



**COFFS HARBOUR CITY COUNCIL**  
**ORDINARY MEETING**  
**COUNCIL CHAMBERS**  
**COUNCIL ADMINISTRATION BUILDING**  
**COFF AND CASTLE STREETS, COFFS HARBOUR**  
**22 OCTOBER 2009**

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(d) commercial information of a confidential nature that would, if disclosed:		
(i) prejudice the commercial position of the person who supplied it, or		
(ii) confer a commercial advantage on a competitor of the council, or		
(iii) reveal a trade secret.		
and in accordance with Section 10A (1) the meeting may be closed to the public.		
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**LAND USE HEALTH & DEVELOPMENT DEPARTMENT REPORT** **14**

L32 TENDERS: RIGBY HOUSE ROOFTOP SOLAR PHOTOVOLTAIC GRID FEED SYSTEM - CONTRACT NO. 09/10-402-TO 14

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L33 DRAFT COFFS HARBOUR 2030 PLAN 22



## COFFS HARBOUR CITY COUNCIL

### ORDINARY MEETING

22 OCTOBER 2009

Mayor and Councillors

#### CITY SERVICES DEPARTMENT REPORTS

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#### **S51 SPORTZ CENTRAL MANAGEMENT COMMITTEE FUNDING FOR FLOOR RENOVATION AND CAR PARK SAFETY MODIFICATIONS**

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##### **Purpose:**

The Sportz Central Management Committee seek funding assistance of \$63,000 towards floor renovation and car park safety modifications at Sportz Central for 2009/2010.

##### **Description of Item:**

Sportz Central is currently managed by a 355 Committee of Council. The management committee submitted the \$63,000 request during the Management Plan 2009/2012 budget planning process. Council at its City Services Committee Meeting held on the 23 April 2009 resolved that *“The \$63,000 included in the budget for Sportz Central capital works be included in the allocation for Future Community Works (total \$325,000) for future consideration by Council at a future date”*.

The Sportz Central Management Committee is seeking Council's consideration of the allocation of these funds.

##### *Floor Renovation*

The Sportz Central Management Committee recognise the importance of floor renovation which is normally carried out every 10 years. The floor renovation is now due and there are significant signs of protruding nails, floor cupping and degradation of the floor finish. In addition the Federation of International Basketball (FIBA) has advised that all new court markings effective from the 1 August 2008 are to be in line with the new FIBA requirements. There are three changes to court markings:

- Introduction of a rectangular shaped keyway;
- Extending the distance of the 3 point line to 6.75m (it is currently 6.25m); and
- Introduction of a “no charge” semi-circle under the basket.

## **S51 - Sportz Central Management Committee Funding for Renovation and Car Park Safety Modifications (Cont'd)**

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FIBA's decision is an attempt to bring all basketball courts around the world into alignment. The FIBA court markings are mandatory for all FIBA competitions from the implementation dates varying between 2010 to 2012.

Previous Australian Basketball Olympic Coach Mr Lindsay Gaze has advised *"In a recent decision FIBA, the international governing body for the sport, has reviewed a number of rules of the game including the distance of the three point line and the shape of the keyway. Recognising that many venues throughout the world will face difficulty in making changes to the court markings and must prepare their maintenance budgets accordingly, the date for implementation of the new rules have been set to become effective for international competition after the 2010 world championships and up to two years after that for all other competitions"*.

FIBA Oceania's Secretary General has written *"The decision was made and announced this far ahead of the implementation date, in recognition of the cost of remarking courts which in very many cases involves a strip and sand. It was hoped the early announcement would give facilities time to incorporate these costs in their capital works programs. The FIBA court markings are mandatory for all FIBA competitions from the implementation date and I can assure the Council that FIBA Oceania will no longer be able to stage events in Sportz Central after this date should the facilities not conform to FIBA requirements."*

Various NSW Council's completing new indoor stadiums are implementing the new FIBA court markings.

It would be prudent and cost effective to combine the restoration of the floor with the implementation of the new court markings as provided by FIBA.

Sportz Central plays host to a number of FIBA events including the Preseason NBL matches, NBL Blitz and FIBA Oceania International youth competitions involving Solomon Islands, Fiji and New Zealand teams.

Combining the floor renovation and markings costs \$60,000 and the Management Committee are able to contribute half of these funds. Therefore a request of \$30,000 is being made to enable these works to be carried out in early January 2010 when competitions will not be disrupted.

### *Car Park Safety Modifications*

There are currently two car parks on site joined by a single lane roadway. Consultation with traffic engineers has indicated that to improve safety, it would be possible to widen the existing single roadway to provide a two way internal road. This would include a pedestrian path so patrons (majority of which are children) are not walking on the roadway and vehicles are not coming head to head during busy periods. It was also recommended that widening the entry/exit from Bray Street enabling a separate left turn exit would improve safety and traffic movement. The current entry/exit is considered narrow. Total costs of these car park safety modifications amount to \$33,000.

In summary the funds requested from Council amount to \$30,000 towards the floor renovation and line marking and an additional \$33,000 towards the car park safety modifications making it a total of \$63,000.

## **S51 - Sportz Central Management Committee Funding for Renovation and Car Park Safety Modifications (Cont'd)**

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### **Sustainability Assessment:**

- **Environment**

There are no environmental issues.

- **Social**

It is important to maintain the safety of the floor given the high level of usage, to maintain special sporting events and stay up to date with national and international requirements.

Improvement to the car park layout will ensure a safer environment for the patrons.

The Committee understands the importance of investing in Sportz Central, as the social implications include:

- major sporting competitions and performances which inspire young people in their sporting and cultural endeavours;
- encourages a healthy lifestyle benefit to both young and old;
- players generally have higher levels of self esteem and improved social skills;
- the sustainability of community sporting organisations; and
- continued patronage of major community events such as Questacon, Oz Opera and major sporting matches.

- **Economic**

#### **Broader Economic Implications**

There is also the broader economic implication for Coffs Harbour, that is major sporting events have a significant income generating potential. Regional, state, national and international competitions generate increased revenue in other industries in Coffs Harbour in particular, accommodation, food and beverage and tourist attractions.

The floor renovation and new line marking will ensure a quality indoor stadium able to attract major sporting events, all resulting in financial sustainability, maintaining Sportz Central's record of annually achieving a trading profit.

#### **Management Plan Implications**

The implication for the 2009/2010 management plan will be to maintain the current position. The funds provided to Sportz Central will improve Council's asset and ensure a high quality regional indoor stadium on the north coast.

### **Consultation:**

Consultation has occurred with the Sportz Central Management Committee. A petition has been received from the Coffs Harbour Silver Shadows Lifeball Club requesting the courts "need resurfacing urgently".

## **S51 - Sportz Central Management Committee Funding for Renovation and Car Park Safety Modifications (Cont'd)**

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### *Executive Manager Finance Comment*

The Executive Manager Finance has advised that:

1. The only project approved by Council to date for expenditure, from the Future Community Works allocation, is for renovations to the Sawtell Rock Pool which are estimated to be \$30,000.
2. Council needs to be aware that the allocation of \$325,000 for Future Community Works is deficit funded.
3. Council has the choice of funding either the Sportz Central project, both projects or not allocating funds and considering the works in the next Management Plan process.

### **Related Policy and / or Precedents:**

Council at its City Services Committee Meeting held on the 23 April 2009 resolved that *“The \$63,000 included in the budget for Sportz Central capital works be included in the allocation for Future Community Works (total \$325,000) for future consideration by Council at a future date”*.

### **Issues:**

The management committee of Sportz Central has an excellent history of developing and improving the venue. The Committee strive to ensure Sportz Central is the premier indoor sports stadium on the north coast attracting regional, state and national competitions and events for the people and visitors of the north coast. It is now used by over 3,000 to 5,000 people each week, with nearly 1,500 people mostly children on a Saturday alone. The Committee has a proven history of working together with Council in a collaborative and professional manner.

The capital works proposed will provide a modern pristine playing surface with the latest line markings ensuring quality level sporting events. It has been 10 years since the last floor renovation. The current state of the floor could be considered poor with evidence of cupping, protruding nails and large circular peeling of the finish all presenting a risk issue for players.

It is beneficial and prudent to complete the renovation and new line marking at the same time, reducing the need to duplicate the sanding and finishing cost. Completing the new line marking will enable the planning and submission of bids for regional, state, national and international basketball competition events.

The modifications to the car park are to improve the safety of patrons in regard to traffic and pedestrian movement on the Sportz Central site.

### **Recommendation:**

**That \$63,000 held in the Future Community Works Budget be released to enable completion of the renovation of the floor, new line marking and car park modifications at Sportz Central.**

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## **S52 DEMOLITION OF (THE OLD TIMBER) CORAMBA BRIDGE OVER THE ORARA RIVER - CONTRACT NO. 08/09-387-TO**

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### **Purpose:**

To report on tenders received for the demolition of Coramba Timber Bridge crossing the Orara River on Gale Street, Coramba, and to gain Council's approval to accept a tender.

### **Description of Item:**

Council at its meeting of 9 April 2009 resolved to invite the following applicants to tender for the demolition of Coramba Bridge, with the provisional option of relocating the Allan Truss section of the bridge to the adjacent park area on the eastern bank of the Orara River.

1. Aarvbee Demolitions and Recyclers Pty Ltd
2. Ironbark Demolition Pty Ltd
3. Tweed Coast Demolition and Excavations Pty Ltd

Tenders closed 3:30pm on Tuesday, 6 October 2009, with submissions being received from all three invitees.

### **Sustainability Assessment:**

- **Environment**

Environmental assessments under Part 5 of the Environmental Planning and Assessment Act 1979 have been undertaken. The works will be carried out under an approved Project Management Plan adopting environmental control strategies for the duration of the project to ensure that environmental effects are minimal.

All reusable timber, steel and concrete from the bridge will be recycled. There is a considerable market for recycled structural timber for architectural and landscaping purposes. All timber would be salvaged in a manner that best preserves its integrity and future value for the contractor. Any reusable items or materials not salvaged by the contractor will be salvaged by Council.

- **Social**

The bridge is not listed as having State heritage significance, and from a heritage perspective there are no statutory requirements that prevent the removal of the bridge.

Involvement has been sought from the Coffs Harbour Regional Museum, and photographic recording of the structures appearance and features has been undertaken. Recording may also be undertaken during the demolition for historic purposes.

To preserve the local heritage significance of the bridge, a provisional item to relocate the Allan Truss to the adjacent park area has been included.

- **Economic**

**Broader Economic Implications**

In 2000 the RTA made the timber bridge redundant by constructing a concrete bridge on a different alignment, and provided Council with a handover Funding Deed for the old timber bridge.

**Management Plan Implications**

Funding will be allocated from the handover Funding Deed provided by the RTA.

The current budget is not sufficient to cater for the relocation of the Allan Truss to the park area. Should this option be carried out, an additional \$36,000 of funding would need to be allocated to the project, and additional ongoing annual funding of approximately \$7,500 allocated for maintenance of the truss and park area.

**Related Policy and / or Precedents:**

Tendering procedures were carried out in accordance with Council policy. Council's Tender Value Selection System was applied during the tender review process. Council's policy is that the tenderer with the highest weighted score becomes the recommended tender.

**Statutory Requirements:**

The calling, receiving and reviewing of tenders was carried out in accordance with Section 55 of the Local Government Act (the Act) and Part 7 Tendering of the Local Government (General) Regulations 2005, (the Regulations).

**Issues:**

The assessment of tenders is included in the confidential attachment.

The tender of Aarvbee was submitted late and cannot be considered in accordance with Clause 177(2) of the Regulations:

*"(2) A Council must not consider a tender that is not submitted to the Council by the deadline for the closing of tenders ...."*

Flood levels during the March 2009 flood reached the deck level of both the old Coramba timber bridge and the new concrete replacement bridge. At this flood level, the Allan Truss would have been completely inundated if displayed in the park area. It is likely that flood waters and large debris timbers within the flood waters would damage the truss significantly at this location.

Should the truss be damaged during floods, costs to repair the truss will be relatively high. Completely new members would be used to rebuild the structure, taking away the aesthetic historic nature of the truss.

**S52 - Demolition of (the Old Timber) Coramba Bridge over the Orara River - Contract No. 08/09-387-TO (Cont'd)**

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Further major flooding within this park area is highly likely, and the frequency of minor flooding would be approximately bi-annually. Given the likelihood of damage occurring from flooding, and the high cost of repairs, it is considered that locating the truss within this park area is not a viable option.

**Implementation Date / Priority:**

Subject to Council's resolution, it is planned to award the demolition contract on 23 October 2009 and complete the works by the end of December 2009.

**Recommendation:**

**That Council consider tenders received for the demolition of Coramba Bridge, Contract No. 09/10-387-TO, and move the motion as detailed in the confidential attachment.**

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## **S53 TENDER: UNDERBORING WORKS RTA PACIFIC HIGHWAY UPGRADE WATERMAIN RELOCATIONS SAPPHIRE TO WOOLGOOLGA PROJECT - STAGE 1**

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### **Purpose:**

To report on tenders received to undertake underboring works associated with the watermain relocations adjacent to the Pacific Highway between Sapphire and Woolgoolga (Stage 1) and to gain Council approval to accept a tender.

### **Description of Item:**

Council called tenders to undertake underboring works associated with the watermain relocations adjacent to the Pacific Highway between Sapphire and Woolgoolga (Stage 1). Tenders for Contract No 09/10-407-TO were advertised in local and metropolitan newspapers and on Council's website and closed on Tuesday 8<sup>th</sup> September 2009.

Five tenders were received, all considered to be conforming:

1. A.J.Pipelines and Constructions Pty Ltd
2. Arogen Pty Ltd
3. Bothar Boring
4. Kanal Construction Pty Ltd
5. Tunnelcorp Pty Ltd

Tenders were evaluated on the following criteria:

- Tender Price
- Delivery Lead Times
- Previous Experience
- Referees
- Tender Compliance

### **Sustainability Assessment:**

- **Environment**

The technique is considered to be the most safe and cost effective method to traverse the highway while minimising impacts on the travelling public. The underboring technique involves digging and shoring pits approximately 10m by 3m in size each side of the highway. Steel casing is progressively pushed under the highway through a hole produced by an auger drilling out the earth. The watermain pipe is then inserted inside the casing and the annulus backfilled with concrete.

Only minor sediment controls will be required during construction with some mud slurry removed from site when completed. The alternative to underboring is open cut trenching and the excavation created using this method would be substantial, exposing large amounts of soil to potential sediment and erosion problems. Underboring is considered to be the most environmentally friendly method.

- **Social**

By underboring the highway, the travelling public will not be impacted. Alternatively, an open cut construction method would result in unacceptable delays and lane closures. Work times will be limited to 7:00am to 5:00pm Mondays to Fridays and 7:00am to 1:00pm on Saturdays.

**S53 - Tender: Underboring Works RTA Pacific Highway Upgrade Watermain Relocations Sapphire to Woolgoolga Project - Stage 1 (Cont'd)**

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- **Economic**

An Alliance is being formed between the RTA and Council where the work will be done on a cost plus basis involving pain share / gain share affecting profit margins. Costs will be paid in full by the RTA regardless of any pain share / gain share arrangement. The RTA has formally committed to funding this work.

Approval of this contract will have no economic impact on Council's Management Plan as this project is being totally funded by the RTA. The agreement to complete this work does not include any late completion penalties to Council. A contingency allowance has been made in the Total Outturn Cost of the Alliance.

**Related Policy and / or Precedents:**

Tendering procedures were carried out in accordance with Council policy. Council's Tender Value Selection System was applied during the tender review process to determine the most advantageous offer. Council's policy is that the tender with the highest weighted score becomes the recommended tender.

**Statutory Requirements:**

The calling, receiving and reviewing of tenders was carried out in accordance with Part 7 of the Local Government (General) Tendering Regulations 2005.

**Issues:**

Assessment of the tenders is contained in the attached confidential supplement.

The tender value selection system clearly identified one tender as having the highest weighted score and therefore the most advantageous. Although Council has no previous experience with this tenderer, referees reported favourably on their performance and are considered satisfactory.

The assessment panel considered the works program for all tenders to be similar.

**Implementation Date / Priority:**

The works are anticipated to take eight weeks with completion around February 2010 in line with the overall program for the watermain.

**Recommendation:**

**That Council considers tenders received to undertake Underboring Works associated with the Watermain Relocations adjacent to the Pacific Highway from Sapphire to Woolgoolga - Stage 1 Contract No- 09/10-407-TO and move the motion as detailed in the confidential attachment.**

**Jenni Eakins  
Acting Director of City Services**

## LAND USE HEALTH & DEVELOPMENT DEPARTMENT REPORT

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### L32 TENDERS: RIGBY HOUSE ROOFTOP SOLAR PHOTOVOLTAIC GRID FEED SYSTEM - CONTRACT NO. 09/10-402-TO

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#### **Purpose:**

To report on tenders received for the Rigby House rooftop solar photovoltaic grid feed system (Contract No. 09/10-402-TO) and to gain Council approval to accept a tender.

#### **Description of Item:**

Coffs Harbour City Council was awarded \$735,000 plus GST from the Department of Environment, Climate Change and Water (DECCW) under the Climate Change Fund: Public Facilities Program in November 2008. As part of this grant Council is to install a photovoltaic solar powered system on Rigby House that will ideally generate a minimum of 178 megawatt hours (MWh) per annum of "green" electricity.

The primary focus of this project is to raise awareness across the community about the value of implementing energy conservation measures and the key role that photovoltaic solar technology can play as part of the green energy solution.

Part of the Grant, \$55,000 (GST inclusive), is to be used to implement an education and communication plan, with the remainder to fund the photovoltaic system.

Tenders were evaluated on the following criteria:

- a) Total tendered price;
- b) Photovoltaic system rated capacity (kilowatts peak) and estimated energy generation (kilowatt hours per year);
- c) Previous experience in similar projects;
- d) Proposed construction methodology and program;
- e) Organisational capacity to fulfill the requirements of the contract; and
- f) Concept design, single line diagram and physical roof layout.

Tenders closed on 15 September 2009.

The following 11 tenders were conforming offers:

- Bamboo Direct Pty Limited;
- LJW Solar Pty Limited;
- North Coast Power & Water Pty Limited;
- Origin Energy Limited;
- RF Industries Pty Limited;
- Solar Inverters Pty Limited;
- Solar Shop Australia Pty Limited;
- Solar Switch Pty Limited;
- Stowe Australia Pty Limited;
- Sunpower Corporation Australia Pty Limited; and
- Water & Energy Savers Pty Limited.

The following tenders were non conforming tenders:

- Cilectric Pty Limited;
- Low Energy Supplies & Services Pty Limited;
- Planetec Electrical Pty Limited; and
- Infinity Solar Pty Limited.

**Sustainability Assessment:**

- **Environment**

The installation of a Photovoltaic system will produce clean, renewable electricity and reduce greenhouse gas emissions.

The operation of the photovoltaic system will not produce any noise, toxic-gas emissions, or greenhouse gases. Compared to burning coal, every mega-hour of electricity generated by photovoltaics would prevent the emission of about 10 kilograms of sulfur dioxide, four kilograms of nitrogen oxides, one kilogram of particulates, and up to one tonne of carbon dioxide.

The proposed system will generate approximately 200 megawatt hours per annum which will be a saving of 200 tonnes of greenhouse gas emissions per year.

- **Social**

A key component of the project will be the delivery of an education and communication plan which will aim to educate and raise awareness across the community about the value of implementing energy conservation measures and the key role that photovoltaic solar technology can play as part of the green energy solution. It will also build capacity within the business and industry communities in the area of sustainable buildings and technology through the formation of a Business and Industry Network and the provision of information and workshops.

Actions will include the placement of educational signage, a small model of the solar array, a grand 'opening' night, information on energy and water conservation and technology in the form of workshops and pamphlets, a series of discussion evenings for key target groups and a schools program linked to curricula work and visits to the Library.

Due to contractor activities (crane etc) it is anticipated that traffic and pedestrian disruptions may occur. It is a requirement that a Traffic and Pedestrian Control Plan be submitted by the contractor to Council for approval.

- **Economic**

**Broader Economic Implications**

Coffs Harbour City Council was awarded \$735,000 from the DECC under the Climate Change Fund: Public Facilities Program in November 2008. The proposed system will reduce the current electricity costs for Rigby House by around 50%.

**L32 - Tenders: Rigby House Rooftop Solar Photovoltaic Grid Feed System - Contract No. 09/10-402-TO (Cont'd)**

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Council currently spends around \$60,000 per annum on electricity for Rigby House. The photovoltaic project together with energy efficiency measures that are being implemented will reduce these costs by greater than \$30,000 per annum.

In addition Council will have the benefit of Renewable Energy Certificates (RECs) that will provide income of around \$6500 per annum, based upon current REC market value of \$34 each.

**Management Plan Implications**

A condition report was commissioned to ensure the roofs viability for the next 20 years. This report recommends the roof be painted prior to installation of photovoltaic panels. This matter has been referred to the Property Branch to arrange maintenance work prior to the commencement of installation.

**Consultation:**

The preparation of tender documents, pre-tender meetings and consideration of tenders included consultation with the Manager of Telecommunications and New Technology, Council's Property Manager and external consultation with DECCW and the Government Architect's Office.

- **Manager of Telecommunications and New Technology comments:**

Refer to "Confidential" attachment.

- **Property Manager Comments:**

Council's Property Branch has been consulted on the proposed framing attachments to roof and solar panel and inverter cubicle locations. Property Branch are satisfied with the outcomes proposed by the preferred tenderer. Consultation with Property will be required throughout the project.

**Related Policy and / or Precedents:**

Tender procedures and analysis were carried out in accordance with Council Policy, in particular the 'Tender Value Selection System'

**Statutory Requirements:**

The tender process was carried out in accordance with Part 7 of the Local Government (General) Regulations 2005.

**Issues:**

The preferred tenderer has proposed in their tender that they will provide panel cleaning plus inverter and data inspections every three months for the first three years as a bonus.

This project will reduce Council's electricity consumption costs at Rigby House for Council and Council will need to negotiate with an energy provider for the cost of green energy which is to be referred to the grid.

**L32 - Tenders: Rigby House Rooftop Solar Photovoltaic Grid Feed System -  
Contract No. 09/10-402-T0 (Cont'd)**

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It is proposed that savings in energy costs and RECs be utilised for further energy efficiency measures and renewable energy, purchase and generation.

Measures will put in place, including weekend work, to minimise noise disturbance to tenants during the three week installation period.

**Implementation Date / Priority:**

A contract can be awarded upon Council's resolution to accept a tender. Completion time for the contract is 26 weeks with a forecast completion date of March 2010.

**Recommendation:**

**That Council consider tenders received for the Rigby House rooftop solar photovoltaic grid feed system, Contract No. 09/10-402-T0, and move the motion as detailed in the confidential attachment.**

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## **L33 DRAFT COFFS HARBOUR 2030 PLAN**

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### **Purpose:**

The objective of this report is to seek Council's endorsement of the draft Coffs Harbour 2030 Plan and the 2030 Community Ideas Booklet (Attachments 1 and 2, provided separately to Councillors) for the purposes of public exhibition. It is proposed that the 2030 documents be placed on public exhibition from 26 October until 27 November 2009.

### **Description of Item:**

The draft Coffs Harbour 2030 Plan represents the culmination of a project to develop a Sustainability Strategy for the Coffs Harbour local government area. The need to develop such a Sustainability Strategy was identified in the Coffs Harbour City Council Management Plan 2008 – 2011 (page 3). The Coffs Harbour 2030 Plan will serve as the City's Community Strategic Plan, the key driver document within the State Government's new Integrated Planning and Reporting (IP&R) framework for NSW councils. The draft Coffs Harbour 2030 Plan has been developed in accordance with the detailed requirements of the IP&R legislation.

The first stage of the 2030 process was to develop a collaborative community vision. This was undertaken through a series of community consultation activities. The Community Vision 2030 was adopted by Council in February 2009.

The second stage of the process involved the development of the draft Coffs Harbour 2030 Plan. This was driven by the themes outlined in the Community Vision 2030 and was undertaken through a series of community forums targeted at key groups including youth, indigenous, business and industry and government agencies. These forums were undertaken in April 2009 and informed the 2030 Summit on 2 May 2009. Over 260 community members attended the Summit and the forums with diverse community representation including individual citizens, community groups, government agencies, non government organisations, business and industry, faith groups, youth and others.

### **Sustainability Assessment:**

- **Environment**

The draft Coffs Harbour 2030 Plan identifies that looking after our natural environment is a key community priority. The community's environmental priorities are identified in the draft Coffs Harbour 2030 Plan. The Plan will guide sustainable environmental management to 2030 and beyond.

The placing of the draft Coffs Harbour 2030 document on public exhibition will have no significant effect on the environment. The document will be published on 100% recycled Australian paper and the number of documents printed will be limited. Comments will be sought via the Council website with an online form.

- **Social**

Looking after our community was identified in the Vision process as a key community priority. This is addressed as a key theme in the draft Coffs Harbour 2030 Plan which outlines strategies for providing sustainable living opportunities for all. These include the provision of opportunities, facilities and infrastructure that we need as a community to achieve a quality of life for all.

The placing of the draft Coffs Harbour 2030 document on public exhibition will seek to engage the wider community in further discussions about how we achieve social sustainability within the Coffs Harbour area. The public exhibition aims to increase community engagement in decision-making processes.

- **Economic**

The 2030 Plan will help to guide economic development in the City to 2030 and beyond. The Plan maps out the key strategies to be undertaken in moving Coffs Harbour towards a more sustainable and resilient economic system built on innovation and adaptability.

The placing of the draft Coffs Harbour 2030 Plan on public exhibition for comment will seek to engage communities and businesses in considering the economic development needs of the area into the future. It engages people in thinking about what types and models of economic development we want in the future in order to ensure a sustainable local economy that supports the community.

#### **Management Plan Implications**

The draft Coffs Harbour 2030 Plan will form the basis for the development of a newly-named "Delivery Program" for 2010 – 2014. The Delivery Program will outline the specific resource requirements for those strategies identified in the 2030 Plan where Council is identified as having a role to play. This is in line with the requirements of the new Integrated Planning and Reporting Framework.

#### **Consultation:**

The community consultation for the development of the 2030 Vision and Plan was informed by the 2030 Project Plan endorsed by Council on 1 May 2008, the 2030 Community Engagement Strategy and the report to Council endorsed 6 November 2008. These documents identify the three stages of the 2030 project as below:

<b>Stage 1</b>	<b>Creating the vision</b>
Driving questions	What do we currently value about our area? What kind of place do we want Coffs Harbour to be in 2030, to pass onto future generations? What are the opportunities and challenges?
Activities	Creation of a preferred scenario and vision through consultation
Products	Vision 2030, key themes and outcomes
When	July – Dec 2008
<b>Stage 2</b>	<b>Developing the Strategic Plan</b>
Driving questions	How do we achieve the vision? What actions will we take? What are the challenges will we face?
Activities	Developing a course of action. Identifying hierarchy of actions to drive decision making
Products	Coffs Harbour 2030 Plan, outcomes, strategic objectives and priority action areas
When	February 2009 – November 2009
<b>Stage 3 (ongoing)</b>	<b>Implementation and Monitoring</b>
Driving questions	How do we ensure we're on track? How do we ensure we are delivering on the Plan? How do we work together to deliver the Plan?
Activities	Developing a system for monitoring progress Empowering and engaging the community Building partnerships with key stakeholders
Products	2030 Implementation and Monitoring Strategy 2030 State of the City report
When	February 2010 onwards

Over 950 community members have been involved in Stages 1 and 2 of the Coffs Harbour 2030 project to date. The activities have included:

1. A community questionnaire which received 269 responses;
2. A series of community workshops with 60 community participants;
3. A telephone poll of 300 community members;
4. A creative arts competition which received 86 entries;
5. A series of targeted community forums with 104 participants; and
6. A 2030 Summit with over 160 participants.

The data from these consultations has been collated to form the draft Coffs Harbour 2030 Plan. The ideas from the various forums and the 2030 Summit have been collated into the 2030 Community Ideas Booklet.

An internal Working Group has been actively involved in the design and development of the draft Coffs Harbour 2030 Plan. The Working Group has representation across all Council departments and across different levels i.e. officer and manager levels. A Steering Committee, consisting of the General Manager, senior staff, the Mayor and Councillors, has overseen the development of the draft Coffs Harbour 2030 Plan.

A number of staff briefings on the development of the 2030 Plan were held in April 2009. Managers have been briefed throughout the process via the regular Managers Forum. The draft Coffs Harbour 2030 Plan has been circulated to all managers and executive staff for comment. An external review has also been undertaken. Further comment will be sought from all staff during the public exhibition phase.

### **Stage 3: Implementation and Review of the 2030 Plan**

A detailed Implementation and Monitoring Strategy for the Coffs Harbour 2030 Plan will be developed during 2010. Attached to this report is a draft 2030 Community Engagement Strategy (Attachment 3, provided separately to Councillors) that has the purpose of ensuring Council meets the requirements of the new IP&R legislation.

Coffs Harbour City Council has received funding from the NSW Environmental Trust as part of an alliance of six NSW Councils to look at mechanisms for improved integration of community engagement and education within Council. As part of this wider project Council has received funding to investigate and develop mechanisms for ongoing stakeholder engagement in implementation of the 2030 Plan and the development of a monitoring and review framework. This new project will develop a model to ensure that all stakeholders are actively involved in the ongoing implementation and review of the 2030 Plan. Stakeholders will include community groups, government agencies, business and industry and non-government service providers and will specifically seek to include the key target groups identified in the 2030 project, being youth and indigenous people. Initially a Community Advisory Group will be set up to inform the development of the model. An internal working group will be set up to review existing Council community engagement structures and to work on development of the model.

It is intended that review mechanisms for the Plan will be at the strategy level and that a sustainability indicators framework will be developed as part of the process to ensure that we are monitoring progress against those strategies.

### **Statutory Requirements:**

In 2006, the NSW Government initiated a reform package for planning and reporting processes in the local government sector. The draft legislation was released in May 2009. The Local Government Amendment (Planning and Reporting) Bill passed through Parliament on 1 October 2009.

### **Implementation Date / Priority:**

The draft Coffs Harbour 2030 Plan will be released on public exhibition immediately once Council approval is given. It will be placed on exhibition from 26 October until 27 November 2009. Copies of the draft 2030 Plan will be sent to all those who have been involved in the development of the Plan to date. The Plan will be located in libraries, community centres, outlying stores and Post Offices. In addition it will be located on the Council webpage with a form for feedback. A media release will be developed to announce the public exhibition of the 2030 Plan.

**Recommendation:**

- 1. That Council endorse the release of the draft Coffs Harbour 2030 Plan and the 2030 Community Ideas Booklet for public exhibition from 26 October until 27 November 2009.**
- 2. The community be encouraged to consider the draft Plan and make submissions on its contents.**
- 3. That, following the exhibition period, a report be brought back to Council to formally adopt the Coffs Harbour 2030 Plan**
- 4. That Council approve the 2030 Community Engagement Strategy to meet Integrated Planning and Reporting legislative requirements.**
- 5. That Council endorse commencement of Stage 3 activities of the 2030 Project, to develop a 2030 Implementation and Monitoring Strategy and 2030 State of the City framework.**

**Mark Salter  
Director  
Land Use, Health & Development**