

Agenda

Ordinary Meeting

Thursday, 16 October 2014

commencing at 9.00 am

Council Chambers, Corner Currie and Bury Streets, Nambour

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	DECLARATION OF OPENING	5
2	OPENING PRAYER	5
3	RECORD OF ATTENDANCE AND LEAVE OF ABSENCE	5
4	RECEIPT AND CONFIRMATION OF MINUTES	5
5	OBLIGATIONS OF COUNCILLORS	5
5.1	DECLARATION OF MATERIAL PERSONAL INTEREST ON ANY ITEM OF BUSINESS	5
5.2	DECLARATION OF CONFLICT OF INTEREST ON ANY ITEM OF BUSINESS	5
6	MAYORAL MINUTE	5
7	PRESENTATIONS	5
8	REPORTS DIRECT TO COUNCIL	7
8.1	REGIONAL STRATEGY AND PLANNING	7
8.1.1	REQUEST FOR NEGOTIATED DECISION NOTICE - DEVELOPMENT APPLICATION FOR RECONFIGURATION OF A LOT (2 INTO 63 LOTS) AT COONOWRIN ROAD, GLASS HOUSE MOUNTAINS	7
8.2	CORPORATE SERVICES	41
8.2.1	AUGUST 2014 FINANCIAL PERFORMANCE REPORT	41
8.3	COMMUNITY SERVICES	55
8.3.1	FAIRVIEW PROPERTY MANAGEMENT PLAN	55
8.3.2	MAROOCHYDORE JUNIOR RUGBY LEAGUE CLUB - FACILITY DEVELOPMENT PLAN 2014	67
8.3.3	DOMESTIC ANIMAL MANAGEMENT (CATS AND DOGS) STRATEGY 2014-2020	113
8.4	INFRASTRUCTURE SERVICES	161
8.4.1	STRATEGIC TREE AND NATIVE VEGETATION MANAGEMENT POLICY	161
8.5	CORPORATE STRATEGY AND DELIVERY	197

8.6	OFFICE OF THE MAYOR AND THE CEO	199
8.6.1	AUDIT COMMITTEE REPORT - 8 SEPTEMBER 2014.....	199
9	NOTIFIED MOTIONS	235
10	TABLING OF PETITIONS	235
11	CONFIDENTIAL SESSION	236
11.1	REGIONAL STRATEGY AND PLANNING	236
11.1.1	CONFIDENTIAL - NOT FOR PUBLIC RELEASE - FOREST GLEN TRANSPORT	236
11.1.2	CONFIDENTIAL - NOT FOR PUBLIC RELEASE - SUNSHINE COAST PLANNING SCHEME 2014 (PELICAN WATERS WESTERN LAND AND REGIONAL ZONING ANOMALIES - MAJOR AMENDMENT).....	236
11.1.3	CONFIDENTIAL - NOT FOR PUBLIC RELEASE - PLANNING APPEAL - MUDJIMBA	236
11.2	CORPORATE SERVICES	237
11.2.1	CONFIDENTIAL - NOT FOR PUBLIC RELEASE - EXCEPTION UNDER LOCAL GOVERNMENT REGULATION 2012- LEASE OF OFFICE BUILDING	237
11.2.2	CONFIDENTIAL - NOT FOR PUBLIC RELEASE - MOOLOOLABA LAND ACQUISITION	237
11.3	COMMUNITY SERVICES	237
11.4	INFRASTRUCTURE SERVICES	238
11.4.1	CONFIDENTIAL - NOT FOR PUBLIC RELEASE - PROPOSED PROPERTY ACQUISITION BURNSIDE	238
11.5	CORPORATE STRATEGY AND DELIVERY	238
11.6	OFFICE OF THE MAYOR AND THE CEO	238
12	NEXT MEETING	238
13	MEETING CLOSURE	238

1 DECLARATION OF OPENING

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

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

That the Minutes of the Ordinary Meeting held on 18 September 2014 and the Special Meeting (Proposed Planning Scheme Amendments) held on 30 September 2014 be received and confirmed.

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

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

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

5.2 DECLARATION OF CONFLICT OF INTEREST ON ANY ITEM OF BUSINESS

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

6 MAYORAL MINUTE**7 PRESENTATIONS**

8 REPORTS DIRECT TO COUNCIL**8.1 REGIONAL STRATEGY AND PLANNING****8.1.1 REQUEST FOR NEGOTIATED DECISION NOTICE - DEVELOPMENT APPLICATION FOR RECONFIGURATION OF A LOT (2 INTO 63 LOTS) AT COONOWRIN ROAD, GLASS HOUSE MOUNTAINS**

File No: 2007/520037

Author/Presenter: Principal Development Planner
Regional Strategy & Planning Department

Appendices: App A - Conditions of Approval 21

Attachments: Att 1 - Proposal Plan 39

Link to PD Online:<http://pdonline.sunshinecoast.qld.gov.au/MasterView/Modules/Applicationmaster/default.aspx?page=wrapper&key=827766>

SUMMARY SHEET	
APPLICATION DETAILS	
Applicant:	Ghemima Pty Ltd
Proposal	Development Permit for Reconfiguration of a Lot (2 into 63 Lots)
Properly Made Date:	22 October 2007
Original Decision Date:	27 October 2010
Representations Received Date:	23 November 2010 12 October 2011 - Additional Representations submitted 23 June 2014 – Request to recommence assessment
Number of Submissions	19 Properly Made Submissions
PROPERTY DETAILS	
Division:	1
Property Address:	Coonowrin Road, Glass House Mountains
RP Description:	Lot 2 RP 7643 Lot 10 RP 182273
Land Area:	6.88 ha
Existing Use of Land:	Vacant (previously used for pineapple farming)
STATUTORY DETAILS	
SEQRP Designation:	Urban Footprint..
Planning Scheme	Caloundra City Plan 2004 (27 July 2007)
Strategic Plan Designation:	Not Applicable
Planning Area / Locality:	Glass House Mountains Township (formerly Pumicestone)
Planning Precinct / Zone:	Township Residential (formerly Rural Residential Settlement)
Assessment Type:	Impact

PURPOSE

The purpose of this report is to seek council's determination of representations for a Negotiated Decision Notice in relation to council's Preliminary Approval to Reconfigure a Lot (2 into 63 Lots) at Coonowrin Road, Glass House Mountains. The preliminary approval was granted by council at its Ordinary Meeting on 27 October 2010, subject to numerous conditions.

The request is before council because it seeks to modify conditions that were specifically imposed by council at its Ordinary Meeting.

EXECUTIVE SUMMARY

On 27 October 2010, council resolved to grant a Preliminary Approval to Reconfigure a Lot (2 into 63 Lots) at Coonowrin Road, Glass House Mountains, representations were made by the applicant regarding the conditions of the preliminary approval.

The applicant lodged representations to this decision, which were presented to council in June 2012. At this meeting, council resolved to defer consideration of the matter to allow the applicant to address concerns raised by the Divisional Councillor with the design.

Officers have been in discussions with the applicant regarding the proposed design and the applicable infrastructure charging regime since this resolution. On the 23 June 2014, the applicant requested that council consider the representations with no further information to be provided, and the location of any park to be determined by council.

The preliminary approval contained 6 amendments to the submitted plan including:

- vegetation buffers to Coonowrin Road;
- vegetation buffers to Fullertons Road;
- minimum lot size;
- provision of park area of 3,730m²;
- suitable drainage reserve; and
- pedestrian connection to Fullertons Road.

The Planning Scheme required vegetated buffers to Coonowrin Road and Fullertons Road of 10 and 5 metres respectively. The applicant has proposed a 3 metre vegetated buffer. It is recommended that increased buffers are provided to both roads to attain a minimum of 6.5 metres of vegetated buffer within the existing road reserve and the subject site.

The applicant has provided a plan that shows the minimum lot size of 650m², a suitable drainage reserve, pedestrian connection to Fullertons Road and a park of 3,730m².

Discussions with the applicant and the Divisional Councillor have resulted in a smaller park area being required of 2,060 m² in the location of Lots 55 and 63.

As such, a development permit for the development is recommended. An amended plan will be required to be submitted showing the modified layout.

Previously, the method of calculating the infrastructure charges for park allowed for the applicant to provide either 10% of the site area or a financial contribution through the Planning Scheme Policies. As from 1 July 2011, the Adopted Infrastructure Charges Resolution applies, and no reference can be made to the superseded Planning Scheme Policies in subsequent decision notices.

Given that council requested the provision of open space through its Decision Notice, it would be unreasonable for council now to refuse to offset the apportioned value of the provided park. Accordingly, officers recommend that the public parks and community facilities network be offset by 30%, or \$74,340, for this development.

OFFICER RECOMMENDATION

That council:

- (a) AGREE to delete Condition 1**
- (b) APPROVE with Conditions Application No. 2007/520037 and grant a Negotiated Decision Notice for a development permit for a Reconfiguration of a Lot (2 into 63 Lots) at Coonowrin Road, Glass House Mountains, in accordance with the conditions of approval outlined in Appendix A and**
- (c) ADVISE the applicant that Council agrees to execute an Infrastructure Agreement allowing an offset for the Land for Parks and Community Facilities aspect of the Adopted Infrastructure Charges to the maximum value of \$74,340.**

FINANCE AND RESOURCING

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

At the time of the original decision, infrastructure charges were calculated on the basis of the previous Planning Scheme Policies for each network. The previous council report advised that the likely infrastructure charges would be \$1,205,724 (including Unitywater contributions).

Since that report, the Adopted Infrastructure Charges Resolution now applies to all development applications where the original Decision Notice did not apply conditions requiring infrastructure charges to be based on the previous Planning Scheme Policies.

Given the above, Council's Infrastructure Policy Branch has estimated that the infrastructure charges required by this development, payable to Council, are \$784,636 under the Adopted Infrastructure Charges Resolution (exclusive of Unitywater contributions).

Further discussion on the requirement for infrastructure charges for public parks and community facilities is discussed in this report.

PROPOSAL

The application seeks approval for a development permit to reconfigure a lot (2 into 63 Lots).

The proposal involves reconfiguring 2 existing lots into 63 lots, ranging in size from 650m² to 1,280m². A 3,730m² park is proposed centrally within the development as part of the application.

At the time the application was publicly notified, 19 properly made submissions were received. The submitters were primarily concerned with density, overlooking, rural character and setting, impact on local infrastructure, traffic, rural views to Glass House Mountains, safety of residents and wildlife.

SITE DETAILS

Background/Site History

In October 2007, the former Caloundra City Council received an application for a development permit to reconfigure 2 lots into 68 residential lots. At the time, the subject site was located within a Rural Residential Settlement precinct.

The application was presented to council in January 2009 and council resolved to defer consideration to allow it to consider the implications of the Local Growth Management Strategy.

In December 2009, council considered a range of sites, including this site, previously identified for future development in the Caloundra Local Growth Management Strategy. Council resolved to endorse a planning scheme amendment to change the zoning of the subject site from Rural Residential Settlement to Township Residential and include the sites within the Glass House Mountains Township Planning Area.

It was on this basis that approval was granted for the development. However, insufficient information was provided to guarantee the design layout of the development. Accordingly, in October 2010, council granted a preliminary approval for the reconfiguration of a lot subject to the following condition:

1. *Submit an amended plan for reconfiguration of a lot, generally in accordance with Drawing Number 7417 – PRO-10 Rev C drawn by Definium dated 10 March 2008, showing the following:*
 - (a) *A 10 metre buffer inside the property boundary from Coonowrin Road;*
 - (b) *A 5 metre buffer inside the property boundary from Fullertons Road;*
 - (c) *All lots having a minimum lot size of 650 m²;*
 - (d) *A park area of 3,730 m² in a similar location to that shown on the above plan;*
 - (e) *a suitable Drainage Reserve to service the development; and*
 - (f) *Provision of Pedestrian Access linking the development to Fullertons Road between Lots 25 and 26 consistent with Caloundra City Plan 2004.*

Any such plan is to be generally consistent with the Caloundra City Plan codes and policies.

The applicant made representations on 23 November 2010 to the development approval conditions. Further representations were received on 12 October 2011. The representations request a development permit be issued based on the applicant addressing the conditions of the preliminary approval.

These representations were presented to Council, at the 26 July 2012 meeting where Council resolved to defer consideration of the application to address concerns raised by the Divisional Councillor regarding the design of the subdivision and the location of the parkland within the development.

Officers have been in discussions with the applicant regarding the proposed design and the applicable infrastructure charging regime since this resolution. On the 23 June 2014, the applicant requested that Council consider the representations with no further information to be provided, and the location of any park to be determined by Council.

Site Description

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



The site is triangular shaped and is bounded by Coonowrin Road to the south and Fullertons Road to the north. The site covers a total area of 6.88ha and is relatively flat with a gentle slope towards the Fullertons Road frontage. An existing stand of mature Melaleuca and Eucalypt trees is located half way along the Fullertons Road frontage.

Surrounding Land Uses

The subject site is bordered by rural residential development consisting of approximately 2,000m² lots to the south, west and north east. Glass House Mountains State School is located east of the subject site. Glass House Mountains National Park is located immediately north of the subject site.

ASSESSMENT

The assessment below considers the applicant's representations against council's Decision Notice issued on 22 November 2011. The assessment of these representations also considers any relevant State Planning Policy and the South East Queensland Regional Plan, in addition to the Caloundra City Plan 2004.

Condition 1 - Submission of Amended Plan

1. *Submit an amended plan for reconfiguration of a lot, generally in accordance with Drawing Number 7417 – PRO-10 Rev C drawn by Definium dated 10 March 2008, showing the following:*
 - (a) *A 10 metre buffer inside the property boundary from Coonowrin Road;*
 - (b) *A 5 metre buffer inside the property boundary from Fullertons Road;*
 - (c) *All lots having a minimum lot size of 650 m²;*
 - (d) *A park area of 3,730 m² in a similar location to that shown on the above plan;*
 - (e) *a suitable Drainage Reserve to service the development; and*
 - (f) *Provision of Pedestrian Access linking the development to Fullertons Road between Lots 25 and 26 consistent with Caloundra City Plan 2004.*

Any such plan is to be generally consistent with the Caloundra City Plan codes and policies.

Applicant's Representation

The applicant originally made representations in 2010. These effectively provided no additional information, but sought a Development Permit on the basis that a development permit should have been issued.

After a meeting held in early 2011, further representations were finally lodged on 12 October 2011.

The applicant also sought to ensure that the infrastructure charges should be calculated on the basis of the 2005 Planning Scheme Policies given the date of lodgement.

An assessment of each aspect of the above condition can be found below.

Condition 1 (a) and 1 (b) – Vegetation Buffer

1. *Submit an amended plan for reconfiguration of a lot, generally in accordance with Drawing Number 7417 – PRO-10 Rev C drawn by Definium dated 10 March 2008, showing the following:*
 - (a) *A 10 metre buffer inside the property boundary from Coonowrin Road;*
 - (b) *A 5 metre buffer inside the property boundary from Fullertons Road;*
 - (c) *...;*
 - (d) *...;*
 - (e) *...;and*
 - (f) *....*

Assessment of Representation

As part of the consideration of the scheme amendment for the subject sites, the specific outcome sought by the Glass House Mountains Township Planning Area Code required a 10 and 5 metre vegetated buffer, within the property boundary, to Glass House Mountains-Coonowrin Road and Fullertons Road respectively to preserve the landscape character of the area of the locality given the proximity to the Glass House Mountains.

The applicant proposes a vegetated buffer of 3 metres, in lieu of the 10 and 5 metre buffers required by the Planning Scheme.

The associated Specific Outcome states as follows:

O14 *Development in the Township Residential Precinct:*

- (a) *is sympathetic to the rural township character of Glass House Mountains;*
- (b) *avoids development of land subject to constraints on the site;*
- (c) *provides for appropriate road connections, pedestrian and bicycle links and open space;*
- (d) *provides for safe and effective on-site effluent disposal (until such time as sewerage is connected);*
- (e) *provides effective buffering to adjoining rural areas and uses;*
- (f) *provides effective acoustic and visual buffering to heavily trafficked roads; and*
- (g) *provides effective visual buffering to development on scenic routes.*

The proposed development satisfies points (a) to (d) above for the following reasons:

- the development does not immediately abut rural development. However, rural development does exist on the northern side of Fullertons Road, and southern side of Glass House Mountains–Coonowrin Road;
- the development is not proposed on constrained land;
- appropriate road and pedestrian connections can be conditioned to comply; and
- the development is proposed to be connected to sewer.

However, the planting proposed by the applicant is not considered to meet the intent of the planning scheme, which requires landscaped buffers to visually screen residential development from rural areas, heavily trafficked roads and scenic routes.

Essentially, the intent of the planning scheme is to create a sense of entrance to the Glass House Mountains National Park and ensure that the development is screened from view.

While the depth of planting proposed by the applicant is insufficient, the imposition of a 5 and 10 metre wide vegetated buffer, exclusive of any existing verge area, would exceed the desired outcomes above and result in a loss of residential lots. The existing road reserves already have a verge area of 4 metres to Fullertons Road and 5 metres to Glass House Mountains–Coonowrin Road, which can be included in the ultimate design of the verge area inclusive of footpaths and vegetated buffers.

Council officers have reviewed the width of the buffers and recommend a 6.5 metre wide planted buffer to Glass House Mountains–Coonowrin Road, and a 6 metre wide vegetated buffer to Fullertons Road. This would result in the design from the road pavement to the property boundary being:

- 1 metre grassed area with street trees;
- 0.5 metre clearance space;
- 2 metre wide footpath (for Fullertons Road), and 2.5 metre footpath for Glass House Mountains–Coonowrin Road;

- 0.5 metre clearance space; and
- 6 metre vegetated buffer to Fullertons Road, and 6.5 metre vegetated buffer to Glass House Mountains–Coonowrin Road. The Negotiated Decision Notice can specify the location and type of species used in the buffer.

This requires a total area of 10 metres of verge area to Fullertons Road, and 11 metres for Glass House Mountains–Coonowrin Road. Therefore, to achieve the above road verge design outcome, an additional 5 metres of road reserve is required for Fullertons Road, and 6 metres is required for Glass House Mountains–Coonowrin Road, from the property.

These planted buffers will be added to the road reserves and will not form part of the lots, preserving them from clearance by homeowners in the future. Thus, the road reserves will be significantly widened on both frontages.

This recommended width will allow for a sufficiently dense vegetated buffer to screen the development from view, and to ensure that large, dense trees can be accommodated without risk to the future dwellings.

It is noted that an Acoustic Report has been prepared which states that no acoustic barrier is required. This Acoustic Report can form a Referenced Document on any Decision Notice issued.

It is considered that the development complies with the Specific Outcome outlined in the Glass House Mountains Planning Area Code.

Condition 1 (c) – Lot Size

1. Submit an amended plan for reconfiguration of a lot, generally in accordance with Drawing Number 7417 – PRO-10 Rev C drawn by Definium dated 10 March 2008, showing the following:
 - (a) ...;
 - (b) ...;
 - (c) All lots having a minimum lot size of 650 m²;
 - (d) ...;
 - (e) ...; and
 - (f)

Any such plan is to be generally consistent with the Caloundra City Plan codes and policies.

Assessment of Representation

The submitted plan shows all lots above 650m² in accordance with the council resolution.

This aspect of the resolution has been met.

Condition 1 (d) - Park

1. Submit an amended plan for reconfiguration of a lot, generally in accordance with Drawing Number 7417 – PRO-10 Rev C drawn by Definium dated 10 March 2008, showing the following:
 - (a) ...;
 - (b) ...;
 - (c) ...;
 - (d) A park area of 3,730 m² in a similar location to that shown on the above plan;
 - (e) ...; and
 - (f)

Any such plan is to be generally consistent with the Caloundra City Plan codes and policies.

Assessment of Representation

The submitted plan shows a park area of 3,730m² in the same location as that previously submitted.

This aspect of the resolution has been met.

As noted above, the consideration of the representations was deferred by council in July 2012 to resolve design issues surrounding the location of the park, with the intention of preserving views to the Glass House Mountains from Coonowrin Road.

Discussions with the applicant and the Divisional Councillor were held to discuss the most appropriate location to ensure that the viewlines to the Glass House Mountains were protected. A site inspection found that the location of Lots 55 and 63 alongside Coonowrin road would allow for the most favourable viewlines.

To ensure this remains in situ, some residential properties should remain single storey, including Lots 51 through 57 inclusive and Lot 62. This can be conditioned as part of any Plan of Development for the site. This effectively reduces the park area to 2,060 m².

The location of the park, as proposed by the applicant, can be reinstated as residential development as part of an amended plan to council.

Applicability of Offsets for the provision of Park

When the application was first considered by council, the infrastructure charges were to be based upon the Planning Scheme Policies in place at the time of lodgement, including the Open Space Planning Scheme Policy. The planning report referred to these, but the preliminary report did **not** apply the charges. The following table shows the infrastructure charges applicable under the Planning Scheme Policies.

Network	Current Amount
Bike Lane, Pathway and Coastal Path	\$ 55,089.00
Biting Insects	\$ 13,945.00
Community Facility	\$ 96,908.00
Open Space	\$ 567,993.00
Road Network	\$ 50,701.00
TOTAL	\$ 784,636.00

The Open Space Planning Scheme Policy allowed the applicant to provide either 10% of open space, or the payment of infrastructure contributions, or a combination of open space and contribution. Given the site area of 6.88 hectares, 6,880m² of open space would have been required. The application now requires 2,060m² of open space, representing 30% of the then required open space contribution.

Since the time council issued a Decision Notice, the infrastructure charging regime has changed and no reference can now be made to Planning Scheme policies in any future Decision Notice for this site. Thus, as the preliminary approval did not reference any charges, the new infrastructure charging regime must be applied.

The new infrastructure charging regime (or Adopted Infrastructure Charges Resolution) identifies the location of future open space areas. This site does not contain a future open space reserve. As such, no offset would typically be available for the applicant. The following shows the Infrastructure Charges applicable under the Adopted Infrastructure Charges Resolution.

Apportionment of Adopted Infrastructure Charge	Current Amount
Transport	\$ 198,240
Public Parks & Land for Community Facilities	\$ 247,800
Stormwater	\$ 49,560
TOTAL	\$ 495,600

However, the applicant provided a plan based on the previous planning scheme policies, and has also complied with council's resolution regarding the provision of this open space. It is unreasonable now to require the provision of open space **and** require a financial contribution to future local open space areas.

Given the proposal provides 30% of the open space contribution as per the previous planning scheme policies, it is recommended that council grants an offset of 30% of the Public Parks and Land for Community Facilities aspect of the contribution. This equates to an offset of \$74,340.

Condition 1 (e) – Drainage Reserve

1. *Submit an amended plan for reconfiguration of a lot, generally in accordance with Drawing Number 7417 – PRO-10 Rev C drawn by Definium dated 10 March 2008, showing the following:*
 - (a) ...;
 - (b) ...;
 - (c) ...;
 - (d) ...;
 - (e) *a suitable Drainage Reserve to service the development; and*
 - (f)

Assessment of Representation

A drainage reserve of 1,800m² has been located on the northern side of the development. The assessment of this component has demonstrated that stormwater from the site can be managed in this reserve as proposed, with some modification as discussed below.

A bioretention basin is proposed to treat the majority of stormwater on the subject site. The sizing of the bioretention basin proposed in the Stormwater Management Plan is incorrect. A subsequent letter and amended drawings were prepared by the applicant which shows the correct filter media area and depths of layers in the device. Hence, these drawings have been referenced with regard to the stormwater quality system design rather than the Stormwater Management Plan.

A wet sump gross pollutant trap is proposed to treat stormwater from the remaining section of the development (Lots 8-13). Given the development is low density residential, gross pollutants are not of concern. The gross pollutant trap has the potential to leach nutrients and, therefore, the gross pollutant trap is not approved.

Construction of the bioretention/detention basin has been conditioned to be part of Stage 1 to ensure no worsening, for the downstream property owner, occurs at all times.

Given the above, this aspect of the resolution has been met.

Condition 1 (f) – Provision of connecting footpath

1. Submit an amended plan for reconfiguration of a lot, generally in accordance with Drawing Number 7417 – PRO-10 Rev C drawn by Definium dated 10 March 2008, showing the following:
 - (a) ...;
 - (b) ...;
 - (c) ...;
 - (d) ...;
 - (e) ...; and
 - (f) Provision of Pedestrian Access linking the development to Fullertons Road between Lots 25 and 26 consistent with Caloundra City Plan 2004.

Any such plan is to be generally consistent with the Caloundra City Plan codes and policies.

Assessment of Representation

The submitted plan shows a pathway between Lot 23 and the drainage reserve connecting to Fullertons Road.

This aspect of the resolution has been met.

Recommendation of Representations

The applicant has satisfied the condition of the preliminary approval. As such, it is recommended that the Preliminary Approval be amended to reflect the issue of a Development Permit with associated conditions.

CONSULTATION

IDAS Referral Agencies

No external referral agencies were applicable at the time of the application.

Other Referrals

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

- Infrastructure Charges Officer, Infrastructure Policy Unit
- Development Engineer, Engineering and Environment Assessment Unit
- Hydraulics and Water Quality Specialist, Engineering and Environment Assessment Unit
- Landscape Officer, Engineering and Environment Assessment Unit
- Environment Officer, Engineering and Environment Assessment Unit
- Traffic Engineering, Engineering and Environment Assessment Unit.

Their assessment forms part of this report.

Public Notification

The application was publicly notified in accordance with requirements of the Integrated Planning Act 1997. 19 properly made submissions were received (18 against and 1 for the proposal), in addition to 2 petitions with a combined total of 151 signatures.

Of these, 7 issues were raised by the submitters, relating to density, overlooking, rural character, impacts on local infrastructure, increased traffic, views to Glass House Mountains and safety for residents and pedestrians.

The issues raised by the submitters have been considered in this report.

SUNSHINE COAST PLANNING SCHEME

The subject site is zoned Low Density Residential and located within the Glass House Mountains Local Plan of the Sunshine Coast Planning Scheme.

The application would trigger code assessment under the planning scheme.

The development is generally consistent with the planning scheme.

CONCLUSION

The representations made by the applicant request the issue of a development permit on the basis of satisfying the conditions of the preliminary approval.

The Preliminary Approval included the following amendments:

- vegetation buffers to Coonowrin Road;
- vegetation buffers to Fullertons Road;
- minimum lot size;
- provision of park area of 3,730m²;
- suitable drainage reserve; and
- pedestrian connection to Fullertons Road.

The applicant has made the required changes, with the exception of the vegetated buffers. As described in this report, a minimum of a 6.5 metre wide vegetated buffer to both Coonowrin Road and Fullertons Road is recommended.

The previous Planning Scheme Policies for infrastructure charges allowed for the applicant to either make a financial contribution, or provide 10% of the site area for park. The applicant chose to partly provide the land, which council accepted and conditioned in the preliminary approval.

The charging regime has since changed and reference cannot be made to the now superseded Planning Scheme Policies. The new Adopted Infrastructure Charges Resolution does not identify a park on this site and, as such, no offset could be provided under this resolution.

However, given that council requested the land at the time of the original decision, it would be unreasonable to require payment of a financial contribution and provision of the land. Accordingly, it is recommended that the parks aspect of the adopted charges resolution be offset by 30% of the apportioned contribution value, being \$74,340.

APPENDIX A - CONDITIONS OF APPROVAL**1. APPLICATION DETAILS**

Application No:	2007/520037
Street Address:	Coonowrin Road, Glass House Mountains
Real Property Description:	Lot 10 RP182273 and Lot 2 RP7643
Planning Scheme:	Caloundra City Plan 2004 (27 July 2007)

2. DECISION DETAILS

Council, on 27 October 2010, decided to issue the following type of approval

- (a) Preliminary Approval for Reconfiguration of a Lot (2 into 63 Lots)

In relation to the representations, Council decided to:

- (a) agree to delete condition 1 and issue a Development Permit for Reconfiguration of a Lot (2 into 63 lots subject to the conditions herein.

3. RELEVANT PERIOD OF APPROVAL

The relevant period for this development approval is 4 years starting the day that this development approval takes effect.

4. ASSESSMENT MANAGER CONDITIONS

This development approval is subject to compliance with the following assessment manager conditions:

PLANNING**When conditions must be complied with**

1. Unless otherwise stated, all works required by the conditions of this Decision Notice as relevant to each particular stage must be completed prior to submission of the subdivision plan to Council for compliance assessment for the particular stage.

Approved Plans

2. Development authorised by this approval must be undertaken generally in accordance with the Approved Plans listed within this Decision Notice. The Approved Plans must be amended to incorporate the amendments listed within this Decision Notice and resubmitted to Council prior to the issue of any Development Permit for Operational Works.

3. All lot numbering on the subdivision plan to be submitted to Council for compliance assessment must remain as shown on the Approved Plans.

Subdivision Staging

4. The development may be staged in accordance with the stage boundaries shown on the Approved Plans. If staged, the development need not be completed sequentially in the stage order indicated on the Approved Plans provided that any road access and infrastructure services required to service the particular stage are constructed with that stage.

Boundary Encroachments

5. Certification must be submitted to Council from a Licensed Surveyor which certifies that:
 - (a) all constructed access and roadworks (including associated fill batters and retaining walls) are fully contained within a dedicated reserve or registered easement
 - (b) all utility services and connections (e.g. electricity, telecommunications, water, sewerage) are wholly located within the lot they serve or alternatively included within an easement
 - (c) all retaining walls and structures are fully contained within the lot they retain
 - (d) any fill, including fill batters, are wholly contained within the subject site and not on adjacent properties.

Plan of Development

6. Prior to an application for Plan Sealing, the applicant must submit and gain approval for Plans of Development for approval which include the following information:
 - (a) building envelopes
 - (b) any proposed built to boundary wall
 - (c) nominated driveway location (clear of any infrastructure)
 - (d) only permit single storey construction on Lots 51-57 and 62
 - (e) indicative on street car parking.

All future dwellings must be sited and constructed in accordance with the approved building envelopes and dwelling controls (i.e. the "Plan of Development"). A copy of the approved Plan of Development must be included in the contract of sale for the approved lots, together with a clause which requires future dwellings to be constructed in accordance with it.

Sunset Clause for Completion of Approved Development

7. Pursuant to s342 of the *Sustainable Planning Act 2009*, this development approval lapses if the subdivision plan for the last stage of the development has not been registered by the relevant titles authority by 21 August 2022.

Electricity and Telecommunication Services

8. The existing powerlines along Fullertons Road are to be realigned (underground) into the estate roads.

9. An underground connection to reticulated electricity and telecommunication services must be provided to each lot in accordance with an approval for Operational Works and the standards and requirements of the relevant service provider.
10. Unless otherwise stipulated by telecommunications legislation at the time of construction, the development must be provided with all necessary conduits, pits and pipes to accommodate the future connection of optic fibre technology telecommunications.
11. Certification must be submitted from all relevant service providers which certifies that the development has met the requirements of this Decision Notice and all applicable legislation at the time of construction.

Damage to Services and Assets

12. Any damage caused to existing services and assets above or below the ground must be repaired:
 - (a) where the damage would cause a hazard to pedestrian or vehicle safety, immediately; or
 - (b) where otherwise, upon completion of the works associated with the development. Any repair work which proposes to alter the alignment or level of existing services and assets must first be referred to the relevant service authority for approval.

Dedication of Open Space

13. The land area identified as Open Space (Park) on the Approved Plans as Lot 102 must be transferred to Council in fee simple on trust for Recreation purposes.
14. The land area to be transferred must be unencumbered by services such as pump stations, services easements or similar operational uses.
15. The land owner/developer must be responsible for all costs associated with the transfer of the land, including the requirement to obtain a valuation for the land from a registered property valuer and to pay all stamp duty upon transfer.
16. One original signed and 'stamped' Queensland Land Registry Transfer of Ownership and Forms 1, 24 and 20 must be lodged with Council for endorsement prior to the registration of title, together with a survey plan and a copy of the land valuation.

Dedication of Road Reserve

17. The land area identified as Open Space (Buffer) on the Approved Plans as Lot 103 must be transferred to Council in fee simple on trust for Road purposes.
18. The entire section of Lot 103 which front Coonowrin Road is to be widened (off the adjoining lots) to a minimum width of 6 metres.
19. The entire section of Lot 103 which front Fullertons Road is to be a minimum width of 5 metres.
20. The land area to be dedicated must be unencumbered by services such as pump stations, services easements or similar operational uses.

21. The land owner/developer must be responsible for all costs associated with the transfer of the land, including the requirement to obtain a valuation for the land from a registered property valuer and to pay all stamp duty upon transfer.
22. One original signed and 'stamped' Queensland Land Registry Transfer of Ownership and Forms 1, 24 and 20 must be lodged with Council for endorsement prior to the registration of title, together with a survey plan and a copy of the land valuation.

Dedication of Land for Drainage Purposes

23. The land area identified as Drainage Reserve on the approved plans as Lot 101 must be transferred to Council in fee simple on trust for Land for Drainage Purposes.
24. The land area to be dedicated must be unencumbered by services such as pump stations, services easements or similar operational uses.
25. The land owner/developer must be responsible for all costs associated with the transfer of the land, including the requirement to obtain a valuation for the land from a registered property valuer and to pay all stamp duty upon transfer.
26. One original signed and 'stamped' Queensland Land Registry Transfer of Ownership and Forms 1, 24 and 20 must be lodged with Council for endorsement prior to the registration of title, together with a survey plan and a copy of the land valuation.

CIVIL ENGINEERING

Property Access and Driveways

27. A residential driveway must be constructed to Lots 5, 9, 33 and 40. The works must be undertaken in accordance with an Operational Works approval.
28. The residential driveway to Lots 19 and 26 must be constructed to ensure that maximum separation from the intersection can be achieved. The works must be undertaken in accordance with an Operational Works approval.
29. Vehicle access to Lots 5, 9, 33 and 40 is limited to the constructed driveway only. A clause must be included in the contract of sale for Lots 5, 9, 33 and 40 which requires vehicle access to be from the constructed driveway only, and which prohibits the driveway from being relocated without Council agreement.

New Roads

30. The new roads shown on the Approved Plans must be constructed in accordance with the conditions of this Decision Notice and dedicated as road reserve at no cost to Council.

31. New roads Road 1, Road 2, Road 3 and Road 4 as shown on the Approved Plans must be constructed. The works must be undertaken in accordance with an Operational Works approval and must include in particular:
- (a) a reserve width of 14 metres
 - (b) sealing, kerbing and channelling
 - (c) for Road 1, a cross-section profile matching that of an Access Street in accordance with Queensland Streets
 - (d) for Road 2, Road 3 and Road 4, a cross-section profile matching that of an Access Place in accordance with Queensland Streets
 - (e) construction of pedestrian footpaths in accordance with the conditions of this Decision Notice
 - (f) provision of on-street carparking, including indented on-street parking bays in cul-de-sacs and/or turning heads in accordance with the Caloundra Planning Scheme Policy No. 11.9
 - (g) installation of street lighting matching Table 3.15 of the Caloundra Planning Scheme Policy No. 11.9
 - (h) for Road 2, Road 3 and Road 4, termination in a turning area of sufficient size to accommodate the 3-point turn manoeuvre of a Waste Collection Vehicle (WCV) clear of private driveways and on-street parking.
32. A temporary turnaround facility must be constructed at the end of each road, including Road 1 at the boundary of Lot 2 on SP136948, left temporarily incomplete as a result of the development staging. The temporary turnaround facility/ies must be in accordance with an Operational Works approval must be of sufficient size to accommodate the 3-point turn manoeuvre of a Waste Collection Vehicle (WCV).

Pedestrian and Bicycle Facilities

33. Pedestrian and bicycle facilities must be provided for the development. The works must be undertaken in accordance with an Operational Works approval and must include in particular:
- (a) a 2.5 metre wide footpath within the road verge for the entire length of the site's frontage to Coonowrin Road prior to sealing of the survey plans. Stage 1 must include the construction of the pathway from Stage 1 to the intersection of Coonowrin Road and Fullertons Road. The remainder of the footpath must be constructed prior to sealing of Stage 3
 - (b) a 2.0 metre wide footpath within the road verge of Fullertons Road from Coonowrin Road to the eastern boundary of Lot 101 (Drainage Reserve) prior to sealing of the survey plans for Stage 2
 - (c) a 1.5 metre wide footpath from Coonowrin Road to Fullerton Road at the turning head to Road 2 prior to sealing of the survey plans for Stage 2
 - (d) a 2.0 metre wide footpath within the road verge of Fullertons Road from the eastern boundary of Lot 101 (Drainage Reserve) to the western boundary of the site prior to sealing of the survey plans for Stage 3
 - (e) a 1.5 metre wide footpath from the turning head of Road 3 to Coonowrin Road prior to sealing of the survey plans for Stage 3
 - (f) a 1.5 metre wide footpath from Road 1 to Fullerton Road through Lot 101 (Drainage Reserve) prior to sealing of the survey plans for Stage 3.

Stormwater Drainage

34. The site must be provided with a stormwater drainage system connecting to a lawful point of discharge. The works must be undertaken in accordance with an Operational Works approval and must include in particular:
- (a) collection and discharge of stormwater to existing drainage structures in Fullertons Road, including the provision of Level II interallotment drainage and/or connection to kerb for all new lots
 - (b) extension of the site stormwater system to accommodate stormwater from Lot 1 on RP191220 and Lot 2 on SP136948 external to the site, including registration of drainage easements.

Easements

35. Unless otherwise agreed in writing by the relevant service provider, any public or third party infrastructure located on the subject site must be placed within an easement registered against the title of the property. All easements must be designed in accordance with the planning scheme and granted at no cost to the Grantee. Where the Grantee is Council or a service authority, the easement documentation must be in accordance with the Grantee's standard easement terms. Draft easement documentation must be submitted to Council for endorsement.
36. All works must be kept clear of any existing or proposed easements on the subject land, unless agreed otherwise in writing by the Grantee.

Earthworks

37. All fill and associated batters must be undertaken in accordance with an Operational Works approval and contained entirely within the subject site unless written permission from the respective landowner(s) is provided to Council.

TRAFFIC & TRANSPORT

External Works

38. Coonowrin Road must be upgraded for the length of its frontage to the subject site prior to sealing of the survey plans for Stage 1. The works must be undertaken in accordance with an Operational Works approval, generally in accordance with approved plan 0267-P05 prepared by Contour Consulting Engineers, and must include in particular:
- (a) construction of kerb and channelling and underground stormwater drainage to the development side only
 - (b) widening and sealing of the existing eastbound carriageway road pavement to at least 5.5 metres, with additional widening to allow for the intersection works in accordance with the conditions of this Decision Notice
 - (c) construction of a pedestrian footpath in accordance with the conditions of this Decision Notice
 - (d) reinstatement of the verge area to match the balance of the site frontage, including the provision of topsoil and seed/turf for grassed verges
 - (e) re-alignment of the existing Coonowrin Road property boundary to accommodate the necessary roadworks and to achieve safe intersection distance in both directions at the proposed access intersection to the site

- (f) truncation of the existing property boundary at the eastern end of the site at the intersection of Coonowrin Road with Fullertons Road, as indicated on the approved plan of reconfiguration
 - (g) installation of street lighting
 - (h) relocation of the existing overhead electricity to an underground alignment in accordance with the conditions of this Decision Notice.
39. A new intersection must be constructed joining Coonowrin Road with the access road to the development prior to sealing of the survey plans for Stage 1. The works must be undertaken in accordance with an Operational Works approval, generally in accordance with approved plan 0267-P05 prepared by Contour Consulting Engineers, designed in accordance with the requirements of Austroads' Guide to Road Design and must include in particular:
- (a) establishment of 3.5 metre wide right turn lanes on Coonowrin Road at the access road intersection and the adjacent Poole Road intersection
 - (b) provision of sight distances adequate for the design speed of the road
 - (c) maintenance of at least the existing westbound (southern) carriageway width on Coonowrin Road. The westbound carriageway is not to be reduced in width to accommodate the intersection works
 - (d) provision of a raised concrete pedestrian refuge island, with associated kerb ramps, on Coonowrin Road on the western side of the access road intersection. The refuge island is to be located clear of existing driveways
 - (e) relocation of the existing footpath, services and property accesses
 - (f) truncation of the subject site and dedication to road reserve where necessary to provide adequate space for all required road works.
40. Fullertons Road must be upgraded from Coonowrin Road to the eastern boundary of Lot 101 (Drainage Reserve) prior to sealing of the survey plans for Stage 2. The works must be undertaken in accordance with an Operational Works approval and must include in particular:
- (a) construction of table drain to the development side only
 - (b) construction of a pedestrian footpath in accordance with the conditions of this Decision Notice
 - (c) re-alignment of the existing Fullertons Road property boundary to accommodate the necessary roadworks and pedestrian footpath.
41. Fullertons Road must be upgraded from the eastern boundary of Lot 101 (Drainage Reserve) to the western boundary of the site prior to sealing of the survey plans for Stage 3. The works must be undertaken in accordance with an Operational Works approval and must include in particular:
- (a) construction of table drain to the development side only
 - (b) construction of a pedestrian footpath in accordance with the conditions of this Decision Notice
 - (c) re-alignment of the existing Fullertons Road property boundary to accommodate the necessary roadworks and pedestrian footpath.

HYDRAULICS & WATER QUALITY

42. A stormwater quantity management system must be provided for the development as part of Stage 1. The works must be undertaken in accordance with an Operational Works approval and the Queensland Urban Drainage Manual, and must include in particular the detention basin and works associated with the detention basin described in Section 5 of the Stormwater Management Plan listed in this Decision Notice.
43. A stormwater quality treatment system must be provided for the development as part of Stage 1. The works must be undertaken in accordance with an Operational Works approval and the latest version of the Water Sensitive Urban Design Technical Design Guidelines for South East Queensland, and must include in particular:
- (a) stormwater quality treatment devices of a size and location generally in accordance with those shown on Drawing No. DE07726/03A and DE07726/04A listed in this Decision Notice, with the exception of the following:
 - (i) outlet scour protection shall not be located over filter media but located on compacted fill. Filter media area of 800m² is still required
 - (ii) the filter media surface shall be level and not include a swale
 - (iii) the proposed GPT for catchment B is not approved
 - (b) a bioretention basin which:
 - (i) is designed generally in accordance with IPWEQA Standard Drawing No. WSUD-001
 - (ii) incorporates scour protection and flow spreading devices (in addition to the required filter media surface area) at locations where stormwater enters and exists the basin
 - (iii) has safe, unobstructed and all weather access from Road 1 for maintenance purposes, particularly for the filter media surface
 - (iv) are provided with a free-draining outlet from the sub-soil drainage system.
44. A Maintenance Manual* must be prepared for the stormwater quality treatment system by a qualified person* and submitted to Council prior to the issue of any Development Permit for Operational Works for Stage 1.
**(Refer to Advisory Note)*
45. Permanent educational signage* must be erected to educate the residents of the development about the function of the bioretention basin. The dimensions, standard, presentation and location of the educational signage must be in accordance with an Operational Works approval for Stage 1.
**(Refer to Advisory Note)*

LANDSCAPE & ECOLOGY

46. No clearing of native vegetation indigenous to the Park (and buffer reserves) as identified on the approved plan(s) is permitted without the prior written approval of Council's delegate.
47. The subject site must be removed of all weeds species listed in the following standards and legislation:
 - (a) declared plants under the *Land Protection (Pest and Stock Route Management) Act 2002* and sub-ordinate Regulation 2003
 - (b) Sunshine Coast Local Government Area Pest Management Plan 2012-2016.The works must be undertaken in accordance with an Operational Works approval.

48. Landscaping within the Reserve for Park and the Drainage Reserve is to comprise of Australian Native plants endemic to the Glass House Mountains area.
49. The following tree species are to be planted within the street network:
- (a) Entrance road fronting Lots 1 to 3 and 60 to 63 *Grevillea baileyana* (White Oak) at 10 metre spacings
 - (b) Roads 1, 2 and 4 – *Buckinghamia celsissima* (Ivory Curl Flower) at 10 metre spacings
 - (c) Road 3 and to the eastern frontage to the Park (Lot 102) and Lots 44 to 46 – *Banksia integrifolia* (Coast Banksia) at 5 metre spacings
 - (d) Clumps of *Allocasuarina littoralis* (Black She-oak) are to be distributed throughout the street planting network and within Park Lot 102.
50. Two metre high screening fences are to be provided within all lots fronting Coonowrin Road and Fullertons Road. These fences are to be located immediately inside the adjoining allotment boundaries.

Vegetation Buffers

51. Screen/buffer plantings are to be provided as follows:
- (a) The entire frontage to Coonowrin Road to a width of 6.5 metres (measured from the property boundaries as per the Approved Plan) leaving the balance 3.5 metres of road verge to accommodate a 2.5 metre wide (plus 2 x 0.5 metre offsets) pedestrian/cycleway
 - (b) The entire frontage to Fullertons Road to a minimum width of 6 metres (measured from the property boundaries as per the Approved Plan) leaving a balance of 3 metres of road verge to accommodate a 2 metre wide pedestrian/cycleway plus 2 x 0.5 metre wide offsets.
52. The screen/buffer plantings for Coonowrin Road (from the pedestrian/cycle path) are to comprise of the following species:
- (a) *Harpullia pendula*
 - (b) *Orthosiphon aristatus* (under/surrounding the *Harpullia*)
 - (c) *Petalostigma triloculare*
 - (d) *Pittosporum rhombifolium*.

The understory/groundcover species are to include the following:

- (a) *Lomandra longifolia*
- (b) *Dianella revolute*
- (c) *Dianella longifolia*
- (d) *Dianella caerulea*
- (e) *Austromyrtus dulcis*
- (f) *Myoporum ellipticum* 'Prostrate'
- (g) *Plumbago zeylanica*.

53. The screen/buffer plantings for Fullertons Road (from the pedestrian/cycle path) are to comprise of the following species:
- (a) Eucalyptus tindaliae
 - (b) Eucalyptus racemosa
 - (c) Corymbia intermedia
 - (d) Lophostemon confertus (mixed plantings)
 - (e) Orthosiphon aristatus (under and surrounding the Eucalypt planting next to the pedestrian/cycleway)

Followed by mixed plantings within the central zone of:

- (a) Acacia disparrima
- (b) Acacia concurrens
- (c) Allocasuarina littoralis
- (d) Alphitonia excelsa
- (e) Banksia integrifolia.

Followed by mixed plantings adjacent to the adjoining screen fence(s) of:

- (a) Acacia complanata
- (b) Elaeocarpus reticulates
- (c) Grevillea banksii
- (d) Clerodendrum floribundum
- (e) Banksia spinulosa
- (f) Petalostigma triloculare
- (g) Leptospermum luehmannii
- (h) Hibiscus divaricatus
- (i) Pittosporum revolutum.

The understory/groundcover species are to include the following:

- (a) Hibbertia scandens
- (b) Austromyrtus dulcis
- (c) Myoporum ellipticum 'Prostrate'
- (d) Lomandra longifolia
- (e) Dianella revolute
- (f) Dianella longifolia
- (g) Dianella caerulea.

ENVIRONMENTAL HEALTH

54. Prior to or at the time application is made for Operational Works for any stage of development, the applicant shall develop an Environmental Management Plan which shall be implemented during the operational works phase of the development. This plan is to be prepared by a suitably qualified person in accordance with section 2.0 of the Council's Development Design Planning Scheme Policy and is to address, as a minimum, the following:
- (a) air quality and dust
 - (b) flora and fauna
 - (c) hazardous substance management
 - (d) light management
 - (e) mosquito and biting midge control
 - (f) noise control (including the hours of operation detailed in section 440R of the Environmental Protection Act 1994)
 - (g) site management

- (h) traffic management
- (i) waste management
- (j) off-site impacts associated with trucks and machinery, i.e. sediment and soil deposition on roads and dust control

55. The layout and design of the development shall be designed and constructed to allow safe, easy and unobstructed access and manoeuvring for the design refuse collection vehicle to service the development.

UNITYWATER

The following Unitywater conditions are applied in accordance with the Chapter 4c, part 7 and sections 135 and 140(c) *South East Queensland (Distribution and Retail) Restructuring Act 2009* and Unitywater's Interim Connections Policy. The conditions below form part of a water connection aspect which are taken to be a water approval for a staged connection. You are entitled to appeal against the water connection aspects of this application in accordance with section 99 and Chapter 4c, part 4, Divisions 1 and 2 of the *South East Queensland (Distribution and Retail) Restructuring Act 2009*.

Unitywater can be contacted as follows:

Phone: 1300 0 Unity (1300 086 489)

Email: Development.Services@unitywater.com

Web: www.unitywater.com.

56. Reticulated water must be provided to each lot in the development. This must include:
- (a) ensuring that existing internal water pipes are wholly contained within the lot they will serve
 - (b) an approved water meter for each lot in accordance with Unitywater Standard Drawings SCW 350,355 and 360
 - (c) works in accordance with the approved findings of the water supply network analysis by MWH, dated February 2008, including a 150mm diameter water main connecting the existing 300mm diameter water main in Fullertons Road to the existing 150mm diameter water main in Coonowrin Road.
57. Reticulated sewerage must be provided to each lot in the development. This must include:
- (a) ensuring existing sewer house drains are wholly contained within the Lot they will serve
 - (b) provision of sewerage infrastructure to the North – Eastern property boundaries of Lot 2 SP 136948 and Lot 1 RP191220 to enable future mains extensions
 - (c) connection to the existing sewerage system by way of an external gravity sewer generally in accordance with Plan No. 0267-P07 Rev A, dated 03-04-08 by V.B for Contour Consulting Engineers.
58. A 3.0 metre wide easement must be provided over all Unitywater sewers located in private property. A 4.0 metre wide easement must be provided over Unitywater sewers greater than 3.0 metres deep (where approved by Unitywater). Easements must be located centrally over the main. Sewers on side boundary alignments may require easements within adjacent properties.
59. Stormwater retention systems and gross pollutant traps must maintain a minimum clearance of 1.5 metres from Unitywater water supply and sewerage infrastructure.

60. Tree plantings must maintain a minimum horizontal clearance of 1.0 metre from Unitywater water mains and 1.5 metres from Unitywater sewerage mains. Landscaping plants within these clearances must be low growing when mature and suitable Unitywater approved varieties.
61. Construction works undertaken in the vicinity of Unitywater water supply or sewerage infrastructure must not adversely affect the integrity of the infrastructure. All costs associated with repair, replacement or alteration of infrastructure must be met by the applicant.
62. The provision of water service pipework for the full length of the access strips serving Lots 5, 9, 33, 40 and 50 (25mm NB minimum).
63. The provision of a sewer house drain for the full length of the access strips serving Lots 5 and 9.
64. Water meters must be located on alternative boundaries to electrical pillars.
65. Written approval to enter and construct must be obtained from the owners of properties through which external sewers will traverse, and be submitted with lodgement of the associated development application for Operational Works.
66. Written approval to enter and construct must be obtained from the owners of properties through which external watermains will traverse. This must include approval for a 3.0 metre wide easement over the mains, and be submitted with lodgement of the associated development application for Operational Works.
67. A minimum clearance of 1.5 metres must be maintained between Unitywater sewers and proposed building envelopes.

5. REFERRAL AGENCIES

Not Applicable.

6. APPROVED PLANS

The following plans require amendment prior to becoming Approved Plans for the development:

Plans Requiring Amendment

Plan No.	Rev.	Plan Name	Date
7417-PRO-13.1	A	<i>Plan of Reconfiguration</i> prepared by Definium	8 September 2011
Amendments	1.	The entire section of Lot 103 which fronts the Glass House Mountains Coonowrin Road is to be widened (off the adjoining Lots) to a minimum width of 6 metres.	
	2.	The entire section of Lot 103 which fronts Fullertons Road is to be a minimum width of 5 metres.	

Plan No.	Rev.	Plan Name	Date
	3.	The Open Space (Park) – Lot 102 must be relocated to Lots 55 and 63 with a minimum size of 2060m ² . The current location of the Open Space (Park) - Lot 102 may revert to residential allotments with a minimum lot size of 650m ² .	

7. REFERENCED DOCUMENTS

Referenced Plans

Document No.	Rev.	Document Name	Date
0267-P05	A	<i>Coonowrin Road Conceptual Roadworks & Linemarking</i> , prepared by Contour Consulting Engineers	21 January 2008
DE07726/03	A	<i>Bioretention Detail Plan</i> prepared by Duke Environmental	9 April 2008
DE07726/04	A	<i>GPT & Bioretention Detail Plan</i> prepared by Duke Environmental	9 April 2008

Referenced Documents

Document No.	Rev.	Document Name	Date
AF07726SMP	A	Stormwater Management Plan	April 2008

8. ADVISORY NOTES

The following notes are included for guidance and information purposes only and do not form part of the assessment manager conditions:

Infrastructure Charges

- This Development Permit may trigger an “Adopted Infrastructure Charge Notice” (if applicable) to be issued in accordance with Council’s “Adopted Infrastructure Charges Resolution” under the State Planning Regulatory Provision (Adopted Charges) and the *Sustainable Planning Act 2009*.

Co-ordination of Operational Works Assessment

- To assist Council to undertake an integrated assessment of the operational works application, all aspects of the works must be included in one (1) application and be in accordance with Council’s planning scheme. Additional application fees apply to applications where the different aspects of the works are lodged separately. Significant savings in application fees will result if all works are lodged in a single application.

Lawful Point of Discharge

- The applicant is advised that a lawful point of discharge for the development will need to be determined and demonstrated as part of a detailed design solution included with the Operational Works application.

Preparation of a Maintenance Manual

4. To ensure expedient assessment of any Operational Works application, the applicant is advised that the Maintenance Manual required by this Decision Notice must include:
- (a) a plan showing the location of the individual components of the system
 - (b) location of inspection and monitoring points shown clearly on the plan
 - (c) a schedule or timetable for the proposed regular inspection, maintenance and monitoring of the devices.

Bioretention Basin Educational Signage

5. Suggested wording for the permanent educational signage required by this Decision Notice is as follows:
- "BIORETENTION BASIN - This bioretention basin reduces the pollution of our waterways by reducing the amount of heavy metals, litter, suspended solids, and nutrients discharged to Coonowrin Creek".*

Road Naming Procedure

6. Road names must be approved by Council before a subdivision plan is submitted for compliance assessment and signing. A written request for proposed naming of roads must be submitted to Council together with a plan of the proposed roads and a completed road naming application form. Further details can be found on Council's website.

Unitywater

7. Connection to the Unitywater live water supply and live sewerage system must be undertaken by Unitywater at the applicants cost.

Preparation of a Preliminary Construction Management Plan

8. The works identified in this Decision Notice will be required to be carried out in accordance with a Construction Management Plan endorsed by Council through an approval for Operational Works. To ensure expedient assessment of any Operational Works application, the applicant is advised to submit a preliminary Construction Management Plan that addresses the requirements of the planning scheme. In particular, the preliminary Construction Management Plan should address the following:
- (a) provisions that ensure the proposed construction does not unduly impact on the surrounding area and ensure the site is safe for members of the public, implementing appropriate traffic signage in accordance with the Manual of Uniform Traffic Control Devices (MUTCD) and making provision for safe pedestrian access across the frontage of the site both during daily construction and after daily construction has ceased.
 - (b) maintenance and protection of water quality and existing drainage lines through the construction site, through the implementation of appropriate erosion and sediment control measures
 - (c) works programme identifying key components of the works and their respective durations
 - (d) establishment of a communication protocol with the general public, adjoining owners, emergency services and local businesses to advise of agreed construction times, impacts on traffic and services and other relevant issues
 - (e) identification of complaint management procedures including:
 - (i) contact details for the on-site manager
 - (ii) dispute resolution procedures

- (f) it is acknowledged that the Construction Management Plan will be a draft document requiring finalisation upon appointment of the Principal Contractor employed to construct the works and a final document will be required to be submitted at the Pre-Start Meeting for the project.

Preparation of a Landscape Plan

9. All landscape works required by this approval must be demonstrated on a detailed Landscape Plan submitted to Council for Operational Works approval. The detailed Landscape Plan must:
- (a) be prepared by a qualified person* and submitted in A3 size (3 x hardcopies)
 - (b) be of a scale suitable for clear interpretation at A3 size
 - (c) include accurate depiction of trees to be retained and protected in relation to the proposed development
 - (d) show all existing and proposed services including overhead power, drainage, water and sewerage
 - (e) include important spot levels and/or contours
 - (f) include contextual information of the site including adjoining roads, land uses and photographs of site
 - (g) show the extent and type of works, including hard surfaces, landscape structures, podium planters, signage, amenity lighting, fencing, edging, plantings and turf
 - (h) include a plant schedule with the following information: botanic names, common names, total plant numbers, and pot sizes at the time of planting
 - (i) show landscape works for the full frontage of the development site
 - (j) include a north point, scale and legend as well as the name, contact details and qualifications of the landscape consultant who prepared the plan.
- *(Refer to Advisory Note)

Environmental Harm

10. The *Environmental Protection Act 1994* states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard persons and entities, involved in the civil, earthworks and construction phases of this development, are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm.

Environmental harm is defined by the Act as any adverse affect, or potential adverse affect whether temporary or permanent and of whatever magnitude, duration or frequency on an environmental value and includes environmental nuisance. Therefore, no person should cause any interference with the environment or amenity of the area by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, sediment, oil or otherwise, or cause hazards likely in the opinion of the administering authority to cause undue disturbance or annoyance to persons or affect property not connected with the use.

Equitable Access and Facilities

11. The plans for the proposed building work have NOT been assessed for compliance with the requirements of the National Construction Code - Building Code of Australia (Volume 1) as they relate to people with disabilities. Your attention is also directed to the fact that in addition to the requirements of the National Construction Code as they relate to people with disabilities, one or more of the following may impact on the proposed building work:

- (a) the *Disability Discrimination Act 1992* (Commonwealth);
- (b) the *Anti-Discrimination Act 1991* (Queensland); and
- (c) the Disability (Access to Premises – Buildings) Standards

Aboriginal Cultural Heritage Act 2003

12. There may be a requirement to establish a Cultural Heritage Management Plan and/or obtain approvals pursuant to the *Aboriginal Cultural Heritage Act 2003*.

The *ACH Act* establishes a cultural heritage duty of care which provides that: “A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage.” It is an offence to fail to comply with the duty of care. Substantial monetary penalties may apply to individuals or corporations breaching this duty of care. Injunctions may also be issued by the Land Court, and the Minister administering the Act can also issue stop orders for an activity that is harming or is likely to harm Aboriginal cultural heritage or the cultural heritage value of Aboriginal cultural heritage.

You should contact the Cultural Heritage Unit on 07 3247 6212 to discuss any obligations under the *ACH Act*.

Easements and Future Works over External Land

13. Should the conditions of this Decision Notice require easements or works to be undertaken over land external to the site, Council recommends that easement and works requirements are negotiated with the relevant land owner/s prior to advancing to detailed design stages of the development to avoid unexpected costs or delays. To discuss easement or works requirements over Council owned or controlled land, please liaise directly with Council’s Property Management Branch and note that compensation may be payable.

9. PROPERTY NOTES

The following property notes will be placed against the subject property in Council’s property record system:

2007/520037 – Property Access Driveway

The following notation applies to approved Lots 41:

To ensure that the integrity of on-street parking is maintained, vehicle access to this lot must be from the constructed driveway only. The driveway must not be relocated without Council agreement (refer to Council Approval 2007/520037).

2007/520037 – Property Access Driveway

The following notation applies to approved Lots 19 and 26

To ensure that maximum separation from the intersection can be achieved, vehicle access to this lot must be from the constructed driveway only. The driveway must not be relocated without Council agreement (refer to Council Approval 2007/520037).

10. PRELIMINARY APPROVAL OVERRIDING PLANNING SCHEME

Not Applicable.

11. FURTHER DEVELOPMENT PERMITS REQUIRED

- Development Permit for Operational Work (Civil Works, Landscaping & Electrical Reticulation)

12. SELF ASSESSABLE CODES

Not Applicable.

13. SUBMISSIONS

There were 19 properly made submission about the application. In accordance with *Sustainable Planning Act 2009*, the name and address of the principal submitter for each properly made submission is provided and attached.

14. REASONS / GROUNDS FOR APPROVAL DESPITE CONFLICT WITH SCHEME

Council find the following are sufficient planning grounds to justify the decision despite the conflict with the Planning Scheme:

- (a) council resolved in December 2009 to amend the Caloundra City Plan 2004 to change the designation of the subject allotment from Rural Residential Settlement to Township Residential
- (b) the site is located between existing Township Residential and Rural Residential Settlement development
- (c) the proposal complies substantially with the minimum lot size and intent of the Township Residential Precinct designation
- (d) the constraints on the site can be appropriately managed through the layout and design of development
- (e) the site can be connected to all urban services as required
- (f) the primary school is within easy walking distance of the site.

15. RIGHTS OF APPEAL

You are entitled to appeal against this decision. A copy of the relevant appeal provisions from the *Sustainable Planning Act 2009* is attached.

During the appeal period, you as the applicant may suspend your appeal period and make written representations to council about the conditions contained within the development approval. If council agrees or agrees in part with the representations, a “negotiated decision notice” will be issued. Only one “negotiated decision notice” may be given. Taking this step will defer your appeal period, which will commence again from the start the day after you receive a “negotiated decision notice”.

16. OTHER DETAILS

If you wish to obtain more information about council's decision, electronic copies are available on line at www.sunshinecoast.qld.gov.au or at council offices.

8.2 CORPORATE SERVICES

8.2.1 AUGUST 2014 FINANCIAL PERFORMANCE REPORT

File No:	Financial Reports
Author:	Acting Coordinator Financial Services Corporate Services Department
Attachments:	Att 1 - August 2014 Financial Performance Report 45

PURPOSE

To meet council's legislative obligations, a monthly report is to be presented to council on its financial performance and investments.

EXECUTIVE SUMMARY

The monthly financial performance report provides council with a summary of performance against budget at the end of each month in terms of the operating result and delivery of the capital program.

The operating result at 31 August 2014 shows a positive variance of \$4.2 million compared to the forecast position.

The operating result variation is made up of higher than expected revenue of \$2.3 million (1.8%) and lower than expected operating expenses of \$1.9 million (3.1%). Further detail is provided in the proposal section of this report.

As at 31 August 2014, \$13.6 million (11.9%) of council's \$114.3 million 2014/2015 Capital Works Program was financially expended.

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

OFFICER RECOMMENDATION

That Council receive and note the report titled "August 2014 Financial Performance Report".

FINANCE AND RESOURCING

There are no finance and resourcing implications from this report.

CORPORATE PLAN

Corporate Plan Goal:	<i>A public sector leader</i>
Outcome:	5.2 - A financially sustainable organisation
Operational Activity:	5.2.2 - Ensure council's finances are well managed and systems are in place to analyse performance, generate revenue and reduce costs and manage contracts and contract performance

CONSULTATION

Internal Consultation

All departments or branches participated in the formation of the recommendations associated with this report.

External Consultation

No external consultation is required for this report.

Community Engagement

No community engagement is required for this report.

PROPOSAL

The operating result at 31 August 2014 shows a positive variance of \$4.2 million compared to the forecast position.

This operating result variation is made up of higher than expected revenue of \$2.3 million and lower than expected operating expenses of \$1.9 million.

Operating Revenue

Net Rates and Utility Charges

The favourable variance of \$1.1 million is mainly due to budget estimates for cleansing charges that differ to actuals as follows:

- The mix between internal and external revenue
- Estimates around the number of services lost due to de-amalgamation
- New services identified due to data cleansing.

For the July 2014 Rate run, approximately 85% of ratepayers took advantage of the early payment discount. There were 125,989 rateable properties for the July 2014 rate production, with more than 106,000 discount transactions allowed up to due date of 22 August 2014. As a result there were approximately 14,000 reminder notices issued in September, totalling \$14.4 million.

Overall council's outstanding rate balance as at 31 August 2014 totalled \$23.4 million, or 7.2%. The difference between overall outstanding and reminder notices issued relate to ratepayers that have, for example, an arrangement to pay, or have entered a payment plan.

Fees and Charges

The \$361,000 favourable variance in fees and charges mainly relates to development application revenue which is higher than budget by \$482,000. This is offset by tip fees being less than the year to date budget.

Operating Expenses

Employee Cost

As at 31 August 2014, employee costs were below budget by \$866,000. Some vacancies are in the process of being filled.

Materials and Services

As at 31 August 2014, Materials and Services costs were below budget by \$901,000 or 3.9%.

The bulk of this variance relates to waste, fuel and materials costs being less than the year to date budget, offset by corporate subscriptions being higher than budget.

Capital Expenditure

As at 31 August 2014, \$13.6 million (11.9%) of council's \$114.3 million 2014/2015 Capital Works Program was financially expended.

Detail by Capital Works Program is outlined below:

Program	Original Budget \$000	Current Budget \$000	YTD Actual \$000	% of Annual Budget Spent
Buildings and Facilities	4,997	4,997	199	4.0%
Coasts and Canals	2,070	2,070	199	9.6%
Divisional Allocations	3,335	2,748	258	9.4%
Environmental Assets	926	946	82	8.7%
Fleet	1,290	1,290	17	1.3%
Parks and Gardens	9,027	9,349	1,947	20.8%
Stormwater	6,202	6,202	251	4.0%
Transportation	47,286	47,531	5,823	12.3%
Information Technology	2,768	2,768	414	15.0%
Strategic Land & Commercial Properties	18,751	19,201	2,235	11.6%
Aerodromes	581	581	19	3.2%
Sunshine Coast Airport	5,148	5,148	405	7.9%
Holiday Parks	1,158	1,158	196	16.9%
Quarries	1,950	1,950	0	0.0%
Waste	8,403	8,403	1,507	17.9%
TOTAL COUNCIL	113,892	114,342	13,594	11.9%

Investment Performance

- All investment parameters remain within the guidelines established by the Investment Policy.
- For the month ending 31 August 2014 council had \$270 million cash (excluding Trust Fund) with an average interest rate of 3.43%, being 0.74% above benchmark. This is compared to the same period last year with \$323 million cash (excluding Trust Fund) where the average interest rate was 3.93%, being 1.17% above benchmark.
- The benchmark used to measure performance of cash funds is the UBS Bank Bill Index 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 Investment Policy.

Risk

The current risks associated with the operating result are as follows:

1. There is a claim for an additional \$22.8 million in cash transfer from Noosa Shire Council. This claim has been sent to the Minister who has initiated an independent process to determine the validity. An additional \$22.8 million in cash transfer would be shown as a loss on disposal and decrease the Sunshine Coast cash balance.
2. Unitywater is raising its tariffs across a range of council land and facilities. The amount has now been quantified at \$13,000 for 2014/2015 and will no longer be reported as a risk.
3. Due to the State Government Award Modernisation process, council has been unable to finalise a new Certified Agreement with staff and the unions. A new Certified Agreement may contain a retrospective pay increase.

Previous Council Resolution

At the Special Meeting Budget 26 June 2014, council adopted the 2014/2015 budget.

At the Ordinary Meeting 24 July 2014, council made the following resolution (OM 14/100).

“That council amend the 2014/2015 Budget by increasing the Strategic Land Capital Program by the amount of \$450,000 to accommodate the requirements on the Council resolution OM14/82.”

At the Ordinary Meeting 18 September 2014, council adopted the Budget Review 1 2014/2015.

At the Ordinary Meeting 18 September 2014, council made the following resolution (OM 14/132)

“That Council receive and note the report titled “July 2014 Financial Performance Report”.

Related Documentation

There is no related documentation for this report.

Critical Dates

There are no critical dates for this report.

Implementation

There are no implementation details to include in this report.

8.3 COMMUNITY SERVICES

8.3.1 FAIRVIEW PROPERTY MANAGEMENT PLAN

File No:	Statutory Meetings
Author:	Coordinator Cultural Heritage Services Community Services Department
Appendices:	App A - Fairview Management Plan (Under Separate Cover)..... Att Pg 5
	App B - Fairview Garden Restoration and Reconstruction Master Plan (Under Separate Cover) Att Pg 119

PURPOSE

The purpose of this report is to seek Council's endorsement of the Fairview Management Plan and the Garden Restoration and Reconstruction Master Plan. Both plans guide the continued management and conservation of Fairview, a Council owned heritage listed property at Maleny.

EXECUTIVE SUMMARY

Fairview is a Council owned state heritage listed property located in North Maleny. The property is important in demonstrating both the early development of Maleny as an agricultural settlement and the pattern and expansion of dairying in Queensland in the early 1900's. Fairview is now located within what is known as the Maleny Community Precinct.

In 2012, Council requested the provision of a management plan for Fairview that investigated:

- I. conservation requirements
- II. future use opportunities.

The Fairview Management Plan (Appendix A) is recommended for noting as it informs the significance of the place, advises on core heritage management principles, and provides recommendations to conserve the property's heritage values over a five year period, as funding is made available.

However, the plan does not investigate future use opportunities in the detail required for Council to make informed decisions for the use and the management model required for Fairview to be sustainable into the future.

This report therefore also recommends, for Council's consideration, that further work on an options paper and business modelling is required so that Council can determine the long-term future, sustainable use of Fairview.

In the short-term and in line with the Management Plan recommendation, it is proposed that Council maintain the current collaborative volunteer partnership model with the Friends of Pattermore House community group, and that this relationship and the roles and responsibilities be clearly defined within a new Memorandum of Understanding (MOU).

This interim MOU will be in line with Council's local government governance framework so that it provides better protection and support to both the Friends group who have played an important role in researching the history of the house and providing feedback throughout the planning processes, and Council, as the owner of the asset.

While the decisions about the long-term use of the house are still to be made, the MOU will provide for Fairview to be primarily used as a historic house with a focus on interpretation of the place, and for it to be made available to other community groups for purposes that are consistent with a public program (which is yet to be developed) and Council's venue hire policies.

The Garden Restoration and Reconstruction Master Plan (Appendix B) accompanies the Management Plan for endorsement. It informs the restoration and care of the grounds and advocates that the significant elements of the gardens be restored, preserved and maintained regardless of the future uses of the Fairview property.

The recommendations in these plans will be used to inform both an annual conservation work plan and the annual Cultural Heritage Levy program.

As a state heritage listed site under the *Queensland Heritage Act 1992*, the Fairview Management Plan required approval from the Department of Environment and Heritage Protection for works to proceed. This approval has been received for both the Management Plan and the accompanying Fairview Garden Restoration and Reconstruction Master Plan.

The Friends of Pattermore House Group actively contributed to the development of both plans prior to them being considered by the Department of Environment and Heritage Protection.

It is at the request of the Friends of Pattermore House Group, and based on their long history of research on and connection with Fairview's history, that this report to Council also recommends that the property be named *Fairview (also known as Pattermore House)* in any marketing or promotional materials.

This recommendation is in keeping with the intent of the Management Plan, which recommends the house be named as it is listed on The Queensland Heritage Register, i.e. *Fairview*, while recognising the name of the original owners of the house.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Fairview Property Management Plan"
- (b) note that the "Fairview Management Plan" (Appendix A) and the Fairview Garden Restoration and Reconstruction Master Plan" (Appendix B) may be used as guiding documents for the ongoing conservation of the Fairview property
- (c) note further that any potential works associated with (b) above and the allocation of funds from the Heritage Levy will be considered as part of the annual budget process
- (d) adopt the naming of the place as "Fairview" (also known as Pattermore House) for marketing purposes
- (e) develop an interim Memorandum of Understanding between Council and the Friends of Pattermore House in line with the *Local Government Act 2009* and good governance practices; and
- (f) request the Chief Executive Officer bring back a report by 30 June 2015, outlining the future direction for the sustainable management of the Fairview property.

FINANCE AND RESOURCING

The Fairview Management Plan was written by a consortium of four heritage consultants. The Management Plan and the Fairview and Garden Restoration Master Plan cost Council \$48,000. This includes \$40,000 for the Management Plan and \$8,500 for the Garden Plan.

The consultants for the Management Plan were engaged in line with Council's procurement processes.

This process included:

- **October 2011** - Request for Quotation for Management Plan circulated. A single response to RFQ received by the nominated date (12/10/2011) by the consortium of heritage experts. There was a request for re-submission of quote as the initial proposal was not within budget and required clarification regarding methodology (13/10/2011).
- **November 2011** – Final submission approved. The applicant sought further clarification on project requirements in terms of deliverables.
- **February 2012** – Applicant notified of appointment and project commenced.
- **June 2012** – Fairview and Garden Restoration Master Plan work commissioned.
- **April 2014** – Plan completed and lodged with the Department of Environment and Heritage Protection.
- **July 2014** – Department of Environment and Heritage Protection approves final Management Plan and the Garden Plan.

The Fairview Management Plan and the Garden Restoration and Reconstruction Master Plan will be used to guide a staged and prioritised implementation program. This will feed into the annual Cultural Heritage Levy program.

The conservation recommendations will be prioritised in a manner that ensures Fairview does not deteriorate while Council considers the future use of the property. Further works will then be programmed in line with usage decisions.

To date, the levy has funded both works at, and the development of planning documents for Fairview. The works have concentrated on repairs and maintenance to ensure the house does not deteriorate.

The Sunshine Coast Heritage Reference Group this year recommended an allocation of \$20,000 to deliver recommendations from the draft plan in the 2014/15 Cultural Heritage Levy Program.

A further \$20,000 was allocated for the ongoing maintenance of the house on the site. This is for routine and minor emergent maintenance.

The continuation of the Heritage Levy and the levy program are considered by Council annually as part of its budget processes.

A further report to council is considered necessary to present options regarding the ongoing use of Fairview including possible sustainable revenue streams to supplement the conservation of Fairview.

CORPORATE PLAN

Corporate Plan Goal Outcome **2 - A strong community**
2.3 - Culture, heritage and diversity are valued and embraced
Operational Activity 2.3.1 - Develop and implement a heritage strategy

Corporate Plan Goal Outcome **5 - A public sector leader**
5.4 - Productive, professional partnerships
Operational Activity 5.4.4 - Build and maintain productive working relationships with governments, industry and community bodies

CONSULTATION

A range of internal and external stakeholders were consulted throughout the development of the Fairview Management Plan and the Fairview Garden Restoration and Reconstruction Master Plan.

Internal Consultation

Internal consultation was conducted with the following key stakeholders:

- Cr Jenny McKay (Divisional Councillor, Community Programs Portfolio Councillor)

Infrastructure Services

- Parks and Gardens
 - Landscape and Design Planning Unit
 - Parks Operations and Contracts
- Environmental Operations
 - Natural Areas Management
- Major Projects
 - Project Delivery Unit

Corporate Services

- Corporate Governance
 - Governance Strategy and Policy
- Property Management
 - Property Projects and Development

Regional Strategy and Planning

- Environment And Sustainability
 - Open Space and Social Policy

External Consultation

External consultation has been undertaken with the Department of Environment and Heritage Protection.

Community Engagement

Community engagement has included consultation with:

- Friends of Pattermore House
- Sunshine Coast Heritage Reference Group.

PROPOSAL

Background

Fairview is a Council owned state heritage listed property (land and house) located in North Maleny and situated on a 2.5 hectares parcel of land, within the Maleny Precinct.

The house, Fairview, was erected on the property in 1908 by the sons of the first occupants, John Robert and Emily Pattermore.

The house and property was used as a share farm and dairy farm, with a variety of owners after the Pattermore's sold the property in 1948, until 1995 when Caloundra City Council acquired the property, including the house, for a sewage treatment scheme, which was partially implemented.

Negotiations for the purchase of Fairview were initiated by Caloundra City Council in 1994 (Works Committee meeting, 9th August 1994). Fairview was part of a larger parcel of land owned by the Armstrong family, and required by council for sewage works program. After dispute regarding the purchase price for the property failed, it was resumed by Caloundra City Council 17/8/1995. Legal matters and disputes re compensation continued until November 1998.

The house and its land were entered on the Queensland Heritage Register in September 2003 under the *Queensland Heritage Act 1992*. The nomination for State Heritage listing was made independently of Council and it is understood it was made by Emily English (Pattermore family descendant). To date, no evidence in relation to Council support for the listing has been identified, but cannot be discounted in terms of divisional Councillor support at the time.

The property name listed on the Queensland Heritage Register was "Fairview".

It was listed as a heritage property because it:

- is important in demonstrating the early development of Maleny as an agricultural settlement and the expansion of dairying in Queensland in the early 1900s
- is one of the oldest surviving pit sawn timber residences in the area
- remains substantially intact, and is important in demonstrating the principal characteristics of early farmhouses of its era, with hand detailing, good workmanship, and idiosyncratic construction techniques, and is constructed of local timbers no longer widely available
- uses materials, timber detailing and workmanship, and a simple plan and form, that demonstrate a strong aesthetic quality. Plantings around the house are remnants from when the property was an established dairy farm and add to the aesthetic appeal of the place.

In 2008 Council, seeking to preserve and promote the cultural heritage of the site, commissioned the Pattermore House Conservation Management Plan. This Plan was funded by the Department of Environment and Heritage and endorsed by Council in 2010 as part of the Maleny Community Precinct Master Plan.

Fairview is now an integral part of the Maleny Community Precinct, whose major uses include a golf course, walking trails and a range of recreational facilities.

In 2012 Council sought further advice to inform policies for good practice heritage management, future use and operational requirements.

The aims of the Management Plan are to provide:

- a comprehensive understanding of the heritage significance;
- a guide for conservation, management and heritage operations;
- options for preferred future use and interpretation;
- an understanding of promotional opportunities and audiences;
- a five year plan for delivery of key objectives and tasks (these are called policies in the plan)
- acknowledgement of the need and role of a community group to work with Council in conserving the history of the property.

The Fairview Management Plan (Appendix A) and the Fairview Garden Reconstruction and Restoration Master Plan (Appendix B) are now before Council for its consideration.

The plans address the major conservation issues for Fairview over the next four years (until 2018).

The recommendation is for Council to note the Fairview Management Plan and the Fairview Garden Restoration and Reconstruction Master Plan so that the recommendations (referenced as policies in the Plan) may be used to guide the ongoing conservation of the Fairview property. These potential works will inform the annual Heritage Levy budget process and be considered for endorsement by Council.

This will allow the Fairview property to be maintained while Council investigates options for the ongoing use of the property, including sustainable revenue streams, and the appropriate accompanying management model.

The Management Plan recommends the preparation of a Garden Restoration and Reconstruction Master Plan, and for the Garden Plan to be approved by the Department of Environment and Heritage Protection, before any new landscaping or grounds works can commence. This piece of work has been completed and appears as Appendix B of this report, for Council's consideration.

While describing the restoration work, options and recommendations, it nominates the work as a key activity for the Friends Group and local environmental and community groups. It describes opportunities for reconstruction and community use for recreation, gardening workshops, educational opportunities for schools, and potential commercial uses – for example, the wedding industry (photography) and a range of community events.

The name of the place

The property, listed on the Queensland Heritage Register as *Fairview*, has been known locally as *Pattemore House* and sometimes *Armstrong's House*, after two of the families who have built and then owned the house for significant periods of time.

All three names are referenced in the State Heritage listing for the property. During the preparation of the Management Plan, the question of the use of the names *Fairview* and *Pattemore House* was debated.

The recommendation of the Management Plan is that the name *Fairview* is retained for the use of the whole of the property.

The volunteer group, Friends of Pattemore House was formed in 2008, its membership being strongly represented by Pattemore family members.

It is at the request of the Friends of Pattermore House, and based on their long history of research in relation to Fairview's history, that this report to Council also recommends that the property be named *Fairview (also known as Pattermore House)* in any marketing or promotional materials.

This recommendation is in keeping with the intent of the Management Plan, which recommends the house be named as it is listed on The Queensland Heritage Register, i.e. *Fairview*, while also recognising the name of the original owners of the house.

Options for the use of Fairview

Options for the long-term use of Fairview have been discussed for a number of years.

The Management Plan and the Garden Plan briefly describe a few of the uses which range from a period house/museum, a community meeting space and an educational interpretive centre, to a restaurant and a venue for wedding photography, but as the description of the options lack detail, it is difficult to understand the reasoning behind the final conclusions.

The plan recommends Fairview should continue to be used collaboratively by the Friends of Pattermore House and the Council with a focus on interpretation of the place and its context. This is the preferred use in the short term, offering the strongest opportunity for community engagement with local heritage suitable for schools, residents and visitors.

As the plan also does not discuss opportunities, financial and other, to ensure the long-term sustainability of Fairview as an integral piece of local heritage and the region's heritage collection, it is recommended that an options paper which discusses the possible uses of Fairview be undertaken to provide direction for the long-term future use of Fairview.

The role of the Friends of Pattermore House

The role of the Friends of Pattermore House was formalised with the signing of a three year Memorandum of Understanding (MOU) in 2011. The Friends of Pattermore House are both stakeholder and partner in the conservation, research, presentation, care and development of the heritage place, and they continue to make a significant contribution in these areas.

The current MOU defines their role as to:

- contribute to the development and implementation of the Management Plan;
- monitor and provide advice on the impact that the Maleny Community Precinct Master Plan and the Pattermore House Conservation and Management Plan may have on the fabric of the house and on the historical integrity of the heritage-listed site;
- promote the place as a heritage property; and
- contribute to the property's use as a heritage, interpretative and cultural community asset in partnership with Council.

The three year MOU is now being reviewed and an interim MOU being put into place to once again formalise the roles and responsibilities of both Council and the Friends of Pattermore House Group.

The interim MOU will allow Council to consider options for the use of the house and once agreed, the appropriate management model. This will then inform the ongoing roles and responsibilities of the Friends Group and its volunteers.

Legal

The Fairview site was entered on the Queensland Heritage Register in September 2003, under the *Queensland Heritage Act 1992*. This Act provides for the conservation of Queensland's cultural heritage by protecting all places and areas on the Queensland Heritage Register. The Act is administered by the Department of Environment and Heritage Protection.

As a state heritage listed site under the *Queensland Heritage Act 1992*, the Management Plan requires approval from the Department of Environment and Heritage Protection to proceed. The State Government has granted approval for the Management Plan, and the Fairview Garden Restoration and Reconstruction Master Plan.

Changes to the plan, including proposed usage of the Fairview property, will need to be discussed with Department of Environment and Heritage Protection and may require further approvals.

Policy

This proposal is consistent with Council's *Corporate Plan 2014-2019*, in particular the Strong Communities theme, and aligns with Council's strategic *Heritage Levy Policy*.

Risk

The Fairview Management Plan provides advice for heritage conservation in relation to building and grounds, and briefly describes opportunities for longer term viable use of the property.

However, the plan lacks the detailed analysis of these options for Council to make an informed decision about the ongoing use of Fairview or to understand the reasoning behind discounting these options in favour of the recommended use as an historic interpretive and education centre.

The lack of detailed analysis means Council may risk the opportunity to consider options which have better outcomes for both Council and its residents and rate paying communities.

The viability of heritage places is underpinned by sustainable use and potential revenue streams.

Previous Council Resolution**Maleny Community Precinct Master Plan**

Council Resolution (OM10/161) - 7 June 2010 Ordinary Meeting

That Council:

- (a) receive and note the report titled 'Maleny Community Precinct Master Plan';*
- (b) endorse the 'Maleny Community Precinct Master Plan' (Appendix A) (as amended unanimously by the Maleny Stakeholders on 4 June 2010) and the 'Maleny Community Precinct Master Plan Report (Appendix B) as the guiding plan for the development of the Maleny Community Precinct;*
- (c) request the Chief Executive Officer to provide a further report to council outlining options for the staging of the Maleny Community Precinct project with an analysis of the financial implications and the funding/partnership opportunities of the preferred option(s);*

-
- (d) proceed with a development application for a Preliminary Approval that reflects the intent of the master plan, with the application being for a Material Change under S.242 of the Sustainable Planning Act (to vary the effect of the planning scheme for the land) over the whole master plan site (excluding Barung Landcare area);
- (e) note that any finalised Preliminary Approval will inform the new Planning Scheme as it relates to the Maleny Community Precinct;
- (f) agree to Barung Landcare changing their current application for a Material Change of Use to reflect their location as depicted in the master plan;
- (g) authorise the Chief Executive Officer to enter into formal lease negotiations with Barung Landcare, Maleny District Sport and Recreation Club, and the Maleny Golf Club, with land tenure arrangements being conditional upon each group submitting a viable business case to council and meeting agreed milestones that demonstrate their financial and administrative capacity to develop their proposed leased area;
- (h) authorise the Chief Executive Officer to enter into negotiations with Education Queensland regarding access to the Precinct from the Maleny/Landsborough Road next to the Maleny Primary School as per Option B in the master plan and to further report to Council on the outcome of these negotiations;
- (i) establish a Maleny Community Precinct Advisory Committee to:
- ensure integration and collaboration of site activities;
 - facilitate communication between all parties on the Precinct;
 - provide a forum to settle neighbourhood disputes as they arise;
 - provide advice to Council on the progress of development of the Precinct; and
 - provide advice on lease boundaries and location of trails, and report back on these to Council before implementation of recommendation (d) and (g);
- (j) authorise the Chief Executive Officer to enter into negotiations with Maleny District Green Hills Fund to develop a Memorandum of Understanding regarding its ongoing involvement and contribution to the precinct development;
- (k) authorise the Chief Executive Officer to enter into negotiations to formalise licence to use arrangements with the Friends of Pattermore House, the Maleny History Preservation and Restoration Society Incorporated and Maleny Golf Inc with regard to Pattermore House;
- (l) receive and note the Pattermore House Conservation Management Plan (Appendix C) to guide the conservation and restoration of Pattermore House and its surroundings; and**
- (m) formally thank the independent community representatives Bob Grice, Graham Hart, and the various representatives from Barung Landcare, Maleny District Green Hills Fund, Maleny District Sport and Recreation Club Incorporated, Maleny Golf Club, Maleny History Preservation and Restoration Society Incorporated, Maleny Precinct Action Network, for their commitment and contribution made to the Maleny Community Precinct Stakeholder Advisory Group over the past two years and formally thank Council staff.

Pattermore House Conservation Plan

Council Resolution (OM08/95) - 19 June 2008 Ordinary Meeting

That Council, with regards to Pattermore House note that a conservation management plan is to be presented to Council at a future meeting and further that Council:

- (a) request the Building Certification Unit (South), during the next two months, to determine the work and costs involved in making Pattermore House suitable for any of the following activities:
- a caretaker's residence for an individual/family;

- *a caretaker's residence for an incorporated association;*
- *an office for an incorporated association; or*
- *a commercial function centre/café; and*

taking into consideration any matters raised in the Conservation Management Plan for Pattermore House; and

- (b) consider any funding application for the ongoing maintenance and security of Pattermore House (until a decision is made on the future use of the house), as part of the 2008/2009 budget process.*

4.01.14 15 Porter's Lane, Maleny

General Meeting 6 December 2007

Resolution (07/376)

That:

- a) Report Number 20071123.jw.1 from Arts and Heritage Manager, John Waldron dated 23 November 2007 be received and noted;*
- b) 15 Porter's Lane be added to Council's heritage register of Cultural Heritage and Character Areas;*
- c) Council staff within the Culture, Libraries and Information Service Unit, during January and February 2008, assist to develop a Friends of Pattermore House community support group, inviting Pattermore descendants;*
- d) a Conservation Management Plan be completed by April 2008 in time for consideration as part of the 2008 / 2009 Annual Financial Plan; and*
- e) no notice to quit be issued to the tenant prior to early 2008.*

6.05 15 Porters Lane, Maleny

22 November 2007

File No.: 18/33/001

That:

- a) 15 Porters Lane, Maleny be added onto Council's Heritage register of Cultural Heritage and Character Areas;*
- b) appropriate heritage building conditions are included in the lease for 15 Porters Lane, Maleny;*
- c) the tenants currently renting Pattermore House be given notice to vacate the precinct by 28 February 2008; and*
- d) the Maleny Historical Society be appointed as temporary caretaker for Pattermore House until the Pattermore House Study and the Maleny Precinct Plan has been completed.*

PROCEDURAL MOTION (07/360)

That the Chief Executive Officer report back to Council on the temporary and long term management options of Pattermore House and that this report be presented to Council by the second meeting of Council in 2008.

Special Budget Meetings:

Programs for Fairview, including both capital works and planning projects are endorsed by Council through the annual Council budget processes.

- At the Special (Budget) Meeting on 16 May 2011, Council endorsed the proposed program for cultural heritage projects for implementation 2011/2012 - provision of a management plan for the Pattermore House.
- Works for Fairview associated with the ongoing management and restoration of the place were approved through endorsement of the Heritage Levy Program budget, 2013/2014.

Related Documentation

Related policies and legislation informing the Fairview Management Plan are detailed below.

State

- *Queensland Heritage Act 1992*

Local

- Sunshine Coast Council Corporate Plan 2014-2019
- Sunshine Coast Council Planning Scheme 2014, Schedule SC6.10, Appendix SC 6.10A (local heritage places list)
- Friends of Pattermore House Concept Plan 2012
- Cultural Development Policy (2012)
- Sunshine Coast Social Infrastructure Strategy 2011
- Heritage Levy Policy (2010)
- Volunteers Policy (2010)
- Pattermore House Conservation Plan (2008)

Critical Dates

Adoption of this report will enable the expenditure of Levy funds for Fairview activities as listed in the endorsed 2014/15 Heritage Levy Program budget.

Implementation

The Fairview Management Plan and the Garden Restoration and Reconstruction Master Plan will be used to inform a staged and prioritised implementation program, including estimated costs, which will feed into the annual Cultural Heritage Levy program.

8.3.2 MAROOCHYDORE JUNIOR RUGBY LEAGUE CLUB - FACILITY DEVELOPMENT PLAN 2014

File No:	ECM 16 October 2014
Author:	Sport and Recreation Officer Community Services Department
Appendices:	App A - Maroochydore Junior Rugby League Club - Facility Development Plan 201473

PURPOSE

The purpose of this report is to present the Maroochydore Junior Rugby League Club - Facility Development Plan 2014 to Council for consideration and adoption. The Maroochydore Junior Rugby League Club - Facility Development Plan 2014 is provided as Appendix A.

EXECUTIVE SUMMARY

The purpose of the Maroochydore Junior Rugby League Club - Facility Development Plan 2014 (Appendix A) is to provide a long term vision for the complex, identifying what it should look like and how it should function into the future.

The *Sunshine Coast Sport and Active Recreation Plan 2010-2026* guides the planning, development and management of sport and active recreation across the Sunshine Coast region. A recommendation contained within this plan is to consider the future of the Maroochydore Junior Rugby League Club premises at Wisers Road, Maroochydore.

Following the adoption of the *Sunshine Coast Sport and Active Recreation Plan 2011-2026*, the Queensland Government demonstrated a strong interest in the development of this site and funding provided accordingly to develop a Facility Plan. It should be noted that as this is an initiative auspiced and funded by the State Government, the language used in the funding agreement was for the delivery of a Facility Development Plan. In recent years, Council has adopted a number of similar plans which have been referred to as Master Plans. Whilst the language may differ, the intent of a Facility Development Plan and a Master Plan are identical. The Maroochydore Junior Rugby League Club Facility Development Plan 2014, if adopted, will hold the same status as previously adopted Council Master Plans.

The Maroochydore Junior Rugby League Club site is considered a district sporting facility that provides centrally located sporting and recreational opportunities for the Sunshine Coast community. The facility is partly owned, managed and maintained by the Maroochydore Junior Rugby League Club.

The Maroochydore Multi-Sports Complex is home to a number of user groups, including:

- Maroochydore Junior Rugby League
- Maroochydore/Coolum Rugby League
- Maroochydore Oztag
- Spartans Gridiron
- Maroochydore Touch
- Shamrock Boxing
- Local schools.

The site located at Wises Road is considered a district standard sports facility additionally servicing broader regional needs and is a combination of the following lots:

- Lot 585 SP188429. State owned Reserve for Recreation. Council as trustee. Leased to MJRLC. (approx. 5.45ha);
- Lot 637 CG4532. Owned freehold by Maroochydore Junior Rugby League Club (approx. 0.25ha); and
- Council Road Reserve fronting Wises Road (approx. 0.25ha).

The freehold lot owned by MJRLC does not incorporate the entire building footprint associated with the clubhouse with some of the building situated within the State owned Reserve (Council as trustee). The *Sunshine Coast Planning Scheme 2014* shows the site appropriately zoned for sport and recreation purposes.

In respect to Lot 585, Council as the lessor and acting as trustee, has a sub-lease in place with MJRLC for the whole of this lot. This ten year lease was signed on 1 July 2009. Under the conditions of this lease, the Maroochydore Junior Rugby League Club is responsible for all maintenance within the site. This includes field maintenance and in 2014/2015 the Maroochydore Junior Rugby League Club will receive \$18,788 through Council's Sports Field Maintenance Funding program.

In relation to capital investment and embellishment of the site, it would be standard practice for Council to plan for an entire site however only invest in those parts of the site for which it is the trustee. In this instance, capital investment in and development of the sports ground infrastructure, car parking and other areas within Lot 585 and the Council Road Reserve would be considered appropriate.

It would be highly unusual for Council investment in the built infrastructure on the site which is owned freehold by the Maroochydore Junior Rugby League Club.

The process in developing the Facility Development Plan has ensured alignment with key Council strategies, community needs, population projections, statutory policies and regulations. Of note are the aspirations and recommendations of Council's adopted *Sunshine Coast Sport and Active Recreation Plan 2011-2026*, which commits to considering the future of the Maroochydore Junior Rugby League Club premises at Wises Road, Maroochydore (short term).

The Maroochydore Junior Rugby League Club - Facility Development Plan 2014 provides clear direction for the development of the site for the next 20 years. It builds on the existing infrastructure to reflect best value-for-money, whilst retaining flexibility for changes in future use.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Maroochydore Junior Rugby League Club - Facility Development Plan 2014"**
- (b) adopt the "Maroochydore Junior Rugby League Club – Facility Development Plan 2014" and**
- (c) note that the future stages of development for the Facility Development Plan will be determined in accordance with Council's 10 year Capital Works Program and successful applications for external funding as outlined within this report.**

FINANCE AND RESOURCING

The funding for the Facility Development Plan was provided Queensland Government – Department of National Parks, Recreation, Sport and Racing. Aside from Council's in kind support through the provision of officer resources, no financial contribution to this planning was provided by Sunshine Coast Council.

Project funding has been allocated for the development of the Maroochydore Junior Rugby League Club – Facility Development Plan 2014. Future allocations towards the implementation of the plan will be made through Council's Ten-Year Capital Works Program.

Council's capital works program (2014/2015 – 2023/2024) includes:

- \$300,000 in 2015/2016 (indicative budget pending Council approval)
- \$250,000 in 2016/2017 (indicative budget pending Council approval).

The cost of implementing the recommendations of the Facility Development Plan would be beyond the capacity of Council to fund in its own right. The adoption of this plan provides Council and stakeholders a sound base to lobby for external funding opportunities to implement recommended upgrades and improvements. It will also provide Council with a strategic direction to implement improvements in a clear and focused way, and provides a foundation for grant applications and facilities planning.

CORPORATE PLAN

Corporate Plan Goal:	<i>A strong community</i>
Outcome:	2.1 - Safe and healthy communities
Operational Activity:	2.1.3.1 - Manage the acquisition and development of sport and recreation facilities

CONSULTATION

Consultation has been conducted with the following relevant stakeholders.

Internal Consultation

- Divisional Councillor
- Community Facilities and Planning Branch
- Environment and Sustainability Policy Branch
- Parks and Gardens Branch
- Project Delivery Branch
- Property Management Branch
- Civil Works Services Branch
- Economic Development Branch
- Development Services Branch
- Transport and Infrastructure Policy Branch

External Consultation

- Department of National Parks, Recreation, Sport and Racing
- Sunshine Coast Rugby League
- Queensland Rugby League Central Division, Wide Bay Region
- Queensland Rugby League
- Australian Rugby League Commission
- Oztag Queensland
- Queensland Touch Football Association
- Maroochydore Junior Rugby League
- Maroochydore/Coolum Rugby League

- Local schools
- Adjacent residents

Community Engagement

In addition to the external consultation listed above, a series of sports user group forums and individual stakeholder meetings were conducted. A range of issues, ideas and options were discussed resulting in the following summarised priorities:

- Improving capacity of sports (playing surface improvements including drainage, irrigation and field lighting)
- Installation of on-site shade and change room amenities
- Improving car parking, traffic flow and accessibility - the site is at capacity and is unable to cater for additional users
- Providing connectivity throughout the site.

PROPOSAL

At the Ordinary Meeting of 7 March 2011, Council endorsed the *Sunshine Coast Sport and Active Recreation Plan 2011-2026*. This plan guides the current and future provision of facilities and services to meet the needs of the Sunshine Coast's diverse communities over a 15 year period. A key recommendation that aligns to the Maroochydore Junior Rugby League Club site is to consider the future of the Maroochydore Junior Rugby League Club premises at Wisers Road, Maroochydore.

The final version of the Maroochydore Junior Rugby League Club – Facility Development Plan 2014 (Appendix A) aligns with sporting and community needs, projected populations, Council's Ten-Year Capital Works Program, statutory policies, strategies and regulations, and considers:

- The functionality, configuration, usage and capacity of the site, including local schools
- Current character and functionality of the landscape
- Needs across various sports and recreation uses, including current and future tenants
- Emerging trends and issues
- Priorities, levels of service and resources
- Catchment area and current/future population demographic demands
- Events and sport and recreation delivery
- Car parking and traffic movement/management requirements
- Community expectations and needs
- Current and future known economic, social, environmental and legislative context
- Alignment with Council's *Sunshine Coast Sport and Active Recreation Plan 2011-2026*, *Sunshine Coast Open Space Strategy 2011* and other relevant Council and State Government plans, policies and guidelines
- Relevant planning constraints and opportunities, including environmental, flood immunity, land zonings, development approval requirements, proposed infrastructure improvements, surrounding sites, etc.
- Other regional and district level facilities in the surrounding area
- Other users and surrounding land parcels.

Key recommendations of the Facility Development Plan include:

- Improved standard of playing surfaces. Works recommended include additional sub-surface drainage and surface re-profiling
- Improved change rooms and toilets to meet minimum state competition standards and complement existing, undersized change rooms
- Introduction of tiered seating to provide improved comfort and all weather protection for spectators
- Improved car parking and access opportunities to maximise parking spaces, improve vehicular movement and reduce queuing upon entry.

It is important to note that the intent of the Facility Development Plan is to inform future developments of the Maroochydore Junior Rugby League site over an extended time period (up to 20 years). This is considered necessary to improve the functionality and layout to support effective management of future competitions and events so that community use and long term viability are maximised. It is likely that over time, some of the Facility Development Plan design elements may assume a higher priority over others.

As a result, this plan seeks to confirm and prioritise the next stages of development for this district sport and recreation precinct in line with Council's strategic direction and endorsed Ten-Year Capital Works Program budget allocations.

Legal

There are no legal implications to the development and endorsement of this Facility Development Plan. However, upgrades will need to be considered in line with current and future clauses in user agreements.

Policy

The *Sunshine Coast Open Space Strategy 2011* and the *Sunshine Coast Sport and Active Recreation Plan 2011-2026* form Council's policy position on sport and active recreation for the region, and provide a direction for the future. Both documents have been reviewed and used to guide the final recommendations contained within the Maroochydore Junior Rugby League Club – Facility Development Plan 2014.

Risk

Failure to maintain an adequate level of service for sport and active recreation facilities may result in increased future costs and community dissatisfaction.

Community dissatisfaction may also arise if community expectations are elevated without adequate funding options being available to implement recommendations contained within the Facility Development Plan.

The endorsement of the Maroochydore Junior Rugby League Club – Facility Development Plan 2014 will also reduce the risk of short term, ad-hoc development, which may be to the detriment of flexible future service provision and uses.

Previous Council Resolution

There is no previous Council resolution relevant to this report.

Related Documentation

- Sunshine Coast Council Corporate Plan 2014-2019
- Sunshine Coast Planning Scheme 2014
- Elizabeth Daniels Sports Complex Master Plan 2013-2028
- Sunshine Coast Open Space Strategy 2011
- Sunshine Coast Sport and Active Recreation Plan 2011-2026
- Sunshine Coast Sustainable Transport Strategy/Active Transport Plan 2011-2031
- Sunshine Coast Biodiversity Strategy 2011
- Sunshine Coast Access and Inclusion Plan 2011-2016
- Sunshine Coast Reconciliation Action Plan 2011-2016
- Sunshine Coast Social Infrastructure Strategy 2011
- Sunshine Coast Waterways and Coastal Management Strategy 2011-2021
- Sunshine Coast Youth Strategy 2010-2015

Critical Dates

It is imperative that Council has a policy framework and direction that has the capacity to respond to the needs of sport and active recreation facilities and services across the region. Sports grounds are experiencing increasing demand, which will continue to grow in line with population growth, expansion pressures and the need to support active and healthy lifestyles within our community.

Implementation

The adoption of the Maroochydore Junior Rugby League Club – Facility Development Plan 2014 will provide an avenue for seeking funding allocations and prioritisation in Council's Ten-Year Capital Works Program. Adoption will also enable the attainment of partnership opportunities and additional external funding, alongside that of Council's Capital Works Program and Community Grants Program.

An endorsed position provides Council and stakeholders with a sound base to lobby state and federal governments for funding assistance for recommended upgrades and improvements to the associated sporting and community infrastructure. This will be conducted in consultation with affiliate groups, the community and Council.

8.3.3 DOMESTIC ANIMAL MANAGEMENT (CATS AND DOGS) STRATEGY 2014-2020

File No:	ECM 16 October 2014
Author:	Executive Officer Community Services Department
Appendices:	App A - Domestic Animal Management (Cats and Dogs) Strategy 2014-2020 119

PURPOSE

The purpose of this report is to present the Domestic Animal Management (Cats and Dogs) Strategy 2014-2020 to Council for consideration and adoption. The Domestic Animal Management (Cats and Dogs) Strategy 2014-2020 is provided as Appendix A.

EXECUTIVE SUMMARY

The development of a Domestic Animal Management Strategy for the Sunshine Coast region is specifically directed by Council's *Corporate Plan 2014-2019*, to deliver the objectives of the *Animal Management (Cats and Dogs) Act 2008* and council local laws, in particular *Local Law No. 2 (Animal Management) 2011* and *Subordinate Local Law No. 2 (Animal Management) 2011*.

Council understands that pets are an important part of people's lives and contribute to enhanced wellbeing and the provision of companionship in many Sunshine Coast homes and families. The Domestic Animal Management (Cats and Dogs) Strategy 2014-2020 acts as a tool for promoting and enhancing responsible pet ownership practices, whilst informing the community about Council's role and future priorities in animal management.

Responsible pet ownership involves more than caring for the health, welfare and safety of one's cat or dog. Animal owners are civilly and legally liable for managing their pet in such a way that ensures their animal is compliant with all relevant laws, is well behaved and does not create a nuisance, whether in terms of an impact on the community or the environment, and does not endanger others.

The Domestic Animal Management (Cats and Dogs) Strategy endorses the vision of 'your pet, your responsibility', signifying that keeping a cat or dog is a considerable and often long-term commitment and responsibility – both socially and economically.

The objectives of the Strategy are to:

- enhance education and awareness around responsible pet ownership and its benefits
- ensure pets in the community are appropriately controlled and contained
- improve the uptake of animal identification and reuniting of pets with their owners
- provide services and infrastructure in line with population growth and animal trends.

A suite of actions underpin the Strategy to support the attainment of the objectives and vision.

Informed by engagement with the community and key internal and external stakeholders, the draft Strategy was ultimately well-received. With a view that Council was being proactive and forward-thinking in its animal management operations, the most common feedback received pertained to:

- The need for stronger enforcement and penalties for irresponsible pet ownership behaviour, including requests for more regular patrols of public spaces
- Support of cat containment requirements, in light of identified cat roaming nuisances in local neighbourhoods
- A desire to see the sale of animals only by registered breeders to prevent backyard litter breeding
- Support for a mandatory desexing policy to prevent unwanted litters and unsocial behaviour in animals.

The feedback received will comprehensively influence Council's animal management operations through a number of mechanisms, including:

- finalisation of the Domestic Animal Management (Cats and Dogs) Strategy
- consideration in the concurrent review of Council's *Local Law No. 2 (Animal Management) 2011* and *Subordinate Local Law No. 2 (Animal Management) 2011*
- informing the key communication messaging surrounding an extensive marketing and education campaign to promote responsible pet ownership
- contribution to Council's general animal management operations and infrastructure provision.

The areas of registration, microchipping, desexing and mitigation of nuisance behaviours are fundamental in the advancement of responsible pet ownership performance in the community. In consideration of projected population growth and increasing animal numbers, it is important for Council to assist pet owners to be educated, supported and motivated in the responsible management of their cats and dogs, so as to contribute to a vibrant, green and diverse region that is celebrated by both animals and the community alike.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Domestic Animal Management (Cats and Dogs) Strategy 2014-2020"; and
- (b) adopt the Domestic Animal Management (Cats and Dogs) Strategy 2014-2020.

FINANCE AND RESOURCING

The Domestic Animal Management (Cats and Dogs) Strategy will provide Council with a strategic direction to implement animal management improvements in a clear and focussed way. Finance and resourcing implications will be accommodated within existing operational budgets for the organisation, with the exception of the pound redevelopment action, which will be referred to Council's Ten Year Capital Works Program for prioritisation.

CORPORATE PLAN

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

CONSULTATION

The Domestic Animal Management (Cats and Dogs) Strategy has drawn reference from findings of community engagement, targeted stakeholder engagement and internal consultation activities.

Internal Consultation

The Strategy has been developed in consultation with numerous internal stakeholders across various departments and branches of Council, including:

Community Services

- Community Response
- Community Facilities and Planning
- Customer Contact

Corporate Services Department

- Corporate Governance
- Information Communication Technology Services

Infrastructure Services Department

- Parks and Gardens
- Environmental Operations
- Project Delivery

Regional Strategy and Planning Department

- Environment and Sustainability Policy
- Major Urban Developments

External Consultation

The draft Strategy was released for the purposes of public exhibition and comment, and underwent a number of consultation processes, as outlined below, to help inform its finalisation.

Community Engagement

The community were encouraged to have their say on the draft Strategy through a number of avenues including an online survey via Council's website, and hard copy feedback forms available in all Council libraries and customer service centres. The opportunity to provide feedback was promoted through various communication tools, such as print, online media and radio.

The draft was also distributed to key partnering stakeholders to submit comment and contribute to the finalisation of the Strategy, including animal welfare agencies, neighbouring local governments, state agencies and groups.

The draft Strategy was put on public display during August and September 2014. A total of 74 responses were received.

Overall, the document was well-received, with the community valuing the opportunity to have their say, and appreciating Council's proactive role in undertaking forward-planning around its animal management operations and future direction.

The most common responses put forward included:

- The need for stronger enforcement and penalties for irresponsible pet ownership behaviour, including requests for more regular patrols of public spaces
- Support of cat containment requirements, in light of identified cat roaming nuisances in local neighbourhoods
- A desire to see the sale of animals only by registered breeders to prevent backyard litter breeding
- Support for a mandatory desexing policy to prevent unwanted litters and unsocial behaviour in animals.

A review of Council's *Local Law No. 2 (Animal Management) 2011* and *Subordinate Local Law No. 2 (Animal Management) 2011* is currently underway. Where applicable, the responses received through the public exhibition and comment period on the draft Domestic Animal Management Strategy will be considered to inform the outcomes of this review.

A number of operational items have also been forwarded on to the Community Response Branch for consideration in day to day business, programming initiatives and infrastructure provision regarding animal management operations.

To align with community feedback, it is intended that a condensed community education resource will be translated from the content of the Strategy, with particular reference to Appendix Five. In conjunction, a series of fact sheets will be produced to clearly describe and promote key messaging contained within the Strategy, and as identified through community feedback.

A proactive marketing campaign will also be implemented to continue to educate the community about responsible pet ownership practices and key initiatives that can support cat and dog owners in enhancing responsible pet ownership behaviours.

PROPOSAL

This report seeks Council's adoption of the Domestic Animal Management (Cats and Dogs) Strategy 2014-2020 (Appendix A). The development of a Domestic Animal Management Strategy for the Sunshine Coast region is specifically directed by Council's *Corporate Plan 2014-2019*, to deliver the objectives of the *Animal Management (Cats and Dogs) Act 2008* and council local laws, in particular *Local Law and Subordinate Local Law No. 2*.

Council understands that pets are an important part of people's lives and contribute to enhanced wellbeing and the provision of companionship in many Sunshine Coast homes and families. The Domestic Animal Management (Cats and Dogs) Strategy 2014-2020 acts as a tool for promoting and enhancing responsible pet ownership practices, whilst informing the community about Council's role and future priorities in animal management.

Responsible pet ownership involves more than caring for the health, welfare and safety of one's cat or dog. Animal owners are civilly and legally liable for managing their pet in such a way that ensures their animal is compliant with all relevant laws, is well behaved and does not create a nuisance, whether in terms of an impact on the community or the environment, and does not endanger others.

The areas of registration, microchipping, desexing and mitigation of nuisance behaviours are fundamental in the advancement of responsible pet ownership performance. It is important for Council and its affiliates to focus operational efforts towards these priorities to progress key outcomes in the employment of responsible pet ownership.

Informed by engagement with the community and key internal and external stakeholders, the Strategy has drawn upon analysis of feedback received to finalise its directions, consider implementation of comments through other related mechanisms, such as local laws reviews where appropriate, and to provide Council a focussed and consistent framework from which to operate.

The Sunshine Coast boasts a strong cat and dog population, which is only due to increase. By 2031, it is estimated that there will be a total 85,000 dogs and 50,000 cats within the Sunshine Coast Council region. This means that there will be growing demand on animal management services and infrastructure. In order to provide a sustainable level of service into the future, undertaking a coordinated approach to animal management operations, and enhancing responsible pet ownership practices is fundamental.

The Domestic Animal Management (Cats and Dogs) Strategy endorses the vision of 'your pet, your responsibility', signifying that keeping a cat or dog is a considerable and often long-term commitment and responsibility – both socially and economically.

The objectives of the Strategy are to:

- enhance education and awareness around responsible pet ownership and its benefits
- ensure pets in the community are appropriately controlled and contained
- improve the uptake of animal identification and reuniting of pets with their owners
- provide services and infrastructure in line with population growth and animal trends.

The following principles guide the application of the Strategy:

- Cat and dog owners are responsible for:
 - the health and welfare of their pet
 - managing the impact that their pet has on the community and environment, in compliance with legislation
- Council:
 - rewards and encourages responsible pet ownership behaviours by offering discounted fees and incentives for microchipping and desexing cats and dogs
 - develops legislation, policies and procedures to impose and effect responsible pet ownership behaviours
 - undertakes education and enforcement programs relating to responsible pet ownership
 - utilises strategic partnerships to help deliver and extend responsible pet ownership education, promotion and initiatives.

The objectives of the Strategy are achieved through a series of corresponding actions. Through implementing the actions, Council in partnership with key stakeholders and the community can extend communications, enhance services, achieve key outcomes, and contribute to a vibrant, green and diverse region that is celebrated by both animals and the community alike.

Legal

There are no legal implications relevant to this report.

Policy

The Domestic Animal Management (Cats and Dogs) Strategy 2014-2020 forms Council's policy direction for how to carry out its role in animal management operations into the future. The Strategy has been prepared with consideration to State legislation, in particular the *Animal Management (Cats and Dogs) Act 2008*, and Council's existing policy framework. Of note, Council's *Local Law and Subordinate Local Law No. 2*, which the Strategy is guided by.

Risk

There is a risk that without an endorsed Domestic Animal Management (Cats and Dogs) Strategy, an uncoordinated and unresponsive approach to the future delivery and support of animal management operations may occur. This may hinder the progression of responsible pet ownership practice within the community.

Previous Council Resolution

At the Ordinary Meeting on 24 July 2014 (OM14/102), it was resolved:

That Council:

- (a) receive and note the report titled "Draft Domestic Animal Management (Cats and Dogs) Strategy 2014-2020"*
- (b) endorse the "Draft Domestic Animal Management (Cats and Dogs) Strategy 2014-2020" (Appendix A) for public exhibition and comment and*
- (c) request the Chief Executive Officer collate and consider all feedback received as part of the public exhibition and comment and present the final Domestic Animal Management (Cats and Dogs) Strategy to Council for consideration.*

Related Documentation

There are a number of related policies, strategies and legislation guiding and informing the Domestic Animal Management (Cats and Dogs) Strategy. These include:

Federal

- *Customs Act 1901*
- *Australia New Zealand Food Standards Code - Standard 3.2.2 - Food Safety Practices and General Requirements 2012*

State

- *Local Government Act 2009*
- *Guide, Hearing and Assistance Dogs Act 2009*
- *Animal Management (Cats and Dogs) Act 2008*
- *Animal Care and Protection Act 2001*
- *Disability Discrimination Act 1992*

Local

- *Sunshine Coast Council Corporate Plan 2014-2019*
- *Sunshine Coast Planning Scheme (2014)*
- *Sunshine Coast Open Space Landscape Infrastructure Manual (2013)*
- *Local Law No. 2 (Animal Management) 2011*
- *Subordinate Local Law No. 2 (Animal Management) 2011*
- *Sunshine Coast Open Space Strategy (2011)*
- *Sunshine Coast Social Infrastructure Strategy (2011)*
- *Sunshine Coast Compliance and Enforcement Policy (2009)*

Critical Dates

The adoption of the Strategy is a vital step towards ensuring Council has a plan for its animal management operations that motivates cat and dogs owners to fulfil their obligations as responsible pet owners so that animals and the community can coexist harmoniously.

Implementation

Upon adoption, the Domestic Animal Management (Cats and Dogs) Strategy 2014-2020 will undergo an extensive media and communications campaign, aiming to convey the key messages contained within the Strategy through various avenues to enhance responsible pet ownership across the region. An active community launch will showcase the Strategy, acting as the initial communication response to promote its adoption, intent and implementation.

The actions as described within the Strategy will be implemented over the next six years, providing Council with a targeted and consistent framework in the delivery of its animal management operations.

8.4 INFRASTRUCTURE SERVICES**8.4.1 STRATEGIC TREE AND NATIVE VEGETATION MANAGEMENT POLICY**

File No:	ECM
Author:	Senior Technical Officer Infrastructure Services Department
Appendices:	App A - Tree and Native Vegetation Management Policy 167
Attachments:	Att 1 - Tree Management Procedure 173

PURPOSE

Council has an obligation to manage and maintain trees located within council controlled land. The recently reviewed Tree and Native Vegetation Management Policy (Council controlled land) seeks to provide a more sustainable and consistent approach to the management of trees and native vegetation under council's jurisdiction.

This report aims to provide council with the background detail outlining the development of the policy and seeks council's endorsement of the same.

EXECUTIVE SUMMARY

The Sunshine Coast Region is widely acknowledged as a desirable place to live, work and play. The region is renowned by both local residents and visitors for its natural capital, spanning from pristine beaches to the hinterland. Trees form an essential component of this natural asset base, greatly improving the amenity, ambience and aesthetics of the region, particularly in the built environment where the numbers of trees may be restricted by development and other infrastructure.

Trees assist to connect and provide for the wellbeing of the community, providing shaded, connected spaces for social, cultural and recreational activities. They become part of the urban infrastructure that contributes to more liveable urban places and a strong sense of identity and character. Trees also provide numerous environmental and financial benefits and are known to enhance property values as they establish and mature. Trees also play a critical role in the functioning of natural ecosystems and are an investment in our future prosperity.

Council's vision to be Australia's most sustainable region - vibrant, green, diverse – entails an obligation to manage and preserve trees and native vegetation on council controlled land in an efficient, sustainable and safe manner, while preserving the unique character of the region for current and future generations.

The current Infrastructure Services policy - Urban Tree Management has recently been reviewed and rewritten as a higher level strategic policy, in order to define key management activities and to clarify roles and responsibilities for the management of the region's trees and vegetation. The revised policy provides guidance to appropriately manage trees (particularly in the urban setting) by incorporating modern tree management practices, such as the requirement for offsets and reflecting current community attitudes to trees, via a public risk based assessment approach.

The policy advocates that trees are predominantly managed from a risk management perspective that places a premium on public safety, and also recognises that some flexibility should be considered in circumstances where an alternative management approach is widely supported by, and of greater benefit to, the broader community. This should also assist to align community expectations in relation to tree matters, by providing a consistent and transparent tree management approach.

The policy and supporting documents will provide a council endorsed framework for understanding the tree resource, explain the responsibilities and objectives for tree management, including managing hazards associated with trees, tree value assessment, risk management strategies and offset provision. The policy will also assist in providing a consistent management approach on matters such as the unauthorised interference of trees.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Strategic Tree and Native Vegetation Management Policy”**
- (b) adopt the Strategic Tree and Native Vegetation Management Policy (Appendix A) and**
- (c) note the Tree Management Procedure as attached.**

FINANCE AND RESOURCING

As the policy is already in existence as a departmental policy and refers to the existing management and operational activities involving trees, there should be no additional finance or resource implications incurred for the day to day management of trees, however there may be some implications for capital works projects where the removal of a tree/s is unavoidable and offsets are required. The cost to provide such offset provisions will be considered part of the overall project cost.

Council currently spends approximately \$3.5 million annually on tree maintenance within the region, much of which is reactive works in response to customer requests. At present there is no designated funding for tree planting, with new plantings provided either in conjunction with capital works projects, via provision of offsets or through divisional funding.

It is anticipated that the proposed Street Tree Masterplan will provide further guidance in regards to prioritising and determining appropriate funding required to undertake an economically and environmentally sustainable level of proactive tree enhancement works, should the masterplan be supported by council.

CORPORATE PLAN

Corporate Plan Goal Outcome	3 - An enviable lifestyle and environment
	3.2 - Well-managed and maintained open space, waterways and foreshore assets
Operational Activity	3.2.5 - Develop a Tree and Native Vegetation Policy to enhance the region’s urban forest and implement a street tree planting program

CONSULTATION

Both internal and external consultation has been conducted, as outlined below.

Internal Consultation

A Strategic Discussion Forum was held on 19 May 2014, with all councillors. Both a presentation and open discussion session formed part of the strategic discussion forum. Individual councillors were also given the opportunity to meet with Parks and Gardens Management to further discuss the policy. Councillor feedback was generally very positive, particularly in regards to a public risk based approach and the provision for offsets being required to compensate the loss of trees.

Internal stakeholder consultation was undertaken in late 2013, whilst the policy was being reviewed and again recently, following the strategic discussion forum. All departments were given the opportunity to provide feedback/comment in regards to the policy with the following providing responses:

- Corporate Strategy and Delivery
- Community Services (Community Response)
- Infrastructure Services (Civil Works Services, Environmental Operations, Parks and Gardens, Project Delivery and Transport Infrastructure Management)
- Regional Strategy and Planning

The policy was generally well received, with stakeholders looking forward to a consistent council endorsed approach to tree management.

External Consultation

A consulting arborist, who specialises in tree management in the south east Queensland area was engaged to review and provide feedback in relation to the revised policy. The feedback provided was that the policy was in line with other major south east Queensland councils, with the modification of the offset provision methodology providing further value and more sustainable outcomes to council and the community.

Community Engagement

As the policy effectively concerns the existing operational tree management activities of council, there has been no community engagement undertaken, however the revised risk based assessment process should assist with tree assessments where community members raise concerns of personal or property safety.

PROPOSAL

Council seeks to recognise and sustain the contribution trees and native vegetation make as important assets to the region and seeks to promote higher rates of retention, replacement and compatibility with infrastructure, through sound planning and management practices.

These practices are based on the concept of ensuring the 'right tree in the right place' with a preference for locally native species and a 'no net loss' approach. This will ensure that any loss of trees and vegetation on council controlled land is compensated for via the provision of appropriate offset/replacement plantings.

The revised policy advocates that trees are predominantly managed from a risk management perspective that places a premium on public safety, and also recognises that some flexibility should be considered in circumstances where an alternative management approach is widely supported by, and of greater benefit to, the broader community.

A Tree Management Procedure has also been developed to support the policy and to provide further clarity particularly in relation to urban tree management matters, in recognising that many conflicts, removal or damage to trees can be proactively avoided through sound planning and design processes, with the retention of existing trees taking preference where possible.

The policy provides recognition that trees are important assets and significantly contribute to the natural capital of the region and should be managed as such. This sustainable approach promotes higher retention and protection rates of trees and native vegetation, ensuring that natural and constructed assets are compatible with and accommodate each other; the use of predominantly locally native species, thus increasing suitability and survival rates; and the provision of offsets where the removal of trees cannot be avoided.

The procedure will also assist to ensure a consistent and transparent management approach for key tree management activities such as assessment and maintenance, tree removal and offset provision, planting/new works and unauthorised interference with trees or native vegetation. The policy ensures that trees are not only considered from a maintenance perspective, but are also considered during both the design and construction stages of works, as it is acknowledged that many infrastructure conflicts can be avoided in the early stage of design.

These documents will help to further refine council's ongoing assessment and management of trees and assist to define the roles and responsibilities for the same. This consistent approach should assist to raise community awareness and understanding of council's position in relation to tree matters, whilst allowing the Chief Executive Officer or council to make the final determination where due process has been followed and a consensus cannot be reached.

The policy has been benchmarked with several major SEQ councils and reviewed and praised for its consideration of both risk and non-risk based assessment methods and modification of the offset provision methodology to achieve an overall no net loss. The policy has been circulated to internal stakeholders, with the majority of feedback received being very positive. This has been further supported with the revised technical aspects of the procedures, including the requirement for offset provision, having now been in practice for a period of time, resulting in increased clarity, flexibility and more sustainable outcomes for council and the community.

Council adoption of the policy will place the organisation in a position to provide more sustainable, consistent and transparent tree management practices and further strengthen council's position in relation to risk and legal mitigation.

Legal

The policy assists to manage council's legal obligation to manage trees on council controlled land and provides for consistency of response that establishes precedent which is important in legal situations. The policy should also assist in strengthening council's position in relation to defending insurance claims and undertaking action against unauthorised activities.

The Tree Management Procedure has been developed to assist with the implementation of the policy and to provide guidance in regard to interpretation.

Policy

There are no foreseeable policy implications, given that the revised policy seeks to further clarify council's position in relation to the management of trees and native vegetation on council controlled land.

Risk

The policy and associated procedures provides a framework to manage the potential risk of trees to both the public and property. This will further assist to mitigate council's exposure by providing a consistent, council adopted approach to managing trees. Whilst it is recognised that council cannot assess every tree on council controlled land, these documents will assist council in prioritising and managing trees from a risk priority basis, thus reducing the risk to both council and the community.

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

There are no critical dates relevant to this report.

Implementation

Relevant internal stakeholders will be advised should the policy be adopted by council.

8.5 CORPORATE STRATEGY AND DELIVERY

Nil

8.6 OFFICE OF THE MAYOR AND THE CEO**8.6.1 AUDIT COMMITTEE REPORT - 8 SEPTEMBER 2014**

File No:	ECM	
Author:	Manager Audit and Assurance Office of the Mayor and Chief Executive Officer	
Appendices:	App A - 2014 Audit Committee Charter	203
	App B - 2014 Internal Audit Charter	207
Attachments:	Att 1 - Audit Committee Minutes 8 September 2014	213

PURPOSE

To provide Council with information on matters reviewed at the Audit Committee Meeting held 8 September 2014 (*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), Cr Chris Thompson and Cr Christian Dickson.

The Audit Committee agenda was distributed electronically to all Councillors on 29 August 2014 with agenda reports categorised as Chief Executive Update, External Audit, Governance and Risk, and Internal Audit reports.

The Audit Committee has recommended to Council that the Audit Committee and Internal Audit Charters be endorsed.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Audit Committee Report - 8 September 2014” and**
- (b) endorse the Audit Committee Charter (Appendix A) and the Internal Audit Charter (Appendix B).**

FINANCE AND RESOURCING

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

CORPORATE PLAN

Corporate Plan Goal: *A public sector leader*

Outcome: 5.2 - A financially sustainable organisation

Operational Activity: 5.2.2 - Ensure council's finances are well managed and systems are in place to analyse performance, generate revenue and reduce costs and manage contracts and contract performance

CONSULTATION

Internal Consultation

- Chief Executive Officer
- Directors

External Consultation

- External members of the Audit Committee

Community Engagement

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

PROPOSAL

The Audit Committee is a mandatory Advisory Committee which meets three 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), Cr Chris Thompson and Cr Christian Dickson. The Audit Committee agenda has previously been 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 8 September 2014 Audit Committee Meeting were as follows.

Chief Executive Officer's Update

- Update of significant issues being addressed by Council.

External Audit Reports

- Queensland Audit Office 2013/14 Interim Audit Report was presented.
- The general purpose financial statements for 2013/14 were reviewed by the Audit Committee prior to their lodgment with the Auditor-General – Queensland.

Governance Reporting

- Work Health and Safety report covering safety indicators. The level of incidents has continued to steadily decrease over the period. There have been very few injuries and no reportable incidents to the Workplace Health and Safety Queensland during the quarter.
- Governance and Risk report covering strategic and operational risks, Business Continuity Plans, Complaints Management and the Risk Awareness Project being undertaken with Infrastructure Services with the assistance of a specialist in risk management.

Internal Audit Reports

The following reviews were undertaken and reports presented at the meeting.

- Sunshine Coast Airport Operations
- Lake Kawana Community Centre
- Infrastructure Charges
- Supply Depots – Inventory Management
- Natural Disaster Relief and Recovery Arrangements

The 2013-2014 internal work plan was fully completed with the reviews confirming strong controls operating in council's critical systems and processes. Management's implementation of the 26 internal and external audit recommendations is being monitored by the Audit Committee.

The Audit Committee and Internal Audit Charters were reviewed by the committee and recommended for Council's endorsement.

The Audit Committee Performance Assessment is undertaken periodically which provides assurance and improvement opportunities. The assessment questionnaire was completed by eleven respondents (2 committee councillors, 2 external committee members, Executive Leadership Team and the Queensland Audit Office). The assessment confirmed that the Audit Committee operations are satisfactory with some suggested improvement opportunities being addressed and monitored.

Legal

There are no legal implications with this report

Policy

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

Risk

Specific risks have been detailed in the various agenda reports.

Previous Council Resolution

There are no previous Council resolutions associated with this report.

Related Documentation

Audit Committee Agenda for 8 September 2014 was issued to Councillors 29 August 2014.

Critical Dates

There are no critical dates associated with this report.

Implementation

Implementation of both the Audit Committee resolutions and the 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 REGIONAL STRATEGY AND PLANNING****11.1.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - FOREST GLEN TRANSPORT**

File No: Traffic and Transport
Author: Manager Transport and Infrastructure Policy
Regional Strategy & Planning Department

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

11.1.2 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - SUNSHINE COAST PLANNING SCHEME 2014 (PELICAN WATERS WESTERN LAND AND REGIONAL ZONING ANOMALIES - MAJOR AMENDMENT)

File No: Statutory Meetings
Author: Senior Strategic Planner
Regional Strategy & Planning Department

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

11.1.3 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - PLANNING APPEAL - MUDJIMBA

File No: Statutory Meetings
Authors: Manager Development Services
Regional Strategy & Planning Department
Solicitor
Office of the Mayor and Chief Executive Officer

This report is confidential in accordance with section 275 (g) of the *Local Government Regulation 2012* as it contains information relating to any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act.

11.2 CORPORATE SERVICES**11.2.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - EXCEPTION UNDER LOCAL GOVERNMENT REGULATION 2012- LEASE OF OFFICE BUILDING**

File No: ECM
Author: Principal Property Officer
Corporate Services Department

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

11.2.2 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - MOOLOOLABA LAND ACQUISITION

File No: ECM Statutory Meetings
Author: Coordinator Property, Projects and Development
Corporate Services Department
Attachments: Att 1 - Property Information
Att 2 - Site Location
Att 3 - Proposed Future Road Layout

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

11.3 COMMUNITY SERVICES

Nil

11.4 INFRASTRUCTURE SERVICES**11.4.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - PROPOSED PROPERTY ACQUISITION BURNSIDE****File No:** 21462**Author:** Project Officer
Infrastructure Services Department

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

11.5 CORPORATE STRATEGY AND DELIVERY

Nil

11.6 OFFICE OF THE MAYOR AND THE CEONil

12 NEXT MEETING

The next Ordinary Meeting will be held on 13 November 2014 in the Council Chambers, 1 Omrah Avenue, Caloundra.

13 MEETING CLOSURE