



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

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

25 AUGUST 2016

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The following document is the minutes of the Council Meeting held on Thursday, 25 August 2016. These minutes are subject to confirmation as to their accuracy at the next meeting to be held on 13 October 2016 and therefore subject to change. Please refer to the minutes of the meeting of 13 October 2016 for confirmation.



COFFS HARBOUR CITY COUNCIL

ORDINARY MEETING

25 August 2016

Present: Councillors D Knight (Mayor), J Arkan, N Cowling, R Degens, K Rhoades, M Sultana and S Townley

Staff: General Manager, Director Sustainable Infrastructure, Director Sustainable Communities, Director Business Services and Executive Assistant

Leave of Absence: Councillor Innes

The meeting commenced at 5.50pm with the Mayor, Cr D Knight in the chair.

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

The Mayor reminded the Chamber that the meeting was to be recorded, and that no other recordings of the meeting would be permitted.

DISCLOSURES OF INTEREST

No disclosures of interest tabled.

LEAVE OF ABSENCE

195 **RESOLVED** (Rhoades/Degens) that leave of absence as requested from Councillor Innes for the 25 August 2016 meeting be approved.

VOTED FOR

Cr Rhoades
Cr Arkan
Cr Degens
Cr Townley
Cr Knight
Cr Sultana

VOTED AGAINST

Cr Cowling

SUSTAINABLE COMMUNITIES DIRECTORATE REPORTS

SC16/52 2015-2019 DELIVERY PROGRAM - SIX-MONTHLY PROGRESS REPORT

Executive Summary

Under the Local Government Act, Council is required to report six-monthly on its progress and performance in implementing strategies to help achieve the objectives of the *Coffs Harbour 2030* Community Strategic Plan.

The *Six-Monthly Progress Report (for the period 1 January to 30 June 2016)* on the *Coffs Harbour City Council 2015-2019 Delivery Program* is tabled at this time. The Six-Monthly Progress Report identifies achievements and challenges recorded during the reporting period and provides updates on Council services, projects and key operational activities, including the delivery status of Council's capital works program.

The report represents the considerable record of achievement by Council and its workforce in delivering positive outcomes for the Coffs Harbour community. The reporting period saw many highlights including:

- Adoption of the Coffs Harbour Renewable Energy and Emissions Reduction Plan;
- Commencement of the Duke Street extension and Harbour Drive/Gordon Street intersection upgrade works;
- Expansion of passenger services at Coffs Harbour Regional Airport;
- A community-assisted \$290,000 upgrade of the Woolgoolga Netball Courts;
- The first ever Sheffield Shield cricket match hosted at C.ex Coffs International Stadium;
- Extensive road, bridge and cycleway works;

Cont'd...

SC16/52 2015-2019 Delivery Program - Six-Monthly Progress Report...(Cont'd)

- Delivery of environmental and sustainability initiatives;
- Delivery of a range of community, economic and sporting programs.

196 **RESOLVED** (Sultana/Arkan) that Council adopt the *Six-Monthly Progress Report (for the period 1 January to 30 June 2016) on the Coffs Harbour City Council 2015-2019 Delivery Program* for public release.

The Motion on being put to the meeting was carried unanimously.

SC16/53 2016 END OF TERM REPORT

Executive Summary

To provide an 'End of Term' Report on progress by the Coffs Harbour community in implementing the Coffs Harbour 2030 Community Strategic Plan during the 2012 to 2016 Council term. Also, to provide the results from the 2016 Customer Satisfaction Survey Report and Community Wellbeing Survey Report that, in part, informed the End of Term Report.

197 **RESOLVED** (Townley/Sultana) that Council note the findings of the 2016 End of Term Report, State of the Environment Report - Interim Summary, 2016 Customer Satisfaction Survey Report and 2016 Community Wellbeing Survey Report.

The Motion on being put to the meeting was carried unanimously.

SUSTAINABLE INFRASTRUCTURE DIRECTORATE REPORTS

SI16/34 TRAFFIC COMMITTEE NO. 4-2016

Executive Summary

The Local Traffic Committee (LTC) Meeting minutes are presented to Council for approval of six items pertaining to approval for four events, one amendment to a previous traffic instrument and one regulatory signs and lines plan approval.

Cont'd...

198 **RESOLVED** (Arkan/Degens) that:

T.- 58 BCU Coffs Tri 4 & 5 March 2017 (IR 5375028)

Approval to close roads as follows in order to conduct the 5th Annual Approval for the 2017 BCU Coffs Tri to be held on 4 & 5 March 2017.

Saturday 4 March

- Jordan Esplanade, Marina Drive roundabout to Camperdown Street 7.00am to 6.30pm
- Jordan Esplanade from Camperdown Street Intersection to the Quarry 2.30pm to 3.15pm
- Jordan Esplanade from Camperdown Street Intersection to the Quarry 3.30pm to 4.15pm

Sunday 5 March

- Jordan Esplanade 4.30am to 6.00pm or earlier if competition area is clear.
- Harbour Drive, Marina Drive to Salamander Street 5.30am to 11.30am
- Hogbin Drive from the Rugby Club to Orlando Street 5.30am to 11.30am

subject to the following conditions:

1. Valid public liability insurance being held by the event organiser with Coffs Harbour City Council listed as an interested party (minimum \$20,000,000) to be submitted by 1 February 2017.
2. NSW Police approval is obtained by 1 February 2017.
3. The following traffic control conditions shall also be observed;
 - a. Traffic Control Plans to include a map indicating any alternative routes required for traffic detours.
 - b. Traffic Control Plans to be drawn to scale and indicate the provision of passageways and clearances for pedestrian and emergency access. Plans should be prepared in accordance with Roads & Maritime Services Guide to Traffic Control at Worksites.
 - c. All signage erected for the event should not cause a hazard for motorists or pedestrians and be removed immediately following the completion of the event.
 - d. Temporary Speed Zone Authorisation is obtained from the roads authority for any reduced speed limit/s required as part of the traffic control for the event. Notification of any reduced speed limit should be forwarded to Roads and Maritime Service and NSW Police.
 - e. Conformance with approved Traffic Management Plan and associated Traffic Control Plans which shall be implemented and controlled by Roads & Maritime Services accredited persons.

Cont'd...

4. Consultation with emergency services (Fire & Ambulance) and any identified issues addressed in a timely manner.
5. Consultation with bus and taxi operators and arrangements made for provision of services during conduct of the event.
6. Community and affected business consultation including adequate response/action to any raised concerns.
7. Arrangements made for private property access and egress affected by the event.
8. The local community is notified about the event/s by advertising in the Coffs Coast Advocate a minimum of one week prior to the operational impacts taking effect. The advertising must include the event name, specifics of any traffic impacts or road closures and times, alternative route arrangements, event organiser, a personal contact name and a telephone number for all event related enquiries or complaints.
9. That the applicant organise for the events to be listed on council's web page.
10. The event be conducted and signposted in accordance with the Roads & Maritime Services Guidelines for Bicycle Road Races (where applicable this supersedes signposting in accordance with Roads & Maritime Services Guide to Traffic Control at Worksites).

T.59 - Amendment – 351 Pacific Highway Coffs Harbour (The Big Banana) (6005539)

That approval be given for the installation of one 10m Loading zone and a 58m No Stopping zone on the western side and a 89m No Stopping on the eastern side of the Big Banana service Road, Coffs Harbour as per plan T.31.

T.60 Temporary Road Closure - 2016/17 Sawtell Summer Sessions Markets & Entertainment (R.501520, IR 5390351)

That approval be given for the temporary road closures of First Avenue, Sawtell, between Boronia Street and Second Avenue between 4.00pm and 8.30pm for the purpose of holding the Sawtell Summer Sessions markets and entertainment on the following Thursdays:

THURSDAY, 13 October 2016
THURSDAY, 10 November 2016
THURSDAY, 8 December 2016
THURSDAY, 12 January 2017
THURSDAY, 9 February 2017
THURSDAY, 9 March 2017

subject to the following conditions:

Cont'd...

SI16/34 Traffic Committee No. 4-2016...(Cont'd)

1. A current insurance Certificate of Currency for a minimum insured amount of \$20,000,000 and noting the Coffs Harbour City Council as an interested party for the event be submitted by Thursday 29 September 2016.
2. NSW Police approval is obtained and submitted by Thursday 29 September 2016.
3. The following traffic control conditions shall also be observed;
 - a. Traffic Control Plans to include a map indicating any alternative routes required for traffic detours.
 - b. Traffic Control Plans to be drawn to scale and indicate the provision of passageways and clearances for pedestrian and emergency access. Plans should be prepared in accordance with Roads & Maritime Services Guide to Traffic Control at Worksites.
 - c. All signage erected for the event should not cause a hazard for motorists or pedestrians and be removed immediately following the completion of the event.
 - d. Conformance with approved Traffic Management Plan and associated Traffic Control Plans which shall be implemented and controlled by Roads & Maritime Services accredited persons.
4. Consultation with emergency services (Fire & Ambulance) and any identified issues addressed in a timely manner.
5. Consultation with bus and taxi operators and arrangements made for provision of services during conduct of the event.
6. Community and affected business consultation including adequate response/action to any raised concerns.
7. Arrangements made for private property access and egress affected by the event including.
8. Adequate provision for legal parking.
9. The local community is notified of the impact of the event/s by advertising in the Coffs Coast Advocate a minimum of one week prior to the operational impacts taking effect. The advertising must include the event name, specifics of any traffic impacts or road closures and times, alternative route arrangements, event organiser, a personal contact name and a telephone number for all event related enquiries or complaints
10. That the applicant organise for the events to be listed on Coffs Harbour City Council website.

T.61 - Coffs Harbour Triathlon Club – Triathlon Season 2016/2017 Events (6093176, IR 5364936)

That approval be given for the use of Marina Drive, Harbour Drive, Hogbin Drive, Arthur Street, and Orlando Street, Coffs Harbour on Sundays every two weeks from 6.30am – 9.30am from 11 September 2016 to 23 April 2017 to conduct the Coffs Harbour Triathlon Club events for the 2016/17 triathlon season, subject to the following conditions:

Cont'd...

1. NSW Police approval is obtained.
2. Consultation with emergency services (Fire & Ambulance) and any identified issues addressed.
3. Participants adhere to the Australian Road Rules and relevant legislation.

T.62 – Woopi Tri Festival 9 October 2016 (R.508400, IR 5378549)

That approval be given for the temporary road closure of Beach Street, Woolgoolga between Bultitude Street and Pollack Esplanade between 5.30am and 12.00 noon on Sunday, 9 October 2016 subject to the following conditions:

1. A current insurance Certificate of Currency for a minimum insured amount of \$20,000,000 and noting the Coffs Harbour City Council as an interested party for the event be submitted by Thursday 29 September 2016.
2. NSW Police approval is obtained by Thursday 29 September 2016.
3. The following traffic control conditions shall also be observed;
 - a. Traffic Control Plans to include a map indicating any alternative routes required for traffic detours.
 - b. Traffic Control Plans to be drawn to scale and indicate the provision of passageways and clearances for pedestrian and emergency access. Plans should be prepared in accordance with Roads & Maritime Services Guide to Traffic Control at Worksites.
 - c. All signage erected for the event should not cause a hazard for motorists or pedestrians and be removed immediately following the completion of the event.
 - d. Temporary Speed Zone Authorisation is obtained from the roads authority for any reduced speed limit/s required as part of the traffic control for the event. Notification of any reduced speed limit should be forwarded to Roads and Maritime Service and NSW Police.
 - e. Conformance with approved Traffic Management Plan and associated Traffic Control Plans which shall be implemented and controlled by Roads & Maritime Services accredited persons.
4. Consultation with emergency services (Fire & Ambulance) and any identified issues addressed in a timely manner.
5. Consultation with bus and taxi operators and arrangements made for provision of services during conduct of the event.
6. Community and affected business consultation including adequate response/action to any raised concerns.
7. Arrangements made for private property access and egress affected by the event.

Cont'd...

8. The local community to be notified of the impact of the event/s by advertising in the Coffs Coast Advocate a minimum of one week prior to the operational impacts taking effect. The advertising must include the event name, specifics of any traffic impacts or road closures and times, alternative route arrangements, event organiser, a personal contact name and a telephone number for all event related enquiries or complaints.
9. That the applicant organise for the events to be listed on Coffs Harbour City Council website.
10. Endorsement of the event by Bicycle NSW.
11. The event be conducted and signposted in accordance with the Roads & Maritime Services Guidelines for Bicycle Road Races (where applicable this supersedes signposting in accordance with Roads & Maritime Services Guide to Traffic Control at Worksites).

T.63 - Regulatory Signage and Pedestrian Crossings associated with new traffic signals at the intersection of Harbour Drive and Gordon Street Coffs Harbour

The signage and locations are shown on the attached plan. It is recommended that:

1. The R1-4 Stop signs be installed with the traffic signals on Harbour Drive as part of the intersection signalisation.
2. That the full length of Gordon Street on the western side between Harbour Drive and Vernon Street be a No Stopping zone.
3. That adjustments to parking controls in accordance with the attached plan be implemented.

The Motion on being put to the meeting was carried unanimously.

This concluded the business and the meeting closed at 6.15 pm.

Confirmed: 13 October 2016.

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Denise Knight
Mayor