water Management Expenses	SIMON THORN	100.00	
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Program Comments

Budget on Track

Major Projects



OP720	Water Maintenance & Operating	SIMON THORN	100.00	
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Program Comments

Budget on Track

Major Projects



25.00 Water Efficiency (Regional)

Water efficiency initiatives all going well.



25.00 Water Efficiency (Local)

Water efficiency initiatives all going well.



OP730	Water Miscellaneous	SIMON THORN	100.00	
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Program Comments

On Track - Loan Payments still to be entered

Major Projects



OP740	Water Capital Expenditure	SIMON THORN	100.00	
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Program Comments

On Track - some major works will occur in the new year.

Major Projects



25.00 Reticulated Water Service

On track



25.00 Reticulated Water Infrastructure

Works up to date



70.00 Water Strategic Business Plan

Draft completed



50.00 Drought Management Plan

Project well underway



70.00 Moonee Reservoir Construction

Concrete walls poured

Post- tensioning commenced



**0.00 Drinking Water Quality Management
Plan**

Scheduled for next year



OP790	Water Untied Funding	SIMON THORN	100.00	
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Program Comments

Unallocated income components have been brought to account as required apart from distribution of Interest on Investments which will be brought to account to 30 September in November,

Major Projects



OP810	Sewer Management Expenses	SIMON THORN	100.00	
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Program Comments

On Track - costs mainly contributions.

Major Projects



OP820	Sewer Maintenance & Operating	SIMON THORN	100.00	
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Program Comments

On Track - Biosolids disposal costs not charged to date.

Major Projects



OP830	Sewer Miscellaneous	SIMON THORN	100.00	
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Program Comments

On Track - Loan interest repayments still to be finalised

Major Projects



OP840	Sewer Capital Program	SIMON THORN	100.00	
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Program Comments

On Track - Reclaimed Water Pipeline at Jetty nearly completed. New contract for sewer lining underway. Other works continuing.

Major Projects



10.00 **Sawtell Sewerage Treatment Works
Decommissioning**

Stage 1 Rising Main design completed and awaiting City Works construction start in February 2012.

Designs of Sawtell Gravity Mains, Sawtell Pumping Station, storages, Southern section of Rising Main and the 40ML Wet Weather Storage at Coffs WRP are underway.

Two remaining viable options for the Boambee Creek crossing are being investigated and priced to allow selection of the preferred option.



80.00 **Sewer Strategic Business Plan**

Draft completed



OP890	Sewer Untied Funding	SIMON THORN	100.00	
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Program Comments

Unallocated revenue components have been brought to account as required apart from distribution of Interest on Investments which will be brought to account to 30 September in November.

Major Projects



OPCPS	Caravan Parks and State Park	JASON BAILEY	100.00	
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Program Comments

On track. Wage costs being monitored and HR engaged to commence Enterprise agreement

Major Projects



0.00 **Coffs Coast State Park Plan of Management**

On Hold waiting for Crown Lands