

The following document is the minutes of the Council and Committee Meetings held on Thursday, 22 March 2012. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 12 April 2012 and therefore subject to change. Please refer to the minutes of the meeting of 12 April 2012 for confirmation.



**COFFS HARBOUR CITY COUNCIL**  
**ORDINARY MEETING**  
**COUNCIL CHAMBERS**  
**COUNCIL ADMINISTRATION BUILDING**  
**COFF AND CASTLE STREETS, COFFS HARBOUR**  
**22 MARCH 2012**

**Contents**

<b>ITEM</b>	<b>DESCRIPTION</b>	<b>PAGE</b>
<b>GENERAL MANAGER'S REPORT</b>		
GM12/7	GOVERNANCE AND AUDIT COMMITTEE – ANNUAL REPORT TO COUNCIL 2011	2
<b>CITY SERVICES DEPARTMENT REPORTS</b>		
CS12/8	TRAFFIC COMMITTEE REPORT NO 1/2012	2
<b>CORPORATE BUSINESS DEPARTMENT REPORTS</b>		
CB12/20	BANK BALANCES AND INVESTMENTS FOR OCTOBER AND NOVEMBER 2011	7
CB12/21	KORORA RURAL RESIDENTIAL RELEASE AREA DEVELOPER CONTRIBUTIONS PLAN	8
CB12/22	DEVELOPER CONTRIBUTIONS PLAN FOR SURF RESCUE FACILITIES	8
CB12/23	PROPOSED LEASE - SAWTELL SURF LIFE SAVING CLUB INCORPORATED - EXECUTION UNDER COMMON SEAL OF COUNCIL	9
<b>MATTER OF AN URGENT NATURE</b>		
MUN12/3	Shephards Lane	9



## COFFS HARBOUR CITY COUNCIL

### ORDINARY MEETING

**22 MARCH 2012**

**Present:** Councillors J Arkan, J Bonfield, R Degens, M Graham, K Hines, W Palmer and P Templeton.

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

**Leave of Absence:** Cr K Rhoades and Cr D Knight.

The General Manager opened the meeting at 5.02pm and advised that as both the Mayor and Deputy Mayor were on Leave of Absence that under Clause 4.2 of the Code of Meeting Practice an election would be conducted to appoint the Chairperson for the current meeting of Council. Nominations were called and resulted as follows.

**MOVED** (Hines/Palmer) that Councillor Bonfield be nominated as Chairperson for the current meeting of Council.

**MOVED** (Arkan/Graham) that Councillor Degens be nominated as Chairperson for the current meeting of Council.

After a show of hands, Councillor Bonfield was declared as Chairperson for the current meeting of Council and took over the Chair.

We respectfully acknowledge the Gumbayngirr Country and the Gumbayngirr Aboriginal peoples who are traditional custodians of the land on which we meet and their Elders both past and present.

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**DISCLOSURE OF INTEREST**

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There were no Disclosures of Interest tabled.

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**CONFIRMATION OF MINUTES**

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- 60** **RESOLVED** (Arkan/Degens) that the minutes of the Ordinary meeting held on 8 March 2012 be confirmed as a true and correct record of proceedings.

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**GENERAL MANAGER'S REPORT**

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**GM12/7 GOVERNANCE AND AUDIT COMMITTEE – ANNUAL REPORT TO COUNCIL 2011**

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The purpose of this report is to inform Council on the activities of the Governance and Audit Committee for the calendar year 2011. The report of the committee is attached to this business paper.

- 61** **RESOLVED** (Hines/Palmer) that Council note the activities of the Governance and Audit Committee for 2011 as outlined in the Attachment.

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**CITY SERVICES DEPARTMENT REPORTS**

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**CS12/8 TRAFFIC COMMITTEE REPORT NO 1/2012**

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To confirm minutes of the Traffic Committee Meeting held Thursday, 1 March 2012.

- 62** **RESOLVED** (Arkan/Degens):

T.1 - Worland Drive, Boambee East: Request For "One Way Thru" Road (R.510490[2951714])

That a "ONE LANE" (R9-9) sign be installed on Worland Drive under the give way sign and hold line be painted on road adjacent to the give way sign, as per plan T.1-2012.

CS12/8 - Traffic Committee Cont'd)

T.2 - Beryl Street Opposite Talbra Street Coffs Harbour - Parking Issues (R.503870[2959477])

That no action be taken

T.3 - West High Street / Lyster Street, Coffs Harbour - Safety Issues (R.509970 R.505120[DW 2877365 & 2543729])

That blisters be painted either side of the West High Street/Lyster Street intersection in the existing no stopping zone and the hold line relocated 2.5 meters offset to the kerb line, as per plan T.3-2012.

T.4 - Korora School Road amendment to Traffic Instrument T.47-2011 "No Parking" zone to remain and relocation of "No Stopping" sign. Install 2 Disabled Access Parking Bays Korora School Road, Korora (R.503140[2901173])

That 2 disabled access parking bays and 15 meters of "No Stopping" be installed on the west side of Korora School Road on the departure side of the children's crossing. On the eastern side a timed "No Parking" (8:00am- 9:30am and 2:30pm – 4:00pm) for 20 meters south of the "No Stopping" zone be installed, as per plan T.4-2012.

T.5 - St Augustines Primary School Albany Street Coffs Harbour "No Stopping" and "No Parking" Zones (R.503600[2985456])

That a "No Parking" zone west of the car park exit in Albany Street and a "No Stopping" zone east of the St Augustine's School car park exit (8:00am – 9:30am; 2:30pm – 4:00pm) – be installed, as per plan T.5-2012.

T.6 - Jetty Foreshore Project and Access Committee – Disabled Access Parking [3000323]

That three accessible parking spaces be provided on Jordan Esplanade at the location of the new ramps together with the appropriate regulatory signage, as per plan T.6-2012.

T.7 - Park Ave Coffs Harbour "Loading Zone" Sign (R.505670[2539518])

That the existing "Loading Zone" in Park Avenue be replaced with a "No Parking" zone, as per plan T.7-2012.

T.8 - Olympic Swimming Pool Coff Street Coffs Harbour – Parking Issues (R.504200[2980957])

Approval be given to retain the existing bus zone; change the existing car parking space adjacent the bus zone into a "Loading Zone" as per plan.

During the Schools Swimming Carnival season in February - March 2013 trial a timed bus zone (8:00am – 9:30am; 2:30pm – 4:00pm) for 3 additional spaces incorporating the loading zone and 40 metres (i.e. 6 car parks) west of the crossing as per plan T.8 - 2012.

T.9 - Toreador Motel Parking – Grafton Street Coffs Harbour (R.504640[2769657])

That “No Parking” signage be installed either end of the two driveways’ in Grafton Street and existing line marking be blacked out between the two driveways, as per plan T.9-2012.

T.10 - Change of Parking Time Zone on southern side of Harbour Drive Coffs Harbour [2993646]

That the southern side of Harbour Drive between Earl Street and Curacoa Street remain as unrestricted parking.

T.11 - Mclver Lane Woolgoolga - Traffic Issues (R.511180[2672055])

That no action to be taken.

T.12 - Beach Street, Woolgoolga - Temporary Road Closure - Woolgoolga Curry Festival (R.508400 / 1618[3008245])

- (a) The temporary road closure of Beach Street, Woolgoolga, between Queen Street and Carrington Street, from 6:00am to 6:00pm on Saturday, 28 April 2012, 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 sign posted detour route around the road closure.
- (d) The organisers be responsible for all costs associated with the temporary closure and clean up, including advertising.

T.13 - Park Avenue / Gordon Street / Vernon Street, Coffs Harbour - Temporary Road Closure - Anzac Day (R.505670 / R.504620 / R.504180 / 1618 [3017110])

1. The following temporary road closures associated with the Coffs Harbour Anzac March to be held on Monday, 25 April 2011, between the hours of 8:30am 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.14 - First/Second/Fourth Avenues, Sawtell - Temporary Road Closure - Anzac Day (501520 / 501480 / 501550 / 1618 [3004854])

1. The following temporary road closures associated with the Sawtell Anzac March to be held on Wednesday, 25 April 2012, between the hours of 10:30am and 11:45am 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.
3. A temporary bus zone be signposted in First Avenue north of Second Avenue as alternative to the Ex-Services Club bus zone.

T.15 - Beach Street, Woolgoolga - Temporary Road Closure - Anzac Day (R.500270 / 1618 [3013497])

1. The following temporary road closure of Beach Street, Woolgoolga, (Queen Street to Short Street Woolgoolga) associated with the Woolgoolga Anzac March to be held on Wednesday, 25 April 2012, between the hours of 10:40am and 11:15am be advertised and providing no substantive objections are received, the temporary closures be approved.
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.16 - Fiddaman Road, Emerald Beach - Temporary Road Closure - Emerald Beach Community Fair (R.507240 / P/N 2032700[3008245])

- (a) The temporary road closure of Fiddaman Road, Emerald Beach, adjacent the Reserve to the start of Ocean View Crescent, from 6:00am to 4:00pm on Sunday, 27 May 2012, 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.17 – Coffs Harbour Cycle Club – Winter Road Club Event for 2012 [3006473]

- (a) Use of Pine Creek Way on Saturday afternoons from 1:30pm to 4:00pm starting in March and running until October between Archville Station Road roundabout and the Mailman's Track roundabout be approved subject to the following:
- (b) Police approval be sought.
- (c) No obstruction to be caused to the movement of pedestrian or vehicular traffic.
- (d) Riders to comply strictly with Australian Road Rules.
- (e) The submitted Traffic Control Plan (TCP) be approved by Council and the Cycle Club be responsible for the warning signage as per the TCP.

T.18 – Coffs Coast Cycle Challenge – 5 August 2012 [3017952]

- (a) The temporary road closure of Jordan Esplanade and Orlando Street on Sunday, 5 August 2012, for the purpose of conducting the Coffs Coast Cycle Challenge, be advertised and providing no substantive objections are received, the closure be approved.
- (b) The organisers of the Cycle Challenge liaise with affected traders and obtain traders approval.
- (c) The submitted a traffic control plan be approved by Council and the organised 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.19 – Coffs Harbour Public School - Salamander Street, and Albany Street Coffs Harbour Parking Issues(R.505860, R503600[2868050])

Approval to install 60 degree nose to kerb signs and line marking on south west side of Salamander Street as per plan T.19-2012.

T.20 – Glenreagh Street Coffs Harbour (R.504600[3027331]) Disabled Access Parking Bay

That the existing disabled access parking bay in Glenreagh Street be replaced with a "Loading Zone".

Install disabled parking bay south of the campus entrance.

Install signs for 60 degrees nose to kerb parking consistent with CBD parking policy, as per attached plan T.20-2012.

T.21 – Coffs Harbour Running Festival – 23 September 2012 [3005780]

- (a) The organisers and officials complying to conditions imposed by the Roads and Traffic Authority and take all reasonable measures to reduce obstruction to traffic during the course of the event.
- (b) The provisions of the Australian Road Rules and relevant legislation being observed.
- (c) Sufficient qualified marshals be made available to properly control the event.
- (d) Organisers submit a current certificate of currency for Public Liability Insurance.
- (e) That all residents and affected businesses be notified of the event.
- (f) Contact Roads and Maritime Service regarding the exiting of the showground to highway.

**CORPORATE BUSINESS DEPARTMENT REPORTS**

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**CB12/20 BANK BALANCES AND INVESTMENTS FOR OCTOBER AND NOVEMBER 2011**

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To list Council's Bank Balances and Investments as at 31 October 2011 and 30 November 2011.

**63 RESOLVED** (Templeton/Hines)

1. That the bank balances and investments totalling (from loans, Section 94 and other avenues that form the restricted accounts and are committed for future works) one hundred and sixty six million, eighteen thousand, four hundred and seventy five dollars (\$166,018,475) as at 31 October 2011 be noted.
2. That the general fund unrestricted cash and investments totalling seven hundred and sixteen thousand, two hundred and eighty five dollars (\$716,285) as at 31 October 2011 be noted.
3. That the bank balances and investments totalling (from loans, Section 94 and other avenues that form the restricted accounts and are committed for future works) one hundred and seventy six million, two hundred and eighty one thousand, six hundred and fifty five dollars (\$176,281,655) as at 30 November 2011 be noted.
4. That the general fund unrestricted cash and investments totalling seven hundred and sixteen thousand, two hundred and eighty five dollars (\$716,285) as at 30 November 2011 be noted.



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**CB12/21 KORORA RURAL RESIDENTIAL RELEASE AREA DEVELOPER CONTRIBUTIONS PLAN**

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To present to Council a draft revised Section 94 developer contributions Plan for the Korora Rural Residential Release Area. This report recommends that the Plan be placed on exhibition for public comment for a period of 30 days.

- 64** **RESOLVED** (Arkan/Palmer) that the Draft Korora Rural Residential Release Area Developer Contributions Plan 2012 be placed on exhibition for a period of 30 days and the community be invited to make submissions on the draft Contributions Plan during this period.

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**CB12/22 DEVELOPER CONTRIBUTIONS PLAN FOR SURF RESCUE FACILITIES**

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To present to Council a draft Section 94 Developer Contributions Plan for construction of storage facilities for lifeguards' patrol and rescue equipment, a copy of which is attached to this report. This report recommends that the existing developer contributions plan for Surf Rescue equipment be repealed, and seeks Council's approval to place the draft Surf Rescue Facilities Contributions Plan on exhibition for public comment for a period of 28 days.

- 65** **RESOLVED** (Hines/Degens) that the Draft Surf Rescue Equipment Contributions Plan 2012 be placed on exhibition for a period of 30 days and the community be invited to make submissions on the draft Contributions Plan during this period.

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**CB12/23 PROPOSED LEASE - SAWTELL SURF LIFE SAVING CLUB  
INCORPORATED - EXECUTION UNDER COMMON SEAL OF  
COUNCIL**

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Seeking authority for execution of lease documents, related to the lease between Council in its capacity as the Corporate Manager of Coffs Coast State Park Trust, Reserve 1002970, and Sawtell Surf Life Saving Club Incorporated, under the Common Seal of Council.

**66 RESOLVED (Arkan/Graham):**

1. That Council, in its capacity as Reserve Trust Manager of Reserve 1002970, grant a lease of proposed Lot 421 being part of a subdivision of Lot 7003 in DP 1113530 known as Crown Reserve 1002970 to Sawtell Surf Life Saving Club Incorporated for a term of two years at rent not less than the statutory minimum set by the Department of Lands from time to time.
2. That Council authorise execution of the proposed lease and to affix Council's seal on the lease and all other documents required to give effect to the lease agreement.

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**REQUESTS FOR LEAVE OF ABSENCE**

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There were no requests for leave of absence.

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**MATTERS OF AN URGENT NATURE**

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**MUN12/3 Shephards Lane**

Councillor Arkan requested an update on Shephards Lane

The Director City Services advised that if the work has not been done, it will be in very near future. Staff will be doing repair works to the most dangerous section in anticipation of receiving Natural Disaster Relief funds that have been applied

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**QUESTIONS ON NOTICE**

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There were no questions on notice.

This concluded the business and the meeting closed at 5.31pm.

Confirmed: 12 April 2012.

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Councillor J Bonfield  
Chairperson