

# Agenda

## **Ordinary Meeting**

**Thursday, 19 July 2018**

**commencing at 9:00am**

**Council Chambers, 1 Omrah Avenue, Caloundra**



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**1 DECLARATION OF OPENING**

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

**2 WELCOME AND 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 14 June 2018, the Special Meeting (Budget 2018/19 Adoption) held on 21 June 2018, the Special Meeting (Complex DA Matter) held on 21 June 2018 and the Special Meeting (Region Making Projects) held on 29 June 2018 be received and confirmed.

**5 INFORMING OF PERSONAL INTERESTS****5.1 MATERIAL PERSONAL INTEREST**

Pursuant to Section 175C 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 CONFLICT OF INTEREST / PERCEIVED CONFLICT OF INTEREST**

Pursuant to Section 175E 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.

The other Councillors must then decide

- (a) whether the Councillor has a real conflict of interest or perceived conflict of interest in the matter and
- (b) if they decide the Councillor has a real conflict of interest or perceived conflict of interest in the matter
  - (i) whether the Councillor must 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, or
  - (ii) that the Councillor may participate in the meeting in relation to the matter, including by voting on the matter.

**6 MAYORAL MINUTE**

**7 PRESENTATIONS / COUNCILLOR REPORTS**

**8 REPORTS DIRECT TO COUNCIL****8.1 CUSTOMER ENGAGEMENT AND PLANNING SERVICES****8.1.1 DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE (TELECOMMUNICATIONS FACILITY) AT OLD PEACHESTER ROAD, PEACHESTER**

<b>File No:</b>	<b>Council Meetings</b>
<b>Author:</b>	<b>Principal Development Planner Customer Engagement &amp; Planning Services Group</b>
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**Link to PD Online:**

<http://pdonline.sunshinecoast.qld.gov.au/MasterView/Modules/Applicationmaster/default.aspx?page=wrapper&key=1935730>

<b>SUMMARY SHEET</b>	
<b>APPLICATION DETAILS</b>	
<b>Applicant:</b>	NBN c/- Aurecon Australasia
<b>Proposal:</b>	Development Permit for Material Change of Use (Telecommunications Facility)
<b>Properly Made Date:</b>	05/07/2017
<b>Information Request Date:</b>	02/08/2017
<b>Info Response Received Date:</b>	22/11/2017
<b>Public Notification Period Dates:</b>	Between 24/01/2018 and 16/02/2018
<b>Number of Submissions During Public Notification:</b>	275 submissions of which 245 were properly made
<b>Decision Due Date:</b>	19/07/2018 (extended with applicant's agreement)
<b>PROPERTY DETAILS</b>	
<b>Division:</b>	1
<b>Property Address:</b>	Old Peachester Road, Peachester
<b>RP Description:</b>	Road reserve (located west of Lot 5 RP85875)
<b>Land Area:</b>	N/A – the site is within road reserve
<b>Existing Use of Land:</b>	Road reserve – the proposed facility site is located north of the formed road pavement, within a vegetated area
<b>STATUTORY DETAILS</b>	
<b>Planning Scheme:</b>	Sunshine Coast Planning Scheme (3 July 2017)
<b>SEQRP Designation:</b>	Regional Landscape and Rural Production Area
<b>Strategic Framework Land Use Category</b>	Rural Enterprise and Landscape Area
<b>Local Plan Area:</b>	NA
<b>Zone:</b>	Site is within road reserve – unzoned land. In accordance with Section 1.3.4 Zones for roads, waterways and reclaimed land of the planning scheme,

	that part of the road reserve the subject of the application is within the Rural zone.
<b>Consistent/Inconsistent Use:</b>	Potentially consistent
<b>Assessment Type:</b>	Impact Assessment

## PURPOSE

The purpose of this report is to seek Council's determination of an application for a Development Permit for Material Change of Use of Premises (Telecommunications Facility) at Old Peachester Road, Peachester. The application is before Council at the request of the Divisional Councillor.

## EXECUTIVE SUMMARY

The application seeks approval for a Development Permit for Material Change of Use of Premises (Telecommunications facility). More specifically, the application details that the Telecommunications facility is an NBN tower comprising a 40m monopole and ancillary components including two outdoor units enclosed within a secure compound which measures approximately 80m<sup>2</sup>.

The proposal for Old Peachester Road, Peachester (Peachester) is a transmission "mini-HUB" site within the fixed wireless network design. It is intended to support downstream services transmitting from the approved fixed wireless facilities at Eudlo and Wilkes Knob, as well as data transmitting from the as-yet to be proposed facility at Mount Mellum. It is designed to transmit data back to the approved Fibre HUB facility at Beerwah.

The proposal has been designed to provide a direct service to the local community, comprising more than 660 properties, and act as a critical transmission link to more than 1000 other properties across the Sunshine Coast hinterland. In total, almost 1700 properties will be reliant on receiving an NBN service either directly or indirectly via the proposal at Peachester.

The proposal also includes the co-location of Optus panel antennae at an elevation of approximately 27.7m above the top of the foundation.

The key issues in the assessment include; proximity of the facility to surrounding residential uses, potential impacts on the visual amenity and landscape character of the immediately surrounding area and in Peachester more generally, and potential health impacts resulting from electromagnetic energy emissions.

A total of 245 properly made submissions were received during the public notification period for the application, and all but one of these submissions oppose the proposal. The location of the submitters is widespread throughout the Sunshine Coast hinterland but submission mapping has revealed that the majority reside in the Peachester locality.

The proposal has been assessed against all of the applicable assessment benchmarks including the provisions of the planning scheme, state planning policies, SEQ Regional Plan and Schedule 10 of the *Planning Regulation 2017*. It is considered that the proposal complies with and is not in conflict with any of the applicable assessment benchmarks. In particular, it is considered that the proposal meets the overall and performance outcomes of the planning scheme codes that are directly relevant to the proposal, including the Height of Buildings and Structures Overlay Code, the Biodiversity, Waterways and Wetlands Overlay Code, the Rural Zone Code and the Telecommunications Facility Code, and is not in conflict with these codes. Approval of the application has therefore been recommended.



## OFFICER RECOMMENDATION

That Council **APPROVE WITH CONDITIONS** Application No. MCU17/2007 for a Development Permit for Material Change of Use of Premises (Telecommunications Facility) situated at Old Peachester Road, Peachester subject to conditions (Appendix A).

## FINANCE AND RESOURCING

There is no infrastructure charge applicable to the development. The proposed development has a nil charge rate in both Council's infrastructure charges resolution and the Planning Regulation.

## CORPORATE PLAN

**Corporate Plan Goal:** *Service excellence*

**Outcome:** 4.3 - Service quality assessed by performance and value to customers

**Operational Activity:** 4.3.4 - Position Development Services to effectively meet business requirements into the future with a focus on statutory compliance, ensuring timely decision making, positive customer experiences and strong industry engagement.

## CONSULTATION

### Internal Consultation

The application was forwarded to the following internal Council specialists and their assessment forms part of this report.

- Development Engineer, Engineering and Environment Assessment Team
- Environment Officers, Engineering and Environment Assessment Team

Councillors have been briefed throughout the application.

### External Consultation

The application did not require referral to any referral agencies in accordance with the *Planning Act 2016* and the *Planning Regulation 2017*.

### Independent Peer Review

Development Services engaged an external radiofrequency electromagnetic energy expert to review the subject application (as well as 14 other current NBN applications) from an electromagnetic radiation perspective. A response was received by report dated January 2018, and an updated report dated April 2018. Council's specific questions and the external expert's responses are contained within the Detailed Assessment Report (Attachment 1).

### Public Notification

The application was publicly notified for 16 days between 24 January 2018 and 16 February 2018 in accordance with the requirements of the *Planning Act 2016*. A total of 275 submissions were received, of which 245 were determined to be 'properly made' in accordance with the *Planning Act 2016*. All but one of these submissions oppose the proposal and the majority of submitters are located within the Peachester locality.

The key issues raised in the submissions include:

- compliance with planning scheme
- health impacts/electromagnetic energy
- visual amenity and character
- impact upon flora and fauna
- suitability of fixed wireless network
- site selection
- property values.

### **Related Documentation**

A copy of the officers' full and detailed assessment report is included as Attachment 1 to this report. The detailed assessment report contains all the specific assessment details under the planning scheme considered in Council's assessment of the application.

## **PROPOSAL**

### **Application Details**

The application seeks approval for Development Permit for Material Change of Use of Premises (Telecommunications Facility). More specifically, the Telecommunications facility is an NBN tower comprising a 40m monopole and ancillary components including two outdoor units (ODU) enclosed within a secure compound which measures approximately 80m<sup>2</sup>.

The specific components of the proposed installation include:

- a 40m monopole [overall height of 41m from top of foundation]
- two (2) parabolic dish antennas (1 x 0.9m and 1 x 0.6m in diameter) for transmission purposes, at an elevation of 34m on the monopole
- four (4) panel antennas (dimensions 0.75m high x 0.30m wide x 0.15m deep), located at an elevation of 40m on the monopole
- a 2.4m high chain link security compound fence (compound area 8m x 10m), with 3m wide access gate
- two (2) outdoor equipment cabinets (dimensions: 2.614m high x 0.7m wide x 0.7m deep) at ground level. The outdoor units will be installed on a concrete slab of dimensions 2.4m x 1m and will be metallic grey in colour
- associated feeder cables that will run underground from the equipment cabinets, and then internally within the monopole to the antennas.

It is noted that the applicant, as part of the Information Request response, amended the proposal to:

- include the co-location of Optus panel antennae at an elevation of approximately 27.7m above the top of the foundation
- move the facility approximately 6m to the east.

Access to the proposed facility will be provided via a new access track off Range Road. The facility and all ancillary components will be constructed within the road reserve.

Once operational, the facility will function on a continuously unstaffed basis and will typically require maintenance works three (3) times a year.

The proposal is a transmission "mini-HUB" site. The submitted Planning Report provides the following:

*The proposal for Peachester is a transmission “mini-HUB” site within the fixed wireless network design – it is intended to support downstream services transmitting from the approved fixed wireless facilities at Eudlo and Wilkes Knob, as well as data transmitting from the as-yet to be proposed facility anticipated at Mount Mellum. It is designed to transmit data back to the approved fibre HUB facility at Beerwah.*

*The proposal has been designed to provide a direct service to the local community, comprising more than 660 properties, and act as a critical transmission link to a more than 1,000 other properties across the Sunshine Coast hinterland. In total, almost 1,700 properties will be reliant on receiving an NBN service either directly or indirectly via the proposal at Peachester.*

The applicant’s response to submissions dated 21 March 2018 additionally provides that:

*This makes the proposal a Peachester a significant piece of network infrastructure with not just local but regional service considerations.*

### **Overlay Codes**

Of particular relevance to the subject application is the *Height of buildings and structures overlay code*, the *Scenic amenity overlay code* and the *Biodiversity, waterways and wetlands overlay code*.

#### Height of buildings and structures overlay code

The proposed Telecommunications facility will have an overall height of 41m from the top of the foundation and will exceed the height limit of 8.5 metres for the site as specified in the Height of buildings and structures overlay. In accordance with Table 5.10.1 Overlays, of the *Height of buildings and structures overlay code*, a proposal for a Telecommunications facility within the Rural zone is exempt from inclusion as *development subject to an overlay* and accordingly the Height of buildings and structures overlay code is not specifically triggered as an assessment benchmark for the proposed development. Notwithstanding, a proposal for a Telecommunications facility within the Rural zone is identified in Table 5.5.19 of the planning scheme as Impact Assessable development and the assessment benchmark is the Planning scheme, which includes all codes.

The assessment has found that the proposal is unlikely to have a significant adverse impact on the visual character of the local area or result in a significant loss of visual amenity for surrounding development. This is largely due to the location of the proposed facility. Furthermore, the facility has been sited such that it is not highly visible from neighbouring properties and Range Road and, although visible from Peachester Road and the Peachester township, is considered unlikely to result in a significant loss of visual amenity. It is therefore considered that the proposal would not compromise the purpose and overall outcomes of the *Height of buildings and structures overlay code*.

#### Scenic amenity overlay code

The site is not affected by the scenic amenity overlay (land is not within an inter-urban break or adjacent to a scenic route). However, the application requires Impact Assessment and the code is considered to be relevant assessment criteria given the height of the facility and the proximity of scenic routes to the site.

The assessment has found that the proposal is unlikely to have a significant adverse impact on the scenic routes and significant views identified within the overlay code. It is noted that glimpses of the proposal may be visible from Peachester Road, a scenic route. However, the visibility of the structure from Peachester Road is minimised from screening provided by existing vegetation lining this road. Furthermore, it is considered that the proposal is unlikely to impact upon views of the Glass House Mountains from the Blackall Range escarpment. The site is over 7km from the Blackall Range escarpment and the facility will not be discernible within the significant views south towards the Glass House Mountains. It is

therefore considered that the proposal would not compromise the purpose and overall outcomes of the *Scenic amenity overlay code*.

#### Biodiversity, waterways and wetlands overlay code

The overall and performance outcomes of the *Biodiversity, waterways and wetlands overlay code* require that development protects and enhances ecologically important areas. The proposal is located within a vegetated road reserve. The vegetation consists of Least Concern regional ecosystem 12.9-10.14 *Eucalyptus pilularis* tall open forest on sedimentary rock. The application indicates that to facilitate the infrastructure, approximately 24 native trees and shrubs will need to be cleared to allow for maintenance access tracks, compounds and construction areas.

As the application has not identified a suitable offset for the vegetation clearing as per the *Biodiversity, waterways and wetlands overlay code*, it is recommended that any approval include suitable offset conditions (with planting required to be completed prior to commencement of use). As part of the offset, a biodiversity offset would be required due to a dead stag tree with hollows that is proposed to be removed. A mixture of nesting boxes for bats, mammals and birds will be required to be provided into the surrounding area. Any approval should also include standard fauna management requirements for spotter catchers during all tree clearing.

The proposal is capable of meeting the requirements of the *Biodiversity, waterways and wetlands overlay code* subject to the imposition of the abovementioned conditions on any approval.

#### **Rural Zone Code**

A proposal for a Telecommunications facility is listed as a potentially consistent use within the Rural zone. A use listed as a potentially consistent use is *to occur in the Rural zone only where further assessment has determined that the use is appropriate in the zone having regard to such matters as its location, nature, scale and intensity*.

The purpose of the *Rural zone code* is to provide for a wide range of rural activities and a limited range of non-rural activities which complement, value add or provide a service to rural areas. Activities in rural areas maintain and enhance the character, visual amenity and rural production capability of the area.

The assessment has found that the proposal is an appropriate use in the Rural zone in that it would not compromise the use of the subject site or adjoining rural land for rural activities (noting that the subject site is road reserve, and rural activities would not ordinarily occur within road reserve), and, it is unlikely to have a significant adverse impact on the rural character and visual amenity of the surrounding rural area. It is therefore considered that the proposal would not compromise the purpose and overall outcomes of the *Rural zone code*.

#### **Telecommunications Facility Code**

The purpose of the Telecommunications Facility Code is to *ensure telecommunication facilities are developed in a manner which protects public health, the environment and the amenity of surrounding premises*. The key issues that have arisen during the assessment against this code are discussed below in a summary form.

#### Proximity to Sensitive Land Uses

There are 17 dwellings (on adjoining lots) located within a 400m radius of the facility, with the closest dwelling located 135m north of the facility. As such the proposal does not comply with Acceptable Outcome AO1 of the code which requires telecommunications facilities to be located at least 400m from any residential use. Notwithstanding this, it is considered that the proposed facility has been *located so as to minimise any adverse impacts upon the amenity of nearby residential uses* (as required by the corresponding Performance Outcome PO1).

Vegetation within the road reserve will provide screening to the proposed facility when viewed from the two residences approximately 150-155m south of the facility. Vegetation will also screen the facility when viewed from the dwelling 135m to the north. The existing ground level at the site of the proposed facility is approximately 12m higher than that at the closest dwelling to the north. As such, the views will be looking up at the facility, through over 100m of vegetation within the road reserve.

Similarly, the view of the facility from the closest dwelling to the west will be looking up through almost 200m of vegetation within the road reserve. The existing ground level at the site of the proposed facility is approximately 18m higher than that at the closest dwelling to the west.

It is therefore considered that the proposal has been sited to minimise any adverse amenity impacts on surrounding residential uses and is unlikely to result in a significant loss of amenity for the adjoining residential properties.

#### Visual Amenity and Landscape Character

There are no structures within proximity to the proposed facility and the monopole structure will protrude approximately 23m above the surrounding vegetation. As such, the proposal does not comply with Acceptable Outcome AO2.1(a) which requires telecommunications facilities to be of a similar height to surrounding structures or vegetation. Notwithstanding, it is considered that proposal complies with the corresponding Performance Outcome PO2 in that it is unlikely to be visually dominant or obtrusive from the surrounding area or any scenic route due to the presence of mature screening vegetation within the road reserve surrounding it. It is recommended that any approval include a condition in relation to the colour and finish of the facility to reduce its visual recognition in the landscape, and, a condition requiring landscaping planting around the facility to compensate for the vegetation clearing required to accommodate the facility.

#### Health & Safety

Performance Outcome PO3 requires that the *telecommunications facility does not cause human exposure to electromagnetic radiation beyond accepted precautionary limits*. The corresponding Acceptable Outcome AO3 requires that *the telecommunications facility is designed and operated to restrict human exposure to electromagnetic radiation in accordance with the:-*

- (a) *Radio Communications (Electromagnetic Radiation – Human Exposure) Standard 2003; and*
- (b) *Radio Protection Standard for Maximum Exposure Levels to Radiofrequency Fields.*

The regulation of electromagnetic energy (EME) including minimising the risk of exposure to unsafe EME levels is the responsibility of both the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA, an agency of the Commonwealth Department of Health) and the Australian Communications and Media Authority (ACMA).

ARPANSA establishes the limits at which public and occupational exposure to electromagnetic fields is considered safe. These limits are set out in the *Radiation Protection Standard for Maximum Exposure Levels to Radiofrequency Fields - 3 kHz to 300 GHz (2002)* (the ARPANSA Standard or RPS3). ARPANSA regularly reviews the limits in this standard and publishes information for the public regarding EME exposure from many different sources. Acceptable Outcome AO3 of the Telecommunications Facilities Code refers to this standard.

ACMA regulates EME from fixed radiocommunications transmitters such as mobile base stations (including NBN fixed wireless base stations) by imposing licence conditions through the *Radiocommunications Licence Conditions (Apparatus Licence) Determination 2015* (Apparatus LCD). Under these conditions, licensees such as mobile network operators must ensure that EME exposure from a transmitter does not exceed the levels set in the ARPANSA Standard at any location accessible by the general public.

NBN has confirmed that within 6 months of a Telecommunications facility becoming operational, compliance is undertaken to ensure that EME output complies with the ARPANSA Standard. A site compliance certificate confirming that the site complies with the standard and signed by a National Association Testing Authorities (NATA) accredited laboratory is then published on the Radio Frequency National Site Archive.

In the case of the subject proposal the maximum calculated EME level at 1.5m above the ground is 1.24% of the limit specified in the ARPANSA Standard (as per the report dated 2 February 2018, as updated to include co-location of Optus facility). This maximum calculated EME level is at a location 168m from the proposed telecommunications facility (near Junction of Old Peachester Rd). At the dwellings located closest to the proposed facility on Old Peachester Road and Range Road and the Peachester State School, the calculated EME levels are even lower and range between 0.0058% and 0.049% of the limit specified in the ARPANSA Standard.

Development Services engaged an external radiofrequency electromagnetic energy (RF EME) expert to undertake a peer review of the applicant's EME report. Council's external expert has confirmed that the calculated levels in the applicant's updated EME report (dated 2 February 2018) comply with the exposure limits specified in the current ARPANSA Standard, and that the applicant's calculations have been undertaken in accordance with the ARPANSA Technical Report – *Radio Frequency EME Exposure Levels – Prediction Methodologies*. Furthermore, Council's external expert has separately calculated the RF EME levels using the ARPANSA prediction methodologies and his calculations are the same as the applicant's. The proposal therefore meets AO3 of the Telecommunications Facilities Code and is deemed to comply with the corresponding Performance Outcome PO3 relating to health and safety.

Any approval should include a condition requiring the Telecommunications facility to comply with the licence conditions imposed by the Australian Communications and Media Authority relating to the limitation of radiofrequency electromagnetic energy emissions in accordance with the ARPANSA Standard.

### **Prescribed Other Development Codes**

The proposal is considered to meet, or be capable of meeting subject to conditions, all of the applicable other development codes.

### **CONCLUSION**

Notwithstanding opposition to the proposal from residents in the Peachester community, it is considered that the proposal sufficiently complies with the requirements of the planning scheme, more specifically, the relevant provisions of the Strategic Framework and the overall outcomes of the applicable overlay codes, Rural zone code, the Telecommunications facility code and the prescribed other development codes. The application is therefore recommended for approval subject to the imposition of reasonable and relevant conditions.

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**8.1.2 AMENITY AND AESTHETICS RESOLUTION - CARPORT TRIAL AREA**

<b>File No:</b>	<b>Council meetings</b>
<b>Author:</b>	<b>Senior Strategic Planner Customer Engagement &amp; Planning Services Group</b>
<b>Appendices:</b>	<b>App A - Strategic Policy .....89</b>

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**PURPOSE**

The purpose of this report is to outline a potential alternative assessment mechanism for the siting of carports (on a trial basis) on canal front lots in the Mooloolaba area, in response to Council resolution OM18/99. This report provides a recommendation enabling Council to proceed to:

- enact the amenity and aesthetics referral trigger, under the *Planning Regulation 2017*, for a carport trial area in the Mooloolah River Canal Area, for a period of 12 months, and
- assess any concurrence agency referral for particular building work against a proposed Strategic Policy.

**EXECUTIVE SUMMARY**

It is proposed that Council 'opt in' to the assessment of amenity and aesthetics of building work, in relation to carports that are sited within 6 metres of a street frontage and within the Mooloolah River Canal Area. This is intended to operate as a trial for a 12 month period and will apply to both existing (unapproved) and proposed carports.

The chosen trial area (Mooloolah River Canal Area) encompasses a relatively small, discrete area with a character and setting that distinguishes it from most other parts of the Sunshine Coast.

An amenity and aesthetics referral trigger will provide for the assessment (by Council) of proposed building work to impose strict requirements to ensure such carports are of a high standard of design, are visually integrated with the dwelling and minimise impacts on the streetscape. It is proposed to also amend the current fees and charges schedule to provide an assessment fee (\$1,800) consistent with the need for an internal review by specialists in the field of urban design/architecture to ensure a high standard of design is achieved.

The proposed regulatory approach provides a responsive mechanism to evaluate impacts and community perception over a period of time. This evaluation could result in a need to make changes to the policy or rescind Council's resolution, if issues or unintended consequences arise.

**OFFICER RECOMMENDATION**

That Council:

- (a) receive and note the report titled “Amenity and Aesthetics Resolution – Carport Trial Area”
- (b) declare, pursuant to Schedule 9, Part 3, Division 2, Table 1 of the *Planning Regulation 2017* that, on and from 19 July 2018, a carport proposed to be sited within 6 metres of a frontage and located within the Mooloolah River Canal Area on Map 1 (Mooloolah River Canal Area) of the Strategic Policy (Appendix A) may:-
  - (i) have an extremely adverse effect on the amenity, or likely amenity, of the locality or
  - (ii) be in extreme conflict with the character or desired future character of the locality
- (c) endorse the Strategic Policy – Assessment of amenity and aesthetics considerations for particular building work – carports (Appendix A) and assess any concurrence agency referral against the assessment provisions contained in the Strategic Policy
- (d) amend the Register of Cost-Recovery Fees and Commercial Charges for Development Services 2018/19 to include a new application fee for building work not associated with a material change of use for a Dwelling house for \$1,800 where for a carport located within 6 metres of a frontage and within the Mooloolah River Canal Area
- (e) determine that in relation to those cost-recovery fees to which Section 97 of the Local Government Act 2009 applies:
  - (i) the applicant is the person liable to pay these fees and
  - (ii) the fee must be paid at or before the time the application is lodged
- (f) delegate authority to the Chief Executive Officer to amend commercial charges to which Section 262(3) (c) of the Local Government Act 2009 apply and
- (g) determine the resolution have an operational period of 12 months, ceasing to have effect at the close of business on 19 July 2019.

**FINANCE AND RESOURCING**

There are no significant finance or resourcing implications in regards to preparing and progressing this proposal. However, implementation of the proposal will require resourcing for the assessment of building work applications to be assessed under Council's concurrence agency powers, for which Council currently charges \$600 where associated with dwelling houses.

It is proposed to amend Council's fees and charges schedule to require a higher fee (\$1,800) for an internal review by Council design specialists (i.e. Architect/Urban designer), for amenity and aesthetics referrals under the proposed Strategic Policy.



**CORPORATE PLAN Corporate Plan Goal: A smart economy**

**Outcome:** 1.1 - Strong economic leadership, collaboration and identity  
**Operational Activity:** 1.1.3 - Continue to administer the Sunshine Coast Planning Scheme including progression of council nominated investigations and priority amendments and responding to changes arising from the commencement of a new Planning Act and South East Queensland Regional Plan.

**CONSULTATION****Councillor Consultation**

This proposal has been discussed at several Councillor Workshops.

**Internal Consultation**

Consultation has occurred with the Development Services Branch which will be responsible for implementation of the proposed Strategic Policy.

**External Consultation**

No external consultation is required to enact this referral trigger under the *Planning Regulation 2017*.

**Community Engagement**

Community consultation is not required to enact this referral trigger under the *Planning Regulation 2017*. Information will be provided to relevant stakeholders, if Council decides to make the proposed resolution.

**PROPOSAL**

It is proposed that Council resolve:

- to declare that carports sited within 6 metres of a street frontage within the Mooloolah River Canal Area may have an adverse impact on the amenity and aesthetics of the locality
- to assess any concurrence agency referral against the proposed Strategic policy – Assessment of amenity and aesthetics considerations for particular building work - carports
- to amend the applicable assessment fee to \$1,800
- that the resolution have effect for 12 months.

The proposal seeks to utilise an 'opt in' referral trigger for the assessment of particular Class 1 (house) and 10a (carport, shed, etc.) buildings and structures involving possible amenity and aesthetics impacts, under the *Planning Regulation 2017*. The referral trigger is required to be enacted either by resolution or in the planning scheme by declaring that a building form in a given locality may:-

- “(i) have an extremely adverse effect on the amenity, or likely amenity, of the locality; or
- (ii) be in extreme conflict with the character of the locality.”

This referral trigger will apply to all building work applications (from the date of commencement) whether they are for proposed carports or existing (unapproved) carports, sited within 6 metres of a street frontage and located within the Mooloolah River Canal Area.

The proposed Strategic Policy (refer **Appendix A**) identifies the land proposed to be included within the Mooloolah River Canal Area and subject to the proposed resolution and assessment against the provisions contained in the Strategic Policy. The proposed area that

has been identified encompasses a relatively small, discrete area with a character and setting that distinguishes it from most other parts of the Sunshine Coast.

The Strategic Policy includes assessment provisions (refer Schedule 1 of **Appendix A**) to ensure carports sited within 6 metres of a street frontage and located within the Mooloolah River Canal Area are of a high standard, are visually integrated with the dwelling house and minimise impacts on the streetscape. By achieving compliance with specific provisions relating to appearance and design, a proponent will be able to demonstrate that a carport does not have an extreme adverse effect on the amenity or likely amenity of the locality and is not in extreme conflict with the character of the locality.

The proposed policy approach will be treated as a trial for a period of 12 months to evaluate the operation and effectiveness of the proposed policy. The regulatory mechanism provides flexibility, in that the resolution and Strategic Policy can either be amended or rescinded by Council, if issues arise within the 12 month period.

### **Legal**

The proposal will enact a referral trigger under Schedule 9, Part 3, Division 2, Table 1 of the *Planning Regulation 2017*, which will result in Council being a concurrence agency for building work, where a carport is proposed to be sited within 6 metres of a street frontage and located within the Mooloolah River Canal Area.

### **Policy**

The proposed policy response provides for an alternate outcome to that provided for in the Dwelling house code of the *Sunshine Coast Planning Scheme 2014*, for the Mooloolah River Canal Area. In resolving to enact the *Planning Regulation 2017* referral trigger, and to assess any referral against the proposed Strategic Policy, Council will be suspending assessment against the Dwelling house code for carports located within 6 metres of a street frontage, within the Mooloolah River Canal Area.

It is important to note that the Dwelling house code will continue to apply to building work for carports located outside of the Mooloolah River Canal Area and for carports where not sited within 6 metres of a street frontage and within the Mooloolah River Canal Area.

### **Risk**

The proposed regulatory mechanism and associated Strategic Policy has been designed to minimise the risk associated with the proposal. The Strategic Policy can be easily modified or the resolution rescinded if Council determines that the trial has been unsuccessful or has undesirable unintended consequences.

Carports are a relatively low risk form of development and the proposed resolution is intended to apply only to a small discrete area for a limited time. The built form provisions proposed will ensure a reasonable level of design quality is achieved when intrusion into the nominated 6 metre frontage setback occurs.

There are risks that the introduction of the Amenity and Aesthetic Resolution to a trial area will result in requests for additional areas to be subject to the same dispensations and/or embolden pre-emptive and unlawful building work in other locations in anticipation of a softening of the current positions around frontage setbacks for carports as incorporated in the planning scheme.

As described above, these risks have been mitigated to the greatest extent practicable through the consideration of the purpose, area of effect and time limited nature of the trial.

**Previous Council Resolution**

Ordinary Meeting 14 June 2018 (OM18/99)

*That Council*

- (a) *direct the Chief Executive Officer to prepare a report for consideration at the next (July) Ordinary Meeting providing for the implementation of an Aesthetics and Amenity Resolution to:*
- i. regulate the amenity and aesthetics impacts of carports on canal front lots in the Mooloolaba Area only*
  - ii. contain measures which institute formal application and approval processes that give weight to architectural merit*
  - iii. comprise a fee structure for the application process*
  - iv. account for the aesthetic of neighbouring dwellings and the surrounding streetscape*
  - v. mitigate any precedent issues*
  - vi. ensure no impact on views for neighbouring properties and*
- (b) *should Council approve an Aesthetics and Amenity Resolution at the July Ordinary Meeting, institute a trial period to run for a total of twelve (12) months and a further report to be prepared regarding the outcomes, impact and effectiveness of the trial.*

**Related Documentation**

*Planning Act 2016*

*Planning Regulation 2017*

*Sunshine Coast Planning Scheme 2014*

**Critical Dates**

It is proposed that the resolution will have effect on and from 19 July 2018 and will cease to have effect at the close of business on 19 July 2019.

**Implementation**

Should the recommendation be accepted by Council, it is noted that the Chief Executive Officer will:

- *take all necessary steps to implement the Strategic Policy – Assessment of amenity and aesthetics considerations for particular building work – carports and*
- *prepare a further report for Council's consideration after the 12 month trial period, which provides a review of the outcomes, impact and effectiveness of the trial.*

### 8.1.3 DOMESTIC CAT PARTNERSHIP WITH THE UNIVERSITY OF THE SUNSHINE COAST

**File No:** F2017/15926  
**Author:** Coordinator Response Services  
Customer Engagement & Planning Services Group

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#### PURPOSE

The purpose of this report is to seek Council's approval for a project relating to the impact domestic cats have on native wildlife on the Sunshine Coast and a proposed option to minimise this impact.

#### EXECUTIVE SUMMARY

Officers are seeking Council's approval to support a University of the Sunshine Coast Honours Student, Ms Nicole Galea, in undertaking a project entitled 'Foraging behaviour of free-roaming domestic cats on the Sunshine Coast' (the Project). An outline of the Project is provided in Attachment 1.

Under *Local Law No. 2 (Animal Management) 2011* cats are required to be contained to their property, unless under the direct supervision of a person or contained in an enclosure (such as a travel cage). The Project would require the participating cats to be permitted to free-roam to properly measure the relevant impacts of roaming and foraging, and the success of the CatBib™. In accordance with Council's *Compliance and Enforcement Policy 2009* Council has the discretion to not undertake enforcement action where the public interest outweighs the need to undertake enforcement action.

In this circumstance it is outlined that the Project will serve the public interest by offering information and data which may assist Council in delivering on a number of policy actions and may allow Council to be better informed to make decisions about managing cats now and into the future. Officers are seeking Council's approval for the Project to take place.

#### OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Domestic Cat Partnership with the University of the Sunshine Coast"
- (b) note that, given the public interest in the outcomes of this project and its contribution to improving animal management practices, Council:
  - (i) may not take enforcement action against registered participants in the 'Foraging behaviour of free-roaming domestic cats on the Sunshine Coast' Project in circumstances where participation results in non-compliance with the following provisions of *Local Law No.2 (Animal Management) 2011*: Section 9 (Minimum standards for keeping animals); Section 11 (Exclusion of animals); Section 13 (Control of animals in public places); and Section 15 (Requirements for enclosures, structures and buildings for keeping animals)
  - (ii) will waive the cost-recovery fee ordinarily payable to reclaim an impounded animal under section 34 of *Local Law No.2 (Animal Management) 2011* in circumstances where the impounded animal is participating in the Project and
- (c) note that at the end of the 'Foraging behaviour of free-roaming domestic cats on the Sunshine Coast' Project the Chief Executive Officer will report back to Council with any findings.

## FINANCE AND RESOURCING

There is no financial contribution proposed as part of this report, however there will be some impost on staff to ensure cats participated in the Project are:

- properly notified of Council's conditions for participation and
- recorded in Council's systems to ensure they are not subject to enforcement or fees and charges as outlined in the report

The cost of this work is estimated at \$595 based on the estimated times outlined below.

In addition it should be noted that the cost-recovery fees and on-the-spot fines relating to roaming / impounded cats are as follows:

- Release fee for - \$247
- Daily boarding fee - \$43 per night's stay
- On-the-spot infringement for cat related offences such as roaming or not providing proper containment - \$262

Officer and actions	Time
<b>Coordinator Response Services:</b>	
<b>Create application form for participating cat owners</b>	2 hrs.
<b>Create permit to be issued to participating cat owners</b>	2 hrs.
<b>Supervisor Pound Business Operations:</b>	
<b>Review and approve/reject to applications</b>	15 min per applicant (5 hrs.)
<b>Pound Administration Officers:</b>	
<b>Lodge application information and generate relevant permit document</b>	15 min per applicant (5 hrs.)
<b>Total</b>	<b>14 hrs.</b>

## CORPORATE PLAN

**Corporate Plan Goal:** *A strong community*

**Outcome:** 2.1 - Safe and healthy communities

**Operational Activity:** 2.1.4 - Continue to focus on education and communication to enhance customer understanding of responsible pet management practices, pest animal and plant advice and Local Law and State Legislation information.

## CONSULTATION

### Councillor Consultation

- Councillor T Dwyer, Deputy Mayor
- Councillor J McKay, Portfolio Councillor: Community and Environment.

**Internal Consultation**

- Group Executive Customer Engagement and Planning Services
- Branch Manager, Customer Response
- Coordinator, Biodiversity and Waterways
- Coordinator, Community Catchment Partnerships
- Senior Conservation Partnerships Officer, Environmental Operations
- Chief Legal Officer, Office of the Mayor & CEO
- Coordinator Governance Process & Policy, Office of Mayor and CEO
- Coordinator Advocacy & Collaboration, Office of Mayor and CEO.

**External Consultation**

- Nicole Galea, Honours Student, University Sunshine Coast
- Dr Chris Clemente, Lecturer Eco physiology, University Sunshine Coast.

**Community Engagement**

Community engagement will be undertaken as part of the Project to recruit participants for the data collection. This will occur from July 2018 to November 2018.

The community engagement process will be managed by the University of the Sunshine Coast.

**PROPOSAL**

The purpose of this report is to seek Council's approval for a project relating to the impact domestic cats have on native wildlife on the Sunshine Coast and a proposed option to minimise this impact.

In 2017 a group of Councillors were approached by Ms Nicole Galea, an Honours Student from the University of the Sunshine Coast to seek support to undertake a project titled 'Foraging behaviour of free-roaming domestic cats on the Sunshine Coast' (the Project). Councillor Dwyer requested the project be further investigated and a report to Council be presented to Council for consideration.

It was identified that the Project could provide key learnings to Council to support the delivery of key actions in the *Domestic Animal Management (Cats and Dogs) Strategy 2014 – 2020* and the *Environment and Livability Strategy 2017*.

Cats are acknowledged by the International Union for Conservation of Nature (IUCN) to be one of the most impactful invasive species across the world. Qualitatively it seems to be common knowledge that most domestic cats will hunt small prey in their territory, such as small birds and rodent like animals. However in reviewing the IUCN assessment of cats it seems most studies to date group the impact of domestic and feral cats together, not giving a clear picture of how the impact of domestic cats on wildlife may be better mitigated.

Specifically the Project aims to:

- i. Document the range and hunting behaviours of free roaming domestic cats, to understand their impacts on native wildlife; and
- ii. To investigate whether fitting a commercially available CatBib™ changes the behaviours of the domestic cat, including tracking their biomechanics to understand how the CatBib™ works if it is successful.

In summary, the goal is to understand how cats move when they are foraging (or hunting) and how the CatBib™ may work to change this movement to give prey a better chance of escape.

Depending on the findings of the Project, the data, video recordings and analysis may be used to deliver on key policy actions.

In addition, the Project will provide data for a larger scale study titled "Using performance to predict the survival of threatened mammals", which is being undertaken at a national level and funded by the Australian Research Council. The national study has been designed to better inform the development or re-development of habitats for threatened marsupials. Specifically, the study will examine ways the design of habitats can better support the survival of threatened marsupials which are impacted by cats using informed design. This information has the potential benefit groups nationwide who are responsible for the design of environmental areas.

### Cat population

There are currently 9,630 registered cats on the Sunshine Coast (as at 19 February 2018) with an actual estimated total of approximately 38,600<sup>1</sup>. Based on population forecasts it is estimated that in 10 years the number of domestic cats on the Sunshine Coast will exceed 48,000<sup>1</sup>.

Cat registrations		
Financial Year	Number	Revenue
2014/15	8,890	\$116,552.80
2015/16	9,215	\$107,714.32
2016/17	9,729	\$107,936.69
2017/18	10,300*	\$118,247.79 <sup>#</sup>

\* Total for the year based on data from 01.07.2017 - 17.02.2018

<sup>#</sup>Financial data based on period 01.07.2017 – 17.02.2018

<sup>1</sup> Sunshine Coast Council, *Population and Household Forecast 2016 to 2026 Report*, p.8 and Animal Health Alliance 2013, *Pet Ownership in Australia*, p.19

### What is Council doing currently?

In relation to domestic cats, Council currently have a number of strategies in place to encourage responsible cat ownership such as:

- adoption of the *Domestic Animal Management (Cats and Dogs) Strategy 2014 – 2020* which outlines a number of activities focussed on promoting responsible pet ownership across the region.
- discounted registration for desexed cats, supporting the reduction of unplanned litters by cats who may roam from their home.
- lifetime registration for desexed and microchipped cats, supporting the reduction of unplanned litters by cats who may roam from their home.
- partnering with Sunshine Coast Animal Refuge (SCARS) and the RSPCA to run discounted de-sexing campaigns for cats, reducing unplanned litters.
- partnering with the Australian Veterinary Association to deliver a school age education program highlighting key messages around responsible pet ownership.
- a cat cage program used to assist residential homes to trap cats causing a nuisance. Where the cat is a domestic cat, this program then allows Council officers to provide guidance and education to the cat's owner.
- the introduction of *Local Law No. 2 (Animal Management) 2011* which requires cat owners to contain their cats to their property, with penalties for failure to comply.
- basic fact sheets providing guidance on cat owners around the law.
- responding to complaints about cats who are causing a nuisance in their neighbourhood, approximately 900 – 1000 complaints per year.

- providing impound facilities for cats who are found roaming, and not able to be immediately reunited with their owner, approximately 400 – 500 per year.

<b>Cat based complaints</b>	
<b>Financial Year</b>	<b>Number</b>
<b>2014/15</b>	907
<b>2015/16</b>	990
<b>2016/17</b>	893
<b>2017/18</b>	980*

\* Total for the year based on data from 01.07.2017 - 17.02.2018

<b>Impounded cats</b>	
<b>Financial Year</b>	<b>Number</b>
<b>2014/15</b>	590
<b>2015/16</b>	561
<b>2016/17</b>	425
<b>2017/18</b>	437*

\* Total for the year based on data from 01.07.2017 - 17.02.2018

### Overview of the Project

The Project will be run through the University of Sunshine Coast Honors Program and the data collection portion of the Project will run from July 2018 – November 2018 where participants will be actively recruited and data collection will be undertaken. The Project has been scoped to allow for 5 participants at any one time. It is anticipated that no more than 30 cats would be surveyed during the trial.

Through the Project, cats will be fitted with a GPS/Accelerometer unit on a cat harness and left to go about their daily activities. After every two to four days the owner removes the device from the cat and connects it to a computer to recharge the device and download the data.

The data collated throughout the study will be analysed and presented in June 2019 – August 2019.

Following the conclusion of the Project, the findings will be reported to Council. These findings will be reviewed by Council officers and the data and analysis may be used to deliver on key policy actions by:

- building on the existing education program providing real-world examples and local data on how domestic cats may be impacting neighbouring wildlife.
- providing advice to the community on approaches they can take to minimise the impact their cat may be having on local wildlife.
- providing data to feed into future decision making about programs for cat management by better understanding cat's roaming and foraging behaviour.
- providing data to Council to enhance the design of environmental areas to mitigate the impact of neighbouring cats.

### Legal

Under *Local Law No. 2 (Animal Management) 2011* cats are required to be contained to their property, unless under the direct supervision of a person or contained in an enclosure (such as a travel cage).

Officers are seeking approval for a trial to conduct the Project by allowing the cats participating in the trial to continue to free-roam without the owner of the cat being subject to:

- the normal penalties for failure to comply with the Local Law
- cost-recovery fees ordinarily payable to reclaim an impounded animal.

Council would require that cat owners participating in the Project:

- have their cat/s registered with Council
- have their cat/s microchipped with an Australian Microchip Registry
- have their contact information up-to-date on both their registration and microchip



- have their cat/s desexed
- collect their cat within one (1) day of being impounded (if they are not able to be taken directly home)
- agree to cease participating in the Project and allowing their cat to free-roam if their cat is found to be causing a significant nuisance to the community.

The above criteria have been developed to ensure participating cats:

- can be easily identified and returned to their owner if found roaming
- do not contribute to the feral cat population or generate unwanted litters while participating in the Project
- do not cause an ongoing nuisance to the community while participating in the Project.

Officers would liaise with the university staff to ensure participating cats:

- meet the above criteria
- are identified in the registration system
- are provided with an acknowledgement letter which can be shown to officers in the event the cat is found roaming.

Cat owners would need to accept that by allowing their cat to roam they are exposing their cat to risks such as:

- injury or death caused by a motor vehicle
- injury or death caused by another animal
- any other risks which may be associated with roaming.

In accordance with Council's *Compliance and Enforcement Policy 2009* Council has the discretion to not undertake enforcement action where the public interest outweighs the need to undertake enforcement action.

While a cat free-roaming does not comply with the Local Law, the overall results of the Project may serve the public interest by providing information to better support Council in:

- delivery of the *Domestic Animal Management (Cats and Dogs) Strategy 2014 – 2020*
- delivery of the *Environment and Liveability Strategy 2017*
- better supporting the community to meet the purposes of *Local Law No. 2 (Animal Management) 2011*, particularly;
  - reducing environmental harm or nuisance
  - supporting animal owners to keep their animals in a manner that is consistent with the expectations of the community.

#### **Policy**

- Domestic Animal Management (Cats and Dogs) Strategy 2014 – 2020
- Environment and Liveability Strategy 2017
- Compliance and Enforcement Policy 2009

#### **Risk**

Cat owners participating in the Project would need to accept that by allowing their cat to roam they are exposing their cat to risks such as:

- injury or death caused by a motor vehicle
- injury or death caused by another animal
- any other risks which may be associated with roaming.

#### **Previous Council Resolution**

There is no previous Council resolution relevant to this report.

### Related Documentation

There is no related documentation relevant to this report.

### Critical Dates

The Honours Program commenced in February 2018, approval is required at this meeting to support the implementation of the project. The additional key stages of the Project have been outlined as follows and are the responsibility of the student:

<b>Timeline</b>	<b>Key stage</b>
<b><i>Equipment / programming</i></b>	March 2018 – June 2018
<b><i>Website design and building</i></b>	April 2018 – June 2018
<b><i>Public marketing</i></b>	July 2018 – August 2018
<b><i>Cat recruitment</i></b>	July 2018 – November 2018
<b><i>Data collection</i></b>	July 2018 – November 2018
<b><i>Data analysis</i></b>	December 2018 – February 2019
<b><i>Report and presenting finding</i></b>	June 2019 – August 2019

### Implementation

The implementation plan, if the Project is approved is to:

- issue a letter to Ms Galea to approve the implementation of the Project with the participating cat owners and outline the application process
- provide Ms Galea with an application form which can be issued to participating cat owners
- provide participating cat owners with a Permit that can be provided to Council officers if their cat is found roaming and
- develop a fact sheet outlining key messages to assist Council officers in responding to enquiries about the Project.



## 8.2 BUILT INFRASTRUCTURE

### 8.2.1 KENILWORTH COMMUNITY TRANSPORT

<b>File No:</b>	<b>F2015/29167</b>
<b>Author:</b>	<b>Manager Transport and Infrastructure Policy Built Infrastructure Group</b>
<b>Appendices:</b>	<b>App A - Kenilworth Community Transport Trial ..... 111</b>
<b>Attachments:</b>	<b>Att 1 - Kenilworth Community Transport Options..... 113</b>
	<b>Att 2 - Kenilworth Area ..... 115</b>

### PURPOSE

The purpose of this report is to seek Council's support for a Community Transport trial for the Kenilworth community.

### EXECUTIVE SUMMARY

In recognition of the relative isolation of Kenilworth, Council has engaged with the Kenilworth community in considering options for delivering a community transport outcome that is affordable and sustainable.

At a community meeting held in Kenilworth on 20 December 2017, a proposal was tabled that attracted a positive response from the community, providing the Divisional Councillor and Council officers with confidence that the proposal should progress to a 12 month trial. Kenilworth's isolation presents difficulties for some Kenilworth residents, prompting the introduction of this Community Transport trial.

The proposal put to the community is provided as **Attachment 1 – Kenilworth Community Transport Options**. The essence of this proposal has been retained in the formal proposal tabled for Council's consideration as **Appendix A – Kenilworth Community Transport Trial**.

The investment of Council funds with a community group requires sound governance to be applied. To achieve this, a formal legally binding Agreement between Council and an incorporated Kenilworth community group will be developed and signed before the trial can commence. The Agreement details are referred to in the body of the Report. Should Council endorse the recommendations of this report, further details will be identified through the development of the legally binding agreement between Council and the Kenilworth community.

Monitoring the trial is essential to inform both Council and the community as to its success or level of performance such that an ongoing Community Transport scheme could be considered for ongoing support. It is proposed that the Agreement will capture performance measures that confirm the KPI is met or not, and that all relevant matters will be the subject of a future report to Council after the trial has run for 12 months. That report would also address the potential for other like communities to establish a Community Transport service.

Because the call on Transport Levy funds could support an ongoing commitment to the Kenilworth community should the trial be a success, Council's consideration and approval is required to enable the initial and ongoing commitment to proceed.

## OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Kenilworth Community Transport” and
- (b) endorse the trial for a Kenilworth Community Transport proposal (Appendix A).

## FINANCE AND RESOURCING

Funding to the value of \$40,000 has been allocated from the Transport Levy for 2017/2018, with the likely ability to carry over unspent funds into 2018/2019. There has been no expenditure to date. It is recommended that as part of this proposal, an ongoing annual allocation of \$2,000 be provided to the Kenilworth community to assist in operational costs to ensure Council’s vehicle is maintained in good order. The allocation will be held by Council and will be provided on submission of receipts or invoices for approved expenditure items, as listed in the Agreement. The cost of administering this process is considered minor and will be absorbed in the 2018/2019 Operational Budget.

The Kenilworth community will pay \$8.00/person per trip towards meeting the operating costs. Readers will note that the advice on the cost/person per trip informing the development of the proposal put to the community, was set at \$10.00 and that this was reduced to \$8.00 in both the proposal put to community and the proposal now provided as **Appendix A - Kenilworth Community Transport Trial**.

The allocation reflects a potential annual 10% return to community on funds collected from the Transport Levy, which together with the initial \$20,000 outlay is considered reasonable and fair recognition of Council’s contribution to community.

The \$2,000 or 10% has been calculated from the attached map (refer **Attachment 2 – Kenilworth Area**) capturing the rate paying properties within a 5km radius of Kenilworth, assuming that the community transporter would provide the service with that coverage. There are 467 properties attracting \$19,614 Transport Levy revenue per year.

The cost to accredit the drivers will be met by Council from the Transport Levy allocation. It is expected that this will cost around \$2,000.

Council can authorise this form of contribution to community, outside the standard community grants format, under authority of a Council resolution, as is being requested through adoption of **Appendix A – Kenilworth Community Transport Trial**.

Indicative running costs to operate the Trial are provided in **Attachment 1 – Kenilworth Community Transport Options**.

## CORPORATE PLAN

**Corporate Plan Goal:** *A healthy environment*

**Outcome:**

**Operational Activity:**

We serve our community by providing this great service  
S18 - Sustainable growth and network planning - providing land use planning, social policy, infrastructure planning and charges, flood mapping, transportation planning and environmental initiatives

## CONSULTATION

### Councillor Consultation

Divisional Councillor – Councillor G Rogerson and Transport Portfolio Councillor - Councillor R Baberowski have been consulted.

**Internal Consultation**

Internal consultation was carried out with the following:-

- Team Leader, Community Development, Community Planning and Development, Economic and Community Development Group.
- Chief Legal Officer, Office of the CEO.
- Manager, Fleet and Quarry Services, Built Infrastructure Group.

**External Consultation**

No external consultation was carried out.

**Community Engagement**

Divisional Councillor Greg Rogerson held a community engagement meeting on the evening of Wednesday, 20 December 2017 at Kenilworth, tabling a proposal, as per **Attachment 1 – Kenilworth Community Transport Options**. The proposal was explained and questions and comments were provided by the community members. Sufficient support was received to justify advancing the proposal.

**PROPOSAL**

The proposal is best described by reference to **Attachment 1 - Kenilworth Community Transport Options**, as this accurately represents what was put to the community and informed what is now under consideration.

That proposal was based on advice provided to the Divisional Councillor following extensive conversations on what might constitute a viable and reasonable offer to put to the Kenilworth community. It is considered that it provided a balanced approach in delivering an outcome built on mutual responsibility principles. The advice was as follows:

- *A vehicle (Hyundai Santa Fe or equivalent) will be provided by Council for the proposed trial, requiring a call of approximately \$20,000 from the current allocation. The vehicle will remain the property of Council.*
- *It is anticipated that in the event of the trial being successful, the vehicle will be turned over annually under the arrangement of purchasing out-of-lease vehicles, annually, negating the depreciation from the running costs.*
- *Council will cover the costs of accreditation of drivers from the Kenilworth community.*
- *The vehicle can undertake as many trips as the community desires, with patrons paying \$10/person towards the operating costs. The trips must not coincide/duplicate with Public Transport services offered by TransLink.*
- *The community will be responsible for Insurance (incl. excess), Registration, Tyres, Servicing, Fuel and other operational costs that may arise. A legal entity representing the Kenilworth community will be required, to formally accept responsibility for the partnership between Council and community.*
- *The community will take responsibility for administering the community transport service, submitting to Council an Administrative Operations Manual addressing all matters operational, safety and legal, submitted to Council for review and endorsement prior to commencement of the Trial.*
- *Council will provide \$2,000 as a working fund to assist meet the responsibilities outlined above. This fund provides the ability to meet the bills on top of the income from the fare paying customers.*

- *The allocation reflects a potential annual 10% return to community on funds collected from the Transport Levy, which together with the initial \$20,000 outlay is considered reasonable and fair recognition of Council's contribution to community.*
- *The \$2,000 or 10% has been calculated from the attached map (refer **Attachment 2 – Kenilworth Area**) capturing the rate paying properties within a 5km radius of Kenilworth, assuming that the community transporter would provide the service with that coverage. There are 467 properties attracting \$19,614 Transport Levy revenue per year.*
- *The KPI for the Trial is “to operate successfully within the funding commitments offered by Council, clearly showing an ability for ongoing success.”*
- *DDA requirements are under investigation and will be provided when available.*
- *Following the outcome of the Public Meeting, and assuming that there is some form of agreed outcome, Councillors will need to be advised of the proposal and expenditure details.*

### Next Steps

It is important that volunteer drivers be identified as the first fundamental commitment by the Kenilworth community indicating ongoing support. To this end, ten community members have indicated their commitment. Drive Accreditation is required and it is recommended that Council covers any associated costs. The accreditation relates to operating a vehicle carrying members of the public, under an arrangement approved by the Department of Transport and Main Roads.

The Implementation section of this report provides a sequence of events required to progress the trial. Should Council endorse the recommendations of this report, further details will be identified through the development of the legally binding agreement between Council and the Kenilworth community.

As detailed in **Attachment 1 – Kenilworth Community Transport Options**, the proposed vehicle would be purchased outright from Council's leased fleet, preferably a Hyundai Santa Fe or equivalent, when such a vehicle has reached the end of its Council lease. This would provide Council with a value for money purchase, in the knowledge that it is fit-for-purpose for the intended use. It is proposed that the vehicle be turned over every 12 months or thereabouts, to provide the community with a consistent level of service, and to minimise the difference in value between the vehicle for sale and the replacement vehicle.

Should Council consider this proposal to be a reasonable approach in meeting the community transport needs of Kenilworth, a draft legal document will be drawn up and presented to the community. Parties to such an agreement will be Sunshine Coast Council and a legally based entity made up of community members.

### **Legal**

The ability for this proposed trial to proceed will depend on Council and the Kenilworth community entity entering into a legally binding agreement capturing all relevant roles, responsibilities and accountabilities. Council's Chief Legal Officer advised that it would be possible to draft such a document.

### **Policy**

There are no Policy issues relevant to this proposal.

### **Risk**

As this is only to be a trial, there are no risks identified. The trial may identify risks to be taken into account when progressing beyond the trial. A future risk could be that a successful

trial may set a precedent for other communities to request a Community Transport option. The report on this trial needs to address that potential.

### **Previous Council Resolution**

There is no previous Council Resolution relevant to this proposal.

### **Related Documentation**

Refer to **Attachment 1 – Kenilworth Community Transport Options** and **Attachment 2 – Kenilworth Area**.

### **Critical Dates**

There are no critical dates. It would be appropriate to commence the trial as early in the new financial year as possible.

### **Implementation**

Should Council wish to move forward with this trial, the following is recommended:

1. Assist the Kenilworth community in forming an incorporated body to accept all responsibilities outlined in an Agreement (to be developed), enabling the operation of the Kenilworth Community Transport trial.
2. Develop, in consultation with the Kenilworth community group, a legally binding Agreement setting out all responsibilities, processes, governance frameworks, financial arrangements, a mechanism to capture KPI's and agreed triggers to advance from a trial to an ongoing arrangement and identify any necessary requirements in providing a complete and comprehensive document meeting the best interests of both parties. Controls over the use of the vehicle to meet community needs, and not extend to personal use, will need to be captured.
3. Have the Agreement signed by both parties.
4. Procure the vehicle and deliver to the Kenilworth community group.
5. Continue to work with the Kenilworth community to establish the trial and assist in operating the trial.
6. Provide a report to Council towards the end of the trial, advising of success or otherwise, including a recommendation for a future Kenilworth community transport project, or otherwise.



**8.2.2 MEADS ROAD/RAINFOREST SANCTUARY DRIVE LINK, BUDERIM****File No: F2018/43647****Author: Manager Transport and Infrastructure Policy  
Built Infrastructure Group**

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**PURPOSE**

The purpose of this report is to seek Council's direction on future road network investment servicing Rainforest Sanctuary Estate.

**EXECUTIVE SUMMARY**

The Divisional Councillor has been approached by residents of Rainforest Sanctuary Estate, Buderim who have concerns that a future road connection between Meads Road and Rainforest Sanctuary Drive, essentially providing a link between Crosby Hill Road and Stringybark Road, will result in an unacceptably high increase in traffic on Rainforest Sanctuary Drive.

This is at odds with an earlier request, to have the link provided, which was made through a petition to Council in March, 2015, requesting that the connection be constructed without delay.

The connection of Meads Road and Rainforest Sanctuary Drive is shown as a future link in Council's Planning Scheme, directed at providing additional access for the Rainforest Sanctuary Estate, delivering a more permeable network and serving the broader network through improved traffic distribution. Flood immunity issues would also be addressed through provision of this connection.

Following a Strategy and Policy Forum held with Councillors in April, 2018 to discuss this issue, it was directed that a report come to Council for formal decision.

**OFFICER RECOMMENDATION**

**That Council:**

- (a) receive and note the report titled "Meads Road/Rainforest Sanctuary Drive Link, Buderim " and**
- (b) retain the connection linking Meads Road to Rainforest Sanctuary Drive as shown in the Sunshine Coast Planning Scheme, 2014.**

**FINANCE AND RESOURCING**

The project is estimated to cost just under \$2 million, with detailed design yet to be undertaken to refine this estimate.

Council holds a \$350,000 contribution from a developer that, unless spent by 8 December, 2018, must be returned. Negotiations may see an extension to this deadline.

The project is listed in Council's 10 year capital works program for 2027/28 construction.

## CORPORATE PLAN

**Corporate Plan Goal:** *A strong community*

**Outcome:** We serve our community by providing this great service

**Operational Activity:** S11 - Road network management - providing road transport infrastructure planning, design and delivery, road safety and traffic management, public education programs, streetscapes planning and place making

## CONSULTATION

### Councillor Consultation

This matter was the subject of a Strategy and Planning Forum held on 5 April 2018. From that Forum came the need for this report to come before Council for decision.

### Internal Consultation

Internal consultation was carried out with the following branches:-

- Transport Infrastructure Management
- Strategic Planning

### External Consultation

There has not been any external consultation in relation to this report.

### Community Engagement

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

## PROPOSAL

### Background

The Divisional Councillor has been approached by residents of Rainforest Sanctuary Estate who have concerns that a future road connection between Meads Road and Rainforest Sanctuary Drive will result in an unacceptably high increase in traffic on Rainforest Sanctuary Drive. The connection, if delivered, would provide a link between Crosby Hill Road and Stringybark Road.

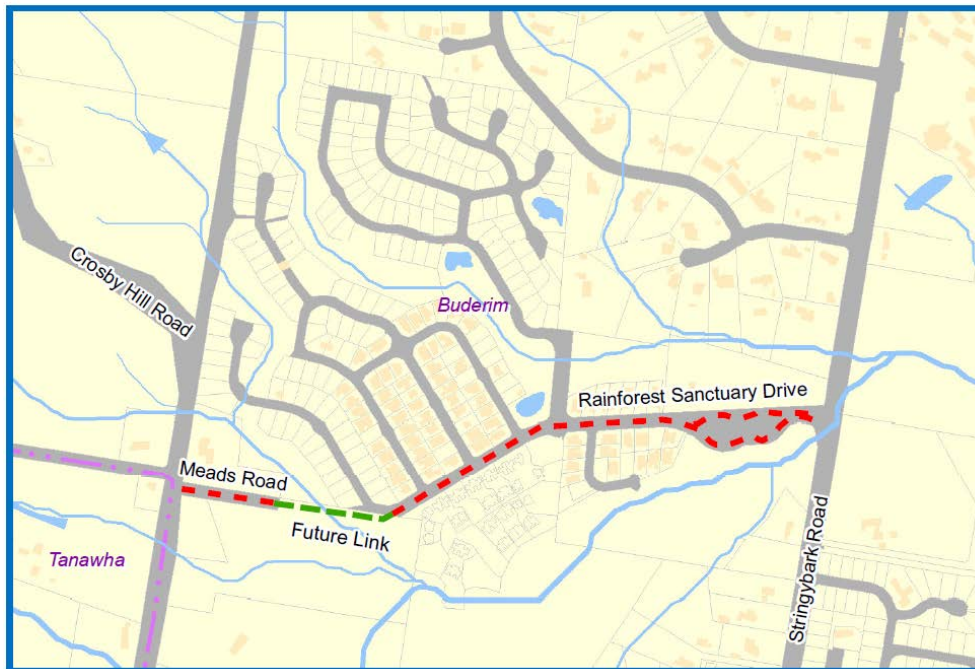
The Meads Road connection to Rainforest Sanctuary Drive has been part of Council's plan for some years, originally identified in the Maroochy Plan 2000 in Planning Area No 3, Sippy Downs Precinct 5, Stringybark Road West. The Precinct Intent states that:

*"Meads Street (sic) after Crosby Hill Road and Stringybark Road will provide the primary points of access to the Precinct".*

The future road link was also depicted on Road Hierarchy Map 2.2 of Maroochy Plan 2000.

Figure 1 below shows the network servicing Rainforest Sanctuary Estate and the future link.

**Figure 1: Future Road Connection**



The Meads Road connection is further referenced in the Sippy Downs local plan code in the current Sunshine Coast Planning Scheme 2014 under Performance Outcome PO19 (development to provide a public road connection, including pedestrian and cycle links, along Meads Road connecting Crosby Hill Road and Rainforest Sanctuary Drive), and shown on Figure 7.2.25A (Sippy Downs local plan elements). Refer to Figure 2 below.

**Figure 2: Extract – Figure 7.2.25A (Sippy Downs local plan elements)**



The Meads Road connection is referenced in the Transport and Parking Code in the current Planning Scheme, shown in Figure 9.4.8A of that document and is also shown in Council’s Local Government Infrastructure Plan (LGIP Map No. TNR32).

Further, the relevant code in the Planning Scheme states that development “provides for moderate and large size developments to have multiple access points”. On this theme, it is noted that the Planning Scheme Policy for the Transport and Parking Code specifies that at

least two street access routes for general access and emergency use are provided in residential areas with catchments of 100 or greater equivalent detached dwelling lots. In this regard, it is noted that Rainforest Sanctuary Estate has approximately 270 detached dwelling lots and 54 multiple dwelling units.

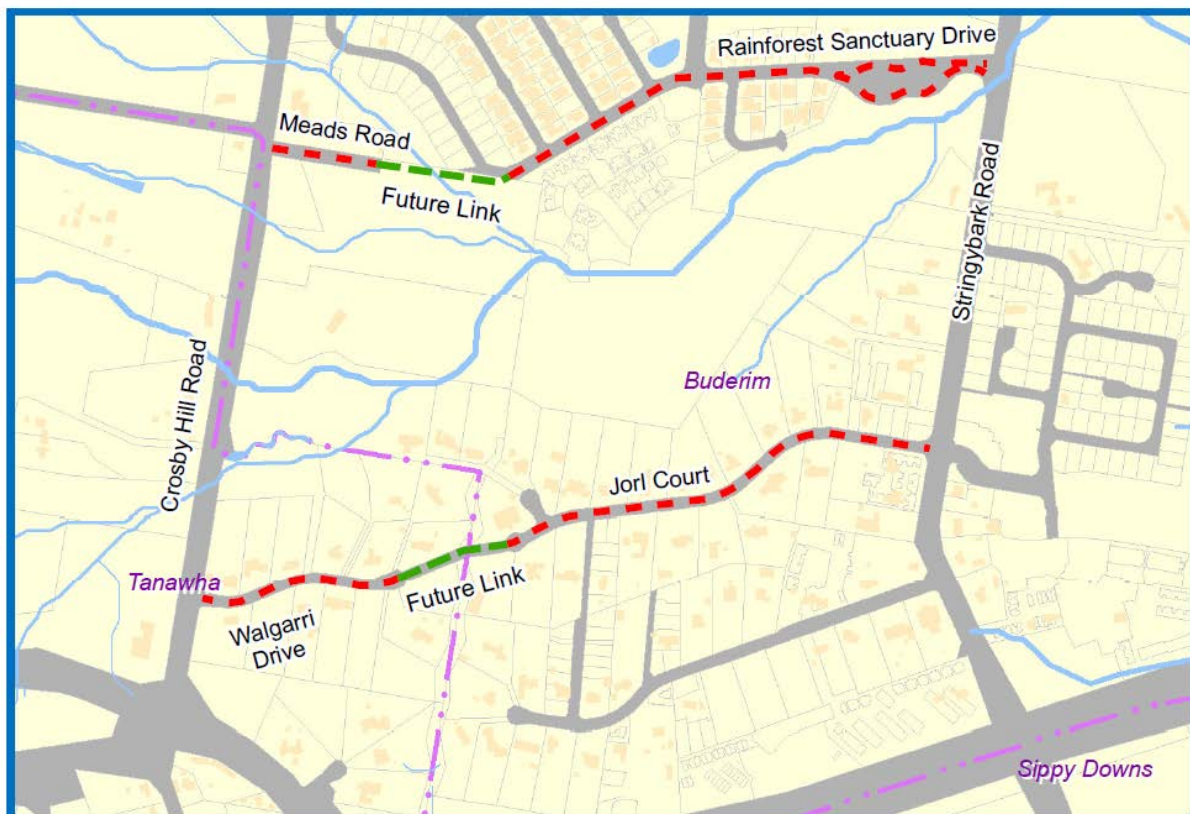
There is a level of responsibility on Council to provide, where possible, additional general and emergency access to better service this Estate. The necessary road reserve for a connection is currently in the process of plan sealing, providing the land to Council as a condition of development approval.

### Transport Network Planning

The Planning Scheme shows a future requirement for two links to be constructed providing connection between Crosby Hill Road and Stringybark Road; the Meads Road/Rainforest Sanctuary Drive connection and the Jorl Court/Walgarri Drive connection. Both have the potential to provide improved distribution of traffic, shorter travel time as well as improved access and route choice for local residents. This report focusses on the Meads Road/Rainforest Sanctuary Drive connection.

Figure 3 below shows both future links.

**Figure 3: Broader Network Connections**



The Meads Road/Rainforest Sanctuary Drive link is currently designated as a District Collector under the Planning Scheme's Transport and Parking Code. The 2041 modelled volumes for this link are well below the maximum desirable of 5,000 vehicles per day for a District Collector without a median.

If the Meads Road/Rainforest Sanctuary Drive link is constructed, residents living in the Rainforest Sanctuary Estate will have significantly improved accessibility. Transport modelling suggests that the majority of people in the Estate will head west to access Crosby Hill Road, rather than east to Stringybark Road. The modelling also suggests that increases in traffic at the eastern end of Rainforest Sanctuary Drive will be manageable.

These increases in traffic will be around 1,000 vehicles per day by 2041, up from 2,700 to 3,700 and well below the typical maximum of 5,000 for a District Collector, which designation has guided the road reserve width required of development.

If the Meads Road/Rainforest Sanctuary Drive link is not built and the Jorl Court/Walgarri Drive connection is, a 100% increase in traffic on those roads is forecast, causing significant impacts to amenity and requiring infrastructure upgrades to Jorl Court.

#### Flood Modelling

Low flood immunity and frequent loss of access has been an ongoing problem for this estate. Currently the flood immunity in Stringybark Road approaching Rainforest Sanctuary Drive, over a length 150m north and south of the intersection, is around Q2. The immunity in Rainforest Sanctuary Drive over its first 200m or so is around Q10, providing little benefit as Stringybark Road presents the greater problem.

The proposed Meads Road/Rainforest Sanctuary Drive connection will provide Q100 flood immunity, combining with the road link to Buderim via Crosby Hill Road which has just under Q100 flood immunity. Modelling suggests no greater than 100mm over the road for a Q100 flood event, with 'water over road' to occur for a short duration only, of between 30-60 minutes.

Flood immunity is markedly improved with this link.

#### Construction Costs

Preliminary investigations show that the cost of providing improved flood immunity, to Q20, at the approaches and intersection of Rainforest Sanctuary Drive and Stringybark Road, and upgrading the northern section of Stringybark Road, is in the order of \$6-10 million. This far outweighs the cost of constructing the Meads Road/Rainforest Sanctuary Drive connection, with almost Q100 immunity, estimated to be just under \$2 million.

Further, Council holds a \$350,000 contribution attaching to the Meads Road/Rainforest Sanctuary Drive connection, conditional on expending these funds by 8 December 2018, unless an extension can be negotiated.

#### Considered Position

There are a number of issues to be addressed in considering whether to connect Crosby Hill Road to Stringybark Road via a Meads Road/Rainforest Sanctuary Drive Connection:

- i. Residents of Rainforest Sanctuary Estate submitted a petition in March 2015 requesting the connection be constructed without delay
- ii. Residents of Rainforest Sanctuary Estate have since approached the Divisional Councillor with concerns that the connection will result in unacceptable increases in traffic on Rainforest Sanctuary Drive
- iii. Council's planning schemes have recognised the need for the connection since 2000
- iv. Council's transport planning has recognised the need for the connection for at least the same period
- v. A community the size of Rainforest Sanctuary Estate should be provided with an additional connection for reasons of general use, travel choice, safety and emergency access
- vi. The existing access and the immediate receiving network have very low flood immunity that can only be addressed through spending between \$6-10 million and
- vii. The cost of providing the Meads Road/Rainforest Sanctuary Drive connection is just under \$2 million, providing a 'best value' solution for additional access, improved safety and fit-for-purpose flood immunity.

**Legal**

There are no legal issues associated with this report.

**Policy**

The *Sunshine Coast Planning Scheme 2014* provides for a connection to be built linking Crosby Hill Road to Stringybark Road via the Meads Road/Rainforest Sanctuary Drive connection.

Council's Local Government Infrastructure Plan also provides for the connection.

**Risk**

To not proceed with the connection would see Council not providing an additional access for the Rainforest Sanctuary Estate, contrary to the intent of Council's Planning Scheme in providing a second access for developments exceeding 100 detached dwelling lots. Considering the flood immunity issues, this risk is enhanced.

A further risk is the loss of the \$350,000 developer contribution if the connection is not provided.

**Previous Council Resolution**

There is no previous Council resolution relating to this matter.

**Related Documentation**

- *Sunshine Coast Planning Scheme 2014*
- *Sunshine Coast Council's Local Government Infrastructure Plan.*

**Critical Dates**

A decision on the connection is required as soon as possible to enable design and negotiations to proceed in a timely manner, including addressing the money currently held by Council from a developer contribution. Failure to spend the \$350,000 by 8 December 2018 for the purpose collected will require a refund be given.

**Implementation**

Council's decision will be implemented, with actions determined at that time:

- (a) Should the connection be approved, actions will include advising the community, seeking funding for design and negotiations for the retention of the developer cash contribution, or
- (b) Should the connection not be approved, action to advise the community and undertake a Planning Scheme amendment will be carried out.

### 8.2.3 MOOLOOLABA TRANSPORT CORRIDOR PLANNING

<b>File No:</b>	<b>Council meetings</b>
<b>Author:</b>	<b>Coordinator Transport Network Built Infrastructure Group</b>
<b>Appendices:</b>	<b>App A - Mooloolaba Transport Corridor Staging ..... 131</b>
<b>Attachments:</b>	<b>Att 1 - Mooloolaba Trips Context Map ..... 133</b>
	<b>Att 2 - Do Nothing Scenario (2041 demand on 2016 Network).. 135</b>
	<b>Att 3 - 2041 Demand on proposed 2041 Network..... 137</b>
	<b>Att 4 - Naroo Court Extension ..... 139</b>
	<b>Att 5 - Hancock Street/River Esplanade Intersection ..... 141</b>

#### PURPOSE

This report seeks Council's direction on progressing the planning and delivery of transport investments serving Mooloolaba.

#### EXECUTIVE SUMMARY

This report seeks to progress planning for various Council controlled transport corridors in Mooloolaba to service Council's land use planning assumptions articulated in the current draft Local Government Infrastructure Plan (LGIP), and identifies projects within Mooloolaba for delivery over the next five to eight years.

In determining transport investment needs, it is acknowledged that Council seeks a significant shift away from single occupant car use to more sustainable transport modes. Council is undertaking a number of projects that support this outcome including promotion and business case development for Light Rail, adoption of best practice parking management in key activity centres, and land use controls that support South East Queensland's Regional Plan targets for infill development, particularly within the Sunshine Coast enterprise corridor.

The above travel demand management activities are forecast to reduce the number of car trips per person. However, there will still be an increase in car trips as there will be significantly more people within the Sunshine Coast at 2041 than currently exist.

The minimum essential investment in network upgrades is proposed in providing a functional future network that meets the community's desired standards of service.

Projects to be discussed in Mooloolaba are these within the Brisbane Road-Walan Street corridor and the upgrading of the River Esplanade/Hancock Street intersection.

Land requirements for the Brisbane Road-Walan Street corridor were most recently reported to Council at its Ordinary Meeting of 19 April 2018. This report further details the staging of Brisbane Road to bring forward works and to better align with development.

Modelling outputs typically show that the proposed works are required to meet the community desired standards of service. Without the proposed works, travel speeds on key corridors will fall to walking pace and below. Public and active transport have been considered together with car use in taking a balanced planning approach to develop the projects shown in Table 1 – Mooloolaba LGIP Projects.

Project Number	Proposed Delivery Financial Year	<u>Mooloolaba LGIP Projects</u>	Total Project Value (millions)	Residual Land Value (millions)	Net Project Value (millions)
1	18/19 to 21/22	Brisbane Road-Walan Street (Land)	\$19.7	\$7.80	\$11.9
2	18/19	Detailed Concept Planning, Micro simulation and Detailed Design	\$2.25		\$2.25
3	19/20	Brisbane Road Upgrade Stage 1: upgrade Walan Street from Smith Street to Venning Street, including Naroo Court extension	\$7.0		\$7.0
4	20/21	Brisbane Road Upgrade Stage 2a: upgrade the intersection of Brisbane Road, Walan Street and Hancock Street	\$8.0		\$8.0
5	21/22	Brisbane Road Upgrade Stage 2b: from Mayes Canal up to and including the intersection of Brisbane Road, Foote Street and Tarcoola Avenue	\$15.0		\$15.0
6	22/23	Brisbane Road Upgrade Stage 3: from Tuckers Creek to Mayes Canal including Mayes Canal Bridge duplication	\$15.0		\$15.0
7	25/26	Intersection Upgrade: Hancock Street and River Esplanade	\$0.7		\$0.7
<b>Totals</b>			<b>\$67.65</b>	<b>\$7.80</b>	<b>\$59.85</b>

Table 1 – Mooloolaba LGIP Projects

**OFFICER RECOMMENDATION**

That Council:

- (a) receive and note the report titled “Mooloolaba Transport Corridor Planning” and
- (b) endorse the proposed project delivery sequence for Brisbane Road/Walan Street Projects as described in Mooloolaba Transport Corridor Staging (Appendix A).

**FINANCE AND RESOURCING**

All projects in this report are included in Council's draft Local Government Infrastructure Plan, where approved projects attract funding from a combination of Infrastructure Charges Revenue and General Revenue. The projects are also included in the draft 2018/2019 Ten Year capital works budget, however they are not in the order listed in Table 1 above and **Appendix A – Mooloolaba Transport Corridor Staging**, and the construction timeframe has been reduced. The requested change to the sequence of projects will require adjustment of capital funds within the LGIP Transport sub program. Any additional funds required will be informed through the outcome of Council's decision. Further advice will be provided to Council for budget consideration, particularly addressing the recommended construction sequence and timing.

Note that Council has applied for Australian Government funding in the amount of \$12 million under the Regional Growth Fund, the result of which will also inform future advice to Council.



## CORPORATE PLAN

**Corporate Plan Goal:** *Service excellence*

**Outcome:** 4.3 - Service quality assessed by performance and value to customers

**Operational Activity:** 4.3.5 - Manage the infrastructure network planning and charges to optimise funding for future growth assets.

**Corporate Plan Goal:** *Service excellence*

**Outcome:** 4.4 – Assets meet endorsed standards for sustainable service delivery

**Operational Activity:** 4.4.7 - Develop the 10 year capital program aligning with long term financial plans, including determining timing, sequencing and identification of funding opportunities.

## CONSULTATION

### Councillor Consultation

The Transport Portfolio Councillor – Councillor R Baberowski was briefed on the range of road projects that support Council's draft Local Government Infrastructure Plan for Mooloolaba. Councillor J Connolly for Division 4 was briefed on the range of road projects that support Council's draft Local Government Infrastructure Plan for Mooloolaba.

### Internal Consultation

A number of workshops were held with representatives from various Council branches during development of Council's 15 year Trunk Transport Network (Roads) Local Government Infrastructure Plan. Council branches consulted were:

- Transport and Infrastructure Management
- Strategic Planning
- Project Delivery
- Environment and Sustainability
- Urban Growth Projects
- Business Development
- Development Services
- Transport & Infrastructure Planning
- Finance

### External Consultation

The projects outlined in this report are in Council's Local Government Infrastructure Plan. The State Government has checked this Plan and Council has undertaken community consultation.

### Community Engagement

Significant community engagement has been undertaken on the upgrading of the Brisbane Road-Walan Street corridor over the past two decades including the Mooloolaba Integrated Land Use Transport Study from about 2003. The results from this study and subsequent concept design work are on Council's website.

Council officers regularly receive queries regarding the Brisbane Road-Walan Street corridor. Most queries relate to either the timing of the construction works, the timing of land purchases and the impact of the project on specific sites along the corridor.

Further community consultation on trunk transport corridors within the Sunshine Coast Region will occur later this financial year as part of the Local Government Infrastructure Plan public consultation phase.

**PROPOSAL**

Introduction

Council seeks a significant shift away from single occupant car use to a mix of more sustainable transport modes. Council is undertaking a number of projects that support this outcome including promotion and business case development for light rail, adoption of best practice parking management in key activity centres, and land use controls that support South East Queensland’s Regional Plan targets for infill development, particularly within the Sunshine Coast enterprise corridor.

These activities are forecast to reduce the local rate of car trips for residential, commercial and educational purposes. However, it should be noted that there will still be an increase in car trips as there will be significantly more people within the Sunshine Coast at 2041 than currently exists.

Figure 1 below shows the forecast growth in trips between 2011 and 2041. The solid lines show the growth in car and other trips based on current trends. The dotted lines show the changed growth rates if Council’s desired mode change is achieved. The dotted red line shows that even if Council’s desired mode change is achieved, approximately 1,500,000 car trips must be serviced by the road network each day. A limited road construction program is proposed to service these future car trips serving major activity centres. Road projects within these centres need to be kept to an absolute minimum because of the impact excessive road space has on achieving best urban outcomes for activity centres.

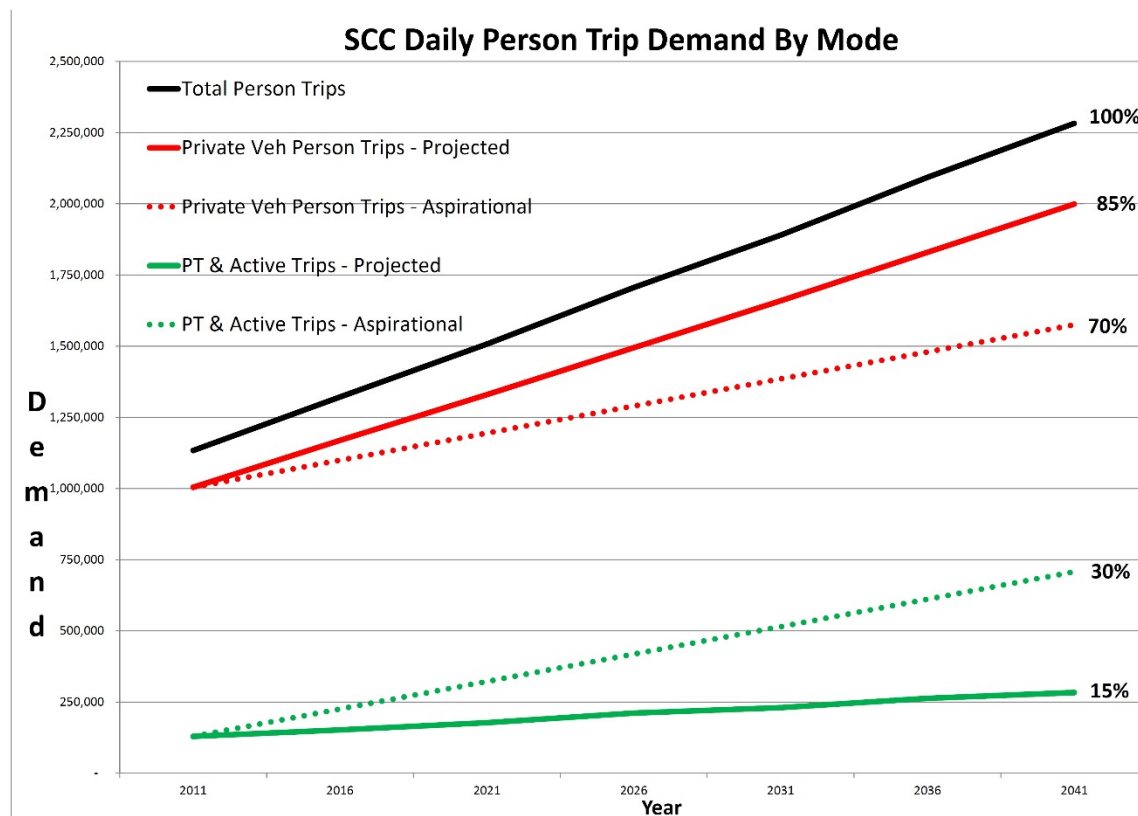


Figure 1: SCC Daily Person Trip Demand by Mode

Mooloolaba is a renowned and popular tourist destination with a range of land uses including tourist accommodation and associated services and events, business centres, marine industries, residential uses and community, sport and recreational uses.

Daily trips within, to and from Mooloolaba are expected to increase from 61,000 (19,000 internal) in 2016 to 93,000 (28,000 internal) in 2041. This trip demand places significant pressure on Brisbane Road and Walan Street.

**Attachment 1 – Mooloolaba Trips Context Map** shows that a key issue for consideration is that about 60% of trips get to and from Mooloolaba via Brisbane Road.

**Attachment 2 – Do Nothing Scenario (2041 demand on 2016 Network)** shows the forecast traffic congestion at 2041 on roads and streets if no upgrades to the Mooloolaba road network are provided. With no upgrades, travel speeds on many roads fall below 30% of the posted speed limits, particularly the northern and southern ends of Brisbane Road, River Esplanade and Venning Street.

**Attachment 3 – 2041 Demand on proposed 2041 Network** shows the 2041 forecast daily volumes on the major Mooloolaba roads and the average delay at key intersections after the proposed network upgrades are constructed. The 2041 upgraded network meets the standards defined in the Local Government Infrastructure Plan, with a maximum average intersection delay of less than 90 seconds.

### Project Descriptions

Trunk corridor works proposed for Mooloolaba are shown in Table 1. The following provides a description of the outcomes of the projects considered under corridor headings.

#### **A. Brisbane Road/Walan Street Corridor**

Brisbane Road currently carries around 20,000 vehicles per day. This is expected to increase to about 37,000 vehicles per day by 2041.

The proposed staging of Brisbane Road is shown in **Appendix A – Mooloolaba Transport Corridor Staging** and **Attachment 4 – Naroo Court Extension**. The proposed staging considers:

- Aligning infrastructure better to recognise impacts of the construction of the Brisbane Road Car Park development. This infrastructure includes Walan Street works and the extension of Naroo Ct to Muraban Street;
- Bringing forward the intersection of Brisbane Road/Foote Street to align as much as possible with the proposed development of 46 Brisbane Road (Mooloolaba Motel site). Micro simulation work shows this intersection is the biggest bottleneck on Brisbane Road; and
- Signalised intersections instead of roundabouts to provide improved efficiency, pedestrian safety and align with Council's decision for Brisbane Road to support future light rail.

#### **B. River Esplanade/Hancock St Intersection**

Hancock Street is forecast to increase from around 4,000 vehicles per day in 2016 to 7,500 vehicles per day by 2041. Hancock Street intersects with River Esplanade in the vicinity of the access to the Mooloolaba Wharf site. This intersection experiences operational issues particularly due to the offset of Hancock Street and the Mooloolaba Wharf site access. Further, Council is constructing a future high quality cycle link along River Esplanade and through Hancock Street. It is planned to upgrade the intersection of River Esplanade and Hancock Street to address these issues.

**Attachment 5 – Hancock Street / River Esplanade Intersection** shows one possible concept to upgrade this intersection. This concept will need to be refined to better account for the proposed future cycle facility and to service redevelopment of the Mooloolaba Wharf site including any future parking stations.

The proposed timing for constructing the River Esplanade and Hancock Street intersection upgrade is 2025/26, allowing for potential redevelopment of the Wharf complex.

### Additional Mooloolaba Issues – Mooloolaba Esplanade One-Way Street System

The Mooloolaba Foreshore Master Plan was endorsed by Council in 2015 and included the Mooloolaba Esplanade as one-way from Brisbane Road to Venning Street. Since that time

there has been a number of changes that could potentially impact this decision, including the refinement of accesses to the Brisbane Road car park development, the removal of the Muraban Street extension and the one-way restrictions on First Avenue during construction of the Brisbane Road Car Park.

A review of the one-way Mooloolaba Esplanade system is required to understand if it is the most suitable outcome for Mooloolaba. Council will be informed of the outcomes of this review in a separate report.

The review will consider the following as an approximation because detailed information is currently unknown and will only be determined when detailed Light Rail modelling is completed:

- Future land use in Mooloolaba as specific details of how Light Rail will affect future development;
- The road network capacity through Mooloolaba as specific details of how Light Rail will affect the road network;
- Potential park and ride stations and operations as specific details of how park and ride with Light Rail will operate;
- The demand shift for each mode as specific details of how Light Rail will affect mode share;
- Future parking management and operations as specific details of how parking will be managed with the implementation of Light Rail;
- How autonomous cars may affect future car trip and parking demand.

#### Regional Investment Profile

Major transport infrastructure investments are required to service the three major growth centres of Maroochydore, Caloundra and Mooloolaba. This Transport Corridor Report is the third presented to Council, with Maroochydore Access presented in February 2018 and Caloundra Access presented in August 2017. Over the next 20 years, a total of \$212 million is estimated to be the collective investment required as detailed below for the major centres.

<b>Estimated Regional Centres – LGIP Transport Corridor Spend (\$ millions) (2018/19 to 2037/38)</b>		
<b><u>Maroochydore</u></b>	<b><u>Caloundra</u></b>	<b><u>Mooloolaba</u></b>
<b>\$74.2</b>	<b>\$70.6</b>	<b>\$67.7</b>

#### **Legal**

There are currently no known legal issues related to this matter.

#### **Policy**

This report has been prepared with consideration to:

- Sunshine Coast Planning Scheme particularly the framework for managing development in Mooloolaba.
- Draft Local Government Infrastructure Plan which aims to integrate land use planning with trunk infrastructure requirements to meet growth in demand and the needs of development.
- Sunshine Coast Active Transport Plan 2011-2031, outlining Council's plan to deliver the active transport component of the Sustainable Transport Strategy, including a number of relevant active transport actions 'creating pedestrian priority areas, wider

footpaths, more priority for crossings, shortcuts, environmental improvements, design features in building applications and better connections across bridges.'

- Connecting SEQ 2031: An Integrated Regional Transport Plan for South East Queensland with the following relevant projects and policies:
  - CoastConnect high quality bus corridor from Caloundra to Maroochydore via Mooloolaba.
- Council's planning for Light Rail.
- South East Queensland Regional Plan 2017, outlining the land use and desired environmental outcomes for the region.

### **Risk**

The additional transport corridor projects discussed in this report will alleviate growing traffic congestion in and around Mooloolaba. Failure to proceed with these works may result in continued loss of amenity, public dissatisfaction and significant traffic operational issues along the existing accesses, which are likely to impact the future economic viability, attraction and vibrancy of this centre.

### **Previous Council Resolution**

#### **Ordinary Meeting 15 September 2016 (OM16/174)**

*That Council delegate authority to the Chief Executive Officer to enter negotiations, finalise and execute the acquisition for the identified properties in accordance with the outcome of discussions in the confidential session, in relation to Mooloolaba Land Requirements:*

### **Related Documentation**

Mooloolaba Integrated Land Use and Transport Study.

### **Critical Dates**

In recognition of current and future growth in Mooloolaba, for example Brisbane Road Car Park development and the Aria development opposite the Surf Club, it is considered important that construction commences in the north in 2018/2019 and extends in stages southwards, preferably delivered over consecutive years.

### **Implementation**

1. The Chief Executive Officer will update information on projects impacted by this report on Council's website and other relevant locations
2. Design briefs for projects in this report will be prepared in a timely manner to allow viable projects to be passed to Project Delivery for detailed design and construction and
3. The Chief Executive Officer will program delivery of the projects identified in Table 1 in the timeframes listed, conditional on Council approval and funding being secured.



## 8.3 BUSINESS PERFORMANCE

### 8.3.1 YANDINA RAILWAY GATEHOUSE

<b>File No:</b>	<b>Council meetings</b>
<b>Author:</b>	<b>Coordinator Buildings and Facilities Assets Management Business Performance Group</b>
<b>Attachments:</b>	<b>Att 1 - Confidential Cost Summary.....<i>Confidential 5/7</i></b>

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#### **PURPOSE**

The purpose of the report is in response to the Council resolution from 7 December 2017 Ordinary Meeting, wherein Council requested the Chief Executive Officer to report back to Council prior to the expenditure of any funds other than from Divisional Funds already committed.

Following the procurement process undertaken by Project Delivery Branch it is anticipated additional funding of \$30,000 will be required in excess of the Divisional funds committed. It is proposed the provision of additional funding be referred for consideration in the 2018/19 Budget Review 1.

#### **EXECUTIVE SUMMARY**

The Yandina Gatehouse Building is in private ownership and located on private property. The owner of the property has offered to gift the Gatehouse Building to Council in order to remove a constraint to the future development of the privately owned site. It is proposed the Gatehouse Building will be relocated to the Yandina Historic House precinct at Tea Tree Park, Yandina.

Following discussion with the property owner confirming the extent of the works required at the private property as a result of relocating the Gatehouse Building, Project Delivery Branch has sought quotations for the required works. The quotations received and investigative works undertaken to date, has a revised estimated cost to complete the relocation is in the order of \$105,000, exceeding the Divisional funding committed for the works (being \$75,000) triggering a requirement to report back to Council prior to commencing the relocation works.

#### **OFFICER RECOMMENDATION**

**That Council:**

- (a) receive and note the report titled "Yandina Railway Gatehouse" and**
- (b) refer the additional funding of \$30,000 for consideration in the 2018/19 Budget Review 1.**

#### **FINANCE AND RESOURCING**

An estimate of cost, based on a Quantity Surveyor report, was provided to the December 2017 Ordinary meeting indicating a likely cost of \$72,500 for the relocation of the Gatehouse Building and associated work.

Urban Projects, Project Delivery Branch has subsequently sought formal quotations for the required works. The quotations received and the investigative works undertaken to date has a revised estimated cost to complete the relocation in the order of \$105,000 refer Confidential Attachment 1 for summary of costs.

As the estimated amount exceeds the Divisional Funds committed, additional funding of approximately \$30,000 may be required to complete the relocation works.

The request for the additional funding of \$30,000 is contingency for the contributing factors listed below:

- ground and weather conditions at the building's current location – an allowance has been identified in anticipation of potential damage to the land during the relocation works, the actual cost may decrease or not be required should minimal or no damage occur.
- ground and weather conditions at Tea Tree Park – an allowance has been identified in anticipation of potential damage to the land during the relocation works, the actual cost may decrease or not be required should minimal or no damage occur.
- asbestos identified for removal during the relocation – whilst no asbestos has been identified within the gatehouse building an allowance has been attributed to the removal and safe disposal should it be identified through the works process having been concealed, these funds may not be required if no asbestos is to be found.

Alternate funding sources have previously been pursued being Sunshine Coast Council grant funding, Heritage Levy funding and State Government Gambling Benefit Fund and it has been confirmed that they are not alternative funding sources for the works.

## CORPORATE PLAN

**Corporate Plan Goal:** *Service excellence*

**Outcome:**

**Operational Activity:**

We serve our community by providing this great service

S24 - Property management - comprehensive management of Council's land and building assets to ensure that Council's property dealings are optimised, centrally managed, and support Council's objectives.

## CONSULTATION

### Councillor Consultation

- Councillor J McKay – Portfolio Councillor for Community and Environment
- Divisional Councillor G Rogerson

### Internal Consultation

- Coordinator, Urban Projects, Project Delivery

### External Consultation

Consultation has been undertaken with the building owner, an independent Quantity Surveyor and removalist specialists. Their input has informed this report.

### Community Engagement

Prior Community engagement has taken place and is noted in detail in previous Council reports. There has been no further community engagement undertaken for this report.

## PROPOSAL

The Yandina Gatehouse Building is in private ownership and located on private property. The owner of the property has offered to gift the Gatehouse Building to Council in order to remove a constraint to the future development of the privately owned site. It is proposed the Gatehouse Building be relocated to the Yandina Historic House precinct at Tea Tree Park, Yandina.



Following liaison with the property owner Council officers commenced procurement relating to the required works. The scope of works included geotechnical investigation, structural engineering, building certification, plumbing works, electrical works, relocation of the buildings, re-stumping and new bearers in the new location, asbestos removal, and reinstatement (i.e. make good any damage at both locations).

Further to confirmation of the preferred location of the building, geotechnical investigations have been completed confirming the stump and bearer requirements, also identifying the potential for damage at the destination location, being swampy parkland. The geotechnical investigations have indicated an increased footing (stump and bearer) requirement with a respective cost increase of approximately \$6,000, and a potential reinstatement cost at both sites, dependent on the weather, of up to the value of \$25,000.

Formal quotations have been sought from three building removal companies for the relocation task.

The table included in Confidential Attachment 1 indicates the quotations received with allowances included where the scope of works is not fully known. It should be noted the allowances included may be required in part or full.

The table indicates a total cost to complete the works in excess of the \$75,000 Divisional Funds committed, and triggers the requirement under the previous Council Resolution to report back to Council, prior to commencing the relocation works.

### **Legal**

There are no legal implications relevant to this report.

### **Policy**

While there is broad policy support for the conservation of properties of historic value on the Sunshine Coast, there is no specific policy to support this project as the building is not on the Heritage Register or identified as a Local or State historic place.

### **Risk**

Council has previously resolved to take ownership and relocate the Yandina Railway Gatehouse, should this not occur a reputational risk to Council could be perceived.

### **Previous Council Resolution**

#### **Ordinary Meeting 7 December 2017 (OM17/251)**

*That Council:*

- (a) note discussions held in confidential session in relation to Property Matter - Yandina*
- (b) accept the Yandina Gatehouse Building*
- (c) relocate the building to Tea Tree Park Yandina, to be funded from Division 10 (\$50,000) and Mayor (\$25,000)*
- (d) engage with community groups to identify opportunities to restore, own and occupy the building*
- (e) resolve in accordance with section 236(2) of the Local Government Regulation 2012 that an exception under section 236(1)(b)(ii) of the Regulation applies to the disposal of Yandina Gatehouse Building to a community group and*
- (f) request the Chief Executive Officer to report back to Council prior to the expenditure of any funds other than from Divisional allocations.*

**Ordinary Meeting 14 September 2017 (OM17/179)**

*That Council request the Chief Executive Officer to further investigate the options available to relocate the Yandina Gatehouse Building including undertaking discussions with potential partners and provide a report back to Council no later than the December 2017 Ordinary Meeting.*

**Ordinary Meeting 15 June 2017 (OM17/102)**

*That Council:*

- (a) receive and note the report titled "The Historic Yandina Railway 'Gatehouse Building'" and*
- (b) delegate to the Chief Executive Officer to investigate options for the relocation of the former gate house building to Council owned or controlled land.*

**Ordinary Meeting 18 May 2017 (OM17/83)**

*That Council endorse the Chief Executive Officer to investigate and report back to the June Ordinary meeting, all options available to both the owner of 21A Wharf Street, Yandina and to Council, for the retention of the Historic Railway 'Gatehouse Cottage':*

- (a) in situ, or in the immediate proximity to 21A Wharf Street property, or*
- (b) to be relocated to the Yandina Historic House Precinct, Tea Tree Park, Yandina.*

**Related Documentation**

There is no related documentation relevant to this report.

**Critical Dates**

Divisional funds have been committed in the current financial year for this works and will require carry over to allow the works to be completed.

**Implementation**

Should the recommendation be accepted by Council, it is note that the additional funding of \$30,000 will be referred to the 2018/19 Budget Review 1 for consideration.

**8.3.2 DISPOSAL OF LAND AT NAMBOUR**

**File No:** Council meetings  
**Author:** Principal Property Officer  
Business Performance Group

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**PURPOSE**

The purpose of this report is to seek Council's agreement to the sale of a small parcel of land in Petrie Park Road, Nambour, which is considered surplus to Council's needs. This report also seeks that Council resolve that an exception applies, in accordance with the Local Government Regulation 2012, from the tender/auction process to dispose of land by way of sale to an adjoining neighbour.

**EXECUTIVE SUMMARY**

Council owns a small, 55m<sup>2</sup> freehold parcel of land which forms an unused corner of Petrie Creek Park. This small sliver of land was compulsorily acquired from an adjoining parcel in 1957 and is described as Lot 1 on RP47563. The owner of the adjoining parcel, from which Lot 1 was originally excised, has approached Council to purchase the land back.

Investigation reveals that the sliver of land which comprises Lot 1 appears to have no purpose and does not contain mapped services in the ground. Assessment of need has been undertaken internally to Council and reveals that there is no real need for the land to remain parkland, except on the principle of parkland retention.

In disposing of land, the *Local Government Regulation 2012* regulates the process by which a local government may dispose of a valuable non-current asset. It provides that a disposal, other than by tender or auction, may only occur if an exception applies. Section 236(1)(c)(iv) provides for the disposal to a person who owns adjoining land if:

- (a) the land is not suitable to be offered for disposal by tender or auction for a particular reason, including, for example, the size of the land or the existence of particular infrastructure on the land
- (b) there is not another person who owns other adjoining land who wishes to acquire the land
- (c) it is in the public interest to dispose of the land without a tender or auction and
- (d) the disposal is otherwise in accordance with sound contracting principles.

It is recommended that Lot 1 be made available for sale to the adjoining owner subject to reaching an agreed valuation on the basis of the exception allowed under the Regulation.

**OFFICER RECOMMENDATION**

**That Council:**

- (a) receive and note the report titled "Disposal of land at Nambour" and
- (b) resolve, pursuant to section 236(2) of the *Local Government Regulation 2012*, that an exception to dispose of land described as Lot 1 on RP47563 other than by tender or auction applies, as the disposal is, pursuant to section 236(1)(c)(iv), to a person who owns adjoining land and it is in the public interest to dispose of the land without a tender or auction.

## FINANCE AND RESOURCING

There are no resourcing implications from the proposed land disposal and it is expected that the purchaser will meet all costs associated with the boundary re-alignment, including legals, survey and lodgement of survey plan.

## CORPORATE PLAN

- Corporate Plan Goal:** *An outstanding organisation*
- Outcome:** 5.6 - Information, systems and process underpin quality decisions and enhance customer relationships
- Operational Activity:** 5.6.17 - Establish and implement a program for rolling asset revaluation.

## CONSULTATION

### Councillor Consultation

The Divisional Councillor, Councillor G Rogerson, has been consulted and has no issues with the sale of the land.

### Internal Consultation

Internal consultation has been undertaken with all relevant areas of Council. The only responses came from:-

- Environment and Sustainability Policy Branch – (Council policy) *“requires open space to be protected from urban expansion, over embellishment and utility encroachment. Given that the identified small parcel appears to be a result of historical cadastral alignment issues and does not function as useable open space, we would consider supporting this application if the loss was compensated or offset in terms of net gains for open space.”*
- Open Space and Social Policy Unit – *“the Environment and Liveability Strategy does not support the loss of Open Space. Despite this lot being a small parcel of apparent insignificance to the functioning of the neighbouring open space areas, we would continue to hold the above line to avoid setting a precedence.”*
- Design and Placemaking Services – *“As far as I can see, the loss of the land would not be of any real consequence to the park’s function and the money could go towards future improvements in the park.. ”*

As a result, while there is a clear policy position of Council which ensures that valuable parkland is not lost from use, there appears to be no real objection to the sale of this particular small parcel.

### External Consultation

No external consultation has been undertaken in relation to the matter contained within this report.

### Community Engagement

Community engagement has not occurred in relation to the matter contained within this report.

## PROPOSAL

Council has been approached by a landowner (5-7 Blackall Terrace, Nambour) seeking to acquire a very small parcel of Council land immediately adjoining his site in order to facilitate development of his land.

The subject parcel is a very small parcel of land consisting of only 55m<sup>2</sup>, described as Lot 1 on RP47563, in Petrie Park Road, Nambour. It is considered surplus to Council's needs and should be sold.



Figure 1 – general location of small parcel



Figure 2 – details of parcel in relation to adjoining dwelling

The site is currently zoned Open Space and Council's records indicate it was acquired by resumption in 1957 from the neighbouring parcel. Council's records do not indicate why the land was taken. One benefit of the resumption was that it gave park access to the rear of the Masonic Lodge located at 9 – 11 Blackall Terrace. The Masonic Lodge has recently been sold to a private investor. The sale of the small parcel will not affect the operation of the parkland.

Inspection of the small parcel reveals:-

- there is a pathway leading from Blackall Terrace into the park land at the rear of the site. The subject small lot and surrounding land slopes steeply upwards to the north
- there is no obvious walkway connection to the rear of the former Masonic building
- there is no obvious infrastructure on the subject lot
- it is possible that stormwater drainage from the former Masonic building might use this land to discharge to the park, but could be redirected to the front road. If the sale of the small lot proceeds
- no obvious reason for previous acquisition of this land by Council and previous Council minutes were unable to be located.

In disposing of land, the *Local Government Regulation 2012* regulates the process by which a local government may dispose of a valuable non-current asset. It provides that a disposal, other than by tender or auction, may only occur if an exception applies. Section 236(1)(c)(iv) provides for the disposal to a person who owns adjoining land if:

- (a) the land is not suitable to be offered for disposal by tender or auction for a particular reason, including, for example, the size of the land or the existence of particular infrastructure on the land; and
- (b) there is not another person who owns other adjoining land who wishes to acquire the land; and
- (c) it is in the public interest to dispose of the land without a tender or auction; and
- (d) the disposal is otherwise in accordance with sound contracting principles.

Section 236(2) provides that a local government must decide by resolution that an exception applies.

In this instance, the small parcel adjoins 3 allotments, one of which has sought to purchase this site. Given the size of the small parcel, and its remote location in the corner of the park, it is not considered appropriate to dispose of the parcel by way of tender or auction. The owners of –

- 9-11 Blackall Terrace (former Masonic Lodge hall), and
- 17 Blackall Terrace

were contacted. The owner of 17 Blackall Terrace, has advised that they have no objection to the proposal and it does not impact their interests. The Masonic Lodge hall owner advised they have no objection to selling the land to the neighbors.

Therefore, it is considered appropriate to sell the land back to the land-owner of the parcel from which it was originally excised.

### **Legal**

Under the Local Government Act and Regulation, Council is able to dispose of land directly to an adjoining owner where it resolves specifically to do so, provided no other adjoining owner has an interest.

### **Policy**

Council policy, as expressed in the Environment and Liveability Strategy, does not support the loss of Open Space. Despite this, the small parcel of land is of apparent insignificance and Council once resumed the land from the property now wanting to purchase it back.

### **Risk**

There are no known risks associated with the sale of this small parcel of land with the possible exception of the loss of a small area of parkland.

### **Previous Council Resolution**

The only previous resolution would date from 1957 when this parcel was acquired from the, then, adjoining owner of Lot 2. However, searches were unable to locate minutes from this meeting.

### **Related Documentation**

There is no related documentation relevant to this report.

### **Critical Dates**

There are no critical dates relevant to this report. It is proposed that the parcel be offered for disposal to the adjoining owners as soon as possible.

**Implementation**

Should the recommendation be accepted by Council, it is noted that the Chief Executive Officer authorise the sale of the parcel to the adjoining land owner, subject to agreement on a valuation, by the Strategic Property Unit.



### 8.3.3 QUEENSLAND AUDIT OFFICE - INTERIM MANAGEMENT REPORT FOR THE FINANCIAL YEAR ENDED 30 JUNE 2018

<b>File No:</b>	<b>Financial Management</b>
<b>Authors:</b>	<b>Coordinator Financial Accounting Business Performance Group Chief Financial Officer Business Performance Group</b>
<b>Attachments:</b>	<b>Att 1 - Queensland Audit Office - 2018 Interim Report to the Mayor .....159</b>

#### PURPOSE

The attached report from the Queensland Audit Office (QAO) outlines the results of the interim audit which commenced in March this year. The interim audit involves an assessment of Council's internal control environment, and identifies any financial reporting issues or other matters.

This report was presented to the 28 May 2018 Audit Committee.

Section 213(3) of the *Local Government Regulation 2012* requires that the report be presented at the next ordinary meeting of Council.

#### EXECUTIVE SUMMARY

Council has a statutory obligation to prepare "General Purpose" Financial Statements on an annual basis, culminating in audit certification in October, before publication in Council's Annual Report.

The Queensland Audit Office performed an interim audit of Council's financial systems and processes during the period March to May 2018. The Interim Report (Attachment 1) provides the overall status of the audit and summarises the principal matters that arose during the course of the audit. This audit involved testing the operating effectiveness of information system general controls, as well as key controls over revenue, expenditure and payroll.

Results of the interim audit are summarised as follows:-

Item	Result
1. Internal control assessment	Effective (no significant deficiencies)
2. Financial reporting issues	Nil
3. Other matters	Nil
4. Areas of audit significance	No issues to date
5. Milestones	All met or not yet due.

The interim audit result confirmed Council's overall control framework as effective and represents a significant achievement for all involved.

The interim audit is the second audit visit in QAO's annual external audit plan for Council's 2017/18 financial statements. QAO will return to Council in July 2018 to review the asset revaluations and again in September 2018 to finalise the audit of the 2017/18 financial statements.

## OFFICER RECOMMENDATION

That Council receive and note the report titled “Queensland Audit Office - Interim Management Report for the financial year ended 30 June 2018”.

## FINANCE AND RESOURCING

The estimated audit fee for the financial year is \$240,000 and this is provided for in Council's budget.

## CORPORATE PLAN

**Corporate Plan Goal:** *An outstanding organisation*

**Outcome:** 5.6 - Information, systems and process underpin quality decisions and enhance customer relationships

**Operational Activity:** 5.6.19 - Sustainable financial position maintained.

## CONSULTATION

### Portfolio Councillor Consultation

The Portfolio Councillor - Councillor T Dwyer, has received advice of this report through the Audit Committee process.

### Internal Consultation

Internal consultation was held with the following areas:

- Internal Audit Branch
- Digital and Information Services Branch
- Transport and Infrastructure Policy Branch
- Business Development Branch
- Audit Committee

### External Consultation

External consultation has been held with Queensland Audit Office as well as external members of Council's Audit Committee.

### Community Engagement

No community engagement required.

## PROPOSAL

The Queensland Audit Office performed an interim audit of Council's financial systems and processes during the period March to May 2018. The Interim Report (Attachment 1) provides the overall status of the audit and summarises the principal matters that arose during the course of the audit. This audit involved testing the operating effectiveness of information system general controls, as well as key controls over revenue, expenditure and payroll.

Detailed results of the audit are as follows:-

### **1. Internal control assessment**

Internal Control categories include:-

- 1) Control environment – structures, policies, attitudes and values that influence daily operations
- 2) Risk assessment – processes for identifying, assessing and managing risk
- 3) Control activities – implementation of policies and procedures to prevent or detect errors and safeguard assets
- 4) Information and communication – systems to capture and communicate information to achieve reliable financial reporting
- 5) Monitoring activities – oversight of internal controls for existence and effectiveness.

QAO assess internal control issues based on:-

- The risk of material misstatement in the financial statements
- The risk to reputation
- The significance of non-compliance with policies and applicable laws and regulations
- The potential to cause financial loss including fraud
- Where management has not taken appropriate timely action to resolve the deficiency.

QAO's ratings consist of:-

- Effective (green traffic light) – no significant deficiencies identified.
- Generally effective (amber traffic light) – one significant deficiency identified.
- Ineffective (red traffic light) – more than one significant deficiency identified.

**Council received an 'effective' rating (green traffic lights) for all five internal control categories detailed above.**

### **2. Financial reporting issues**

Financial reporting issues are identified and assessed based on their risk of causing a material misstatement in one or more components of the financial statements.

The risks of potential misstatement are categorized as:-

- High – requiring immediate management action to resolve
- Medium – management action is expected to be taken in a timely manner
- Low – action is taken at management's discretion.

**QAO did not identify any financial reporting issues.**

### **3. Other matters**

QAO identifies other matters that it considers represent business process improvement opportunities. These recommendations may be implemented at management's discretion.

**QAO did not identify any other matters.**

### **4. Areas of audit significance**

QAO have identified items that they consider to be significant risks to the financial statements, due to their size or complexity, and as such will undertake specific targeted testing of these items. Status is as follows:-

Area of audit significance	Status
Valuation of Property, Plant and Equipment	Audit commenced, however majority of review planned for July 2018.
Investment in associate valuation	To be tested as part of the final audit visit in September 2018.
Expenditure on major contracts and projects	Tested for the period 1 July 2017 to 28 February 2018, with <b>no deficiencies noted</b> . Testing for the period 1 March 2018 to 30 June 2018 will be conducted during the final audit visit in September 2018.
Financial sustainability reporting	To be tested as part of the final audit visit in September 2018.

## 5. Milestones

The QAO external audit plan contains a series of measurable milestones in terms of Council financial reporting and audit deliverable deadlines.

**All agreed Council financial reporting and audit deliverable milestones have been met, or are not yet due.**

If issues are identified as the audit progresses, they will be included in QAO's Closing Report issued at the conclusion of the final audit.

The interim audit result confirmed Council's overall control framework as effective and represents a significant achievement for all involved.

### Legal

Section 213 (3) of the *Local Government Regulation 2012* requires this QAO Interim Report to be presented at the next available ordinary meeting of Council.

### Policy

There are no internal policy documents relating to this report. It is a legislative requirement – refer Sections 212 and 213 of the *Local Government Regulation 2012*.

### Risk

Council has a statutory obligation to prepare general purpose financial statements that are subject to audit by the Auditor-General or their contracted representative.

### Previous Council Resolution

#### Audit Committee Meeting 28 May 2018 (AC18/20)

*That the Audit Committee*

- (a) *receive and note the report titled “Annual Financial Statement Risk and Planning Assessment”*
- (b) *request the internal control issues raised by the Queensland Audit Office be addressed as soon as possible and*
- (c) *note that Queensland Audit Office and Sunshine Coast Council will engage in discussions regarding an earlier timeframe regarding signing of financial statements 2018/2019.*

### Related Documentation

There is no related documentation relevant to this report.

**Critical Dates**

QAO will return to Council in July 2018 to complete the audit of Valuation of Property, Plant and Equipment, and again in September 2018 to complete the final audit of the 2017/18 financial statements.

Council certification of the 2017/18 financial statements and current year financial sustainability statement is due by 12 October 2018.

**Implementation**

There are no implementation details to include in this report.



**8.3.4 MAY 2018 FINANCIAL PERFORMANCE REPORT**

<b>File No:</b>	<b>Financial Reports</b>
<b>Author:</b>	<b>Coordinator Financial Services Business Performance Group</b>
<b>Attachments:</b>	<b>Att 1 - May 2018 Financial Performance Report .....181</b>

**PURPOSE**

To meet legislative obligations, a monthly report must be presented to Council regarding its financial performance and investments.

**EXECUTIVE SUMMARY**

This monthly financial performance report provides Council with a summary of performance against the current budget as at 31 May 2018 in terms of the operating result and delivery of the capital program.

The operating result of \$23.6 million at 31 May 2018 shows a favorable variance to the current budget of \$2.7 million. The variation is made up of higher than profiled operating revenue and lower than profiled operating expenses as shown in the table below. Further detail is provided in the proposal section of this report.

**Operating Performance****Table 1: Operating Result as at 31 May 2018**

<b>May 2018</b>	<b>Current Budget \$000</b>	<b>YTD Current Budget \$000</b>	<b>YTD Actual \$000</b>	<b>YTD Variance \$000</b>	<b>Variance %</b>
Operating Revenue	420,771	393,566	395,284	1,718	0.4
Operating Expenses	413,339	372,693	371,676	(1,017)	0.3
<b>Operating Result</b>	<b>7,432</b>	<b>20,873</b>	<b>23,608</b>	<b>2,735</b>	<b>13.1</b>

Achievement of the full year budgeted operating result will allow Council to meet its debt repayments and capital expenditure commitments.

As at 31 May 2018, \$162.3 million (69.7%) of Council's \$232.8 million 2017/18 Capital Works Program was financially expended.

The core Council Capital Program has progressed 76.3% of budget, an actual spend of \$108.9 million.

Council's investment portfolio remains within the guidelines established under the Investment Policy.

**OFFICER RECOMMENDATION**

**That Council receive and note the report titled "May 2018 Financial Performance Report".**

**FINANCE AND RESOURCING**

This report sets out the details of Council's financial performance and investments at 31 May 2018 and meets Council's legislative reporting requirements.

## CORPORATE PLAN

- Corporate Plan Goal:** *An outstanding organisation*
- Outcome:** 5.6 - Information, systems and process underpin quality decisions and enhance customer relationships
- Operational Activity:** 5.6.19 - Sustainable financial position maintained.

## CONSULTATION

### Councillor Consultation

Consultation has been undertaken with the Portfolio Councillor, Councillor T Dwyer.

### Internal Consultation

All departments and branches participated in the formation of this report.

### External Consultation

No external consultation is required for this report.

### Community Engagement

No community engagement is required for this report.

## PROPOSAL

This monthly financial performance report provides Council with a summary of performance against budget as at 31 May 2018 in terms of the operating result and delivery of the capital program.

The operating result of \$23.6 million at 31 May 2018 shows a favorable variance to the current budget of \$2.7 million.

### Operating Revenue

As at 31 May 2018, year to date revenues (of \$395 million) shows a positive variance of \$1.7 million, or 0.4%.

This is made up of:

- \$1.0 million Other Revenue, the largest portion of \$312,000 has been recovered through recoupment of costs in Community Response and Parks and Gardens with associated higher costs. Additional revenue, such as sponsorships, have also been sourced in relation to Economic and Community Events for \$151,000 ahead of budget.
- \$414,000 Internal Revenue due to Quarry internal sales to capital works.
- Marginally higher fees and charges and grants are offset by lower rates and charges and interest

Year to date actuals has achieved 94% of the full year forecast revenue. Half of the remaining forecast relates to revenue anticipated from Unitywater. The remainder will predominantly be generated in fees and charges, other revenue and supplementary rates.

### Operating Expenses

Year to date expenditure as at 31 May 2018 is \$371.7 million a variance under budget of \$1.0.

### Employee Costs

As at 31 May 2018, \$127.6 million has been incurred in employee costs, resulting in an unfavourable variance against year to date budget of \$1.2 million or 1%. Having



consideration for the current leave and occupancy trends, the full year actual may vary to be budget by 1%, noting the budget is developed up to 97% of costs. The year to date vacancy savings target is \$3.7 million.

### Materials and Services

Materials and services are under budget as at 31 May 2018 by \$4.2 million.

Operating projects, including levy funds, are underspent against budget by \$2.2 million, with 68% delivered to date.

	Original Budget \$'000	Forecast Budget \$'000	YTD Actual \$'000	% Current Budget Expended
Levies	12,196	11,120	8,952	81%
Projects	7,761	9,797	5,368	55%
<b>Total</b>	<b>19,956</b>	<b>20,917</b>	<b>14,320</b>	<b>68%</b>

A favourable variance of \$2.0 million relates to the delivery of core programs, with all groups reporting underspends. The larger variances are detailed below:

- (\$434,000) Built Infrastructure – underspend predominantly in Civil Asset Management due to wet weather delays.
- (\$838,000) Economic and Community Development – lower spends than budget to date for digital and collection services in libraries. Economic Development are reporting several minor variances across a number of programs, particularly in the Higher Value Industries area and Sunshine Coast Events. The grants and partnership program is also underspent at the end of May but commitments will be carried over until funds can be claimed.
- (\$493,000) Office of the Mayor and CEO – variance is disbursed across Corporate Governance, Communications and the Office of the CEO with several minor variances across most business areas.

### Recurrent Capital Expenses

\$9.0 million expenditure to date in association with the capital program delivery and a \$1.5 million unfavorable variance as at 31 May 2018. This is anticipated to increase towards year end as part of the asset write on process and is funded from within the capital program.

### Capital Expenditure

As at 31 May 2018, \$162.3 million (69.7%) of Council's \$232.8 million 2017/18 Capital Works Program was financially expended.

**Table 5: Capital Expenditure by Program at 31 May 2018**

	Current Budget \$000s	Actuals \$000s	% of FY Budget Spent	Forecast Year End Actual
Capital Works Program				
Aerodromes	415	32	7.7%	788
Buildings and Facilities	11,864	9,084	76.6%	11,264
Coast and Canals	2,523	1,789	70.9%	2,297
Environmental Assets	840	391	46.5%	482
Fleet	3,000	1,337	44.6%	2,287
Holiday Parks	1,289	1,163	90.2%	1,476
Information Technology	4,886	3,017	61.7%	4,519
Parks and Gardens	14,146	11,717	82.8%	13,013
Quarries	215	109	50.7%	231

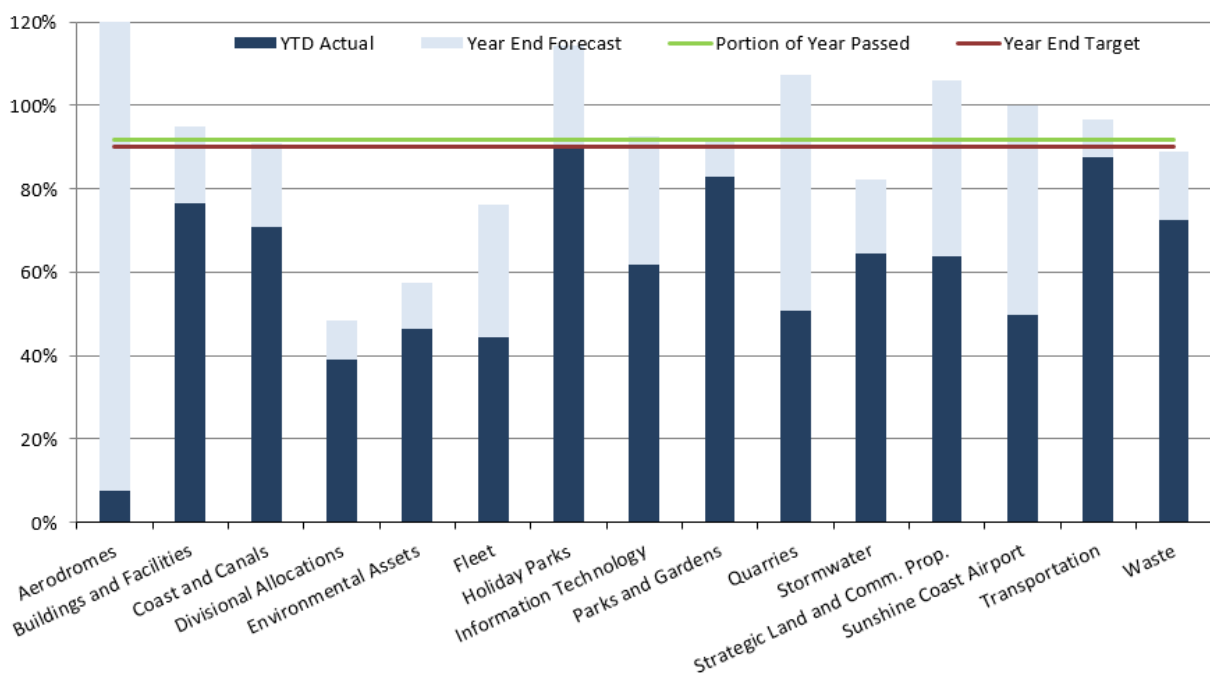
	Current Budget \$000s	Actuals \$000s	% of FY Budget Spent	Forecast Year End Actual
Capital Works Program				
Stormwater	6,023	3,884	64.5%	4,951
Strategic Land and Commercial Properties	31,851	20,334	63.8%	23,249
Sunshine Coast Airport	1,358	676	49.8%	1,359
Transportation	58,220	50,950	87.5%	56,297
Waste	6,152	4,465	72.6%	5,479
Total SCC Base Capital Program	142,781	108,948	76.3%	127,690
Corporate Major Projects	3,836	926	24.1%	2,325
Divisional Allocations	5,410	2,117	39.1%	2,622
Maroochydore City Centre	33,209	26,838	80.8%	31,404
Sunshine Coast Airport Runway	47,581	23,518	49.4%	46,206
Total Other Capital Program	90,035	53,399	59.3%	82,557
<b>TOTAL</b>	<b>232,816</b>	<b>162,348</b>	<b>69.7%</b>	<b>220,799</b>

**SCC Core Capital Program**

The Core Council Capital Program has progressed 76.3% of budget, an actual spend of \$108.9 million. The table above shows the actual expenditure against full year budget by program, as well a forecast actual at year end.

Currently the core program is forecasting 90% of program delivery at year end. This is made up by infrastructure works achieving 82% to date and forecasting 94% completion at year end. The non-infrastructure programs (highlighted in blue in the above table) are predominantly acquisitions with 62% completed to date and are forecasting 76% at year end due to delayed land settlements requiring deferral. The following graph shows the expenditure to date and year end forecast for each program, against the year end delivery target of 90%.

**SCC Base % YTD spent compared to profiled budget by Program**



A number of programs are reporting expenditure to the end of May significantly lower than benchmark.

Aerodromes – The program contains one major project, Caloundra Aerodrome - Apron Re-surfacing over \$500,000 to be delivered by year end.

Environmental Assets – 83% of all works against a budget of \$837,000 have been committed or expended at the end of May. The year end forecast is anticipating 57% however with some projects forecasting completion in July, including construction of the mountain trail bike path within the Caloundra Town Reserve.

Fleet – 100% of the \$3 million program is committed following finalisation of major procurement. Three fleet acquisitions for heavy plant will be delayed until July 2018.

Quarries – \$215,000 program expected to be expended by year end.

Information Technology – Majority of program will be expended this financial year for Smart Region Management Platform and Digital Information Services staff capability projects. Some funds for the Library Auto Circulation System will need to be rolled over to address some software issues. Cloud Infrastructure Services Transition Project progressing through final stages of procurement process and the Strategic Asset Management system replacement will carry over some implementation budget as it's been planned over two financial years.

Stormwater – The \$1.9 million stormwater relining and pit structure replacements programs are currently 85% complete and are on track for 100% delivery. \$1.1 million works for the Toral Drive Road upgrade have commenced however completion is anticipated in July, which will see some funds deferred. The remaining \$1.4 million budget assigned to 16 construction projects in the current year is 82% expended at the end of May. The program also includes \$1.6 million for projects in the planning and design phase, with work to be completed in 2018/19 or a future year.

### **Corporate Major Projects & Region Making Program**

Other major projects have expended 59.3% of full year budget as at 31 May 2018, and are forecasting a year end result of 91.7% or \$82.6 million.

- Corporate Major Projects – 24.1% actual spend to date. Solar Farm Education Centre project currently on hold as well as Smart City Communications Network at both Caloundra South and Palmview due to developer availability. Brisbane Road Car Park is not anticipating significant expenditure this financial year. The program is forecasting to 60.6% of the current budget at year end.
- Maroochydore City Centre – 80.8% actual spend to date. The program is currently forecasting to 94.6% of the current budget at year end.
- Sunshine Coast Airport Runway – A year to date actual of 49.4% has been achieved. Significant expenditure is forecast for June for contracted works. The program is currently forecasting to 97.2% of the current budget at year end.

### **Investment Performance**

- All investment parameters remain within the guidelines established by the Investment Policy.
- For the month ending 31 May 2018 Council had \$310 million cash (excluding Trust Fund) with an average interest rate of 2.66%, being 0.64% above benchmark. This is compared to the same period last year with \$293 million cash (excluding Trust Fund) with an average interest rate of 2.70%, being 0.91% above benchmark.
- The benchmark used to measure performance of cash funds is Bloomberg AusBond Bank Bill Index (BAUBIL) and the Bank Bill Swap Rate (BBSW) for term deposits.

**Legal**

This report ensures that Council complies with its legislative obligations with respect to financial reporting in accordance with Section 204 of the *Local Government Regulation 2012*.

Investment of funds is in accordance with the provisions of the *Statutory Bodies Financial Arrangements Act 1982* and the associated Regulations and the *Local Government Act 2009*.

**Policy**

Council's 2017/18 Investment Policy; 2017/18 Debt Policy.

**Risk**

Failure to achieve the budgeted operating result will negatively impact Council's capacity to complete its capital expenditure program.

**Previous Council Resolution****Ordinary Meeting 17 May 2018 (OM18/63)**

*That Council*

- (a) *receive and note the report titled "March 2018 Financial Performance Report" and*
- (b) *adopt the amended 2017/18 Budget Financial Statements to include the identified operating and capital budget adjustments (Appendix A).*

**Ordinary Meeting, Budget Review 2, 22 February 2018 (OM18/19)**

*That Council:*

- (a) *receive and note the report titled "Budget Review 2 2017/18" and*
- (b) *adopt the amended 2017/18 Budget Financial Statements to include the identified operating and capital budget adjustments (Appendix A)*

**Ordinary Meeting 9 November 2017 (OM17/211)**

*That Council*

- (a) *receive and note the report titled "September 2017 Financial Performance Report" and*
- (b) *adopt the amended 2017/18 Budget Financial Statements to include the identified operating and capital budget adjustments (Appendix A).*

**Ordinary Meeting 12 October 2017 (OM17/204)**

*That Council:*

- (a) *delegate authority to the Chief Executive Officer to enter into negotiations and processes to execute and finalise the acquisitions as discussed in the confidential session*
- (b) *resolve, pursuant to section 236(2) of the Local Government Regulation 2012, that an exception to dispose of an interest in land (easement/s) on the sites as discussed in the confidential session, other than by tender or auction applies as the disposal is pursuant to s236(1)(b)(i) to a government agency and*
- (c) *request the Chief Executive Officer to provide a further report to Council on the outcomes of the negotiations with Department of Natural Resources Mines.*

**Ordinary Meeting, Budget Review 1, 14 September 2017 (OM17/175)**

*That Council:*

- (a) *receive and note the report titled "Budget Review 1 2017/18" and*
- (b) *adopt the amended 2017/18 Budget Financial Statements to include the identified operating and capital budget adjustments (Appendix A)*

**Special Meeting Budget 15 June 2017 (SM17/34)**

*That Council:*

- (a) *receive and note the report titled "Adoption of the 2017/18 Budget and Forward Estimates for the 2018/19 to 2026/27 Financial Years"*
- (b) *adopt the 2017/18 Budget Schedules (Appendix A) including Forward Estimates and*
- (c) *adopt the 2017/18 Capital Works Program, endorse the indicative four-year program for the period 2018/19 to 2021/22, and note the five-year program for the period 2022/23 to 2026/27 (Appendix B).*

**Related Documentation**

2017/18 Adopted Budget.

**Critical Dates**

There are no critical dates for this report.

**Implementation**

There are no implementation details to include in this report.



**8.4 ECONOMIC AND COMMUNITY DEVELOPMENT****8.4.1 2018 SPORTS FIELD MAINTENANCE FUNDING PROGRAM**

<b>File No:</b>	<b>Council meetings</b>	
<b>Author:</b>	<b>Team Leader Community Connections Economic &amp; Community Development Group</b>	
<b>Appendices:</b>	<b>App A - 2018 Sports Field Maintenance Funding Program Recommendations .....</b>	<b>193</b>
<b>Attachments:</b>	<b>Att 1 - 2018-2019 Sports Field Maintenance Funding Program Existing Commitments .....</b>	<b>195</b>

**PURPOSE**

This report seeks Council consideration and endorsement of recommendations for the 2018 Sports Field Maintenance Funding Program (Appendix A).

**EXECUTIVE SUMMARY**

The inaugural Sports Field Maintenance Funding Program and supporting guidelines were endorsed by Council at its Ordinary Meeting of 2 February 2011. The funding program commenced in the 2011/2012 financial year providing funding for up to three years to successful applicants.

On 20 June 2013, Council adopted the *Community Grants Policy* under which the Sports Field Maintenance Funding Program guidelines are administered.

The aim of this program is to contribute to maintenance costs incurred by, and provide expert advice to, organisations maintaining turf surfaces to competition standard.

The program is jointly managed by the Economic and Community Development and the Built Infrastructure Groups and is premised on the following four elements:

- The sports field maintenance undertaken ensures fields are at competition standard
- The costs are attributed per field, per annum and based on the type of sport played
- Council's contribution is a percentage of the full contractor rate
- The program is not applicable to specialised, exclusive and/or restricted access sports.

Pivotal to the program is the availability of a dedicated Council staff member, Parks Community Sports Officer (Parks and Gardens), to provide support to sporting organisations by providing expert advice on maintaining their sports field to competition standard.

There is one Sports Field Maintenance Funding Program round per year. Existing commitments to 44 sporting organisations that were awarded multiple years of funding in the 2017 round are listed in Attachment 1.

Applications for the 2018 Sports Field Maintenance Funding Program round closed on 28 May 2018, with one organisation applying to enter the program.

This report recommends a total of \$44,840 in funding to Caloundra Football Club per year for the next two years towards the cost of maintaining fields at the Meridan Fields Sporting Complex. Details of this funding recommendation are provided in Appendix A.

## OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “2018 Sports Field Maintenance Funding Program” and
- (b) endorse the 2018 Sports Field Maintenance Funding Program Recommendations (Appendix A).

## FINANCE AND RESOURCING

Funding of sporting organisations through the Sports Field Maintenance Funding Program is based on a formula which considers field type, number of fields and period of responsibility, and is allocated (subject to budget) for one, two or three year funding periods.

There are existing commitments totaling \$584,936 to sporting organisations that were awarded multiple years of funding in the 2017 round. It was determined that a maximum of two years of funding will be allocated in the 2018 round to bring the new allocations into line with existing Sports Field Maintenance Funding Program agreements which end at 30 June 2020.

The Council-adopted Sports Field Maintenance budget for 2018/19 provides a total of \$648,015 in funding to sporting organisations. This budget amount is sufficient to provide:

- \$44,840 to the Caloundra Football Club recommended for funding (Appendix A) and
- \$584,936 which will be distributed to organisations committed under three-year agreements from 2017 (Attachment 1).

As multiple year funding is allocated (subject to budget), the recommendations in this report have implications for future budgets (see Table 1).

Budget Implications	2018/2019	2019/2020
2018/2019 round – 1 <sup>st</sup> year	\$44,840	
2018/2019 round – 2 <sup>nd</sup> year		\$44,840
2017/2018 round – 2 <sup>nd</sup> year	\$584,936	
2017/2018 round – 3 <sup>rd</sup> year		\$584,936
<b>Total</b>	<b>\$629,776</b>	<b>\$629,776</b>

Table 1. Budget Implications

## CORPORATE PLAN

**Corporate Plan Goal:** *A strong community*

**Outcome:** 2.2 - Resilient and engaged communities

**Operational Activity:** 2.2.4 - Continue to ensure the manner in which Council distributes grant monies to community and not-for-profit organisations supports Council's social vision for the region

### Portfolio Councillor Consultation

- Councillor J O'Pray - Portfolio Councillor for Tourism, Events and Sport
- Councillor J McKay - Portfolio Councillor for Community and Environment



**Internal Consultation**

Consultation has been undertaken with relevant internal stakeholders across various Groups and Branches of Council including:

*Built Infrastructure*

- Parks Community Sports Field Officer, Parks and Gardens Branch

*Business Performance*

- Senior Property Officer, Property Management Branch

*Economic and Community Development*

- Team Leader Community Connections, Community Planning and Development Branch
- Team Leader Sports Planning and Development, Sport and Community Venues Branch
- Community Development Officer (Grants), Community Planning and Development Branch

**External Consultation**

Consultation with representatives from partner sporting organisations is undertaken on a regular basis by both the Parks Community Sports Field Officer and relevant Sport and Recreation Officers to ensure compliance with and support for their funding agreements.

**Community Engagement**

No external community engagement was undertaken in relation to this report.

**PROPOSAL**

The inaugural Sports Field Maintenance Funding Program and supporting guidelines were endorsed by Council at its Ordinary Meeting of 2 February 2011. The funding program commenced in the 2011/2012 financial year, providing funding for up to three years.

On 20 June 2013, Council adopted the *Community Grants Policy* under which the Sports Field Maintenance Funding Program guidelines are administered.

The aim of the program is to contribute to maintenance costs and provide expert advice to organisations to assist in maintaining turf surfaces to competition standard.

Funding through the Sports Field Maintenance Funding Program is based on a formula which considers field type, number of fields and period of responsibility.

The program is jointly managed by the Economic and Community Development and the Built Infrastructure Groups and is premised on the following four elements:

- Sports fields are maintained to competition standard
- Costs are attributed per field, per annum and based on the sport played
- Council's contribution to the maintenance costs is a percentage of the full contractor rate
- The program is not applicable to specialised, exclusive and/or restricted access sports. Examples of these activities include lawn bowls, tennis, croquet, archery, and pony clubs.

Pivotal to the program is the availability of a dedicated Council officer, Parks Community Sports Officer (Parks and Gardens) to provide support to sporting organisations by providing expert advice on maintaining their sports field to competition standard.

A thorough review of the Sports Field Maintenance Funding Program was undertaken during 2016 and confirmed that the program is achieving its aim of providing consistent, equitable and appropriate support for sports field maintenance across the Sunshine Coast Local Government Area and recommended some minor adjustments to the funding amounts and guidelines that have been implemented.

There is one Sports Field Maintenance Funding Program round per year. Existing commitments to 44 sporting organisations that were awarded multiple years of funding in the 2017 round are listed in Attachment 1. It was determined that a maximum of two years of funding will be allocated in the 2018 round to bring the new allocations into line with existing Sports Field Maintenance Funding Program agreements which end at 30 June 2020.

## **2018 Sports Field Maintenance Funding Program**

### ***Promotion and support***

The 2018 Sports Field Maintenance Funding Program round opened on 14 May and closed on 28 May 2018. The program was promoted through direct contact with organisations identified as potentially eligible for funding as well as on Council's website and included in Grants eNews sent to all registered community organisations.

### ***Applications***

Council received one Sports Field Maintenance Funding Program application from the Caloundra Football Club Inc which will take over the maintenance responsibility of the Meridan Fields Sporting Complex at Meridan Plains.

### ***Assessment***

The assessment of applications for this funding program required clarification of tenure, type of sport played on the field/s, number of fields, and period of maintenance responsibility. An assessment panel made up of Council officers with relevant expertise met to review the application and determine an outcome. Assessment panel membership is detailed in the Internal Consultation section of this report.

### ***Recommendation***

It is recommended that the application from the Caloundra Football Club Inc be funded for two years. Total funding of \$44,840 per year is recommended for endorsement by Council and is detailed in Appendix A.

To ensure fields are handed over to a high standard and there is adequate time for the club to accrue maintenance equipment, Council's Parks Operations and Contracts team will undertake maintenance and renovation works on all sports fields at Meridan Fields Sports Complex until an agreed transfer date. As a result, the first year of funding will be pro rata from the date that primary responsibility for field maintenance is transferred to the club.

Council's Sports Planning and Development team, in partnership with the Parks Operations & Arboriculture Team, will continue to work with the Caloundra Football Club on field maintenance responsibility transition and club development opportunities.

## **Legal**

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 clearly articulate 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**

Delivery of the Sports Field Maintenance Funding Program is governed by the *Community Grants Policy* and supporting guidelines.

**Risk**

There is minimal financial risk associated with the program in supporting identified eligible organisations to carry out field maintenance, due to the ongoing working relationships between organisations and dedicated Council officers. This relationship is supported by individually tailored funding agreements.

**Previous Council Resolutions****Ordinary Meeting 20 July 2017 (OM17/122)**

*That Council:*

- (a) *receive and note the report titled "2017 Sports Field Maintenance Funding Program" and*
- (b) *endorse the "Sports Field Maintenance Funding Program Recommendations 2017" (Appendix A).*

**Ordinary Meeting 20 June 2013 (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 2 February 2011 (OM11/12)**

*That Council:*

- (a) *receive and note the report titled "Sports Field Maintenance Funding Program"*
- (b) *adopt a 70% Council funding contribution of the full contractor rate to maintain fields noting potential funding sources and refer funding to 2011/12 budget process*
- (c) *adopt the Sports Field Maintenance Funding Program Policy (Appendix A) and note Guidelines (Appendix B) and*
- (d) *request the Chief Executive Officer to review the Sports Field Maintenance Funding Program one year after adoption and provide a progress report back to Council.*

**Related Documentation**

Funding arrangements with individual organisations include individual agreements which must demonstrate field maintenance plans. These plans are formulated in consultation with the Parks Community Sports Field Officer.

There are also a number of related policies and governing legislation that guide and inform the management and delivery of the Sports Field Maintenance Funding Program. These include:

- Community Grants Policy (2013)
- Local Government Act (2009)
- Local Government Regulation (2012)
- Sport and Active Recreation Plan 2011-2026

- Sports Field Maintenance Funding Program Guidelines
- *Statutory Bodies Financial Arrangements Act (1982)*
- Sunshine Coast Social Strategy (2015)

**Critical Dates**

It is anticipated that a new round of the Sports Field Maintenance Funding Program will open in May 2019. This will provide an opportunity for any new sporting organisations assuming sports field maintenance responsibility to apply for funding.

**Implementation**

Upon Council endorsement of the recommendation in this report, the successful applicant will be contacted and a partnership agreement will be negotiated.

Conditions of agreement will be determined, and these will include reporting and acquittal requirements, and any conditions to be met prior to funding being processed.

The recipient will also be required to sign a maintenance agreement, developed in consultation with Council's Parks Community Sports Field Officer, clarifying expectations in relation to the maintenance of the sports fields.

Funding will be distributed once the transfer of responsibility is confirmed and the agreement and an invoice are finalised, signed and returned to Council.

All recipients must display Council supplied signage acknowledging Council's support for field maintenance.

Details of the successful partner organisation will be posted on Council's website.

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## 8.4.2 SUNSHINE COAST CULTURAL HERITAGE REFERENCE GROUP: MEMBERSHIP 2018-2020

<b>File No:</b>	<b>Council meetings</b>
<b>Author:</b>	<b>Coordinator Cultural Heritage Services Economic &amp; Community Development Group</b>
<b>Appendices:</b>	<b>App A - Sunshine Coast Cultural Heritage Reference Group 2018/2019..... Confidential 7/7</b>
<b>Attachments:</b>	<b>Att 1 - Sunshine Coast Cultural Heritage Reference Group Information and Nomination Package 2018 .....205</b>

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### PURPOSE

The purpose of this report is to seek Council endorsement for the membership of the Sunshine Coast Cultural Heritage Reference Group for 2018-2020.

### EXECUTIVE SUMMARY

The Sunshine Coast Cultural Heritage Reference Group (SCCHRG or the reference group) is a community reference group which provides advice to Council on the delivery of the Heritage Levy and offers strategic advice on preserving and accessing cultural heritage in the Sunshine Coast region. The reference group was originally established by Council resolution on 22 April 2010 and is selected via a public Expression of Interest (EOI) process. Members are chosen by a panel of Sunshine Coast Council officers on the basis of demonstrated skills and experience and include heritage practitioners and architects, and representatives of museums, historical societies and heritage tourism to ensure a wide range of knowledge and perspectives.

In accordance with the SCHR Terms of Reference, a maximum of 10 members may be appointed to the reference group. Composition of the group is:

- Chair - Transport, the Arts and Heritage Portfolio Councillor, Councillor R Baberowski.
- Traditional Owner representatives – the Jinibara and Kabi Kabi traditional owners each appoint a representative according to established governance structures.
- Community representatives – up to seven positions available to be filled through an EOI process. Appointments to these positions are for a two-year period, with the option to stand down after one year.

An EOI process has been undertaken to fill seven positions that become vacant in 2018 through the expiry of the two-year tenure period. The EOI period for membership applications was 29 March to 23 April 2018, and the EOI resulted in three new nominations and three re-nominations. It is proposed that these six appointments be made and that the seventh vacancy be held in abeyance at this time.

This report provides the details of the EOI process, and seeks Council endorsement for the membership of the Sunshine Coast Cultural Heritage Reference Group for 2018-2020.

**OFFICER RECOMMENDATION**

That Council:

- (a) receive and note the report titled “Sunshine Coast Cultural Heritage Reference Group: Membership 2018-2020”
- (b) endorse the nominated applicants as the members of the Sunshine Coast Cultural Heritage Reference Group 2018-2020 (Appendix A) and
- (c) delegate authority to the Chief Executive Officer, in consultation with the Portfolio Councillor for Transport, the Arts and Heritage, to make future appointments to the Sunshine Coast Heritage Reference Group.

**FINANCE AND RESOURCING**

The Heritage Levy budget allocated \$2,500 for meeting costs and administrative support of the Sunshine Coast Cultural Heritage Reference Group in the 2018/2019 financial year.

**CORPORATE PLAN**

**Corporate Plan Goal:** *A strong community*  
**Outcome:** 2.3 - Culture, heritage and diversity are valued and embraced  
**Operational Activity:** 2.3.1 - Finalise the Heritage Plan to guide the identification, protection, conservation, management, celebration and communication of the region’s heritage

**CONSULTATION****Portfolio Councillor Consultation**

- Councillor R Baberowski, Transport, the Arts and Heritage (current SCCHRG chairperson)

**Internal Consultation**

The selection panel appointed to manage the process for the Sunshine Coast Cultural Heritage Reference Group 2018-2020 comprised of:

- Acting Coordinator Cultural Heritage Services, Economic & Community Development
- Coordinator Creative Arts & Events, Economic & Community Development
- Senior Cultural Heritage Officer Cultural Heritage Services, Economic & Community Development

Consultation was also undertaken with:

- Manager Arts, Heritage & Libraries, Economic & Community Development

**External Consultation**

Existing members of the Sunshine Coast Cultural Heritage Reference Group 2017-2018 committee were advised, in writing, of the requirement under the Sunshine Coast Cultural Heritage Reference Group Terms of Reference to conduct a formal selection process to appoint the new reference group for 2018-2020.

All members are aware that tenure for the Sunshine Coast Cultural Heritage Reference Group is two years, with the option to stand down after one year. This advice is provided as part of the information pack supplied to each member (Attachment 1).

The composition of the 2018-2020 Sunshine Coast Cultural Heritage Reference Group committee was determined through the following process:

- Existing members' tenure of two years had expired and they were invited to reapply via the EOI process
- A public Expression of Interest process was held for the selection of new members into the vacant committee positions
- The two Aboriginal traditional custodian /claimant representatives for the Jinibara and the Kabi Kabi groups were confirmed by their respective Aboriginal groups. This closed invitation for membership is separate from the public Expression of Interest selection process available to reference group members.

### **Community Engagement**

A public awareness program was undertaken to promote the opportunity for representation on the Sunshine Coast Cultural Heritage Reference Group, and the Expression of Interest process. This included the following:

- An advertisement calling for Expressions of Interest for membership published in the four APN Weekly papers (30/03/18), Hinterland Times (April edition) and Glasshouse Country News (11/04/18)
- Council issued media releases
- Placement in Spotlight on Council's webpage
- The information package, including nomination forms and core information, made available through Council's website
- Targeted invitation to nominate circulated to the Sunshine Coast heritage network via Council's heritage industry e-newsletter, *Our Heritage Our Stories* (more than 400 subscribers).

### **PROPOSAL**

At its Ordinary Meeting on 22 April 2010, Council endorsed the formation of the Sunshine Coast Cultural Heritage Reference Group.

The Sunshine Coast Cultural Heritage Reference Group is a community reference group working with Council to provide strategic advice on preserving and accessing cultural heritage in the Sunshine Coast region, including matters associated with the delivery of the Heritage Levy. Sunshine Coast Cultural Heritage Reference Group membership includes cultural heritage specialists and members of the community.

The Sunshine Coast Cultural Heritage Reference Group works to:

- raise the profile of cultural heritage in the region
- contribute to a shared vision for cultural heritage that is inclusive, relevant and innovative
- support the development of a regional network of individuals, organisations and museums in the heritage sector
- identify partners and opportunities to preserve, access and enhance cultural heritage across the region and
- assist in forming strategic priorities for expenditure of the Heritage Levy.

### **Sunshine Coast Cultural Heritage Reference Group Membership**

In accordance with the SCHRAG Terms of Reference, a maximum of 10 members (including the Chair and the two traditional owner representatives) may be appointed to the reference group.

The chair is a Councillor appointed and endorsed by Council. The two Aboriginal traditional custodian / claimant representatives are selected by their Aboriginal group.

All other members are appointed through an Expression of Interest and subsequent selection process. Members are selected on the basis of demonstrated skills and experience across various sectors including community, education, business, tourism, heritage practitioners and architects, museums and historical societies to ensure a wide range of knowledge and perspectives. A minimum of four members are selected from the community heritage sector (active in regional museums / historical societies).

Members, except for the chair, are appointed for a maximum of two years with an option to stand down after one year. The Sunshine Coast Cultural Heritage Reference Group meets approximately four times each year. The reference group is chaired by the Portfolio Councillor. In 2018/19 this will be the Transport, the Arts and Heritage Portfolio Councillor.

The reference group is also supported by the Manager Arts, Heritage & Libraries and the Coordinator Cultural Heritage Services. A secretariat service is also provided.

### **Representation by Aboriginal groups**

Commencing in 2014, representatives of the two traditional peoples' groups on the Sunshine Coast (the Jinibara and the Kabi Kabi peoples) were invited to nominate one representative each for ongoing membership of the reference group. This membership is outside the formal Expression of Interest selection process, and is managed by Council. The aim is to ensure inclusive representation for the Aboriginal traditional owner groups of the Sunshine Coast. The representatives are nominated and endorsed by the two traditional custodian groups.

### **Selection process**

The selection process was undertaken in accordance with established corporate compliance requirements. This included:

- advertising of Expression of Interest notices in local media
- distribution of information and nomination packages through the regional heritage network channels maintained by Council
- supply of nomination packages containing information relating to the Sunshine Coast Cultural Heritage Reference Group Terms of Reference, aims, membership, tenure and responsibilities and
- convening a selection panel to undertake the selection process, which may include interviews and/or reference checks as required.

### **Outcome**

Council received three nominations and three re-nominations for the seven vacant positions. The seven positions were declared vacant due to the expiry of the two-year tenure.

The six applications were reviewed by a cross-Council panel with expertise in the management of cultural services to the community. The panel agreed that the quality of the applications and the experience of the applicants was of a high standard.

The successful applicants demonstrated significant experience in the field of museum and heritage management, and had strong backgrounds in local history and cultural tourism.

The proposed Sunshine Coast Cultural Heritage Reference Group 2018-2020 is detailed in Confidential Appendix A.

### **Legal**

There are no legal implications to this report.

### **Policy**

This report and recommendations are consistent with Council's policy framework, in particular the following document:

- Heritage Levy (Sunshine Coast Council Strategic Policy).



**Risk**

There is no significant risk associated with this report. Previous Council Resolution

**Ordinary Meeting 21 July 2016 (OM16/116)**

*That Council:*

- (a) *receive and note the report titled “Sunshine Coast Heritage Reference Group: Membership 2016/2017” and*
- (b) *endorse the nominated applicants as the members of the Sunshine Coast Heritage Reference Group 2016/2017 (Appendix A).*

**Special Meeting 9 June 2016 (SM16/7)**

*That Council:*

- (a) *receive and note the report titled “Heritage Levy Policy 2016” and*
- (b) *endorse the revised Strategic Policy – Heritage Levy 2016 (Appendix A).*

**Ordinary Meeting August 20 2015 (OM15/134)**

*That Council:*

- (a) *receive and note the report titled “Sunshine Coast Heritage Plan 2015 – 2020”: and*
- (b) *adopt the Sunshine Coast Heritage Plan 2015 - 2020 (Appendix A) and*
- (c) *note that the Chief Executive Officer may make minor amendments to the “Sunshine Coast Heritage plan 2015 – 2020” to allow for final editing and publication.*

**Ordinary Meeting 21 May 2015 (OM15/67)**

*That Council:*

- (a) *receive and note the report titled “Sunshine Coast Heritage Reference Group: Membership 2015/2016” and*
- (b) *endorse the nominated applicants as the members of the Sunshine Coast Heritage Reference Group 2015/2016.*

**Ordinary Meeting 30 January 2014 (OM14/10)**

*That Council:*

- (a) *receive and note the report titled “Sunshine Coast Cultural Heritage Reference Group Membership 2014/2015” and*
- (b) *endorse the nominated applicants as the members of the Sunshine Coast Heritage Reference Group.*

**Special (Budget) Meeting 16 May 2011 (SM11/35)**

*That Council:*

- (a) *receive and note the report titled “Heritage Levy Progress Report”*
- (b) *endorse the indicative program of Cultural Heritage Projects outlined in the Heritage Levy Progress Report (Appendix A) for implementation in 2011/2012*
- (c) *acknowledge and thank the members of the Sunshine Coast Cultural Heritage Reference Group for their work in relation to the Heritage Levy*
- (d) *endorse the criteria for assessing and prioritising items for expenditure in relation to the Heritage Levy developed by the Cultural Heritage Reference Group and Council’s Cultural Heritage and Collections Unit*
- (e) *endorse the indicative program of Cultural Heritage projects for implementation in 2011/2012 and*

- (f) *support a \$5.00 Heritage Levy per rates notice for the 2011/2012 rates notice with the amount to be reviewed in the 2012/2013 year.*

**Special Meeting 22 April 2010 (SM10/21)**

*That Council:*

- (a) *receive and note the report entitled "Introduction of a heritage levy on all rateable land across the Council region" and consider in their budget deliberations on all rateable land in the Council region, for the:*
- i. promotion of heritage values and strategies across the region*
  - ii. implementation of heritage programs and projects across the region*
  - iii. recording and preserving the history of the region including its oral and social history*
  - iv. establishing partnerships that have the capacity to enhance preservation of heritage facilities and resources*
  - v. identification, recording and protection of cultural heritage including Aboriginal heritage, landscape heritage, historical heritage and collections*
- (b) *support \$5.00 rates notice for the 2010/2011 year with the amount reviewed in the 2011/2012 year*
- (c) *note the prepared program scope included in the Sunshine Coast Heritage Levy Program (Attachment A)*
- (d) *support the formation of a regional Cultural Heritage Reference group to provide support and advice and appoint Cr Anna Grosskreutz as portfolio Councillor of Social Policy to chair the group*
- (e) *endorse the commitment of the remaining funds of the Northern Area Heritage Levy to a relevant and eligible project in the Noosa area and*
- (f) *continue discussion with the State Government and traditional owners and Aboriginal people of the region to strengthen Council's response to Aboriginal heritage on the Sunshine Coast.*

**Related Documentation**

The following documents are relevant to this report:

- Sunshine Coast Council Corporate Plan 2018-2022
- Sunshine Coast Heritage Plan 2015-2020.

**Critical Dates**

In accordance with the Sunshine Coast Cultural Heritage Reference Group Terms of Reference, new committee members are required to be endorsed by Council for the forthcoming 2018-2020 term. The first meeting of the Sunshine Coast Cultural Heritage Reference Group is planned for early August 2018.

**Implementation**

Coordination and implementation of the Sunshine Coast Cultural Heritage Reference Group is overseen by Council's Cultural Heritage Services team, within the Arts, Heritage and Libraries Branch of the Economic and Community Development Group.

The Cultural Heritage Services team will advise all nominees of Council's decision as soon as practicable after the matter has been considered.

## 8.5 LIVEABILITY AND NATURAL ASSETS

### 8.5.1 PALMVIEW URBAN DEVELOPMENT INVESTIGATION AREAS

File No:	Council meetings	
Author:	Project Coordinator Specialist Advice Liveability & Natural Assets Group	
Appendices:	App A - Assessment Report for Urban Investigation Areas 18 May 2018 .....	215
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## PURPOSE

The purpose of this report is:

- to brief Council on the outcomes of the assessment that has been undertaken on the three Urban Development Investigation Areas in accordance with *Special Condition 2* in *Schedule 2 Urban Development Investigation of the Palmview Structure Plan Area Infrastructure Agreement 2010 (Consolidation No 2)* (**Palmview Infrastructure Agreement**) and
- for Council to make a draft determination on each of the Urban Development Investigation Areas in terms of whether they are considered suitable for urban development.

## EXECUTIVE SUMMARY

In early 2009, the Council commenced the preparation of the *Palmview Structure Plan* to identify the vision, strategic intent and planning framework for the future development and management of the Structure Plan Area. The premise of the structure planning exercise was to formulate a development outcome which provided certainty for the owners, in terms of the area of land suitable for development and the infrastructure required to service that land, but which was balanced with the public interest, by avoiding development in areas of environmental significance or biophysical constraints and in areas subject to natural hazards and climate change impacts.

During the renegotiation of the *Palmview Infrastructure Agreement*, Landowners B and C negotiated a process for Council to consider further areas suitable for urban development on the basis that the landowners believed Council's flooding and ecological studies to be inaccurate. The landowners were to provide Council with evidence confirming or rejecting the ecological and flooding constraints on the sites identified as the Urban Development Investigation Areas in the Palmview Structure Plan Area (**Attachment 1**).

The landowners provided their submissions on the Urban Development Investigation Areas, Area B North, Area B South and Area C on the 1 April 2017 and provided additional information (on request) in November and December 2017 for Investigation Area C and Investigation Area B respectively.

An assessment of the information provided by the landowners has been undertaken by the State Government and by Council, specifically in relation to ecologically important areas and flood hazard in accordance with Special Condition 2.2 of the *Palmview Infrastructure Agreement* (**Attachment 2**). Special Condition 2.2 specifies that land within an Urban Development Investigation Area is only to be considered suitable for urban development if the landowners have demonstrated the areas are not 'Ecologically Important Areas' nor flood

prone (unless Council determines that development of flood prone areas 'satisfies an overriding need in the public interest').

In accordance with Special Condition 2.2, if the Urban Development Investigation Area is determined by the State or Council to be an 'Ecologically Important Area' further investigations with respect to flooding issues were not required. However, for completeness, the flood hazard has also been assessed. An assessment of the overriding need in the public interest to develop land considered flood prone was undertaken for Urban Development Investigation Area B North only. This was due to the development proposal included in the submission made by Landowner B including community uses rather than residential uses alone as was proposed for the other two Urban Development Investigation Areas. The *Assessment Report for the Urban Development Investigation Areas* is provided in **Appendix A** to this report.

In summary, the assessment of the three Urban Development Investigation Areas by the State Government and Council determined that the three Urban Development Investigation Areas contain many high biodiversity and conservation values that are considered ecologically important at both a State and Council level.

In addition, the areas that are not considered to be ecologically important (only a portion of Area B North) were also confirmed to be flood prone.

Assessment of the development proposal which is proposed to include sporting fields, community facility land, educational and emergency services land and residential land in the form of a retirement village, indicates it is not consistent with Council's current policy direction and network planning for sporting or community facilities. The proposal would deliver below standard facilities and would duplicate and compete for funding with planned projects. It is not considered a good financial offer for Council and will require a substantial investment by Council.

The submission therefore has not demonstrated an overriding public need in the public interest to develop flood prone land.

It is recommended that Urban Development Investigation Areas B North, B South and Area C be retained for conservation purposes under the *Palmview Structure Plan*.

## **OFFICER RECOMMENDATION**

**That Council:**

- (a) receive and note the report titled "Palmview Urban Development Investigation Areas"**
- (b) endorse the Assessment Report for Urban Investigation Areas (Appendix A)**
- (c) make a draft determination for Urban Development Investigation Area B North, Area B South and Area C with respect to each area's suitability for urban development and**
- (d) delegate authority to the Chief Executive Officer to:**
  - (i) notify each of the Palmview landowners and the State Government of the draft determination for each of the Urban Development Investigation Areas**
  - (ii) request that submissions from each of the Palmview landowners, with respect to the draft determination, be provided to Council within two months of receiving the notification of the draft determination**

## FINANCE AND RESOURCING

There are sufficient funds within the 2017/2018 Urban Growth Projects budget to cover the costs of this assessment of the Urban Development Investigation Areas.

## CORPORATE PLAN

**Corporate Plan Goal:** *A smart economy*

**Outcome:** 1.1 - Strong economic leadership, collaboration and identity

**Operational Activity:** 1.1.5 - Support the implementation of integrated planning and the delivery of infrastructure and services identified for key development areas at Kawana, Palmview, and Caloundra South.

## CONSULTATION

### Councillor Consultation

Landowner B presented their proposal for the future use of the land (Area B-North) to the Chief Executive Officer, Councillor Dickson and Group Executive, Liveability and Natural Assets on the 23 October 2017. A briefing paper was prepared by officers for Councillors and the Chief Executive Officer and Group Executive on the 19 October 2017.

A Councillor workshop was held on the 27 November 2017 to provide a briefing on the background to the Palmview Urban Development Investigation Areas, the assessment process and the next steps in the process.

The outcomes of the preliminary assessment were discussed with Council at a second workshop held on the 31 May 2018. Councillor Dickson and Councillor Baberowski were briefed prior to this workshop.

### Internal Consultation

An assessment of the three Urban Development Investigation Areas against the criteria specified in Special Condition 2.2 of the *Palmview Infrastructure Agreement* has been undertaken by:

- Environment and Sustainability Policy Branch in consultation with Environmental Operations Branch; and
- Flooding and Stormwater Team in consultation with engineers from Urban Growth Projects Branch.

### External Consultation

The Department of Local Government Infrastructure and Planning (DLGIP) and the Department of Environment and Heritage Protection (DEHP) have been involved in the assessment of the Urban Development Investigation Areas. The assessment undertaken by the State Government is included in the Assessment Report provided in **Appendix A**.

### Community Engagement

The preparation of the *Palmview Structure Plan* included extensive consultation with the Sunshine Coast Council community, State Government, the Palmview landowners and Council from 2008 to 2010. The land considered to be suitable for urban development was determined after consideration of constraints such as flooding and ecological values, along with consideration of community needs and wider community benefits. The consultation resulted in the Palmview urban footprint as identified in the *Palmview Structure Plan* being adopted and gazetted in 2010.

Subsequent negotiations and amendments to the structure plan and infrastructure agreement in 2015/16, which also included community consultation, did not result in any changes to this urban footprint within Palmview.

Sippy Downs and District Community Association representatives have been meeting with the consultant for Landowner B since January 2017 regarding their proposal for the future use of the land (Area B-North) and have been on a site tour. Landowner B presented their proposal at the Sippy Downs and District Community Association AGM on the 13 September 2017.

If Council determines that any part of the Urban Development Investigation Areas are suitable for urban development, planning scheme amendments will need to be prepared and these will be subject to public notification and State Government approval.

## PROPOSAL

In early 2009, the Council commenced the preparation of the *Palmview Structure Plan* to identify the vision, strategic intent and planning framework for the future development and management of the Structure Plan Area. The premise of the structure planning exercise was to formulate a development outcome which provided certainty for the owners, in terms of the area of land suitable for development and the infrastructure required to service that land, but which was balanced with the public interest, by avoiding development in areas of environmental significance or biophysical constraints and in areas subject to natural hazards and climate change impacts.

During the renegotiation of the *Palmview Structure Plan Area Infrastructure Agreement 2010 (Consolidation No 2) (Palmview Infrastructure Agreement)*, Landowners B and C negotiated a process for Council to consider further areas suitable for urban development on the basis that the landowners believed Council's flooding and ecological studies to be inaccurate. The landowners were to provide Council with evidence confirming or rejecting the ecological and flooding constraints on the sites identified as the Urban Development Investigation Areas in the Palmview Structure Plan Area (**Attachment 1**).

The landowners provided their submissions on the Urban Development Investigation Areas, Area B North, Area B South and Area C on the 1 April 2017 and provided additional information (on request) in November and December 2017 for Investigation Area C and Investigation Area B respectively.

### Landowner Proposals

The three Urban Development Investigation Areas (**Attachment 1**) that have been assessed include:

- Area B North – owned by Landowner B (Living Choice –previously Crosby), is approximately 39 hectares in size and is the area in the north-east of the Palmview Structure Plan area
- Area B South – owned by Landowner B (Living Choice –previously Crosby), is approximately 21 hectares in size, and is the area adjoining the school site in the south-west of Landowner B's land holdings; and
- Area C – owned by Landowner C (McCafferty), is approximately 18 hectares in size.

The proposal for Urban Development Investigation Area B North includes 19.6ha of urban area including:

- 13.25ha of land for schools, retirement living, childcare, indoor and outdoor sports and recreation. Land in this zone is proposed to be revenue generating

- 6 hectares is proposed to be dedicated for a community building, community garden and playing fields
- 6220m<sup>2</sup> of land for emergency services; and
- Financial contribution of \$2.5million (to be paid progressively) for the construction of playing fields, the community building and community gardens.

All of the uses proposed are currently provided for within the Palmview Structure Plan area.

No specific proposals have been presented for Urban Development Investigation Areas B (South) and Area C but it is understood residential uses are proposed.

#### Assessment Process

An assessment of these three sites against the criteria specified in Special Condition 2.2 of the *Palmview Infrastructure Agreement (Attachment 2)* has been undertaken by:

- Department of Environment and Heritage Protection in conjunction with Department of Infrastructure, Local Government and Planning
- Environment and Sustainability Policy Branch in consultation with Environmental Operations Branch; and
- Flooding and Stormwater Team in consultation with engineers from Urban Growth Projects Branch.

In accordance with Special Condition 2.2, if an Urban Development Investigation Area is determined by the State or Council to be an 'Ecologically Important Area' further investigations were not required. However, for completeness, the flood hazard has also been assessed.

An assessment of the overriding need in the public interest to develop land considered flood prone was undertaken for Urban Development Investigation Area B North only, as the development proposal included in the submission included community uses rather than residential uses alone as was proposed for the other two Urban Development Investigation Areas. The *Assessment Report for the Urban Development Investigation Areas* is provided in **Appendix A** to this report.

#### Outcomes of the Assessment

The three Urban Development Investigation Areas contain many high biodiversity and conservation values that are considered ecologically important at a State and Council level.

While the State is not opposed on ecological grounds to limited development within the western portion of the Urban Development Investigation Area B North, Council environment officers consider this area provides important habitat connectivity and should, along with the eastern portion, be retained for environmental purposes.

Urban Development Investigation Area B North is also flood prone land and the engineered drainage solution that has been proposed has not been proven as suitable.

Assessment of the development proposal which includes sporting fields, community facility land, educational and emergency services land and residential land in the form of a retirement village, indicates it is not consistent with Council's current policy direction and network planning for sporting or community facilities. The proposal would deliver below standard facilities and would duplicate and compete for funding with planned projects. It is not considered a good financial offer for Council and will require a substantial investment by Council. The overriding need in the public interest to develop this flood prone land has not been demonstrated.

Urban Development Investigation Areas B South and Area C, whilst containing areas that are not flood prone, should remain for conservation purposes under the Structure Plan, as the biodiversity value of each area is significant.



### Recommendation

It is recommended that the Urban Development Investigation Area B North be retained to:

- deliver habitat connectivity and wildlife movement (Corridor 3 - Figure 2, Chenoweth 2005) connecting Sippy Creek to the patch of remnant vegetation in the north-western portion of the site (Area B North), described as 'Ecologically Important Areas' in accordance with the definitions within the Structure Plan and *Palmview Infrastructure Agreement*
- deliver habitat and wildlife connectivity between the Mooloolah River National Park and 'Ecologically Important Areas' in the Palmview development through the enhancement and reinstatement of Regional Ecosystem types 12.3.5 (Melaleuca Forest) and 12.3.13 (Heath) which would provide the greatest level of habitat functionality appropriate for local fauna and flora species
- protect and enhance the areas of natural regeneration described by Chenoweth (2005) as Areas of High Rehabilitation Potential
- protect flood storage
- prevent the diversion of flows away from the Lower Mooloolah River Environmental Reserve and
- prevent flood level increases.

It is recommended that the whole of Urban Development Investigation Area B South be retained to preserve the remnant vegetation which is identified as 'Ecologically Important' in order to maintain habitat connectivity and wildlife movement to the north (Sippy Creek and Mooloolah River National Park) and the south (through Area C to Mooloolah River).

It is recommended that the whole of Urban Development Investigation C be retained in order to maintain habitat connectivity and wildlife movement from Urban Development Investigation Area B South to the Mooloolah River.

A draft determination is now sought in relation to each of the three Urban Development Investigation Areas.

### **Legal**

In accordance with Special Condition 2.3(c) (Urban Development Investigation) of the *Palmview Infrastructure Agreement*, Council is to determine whether it is satisfied that the Urban Development Investigation land is suitable for urban development, specifically in relation to 'Ecologically Important Areas' and flood hazard as defined in Special Condition 2.2 (**Attachment 2**).

### **Policy**

The assessment of the Urban Development Investigation Areas has been undertaken in accordance with Council policy positions contained in the *Sunshine Coast Planning Scheme 2014* and in the *Environmental and Liveability Strategy 2017*.

### **Risk**

There is a significant risk that if development of the sites identified as being subject to the defined flood event, are allowed to occur that this would affect the freeboard to existing residential areas and would establish a precedence for allowing loss of flood plain storage, which would be exacerbated with a cumulative loss of flood plain storage with future development in other locations in the region. Further, this would be inconsistent with Council's stated policy positions in the *Sunshine Coast Planning Scheme 2014* and the *Environment and Liveability Strategy 2017*.

**Previous Council Resolution**

There is no previous Council resolution relevant to this report.

**Related Documentation**

- *Sunshine Coast Planning Scheme 2014*
- *Palmview Structure Plan Area Infrastructure Agreement 2010 (Consolidation No 2)*
- *Shaping SEQ 2017*
- *State Planning Policy July 2017*
- *Environment and Liveability Strategy 2017*
- *Caloundra City Landscape Assessment Report (Chenoweth EPLA, 2001) prepared for Caloundra City Council*
- *Urban Development Investigation Area submission – Investigation Area B North (Innovative Planning Solutions, 2017)*
- *Urban Development Investigation Area submission – Investigation Area B South (Innovative Planning Solutions, 2017)*
- *Urban Development Investigation Area submission – Investigation Area C (Innovative Planning Solutions, 2017)*

**Critical Dates**

There are no statutory timeframes associated with the assessment of the Urban Development Investigation Areas, but it is intended that a determination on the future of these sites is to be finalised by November 2018.

**Implementation**

Following each landowner making a submission on the draft determination, further consideration of the submissions will be undertaken by the State Government and Council and may include a peer review of the assessment report.

A final report will be presented to Council responding to the landowner submissions and seeking a final determination with respect to the future use of the Urban Development Investigation Areas.

If it is determined by Council that any part of these Urban Development Investigation Areas are suitable for urban development, the following process is to be followed:

1. a renegotiation of the *Palmview Infrastructure Agreement* with all parties to the infrastructure agreement. This is because development entitlements and infrastructure obligations for all parties will be affected
2. the preparation of a planning scheme amendment which will require public notification and State Government approval.

This process is likely to take 12 – 18 months.

**8.6 OFFICE OF THE CEO****8.6.1 AUDIT COMMITTEE MEETING 28 MAY 2018**

<b>File No:</b>	<b>Council meetings</b>	
<b>Author:</b>	<b>Manager Audit and Assurance Office of the CEO</b>	
<b>Appendices:</b>	<b>App A - 2018 2019 Internal Audit Work Plan.....</b>	<b>303</b>
<b>Attachments:</b>	<b>Att 1 - Audit Committee Minutes of 28 May 2018 .....</b>	<b>305</b>

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**PURPOSE**

To provide Council with information on matters reviewed at the Audit Committee Meeting held 28 May 2018 (*Section 211 Local Government Regulation 2012*) and make recommendation to Council on any matters that the Audit Committee considers need action or improvement (*Section 105 of the Local Government Act 2009*).

**EXECUTIVE SUMMARY**

The Audit Committee is a mandatory Advisory Committee of Council established in accordance with Section 105 of the *Local Government Act 2009*. The Committee is comprised of Mr Peter Dowling (External Chair), Mr Len Scanlan (External Member), Councillor Tim Dwyer and Councillor Christian Dickson.

The Audit Committee agenda was distributed electronically to all Councillors on 11 May 2018 with agenda reports categorised as Chief Executive Officer's Update, External Audit, Audit and Assurance, and Governance Reporting.

**OFFICER RECOMMENDATION**

That Council:

- (a) receive and note the report titled "Audit Committee Meeting 28 May 2018"
- (b) endorse the 2018 - 2019 Internal Audit Work Plan (Appendix A).

**FINANCE AND RESOURCING**

There are no finance and resourcing issues associated with this report.

**CORPORATE PLAN**

**Corporate Plan Goal:** *An outstanding organisation*

**Outcome:** 5.6 - Information, systems and process underpin quality decisions and enhance customer relationships

**Operational Activity:** 5.6.19 - Sustainable financial position maintained.

**CONSULTATION****Councillor Consultation**

Councillor T Dwyer and Councillor C Dickson, who are both members of the Audit Committee.

**Internal Consultation**

Board of Management

**External Consultation**

External members of the Audit Committee.

**Community Engagement**

There has been no community engagement.

**PROPOSAL**

The Audit Committee is a mandatory Advisory Committee which meets four times each year and is established in accordance with *Section 105 Local Government Act 2009*. The Committee has no delegated authority and is a source of independent advice to Council and to the Chief Executive Officer.

The Committee is comprised of Mr Peter Dowling (External Chair), Mr Len Scanlan (External Member), Councillor Tim Dwyer and Councillor Christian Dickson. The Audit Committee agenda was distributed electronically to all Councillors.

The overall objective of the Audit Committee is to assist the Council and the Chief Executive to discharge their duties, in particular:

- Corporate Governance and responsibilities in relation to the organisation's financial reporting, internal control structure, risk management systems and the external and internal audit functions
- maintain an independent and objective forum promoting transparency, accountability and an ethical culture throughout Council
- maintain by scheduling regular meetings, open lines of communications with Council, Executive Management, External Audit and Internal Audit, to exchange information and views
- oversee and appraise the quality and efficiency of audits conducted by both the Internal and External Audit functions and
- ensure both the Internal and External Audit functions are independent and effective.

In accordance with *Section 211 of the Local Government Regulation 2012*, the Audit Committee must provide Council with a written report about the matters reviewed at the Audit Committee Meeting and make recommendation to Council on any matters that the Audit Committee considers need action or improvement (*Section 105 of the Local Government Act 2009*).

The matters reviewed at the 28 May 2018 Audit Committee Meeting (refer Minutes Attachment 1) were as follows.

**Chief Executive Officer's Update**

- Update on Council's - performance and corporate plan highlights
- Regional Demographic Risk Profile
- Contributed Assets - Quality Control Framework
- EDRMS System (EDDIE) Review

**External Audit Reports**

- Annual Financial Statement Risk and Planning Assessment includes QAO Briefing Note, QAO Interim Management Report, Draft Proforma Financial Statements, Assets Revaluation Summary and Progress Status, Management Review of Asset Valuations

and QAO 2018 External Audit Plan.

### **Audit and Assurance Reports**

The following internal audit reports were presented at the meeting.

- Infrastructure Charges
- Asset Management - Public Lighting
- Development Services - Plumbing Fees
- Animal Registration
- Audit and Assurance Status Report
- 2018 – 2019 Internal Audit Work Plan (refer Appendix A)

### **Governance Reporting**

- Work Health and Safety Report
- Governance Report

### **Legal**

Compliance with the *Local Government Act 2009* and *Local Government Regulation 2012*.

### **Policy**

There are no policy implications associated with this report.

### **Risk**

Specific risks have been detailed in the various agenda reports.

### **Previous Council Resolution**

Audit Committee and Internal Audit Charters were previously endorsed at Council Ordinary Meeting 22 March 2018.

### **Related Documentation**

Audit Committee Agenda for 28 May 2018 was issued to Councillors 11 May 2018.

### **Critical Dates**

There are no critical dates associated with this report.

### **Implementation**

Implementation of the Audit Committee resolutions, internal and external audit recommendations are monitored by the Audit Committee.

**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 CUSTOMER ENGAGEMENT AND PLANNING**

Nil

**11.2 BUILT INFRASTRUCTURE**

Nil

**11.3 ECONOMIC AND COMMUNITY DEVELOPMENT**

Nil

**11.4 BUSINESS PERFORMANCE**

Nil

**11.5 LIVEABILITY AND NATURAL ASSETS****11.5.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - PROPOSED LAND ACQUISITION, MAROOCHY RIVER**

**File No:** Council meetings  
**Authors:** Manager Environment and Sustainability Policy  
Liveability & Natural Assets Group  
Coordinator Biodiversity and Waterways  
Liveability & Natural Assets Group

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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.

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**11.6 OFFICE OF THE CEO**

Nil

**12 NEXT MEETING**

The next Ordinary Meeting will be held on 16 August 2018 in the Council Chambers, Corner Currie and Bury Streets, Nambour

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**13 MEETING CLOSURE**