

Agenda

Ordinary Meeting

Thursday, 21 August 2014

commencing at 9.00 am

Council Chambers, Corner Currie and Bury Streets, Nambour

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1 DECLARATION OF OPENING

On establishing there is a quorum, the Chair will declare the meeting open.

2 OPENING PRAYER**3 RECORD OF ATTENDANCE AND LEAVE OF ABSENCE****4 RECEIPT AND CONFIRMATION OF MINUTES**

That the Minutes of the Ordinary Meeting held on 24 July 2014 and the Special Meeting (Palmview Structure Plan and Associated Matters and International Missions Program and Urgent Legal Matter) held on 4 August 2014 be received and confirmed.

5 OBLIGATIONS OF COUNCILLORS**5.1 DECLARATION OF MATERIAL PERSONAL INTEREST ON ANY ITEM OF BUSINESS**

Pursuant to Section 172 of the *Local Government Act 2009*, a councillor who has a material personal interest in an issue to be considered at a meeting of the local government, or any of its committees must –

- (a) inform the meeting of the councillor's material personal interest in the matter; and
- (b) leave the meeting room (including any area set aside for the public), and stay out of the meeting room while the matter is being discussed and voted on.

5.2 DECLARATION OF CONFLICT OF INTEREST ON ANY ITEM OF BUSINESS

Pursuant to Section 173 of the *Local Government Act 2009*, a councillor who has a real or perceived conflict of interest in a matter to be considered at a meeting of the local government, or any of its committees must inform the meeting about the councillor's personal interest the matter and if the councillor participates in the meeting in relation to the matter, how the councillor intends to deal with the real or perceived conflict of interest.

6 MAYORAL MINUTE**7 PRESENTATIONS**

8 REPORTS DIRECT TO COUNCIL**8.1 CORPORATE SERVICES****8.1.1 QUARTERLY PROGRESS REPORT - QUARTER 4, 2013/2014****File No:** 4.16.4**Author:** Manager Corporate Governance
Corporate Services Department**Appendices:** App A - CEO Quarterly Progress Report Quarter 4, 2013/2014
(Under Separate Cover)..... Att Pg 5
App B - Operational Plan Activities Report Quarter 4, 2013/2014
(Under Separate Cover) Att Pg 31

PURPOSE

This report presents progress with implementing the Operational Plan 2013/2014. The report has been prepared to inform council and the community on the implementation of the activities, projects and programs set out in the annual operational plan.

EXECUTIVE SUMMARY

This progress report presents to council details on the delivery of the Operational Plan 2013/2014. It includes:

- (Appendix A) - reports from the Chief Executive Officer and Directors, outlining achievements for the 4th quarter, 1 April – 30 June 2014.
- (Appendix B) - progress report on each operational project/activity set for the year covering forward planning and service delivery as shown in the operational plan.

The vast majority of the activities listed in the Operational Plan 2013/2014 have been implemented with the balance scheduled for completion in 2014/2015.

Highlights for the final quarter of 2013/2014 financial year:***Building economic sustainability***

- Council's 2014/2015 budget adopted with a \$13.1 million operating surplus
- Adopted capital works program 2014/2015 to the value of \$114 million
- Council's new planning scheme was adopted and gazetted in May 2014
- Process underway to establish a solar farm to supply council electricity
- Air New Zealand flights commenced, with an extended season and increased frequency of flights

Building environmental sustainability

- Completion of the Rural Roads conservation project during the quarter
- New 7 year kerbside waste and recyclables contract commenced
- Adopted the Shoreline Erosion Management Plan and the Coastal Management Policy (Public Lands)
- Commenced the largest fauna monitoring project to be undertaken in Council's environmental reserves to improve conservation management practices.

Building a sustainable community and lifestyle

- Second Major Grants round for 2013/2014 of \$288,051 to 118 applicants endorsed by council
- Sippy Creek animal Pound design endorsed
- 38,000 calls, 6,000 emails, 1,000 web chats managed by Customer Contact Centre for the quarter
- Adopted a new 5 year corporate plan to guide our actions over the next five years and an annual operational plan

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Quarterly Progress Report - Quarter 4, 2013/2014"
- (b) note the Chief Executive Officer's Quarterly Progress Report – Quarter 4, 1 April to 30 June 2014 (Appendix A) and
- (c) note the Operational Plan Activities Report – Quarter ended June 2014 (Appendix B) reporting on the implementation of the Operational Plan 2013/2014.

FINANCE AND RESOURCING

The cost of implementing the Operational Plan 2013/2014 was built into the Annual Budget 2013/2014.

CORPORATE PLAN

Corporate Plan Goal Outcome	5 – A public sector leader
Operational Service	We serve our community by providing this great service S31 Governance - providing internal leadership, legal opinion, governance and audit functions ensuring legislative accountability, transparency and ethical obligations are supported

CONSULTATION

Internal Consultation

Consultation has occurred widely within council to ascertain the status of projects and activities in the operational plan and this information was provided by each department of council. The highlights for the final quarter of 2013/2014 were determined in consultation with the Manager Communication Branch.

External Consultation

There has been no external consultation in relation to this report, however the report is made available to the community following adoption.

Community Engagement

Community engagement in relation to projects and activities within the Operational Plan 2013/2014 was undertaken where appropriate as part of implementation.

PROPOSAL

The Chief Executive Officer's Quarterly Progress Report – Quarter 4 (Appendix A)

This report consists of the Chief Executive Officer's summary report and Directors' detailed reports. The purpose of the report is to inform council and the community on progress made implementing projects/activities in the Operational Plan 2013/2014 that aligns with the delivery of the Corporate Plan 2009-2014.

Financial information is not included in this report. A Financial Performance Report is provided to council each month covering operating revenue and expenses and capital programs. Financial information for the year ended 30 June 2014 will be provided as part of the Annual Report 2013/2014.

The Operational Plan Activities Report – Quarter 4 (Appendix B)

This report provides details on the status of the 125 projects/activities in the Operational Plan 2013/2014.

The report includes the status of each project/activity in the operational plan covering percentage complete, anticipated completion date and progress commentary.

Table 1 provides a summary of the status of all projects/activities in the operational plan.

Status	Number	Percent %
Not started	0	0%
Underway*	32	26%
Completed	93	74%
TOTALS	125	

Table 1: Summary of all projects/activities in the Operational Plan

*The majority of these projects/activities are nearing completion. Expected completion dates are shown in the status commentary in Appendix B.

Projects underway at 30 June 2014 will be managed by the relevant department and will be finalised subject to allocated funding.

Legal

The Chief Executive Officer is required by the *Local Government Act 2009* and the *Local Government Regulations 2012* to provide:

- A report each 3 months on progress with implementing the operational plan (this report meets the requirement of the legislation)
- A report annually on the results of a review of the implementation of the corporate and annual operational plan (Council's 2013/2014 Annual Report will be presented to an upcoming council meeting to meet the requirements of the legislation)

Policy

There is no policy associated with the presentation of quarterly and annual progress reports however they are components of the Strategic Corporate Planning and Reporting Framework.

Risk

Directors have provided in their reports, an overview of departmental operations including the outlook for the future and any associated risks. In accordance with council's Enterprise Risk Management Framework, the risks and opportunities identified in relation to the quarterly progress report include:

- Reputation/public image: the report provides complete information on council's operations and builds a positive reputation for council with the community.
- Legislative: the report meets the legislative requirements of the Local Government Act and Regulation.
- Business activity: the report keeps council informed about the progression of the operational plan and provides a timely account of council's progress to the community.

The Office of the Mayor and Chief Executive Officer has circulated a strategic risk report as at 30 June 2014 to councilors for information.

Previous Council Resolution

Ordinary Meeting 24 April 2014

Quarterly Progress Report – Quarter 3 2013/2014 (OM 14/48)

That Council:

- (a) *receive and note the report titled “Quarterly Progress Report – Quarter 3, 2013 – 2014”*
- (b) *note the Chief Executive Officer's Quarterly Progress Report – Quarter 3, 1 January to 31 March 2014 (Appendix A) and*
- (c) *note the Operational Plan Activities Report – Quarter ended March 2014 (Appendix B) reporting on the implementation of the Corporate and Operational plans.*

Related Documentation

- Corporate Plan 2009-2014 and Operational Plan 2013/2014
- Financial information is provided to council through the Financial and Capital Management report

Critical Dates

Quarterly Progress Reports are usually scheduled to be presented to council within four weeks of the end of the calendar quarter subject to the scheduled meeting cycle.

Implementation

Corporate Governance branch will manage the publication of the report, including making the report available on council's website and intranet.

A report on the Implementation of the Corporate Plan 2009-2014 and the Operational Plan 2013/2014 will be included in the Annual Report 2013/2014.

The Chief Executive Officer and Directors will provide a verbal report to council at the Ordinary Meeting.

8.2 REGIONAL STRATEGY AND PLANNING**8.2.1 DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE - 47 NELSON STREET GOLDEN BEACH**

File No:	MCU14/0051
Author/Presenter:	Senior Planner & Technical Project Officer Regional Strategy & Planning Department
Appendices:	App A - Conditions of Approval 29
Attachments:	Att 1 - Proposal Plans 39

Link to PD Online:

<http://pdonline.sunshinecoast.qld.gov.au/MasterView/Modules/Applicationmaster/default.aspx?page=wrapper&key=1473891>

SUMMARY SHEET	
APPLICATION DETAILS	
Applicant:	Avro Lancaster Pty Ltd
Proposal	Development Permit for Material Change of Use of Premises (Multiple Dwelling Units x 6)
Properly Made Date:	22 April 2014
Information Request Date:	14 May 2014
Information Response Received Date:	12 June 2014
Decision Due Date	1 August 2014
Number of Submissions	0 Properly Made 0 Not Properly Made
PROPERTY DETAILS	
Division:	2
Property Address:	47 Nelson Street, Golden Beach
RP Description:	Part of Lot 1 RP 155797
Land Area:	0.1438ha (Part of 0.237ha)
Existing Use of Land:	Vacant
STATUTORY DETAILS	
SEQRP Designation:	Urban Footprint
Planning Scheme	Caloundra City Plan 2004 (16 September 2013)
Strategic Plan Designation:	Not Applicable
Planning Area / Locality:	Caloundra South
Planning Precinct / Zone:	Community Facilities
Assessment Type:	Impact

PURPOSE

The purpose of this report is to seek council's determination of an application for a Development Permit for a Material Change of Use of Premises (Multiple Dwelling Units x 6) at 47 Nelson Street, Golden Beach.

The application is before council at the request of the Divisional Councillor.

EXECUTIVE SUMMARY

The proposal is for 6 x 3 bedroom multiple dwelling units to be constructed at Nelson Street, Golden Beach. Part of the site is occupied by a Telstra facility (887m²), and the application is proposed over the remaining portion (1,438m²) to the east.

Under the Caloundra City Plan 2004, an application for a material change use of premises for a multiple dwelling unit development within a Community Purpose Precinct is impact assessable. Furthermore, both medium density residential and low density residential development would also be impact assessable within a Community Purpose Precinct.

However, the proposed use is considered an acceptable one, due to the risk of unreasonable adverse impacts on any surrounding residential areas arising from the operation of the site for a community use.

Furthermore, the site is a large parcel of land and the current proposal has been subject to a number of design iterations in response to council's request to address design and scale and the existing low density character and amenity of the surrounding neighbourhood.

Assessment of the application against all regulatory provisions applying to residential uses, including both the Caloundra City Plan 2004 and the Sunshine Coast Planning Scheme, did not reveal any significant areas of non-compliance.

The proposal offers an infill development opportunity which is designed to be compatible with the prevailing residential character and built form of the surrounding neighbourhood. It is recommended for approval, subject to conditions.

OFFICER RECOMMENDATION

That Council:

- (a) **APPROVE WITH CONDITIONS** Application No. MCU14/0051 and grant a Development Permit for Material Change of Use of Premises (Multiple Dwelling Units x 6) situated at 47 Nelson Street, Golden Beach, in accordance with Appendix A and
- (b) find the following are sufficient grounds to justify the decision despite the conflict with the Planning Scheme:
1. multiple dwelling units reduce the risk of unreasonable impacts on the surrounding predominantly residential area, by way of noise, light and odour nuisance, which could arise from the operation of a community use
 2. the proposed development is contiguous with existing residential development to immediate east of the site and on the opposite side of the road
 3. the development is located in a well serviced are, close to facilities and provides a built form that blends with the prevailing residential character
 4. the development will further activate part of the southern edge of Westminster Park.

FINANCE AND RESOURCING

If council were to approve this development, the applicant would be required to pay infrastructure charges for trunk infrastructure.

Council's Infrastructure Policy Branch has provided the following estimate of the infrastructure charges required by this development (which excludes infrastructure charges to Unitywater) as being \$89,600.

PROPOSAL

The application seeks approval for 6 x 3 bedroom Multiple Dwelling Units over part of Lot 1 RP 155797, 47 Nelson Street, Golden Beach.

The planning scheme prescribes (by way of exclusion) an application for a material change use of premises for a multiple dwelling unit development within the Community Purpose Precinct as impact assessable. Furthermore, both medium density residential and low density residential development would also be impact assessable within this precinct.

The multiple dwelling unit development would be accommodated on the eastern portion of the lot and occupy a site area of 0.1438ha. An existing Telstra facility occupies an area of 887m² in the western part of the lot.

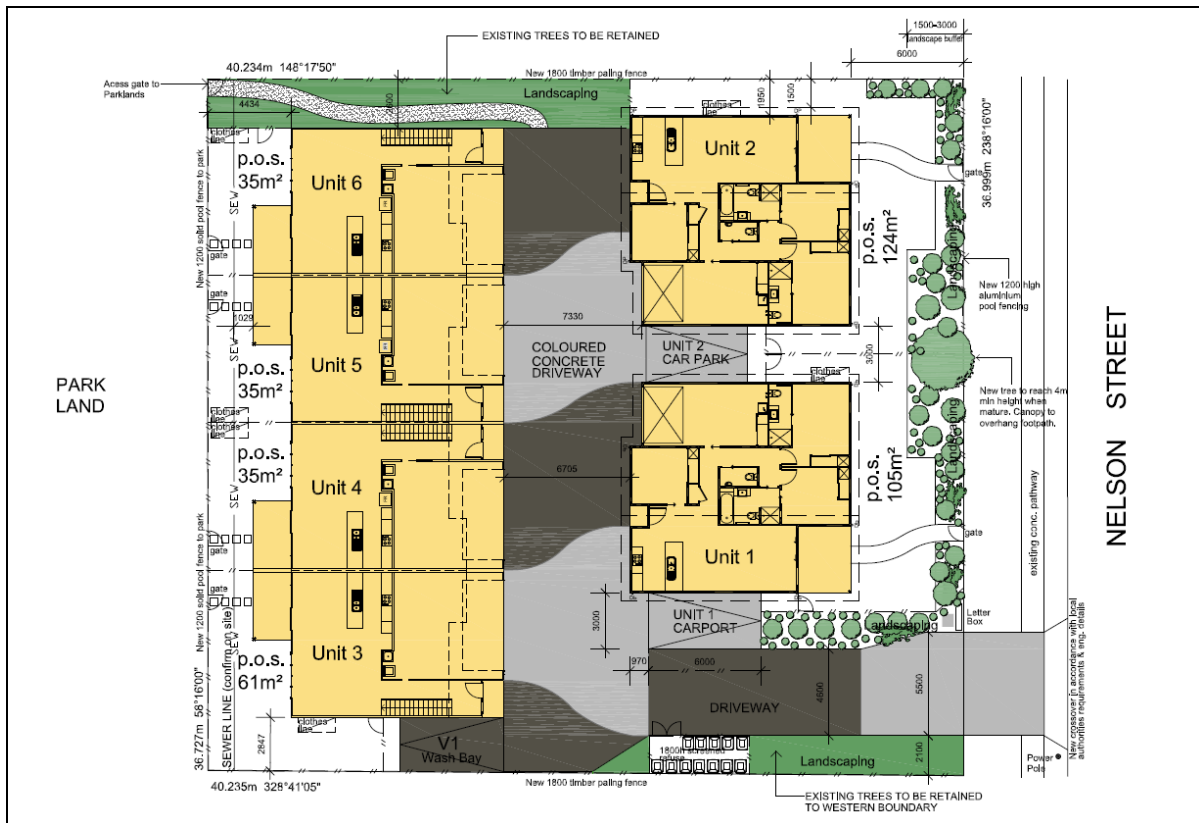
As described below, the applicant has a conditional contract to purchase the land from Telstra, subject to obtaining a Material Change of Use Development Permit for Multiple Dwellings on the site. Thereafter, Telstra Corporation would act on the Development Permit REC14/0026 which granted approval to subdivide the allotment.

The proposal has been subject to a number of design iterations to address design and scale and the existing low density character and amenity of the neighbourhood. The final design now includes:

- a single storey built form along Nelson Street and two storey to Westminster Park
- the mass and bulk of Units 3 to 6 has been reduced, including sloping the roof towards Nelson Street
- Units 1 and 2 have been modified to appear as separate and different dwelling units when presenting to Nelson Street to continue the rhythm of single dwellings
- Units 1 and 2 are provided with permeable (pool style) fencing, landscaping and individual pedestrian gates to Nelson Street
- Units 3 to 6 would include private open space with individual pedestrian gates and permeable (pool style) fencing to assist activation on to Westminster Park
- the communal refuse store has been relocated to the western boundary remote from private open space of Unit 1.

Each dwelling unit comprises 3 bedrooms, kitchen, open plan dining/living/family area and accommodation for 2 cars. All units are provided with a separate pedestrian gate/entrance and a communal access to the adjoining park along the north-eastern boundary.

A proposal plan is provided below.



SITE DETAILS

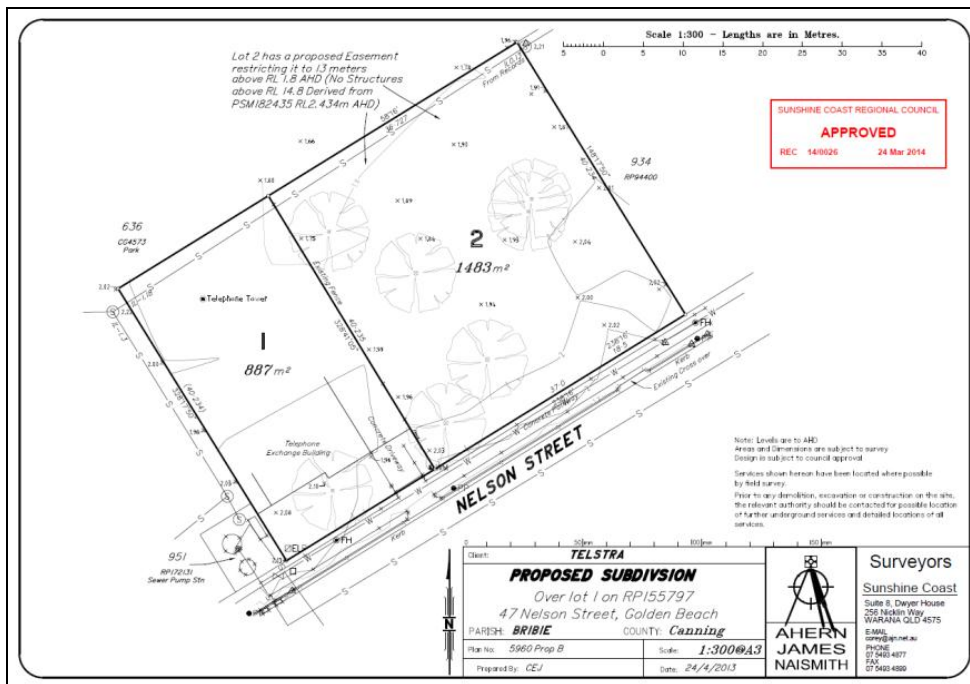
Background/Site History

The subject site has been a Telstra telephone exchange since it was created in 1980.

In August 2013, Telstra issued an Information Memorandum through Ray White Caloundra to divest itself of surplus land, comprising a 1,483 m² portion of the site, which is the subject of this application.

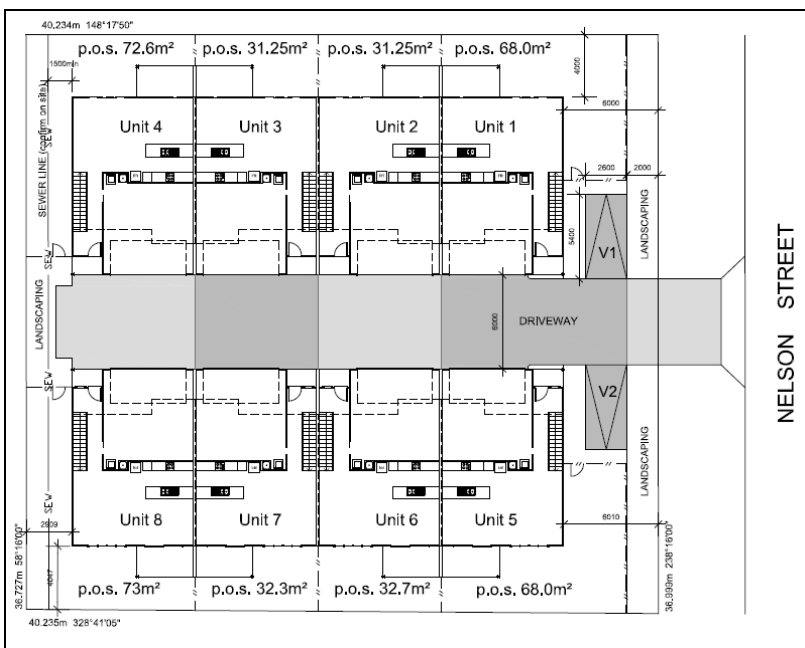
On 12 March 2014, Telstra submitted an application to council for a Development Permit to reconfigure the lot into 2 lots. Council approved the Development Permit (REC14/0026) on 24 March 2014 (refer to approved Subdivision Plan below). The subdivision would separate the 1,483m² portion of land from the Telstra infrastructure portion.

The applicant (First Choice Constructions) has a conditional contract to purchase the 1,483m² portion of the land from Telstra, subject to obtaining a Material Change of Use Development Permit for Multiple Dwellings on the site. Furthermore, Telstra will not act on Development Permit REC14/0026 (i.e. to title the land) until a Development Permit for a Material Change of Use is issued in respect of the 1,483m² portion of the land.



A formal pre-lodgement meeting (PLM13/0262), and subsequent design meeting, were held on 7 and 30 January 2014 respectively. At the initial meeting, the applicant proposed 8 units accessed from a central spine driveway from Nelson Street (refer to the Proposal Plan below). Council officers advised of concerns with the proposal appearing out of context within the existing residential block, and required that specific impacts on neighbours should be assessed including:

- setback to buildings should reflect existing property setbacks
- overlooking of the neighbouring properties
- the units to adopt a northerly aspect and address the park to the north and passive surveillance of same
- the proposal should create a streetscape address, larger windows to the street at first floor (to encourage passive surveillance and for aesthetic design reasons)
- landscape buffers to parking should also be included.



The applicant subsequently redesigned the project prior to lodgement, specifically:

- reduced the total number of units from 8 to 6
- reduced the number of units facing Nelson Street from 3 to 2
- reduced the height of the 2 units facing Nelson Street from two-storeys to one-storey
- physically separated the 2 units facing Nelson Street to provide the impression of separate dwellings, when viewed from Nelson Street, to be generally consistent with the built form and streetscape
- provided 4 x two-storey townhouse units at the rear of the site, overlooking the adjoining Westminister Park.

Those design modifications were incorporated into the development application and have been further modified according to council's Information Request and a joint site inspection on 3 June 2014. Further discussion on the changes has been provided in the proposal section.

Site Description

The site is currently occupied by a telephone exchange and is owned by Telstra Corporation Limited. The site is located within the Community Purpose precinct in the Caloundra City Plan, and the Caloundra City Plan 2004 identifies the site within the Community Facilities zone.

The location of the subject site in relation to its surrounds is shown on the image below:



Surrounding Land Uses

The subject site adjoins Westminster Park to the north and west, and Pelican Waters Lawn Bowls Club is located approximately 30 metres to the west.

To the south and east, the site is generally surrounded by low density residential development, comprising a mixture of single detached dwellings with a scattering of unit developments (2 to 3 units).

ASSESSMENT

Framework for Assessment

Instruments for Statutory Assessment

Under the *Sustainable Planning Act 2009* the application must be assessed against each of the following statutory planning instruments to the extent they are relevant to the development:

- State Planning Policy
- the South East Queensland Regional Plan
- State Planning Regulatory Provisions
- the Planning Scheme for the local government area.

Of these, the statutory planning instruments relevant to this application are discussed in the sections that follow.

Statutory Instruments – State and Other

State Planning Policy

The Queensland Government established the State Planning Policy (SPP) in December 2013 to simplify and clarify matters of state interest in land use planning and development. The SPP took effect superseding all previous State Planning Policies, and is applicable to this application.

Subsequently, the Queensland Government, as part of its planning reform process, has amended the SPP (July 2014) to incorporate current Government priorities. In addition, the single SPP has not been formally incorporated into the Caloundra City Plan 2004. This application has, therefore, been assessed against Part E of the State Planning Policy: *Interim development assessment requirements*.

- Liveable Communities and Housing
- Economic Growth
- Environment and Heritage
- Hazard and Safety
- Infrastructure.

On a broad scale, the proposed development complies with the outcomes sought for these key state interests. The development would occur in an established urban area, which is well serviced, close to facilities and would provide a built form that blends with the prevailing residential character of the area.

South East Queensland Regional Plan

The site is located within the Urban Footprint of the South East Queensland Regional Plan. The proposal is for urban use within the Urban Footprint. The proposed development is consistent with the regional land use intent, regional policies and desired regional outcomes for the Urban Footprint.

State Planning Regulatory Provisions

The following State Planning Regulatory Provision is applicable to this application:

- SEQ Regional Plan Regulatory Provisions

The SEQ Regional Plan Regulatory Provisions do not contain provisions that specifically relate to Material Change of Use for Multiple Dwelling Units in the Urban Footprint designation under the Regional Plan.

Statutory Instruments – Planning Scheme

The applicable planning scheme for the application is Caloundra City Plan 2004. The following sections relate to the provisions of the Planning Scheme.

Desired Environmental Outcome

The proposed development does not compromise the achievement of any of the Desired Environmental Outcomes of the planning scheme. The proposal is for an urban use on site, which is within the defined urban area. Furthermore, the development is of a type, location, scale and intensity that is compatible with maintenance of the range and standard of services and facilities presently enjoyed by the community or planned for it in the future.

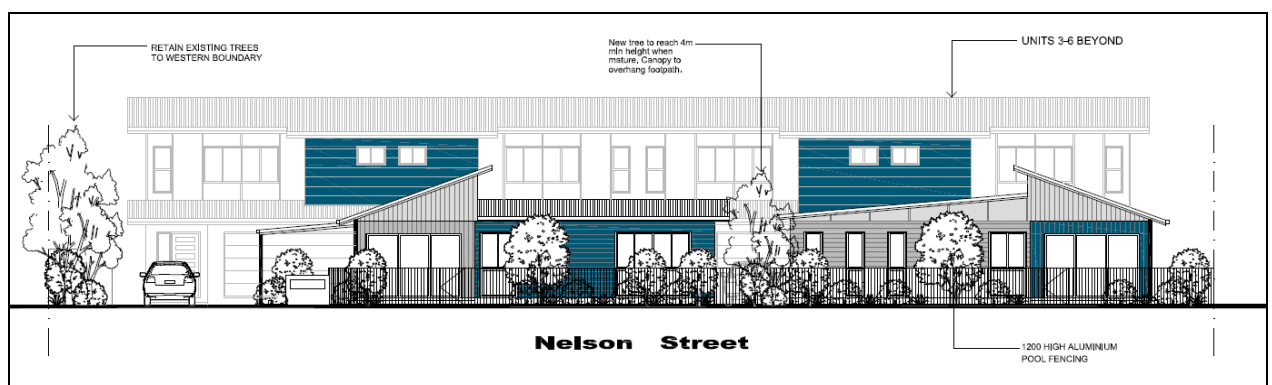
Local Area Provisions

The subject site is located in the established residential community of Golden Beach in the Caloundra South Planning Area. The neighbourhood is predominantly a low density residential precinct characterised by single detached dwellings on conventional sized lots.

The general locality has a low density residential character. However, the subject lot is designated a Community Purpose precinct, which is an historic designation linked to the site's use as Telstra facility.

Bordering the site is the Westminster Park (1.922ha), the Pelican Waters Bowls Club (1.041ha) and a typical single detached dwelling (607m²) to the west. Looking beyond the character of neighbouring properties, the general locality supports at scattering of least 10 unit developments (comprising a mix of dual occupancy dwellings and multi-unit dwellings).

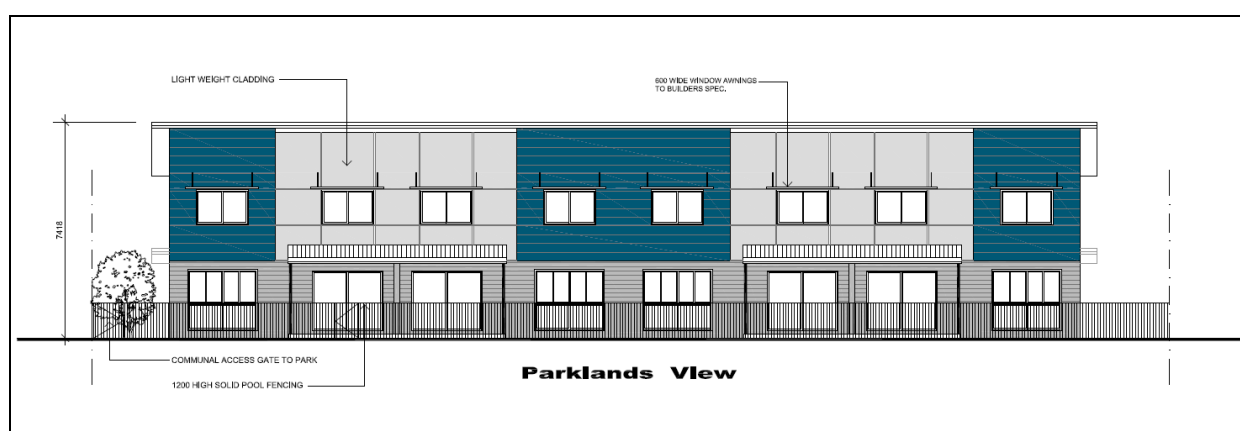
The subject site is one of the last remaining large undeveloped lots in the locality. As such, the development of units is unlikely to be out of character with the local area.



The large size of the subject lot and its proximity to open space supports its potential for infill development. If the site were to be subdivided under the Caloundra City Plan 2004 (650m² minimum lot size required), it would only support two self-assessable detached dwellings.

The local area code envisages development within the precinct providing and maintaining a high level of residential amenity and predominantly low density residential character through the use of high quality architectural design and landscaping integrating with surrounding development. The proposal designs have been modified by the applicant to specifically respond to these code provisions, including: the 2 street units would be designed to appear as separate single-storey dwelling units and each unit would be provided with an extensive strip of landscaping and separate pedestrian gates/entrances from the footpath along Nelson Street.

Furthermore, the use of landscaping and the single storey built form as presented to the street would provide continuity and integration within the prevailing character of Nelson Street. Conversely, the two-storey built form, located to the rear and overlooking the park, would provide activation and integration with an area of the park that currently has limited pedestrian or community use.



Overall, the application proposes to incorporate elements of light-weight construction, expressive roof forms across the 3 buildings, wide eaves (on the northern elevation) and sunhoods which further support the integration within the prevailing character of Nelson Street and broadly meet the outcomes for the Planning Area.

Land Use and Works Provisions

The following codes which regulate land use and design are applicable to this application:

- Multi-Unit Code
- Community Uses Code
- Civil Works Code
- Climate and Energy Code
- Design For Safety Code
- Filling and Excavation Code
- Landscaping Code
- Nuisance Code
- Stormwater Management Code
- Parking and Access Code.

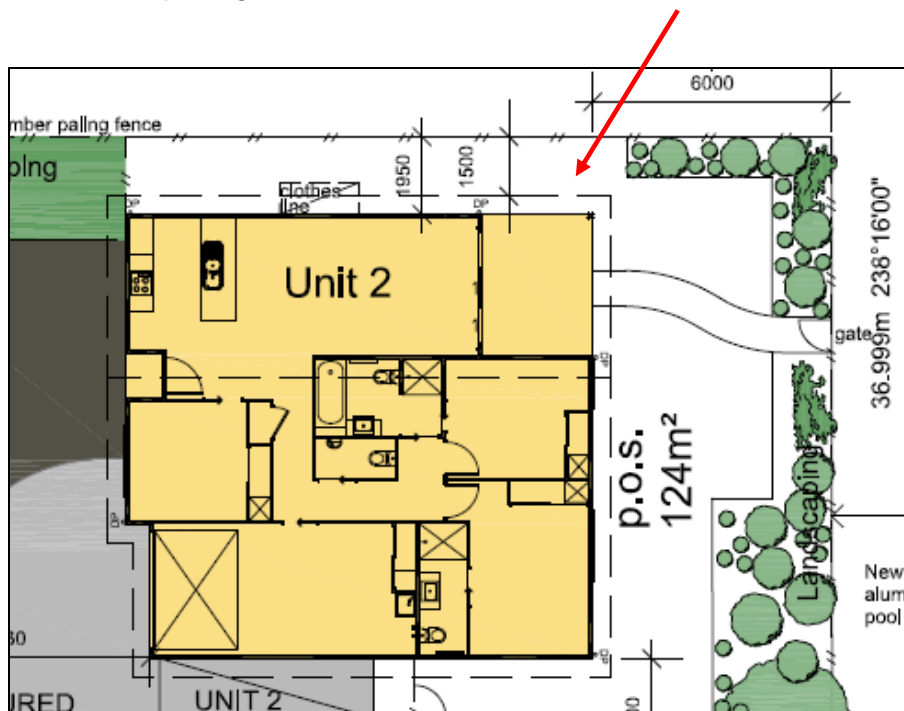
The application has been assessed against each of the above applicable codes and found to be compliant, or can be conditioned to comply, with each. The pertinent issues arising out of assessment against the codes are discussed below.

- **Multi-Unit Code**

The proposal complies with all relevant Probable Solutions and Specific Outcomes of the Multi-Unit Code apart from:

- Probable S6.1 Unit 2 does not meet the minimum boundary setbacks in Table 8.1, *Minimum Boundary setbacks for Multi-Unit Residential Development*). The wall to the proposed single storey unit No. 2 is setback 1.95 metres from the eastern property boundary, whereas Table 8.1 of the Code requires a 2 metre setback.

The proposed minor reduction in setback is acceptable and does not compromise Specific Outcome 06 which seeks to protect streetscape character and the amenity of the adjoining residents.



- Probable Solution S17.1 requires a 3 metre wide landscaped buffer strip to the street frontage. The application proposes a meandering landscape treatment along the Nelson Street frontage, and this design solution has been proposed following discussions with council officers regarding “softening” and breaking up the appearance of the two units as viewed along the Nelson Street frontage.

The proposed landscaping buffer is acceptable and does not compromise Specific Outcome 17, which seeks to enhance the quality of buildings, communal and private open spaces, streetscapes and adjoining development.

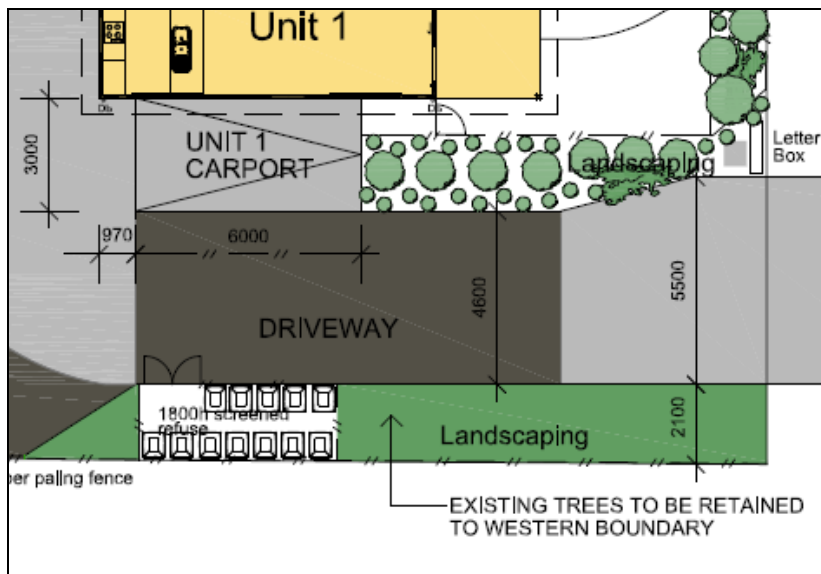
- Probable Solution S20.3 requires a 2 metre wide landscaped buffer to driveways and the rear boundary. A portion of the landscaping buffer to the driveway supports the screened refuse storage area. The applicant relocated the storage area based on the advice of council officers to ensure separation between the outdoor living area of Unit 1 and any odours. Furthermore, the refuse area is required to be screened and landscaped.

The 2 metre wide landscaped buffer to the rear boundary is not required due to the boundary supporting the Private Open Space areas for Units 3–6. Furthermore, the applicant has designed this boundary with a 1.2 metre high permeable pool style fence to enhance activation and integration with Westminster Park.

The proposed landscaping buffers are acceptable and do not compromise Specific Outcome 020, which seeks to protect the amenity of dwellings.

- Probable Solution S21.1 (b) (i) requires communal refuse areas are not located closer than 1.5 metres to any site boundary (refer to plan section below). In this case, as discussed above, the storage area is located on the boundary on the advice of council to ensure separation between the outdoor living area of Unit 1 and any odour emissions.

The proposed location for storage and collection of refuse does not compromise Specific Outcome 021 which seeks to provide reasonable standards of amenity for residents as it adjoins the remaining Telstra facility.



• **Community Uses Code**

The proposed use is inconsistent with the Community Facilities Zone and, therefore, the overall outcomes of the community use code, which seeks to ensure:

- (a) *community uses are established for community benefit whilst mitigating adverse impacts;*
- (b) *community uses are integrated and co-located, particularly in business centres and areas within reasonable and safe walking and cycling distance to public transport; and;*
- (c) *the operation of community uses does not have an adverse impact on surrounding residential areas.*

The Community Purpose zoning identifies other types of community purposes uses, such as a community centre or emergency service. Furthermore, Probable Solution S1.1 indicates that Community Uses are preferred in locations which have a general level of activity, i.e. business centre precinct or activity centre.

Specific Outcome 05 seeks to limit *unreasonable adverse impacts on any surrounding residential areas, including by way of noise, light and odour nuisance*. The proposed use of the site for a dwelling unit development would be more compatible with the existing, surrounding residential area.

The proposed use of the site for Multiple Dwelling Units is not compatible with the Community Uses Code. However, the proposed use is an acceptable alternative use due to the risk of unreasonable adverse impacts on any surrounding residential areas arising from the operation of the site for a community use.

The following Overlays are applicable to this application:

- Aviation Affected Area
- Acid Sulfate Soils
- Biting Insects.

The application has been assessed against each of the applicable Overlay codes and found to be compliant, or can be conditioned to comply, with each.

CONSULTATION

IDAS Referral Agencies

Not Applicable

Other Referrals

The application was forwarded to Unitywater and the following internal council specialists:

- Development Engineer, Engineering and Environment Assessment Unit
- Landscape Officer, Engineering and Environment Assessment Unit
- Environment Officer, Engineering and Environment Assessment Unit
- Urban Designer, Planning Assessment Unit.

Their assessment forms part of this report.

Public Notification

The application was publicly notified for 15 days in accordance with the requirements of the *Sustainable Planning Act 2009*. **No** properly made submissions and **no** not-properly made submissions were received.

SUNSHINE COAST PLANNING SCHEME

The subject site is zoned Community Facilities, is annotated as (11.) Place of Worship in the Golden Beach/Pelican Waters Local Plan of the Sunshine Coast Planning Scheme.

The application would trigger impact assessment under the planning scheme, and would be affected by the following Overlays:

- Golden Beach/Pelican Waters Local Plan Area
- Acid Sulfate Soils
- Obstacle Limitation Surface

- Flooding and Inundation Area
- Maximum Height of Buildings and Structures.

The development conflicts with the planning scheme in that it does not comply with the purpose of the Community Facilities zone code as the subject site is annotated as a Place of Worship.

Notwithstanding this, a multiple dwelling unit development on the subject site (as proposed) would not be out of character with adjoining development and would have a lesser effect on the amenity of the surrounding area.

CONCLUSION

The application for a Development Permit for a Material Change of Use of Premises (Multiple Dwelling Units x 6) at 47 Nelson Street, Golden Beach, has been assessed against both the Caloundra City Plan 2004 and the Sunshine Coast Planning Scheme.

The site is zoned for use by community facilities, particularly church purposes, and is used in part by Telstra. They wish to dispose of the unused portion of their site for residential purposes, which is not a preferred use under the zoning. As a result, the proposed use has been through a publicly advertised, impact assessable process, and **no** submissions were received.

The proposal represents an opportunity for infill development and would contribute to the inherent character and identity of the area by providing multiple dwelling unit accommodation with sufficient space and amenity to blend in with the surrounding residential neighbourhood. Furthermore, the proposal will enhance and activate the southern edge of Westminster Park.

The application is, therefore, recommended for approval subject to reasonable and relevant conditions.

8.2.2 DEVELOPMENT APPLICATION 3 FISHERMANS ROAD AND MARTINS DRIVE KULUIN - RECONFIGURATION OF A LOT (3 LOTS INTO 130)

File No:	REC12/0112
Author/Presenter:	Development Planner Regional Strategy & Planning Department
Appendices:	App A - Conditions of Approval69
Attachments:	Att 1 - Proposal Plans75

Link to PD Online:

<http://pdonline.sunshinecoast.qld.gov.au/MasterView/Modules/Applicationmaster/default.aspx?page=wrapper&key=1256826>

SUMMARY SHEET	
APPLICATION DETAILS	
Applicant:	Sienna Glades Pty Ltd
Proposal	Development Permit to Reconfigure a Lot (3 Lots into 130 Lots plus road reserve, park and conservation reserve)
Properly Made Date:	24/01/2013
Information Request Date:	28/07/2014
Information Response Received Date:	07/11/2013
Change to application received:	24/06/2014
Decision Due Date	19/08/2014
Number of Submissions	36 Properly Made 1 Not Properly Made
PROPERTY DETAILS	
Division:	7
Property Address:	3-7 Fishermans Road, Kuluin
RP Description:	Lot 2 SP 223022 Lot 19 RP 233849 Lot 22 RP 861773
Land Area:	19.957 Hectares
Existing Use of Land:	Vacant
STATUTORY DETAILS	
SEQRP Designation:	Urban Footprint
Planning Scheme	Maroochy Plan 2000 (24 October 2011)
Strategic Plan Designation:	Urban
Planning Area / Locality:	Kuluin/Kunda Park
Planning Precinct / Zone:	Neighbourhood Residential
Assessment Type:	Impact

PURPOSE

The purpose of this report is to seek council's determination of an application for a Development Permit to Reconfigure a Lot (3 Lots into 130 Lots plus road reserve, park and conservation reserve) at 3-7 Fishermans Road and 31 Martins Drive, Kuluin. The application is before council due the number of submissions received objecting to the proposed development.

EXECUTIVE SUMMARY

The proposal is for a 3 into 130 lot subdivision on urban zoned land at the western fringe of Kuluin. The proposal is divided into two stages, with 85 lots in Stage 1 and 43 lots in Stage 2. The proposed lots range in size from 450m² to 936m². The application has been amended twice since it was originally lodged, once in response to the information request, and a further change was made in response to the submissions and outstanding issues raised by council. The original proposal was for 138 lots, including 36 terrace lots with rear laneway access. This increased to 143 with the information request response and has now been reduced to 130 lots. All small terrace lots have now been removed from the proposal, and all lots are now of a traditional size.

Stage 1 is located on a site that was previously approved as a Retirement Village. The earthworks for the retirement village approval have already been carried out, and this part of the site has, therefore, been cleared and filled. A lake has also been constructed in this part of the site, which was intended to form part of the private infrastructure associated with the Retirement Village. The application proposes to dedicate the constructed waterbody to Council.

The most significant issues presented by this application are the proposed density (lot sizes), layout (in terms of road connections, and impacts on local road network) and the ongoing maintenance of the existing constructed waterbody.

The proposed density was reduced and is now consistent with the desired character of the precinct. While some lots are still below the minimum lot size, the average lot size proposed is 571m² and the smaller lots are located towards the centre of the site, with all larger lots adjoining the existing residential areas.

The proposal involves a new through connection between Martins Drive and Fishermans Road, improving the overall permeability of the area. Additional pedestrian connections are also proposed.

It is recommended that council does not accept the constructed waterbody as a public asset due to the long term maintenance obligations. As the lake has already been constructed, the only feasible option for the ongoing maintenance is for the whole of Stage 1 to be incorporated into a community title scheme, with all infrastructure within that stage, including the lake, becoming private infrastructure and the responsibility of the body corporate to maintain.

37 submissions objecting to the development were received, principally on the grounds of impacts on the amenity and character of the area, traffic congestion, vehicular and pedestrian safety, and flooding. The issues raised by submitters have been documented and addressed in this report.

Overall, the proposed development has been assessed on its merits, and found to be compliant, or can be conditioned to comply, with the purpose and performance criteria of all applicable codes and the desired character of the precinct in which it is located. Outstanding issues remain in relation to the need for updated stormwater management plans to reflect the latest proposed layout, and in changing Stage 1 to a community title scheme. For these reasons, a Preliminary Approval is recommended at this stage. The preliminary approval can be upgraded to a Development Permit once these outstanding matters have been satisfactorily addressed.

OFFICER RECOMMENDATION

That Council issue a PRELIMINARY APPROVAL WITH CONDITIONS under Section 241 of the *Sustainable Planning Act 2009* for Reconfiguration of a Lot - Residential (1 lot into 129 lots plus road, conservation reserve, park and common property) at 3-7 Fishermans Road and 31 Martins Drive, Kuluin, in accordance with the details contained within Appendix A.

FINANCE AND RESOURCING

If council were to approve this development, the applicant would be required to pay infrastructure charges for trunk infrastructure.

Council's Infrastructure Policy Branch have advised that the total infrastructure charge estimate for this development is \$2,187,360. This is Council's proportion of the maximum infrastructure charge described in the State Planning Regulatory Provisions.

PROPOSAL

The application seeks approval for a Development Permit to Reconfigure a Lot (3 Lots into 130 Lots plus road reserve, park and conservation reserve).

The proposal is for a 130 lot subdivision, split into two stages. The lots range in size from 450m² to 936m², plus a 6,007m² balance lot. Excluding roads, open space and the balance lot, the average lot size within the proposed development is 572m².

Stage 1 incorporates 84 lots and is located in the western part of the site, gaining access via an extension of Renison Drive into the site. Stage 1 also includes a new internal loop road providing access to all the lots, a lake (which has already been constructed) and a 25m wide open space and drainage line running down from the end of Renison Drive to the constructed lake. One of the lots proposed within stage 1 comprises the narrow strip of land on the eastern side of the sports fields to the south of the main body of the site that connects to Maroochy Road. This land would be more appropriately dedicated to council as park, as it is not suitable for a residential allotment.

Stage 2 incorporates 43 lots and is located in the north-eastern part of the site with frontage to Fishermans Road. It incorporates a new through road linking Martins Drive to Charlston Place (which provides access to Fishermans Road), as well as a new secondary internal loop road. A 2,916m² park is proposed adjacent to the north boundary of the site and a 606m² pocket of open space is also proposed at the intersection of the two internal roads within Stage 2. Two open space linkages between the roads within Stages 1 and 2 are also proposed.

A recreation trail is proposed around the western and northern perimeter of the site, linking Maroochy Road to Fishermans Road.

SITE DETAILS

Background/Site History

MCU04/0140 & OPW04/0292

On **26 April 2006**, council approved the applications for:

- Preliminary Approval for Material Change of Use of Premises (Retirement Village)
- Preliminary Approval for Operational Works (Bulk Earthworks, Revetment Walls, Retaining Walls and Rock Blanket)

On **1 December 2006**, by way of Negotiated Decision Notice, council revised various aspects of the Material Change of Use and changed the preliminary approval for operational works to a development permit (adding a number of conditions).

On **26 March 2007**, a Consent Order was issued by the Planning and Environment Court. It was ordered that:

- the applicant may commence the development before the appeal was decided (which was ongoing in relation to development contributions)
- the EPA Concurrence Agency response dated 27 May 2005 be attached to the approval
- Condition 34 be amended to allow for a viewing platform and timber boardwalk between the development and Eudlo Creek
- Condition 39 be slightly amended, which relates to water quality matters.

On **20 June 2008**, the Planning and Environment Court allowed the appeal by amending condition 9 to read:

“Contributions are payable and will be determined at the time of approval of the development permit for a Material Change of Use”

OPW07/0196

On **22 July 2008**, a Development Permit was issued for an advertising sign (for the approved development) adjacent the Maroochydore Road frontage (with a sign face of 6m x 3m).

OPW08/0028

On **24 July 2008**, a Development Permit for Operational Works Engineering Works (Tidal Exchange Culvert & Boardwalk) was issued.

EXT09/0089

On **29 April 2010**, council approved a four year Extension to the Relevant Period for OPW04/0292 (Bulk Earthworks, Revetment Walls, Retaining Walls and Rock Blanket). The Operational Works approval was issued as a child approval of MCU04/0140. The Relevant Period for the bulk earthworks approval will now expire on 26 March 2015.

MCU08/0177

On **14 July 2010**, council issued a Development Permit for a Material Change of Use of Premises (Retirement Village). The applicant suspended the appeal period on the 4 August 2010 and made representations on 26 August 2010 to the development approval conditions. A negotiated Decision Notice was issued on 17 January 2011. On 16 February 2011, the applicant lodged an appeal against council's decision. The appeal was finalised on **16 September 2011** and the approval took effect on that date with a four year relevant period.

The approval specifically involves 138 Retirement Village Units comprising 82 (villa) single-storey and 56 two-storey (apartment) dwellings and associated community centre. This approval was pursuant to the abovementioned preliminary approval.

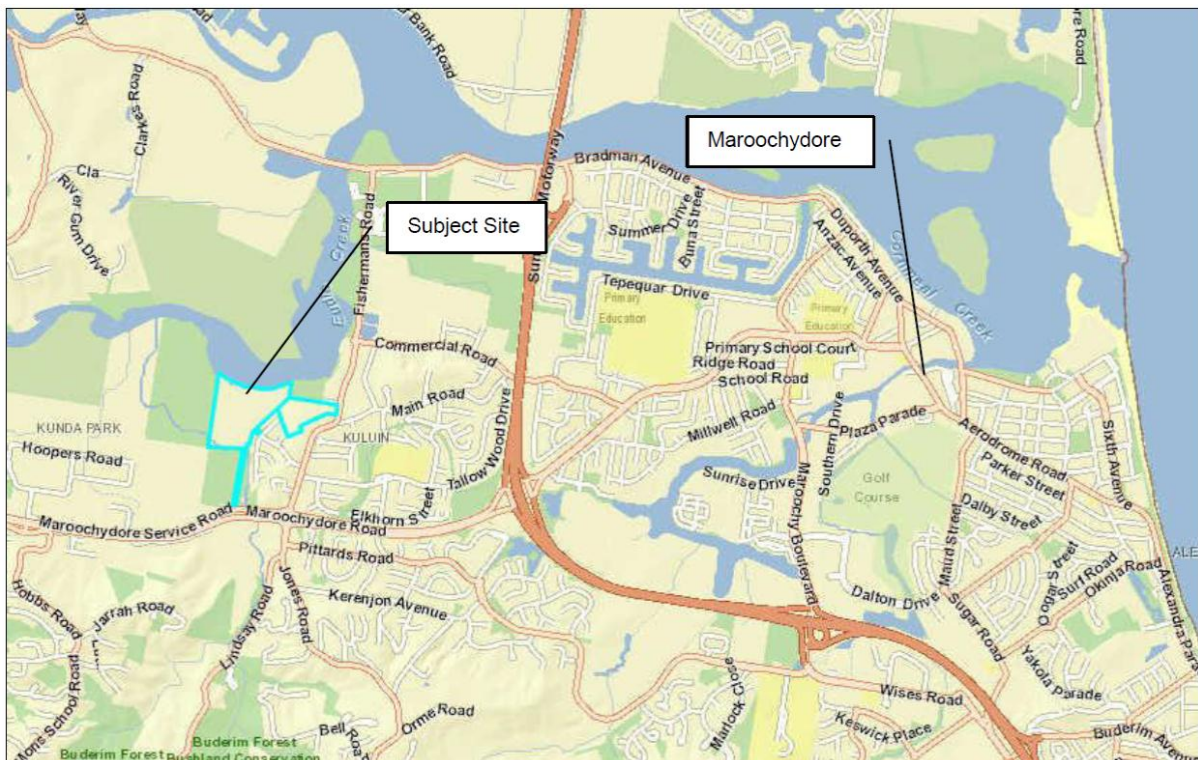
The proposed Stage 1 area of the site is already cleared and filled, with an existing constructed waterbody on its' western side approved under the operational works approval.

The current application was received on 7 December 2012, and was originally for 138 lots. On 7 November 2013, the applicant responded to council's information request, including submitting an amended development layout with 143 lots in total, including some small (200m²-300m²) terrace lots with rear laneway access.

A further change to the application was received on 24 June 2014, which comprises the current proposal. This change was made in response to outstanding issues raised by council and the comments raised in the public submissions. The proposal has been amended to remove all terrace lots, and reduce the overall density to an acceptable level.

Site Description

The location of the subject site in relation to its surrounds is shown on the images below:





The site is 19 hectares in size, is currently vacant and has been most recently used for the purpose of farming and selling landscape trees. Frontages exist to Martins Drive, Charlston Place, Fishermans Road and Maroochydore Road (via an access handle). The subject site is bounded by:

- Eudlo Creek and Council owned conservation reserve to the north
- residential allotments to the east (off Martins Drive, Main Rd and Fishermans Rd)
- a minor waterway ("Buderim Mountain Creek") and the Maroochydore Regional Soccer Club to the south
- vacant land designated "Sustainable Canelands" to the west.

The site comprises two distinct portions. The area proposed for Stage 1 has previously been cleared and filled, with an artificial waterbody constructed under the Retirement Village Approval (MCU08/0177). This area is now flat and grassed. The northern end of this area comprises the densely vegetation riparian buffer to the Eudlo Creek, which has not been modified and remains in its natural state.

A minor waterway named Buderim Mountain Creek starts adjacent to Maroochydore Road, parallel to the eastern boundary of the access leg, and then traverses the property's southern boundary before entering Eudlo Creek (*note: this is not Martins Creek which runs to the west of the site, through Kunda Park and into Eudlo Creek upstream from the subject site*). An existing dam is located at the north-eastern extremity of the cleared land and has historically been used for irrigation purposes. A 4.8m wide easement (Easement A) in favour of Unitywater is located along the length of the access handle from Maroochydore Road and then along the eastern boundary. It contains a rising sewer main.

ASSESSMENT

Framework for Assessment

Instruments for Statutory Assessment

Under the *Sustainable Planning Act 2009* the application must be assessed against each of the following statutory planning instruments to the extent they are relevant to the development:

- State Planning Policies
- the South East Queensland Regional Plan
- State Planning Regulatory Provisions
- any Structure Plan or Master Plan in place for declared areas
- any Preliminary Approval Overriding the Planning Scheme for the land
- the Planning Scheme for the local government area
- any Temporary Local Planning Instrument in place for the local government area.

Of these, the statutory planning instruments relevant to this application are discussed in the sections that follow.

Statutory Instruments – State and Other

State Planning Policies

The following State Planning Policies are applicable to this application:

- State Planning Policy 1/92 Development and the Conservation of Agricultural Land
- State Planning Policy 2/02 Planning and Managing Development Involving Acid Sulfate Soils
- State Planning Policy 1/03 Mitigating the Adverse Impacts of Flood, Bushfire and Landslide

All of these SPPs have been deemed by the Minister for Local Government and Planning as being appropriately reflected in council's planning scheme and, therefore, do not warrant a separate assessment.

South East Queensland Regional Plan & Regulatory Provisions

The site is located within the urban footprint of the South East Queensland Regional Plan. The proposal is for subdivision within the urban footprint. The proposed development is consistent with regulatory provisions, the regional land use intent, regional policies and desired regional outcomes for the urban footprint.

In accordance with the South East Queensland Regional Plan, between 2009 and 2031, the Sunshine Coast region is expected to accommodate a minimum 37,000 additional dwellings within existing urban areas (infill development). Specifically, policy 8.1.1 of the plan is to: "*Accommodate a higher proportion of growth through infill and redevelopment of existing urban areas to meet the dwelling targets in Table 3 (the infill growth targets)*" and policy 8.1.2 is to: "*Focus higher density and mixed-use development in and around regional activity*"

centres and public transport nodes and corridors." The proposal generally supports the achievement of the intent of these policies.

Other State Planning Regulatory Provisions

The following other State Planning Regulatory Provisions are applicable to this application:

- Draft Coastal Protection Regulatory Provisions

Draft Coastal Protection State Planning Regulatory Provisions

This draft state planning regulatory provisions were in force for 12 months from October 2012 and the provisions relating to the state government's planning interest in coastal protection issues were then transferred into the new single state planning policy. However, given this application was lodged while the draft coastal protection state planning regulatory provisions applied, the application must be assessed against them.

The proposed development does not conflict with the provisions for the following reasons:

- Only stage 1 is impacted upon by coastal hazards. This area already has a development approval for a retirement village and is, therefore, committed to development.
- The part of the site that is mapped as subject to storm tide inundation, and being erosion prone, has already been filled, and no further filling works are proposed. The application proposes to protect the existing vegetated riparian buffer to Eudlo Creek and dedicate it to Council as conservation reserve.

Statutory Instruments – Planning Scheme

The applicable planning scheme for the application is Maroochy Plan 2000 (24 October 2011). The following sections relate to the provisions of the Planning Scheme.

Strategic Provisions

The proposal does not compromise the achievement of any of the Desired Environmental Outcomes (DEOs) of the Planning Scheme and is consistent with the intent of the Strategic Plan to provide for a diverse range of housing and residential lots.

Local Area Provisions

The subject site is located in Planning Area 8 - *Kuluin/Kunda Park*, Precinct 5 – *Kuluin West*, Precinct Class: *Neighbourhood Residential*.

The General Statements of Intent for the Neighbourhood Residential precinct class state:

"These Precincts are intended to provide for development for low density urban, town and village residential purposes and for compatible purposes which directly service residents in the locality. The establishment of quality residential neighbourhoods in a cost-effective manner, is desired and the provision of choice in housing is encouraged. Housing densities are to be consistent with the desired character of individual Precincts.

While an overall average density of around 8 to 9 dwellings per hectare is envisaged, pockets of higher density (i.e. 9 to 12 dwellings per hectare) residential development may be located within easy walking distance of shopping, public transport and/or school facilities, and/or close to major public open space."

The proposed development has a density of 6.5 dwellings per hectare which is below that envisaged for the Neighbourhood Residential precinct class. The proposal is for the expansion of an existing residential neighbourhood in a way that is consistent with the existing character of the area, while responding to contemporary market demands and the need to utilise urban zoned land as efficiently as possible. As a result, a range of lot sizes are proposed to enable a choice in different types of housing to be provided within the estate.

Lot sizes adjoining existing residential lots are 600m², maintaining the character of the existing development, while some smaller lots are located towards the centre of the site. The smallest lots are 450m².

The vision statement for the Kuluin/Kunda Park Planning Area states that it is intended that

“Kuluin continue to provide a tranquil pocket of residential use, together with a suitably buffered industrial area, all set within a park system focused on protection of the area’s creeks and their corridor vegetation”.

The proposed development is consistent with this intent.

The precinct intent states that some urban expansion is envisaged at the western edge of the existing residential area. The precinct intent states:

“It is intended that the land be developed for urban residential purposes in a manner which respects the significant environmental values of the locality, and which integrates with the existing developed areas particularly in respect of road patterns, drainage, pedestrian access and open space. A well vegetated open space corridor along the creek is essential to assist in stormwater management and enhance the visual amenity of the locality.”

The proposed development respects the significant environmental values of the locality, which are Eudlo Creek, Buderim Mountain Creek and the adjacent declared Fish Habitat Area. The proposal includes the dedication of land for environmental reserve adjacent to Eudlo Creek and Buderim Mountain Creek. The proposed development also integrates with existing development areas, by continuing existing roads and creating improved permeability.

Land Use and Works Provisions

The following codes which regulate land use and design are applicable to this application:

- Code for Reconfiguring Lots
- Design Code for Community Safety and Security
- Code for Landscaping Design
- Code for Transport, traffic and Parking
- Operational Works Code
- Heritage Conservation Code
- Code for Integrated Water Management
- Code for Erosion and Sediment Control

The application has been assessed against each of the above applicable codes and found to be compliant or can be conditioned to comply, with each. The pertinent issues arising out of assessment against the codes are discussed below:

Estate Design

The layout of the proposed subdivision has been through several iterations since the application was first lodged. The latest proposal is for a standard format subdivision comprising traditional lots with frontage to internal roads. While some of the lots are still classed by the planning scheme as “small lots”, insofar as they are smaller the applicable minimum lot size of 600m², the previously proposed small terrace lots with rear laneway access have now been removed. The allotment layout has been configured such that the larger lots are located on the outside of the site, adjoining existing residential areas, where they continue the existing pattern of development, and the smaller lots are located in the centre of the site.

All internal roads within the proposed development are through roads, maximising permeability and connectivity. Additional pedestrian/cycle links are proposed between Stages 1 and 2 to further increase the permeability of the area.

The application proposes a recreation trail along the access handle to Maroochy Road, which traverses to the rear of Lots 4 to 14, then around the rear of the constructed lake and through the conservation reserve adjacent to Eudlo Creek and along the northern boundary of the site to Charlston Place. This recreation trail was previously identified as trunk infrastructure in Planning Scheme Policy DC5 – *Public Parks Infrastructure* of Maroochy Plan 2000. However, it is no longer identified as trunk infrastructure in council’s more recent Priority Infrastructure Plan. Further, council’s landscape specialist has recommended that the trail be removed from the proposal in favour of some more direct and strategic pedestrian connections, thereby minimising the maintenance burden on council for these paths. As discussed elsewhere in this report, conditions are recommended requiring that Stage 1 be developed as a community title scheme. Any recreation trails that are proposed as part of the community title scheme may be acceptable as they would be private infrastructure. The applicant will, therefore, need to decide whether they continue to propose recreation trail infrastructure within the community management scheme area.

It is recommended that a pedestrian connection still be provided from Maroochy Road to the proposed internal road adjacent to the rear of Lot 1. A plan amendment is required to widen the strip of open space behind lots 1 and 2 to enable this pedestrian link. It is also recommended that a pedestrian connection be provided between Stages 1 and 2 through the open space strip proposed between Lots 41, 42, 84 and 85. These pedestrian connections will need to be well-lit and designed to maximise public safety in accordance with the Design Code for Community Safety and Security. It is recommended that conditions be imposed at the time of a Development Permit being issued for the proposal. Public access easements will be required over all pathways and internal roads within Stage 1 given these will be private infrastructure.

Overall, the development complies or can be conditioned to comply with the Estate Design provisions of the Code for Reconfiguring Lots.

Lot Sizes and Dimensions

The Code for Reconfiguring Lots specifies a minimum lot size of 600m² and frontage of 18m for the subject precinct. A total of 68 (53%) of the proposed lots are below the minimum lot size and most lots are below the minimum frontage (the majority have frontages between 15m and 18m). Despite this, the average lot size within the proposed development (exclusive of the balance lot, roads and open space areas) is 571m².

The lots that are less than 600m² are classified by the planning scheme as “small lots”. Therefore, the application seeks consideration under the small lot provisions of the Code for Reconfiguring Lots, which allow lots to be smaller than the minimum lot size in certain circumstances. These “small lot” allowances represent the policy direction of the Maroochy Plan 2000 to encourage additional housing choice and diversity (infill development) within walking distance of existing centres.

The small lot provisions of the code are stated in Element 2 – Performance Criteria P2 as follows:

Performance Criteria	Acceptable Measures
<p><i>P2 Small residential lots (of less than 600m²) are created only where:</i></p> <p><i>(a) they are within easy walking distance of a centre; and</i></p> <p><i>(b) where the development will be consistent with the desired character for the precinct in which the land is situated;</i></p> <p><i>(c) an appropriate building envelope can be accommodated;</i></p> <p><i>(d) any building likely to be contained within that envelope is not likely to adversely affect the amenity of adjoining land as a result of overshadowing, privacy and access to sunlight; and</i></p> <p><i>(e) a pleasant living environment can be provided for the occupants of the lot.</i></p>	<p>A2.1</p> <p><i>(a) Development is in a Mixed Housing or Multi-storey Residential Precinct; or</i></p> <p><i>(b) Where in a Neighbourhood Residential Precinct:</i></p> <p><i>(i) development is on a site which adjoins land in a Mixed Housing or Multi-storey Residential Precinct; or</i></p> <p><i>(ii) development is on a site which is wholly or mainly within 400 metres of a centre precinct.</i></p> <p>AND</p> <p>A2.2 <i>Where in a Master Planned Community or Neighbourhood Residential precinct, small lots are established as part of an integrated development in which the overall site density is consistent with the residential densities intended for the precinct.</i></p> <p>AND</p> <p>A2.3 <i>The land does not have a slope greater than 10%.</i></p> <p>AND</p> <p>A2.4 <i>Each lot has a minimum:</i></p> <p><i>(a) frontage width of:</i></p> <p><i>(i) 10 metres where provision is made for tandem parking, or 12 metres otherwise, where the lot is less than 450m²;</i></p> <p><i>(ii) 15 metres where the lot is 450m² or larger; and</i></p> <p><i>(b) width to length ratio of 1:2.</i></p> <p>AND</p> <p>A2.5 <i>Each lot is capable of containing a rectangle (suitable for building purposes) where the long axis of the rectangle is within 30°E and 20°W of true north, and which has the following dimensions:</i></p> <p><i>(a) 9 metres x 15 metres where the lot is between 300m² and 449m² or on a larger lot where a boundary wall is nominated as part of the building envelope; or</i></p> <p><i>(b) 10 metres x 15 metres where the lot is between 450m² and 599m².</i></p>

The proposal complies with the small lot provisions outlined above:

- The site is located in a Neighbourhood Residential precinct, but is not located within 400m of a centre precinct (the closest centre precinct is 450m from the closest proposed lot within the site). However, the proposed development does form part of an integrated development in which the overall site density is consistent with the residential densities intended for the precinct.
- As discussed above, the density envisaged for the Neighbourhood Residential precinct class is 9-12 dwellings per hectare. The proposed development has a density of only 6.5 dwellings per hectare. Further, the average lot size is 571m², which is only 30m² less than the minimum lot size, and all smaller lots are located towards the centre of the site, away from existing residential areas.
- Stage 1 has previously been filled and is flat. Stage 2 incorporates predominately gently sloping land, with average slopes in the order of 7%.
- All lots have frontages that exceed 12m (except those with access strips).
- The majority of the proposed lots have a long axis facing north or north-west. If garages are provided on the southern or western sides of the lots, all can accommodate climate responsive dwellings.

The Code for Reconfiguring of a Lot requires that a plan of development, showing building envelopes, nominated built to boundary locations, driveway locations and the like, be provided for all lots below between 300m² and 600m². A plan of development has not been provided and council's urban design specialist has advised that this is acceptable for the following reasons:

- The lots are large enough to allow construction of dwellings in accordance with the planning scheme and QDC siting provisions, which already provide specific criteria for dwellings on smaller lots.
- Excluding a plan of development will avoid the need for "generally in accordance" requests for minor variations to the plan of development to suite site specific conditions.
- The new planning scheme does not require a plan of development for small lots.

It should be noted that the density of the proposed development has been reduced considerably from the original submission and all of the previously proposed small terrace lots have been removed. The latest proposal is significantly more consistent with the desired character of the precinct than the original proposal that was lodged.

Overall, the proposed density is considered acceptable and the small lots comply with the small lot provisions of the Code for Reconfiguring Lots.

Tenure and Ongoing Maintenance of Constructed Waterbody

There are two waterbodies on the site, one of which (an informal freshwater dam) is proposed to be removed by filling. The other waterbody is a large tidal constructed lake and is proposed to be dedicated to council as part of this application.

The tidal lake was approved and constructed under OPW04/0292 as part of a proposal for a retirement village on the site and works were completed in October 2012.

It should be noted that one of the grounds for approval (MCU08/0177) of the Retirement Village was that its management would be responsible for this waterbody for the life of the development as stated in the conditions of the approval as reproduced below:

WATER QUALITY

- 65 *The applicant must continually monitor stormwater and runoff entering and exiting the site, including the lake system of the development to an acceptable Australian Water Standard.*
- 66 *The Retirement Village Management will resolve any water quality matters that arise throughout the life of the development that could result in discharges to Eudlo Creek not meeting the water quality criteria. This includes poor water quality within any waterbodies onsite that has resulted from in situ problems. Where external incidents result in degraded stormwater or other matter entering the site, the Retirement Village Management will take action to reduce the impact, whether by preventing further entry of degraded stormwater or other matter, by remediating the water quality onsite or by taking other action, all to the satisfaction of Council*

ONGOING MAINTENANCE

- 67 *The applicant is responsible for all maintenance on the site, including ongoing water and weed management of any lake and swale system and all internal road and pathway networks*

Council's position in relation to new constructed water bodies is articulated in the *Sunshine Coast Waterways and Coastal Management Strategy 2011-2021*. This strategy states as Principle 1:

New constructed water bodies are to be avoided. For new constructed waterbodies to be considered as an appropriate design solution, an overriding need in the public interest must be demonstrated which identifies the integrity of the claimed functions, the risks and net benefit attributable to the Sunshine Coast Region, the general public and other parties.

This test for "overriding need" presents an extremely high test for the applicant to pass in order to justify dedication of the waterbody as a public asset. The justification or need put forward by the applicant appears to be based on an argument that the waterbody provides stormwater treatment for a catchment external to the development site.

The notion of a saline waterbody providing any tangible stormwater quality treatment function is not supported. This is confirmed by a large body of literature on the topic, including the *Townsville Constructed Lakes Design Guideline* (DesignFlow, 2010) identifying that stormwater needs to be treated to best practice levels prior to discharge to a waterbody in order to limit the risk of cyanobacteria blooms within the waterbody. This is borne out through a range of local examples, such as the Chancellor Park Lakes system, where waterbodies proposed as stormwater treatment devices have exhibited persistent and costly water quality/health issues.

Further to the above, the following are additional considerations which support the water body being retained in private ownership and not dedicated to council:

- Only the 18 lots immediately adjacent to the lake will derive any benefit (in terms of amenity) from it. The lake will be essentially hidden, with extremely limited access to the public and other estate residents.
- A sustainable funding source for the life of the waterbody has not been adequately identified (such as a sinking fund). The applicant has only suggested that council could obtain funding in the future through a benefited area levy and, hence, has sought to defer their responsibility for funding arrangements to be resolved between council and future residents. Provision of a one-off sinking fund for maintenance has a limited life and is not a sustainable long term model for funding lake maintenance.
- The water body has not been designed and constructed in accordance with current best practice, as the salinity exchange system is tidally forced rather than being pumped and, hence, cannot be varied (increased) if water quality problems requiring increased flushing are encountered. The system is also, therefore, extremely susceptible to decreased performance in the future due to sea level rise.
- No modelling/design data has been provided regarding the ability of the lake to achieve acceptable long-term water quality and acceptable retention/flushing times. In the absence of this information, it appears that the lake as-constructed would struggle to achieve adequate flushing times and is at risk of developing persistent water quality issues.

During a site inspection by council's hydrology specialist, it was also noted that there are a number of construction issues such as settlement of retaining walls and cracking of the concrete capping and leakage around the salinity inlet/outlet to the river.

As a result of the above concerns, conditions are recommended requiring submission of an amended development proposal whereby all of Stage 1 is included within a community management scheme, and the lake, internal roads, and open space areas within that stage are incorporated as common property and constitute private infrastructure that is the responsibility of the body corporate for the community management scheme to maintain. This is the only realistic tenure arrangement for the ongoing management of the lake and, as Stage 1 includes 84 lots, the costs of lake maintenance would be spread across a sufficient number of lot owners to not result in an unreasonable burden on any one lot owner.

Conditions will be imposed as part of the future development permit for the development to rectify all issues identified above in relation to the revetment walls and tidal exchange system to ensure a more suitable water quality outcome before new dwellings are constructed in the development.

Stormwater Quantity

As previously mentioned, the application has changed several times to alter the layout including lot sizes/mix and road network.

Due to these layout changes the Stormwater Management Plan and preliminary engineering design drawings submitted with the Response to the Information Request are no longer valid. The previously submitted Stormwater Management Plan does not match the new layout and further work is required in order to incorporate stormwater treatment devices within the new layout. On this basis, a preliminary approval only is recommended at this stage, subject to the applicant updating the stormwater management plan and preliminary engineering design to reflect the latest proposed layout. A preliminary approval will also enable the applicant to amend the plans as required above to show Stage 1 as a community title scheme.

The Stage 1 plans show an open drain from the end of the existing piped network at the property boundary of Lot 19 on RP233849 (Stage 1) to the lake. There is no apparent water quality or other reason for an open drain. The use of open drains compared to a piped solution will lead to increased maintenance requirements. Access for maintenance has also not been provided. It is recommended that no open drains be adopted within areas to be transferred to council.

Stormwater Quality

Stormwater flow attenuation (detention) is noted in the application as already being provided by the saline waterbody and also proposed for Stage 2 via a new dry detention basin. As discharge from the site is directly to a tidal waterway, council's hydrology specialist advises that detention is unnecessary and this infrastructure may be reduced or eliminated at the operational works application stage.

It is noted that the proposed bio-retention devices are much smaller than usual – being around 0.75% of the contributing catchment area (compared to a usual value of 1.5%). After rigorous review of the applicant's MUSIC model, council's hydrology specialist advises that they were unable to identify any issues with the model which could explain this outcome.

Traffic and Transport

Planning Scheme Policy No. 6 – *Transport Traffic and Parking* requires at least 90% of the lots within a development to be within 400m walking distance of a bus route. This is difficult to achieve for the subject site, particularly for that component west of Martins Drive. An existing bus route operates on Main Road, which is some 400m away from even the proposed lot closest to Martins Drive. It is considered difficult and inefficient for a bus route to utilise Renison Drive and Martins Drive in order to get closer to the site. Given the difficulties with being able to achieve a more convenient bus route, it is considered appropriate for the applicant to provide a pedestrian footpath along Renison Drive between the site and Main Road, and also along the existing section of Martins Drive between the intersection with Renison Drive and the subject site. These pathways will provide some improvement in safety and amenity for pedestrians walking to the Main Road bus stops (and to connect with the wider pathway network).

The Road Hierarchy Map in the Maroochy Plan 2000 identifies Renison Drive, Martins Drive (north) and Charlston Place as Neighbourhood Collector Streets. This is so that, as the subject site is developed, a collector street "loop" through the local area can be completed (by an extension of Martins Drive to Charlston Place) to provide better connectivity and integration between residential streets and to provide two points of access to this local area. The proposed development will achieve this outcome.

Road Layout & Construction Standard

Planning Scheme Policy No. 6 – *Transport, Traffic and Parking* requires two on street parking spaces for every three lots with at least 75% of parking spaces being within 25m of the closest lot boundary. Revised plans submitted in response to the information request demonstrate that car parking can comply with this requirement.

Acoustic Amenity

The proposed development includes lots in close proximity to existing industrial development to the north of the site and lots backing onto Fishermans Road, which carries relatively high volumes of traffic. The applicant was requested to provide an acoustic impact assessment report to assess the noise impacts and provide recommendations to ensure an appropriate acoustic environment can be achieved for the future occupants of the created lots. The requested report has not been provided to date.

Given that a preliminary approval is recommended at this stage, it is also recommended that conditions be included that the applicant must provide the acoustic report prior to a development permit for the proposal being issued. The report will identify the required fencing and construction standards for these dwellings.

Special Management Area Provisions

The following Special Management Areas are applicable to this application:

- Acid Sulfate Soils
- Possible Bushfire Prone Areas
- Mineral and Extractive Resources
- Steep or Unstable Land
- Nature Conversation Management Areas
- Waterways, Wetlands and Fish Habitat Area
- Flood Prone Area

The application has been assessed against each of the applicable special management area codes and found to be compliant, or can be conditioned to comply, with each. The pertinent issues arising out of assessment against the codes are discussed below.

Flooding - Regional

The applicable flood levels for the site from Council's Eudlo Creek Flood model are as follows:

- Q100 (current) 2.62m AHD
- Q100 at year 2100 (climate change) 3.37m AHD
- Probable Maximum Flood (PMF) 4.65m AHD

The Stage 1 portion of the site has already been filled in accordance with a previous bulk earthworks approval (OPW04/0292) and as-constructed survey shows levels at 3-4m AHD. The Stage 2 portion of the site has not been filled but is already above the 1 in 100 year ARI flood level. The applicant states that finished lot levels will be a minimum of 3.6m AHD.

Based on this, the proposed lot levels will be adequate to achieve the current flood immunity requirement and will also still be above the projected 1 in 100 year flood level in year 2100 under a climate change scenario. As such the flood immunity levels are acceptable.

Under a probable maximum flood scenario, the minimum lot levels would be inundated by 1m of floodwater. However, a legible and feasible evacuation route to higher ground immediately adjoining the development is available and, hence, residual flood risk is considered to be adequately addressed.

As the Stage 1 portion of the site has already been filled to above Q100, and the Stage 2 portion of the site has not been filled but is already above the 1 in 100 year ARI flood level, there will be no flood impacts resulting from this application in the 1 in 100 year ARI event.

Appropriate conditions are recommended.

Flooding - Local

An external catchment of approximately 8.5ha will flow through the central drain within Stage 1. Hydraulic calculations supporting the proposed channel dimensions and roadway crossings (culverts) need to be provided before the channel reserve width (and, hence, lot layout) can be confirmed. A preliminary approval is recommended until these calculations have been provided. Conditions are recommended accordingly.

Waterways, Wetlands and Fish Habitat Areas

The site adjoins Eudlo Creek (a level 6 waterway) and Buderim Mountain Creek flows through part of the site (identified as a level 1 waterway at this point). The acceptable measures of the Code for Waterways and Wetlands specify that a 50m vegetated buffer should be provided to level 5 and above waterways, and a 10m buffer to level 1 and 2 waterways. The proposed development provides these buffers. A minimum 50m wide (mostly wider) vegetated buffer to Eudlo Creek is proposed, which would be dedicated to council as conservation reserve. Buderim Mountain Creek would also be located in the open space area to the south of Stage 1 which would be contained within common property of the community title scheme for zone 1.

Mineral Extractive Resources

Part of the site is located within a Mineral Extractive Resources Special Management Area, due to being within the buffer to the Department of Transport and Main Roads Commercial Road quarry site. This quarry is currently not in use but, even if it were to be re-commissioned in future, the natural hill between the quarry and the subject site would form a sufficient natural barrier to prevent adverse impacts in terms of noise and dust on the residents of the proposed development.

CONSULTATION

IDAS Referral Agencies

The application was referred to the following IDAS referral agencies:

Concurrence

Department of Environment and Heritage Protection

The department is a concurrence agency for tidal works, and development in a coastal management district. The department responded by letter dated 8 April 2013 imposing 12 conditions that must attach to any development approval.

Department of Transport and Main Roads

The department is a concurrence agency for state controlled road matters. The department did not respond within the statutory timeframe and, therefore, in accordance with the *Sustainable Planning Act 2009* is taken to have no requirements.

The department did advise on 6 January 2014 that the only condition they would have imposed was that the development be carried out in accordance with the revised road layout plans that were submitted as part of the information request response. The revised plans related to the provision of a pedestrian connection to Fishermans Road providing more direct access to Public Transport.

It is noted that the proposed layout has been amended since the response to the information request, while still maintaining a pedestrian connection through to Fishermans Road.

Advice*Department of Agriculture and Fisheries*

The department is an advice agency for Fish Habitat Areas. The department responded by letter dated 22 March 2013 stating that they have no objection to the proposed development provided:

- no disturbance to marine plants or tidal land is undertaken except for those disturbances already approved
- appropriate buffer zones, approved by the responsible agencies, are incorporated between development activities and natural aquatic features
- acid sulphate soils, stormwater discharge, waste materials and sediment and erosion control measures are managed appropriately on-site to minimise disturbance to natural aquatic features.

The proposed development does not involve any works directly within Eudlo Creek, appropriate buffer zones are proposed, and erosion and sediment control measures during construction will be conditioned as part of the future operational works approval. Overall, the proposed development complies with the advice agency response.

Other Referrals

Unitywater

The application was forwarded to Unitywater and their assessment forms part of this report.

Internal Referrals

The application was forwarded to Unitywater and the following internal council specialists, and their assessment forms part of this report:

- Development Engineer, Engineering and Environment Assessment Branch
- Hydraulics and Water Quality Specialist, Engineering and Environment Assessment Branch
- Landscape Officer, Engineering and Environment Assessment Branch
- Environment Officer, Engineering and Environment Assessment Branch
- Ecology Specialist, Engineering and Environment Assessment Branch
- Urban Designer, Planning Assessment Branch
- Traffic Engineering, Engineering and Environment Assessment Branch

Public Notification

The application was publicly notified for 15 days in accordance with the requirements of the *Sustainable Planning Act 2009*. 36 properly made submissions and 1 not properly made submission were received.

The following table provides a summary and assessment of the issues raised by submitters.

Issues	Comments
Traffic impacts – additional congestion at intersection of Renison Drive and Main Road and the intersection of Main Road and Tallow Wood Drive.	The addition of traffic from the subject development does not increase overall volumes on Renison Drive to a point that exceeds the available capacity of the Renison Drive / Main Road intersection itself. Existing delays experienced by motorists wishing to turn out of Renison Drive onto Main Road during peak times is mostly due to traffic queuing back along Main Road to or past Renison Drive from the nearby signalised Tallow Wood Drive intersection. It is recognised that the subject development will result in more traffic having to wait during peak times on Renison Drive for traffic to clear on Main Road from the Tallow Wood Drive signals. However there are no improvement works that can reasonably be required of the applicant at the Tallow Wood Drive signals since there is no available space to widen the intersection to provide an additional lane (and thereby reduce traffic queues). It should be noted the subject development will provide an additional access route (via Martins Drive and Charlston Place) to and from the local area for both new and existing residents.

Issues	Comments
Traffic impact – safety, excessive vehicle speeds on Renison Drive.	Conditions will be imposed when the preliminary approval is upgraded to a development permit requiring construction of a footpath on Renison Drive to improve pedestrian safety. Speed control measures are not considered necessary due to the profile and topography of the street not being conducive to encouraging excessive speeds.
Density – comparison to previously approved retirement village invalid, traffic impacts of freehold dwellings are much greater than retirement village units.	The proposed density is consistent with the desired character of the area as discussed elsewhere in this report.
Exceeds maximum density for neighbourhood residential precinct of 9 to 12 dwellings per hectare.	The proposed development has an overall density of 6.5 dwellings per hectare, which is below the nominated density for the Neighbourhood Residential precinct class.
Consideration should to given to the improvement of the local road and pedestrian network.	Conditions will be imposed when the preliminary approval is upgraded to a development permit requiring provision of pedestrian footpaths along several local streets and an intersection upgrade for the junction of Charlston Place and Fishermans.
Increase in traffic on Martins Drive which is currently a quiet cul-de-sac. Direct vehicular access from Stage 2 to Martins Drive should be removed.	Martins Drive is constructed to a neighbourhood collector street standard and was also intended to function as a through road when the subject site was developed.
Enable a through traffic route across both stages, connecting to Renison Drive and Charleston Place.	A through traffic route is proposed via an extension of Martins Drive through Stage 2 to meet Charlston Place and Fishermans Road in the north-eastern corner of the site. Through vehicular access between Stages 1 and 2 is not preferred given the different tenure arrangements between the stages (Stage 1 will be a community title scheme). The internal roads within Stage 1 will be private while the roads within stage 2 will be public. Further, Martins Drive has been designed for a through connection, as is now proposed. Pedestrian/cycle connections are proposed between Stages 1 and 2.
Charleston Place to be the primary access point for the development.	The development will gain access to the external road network via both Charlston Place and Renison Drive. It is not possible to control which route future residents will choose, and it is not preferred that all access be via Charlston Place as the planning scheme requires a second vehicular access point where more than 100 lots are proposed for emergency access. Depending on the destination, it is likely both access roads will be used by the new and existing residents
Proximity to industrial uses and sewerage treatment plant.	Council's environment specialist advises that the separation distance from the sewerage treatment plant (450m) is sufficient to ensure that any odour experience by future residents of the development will be infrequent and will fall within acceptable levels.

Issues	Comments
Development not in keeping with existing character of the area.	The development is consistent with the desired character of the area. The larger lots within the development are located adjacent to existing residential areas, with the smaller lots being located towards the centre of the site. Development has been designed so there is no sudden change in density or character at the interfaces of the site within existing residential areas.
Impact on property values.	Not a material planning consideration
Flooding <ul style="list-style-type: none"> - Development in flood plain - Impact on properties on low side of Martins Drive - Flooding onto adjoining properties from stage 2 (near existing aged car facility) 	<p>The filling of the site was approved and undertaken under an earlier approval and no additional filling is proposed as part of the development.</p> <p>Conditions are recommended for when the preliminary approval is upgraded to a development permit that all stormwater from the development is intercepted and lawfully discharged without causing any worsening of impacts on adjoining properties.</p>
Lack of green space/recreation area within the development.	Sufficient park and other forms of open space are provided within the development to meet planning scheme requirements for development. These facilities also provide a benefit to existing residents of the area.
Pedestrian safety on Renison Drive.	Conditions will be imposed when the preliminary approval is upgraded to a Development Permit requiring construction of a footpath along the full length of Renison Drive
The constructed lake must remain the financial burden of the development in perpetuity and not become the financial burden of the ratepayer.	Conditions are recommended requiring that the whole of Stage 1, including the lake, be included within a community title scheme.
Balance lot should not be developed for units.	The site is zoned Low Density Residential under the new planning scheme. Multiple Dwelling Units are not a consistent use in this zone and would trigger an impact assessable application. The slope and size of the lot is suitable for further subdivision.
Lack of clear built form controls and guidelines on timeliness of construction.	Council's urban design specialist has advised that the standard built form controls contained within the planning scheme and the QDC are sufficient to regulate the siting and design of dwellings on the created lots within the site. A condition is recommended for when the preliminary approval is upgraded to a development permit requiring that the plans for the final stage of the subdivision must be sealed within 6 years.
All construction traffic should enter/exit via Charlston Place or Maroochydore Road.	A condition will be imposed when the preliminary approval is upgraded to a Development Permit.

Issues	Comments
Impact on water quality and local wildlife.	The subject site is zoned for residential development and is largely cleared of mature vegetation. The densely vegetated creek riparian zones on the site are proposed to be retained within conservation reserves. Some clearing of existing trees on the site is required for Stage 2. Conditions will be imposed requiring a spotter catcher be present for this clearing. The layout has been designed to minimise adverse edge effects between residential lots and conservation areas, by locating roads and parks between these elements.
Localised flooding at intersection of Renison Drive and Martins Drive during heavy rainfall.	This intersection will be remodelled as part of the propose development, including the incorporation of additional underground drainage infrastructure.
Development will result in increased insect spraying which will have negative impacts on wildlife.	The site has been committed for urban development for many years through the planning scheme zoning.
Constructed lake drowning risk.	The lake will be included within the common property of the community title scheme for Stage 1. Pool fencing laws do not apply to dams and constructed waterbodies (i.e. Kawana lake system) and the design of the revetment walls will be such to comply with the minimum standards.

SUNSHINE COAST PLANNING SCHEME

The subject site is zoned Low Density Residential and is located within the Maroochy/Kuluin Local Plan of the Sunshine Coast Planning Scheme.

The application would trigger impact assessment under the Planning Scheme, and would be affected by the following Overlays:

- Acid sulfate soils
- Biodiversity, waterways and wetlands
- Flood hazard
- Maximum height of buildings and structures
- Landslide hazard and steep land
- Scenic amenity
- Regional Infrastructure

The development is generally consistent with the Planning Scheme.

The minimum lot size for the subject precinct remains the same as the Maroochy Plan 2000, and it is likely that a similar density could have been achieved under the new Planning Scheme. The Maroochy Plan 2000 provides specific support for lots smaller than the minimum lot size in Neighbourhood Residential precincts under certain circumstances. Under the new Planning Scheme these, small lot provisions do not apply to the Low Density Residential zone. Therefore, under the new Planning Scheme the lots that are smaller than 600m² would be more difficult to justify. However, it is still considered that a similar density could be achieved under the new Planning Scheme by redesigning the layout, given that the average lot size of the proposal is close to 600m². This would result in less diversity in terms of lot sizes, and less choice for future residents in terms of the size and type of lots that are available.

CONCLUSION

The proposed development generally complies with the requirements of the Maroochy Plan 2000 and does not raise any significant issues that cannot be addressed by reasonable and relevant conditions. Outstanding issues remain in relation to the need for updated stormwater management plans to reflect the latest proposed layout, and in changing Stage 1 to a community title scheme (to prevent the constructed waterbody being dedicated to council). For these reasons, a Preliminary Approval is recommended at this stage. The preliminary approval can be upgraded to a Development Permit once these outstanding matters have been satisfactorily addressed.

8.3 CORPORATE SERVICES

8.3.1 JUNE 2014 FINANCIAL PERFORMANCE REPORT

File No: Financial Reports
Author: Coordinator Financial Services
Corporate Services Department

To be provided as a late report.

8.3.2 MAKING OF AMENDMENT LOCAL LAW NO. 1 (ANIMAL MANAGEMENT) 2014 AND AMENDMENT SUBORDINATE LOCAL LAW NO. 2 (ANIMAL MANAGEMENT) 2014

File No:	22.2.1
Author:	Manager Corporate Governance Corporate Services Department
Appendices:	App A - Amendment Subordinate Local Law No. 2 (Animal Management) 2014.....89 App B - Amendment Local Law No. 1 (Animal Management) 2014.....93
Attachments:	Att 1 - Summary of Submissions 103

PURPOSE

The purpose of this report is to seek a council resolution to make the proposed Amendment Local Law No. 1 (Animal Management) 2014 and Amendment Subordinate Local Law No. 2 (Animal Management) 2014, which is attached to this report.

EXECUTIVE SUMMARY

Council's suite of local laws are reviewed on a regular basis to ensure that a current and responsive approach to local law issues and regulation is maintained.

At the Strategic Discussion Forum (SDF) held with councillors on 24 February 2014, councillors were presented with papers in relation to the following local law issues for consideration:

- Cat registration - option to include mandatory provisions for registration; and
- Dogs in eating establishments (inconsistency with State legislation) – option to remove provisions relating to prohibition of animals from eating establishments from *Subordinate Local Law No. 2 (Animal Management) 2011*.

At its Ordinary Meeting of 22 May 2014, council considered the amendments and agreed to propose to make Amendment Local Law No. 1 (Animal Management) 2014 and Amendment Subordinate Local Law No. 2 (Animal Management) 2014.

In proposing to make the amendment local law and amendment subordinate local law, council agreed to undertake arrangements to fulfill a number of statutory and other requirements including:

- advertising the proposed subordinate local laws in a newspaper generally circulating in the area
- social media messages on the proposed changes
- conduct State Interest Checks with relevant state agencies
- community consultation on the proposed local laws (online and hardcopy submission forms)
- spotlight radio and newspaper
- publishing the documents and information on council's website for viewing and access by the community
- media releases

The above requirements have now been met and accordingly, this report seeks council's consideration to make Amendment Local Law No. 1 (Animal Management) 2014 and Amendment Subordinate Local Law No. 2 (Animal Management) 2014 which will introduce the requirement to register a cat under council's local laws, remove the provision that prohibits animals from eating establishments and introduce a new dog off leash area in Brightwater, Mountain Creek.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Making of Amendment Local Law No. 1 (Animal Management) 2014 and Amendment Subordinate Local Law No. 2 (Animal Management) 2014" and
- (b) hereby resolves that proposed Amendment Local Law No. 1 (Animal Management) 2014 and Amendment Subordinate Local Law No. 2 (Animal Management) 2014, have been reviewed in accordance with section 38 of the *Local Government Act 2009* and that, taking into consideration the circumstances of the Sunshine Coast Regional Council area, the laws do not contain any possible anti-competitive provisions as the amendments relate to the management of domestic animals and do not relate to commercial activity and
- (c) accordingly, hereby resolve to make Amendment Local Law No. 1 (Animal Management) 2014 as advertised (Appendix A) and to make Amendment Subordinate Local Law No. 2 (Animal Management) 2014 as advertised, but incorporating the updated numbering in the law's title since it was advertised (Appendix B)
- (d) subject to the amendments referred to in resolution (c) above, the Chief Executive Officer be authorised to make any necessary administrative and formatting amendments to the documents as part of the final proof reading and cross referencing.

FINANCE AND RESOURCING

Financing and resourcing of the various elements associated with the making of the local law amendment include:

Legal drafting

Dr. Michael Limerick, Barrister was commissioned to prepare and draft the Making of Amendment Local Law No. 1 (Animal Management) 2014 and Amendment Subordinate Local Law No. 2 (Animal Management) 2014. The cost of preparing and drafting the amendment local law was \$4,427.

Community Consultation

Community consultation activities the amendments cost approximately \$3,500. This is a moderate level community consultation strategy and was funded through the existing Corporate Governance budget.

CORPORATE PLAN

Corporate Plan Goal Outcome **2 - A strong community**
 2.1 - Safe and healthy communities
Operational Activity 2.1.4.2 - Develop and implement an animal management plan

Corporate Plan Goal Outcome **5 – A public sector leader**
 We serve our community by providing this great service
Operational Service **S31 Governance** - providing internal leadership, legal opinion, governance and audit functions ensuring legislative accountability, transparency and ethical obligations are supported

CONSULTATION

Consultation in relation to the issues proposed has occurred as follows:

Internal Consultation

Cat Registration and removal of prohibition for dogs in eating establishments

- Strategic Discussion Forum on 24 February 2014
- Manager Community Response
- Coordinator Healthy Places
- Coordinator Response Services
- Governance Strategy and Policy Coordinator
- Manager Corporate Governance

Dog off-leash park in Brightwater, Mountain Creek

- Landscape & Urban Design (Nth) Landscape Architect
- Division 6 Councillor
- Manager Parks and Gardens
- Coordinator Recreation Projects, Parks and Gardens
- Team Leader, Landscape Design Unit
- Acting Parks & Gardens Manager
- Parks & Gardens Program Delivery Coordinator
- Natural Areas Operations Coordinator
- Water Management & Drainage Services Officer
- Water Management & Drainage Services Officer
- Community Services Investigation Officer
- Community Services Response Services Officer
- Community Services Development Officer, Community Sport Facility Planning

External Consultation

As required by the *Local Government Act 2009*, state interest checks were undertaken with the following state government agencies during the period 23 May to 22 June 2014.

- Department of Agriculture, Fisheries and Forestry
- Department of Environment and Heritage Protection
- Department of Local Government, Community Recovery and Resilience
- Department of National Parks, Recreation, Sport and Racing
- Department of Health

The state government agencies acknowledged receipt of the amending local law and subordinate local law and have offered no objections to the amendment local law proposals.

Community Engagement Summary**Dog off-leash park in Brightwater, Mountain Creek**

Community consultation was undertaken for the inclusion of a dog off-leash park in Brightwater, Mountain Creek. All of the residents in the Brightwater Estate were advised of the proposed dog off-leash park and council received a total number of 154 responses as detailed below:

Number of responses received	154 – Total		
1. Would you like to see a dog off leash park:			
Constructed in the proposed location	Constructed in an alternative location (please indicate preferred location)	Not constructed at all	Unanswered
137	5	9	0

Community Consultation for the local law making process

Community consultation was undertaken during the period 23 May – 22 June.

During the consultation period for proposed Amendment Local Law No. 1 (Animal Management) 2014 and Subordinate Local Law No. 2 (Animal Management) 2014, 249 submissions were received. Each submission was individually assessed with the majority of submitters supporting the proposed amendments. As a result, there are no changes recommended to the proposed local law and subordinate local law (refer to Attachment 1). All submissions have been acknowledged and submitters will receive further correspondence once a resolution has been made in relation to the making of the proposed local law and subordinate local law.

Overview of submissions received

A total of 249 submissions were received during the consultation phase

Cat Registration

67 submissions/responses were received, the topics were:

- 48 submissions agreed with proposal
- 14 submissions did not agree with proposal
- 5 submissions received did not relate to the proposal.

The majority of submitters supported mandatory cat registration; however a number of submitters expressed their growing concerns about roaming cats across the coast. The inclusion of mandatory cat registration in our local laws forms an integral part of council's approach to responsible pet ownership across our region.

Dogs in Cafés

182 submissions/responses were received, the topics were:

- 149 submissions agreed with proposal
- 28 submissions did not agree with proposal
- 5 submissions received did not relate to the proposal.

The majority of submitters supported the removal of the prohibition of animals from eating establishments, however many expressed their disagreement with the National Food Safety Standards definition of an outdoor dining area. Many of the submitters highlighted their concerns that the café's they currently patron on the coast do not meet the strict definitions of an outdoor dining area as they have temporary plastic awnings that provide shelter from the wind and rain.

PROPOSAL

This report seeks a resolution from council to make an amendment local law and subordinate local law which seeks to amend *Local Law No. 2 (Animal Management) 2011* and *Subordinate Local Law No. 2 (Animal Management) 2011* with the following changes:

Cat Registration

On 10 September 2013, the Queensland Government removed the requirement for cats to be registered from the *Animal Management (Cats and Dogs) Act 2008* (the **Act**). The changes to the Act allows for councils to manage cat registration through a local law. At the Ordinary Meeting on 22 May 2014, councillors were presented with a report that supported the continuation of cat registration as it forms a key element in councils approach to responsible pet ownership. Responsible pet ownership is driven by council through education tools and enforcing legislation relating to pet ownership on the Sunshine Coast. Registration of cats and dogs forms a key component in reinforcing the importance of being a responsible pet owner on the Sunshine Coast.

It is proposed that the requirement for cat owners to compulsory register their cats be included in *Local Law No. 2 (Animal Management) 2011*.

Dogs in eating establishments

The Food Standards Australia New Zealand (FSANZ) undertook a risk assessment of dogs in outdoor dining areas and as a result of this assessment changed the National Food Safety Standards on 12 October 2012 for Australia and New Zealand removing restrictions on the presence of companion dogs in outdoor dining areas. This resulted in a number of inconsistencies between the *Food Act 2006* and schedule 4 of council's *Subordinate Local Law No. 2 (Animal Management) 2011*:

The removal of the prohibition of dogs from outdoor dining and eating establishments from council's local laws will allow owners of food premises to determine whether they wish to have dogs in their outdoor dining areas. Food business operators may choose to permit or exclude dogs from their outdoor dining area either verbally, by erecting signage or by making it obvious with inclusions like dog bowls with water and tethering areas. Likewise, customers can choose to eat at dog friendly outdoor dining areas or choose outdoor dining areas where the business has excluded dogs.

Dog off leash area in Brightwater Estate, Mountain Creek

With the support of Divisional 6 Councillor, Cr Christian Dickson, council went out to community consultation in July 2013 proposing to stage the development of a dog off-leash park in the Brightwater Estate, Mountain Creek.

The feedback received by council was highly supportive of the dog-off leash park in the proposed location and the project was completed in February 2014.

The construction of the Brightwater dog-off leash park includes the following elements:

- 1.2m high fence with black PVC coated chain wire and secure, self-closing access gates
- sub-surface drainage
- park seating
- water supply with tap and doggy dish
- concrete access paths
- doggy bag dispensers and bins and
- signage.

The new dog off leash area in Brightwater will be included in *Schedule 6 of Subordinate Local Law No. 2 (Animal Management) 2011* and map indicating the location of the new dog off leash area will be included in this amendment. The new local law amendment will enable council officers to regulate this dog off-leash area.

Local Law making process

The process for making the proposed amendment subordinate local law will be in accordance with the following steps:

Phase	Activity	Timing	Status
Phase 1	Resolution to propose to make amendment subordinate local law.	Ordinary Meeting – 22 May 2014	Completed
Phase 2	Consult with relevant State Government Agencies. Undertake community consultation.	23 May 2014 – 22 June 2014 (31 days)	Completed
Phase 3	Consider submissions and community feedback. Prepare report for council consideration.	23 June 2014 – 27 June 2014	Completed
Phase 4	Resolution to make amendment local law.	Ordinary Meeting – 21 August 2014	Underway
Phase 5	Publication in the Government Gazette (Local law amendments become effective).	29 August 2014	Underway
Phase 6	Consolidation of local laws	December 2014/January 2015	Underway

The outcome of the local law and subordinate local law amendment, if made, will see the:

- removal of the prohibition of animals from *Schedule 4 (Exclusion of animals generally)* in *Subordinate Local Law No. 2 (Animal Management) 2011*; and
- inclusion of a new map in *Schedule 6 (Dog off-leash areas)* in *Subordinate Local Law No. 2 (Animal Management) 2011* detailing the new dog off leash area in Brightwater, Mountain Creek; and
- include the requirement to register a cat in *Local Law No. 2 (Animal Management) 2011*.

Legal

The proposal has been considered in accordance with the following legislation:

- Section 29-32 of the *Local Government Act 2009* and regulation and
- Sunshine Coast Council's suite of Local Laws and Subordinate Local Laws.

The amendment in relation to dogs in outdoor eating areas will correct the current inconsistency with the State *Food Act 2006*. It is important to note that section 27 of *Local Government Act 2009* states that 'if there is any inconsistency between a local law and a law made by the State, the law made by the State prevails to the extent of the inconsistency'.

Policy

There are no policy implications in making Amendment Local Law No. 1 (Animal Management) 2014 and Amendment Subordinate Local Law No. 2 (Animal Management) 2014.

Risk

There are no risks in making this amending local law. Risks are mitigated through conducting effective community consultation and ensuring that the correct local law making process is followed.

Previous Council Resolution

Ordinary Meeting – 22 May 2014 - Council Resolution (OM14/72)

That Council:

- (a) receive and note the report titled "Proposal to Make Amendment Local Law No. 1(Animal Management) 2014 and Amendment Subordinate Local Law No. 1(Animal Management) 2014" and*
- (b) hereby resolve to propose to make Proposal to Make Amendment Local Law No. 1(Animal Management) 2014 and Amendment Subordinate Local Law No. 1(Animal Management) 2014 (Appendix B)*
- (c) hereby resolve to undertake community consultation*
- (d) hereby resolve to undertake a State Interest Check in relation to the proposed amending local law pursuant to section 29A of the Local Government Act 2009 and*
- (e) has reviewed the proposed amendments in accordance with section 38 of the Local Government Act 2009 and taking into consideration the identification guidelines mentioned in section 15 of the Local Government Regulation 2012, notes that the amendment subordinate local law does not contain any anti-competitive provisions as to the management of domestic animals and does not relate to commercial activity.*

Related Documentation

- *Local Government Act 2009* and Regulations
- Sunshine Coast Regional Council Local Laws and Subordinate Local Laws 2011
- State Government Guidelines for Making Local Laws and Subordinate Local Laws
- Corporate Plan 2009-2014 and
- Operational Plan 2013-2014.

Critical Dates

There are no critical dates in the proposal to proceed with the making of Amendment Local Law No. 1 (Animal Management) 2014 and Amendment Subordinate Local Law No. 2 (Animal Management) 2014.

Implementation

Following consideration of this report, the local law will come into effect on the gazettal date of 29 August 2014.

8.3.3 MANDATORY DELEGATION OF DISTRIBUTOR-RETAILER PLANNING AND DEVELOPMENT FUNCTIONS

File No:	14.7.1
Author:	Manager Corporate Governance Corporate Services Department
Appendices:	App A - 2014-67 Mandatory Delegation of Distributor-related Planning and Development Functions 109
Attachments:	Att 1 - Delegation by the Northern SEQ Distributor Retailer Authority Unitywater, 'Mandatory Delegation of Distributor- Retailer Planning and Development Functions' 113

PURPOSE

The purpose of this report is to present council with a new instrument of delegation by the Northern SEQ Distributor Retailer Authority - Unitywater.

EXECUTIVE SUMMARY

Delegations are the process by which the Council delegates local government powers under relevant legislation to implement and enforce legislation, standards and requirements.

The purpose of the new delegation is to continue the mandatory delegation of the functions for development applications that are captured in the transition to the new Utility Model regime. The Northern SEQ Distributor Retailer Authority - Unitywater, has delegated a number of functions under the *South East Queensland Water (Distribution and Retail Restructuring) Act 2009* (the **DR Act**) to council.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Mandatory Delegation of Distributor-Retailer Planning and Development Functions” and**
- (b) make the delegation as detailed 2014-67 Distributor –Retailer Planning and Development Functions (Appendix A)**

FINANCE AND RESOURCING

The development of this delegation has been met through Corporate Governance’s core budget provisions. The delegation will be exercised by the Chief Executive Officer through on delegation to council officers.

CORPORATE PLAN

Corporate Plan Goal Outcome	5 – A public sector leader
Operational Service	We serve our community by providing this great service S31 Governance - providing internal leadership, legal opinion, governance and audit functions ensuring legislative accountability, transparency and ethical obligations are supported

CONSULTATION

Internal Consultation

- Chief Executive Officer
- Manager Corporate Governance
- Manager Development Services
- Solicitor – Graeme Phillips

External Consultation

No external consultation was conducted for the review of delegations.

Community Engagement

The development of delegations do not require community consultation as they are a purely an administrative process that provides the Chief Executive Officer with the necessary authority under the relevant Local Government Acts.

PROPOSAL

On 30 June 2014, the Northern SEQ Distributor Retailer Authority – Unitywater continued the mandatory delegation of the functions for some development applications to Sunshine Coast Regional Council under the DR Act. This delegation allows council as the delegate to perform a number of functions for its local government area under the DR Act and perform the powers of the Distributor-Retailer under the DR Act and the *Sustainable Planning Act 2009*.

The purpose of the new delegation instrument is to continue the mandatory delegation of the functions for development applications that are caught in the transition to the new Utility Model regime and to harmonise this delegation instrument with the *Sustainable Planning (Infrastructure Charges) and Other Legislation Amendment Act 2014* and the *Water Supply Services Legislation Amendment Act 2014 (WSSLA Act)*. The new Utility Model came into effect on 1 July 2014 and this delegation provides council with the authority to assess development applications received before 1 July 2014. Subject to the transitional arrangements under the WSSLA Act, the assessment of water and sewer infrastructure requirements will shift to the new Utility Model Regime from 1 July 2014.

For SEQ distributor-retailers the utility model will create a single approval with quicker technical assessments for connecting premises to water and sewerage services. The utility model has been customised for all scales of development to allow effective and timely water and sewerage connections whether for a single property or major developments such as a new housing estate.

The delegation includes conditions and a delegation administrative procedure section which provides additional information to delegated officers to ensure that the delegation is exercised within the conditions imposed by the instrument of delegation by the Northern SEQ

Distributor Retailer Authority – Unitywater titled “Mandatory Delegation of Distributor-Retailer Planning and Development Functions”.

Delegations are necessary to maintain operational effectiveness, to ensure processes are more timely and streamlined and to ensure Council Officers are educated and operating under the correct legislative provisions.

Delegation to the Chief Executive Officer and council officers will ensure actions undertaken by council are compliant with State Government legislative requirements. These powers must be exercised subject to any applicable limitations or conditions contained within the delegation instrument and any applicable legislation.

Legal

This report presents a new delegation prepared in accordance with the requirements of the *Local Government Act 2009* and the delegation by Northern SEQ Distributor Retailer Authority –Unitywater titled “Mandatory Delegation of Distributor-Retailer Planning and Development Functions”.

Section 257 (Delegation by the Local Government) of the *Local Government Act 2009* (the **Act**) allows, by resolution, a local government to delegate its powers under a local government Act to the Mayor, CEO, a standing committee or a joint standing committee.

Section 259 (Delegation by the Chief Executive Officer) of the Act allows the chief executive officer of a local government to delegate the Chief Executive Officer’s powers (including powers delegated to the Chief Executive Officer by the local government) to another employee of the local government.

Policy

The Sunshine Coast Regional Council delegations register will be updated to include the new delegation.

Risk

The organisation could be exposed to significant risk if council officers operate outside of their delegated authority and are not aware of their roles and responsibilities under the abovementioned Local Government Acts.

To mitigate this concern, all officers who received this delegated power will be provided with relevant training and information to ensure correct operational procedure.

Previous Council Resolution

There are no previous council resolutions that relate to this report.

Related Documentation

Instrument of delegation by Northern SEQ Distributor Retailer Authority – Unitywater titled “Mandatory Delegation of Distributor-Retailer Planning and Development Functions” which is attached to this report (see Attachment 1).

The following legislation can be accessed and reviewed at <http://www.legislation.qld.gov.au>:

- *Local Government Act 2009*
- *South East Queensland Water (Distribution and Retail Restructuring) Act 2009*
- *Sustainable Planning Act 2009*
- *Sustainable Planning (Infrastructure Charges) and Other Legislation Amendment Act 2014*
- *Water Supply Services Legislation Amendment Act 2014*

Critical Dates

It is important that council gives consideration to this report as soon as possible to allow the delegation to be implemented.

Implementation

- Delegations register to be updated
- Delegations to officers in accordance with S.259 of the *Local Government Act 2009* prepared and
- Delegated officers advised and notified accordingly.

8.4 COMMUNITY SERVICES**8.4.1 SYSTEMATIC INSPECTION PROGRAM - REGULATED DOGS****File No:** Animal Management**Author:** Coordinator Response Services
Community Services Department**Attachments:** Att 1 - Mandatory conditions for keeping regulated dogs 125

PURPOSE

The purpose of this report is to seek approval by Council resolution to conduct a systematic inspection program to monitor the compliance of mandatory conditions for regulated dogs within the boundaries of the Sunshine Coast region, in accordance with the *Animal Management (Cats and Dogs) Act 2008*.

EXECUTIVE SUMMARY

The *Animal Management (Cats and Dogs) Act 2008* (the Act) requires local governments to manage regulated dogs within their boundaries. Council undertakes investigations into animal attacks and declares dogs to be regulated dogs in accordance with the Act. There are three categories of regulated dogs as defined under the Act:

- declared dangerous dog
- declared menacing dog and
- restricted dog.

Once a dog is made a regulated dog, the animal owner must adhere to mandatory conditions as outlined in the Act (refer to Attachment 1). To ensure compliance with these conditions, Council officers conduct an initial inspection at the property where the animal is normally kept and work with the animal owner to ensure all the conditions are met.

To guarantee the ongoing compliance of the mandatory conditions to keep a regulated dog, a check of the property should be conducted annually to address any breaches. Annual inspections can only occur if Council approves by resolution, a systematic inspection program. This program would provide authorised officers the power to enter private property in order to check for continued compliance by the dog owner with the mandatory conditions for keeping a regulated dog. Without a systematic inspection program, Council has no other way of confirming if a regulated dog is being kept in accordance with the conditions imposed under the Act unless a complaint is received.

It is proposed that the systematic inspection program be undertaken by the two Rapid Response Officers commencing on 15 October 2014 and concluding on 19 December 2014. Officers will undertake inspections:

- at all properties where a regulated dog was last known to have been kept according to Council records; and
- at properties where it is identified a regulated dog is now being kept.

As at 14 July 2014 there were up to 67 regulated dogs in the Sunshine Coast Area. The cost to undertake this program is estimated to be approximately \$16,700, which will be funded via the registration fees collected from the regulated dog owners.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Systematic Inspection Program - Regulated Dogs” and
- (b) approve the following systematic inspection program for the Sunshine Coast Council area in accordance with the *Animal Management (Cats and Dogs) Act 2008, section 113 (Approval of an inspection program authorising entry)*:
 - (i) compliance audit of the premises within the region where Council’s Regulated Dog Register indicates a regulated dog is being kept to occur from 15 October 2014 to 19 December 2014.

FINANCE AND RESOURCING

As at 14 July 2014 Council had up to 67 regulated dogs listed in its Regulated Dog Register. The cost of conducting this program is anticipated to be approximately \$16,700 and will be covered by the registration fees collected from the regulated dog owners.

The registration fees for a regulated dog are \$397 from 1 October 2014.

Estimated costs

Description of activity	Estimated time	Estimated cost
Administration including - booking appointments, updating systems, generating letters or notices, issuing infringements (1 Officer)	45 min	\$39.33
Conducting initial inspection including travel time to locations (based on current registered locations of regulated dogs) (2 Officers)	90 min	\$157.32
Follow-up inspection, including travel (required where areas of non-compliance are identified)* (2 Officers)	90 min	\$157.32
Average cost per dog*	180 min	\$249.09

*Note: a follow-up inspection or further investigation is required approximately a third of the time, based on the program conducted in 2013.

CORPORATE PLAN

Corporate Plan Goal Outcome
Operational Service

4 - Service excellence

We serve our community by providing this great service
S23 - Local amenity and local laws - maintaining and regulating local amenity through local laws, regulated parking, community land permits and management of animals, overgrown land and abandoned vehicles

CONSULTATION

Internal Consultation

Consultation has been undertaken with the following key internal stakeholders:

- Director Community Services
- Manager Community Response
- Management Accountant, Finance and Business.

External Consultation

There has been no external consultation undertaken in relation to this report.

Community Engagement

There has been no community engagement undertaken in relation to this report.

PROPOSAL

The *Animal Management (Cats and Dogs) Act 2008* was introduced in 2009 making local governments responsible for the effective management of regulated dogs in the local government area.

Council has accepted this responsibility by appointing authorised officers to investigate, monitor and enforce compliance with the *Animal Management (Cats and Dogs) Act 2008* (the Act). These officers investigate complaints that could lead to a dog being declared to be dangerous, restricted or menacing (i.e. a regulated dog).

Once a dog is made a regulated dog, the animal owner must adhere to mandatory conditions as outlined in the Act (refer to Attachment 1). To ensure compliance with these conditions, officers conduct an initial inspection at the property where the animal is normally kept and work with the animal owner to ensure all the conditions are met.

The systematic inspection program allows Council to proactively monitor adherence with these conditions on an ongoing basis. Without this program Council has no other way of confirming if a regulated dog is being kept in accordance with the mandatory conditions, other than receiving a complaint from the community. To conduct a systematic inspection program for regulated dogs Council must pass a resolution as outlined in the Act, *section 113 (Approval of inspection program authorising entry)*. The systematic inspection program provides authorised officers the power to enter private property in order to check for continued compliance by the dog owner with the mandatory conditions for keeping a regulated dog.

It is proposed that the systematic inspection program will be undertaken by the two Rapid Response Officers commencing on 15 October 2014 and concluding on 19 December 2014. Officers will undertake inspections:

- at all properties where a regulated dog was last known to have been kept according to Council records; and
- at properties where it is identified a regulated dog is now being kept.

As at 14 July 2014 there were up to 67 regulated dogs in the Sunshine Coast area. The cost to undertake this program is estimated to be approximately \$16,700, which will be funded via the registration fees collected from the regulated dog owners.

During the past year, 29 dogs were declared dangerous or menacing as a result of an investigation undertaken by Council officers. A number of these dogs have since been euthanised and 17 are still under the care of their owner in the Sunshine Coast Region. In order to ensure that these animal owners are still adhering to the mandatory conditions for keeping a regulated dog, officers will undertake inspections on these properties in addition to the existing regulated animals.

A systematic inspection program was undertaken in November and December 2013. During this program Council officers completed 61 inspections in the Sunshine Coast Region, of these:

- 34 animal owners were in compliance with the mandatory conditions
 - Since the last inspection, ten of these regulated dogs have been euthanised by their owner or surrendered to Council for euthanasia.

- 15 animal owners had relocated without notifying Council, of those:
 - two animal owners were located outside the Sunshine Coast Region;
 - one animal owner was located and surrendered their animal to Council for euthanasia; and
 - investigations were conducted into the location of the remaining animals, but they were unable to be located. The details of their animal are on file and further action will be taken should the location of the animal or animal owner be identified.

- 12 animal owners received a compliance notice for failure to adhere to the mandatory conditions, of these notices:
 - 12 addressed issues in relation to the enclosure for the regulated dog;
 - three addressed the dog not wearing the regulated dog tag;
 - two addressed the animal owner not owning a muzzle for their dangerous dog; and
 - one addressed the animal owner not displaying the regulated dog sign at their property.

As there was no systematic inspection program undertaken in 2012, officers used the 2013 program as an opportunity to re-educate animal owners and did not issue any infringements. The animal owners have now been educated as part of their new declaration of the 2013 systematic inspection program, and any breaches of mandatory conditions identified through the 2014 systematic inspection program may result in more serious enforcement. Where a breach of the mandatory conditions is identified, officers will determine the appropriate action in accordance with the Act and the *Compliance and Enforcement Policy 2009*.

Legal

Council has an obligation to the community to ensure that dogs identified and declared as dangerous, menacing or restricted are being monitored for compliance with the *Animal Management (Cats and Dogs) Act 2008*. In particular the mandatory conditions set out for the keeping of regulated dogs (refer to Attachment 1 – Mandatory conditions for keeping regulated dogs).

The *Animal Management (Cats and Dogs) Act 2008, section 113 (Approval of an inspection program authorising entry)* provides the power for a local government to pass a resolution to approve a program under which an authorised person may enter a place to monitor compliance with the *Animal Management (Cats and Dogs) Act 2008*.

An approved inspection program must state the following:

- a) the purpose of the program;
- b) when the program starts;
- c) a descriptions of the places which will be entered as part of the program; and
- d) the period over which the program will be carried out (of not more than 6 months).

Council must provide notice of the systematic inspection program at least 14 days, but not more than 28 days before an approved inspection program starts. This notice must be published in a newspaper circulating the local government area and on the local government's website.

Due to the potential risk of regulated animals not being kept in accordance with the mandatory conditions of the declaration, the *Animal Management (Cats and Dogs) Act 2008* provides considerable powers to authorised officers to require compliance. Where an animal owner has failed to comply with the mandatory conditions for keeping a regulated dog, Council may in accordance with the *Animal Management (Cats and Dogs) Act 2008* and *Compliance and Enforcement Policy 2009*:

- issue an on-the-spot fine (\$796);
- issue a compliance notice outlining the mandatory conditions which must be adhered to;
- where an officer deems the dog may be a risk to the community they may seize a regulated dog (*Animal Management (Cats and Dogs) Act 2008, section 125*);
- where an officer reasonably believes the dog is dangerous and the person cannot control it, they may seize the regulated dog and issue a destruction notice (*Animal Management (Cats and Dogs) Act 2008, section 127*);
- undertake further legal action such as prosecution through the Magistrate's Court. The maximum penalty for failure to comply with conditions for keeping a regulated dog is 75 penalty units (\$8,538).

Policy

Council's *Compliance and Enforcement Policy 2009* identifies how Council is to meet its statutory obligations, and exercise its compliance and enforcement actions. Officers will utilise the *Compliance and Enforcement Policy 2009* in conjunction with the *Animal Management (Cats and Dogs) Act 2008* in assessing the most appropriate enforcement action to address areas which require further action.

Risk

An approved systematic inspection program allows Council to proactively monitor and ensure animal owners are adhering to the conditions for keeping a regulated dog. These conditions are in place to reduce the risk posed by these animals.

Alternatively Council must wait until a community member reports an incident where the owner of a regulated dog has failed to meet conditions, exposing the community to unnecessary risk.

Previous Council Resolution

There is no previous Council resolution relevant to this report.

Related Documentation

- *Animal Management (Cats and Dogs) Act 2008*
- *Animal Management (Cats and Dogs) Regulation 2009*
- *Compliance and Enforcement Policy 2009*

Critical Dates

Council must provide notice of the systematic inspection program at least 14 days, but not more than 28 days before an approved inspection program starts. This notice must be published in a newspaper circulating the local government area and on the local government's website.

The systematic inspection program is proposed to commence 15 October 2014. This means that 1 October 2014 is the last date that an advertisement can be placed in the local newspaper advising of Council's intent to undertake the systematic inspection program.

Implementation**17 September 2014 to 1 October 2014**

Upon Council endorsement, it is intended that an advertisement will be placed in the Sunshine Coast Daily between 17 September 2014 and 1 October 2014 in accordance with the Act.

15 October 2014

Council's two Rapid Response Officers will commence the approved systematic inspection program. Properties will be identified from the Regulated Dog Register and will be inspected for compliance with the mandatory conditions for keeping a regulated dog. Inspections will be undertaken unannounced on weekdays in daylight hours in accordance with the Act.

Where a breach of the mandatory conditions is identified officers will determine the appropriate action in accordance with the *Animal Management (Cats and Dogs) 2008* and *Compliance and Enforcement Policy 2009*. These actions may include:

- issue an on-the-spot fine (\$796);
- issue a compliance notice outlining the mandatory conditions which must be adhered to;
- where an officer deems the dog may be a risk to the community they may seize a regulated dog (*Animal Management (Cats and Dogs) Act 2008, section 125*);
- where an officer reasonably believes the dog is dangerous and the person cannot control it, they may seize the regulated dog and issue a destruction notice (*Animal Management (Cats and Dogs) Act 2008, section 127*);
- further legal action such as prosecution through the Magistrate's Court. The maximum penalty for failure to comply with conditions for keeping a regulated dog is 75 penalty units (\$8,538).

If officers identify another property not on the regulated dog register where a regulated dog may be kept, they will undertake an inspection of that property as part of this systematic inspection program. Details of the inspection and findings will be recorded in the Regulated Dog Register as part of this program.

8.4.2 2014/2015 COMMUNITY PARTNERSHIP FUNDING PROGRAM

File No:	Statutory Meetings
Author:	Coordinator Community Programs and Events Community Services Department
Appendices:	App A - 2014/2015 Community Partnership Funding Program Recommendations..... 139
Attachments:	Att 1 - Community Partnership Funding Program Existing Commitments 151
	Att 2 - Community Partnership Funding Program 2014/2015 Guidelines 153
	Att 3 - CPFP Assessment Panel Membership 157
	Att 4 - 2014/2015 Community Partnership Funding Program Recommendations - Additional Information (<i>Under Separate Cover</i>) <i>Confidential</i>..... <i>Conf Att Pg 5</i>

PURPOSE

This report seeks Council consideration and endorsement of the one year funding recommendations for the 2014/2015 Community Partnership Funding Program (Appendix A).

EXECUTIVE SUMMARY

The inaugural Community Partnership Funding Program was established in 2009 to enhance Council's capacity to deliver on the objectives of its Corporate Plan and to support community groups providing a service or facility that fulfilled a demonstrated community need.

The framework and criteria for the program ensures an equitable, accountable and transparent process for the creation of funding partnerships between Council and community organisations. It enables distribution and acquittal of financial assistance to community groups, in accordance with government guidelines and standards.

At its Ordinary Meeting in May 2014, Council resolved to open a new Community Partnership Funding Program round for 2014/2015.

This report outlines the outcomes of that application process

The 2014 round of the Community Partnership Funding Program opened on 26 May and closed on 23 June, inviting applications in the following five categories:

- Community Facilities
- Community Safety
- Community Services
- Cultural Heritage
- Economic Development.

Throughout the application period an extensive promotional campaign was conducted and grants officers and category partners provided advice and assistance to community groups interested in applying for the Community Partnerships Funding Program for 2014/2015.

Council received 80 Community Partnership Funding Program applications requesting \$1,384,095 in grants. Of the 80 applications received, it is recommended that 70 applications, totalling \$572,794, be funded.

It is to be noted that the multi-year allocations to 14 community groups approved in 2012 will continue to be funded under this program.

Council's decision to open the round for one year only will allow a review of the Community Partnership Funding Program and Community Grants Program to be carried out in 2014, in line with council's new *Corporate Plan 2014-2019* and State and Federal funding opportunities for not-for-profit community organisations.

The outcomes of the review, including recommendations for the partnership program in the 2015/2016 financial year and beyond, will be provided to Council for its consideration prior to the 2015/2016 budget discussions.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "2014/2015 Community Partnership Funding Program" and
- (b) endorse the 2014/2015 Community Partnership Funding Program Recommendations (Appendix A).

FINANCE AND RESOURCING

There are sufficient funds in the 2014/2015 Grants budget allocation to cover the funding recommendations in this report.

The Community Partnership Funding Program recommendations detailed in Appendix A will be funded as outlined in the table below.

The multi-year allocations from the 2012 funding round include commitments totalling \$120,320 to 14 community organisations in the Sunshine Coast Local Government Area for the 2014/2015 financial year. These commitments are detailed in Attachment 1 and summarised below.

	Number of organisations funded	Funding Sources			Total
		CPFP budget	Heritage Levy budget	Environment Levy budget	
Existing commitments 2012/13 funding round – 3rd / final year (<i>Attachment 1</i>)	14	\$40,000	\$21,728	\$58,592	\$120,320
New recommendations 2014/15 funding round – one year only (<i>Appendix A</i>)	70	\$544,207	\$28,587	<i>Nil – referred to separate program</i>	\$572,794
TOTAL	84	\$584,207	\$50,315	\$58,592	\$693,114

It should also be noted that as a result of the initial review of the program in early 2014 it was determined to remove the Environment Levy funds from the program and administer a separate program for all Environment Levy grants. At its Ordinary Meeting in May 2014 council resolved to “*note the newly established Environment Levy Partnerships and Grants Program Guidelines for the allocation of Environment Levy funding (incorporating Landholder Environment Grants, Partnerships and Grants), with the Partnerships component to open for funding for the 2014/2015 financial year*”. This is reflected in the reduced 2014/2015 grant funding budget allocations.

Additionally, at the same meeting Council also resolved to “*note funding for community-managed public pools to be administered via individual agreements outside of the Community Partnership Funding Program through existing operational budget within the Community Facilities and Planning Branch*.” This resolution is also reflected in the 2014/2015 grant funding budget allocations.

CORPORATE PLAN

Corporate Plan Goal Outcome	1 - A new economy
Operational Service	We serve our community by providing this great service S2 - Economic development - providing industry and business programs and initiatives to support the growth of the regional economy
Corporate Plan Goal Outcome	2 - A strong community
Operational Activity	2.2 - Resilient and engaged communities 2.2.4 - Review the community partnership grants program
Corporate Plan Goal Outcome	2 - A strong community
Operational Service	We serve our community by providing this great service S4 - Community and cultural development and partnerships - providing planning, partnering and supporting the community through a range of community development, civic and cultural programs and grants

CONSULTATION

Internal Consultation

Staff responsible for the distribution of grants (Community Connections team) worked with officers across the organisation identified as experts in each grant category, prior to the opening of the grant round. These officers were tasked with reviewing the categories and ensuring alignment with Council priorities and strategies.

Consultation with internal category partners was undertaken as part of Stage Two and Three of the three-stage application assessment process. (The assessment process is outlined under the Proposal section of this report).

Community Connections team members participated in all Stage Two category specific assessment panels, reviewed outcomes and moderated across all grant categories to ensure equity and consistency.

Consultation with senior staff was undertaken with the referral of the Stage Two outcomes to a Stage Three – Strategic Assessment.

Assessment panel membership for each category and for the Strategic Assessment is outlined in Attachment 3.

Other internal consultation was conducted with:

- Senior Management Accountant, Corporate Services
- Solicitor, Legal Services.

External Consultation

No specific consultation in relation to the allocation of the 2014/2015 Community Grants Budget was held with external stakeholders. However, throughout the application period, grants officers and category partners provided advice and assistance to community groups interested in applying for the Community Partnerships Funding Program for 2014/2015.

Community Engagement

No community engagement was undertaken in relation to this report.

PROPOSAL

The Community Partnership Funding Program was endorsed by Council at the Ordinary Meeting on 10 December 2009 and launched in early 2010. The Program was established to enhance Council's capacity to deliver on the objectives of its Corporate Plan and to provide funding certainty to selected community organisations.

Between 2010 to 2012, the Community Partnership Funding Program provided up to three-year funding, across nine categories, towards operational expenses for incorporated not-for-profit community organisations whose operations or services made a significant contribution to the Sunshine Coast community, and whose activities were closely aligned to Council's vision for the future as described in its Corporate Plan.

The framework and criteria for the program was developed to ensure an equitable, accountable and transparent process for the creation of funding partnerships between council and community organisations, enabling distribution and acquittal of financial assistance to community groups, in accordance with government guidelines and standards.

In light of the pending de-amalgamation of Local Government Areas at the end of 2013, it was determined during 2013/2014 budget development to allocate a fourth year of funding to the three year 2010/2011 recipients whose agreements were due to expire in this financial year. This applied to all categories except for the Environment Levy funded Environment Category, which opened a new funding round offering a maximum of one year of funding.

Planning for 2014/2015 and beyond

Following extensive consultation with the program's internal category partners and discussion with Councillors in April 2014, it was determined to:

- open the 2014/2015 Community Partnership Funding Program round for one year of funding only under revised guidelines (Attachment 2)
- remove the Environment category from the Community Partnership Funding Program and the Community Grants Program
- establish a separate Environment Levy Partnerships and Grants Program
- administer funding to community managed pools via individual agreements outside the Community Partnership Funding Program
- review the Community Partnership Funding Program and Community Grants Program in 2014.

Council endorsed these recommendations at its Ordinary Meeting in May 2014 (refer to section: Previous Council Resolutions for Resolution OM14/1).

2014/2015 funding round

Prior to opening the 2014/2015 funding round, the program guidelines were updated to provide greater clarity around eligibility and funding criteria. In addition, prospective applicants were required to discuss their proposals with a council officer representing their chosen category, prior to submitting an application.

The round opened on 26 May and closed on 23 June 2014. It invited applications for funding in the following five categories:

- Community Facilities
- Community Safety
- Community Services
- Cultural Heritage
- Economic Development.

Promotion

A comprehensive promotional plan was developed to ensure information about this funding program reached the wider community. Tools included:

- Council's website and Community Hub website
- Council's spotlight tools – web, print and radio
- Council newsletters – Council's e-news, Libraries e-news and Business e-News
- Social media - Facebook and Twitter posts
- Print - Councillor columns, media releases and paid advertising in weekly and independent newspapers
- Fact sheets were distributed to all council libraries and customer service centres
- Direct liaison – council officers (Community Connections team and internal category representatives) distributed information on the program to their networks.

Extensive internal promotion was also conducted to ensure that council staff were aware of the new program and could provide the correct advice to prospective applicants. Tools included:

- Council's intranet homepage
- Update of Customer Contact information database (SAFI)
- Email to alert category representatives of the new program, with an internal fact sheet outlining key messages, roles and responsibilities
- Email to Councillors to notify of new program round.

Support

Grants officers and category representatives responded to extensive telephone enquiries, emails and action requests providing assistance with:

- eligibility requirements
- alignment to program and category criteria, and corporate priorities
- proposal development, and negotiation of deliverables and measures
- completion of online application forms.

This level of support enabled prospective applicants to make an informed decision about whether to invest time and effort in preparing an application for lodgement and assessment.

Applications

Council received 80 Community Partnership Funding Program applications totalling \$1,384,095. Proposals for funding were diverse in the range of programs covered and the type of groups applying. There was also a broad geographic spread of applicants with applications coming from across the region.

Assessment

Training and guidance were given to panel members at the start of the assessment process to ensure sound governance. Panelists were also reminded to declare any perceived conflicts of interest relating to applicants or applications. No Declarations of Interest were recorded in this round.

Assessment of applications was based on general program and category specific assessment criteria and was comprised of three stages:

Stage 1: Pre-assessment by council grants officers to determine applicant and proposal eligibility.

Stage 2: Proposal assessment for each category by panels made up of council officer category experts and grants staff.

Stage 3: Strategic assessment panel comprised of Branch Managers, Coordinators, a Team Leader and a Team Supervisor.

The Stage Two assessment process resulted in a priority list of applications aligned to the assessment criteria and included a recommended funding amount and score for each application.

Each panel considered like organisations and activities grouped together for equity to ensure consistency in funding amounts.

Panel comments, wording for notification letters to applicants and conditions of funding were recorded at the assessment panels to ensure transparency.

The Stage Three assessment panel reviewed Stage Two outcomes against Council's strategic priorities and determined any adjustments.

Assessment outcome

Of the 80 applications received, it is recommended that 70 be funded to a total amount of \$572,794. A summary is included in the table below and a full outcome report is attached at Appendix A.

Organisations not recommended for funding will be referred, where relevant, to the Community Grants Program to be considered for eligibility.

Category	Proposals Received	Funding Requested	Proposals recommended	Cost of recommended funding	% applicants recommended
Community Facilities	41	\$596,181	37	\$193,280	90%
Community Safety	5	\$227,900	5	\$124,500	100%
Community Services	27	\$505,511	21	\$212,427	78%
Cultural Heritage	5	\$28,970	5	\$28,587	100%
Economic Development	2	\$25,533	2	\$14,000	100%
Total	80	\$1,384,095	70	\$572,794	88%

The high percentage of applications funded reflects the greater clarity provided by the revised program guidelines and the level of support provided by Council staff to the applicants.

Program review

A review of the Community Partnership Funding Program and Community Grants Program commenced in February 2014 with a series of stakeholder workshops with internal representatives for each category. These were followed by discussions with Councillors in April 2014. Feedback collated at each meeting was considered and incorporated into the revised 2014 program guidelines where appropriate.

The program review will continue this year and include benchmarking against other councils and government agencies, analysis of what has been achieved through Council's grants and funding programs to date and further consultation with Councillors and internal representatives for each category.

The outcomes of the review will be reported to Council in December 2014 with recommendations for future programs in the 2015/2016 financial year and beyond.

Legal

It can be said that the act of providing funding does not, of itself, raise issues of legal liability for Council. Rather it is the conduct of the funding recipient in carrying out what may be considered a local government type activity on local government owned or controlled land that will have some legal liability exposure issues for Council.

This will be mitigated, as best as is possible, by having the successful funding applicants enter into Agreements that spell out the relationship between the parties and obligate them to be incorporated bodies with adequate risk management plans, levels of insurance, training, reporting, and financial controls.

Policy

At the Ordinary Meeting of 20 June 2013, Council adopted the *Community Grants Policy* which subsequently provides a framework to guide the administration of the Community Partnership Funding Program and Council's other grants programs.

Risk

There is minimal financial risk associated with the program in supporting identified eligible organisations, due to the ongoing working relationships between organisations and Council officers. This relationship is supported by individually tailored funding agreements and the requirement for funding acquittal reports.

It is possible, despite the rigorous process and the positive outcome for many applicants, that there may be some negative reaction from unsuccessful applicants.

Previous Council Resolution**Ordinary Meeting – 22 May 2014 - Council Resolution (OM14/68)**

That Council:

- (a) *receive and note the report titled “Funding Programs for Community Partnerships 2014/2015”*
- (b) *note the revised Community Partnership Funding Program guidelines (Appendix A) to provide one year of funding for the 2014/2015 financial year*
- (c) *note the newly established Environment Levy Partnerships and Grants Program Guidelines (Appendix B) for the allocation of Environment Levy funding (incorporating Landholder Environment Grants, Partnerships and Grants), with the Partnerships component to open for funding for the 2014/2015 financial year*
- (d) *note funding for community-managed public pools to be administered via individual agreements outside of the Community Partnership Funding Program through existing operational budget within the Community Facilities and Planning Branch*
- (e) *note the revised Community Grants Program guidelines (Appendix C)*
- (f) *refer the Community Partnership Funding Program proposed budget (\$1,017,248) to the June 2014 budget deliberations for 2014/2015 and*
- (g) *request the Chief Executive Officer conduct a review of the Community Partnership Funding Program and Community Grants Program in 2014 considerate of council’s new Corporate Plan 2014 – 2019 and State and Federal funding opportunities not for profit community organisations and report back to Council in December 2014 with recommendations for future programs in the 2015/2016 financial year and beyond.*

Ordinary Meeting – 25 July 2013 – Council Resolution (OM13/130)

That Council:

- (a) *receive and note the report titled “Community Partnership Funding Program (Environment) Recommendations”*
- (b) *endorse the Community Partnership Funding Program (Environment Category) Recommendations for a single year of funding to 2013/2014 (Appendix A) subject to Transfer Manager approval where relevant for Noosa based applications and*
- (c) *note the ongoing previously endorsed commitment to organisations listed in Appendix B, as amended, through to 2014/2015 and request the Chief Executive Officer to notify the Transfer Manager in relation to Noosa based organisations whose funding must be met by a future Noosa Council from 1 January 2014 to 30 June 2015 and*
- (d) *note that the Chief Executive Officer will meet as a matter of urgency with representatives of the Petrie Creek Catchment Care Group in order to discuss current grants opportunities.*

Ordinary Meeting – 20 June 2013 – Council Resolution (OM13/109)

That Council:

- (a) receive and note the report titled “Community Grants Policy”*
- (b) adopt the Community Grants Policy (Appendix A)*
- (c) note the Community Grants Guidelines (Appendix B) as amended by (f) below to implement the Community Grants Policy*
- (d) adopt the Mayoral and Councillor Discretionary Funding Policy as amended (Appendix C)*
- (e) note the Mayoral and Councillor Discretionary Funding Program Guidelines (Appendix D) and*
- (f) amend the grants guidelines to include a clause that stipulates that each program is subject to annual budget allocations.*

Ordinary Meeting 23 August 2012 – Council Resolution (OM12/110)

That Council:

- (a) receive and note the report titled “Community Partnership and Sports Field Maintenance Funding Programs 2012”;*
- (b) endorse the Community Partnerships Funding Program Recommendations (Appendix A); and*
- (c) endorse the Sports Field Maintenance Funding Program Recommendations (Appendix B).*

Ordinary Meeting – 24 August 2011 – Council Resolution (OM11/205)

That Council:

- (a) receive and note the report titled “Community Partnership and Sports Field Maintenance Funding Program 2011”;*
- (b) endorse the funding recommendations for Community Partnerships Funding Program Recommendations (Appendix A) and Sports Field Maintenance Funding Program (Appendix C); and*
- (c) note the 2010/2011 Community Partnership Funding Program second year funding allocations (Appendix B).*

Related Documentation

- *Corporate Plan 2014-2019*
- *Community Grants Policy (2013)*
- *Regional Economic Development Strategy 2013 - 2033*
- *Events Policy (2010)*
- *Community Events and Celebrations Strategy*
- *Cultural Development Policy (2012)*
- *Heritage Levy Policy (2010)*
- *Public Art Policy (2011)*
- *Pest Management Plan 2012 - 2016*
- *Regional Sport and Active Recreation Plan 2011 - 2026*
- *Access and Inclusion Plan 2011-2016*
- *Positive Ageing Strategy 2011-2016*
- *Reconciliation Action Plan 2011-2016*
- *Wellbeing Charter (2010)*
- *Youth Strategy 2010-2015*

- Volunteers Policy (2010)
- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Statutory Bodies Financial Arrangements Act 1982*

Critical Dates

Outcomes of the Community Partnership Funding Program and Community Grants Program review undertaken in 2014 will be reported back to Council in December 2014.

Implementation

Upon Council endorsement of this report, all applicants will be notified by mail of the outcomes. Where relevant, letters to unsuccessful applicants will include referrals to appropriate council officers for further advice or assistance.

Conditions of agreement will be negotiated with successful applicants and will include reporting and acquittal requirements, and any conditions to be met prior to funding being awarded.

Funding will be distributed as soon as the agreements and invoices are finalised, signed and returned to Council.

A list of successful partner organisations will be posted on Council's website, and a range of promotional opportunities for this funding program will be arranged.

8.4.3 SUNSHINE COAST LIBRARIES PLAN 2014-2024

File No:	ECM 21 August 2014
Author:	Executive Officer Community Services Department
Appendices:	App A - Sunshine Coast Libraries Plan 2014-2024 (<i>Under Separate Cover</i>) Att Pg 61 App B - Sunshine Coast Libraries Plan 2014-2024 - Supporting Resources (<i>Under Separate Cover</i>) Att Pg 107

PURPOSE

The purpose of this report is to present the Sunshine Coast Libraries Plan 2014-2024 to Council for consideration and adoption. The Sunshine Coast Libraries Plan 2014-2024 is provided as Appendix A.

EXECUTIVE SUMMARY

The Sunshine Coast Library network is comprised of eight branch libraries and two mobile libraries, which are visited over 1.5 million times per year by a membership base of more than 110,000 people.

The Sunshine Coast Libraries Plan 2014-2024 was developed to primarily provide direction to and improvement of the condition and operation of the existing library network, while also identifying site and design considerations through the Desired Service Levels, and a decision-making process for the timely implementation of proposed future library developments.

The Plan seeks to ensure that existing and future generations continue to have equitable access to library facilities that meet their changing needs, with a vision to 'stretch minds and unlock opportunities'. Technological advancements, community patterns and needs, and evolving staff roles are a key focus of the Plan, shaping its direction and leading its recommendations.

Informed by extensive engagement with both users and non-users of the library service, the Plan has drawn upon analysis of feedback received to determine recommendations to improve the library experience for current and new users, and provide a well-utilised and responsive service for the community into the future.

The consultation activities confirmed the following:

- That the Plan is comprehensive, forward-thinking and is considerate of all facets of library services
- That the Plan is very thorough, and it is evident that extensive research has been undertaken to inform good decision-making and
- That it was positive to see Council prioritising the future of the Sunshine Coast Library service.

Furthermore, community engagement on the draft Plan revealed that the community most commonly supported the following key directions:

- Libraries as a community hub and focal point within the community
- Retaining an extensive hard copy collection
- Expansion of technology and digital media
- Expansion and redesign of library facilities
- Partnership opportunities which support community mentoring activities
- Libraries undertaking a proactive role in supporting literacy and learning.

The development of a Libraries Plan for the Sunshine Coast Council area is specifically directed by Council's *Corporate Plan 2014-2019*. The document is to be read in conjunction with the Supporting Resources (Appendix B) to enable a full understanding of the research, statistics and consultation that have been used to inform the development of the recommendations.

The Plan clearly identifies the library's future primary role as moving from providing information to the community, to enabling the community to learn how to access and develop information independently.

The adoption of the Plan is a vital step towards ensuring Council can progress its delivery of a contemporary library service in a targeted and efficient way.

OFFICER RECOMMENDATION

That Council:

- receive and note the report titled "Sunshine Coast Libraries Plan 2014-2024"**
- adopt the "Sunshine Coast Libraries Plan 2014-2024" (Appendix A) and**
- note the "Sunshine Coast Libraries Plan 2014-2024 – Supporting Resources" (Appendix B).**

FINANCE AND RESOURCING

The Sunshine Coast Libraries Plan will provide Council with a strategic direction to implement improvements in a clear and focused way.

Capital

All library branch infrastructure recommendations which result from the adoption of the Plan will be subject to investigation and the undertaking of facility development plans. The Plan's proposals are estimated to cost \$775,000 across the library network over the next 10 years.

This includes:

- \$285,000 to draft the facility development plans, \$50,000 of which was allocated in the 2014/2015 budget for the preparation of facility development plans for the Maleny and Coolool libraries*. The remainder will be requested during the budget process over the next 10 years of the Plan, as per the prioritised list outlined in the Plan.
- \$490,000 Council has committed, via the adopted 2014/2015 budget, for the purchase of a new mobile library vehicle.

As each facility development plan is completed, a detailed report, including costings, will be presented to Council for endorsement. These reports will contain a comprehensive assessment of asset and operational costs for Council's consideration.

Following Council's endorsement, recommendations from each facility development plan will be referred to Council's Ten Year Capital Works Program for prioritisation. This will also be used to assist Council in advocating for external state and federal government funding opportunities.

* There is a shortfall in the amount assigned to the undertaking of a facility development plan for Maleny, meaning that the planning for this facility will need to be undertaken in a staged approach.

CORPORATE PLAN

Corporate Plan Goal Outcome	2 - A strong community
Operational Activity	2.2 - Resilient and engaged communities 2.2.3 - Finalise and implement the Sunshine Coast Libraries Plan 2014-2024
Corporate Plan Goal Outcome	2 - A strong community
Operational Service	We serve our community by providing this great service S7 - Libraries - providing access to information and learning opportunities through static and mobile libraries and loanable items

CONSULTATION

The Sunshine Coast Libraries Plan has drawn reference from findings of community engagement, targeted stakeholder engagement and internal consultation activities, as extensively detailed in the Sunshine Coast Libraries Plan 2014-2024 - Supporting Resources (Appendix B).

Internal Consultation

The development of the Plan and the finalisation of the draft have been undertaken in consultation with relevant internal stakeholders across various departments and branches of Council, including:

- Councillor Workshop, February 2014
- Councillor Workshop, October 2013

Community Services

- Community Facilities and Planning
- Community Relations

Corporate Services

- Corporate Governance
- Property Management

Corporate Strategy and Delivery

- Strategy and Coordination
- Economic Development

Infrastructure Services

- Parks and Gardens
- Transport Infrastructure Management

Regional Strategy and Planning

- Strategic Planning
- Major Urban Developments
- Environment and Sustainability Policy

External Consultation

Information contained in this report has been informed by the feedback obtained in the engagement processes outlined below.

Community Engagement

During 2012, the development of a draft Sunshine Coast Libraries Plan was informed by an extensive community engagement program, which was undertaken with both users and non-users of the Sunshine Coast Library service. More than 2,200 responses were received.

Just under 90% of survey respondents expressed their high satisfaction with their current library experience. They recognised the value that libraries provide to their community, and the importance of continuing to provide library facilities and services that meet the community's changing needs.

To ensure the draft Plan was complete, the Plan was put on public display during January and February 2014. The engagement program was specifically shaped to again target both library and non-library users. The aim was to confirm the direction of the Plan. A total of 461 submissions were received.

The engagement mechanisms utilised in the 2014 community engagement consisted of active surveying at various locations across the Sunshine Coast, including beaches and shopping centres, along with an online survey, and static displays and hard copy feedback forms in Sunshine Coast libraries and customer service centres.

Overall, the draft was well-received with vastly positive comments. The elements of the Plan the community most commonly supported were:

- Development of libraries as a community hub and focal point within the community
- Retention of an extensive hard copy collection
- Expansion of technology and digital media
- Expansion and redesign of library facilities
- Libraries undertaking a proactive role in supporting literacy and learning.

The most important priority for libraries into the future were identified as:

- Providing a physical collection that is up to date and extensive
- Keeping up with the latest technologies and online services
- Creating libraries that are accessible and relevant for all in terms of infrastructure, resources and services.
- Playing a proactive role in literacy and learning
- Providing separate noisy and quiet areas.

Stakeholder Consultation

A series of targeted stakeholder forums were held over three consecutive days during May 2014 with the Sunshine Coast business and community sectors. These forums were conducted in the Nambour, Maroochydore and Caloundra Council offices. In attendance were representatives from local Chambers of Commerce, community organisations, TAFE and creative alliances.

The forums were delivered to understand potential opportunities for partnering with relevant external entities and to gain a greater understanding of on the ground implementation of the Plan.

Common subjects raised throughout these forums included consideration for:

- the provision of business incubator / co-working spaces within library facilities
- potential opportunities for establishing operational partnerships and linkages in terms of marketing and promotion, programming and events, product development etc.
- the establishment of training initiatives through libraries to mentor community organisations to deliver local programs within their communities / expand skills to enhance operations.

The final draft of the Plan has drawn upon the key findings of this engagement to inform its development.

PROPOSAL

This report seeks Council's adoption of the Sunshine Coast Libraries Plan 2014-2024 (Appendix A). The development of a Libraries Plan for the Sunshine Coast Council area is specifically directed by Council's *Corporate Plan 2014-2019*.

The document is to be read in conjunction with the Sunshine Coast Libraries Plan 2014-2024 – Supporting Resources (Appendix B) to enable a full understanding of the research, statistics and consultation that have been used to inform the development of the recommendations.

Sunshine Coast Libraries are one of Council's most visible, highly utilised and valued services to the community. They provide access to a diverse range of collections, spaces, services and activities that support intellectual, educational and creative community development across the region.

The Sunshine Coast Library network is comprised of eight branch libraries and two mobile libraries, which are visited over 1.5 million times per year by a membership base of over 110,000 people. Additionally, many more non-members use the library as a study space, for online research, to browse collection materials and attend workshops. Sunshine Coast Libraries are visited by over 4,000 people per day and host over 3,000 programs per year.

Sunshine Coast Council has primary responsibility for operating the Sunshine Coast Libraries service in accordance with its Corporate Plan and strategic priorities, and provides a free public library service to all of its residents. The majority of funding for public libraries can be attributed to Local Government, with a percentage contributed by the State Government (calculated on a weighted per capita formula) to support the development of high-quality, wide-ranging collections to cater for the diverse needs of the whole community.

As outlined in the Australian Library and Information Association (ALIA) *National Vision and Framework 2010-2015*, the public library's role and purpose is to:

- offer universal free access to information, knowledge and ideas
- support formal and informal learning, especially literacy, through all stages of life
- provide a place for people to meet, share and be inspired
- ensure programs, events and collections are recreational and fun
- house, protect and promote community heritage
- provide access to technology to address the digital divide.

The Plan has been developed with the primary purpose of directing and improving the condition and operation of the existing library network, while also identifying site and design considerations through the Desired Service Levels, and a decision-making process for the timely implementation of proposed library developments. The Plan seeks to ensure that existing and future generations continue to have equitable access to library facilities that meet their changing needs. Technological advancements, community patterns and needs, and evolving staff roles, are a key focus of the Plan, shaping its direction and leading its recommendations

Informed by extensive engagement with both users and non-users of the library service, the Plan has drawn upon analysis of feedback received to determine recommendations to improve the library experience and provide a well-utilised and responsive service for the community into the future.

From analysis of current library usage data between 2010 and 2014, Sunshine Coast Libraries experienced an overall increase in visitations across the network. In consideration of decreasing loan rates, it is evident that people are visiting the library for reasons beyond borrowing collections, and are becoming increasingly inclined to access the library for other services such as internet use, computer access, study use, event and program attendance, or just to socialise and catch up.

Furthermore, access to online resources such as e-books, e-magazines, e-music etc. has seen a decrease in the need to visit the library for borrowing purposes. In the 2013-2014 financial year, almost 60,000 e-books and more than 10,000 e-audiobooks, were downloaded for loan.

Libraries are well equipped to adapt to the changing needs, patterns and interests of their local communities into the future, and are already proactively, and more importantly, successfully tailoring their services to meet community demand. This Plan aims to provide a coordinated and considered approach to the ongoing delivery of the Sunshine Coast Library service so that it maintains this momentum and responsiveness into the future. Prioritising strategic investment into the library network will be vital to its ongoing prosperity and positive influence on Sunshine Coast communities over the next decade.

The future of the contemporary library service is exciting with vast opportunities. The library's future role is moving from providing information to the community, to enabling the community to learn how to access and develop information independently.

Over the next ten years, through this Plan, Sunshine Coast Libraries will aspire to be engaging, contemporary, innovative and flexible, exhibiting a network that displays quality in design that is positioned at the heart of the region's distinct communities. More than just a place to find information, Sunshine Coast Libraries will provide a setting that encourages learning, development, exploration, creation and connection – particularly through access to technology and digital learning. Overall, the Sunshine Coast Library service aims to nurture an environment where people may discover, connect, belong and grow – striving to 'stretch minds and unlock opportunities'.

Recommendations

Operational Plans

To enable flexibility and distinction in adapting to changing community need and industry trends, the Libraries Plan recommends developing service-wide operational plans, in consideration of the following regional priorities (which have been informed by community consultation):

- support and promote Council's strategic priorities
- support literacy and learning for all
- streamline processes, improve operational models and diversify revenue streams
- draw on collaborative partnerships
- develop multi-skilled library staff who deliver programs
- collect, preserve and interpret local heritage
- provide for the region's diverse demographic and cultural mix
- lead and mentor product creation and content development
- supply quality technological infrastructure and programming
- implementing strategies to retain existing customers and attract new audiences
- provide and expand volunteering opportunities
- continue to collect data, undertake analysis and stay abreast of trends to understand changing community needs, patterns, interests and industry opportunities
- promote library activities
- develop appropriate digital interfaces.

Infrastructure Recommendations

The Desired Service Levels for libraries will inform future infrastructure responses and will be required to be reflected in future planning processes.

Infrastructure recommendations for the existing library network advocate for the undertaking of facility development plans to investigate opportunities for implementing identified considerations.

Legal

There are no legal implications for this report.

Policy

The Plan forms Council's policy direction for how to carry out its role in the public libraries network in the future. The Plan has been prepared with consideration to Council's existing policy framework. Of note the *Sunshine Coast Social Infrastructure Strategy 2011 (SIS)*, with which the Plan is generally consistent. Where recommendations in the Plan are inconsistent with the SIS, a recommendation to review the SIS is highlighted.

The Plan also recommends that any future delivery of library facilities is subject to the formation of a facility development plan before any new infrastructure is developed. The aim of this process is to ensure that decisions regarding new infrastructure are well informed and timely, ensuring that there is a demonstrated community need, while also requiring Council to consider its capacity to support all recommendations with a financial implication.

Risk

There is a risk that without an endorsed Sunshine Coast Libraries Plan, an uncoordinated and unresponsive approach to the operation and future development of library facilities may occur. This may lead to inadequate service and poorly planned infrastructure provision, which may potentially have both social and financial implications.

Previous Council Resolution

At the Ordinary Meeting on 14 November 2013 (OM13/228), it was resolved:

That Council:

- (a) receive and note the report titled "Draft Sunshine Coast Libraries Plan 2014-2024"*
- (b) endorse the "Sunshine Coast Libraries Plan 2014-2024" for public exhibition and comment*
- (c) note the supporting document titled "Sunshine Coast Libraries Audits" and*
- (d) request the Chief Executive Officer collate and consider all feedback received as part of the public exhibition and comment and present the final Libraries Plan to council for adoption.*

Following this resolution and the conclusion of the community engagement period, a workshop was held with Councillors in February 2014 to present an overview of the feedback received. It was identified that there was a need to extend the consultation to also seek comment from the business and community sectors of the Sunshine Coast region, to enable Council to make more informed decisions when undertaking future detailed planning for library branches.

Related Documentation

There are a number of related policies, strategies and legislation guiding and informing the Sunshine Coast Libraries Plan. These include:

Federal

- National Vision and Framework for Public Libraries 2010-2015 (Australian Library and Information Association-ALIA)
- Beyond a Quality Service: Strengthening the Social Fabric: Standards and Guidelines for Australian Public Libraries (ALIA)
- Reimagining Libraries 2012-2016 (National and State Libraries Australasia-NSLA)

State

- *Libraries Act 1988*
- *Local Government Act 2009*
- *Sustainable Planning Act 2009*
- South East Queensland Regional Plan 2009-2031
- The Next Horizon: Vision 2017 for Queensland public Libraries (State Library of Queensland)
- State Library of Queensland Standards and Guidelines
- State Library of Queensland Libraries for Literacy - everyday everyway

Local

- Sunshine Coast Council Corporate Plan 2014-2019
- Sunshine Coast Council Social Infrastructure Strategy (2011)
- Sunshine Coast Open Space Strategy (2011)
- Sunshine Coast Council Volunteers Policy (2010)
- Sunshine Coast Council Cultural Development Policy (2012)
- Sunshine Coast Council Access and Inclusion Plan (2011)
- Sunshine Coast Council Positive Ageing Strategy (2011)
- Sunshine Coast Council Reconciliation Action Plan (2011)
- Sunshine Coast Council Youth Strategy (2010)
- Sunshine Coast Planning Scheme (2014)

Critical Dates

The adoption of the Plan is a vital step towards ensuring Council has a plan for its library network that guides future capital works and ensures efficient operations.

Implementation

Community Services is the primary administrator of Council's library service. Should Council adopt the Sunshine Coast Libraries Plan 2014-2024, a service-wide operational plan for the Sunshine Coast Library network will be developed annually and will consider:

- the vision, guiding principles and operational priorities of the Plan
- each branch's individual requirements as informed by the local community.

To establish a well-placed and well-designed network, adoption of the Plan will trigger the next phase of prioritised, individual library branch planning.

This will include the drafting of facility development plans and detailed concepts. This planning will be directed by the information contained in Sunshine Coast Libraries Plan including the specific infrastructure recommendations, the overarching site and design considerations as detailed in the Desired Service Levels, and the timings and priority rankings.

The detailed plans will also include a program of engagement with each library branch's local community and precinct stakeholders.

As each facility development plan is completed, a detailed report will be presented to Council for endorsement. These reports will contain a comprehensive assessment of asset and operational costs for Council's consideration.

Following Council's endorsement, recommendations from each facility development plan will be referred to Council's Ten Year Capital Works Program for prioritisation.

**8.4.4 SUNSHINE COAST PERFORMANCE AND COMMUNITY VENUES
SERVICE PLAN 2014-2029**

File No:	ECM 21 August 2014
Author:	Planning Officer Community Services Department
Appendices:	App A - Sunshine Coast Performance and Community Venues Service Plan 2014-2029 (Under Separate Cover) Att Pg 141 App B - Sunshine Coast Performance and Community Venues Service Plan 2014-2029 - Supporting Resources (Under Separate Cover) Att Pg 175
Attachments:	Att 1 - Public Consultation Summary (Under Separate Cover) Att Pg 241

PURPOSE

The purpose of this report is to present the Sunshine Coast Performance and Community Venues Service Plan 2014-2029 to Council for consideration and adoption. The Sunshine Coast Performance and Community Venues Service Plan 2014-2029 is provided as Appendix A.

EXECUTIVE SUMMARY

Performance and community venues provide a valuable community resource for the Sunshine Coast region. They accommodate a diverse range of community, cultural and commercial activities. In 2013/2014, Council's six key venues had over 3,800 bookings, hosted over 291 live performances, and had over 315,000 people walk through their doors to participate in the diverse range of events and activities they accommodate.

The purpose of the Sunshine Coast Performance and Community Venues Service Plan 2014-2029 (the Plan) is to inform the future use, operation and possible development of six of Council's key performance and community venues over the next 15 years. These venues include three Sunshine Coast Wide venues (The Events Centre Caloundra, Nambour Civic Centre and Lake Kawana Community Centre) and three District venues (Coolum Civic Centre, Kawana Community Hall and Beerwah and District Community Hall).

The Plan confirms Council's continued involvement in performance and community venues over the life of the Plan, enabling Council to operate, manage and develop its six key venues in line with a clear direction. In doing so, the Plan looks at how the key challenges facing Council will be addressed in the future, while seeking to enhance the overall social, cultural and economic value of performance and community venues.

The Plan has been informed by extensive research and consultation, including engagement with audiences, hirers, non-hirers, key stakeholders and the community. The most recent consultation involved the public exhibition of the draft Plan in January and February 2014, followed by a series of stakeholder forums held in May 2014. These consultation activities confirmed the following:

- That the Plan is comprehensive and provides a thorough identification of the issues to be addressed;
- That the Plan provides foresight; and

- That it was positive to see that council is embracing and valuing culture.

The consultation activities also raised the following key matters, which have been worked through with key stakeholders as required:

- There is a need to consider the civic responsibilities of Council, and not underestimate the social and cultural value of performance and community venues;
- The need to clearly define the roles and functions of each venue;
- That the Plan should be bolder, and not defer decisions to future processes;
- That Council should prepare a 'facility development and maintenance plan' for each venue;
- That the Plan should look to improve the relationship of Council's venues with surrounding land uses and experiences;
- That the Plan should consider potential partnership opportunities; and
- A series of operational matters were also identified.

Outcomes of the recent consultation activities has also resulted in the draft Plan being reformatted and retitled from the 'Sunshine Coast Performance and Community Venues Plan 2014-2029' to the 'Sunshine Coast Performance and Community Venues Service Plan 2014-2029.' This change of name provides clarity around the scope and focus of the Plan.

The development of the Plan directly responds to an operational activity identified within the *Sunshine Coast Council Corporate Plan 2014-2019*. The impending implementation of the Plan will result in Council channeling its investment towards creating a network of performance and community venues which are able to keep pace with community demands and industry standards, while assuring that their full social, economic and cultural value can be realised throughout the region.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Sunshine Coast Performance and Community Venues Service Plan 2014-2029"**
- (b) adopt the "Sunshine Coast Performance and Community Venues Service Plan 2014-2029" (Appendix A) and**
- (c) note the "Sunshine Coast Performance and Community Venues Service Plan 2014-2029 – Supporting Resources" (Appendix B).**

FINANCE AND RESOURCING

The Plan provides Council with a direction to guide future capital works and operational bids. Below sets out the proposed capital and operational funding requirements identified within the Plan:

Recommendation	Capital/Operational	Venue	Estimated Cost
Facility Development and Maintenance Plan	Capital	The Events Centre Caloundra	\$35,000 (Already secured in 2014/2015)
Facility Development and Maintenance Plan	Capital	Lake Kawana Community Centre	\$35,000
Facility Development and Maintenance Plan	Capital	Coolum Civic Centre	\$20,000
Facility Development and Maintenance Plan	Capital	Nambour Civic Centre	\$35,000
Facility Development and Maintenance Plan	Capital	Kawana Community Hall	\$20,000
Facility Development and Maintenance Plan	Capital	Beerwah and District Community Hall	\$20,000
Improved Signage	Capital	All	\$50,000
Strategic planning for council's local-level community meeting places	Operational	All	\$50,000
Investigation of Centralised Management Models	Operational	All	\$30,000
Investigation into centralised Marketing and Sales	Operational	All	\$30,000
Total			<u>\$325,000</u>

Facility Development and Maintenance Plans

The Service Plan triggers the preparation of a Facility Development and Maintenance Plan for The Events Centre, Nambour Civic Centre, Lake Kawana Community Centre, Coolum Civic Centre, Kawana Community Hall and Beerwah and District Community Hall. These plans will provide a comprehensive understanding of capital and maintenance requirements and costs for these facilities that go beyond current standards and safety considerations. These plans will result in additional capital budget bids to Council in the future. The extent of these budget bids is unknown.

Following Council's endorsement, recommendations from each Facility Development and Maintenance Plan will be referred to Council's Ten Year Capital Works Program for prioritisation. This will also be used to assist Council in advocating for external state and federal government funding opportunities.

Operational recommendations

Operational recommendations contained within the Plan will primarily direct 'core business' activities for Council's Major Venues team, and as such will be accommodated within their adopted annual operational budget allocation. The Plan does identify three actions which require operational funding, and these will be subject to annual budget bids and funding availability.

CORPORATE PLAN

Corporate Plan Goal	2 - A strong community
Outcome	2.2 - Resilient and engaged communities
Operational Activity	2.2.2 - Finalise and implement the <i>Sunshine Coast Performance and Community Venues Plan 2014-2029</i>

Corporate Plan Goal	2 - A strong community
Outcome	We serve our community by providing this great service
Operational Service	S5 - Community venues - providing, managing and administering the hiring and leasing of community and cultural venues including The Events Centre and other performance venues

CONSULTATION

The Plan has been informed by a wide range of internal and external consultation activities at key milestones of the project. Consultation activities have assisted in informing the preparation, development and refinement of the Plan.

Internal Consultation

Relevant internal stakeholders across various departments have been consulted with throughout the project. This includes:

Community Services

- Community Facilities and Planning
- Community Relations

Corporate Services

- Property Management

Corporate Strategy and Delivery

- Economic Development

Infrastructure Services

- Parks and Gardens
- Transport Infrastructure Management

Regional Strategy and Planning

- Strategic Planning
- Major Urban Developments
- Environment and Sustainability Policy

Councillors

- August 2012: Individual Councillor consultation to inform the initial Plan development.
- October 2013: Individual Councillor consultation to seek feedback on the draft Plan.
- July 2014: Councillor workshop to gain feedback on the final Plan.

External ConsultationInitial community survey

Council consulted with the community, hirers and non-hirers within the initial stages of developing the Plan, to gain an understanding of their perceptions of Council's performance and community venues. This initial consultation was in the form of a survey, where 146 survey responses were received. Results from the survey were fundamental in informing the initial direction of the draft Plan.

Public exhibition of draft Plan

The draft Plan was placed on public display for review and feedback from 20 January 2014 through to 14 February 2014. A total of 128 diverse ideas, opinions and opportunities were raised across the 42 submissions received during the public exhibition period. A summary of the points raised through the consultation and Council's response is provided as Attachment 1.

The public exhibition period presented the community with the opportunity to have their say on what they liked about the Plan, or what elements could be improved.

The majority of feedback received was vastly positive, or could be resolved through clarification or minor amendments being made to the Plan. Supportive feedback received on the draft Plan generally related to:

- The Plan was considered to be comprehensive and provided a thorough identification of the issues to be addressed
- The Plan was considered to provide foresight and
- It was positive that the Plan shows that Council is embracing and valuing culture.

Key considerations for Council that were raised through the public exhibition period include:

- Consideration should be given to how Council's venues can strengthen their relationship with other Council run venues such as libraries, and other surrounding uses and experiences
- Council needs to consider its civic responsibilities and community service obligations when planning for venues
- That the Plan should be bold, and make decisions for Council's venues now (rather than be subject to future work)
- That the Plan should clearly define the role, function and hierarchy of Council's venues
- That each of Council's venues should have a master plan, or a facility development and maintenance plan prepared to identify the strategic investment which is required in the future and
- Other operational matters were raised, such as programming matters, hire charges etc.

Feedback from the public exhibition period was worked through with key stakeholders where required. The direction of the Plan has remained generally consistent with what was originally contained within the draft Plan.

Stakeholder forums

A series of targeted stakeholder forums were held over three consecutive days during May 2014 with the Sunshine Coast business and community sectors. In attendance were representatives from local Chambers of Commerce, community organisations, education institutions, and creative alliances.

The forums were delivered to understand potential opportunities for partnering with relevant external entities and to gain a greater understanding of on the ground implementation of the Plan.

Common subjects raised throughout these forums included consideration for:

- Potential opportunities for establishing operational partnerships and linkages, such as collaborative marketing and promotion and programming of events
- The social value of performance and community venues should not be overshadowed by financial aspects and
- The cost of hiring Council's venues is considered high by some community organisations.

The direction of the Plan remained generally consistent as a result of the stakeholder forums. All partnership opportunities or issues raised through the forums were addressed and incorporated into the Plan where appropriate.

Other stakeholder engagement

Council has consulted with a range of key stakeholders at key points throughout the project. These stakeholders include:

- Sunshine Coast Events Centre Pty Ltd
- Property managers of Nambour Civic Centre
- Sunshine Coast Cultural Stakeholders Group

- Caloundra RSL
- Maroochy RSL
- Nambour RSL
- The Creative Alliance
- Matthew Flinders College
- Coolum Theatre Players.

PROPOSAL

Background

Performance and community venues are an invaluable community resource for the Sunshine Coast. Not only do they provide a place for interaction and participation in community and cultural activity, research suggests that communities that offer opportunities for human development have strong social capital and act as magnets for investment, growth and economic development.

The significant role performance and community venues play within the Sunshine Coast, means the planning for their future is essential. Not only does Council have the civic responsibility to assure that Sunshine Coast residents continue to have access to these invaluable spaces in the future; but Council has the opportunity to unlock and enhance their social, cultural and economic value.

The Plan follows an evidence-based approach in order to inform its recommendations, including an analysis of the current performance and community venues and their infrastructure, demographic and industry related trends, community engagement results, as well as benchmarking.

Driving factors

The Plan identifies a series of key driving factors which have been instrumental in developing the Plan's recommendations. These factors are a summary of the key findings of the Plan, but clearly emphasise the inherent need to establish a 15 year plan for Council's performance and community venues. These driving factors are:

- Performance and community venues hold great social, cultural and economic value, and this needs to be considered and appreciated when planning for Council's venues
- Opportunity exists to build upon the unique qualities of each of Council's six venues, and provide clarity around each venue's role and function
- Council needs to consider the large number of performance and community venues located across the Sunshine Coast region (owned by Council and by others) when making decisions
- The Sunshine Coast is anticipated to have large population growth in the future, so it is important to ensure that the right type of venue is delivered at the right time in the future
- Opportunity exists to improve the usage of Council's venues and achieve greater social, cultural and economic return on council's investment
- Key factors for Council when making decisions for venues in the future are the rate of provision, the location, and design/embellishment considerations and
- Council's venues could be enhanced by implementing a number of operational efficiencies.

Plan purpose

The purpose of the Plan is to set the strategic direction for the future use, operation and possible development of six of Council's key performance and community venues over the next 15 years. The Plan aims to ensure that Council's investment is directed in the best way possible in order for maximum benefits to be achieved throughout the region.

Key recommendations

Implementation of the Plan ensures Council's continued involvement and investment within performance and community venues over the next 15 years. This will be guided by the following vision:

"Performance and community venues provide spaces for the Sunshine Coast region that are well equipped to cater for a diverse range of events and offer captivating, creative experiences that will engage, excite and challenge our audiences."

Recommendations of the Plan enable Council to operate, manage and develop its six key venues in line with a clear direction, while aiming to create a network of performance and community venues which are able to keep pace with community demands and industry standards. Key recommendations relate to:

- Ensuring Council's existing performance and community venues have clear roles and functions within the network
- Ensuring Council's venues are of a high quality and incorporate best practice design principles
- Increasing opportunities for Sunshine Coast residents and visitors to participate in and experience performing arts and community activities
- Enhancing marketing and promotion of Council's venues
- Increasing efficiencies in the network, while also increasing integration across Council's venues and
- Continuing to support economic development outcomes for the Sunshine Coast through the network.

Legal

There are no legal implications for this report.

Policy

The Plan forms council's policy direction for how to carry out its role in the provision of performance and community venues in the future. The Plan has been prepared with consideration given to Council's existing policy framework. Where the Plan is inconsistent with the Council adopted *Sunshine Coast Social Infrastructure Strategy 2011* a recommendation to review the *Sunshine Coast Social Infrastructure Strategy 2011* is highlighted.

The Plan also recommends that any future delivery of a venue is subject to a feasibility study before any new infrastructure is developed. The aim of this process is to ensure that decisions regarding new infrastructure are well informed, ensuring that there is a demonstrated community need, while also ensuring Council has the financial capacity to support its ongoing operation. With limited budgets and funding sources, it is imperative Council ensures appropriate delivery of community facilities such as performance and community venues in the future.

Risk

The Plan establishes a clear direction on how performance and community venues and associated responsibilities will be delivered by Council over the next 15 years. There is a risk that without an endorsed Sunshine Coast Performance and Community Venues Service Plan, an uncoordinated and unresponsive approach to performance and community venues will occur. Failure to respond to the emerging needs of the region and improving the efficiency of Council services may lead to inadequate service provision, which can have potential social and financial implications.

Implementation of the Plan will ensure that Council's network of performance and community venues are of an appropriate scale with each venue having a clear future direction regarding their role and function. Implementation of the Plan will reduce the risks and implications associated with a large and under-utilised network.

Previous Council Resolution**Ordinary Meeting 24 April 2014 - Council resolution (OM14/56)**

That Council receive and note the report titled "Status Report Draft Sunshine Coast Performance and Community Venues Plan."

Ordinary Meeting 12 December 2013 - Council resolution (OM13/252)

That Council:

- (a) receive and note the report titled "Sunshine Coast Performance and Community Venues Plan 2013 – 2028"*
- (b) endorse the "Sunshine Coast Performance and Community Venues Plan 2013 – 2028" (Appendix A) for public exhibition and comment*
- (c) note the document titled Volume 2: Supporting Resources (Appendix B)*
- (d) request the Chief Executive Officer collate and consider all feedback received as part of the public exhibition and comment and present the final "Sunshine Coast Performance and Community Venues Plan 2013 – 2028" to council for adoption.*

Ordinary Meeting 28 April 2011 - Council resolution (SM11/21)

That Council request the Chief Executive Officer to provide to council a timetable for the strategic directions for council's community venues including both first tier of The Events Centre Caloundra; Lake Kawana Community Centre; The J and Nambour Civic Centre and second tier community centres.

Ordinary Meeting 29 April 2010 - Council resolution (OM10/93)

That Council request the Chief Executive Officer to provide a future report to Council on a review of performing arts and events facilities across the region.

Related Documentation

Documentation relevant to this report includes:

- Corporate Plan 2014-2019
- Social Infrastructure Strategy 2011
- Cultural Development Policy 2012
- Draft Libraries Plan 2014-2024
- Youth Strategy 2010-2015
- Access and Inclusion Plan 2011-2016
- Positive Ageing Strategy 2011-2016
- Reconciliation Action Plan 2011
- Wellbeing Charter 2010
- Place Making Charter: People, Place and Partnerships
- Sunshine Coast Planning Scheme 2014
- Sunshine Coast Entertainment, Convention and Exhibition Centre Feasibility Report 2011
- Sunshine Coast Entertainment, Convention and Exhibition Centre Implementation Strategy October 2011

Critical Dates

It is imperative that a policy framework for Council's key performance and community venues is adopted, so Council has the ability to appropriately manage the delivery of this service to the community.

The Plan's recommendations have nominated timeframes for delivery, and these are broken down into ongoing, immediate, short term (within 4 years), medium term (5 to 10 years) and long term (10 to 15 years) actions.

Implementation

Community Services is the primary administrator of Council's six key performance and community venues. Bidding to implement the operational and capital recommendations of the Plan will commence from 2015/2016, and will continue in future years as required. The timing for the recommendations are articulated within the Plan.

The Plan triggers the development of a Facility Development and Maintenance Plan for a number of Council's venues. Once these are completed, a report will be presented to Council for endorsement. These reports will contain a comprehensive assessment of asset and operational costs for Council's consideration, and also detailing what strategic investment is required within these venues over the next 15 years so they can operate to industry standards. Following Council's endorsement, recommendations from each Facility Development and Maintenance Plan will be referred to Council's Ten Year Capital Works Program for prioritisation.

It is also noted that the Plan identifies that Council will continue to plan for the development of a centrally located major convention, exhibition and entertainment centre to service the whole of the Sunshine Coast. The Plan identifies that this facility would address the existing market gap of a large capacity venue, and allow the existing performing arts venues (The

Events Centre Caloundra and Nambour Civic Centre) to complementarily service the medium scale performing arts market. This would also allow the new venue to supply a broader range of entertainment options for the region, as well as service the larger scale convention and exhibition market.

8.5 INFRASTRUCTURE SERVICES**8.5.1 ENVIRONMENT LEVY PARTNERSHIPS FUNDING PROGRAM
RECOMMENDATIONS 2014/2015**

File No:	Environmental Management	
Author:	Senior Conservation Partnerships Officer Infrastructure Services Department	
Appendices:	App A - Environment Levy Partnerships Recommendations 2014.....	187
	App B - Environment Levy Partnerships 2012 Allocations	191
Attachments:	Att 1 - Environment Levy Partnerships and Grants Guidelines 2014	193
	Att 2 - Environment Levy Partnerships Recommendations 2014 - Confidential (Under Separate Cover).....	Conf Att Pg 35

PURPOSE

The purpose of this report is for council to consider and endorse funding recommendations for the 2014 Environment Levy Partnership Funding Program.

EXECUTIVE SUMMARY

At the Ordinary Meeting of 22 May 2014, Council endorsed the establishment of a separate Environment Levy Community funding program, the Environment Levy Partnerships & Grants Program (ELPGP) for the allocation of Environment Levy funding bringing together:

- Environment Levy Partnerships
- Environment Levy Grants and
- Environment Levy Landholder Grants

The Environment Levy Partnerships allows Council to better engage and work with the community to build effective partnerships to assist in the delivery of Council's environmental strategies, including the Biodiversity Strategy 2010-20120 and Waterways Strategy 2011-2021.

The Environment Levy Partnerships is a council endorsed program that funds operational expenses for incorporated community organisations for up to three years. The three year nature of the program is intended to create an environment of funding certainty and the opportunity for community organisations to engage in longer term planning.

In this funding application round 21 applications from 21 organisations were received requesting \$814,109.58.

The assessment panel is recommending funding for 21 applications to an amount of \$489,618. Appendix A outlines the recommended approvals. This report also notes for council's information the third year funding for organisations who were previously awarded a three year Community Partnerships Funding Program (Environment) in 2012. Appendix B outlines the three organisations who will be receiving their final year of funding in 2014/2015.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Environment Levy Partnerships Funding Program Recommendations 2014/2015” and
- (b) endorse the three year Environment Levy Partnership recommendations as outlined in Appendix A and
- (c) note the ongoing previously endorsed commitment to organisations listed in Appendix B.

FINANCE AND RESOURCING

The Environment Levy Partnerships (ELP) is funded from council’s Environment Levy.

The 2014/2015 Environment Levy budget has allocated \$550,000 to ELP. It is anticipated that this funding allocation will be fully expended in the 2014/2015 financial year to fund the proposed 21 new partnerships (\$489,618) for twelve months and three existing partnerships which were endorsed in 2012 (\$59,566).

The Environment Levy and associated Policy is reviewed annually by Council. The development of the Program includes annual revisions based on priorities and emerging needs and available funding. The annual Program is presented to Council for consideration and adoption during annual budget preparations.

Recipients recommended for multiple-year Environment Levy Partnership funding receive their annual payments contingent on the satisfactory completion of a yearly progress report and subject to the adoption of Council’s annual Environment Levy budget.

CORPORATE PLAN

Corporate Plan Goal Outcome	2 - A strong community
Operational Activity	2.2 - Resilient and engaged communities
	2.2.4 - Review the community partnership grants program
Corporate Plan Goal Outcome	3 - An enviable lifestyle and environment
Operational Activity	3.3 - A reputation for innovative environmental practices
	3.3.3 - Strengthen Council’s approach to working with the Queensland Government, industry, community groups and land owners to manage pest plants and animals in the region

CONSULTATION

Internal Consultation

Stage one assessment (pre-assessment of applicant and proposal) was undertaken by Community Services staff.

Stage two assessment, discussions with applicant community organisations, was undertaken by Community Catchment Partnerships staff within Environmental Operations.

The panel for stage three assessment comprised the following council staff:

- Senior Project Officer (Grants), Community Connections, Community Services (Chair)
- Senior Conservation Partnerships Officer, Community Catchment Partnerships, Infrastructure Services
- Coordinator, Community Catchment Partnerships, Infrastructure Services
- Senior Biodiversity Project Officer, Biodiversity & Waterways, Environment & Sustainability Policy
- Development Officer (Grants), Community Connections, Community Services
- Management Accountant, Financial Services, Corporate Services and
- Coordinator Portfolio Management, Portfolio Management, Corporate Services.

External Consultation

External consultation is not applicable to the Environment Levy Community Funding Program.

Community Engagement

Council staff from Community Catchment Partnerships (Infrastructure Services) and Community Connections (Community Services) liaised with community organisations across the region, providing assistance with proposal development, preparation of the application content and the application process. A further level of liaison was undertaken by staff from Community Catchment Partnerships following receipt of Expressions of Interest submissions for the Environment Levy Partnerships.

PROPOSAL

Sunshine Coast Council has a strong history of partnering with the community through a range of operational and Environment Levy funded programs to achieve the environmental goals set out in its Corporate Plan and major strategies. The environmental benefits of community-based organisations extend beyond the quantifiable on-ground benefits. The Environment Levy Partnerships also serves as a valuable mechanism for social capital development, strengthening community organisations and building capacity to realise functional and aspirational objectives.

In the preparation of the 2013/2014 budget Council agreed to review the Community Partnership Funding Program (CPFP) three (3) year funding program. A full review of the CPFP (Environment) was undertaken and at the 22 May 2014 Ordinary Meeting council endorsed the separation of the Environment category from the CPFP and the formulation of the new Environment Levy Partnerships and Grants Program (ELPGP).

The Environment Levy Partnerships and Grants Program, funded from the Environment Levy, brought together the following community funding components:

- Environment Levy Partnerships
- Environment Levy Grants and
- Environment Levy Landholder Grants

As part of the new Environment Levy Partnerships an Expression of Interest stage was incorporated into the application process. The Expression of Interest process has already been successfully included in the Landholder Environment Grant application process. For the Environment Levy Partnerships it allowed council staff and applicant organisations to develop mutually agreed outcomes that suit the needs and capacities of the applicant organisations and the operational needs and strategic objectives of council. Discussions with potential partners during the EOI period provided council with the opportunity to ensure that all partners are working together to ensure a cost effective landscape approach to the region's environmental management. The establishment of collaborative outcomes and

deliverables combined with an understanding of each other's roles will ensure that operational activities complement each other's actions without duplicating services.

With regard to the 2014 round of the Environment Levy Partnerships, Expressions of Interest opened on 26 May 2014 and remained open until 9 June 2014. Meetings with council staff and the representatives from the applicant organisations were undertaken from 30 May 2014 to closing of applications on 26 June 2014.

The framework of the program ensures an equitable, accountable and transparent process for the creation of funding partnerships between council and community environmental organisations. It enables distribution and acquittal of financial assistance to community groups in accordance with government guidelines and standards.

Council officers manage the funding program including promotion, support, assessment and distribution of funding. Internal partnerships between Infrastructure Services, Community Services and Regional Strategy and Planning are well established both for promotion of the program and for the application assessment process.

Within the context of broad community grants and funding, the uniqueness of the former Community Partnership Funding Program (Environment) has been its aim to assist community groups with their operational and administrative costs to allow them to continue as a community-based and volunteer driven organisation. Consequently, the measure of success of the program has traditionally been more difficult to quantify compared to evaluating the measurable outcomes of a project based grant.

To enable Council to capture the community benefits of the 2014 Environment Levy Partnerships program, all recipient organisations will be required to include in their acquittals data relating to number of volunteers, volunteer hours and other quantifiable aspects of the groups' activities.

Upon annual review it is expected that the Environment Levy Partnerships may attract a similar return to that of our existing Community Catchment Partnerships operational programs, which delivers Council an estimated return on investment of 692%.

Promotion and support

Detailed information about the ELP was posted on Council's website and a fact sheet was prepared and distributed through council customer service centres and libraries. Promotional advertisements were also placed in local newspapers.

Community Catchment Partnerships officers also promoted the funding round directly to those organisations which had:

- Been funded through CFPF (Environment) and would reach the end of their three year funding period on 30 June 2014 or
- Enquired and indicated interest in the program and were eligible for funding.

Applications

A total of 21 applications from 21 organisations were received requesting \$814,109.58 in funding.

Assessment

Both general and environment specific criteria were endorsed by council at the 22 May 2014 Ordinary Meeting. Assessment of applications was based on these criteria outlined in the Environment Levy Partnerships and Grants Program Guidelines.

Legal

Successful applicants will be required to fulfil their Conditions of Agreement that outlines the relationship between parties and obligates them to be incorporated bodies with adequate risk management plans, appropriate level of insurance, training reporting and financial controls.

Policy

The recommendations are in accordance with the Local Government Finance Standards, the adopted Community Grants Policy, Environment Levy Policy 2014 and the Environment Levy Partnerships and Grants Program Guidelines 2014 (see Attachment 1).

Risk

In relation to groups receiving funding for one (1) year, there is no clearly identifiable risk in the allocation of funding.

There is also no clearly identifiable risk associated with the groups awarded three (3) year funding, as each subsequent year of funding is dependent on the appropriate acquittal of the previous year's funds.

Previous Council Resolution**Ordinary Meeting 22 May 2014**

ITEM 8.2.3 FUNDING PROGRAMS FOR COMMUNITY PARTNERSHIPS 2014/15

Council Resolution (OM14/68)

That Council:

- (a) *'receive and note the report titled "Funding Programs for Community Partnerships 2014/15"*
- (b) *note the revised Community Partnerships Funding Program guidelines (Appendix A) to provide one year funding for the 2014/2015 financial year*
- (c) *note the newly established Environment Levy Partnerships and Grants Program Guidelines (Appendix B) for the allocation of Environment Levy funding (incorporating Landholder Environment Grants, Partnerships and Grants), with the Partnerships component opening for the 2014/2015 financial year*
- (d) *note funding for community-managed public pools to be administered via individual agreements outside of the Community Partnership Funding Program through existing operational budget within the Community Facilities and Planning Branch*
- (e) *note the revised Community Grants Program guidelines (Appendix C)*
- (f) *refer the Community Partnership Funding Program proposed budget (\$1,017,248) to the June 2014 budget deliberations for 2014/2015 and*
- (g) *request the Chief Executive Officer conduct a review of the Community Partnership Funding Program and Community Grants Program in 2014 considerate of council's new Corporate Plan 2014 – 2019 and State and Federal funding opportunities not for profit community organisations and report back to Council in December 2014 with recommendations for future programs in the 2015/2016 financial year and beyond.*

Related Documentation

- Sunshine Coast Corporate Plan 2014-2019
- Sunshine Coast Biodiversity Strategy 2010-2020
- Sunshine Coast Waterways and Coastal Management Strategy 2011-2021
- Sunshine Coast Local Government Area Pest Management Plan 2012-2016
- Community Grants Policy
- Environment Levy Policy 2014
- Environment Levy Partnerships and Grants Program Guidelines 2014

Critical Dates

It is important to distribute funds as soon as possible in the 2014/2015 financial year to enable groups to continue/commence implementation of programs and services.

Implementation

Upon Council endorsement of this report, successful applicants will be contacted and offered partnership funding for either a one (1) year period or a three (3) year period. Partner community organisations will have a clear and on-going line of communication with Council's Environmental Operations and Community Services staff.

Conditions of Agreement will be confirmed, and these will include reporting and acquittal requirements, payment schedule (if applicable) and any conditions to be met prior to funding being awarded.

A list of successful partner organisations in the Environment Levy Partnerships will be posted on Council's website.

As well as the provision of funding, council officers will work with successful partner organisations to develop strong relationships to build capacity towards good governance and sustainable practices. Interaction with successful community organisations will include monitoring partnership agreements and ensuring reporting requirements are met.

Funding will be distributed throughout August – September 2014, following receipt of invoice and signed Conditions of Agreement from successful applicants.

Outcomes of these partnerships will be promoted to the broader Sunshine Coast community.

8.6 CORPORATE STRATEGY AND DELIVERY

Nil

8.7 OFFICE OF THE MAYOR AND THE CEO

Nil

9 NOTIFIED MOTIONS

10 TABLING OF PETITIONS

Petitions only eligible for submission if:

- * Legible
- * Have purpose of the petition on top of each page
- * Contain at least 10 signatures
- * Motion limited to:
 - Petition received and referred to a future meeting
 - Petition received and referred to the Chief Executive Officer for report and consideration of recommendation
 - Petition not be received

11 CONFIDENTIAL SESSION**11.1 REGIONAL STRATEGY AND PLANNING**

Nil

11.2 CORPORATE SERVICES**11.2.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - QUARTERLY
PROGRESS REPORT - QUARTER 4, 2013/2014****File No:** Statutory Meeting**Author:** Coordinator Corporate Plan Reporting and Risk
Corporate Services Department

This report is confidential in accordance with section 275 (f) of the *Local Government Regulation 2012* as it contains information relating to starting or defending legal proceedings involving the local government.

**11.2.2 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - ACQUISITION OF LAND
BEERWAH****File No:** PTYACQ**Author:** Principal Property Officer
Corporate Services Department

This report is confidential in accordance with section 275 (h) of the *Local Government Regulation 2012* as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

11.3 COMMUNITY SERVICES

Nil

11.4 INFRASTRUCTURE SERVICES

Nil

11.5 CORPORATE STRATEGY AND DELIVERY**11.5.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - MAJOR AND REGIONAL EVENT SPONSORSHIP APPLICATION - WANDERLUST SUNSHINE COAST**

File No: ECM
Author: Coordinator Major Events Liaison
Corporate Strategy and Delivery Department

This report is confidential in accordance with section 275 (e) of the *Local Government Regulation 2012* as it contains information relating to contracts proposed to be made by it.

11.5.2 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - MAJOR AND REGIONAL EVENT SPONSORSHIP APPLICATION - QLD OZTAG STATE CUPS

File No: ECM
Author: Coordinator Major Events Liaison
Corporate Strategy and Delivery Department

This report is confidential in accordance with section 275 (e) of the *Local Government Regulation 2012* as it contains information relating to contracts proposed to be made by it.

11.5.3 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - MAJOR AND REGIONAL EVENTS SPONSORSHIP APPLICATION - AUSTRALIAN FESTIVAL OF CYCLING

File No: ECM
Author: Director Corporate Strategy and Delivery
Corporate Strategy and Delivery Department

This report is confidential in accordance with section 275 (e) of the *Local Government Regulation 2012* as it contains information relating to contracts proposed to be made by it.

11.5.4 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - CALOUNDRA MUSIC FESTIVAL 2014 SPONSORSHIP

File No: CMF2014

Author: Coordinator Major Events Delivery
Corporate Strategy and Delivery Department

This report is confidential in accordance with section 275 (e) of the *Local Government Regulation 2012* as it contains information relating to contracts proposed to be made by it.

11.6 OFFICE OF THE MAYOR AND THE CEO

Nil

12 NEXT MEETING

The next Ordinary Meeting will be held on 18 September 2014 in the Council Chambers, 1 Omrah Avenue, Caloundra.

13 MEETING CLOSURE