

Agenda

Ordinary Meeting

Thursday, 26 March 2015

commencing at 9.00 am

Council Chambers, 1 Omrah Avenue, Caloundra

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1 DECLARATION OF OPENING

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

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

That the Minutes of the Special Meeting (Sunshine Coast Investment Incentive Scheme Application) held on 12 February 2015 and the Ordinary Meeting held on 26 February 2015 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 MAKING A LOCAL GOVERNMENT INFRASTRUCTURE PLAN****File No:** ECM Statutory Meetings**Author:** Manager Transport and Infrastructure Policy
Regional Strategy & Planning Department

PURPOSE

The purpose of this report is to seek Council's approval to make a Local Government Infrastructure Plan, as required by State Government legislation.

EXECUTIVE SUMMARY

As part of the State Government's Infrastructure Planning and Charges Reform, Council is required to make a Local Government Infrastructure Plan (LGIP) for implementation no later than 1 July 2016. The legislation will remove Council's ability to apply trunk infrastructure conditions on development together with the levying of Infrastructure Charges, should that deadline not be met.

There is a legislative requirement calling on Council to formally approve the making of a Local Government Infrastructure Plan, which is the main purpose of this report. The Local Government Infrastructure Plan forms the basis for managing the limits of Council's preferred development fronts and identifies, for Council endorsement, the trunk infrastructure necessary to service that development. This capital investment makes up approximately 25% of Council's annual capital works program.

The proposed schedule for producing the Local Government Infrastructure Plan has hold points where Council's approval to progress is required, as outlined in the report.

It is recommended that the Local Government Infrastructure Plan be made with Council approval.

OFFICER RECOMMENDATION**That Council:**

- (a) receive and note the report titled "Making a Local Government Infrastructure Plan"**
- (b) in accordance with Section 982 (3) of the Sustainable Planning Action resolve to make the Sunshine Coast Regional Council Local Government Infrastructure Plan and**
- (c) note that a draft Local Government Infrastructure Plan will be provided for Council consideration and approval for submission to the Minister in August 2015.**

FINANCE AND RESOURCING

The making of a Local Government Infrastructure Plan, like its predecessor, the Priority Infrastructure Plan, will generally be prepared in-house. The Infrastructure Planners and Policy Officers will be assisted by an external Appointed Reviewer, required as part of the process set down by the State Government. A registered Local Government Infrastructure Plan Reviewer has been engaged, pending Council's approval to proceed, and it is anticipated the cost of this 'Review' will be approximately \$60,000; \$20,000 in 2014/2015 and \$40,000 in 2015/2016.

The ability to continue to collect Infrastructure Charges requires a State Government approved Local Government Infrastructure Plan to be effective as of 1 July 2016. The average revenue to Council over the last seven years is just over \$1 million per month, so significant revenue is at risk should the implementation date not be met.

CORPORATE PLAN

Corporate Plan Goal: *A strong community*
Outcome: 2.4 - People and places are connected
Operational Activity: 2.4.2.1 - Facilitate the delivery of efficient transport systems and connections

CONSULTATION

Internal Consultation

There has been no internal consultation.

External Consultation

There has been no external consultation.

Community Engagement

There has been no community consultation.

The need for extensive consultation will arise as the Local Government Infrastructure Plan is produced and goes through its public consultation process.

PROPOSAL

Background

In May 2014, Sunshine Coast Council adopted its first Planning Scheme, which included the Priority Infrastructure Plan as Part 4 of that Scheme. As the State driven process of Infrastructure Planning and Charges Reform reached its conclusion with legislative changes in June 2014, Council's Priority Infrastructure Plan became a Local Government Infrastructure Plan. However, a 24 month sunset clause applies to this document, with a new Local Government Infrastructure Plan required to be fully prepared and adopted by 1 July 2016 that complies with the State's Statutory Guidelines.

This report is an early requirement in the making of a new Local Government Infrastructure Plan, as under the legislation covering the amendment of a local planning instrument, a Council Resolution is required to formally recognise commencement of the amendment approval process. State Government Guidelines, Making and amending local planning instruments state that 'the local government must decide to make a Local Government

Infrastructure Plan' and the legal interpretation of 'decide' is that this calls for a resolution of Council.

Next Steps

Council's formal involvement in the process of producing a Local Government Infrastructure Plan will be limited to the following:

- i. Approving the making of a Local Government Infrastructure Plan (this report).
- ii. Endorsing the draft Local Government Infrastructure Plan for submission to the State for Ministerial Review (August, 2015)
- iii. Considering the Ministerial requirements for amending the Local Government Infrastructure Plan, and then endorsing the document as appropriate for public consultation (October, 2015)
- iv. Receiving the revised Local Government Infrastructure Plan following public submissions, and then endorsing for submission to the State for the second Ministerial Review (January, 2016).
- v. Council adopting the Local Government Infrastructure Plan following receipt and sign-off of the second Ministerial Review (June, 2016).

New State Government. At the time of compiling this report, no information is available as to whether the newly elected State Government will opt to make changes to the Guidelines, Legislation or timetables. It is considered prudent to continue along the Guidelines established by the previous government. It is noted that the Infrastructure Planning and Charges Reform was instigated by the previous Labour government, continued on, generally along the same lines, by the LNP government, so it is possible, but unlikely, that any changes of note will occur in the timeframes Council is currently obliged to work to.

Legal

There is a legal imperative for Council to have a conforming Local Government Infrastructure Plan in place by 1 July 2016 to be able to collect Infrastructure Charges from development. Section 982 (3) of the Sustainable Planning Action states:

“(3) Before 1 July 2016 –

- (a) An amendment to the PIP must be prepared in accordance with the guideline mentioned in section 117(2); and*
- (b) The amendment must be made.*

Section 976 (2) goes on to say:

(2) However, on or after 1 July 2016, a local government may not do any of the following unless its planning scheme includes an LGIP –

- (a) make a charges resolution as mentioned in section 630;*
- (b) impose conditions about trunk infrastructure under section 646, 647 or 650;*
- (c) give an infrastructure charges notice under section 636. (3)”*

Hence this report is considered necessary to provide the making of a Sunshine Coast Regional Council Local Government Infrastructure Plan, ensuring it has legal effect.

Policy

The Local Government Infrastructure Plan will replace the interim Local Government Infrastructure Plan currently effective as Part 4 of the Sunshine Coast Council Planning Scheme. This will then provide the ongoing legal currency to Part 4 of the Planning Scheme.

Risk

There are a number of risks attaching to this report, all relating to not having an approved Local Government Infrastructure Plan in place by 1 July 2016.

- Financial – Council will be unable to levy Infrastructure Charges on development past 1 July 2016, putting at risk approximately \$1 Million per month.
- Development Assessment – Without a Local Government Infrastructure Plan in place post 1 July 2016, Council will be unable to impose certain conditions on development relating to trunk infrastructure. This will also have a financial implication.

Previous Council Resolution

There are no previous Council resolutions relevant to this report.

Related Documentation

There is no related documentation relevant to this report.

Critical Dates

It is critical that the Local Government Infrastructure Plan is prepared, approved and effective as of 1 July 2016. Important key milestones leading up to the adoption of the Local Government Infrastructure Plan are outlined in the attached Project Schedule.

Implementation

It is proposed that the making of the Sunshine Coast Council Local Government Infrastructure Plan will occur through calendar year 2015 and be completed by 30 June 2016.

8.2 CORPORATE SERVICES**8.2.1 JANUARY 2015 FINANCIAL PERFORMANCE REPORT**

File No:	Financial Reports
Author:	Acting Coordinator Financial Services Corporate Services Department
Attachments:	Att 1 - January 2015 Financial Performance Report 17

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 January 2015 shows a positive variance of \$10.0 million compared to the forecast position.

A significant proportion of this positive result is due to timing of expenditure, with current forecasts suggesting Council is on track to achieve the full year budgeted operating result. Achievement of the full year budgeted operating result will allow Council to meet its debt repayments and capital expenditure commitments.

The operating result variation is made up of higher than expected revenue of \$1.3 million (less than 1%), and lower than expected operating expenses of \$8.7 million (4.2%). Further detail is provided in the proposal section of this report.

As at 31 January 2015, \$62.3 million (42.6%) of Council's \$146.1 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 "January 2015 Financial Performance Report".

FINANCE AND RESOURCING

There are no finance and resourcing implications from 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

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 January 2015 shows a positive variance of \$10.0 million compared to the forecast position.

A significant proportion of this positive result is due to timing of expenditure, with current forecasts suggesting Council is on track to achieve the full year budgeted operating result. Achievement of the full year budgeted operating result will allow Council to meet its debt repayments and capital expenditure commitments.

This operating result variation is made up of higher than expected revenue of \$1.3 million and lower than expected operating expenses of \$8.7 million.

Operating Revenue

Net Rates and Utility Charges

The favourable variance of \$164,000 is mainly due to cleansing charges being higher than the year to date budget by \$334,000, offset by Interest from Rates & Utilities being less than the year to date budget by \$284,000.

Fees and Charges

The \$883,000 favourable variance in fees and charges is due to the following items being higher than the year to date budget by the amounts shown:

- Development application revenue \$1.0 million;
- Sunshine Coast Holiday Park revenue \$391,000. This is offset by additional commission paid being \$89,000 above the year to date budget.
- Change of ownership/search fees \$135,000.

The above favourable variances are offset by:

- Waste tip fees \$307,000 less than the year to date budget (offset by cleansing charges of \$334,000);
- Major Venues, and Sport and Community Venues less than the year to date budget by \$195,000 and \$78,000 respectively. This has been partially offset by Other Revenue being higher than the year to date budget by \$101,000.

These items will be monitored and included in Budget Review 3 if appropriate.

Interest from Investments

Interest from investments has exceeded the year to date budget by \$502,000 due to higher than budgeted cash balances.

The effects of the increased cash were marginally offset by lower than budgeted interest rates.

Operating Contributions

Operating Contributions have exceeded the year to date budget by \$106,000 due to receipt of additional contributions from the Waste contractor for processed recyclables.

Other Revenue

Other revenue has exceeded the year to date budget by \$525,000 and is due to the following items exceeding the year to date budget by the amounts shown:

Items impacting the year end forecast

- \$75,000 disposal of light plant and higher year to date diesel fuel rebate;
- \$73,000 recoverable works along with associated costs;
- \$60,000 Commission – Emergency Management Levy;
- \$32,000 Payroll Tax refunds.

Items relating to timing or requiring further monitoring

- \$134,000 Waste – sale of recoverable materials;
- \$101,000 Major Venues, and Sport and Community Venues (rental/lease revenue);
- \$80,000 contribution to Waste education program from contractors;
- \$42,000 Rent/lease revenue relating to Council properties.

Operating Expenses**Employee Costs**

As at 31 January 2015, employee costs were below budget by \$2.8 million (4.0%).

The budget allows for a Certified Agreement increase but the actuals do not include this increase. A new Certified Agreement has not yet been finalised and it may contain a retrospective pay increase.

Materials and Services

As at 31 January 2015, materials and services costs were below budget by \$6.2 million or 7.3%.

Most year to date variances relate to timing or reactive budgets, with reduced activity during the holiday period. Year to date favourable variance amounts and details below:

- \$1.0 million utilities including
 - fuel \$467,000 (\$400,000 savings included in Budget Review 3) and
 - electricity \$335,000 (\$120,000 savings included in Budget Review 3)
 - water & sewerage \$239,000
- \$974,000 timing of materials spend in Civil Works Services
- \$872,000 reduced materials spend at Quarries offset by lower revenues
- \$511,000 maintenance of Council properties
- \$473,000 timing of environmental works including the Environment Levy program
- \$357,000 timing of lifeguard contract
- \$312,000 timing of turf maintenance contract due to weather

- \$236,000 timing of operating projects related to information technology
- \$129,000 insurance claim expense
- \$125,000 timing of delivery of Transport Levy projects
- \$63,000 timing of streetlighting maintenance
- \$59,000 court costs.

These items will be monitored through the year to gauge the impact on the year end result with adjustments included in the next budget review if appropriate.

Capital Revenue

Capital revenues, at \$28.0 million, are higher than the year to date budget by \$6.8 million or 31.9%. This is mainly due to:

- Capital Contributions, at \$10.7 million, have exceeded the year to date budget by \$6.2 million and the full year budget by \$3.0 million. An adjustment to this item will be included in Budget Review 3.
- Contributed assets, at \$13.3 million, are less than the year to date budget by \$729,000.
- Receipt of \$1.2 million Natural Disaster Relief and Recovery Arrangements (NDRRA) grant. This has not been budgeted for and relates to prior years. It has been noted for inclusion in Budget Review 3.

Capital Expenditure

As at 31 January 2015, \$62.3 million (42.6%) of Council's \$146.1 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	Commitments \$000
Buildings and Facilities	4,997	8,063	1,966	24.4%	1,542
Coasts and Canals	2,070	2,651	864	32.6	337
Divisional Allocations	2,888	3,237	1,173	36.2	272
Environmental Assets	946	1,241	319	25.7	195
Fleet	1,290	1,290	198	15.3	548
Parks and Gardens	9,349	14,691	8,288	56.4	1,537
Stormwater	6,202	6,584	2,938	44.6	924
Transportation	47,391	50,693	22,496	44.4	6,338
Information Technology	2,768	4,034	1,532	38.0	449
Strategic Land & Commercial Properties	18,751	26,737	10,745	40.2	1,675
Aerodromes	581	912	312	34.2	171
Sunshine Coast Airport	5,148	5,741	1,628	28.4	392
Holiday Parks	1,158	2,119	860	40.6	176
Quarries	1,950	2,204	561	25.5	123
Waste	8,403	15,942	8,444	53.0	2,079
TOTAL COUNCIL	113,892	146,140	62,324	42.6	16,758

Investment Performance

- All investment parameters remain within the guidelines established by the Investment Policy.
- For the month ending 31 January 2015 Council had \$215 million cash (excluding Trust Fund) with an average interest rate of 3.44%, being 0.43% above benchmark. This is compared to the same period last year with \$194 million cash (excluding Trust Fund) where the average interest rate was 3.65%, being 1.09% 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 2014/2015 Investment Policy.

Risk

There are no known current material financial risks currently impacting on this monthly report.

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

Previous Council Resolution**Special Meeting Budget 26 June 2014, Council adopted the 2014/2015 budget (Council Resolution SM14/24)**

That Council:

- receive and note the report titled "Adoption of the 2014/2015 Budget and Forward Estimates for the 2015/2016 to 2023/2024 Financial Years"*
- adopt the 2014/2015 Capital Works Program, endorse the indicative four-year program for the period 2015/2016 to 2018/2019, and note the five-year program for the period 2019/2020 to 2023/2024 (Appendix A) and*
- adopt the 2014/2015 Budget Schedules (Appendix A) including Forward Estimates.*

Ordinary Meeting 24 July 2014 - Council Resolution OM 14/100

That Council:

- receive and note the report titled "May 2014 Financial Performance Report" and*
- amend the 2014/2015 Budget by increasing the Strategic Land Capital Program by the amount of \$450,000 to accommodate the requirements of the Council resolution OM14/82.*

Ordinary Meeting 18 September 2014, Council adopted the Budget Review 1 2014/2015 – Council Resolution OM 14/131

That Council:

- receive and note the report titled "**Budget Review 1 2014/15**" and*
- adopt the amended 2014/15 Budget Financial Statements to include the identified operating and capital budget adjustments (Appendix A).*

**Ordinary Meeting 11 December 2014, Council adopted Budget Review 2 2014/2015
Council Resolution OM 14/173**

That Council:

- (a) receive and note the report titled "Budget Review 2 2014/2015" and*
- (b) adopt the amended 2014/2015 Budget Financial Statements to include the identified operating and capital budget adjustments (Appendix A).*

Ordinary Meeting 29 January 2015, Council Resolution (OM15/2)

That Council:

- (a) receive and note the report titled "November 2014 Financial Performance Report" and*
- (b) write-off unrecoverable income of \$172,711 GST exclusive (\$189,982.14 GST inclusive) in relation to Australian Aviation Career Services (AACS).*

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.

8.2.2 BUDGET REVIEW 3 2014/2015

File No: Reviews

**Author: Acting Coordinator Financial Services
Corporate Services Department**

To be provided as a late report.

8.2.3 SOLE AND SPECIALISED SUPPLIERS LISTINGS

File No:	Contracts	
Author:	Coordinator Procurement and Contract Performance Corporate Services Department	
Appendices:	App A - Sole Supplier List	35
	App B - Specialised Supplier List	43

PURPOSE

The purpose of this report is to present a list of sole and specialised suppliers to council for adoption as exceptions to the general contracting provisions contained in the *Local Government Regulation 2012*.

EXECUTIVE SUMMARY

The *Local Government Regulation 2012* provides different processes for council to establish medium and large-sized contractual arrangements for the provision of goods and services, including works.

For medium-sized contractual arrangements, which have a value of \$15,000, but less than \$200,000, three written quotes must be invited. For large-sized contractual arrangements, which are those with a value \$200,000 or more, written tenders must be invited.

The *Local Government Regulation 2012* also provides a number of exceptions to those general provisions. The sole and specialised supplier listings are two of those exceptions.

Council may resolve to create a sole supplier listing where it is satisfied that only one supplier is reasonably available for the goods or services sought.

Council may also resolve to create a specialised supplier listing, where because of the specialised or confidential nature of a service it would be impractical or disadvantageous to invite quotes or tenders.

Applications have been received from council officers who engage with suppliers that may satisfy either of those categories. Those applications have been assessed to determine if the suppliers meet the requirements for the proposed category.

A review process has also been conducted with council officers that engaged suppliers on the sole and specialised supplier listings that were established in July 2013. This involved the review of the value for money proposition of the contract with the supplier, the suppliers' performance, and risk assessment associated with the contract.

Resolution creating these lists will allow council to engage with these sole or specialised suppliers in a more timely and effective manner, ultimately providing for a better and more responsive service to the region.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Sole and Specialised Suppliers Listings"
- (b) adopt the Sole Supplier Listing (Appendix A) and
- (c) adopt the Specialised Supplier Listing (Appendix B).

FINANCE AND RESOURCING

Each department that utilises suppliers from the sole and specialised supplier listings will do so from their individual budgets.

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

The following have been consulted with.

Internal Consultation

Internal consultation has occurred on an ongoing and as-required basis since the establishment of the sole and specialised supplier listings in July 2013.

Consultation has been conducted with:

- council officers from each department who submitted an application to have a supplier included on one of the lists; and
- council officers from each department who conducted a review of suppliers from the previous sole or specialised supplier listings;

from the following branches:

Community Services

- Community Facilities and Planning
- Community Relations
- Community Response

Corporate Strategy and Delivery

- Communication
- Commercial Projects
- Sunshine Coast Airports

Corporate Services

- Corporate Governance
- Finance
- Procurement and Contracts
- Information Communication Technology Services

Infrastructure Services

- Fleet and Quarry Services
- Project Delivery
- Transport Infrastructure Management
- Waste and Resource Management

Office of Mayor and CEO

- Branch Management
- Legal Services

Regional Strategy and Planning

- Departmental Management
- Environment and Sustainability Policy
- Major Urban Developments
- Transport and Infrastructure Policy

External Consultation

No external consultation was required in the preparation of this report.

Community Engagement

No community engagement was required in the preparation of this report.

PROPOSAL

The *Local Government Regulation 2012* provides different processes for council to establish medium and large-sized contractual arrangements for the provision of goods and services, including works.

For medium-sized contractual arrangements, which have a value of \$15,000, but less than \$200,000, three written quotes must be invited. For large-sized contractual arrangements, which are those with a value \$200,000 or more, written tenders must be invited.

The *Local Government Regulation 2012* also provides a number of exceptions to those general provisions. The sole and specialised supplier listings are two of those exceptions.

Section 235 of the *Local Government Regulation 2012* states:

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if—

- (a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or
- (b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

With regards to the sole supplier listing, council must be satisfied that the supplier is the only one reasonably available. The proposed listing includes suppliers such as Australia Post, which is the only nationwide postal service reasonably available to council. Another example occurs when council contracts for larger information technology goods and services, such as with Technology One Ltd, who provide our property and financial computing systems. After taking the considered decision to commit to such systems, any future updates and upgrades of those services can only reasonably be obtained from the company that installed the original system. In this case, council may be satisfied that there is only one provider reasonably available.

Council may create a specialised supplier listing, where due to the specialised or confidential nature of the services sought, it would be impractical or disadvantageous to invite quotes or tenders. An example of this occurs with many of our outsourced legal services. These services are engaged because of council's need for specialised and experienced legal service providers, and/or because of the confidential nature of the services being sought. In these instances it would be impractical or disadvantageous to invite quotes or tenders.

Internal applications have been received from council officers who engage with suppliers that may satisfy either of those categories. Those applications have been assessed to determine if the suppliers meet the requirements of the relevant subsection that the application relates to.

A review process has also been conducted with council officers that engaged suppliers on the sole and specialised supplier listings that were established in July 2013. This involved review of the value for money proposition of the contract with the supplier, the suppliers' performance, and risk assessment associated with the contract.

When presented to council in July 2013, the Sole Supplier list included 63 suppliers, and the Specialised Supplier list included 124 suppliers.

There are 55 suppliers in the Sole Supplier list – Appendix A. Nineteen suppliers have been removed since this list was last adopted by council, and 11 additional suppliers included.

There are 139 suppliers in the Specialised Supplier List – Appendix B. Twelve suppliers have been removed since this list was last adopted by council, and 27 additional suppliers included.

Both the proposed Sole Supplier list – Appendix A, and Specialised Supplier List – Appendix B, provide for council's needs, and meet the requirements of section 235 of the *Local Government Regulation 2012*.

Legal

There may be legal implications if council was to contract with sole or specialised suppliers without either completing the normal contracting process, or resolving to create the proposed listings.

Policy

The following policy has been complied with:

- Procurement Policy

Risk

There is a risk associated with legislative compliance, should council not resolve to create the listings or fails to undertake the quote or tender process.

Previous Council Resolution

Ordinary Meeting 25 July 2013 - Council Resolution OM13/135

That Council:

- (a) receive and note the report title "Sole and Specialised Supplier Listings" and*
- (b) adopt the Sole Supplier Listing (Appendix A) and*
- (c) adopt the Specialised Supplier Listing (Appendix B).*

Related Documentation

- Individual application for Sole or Specialised Suppliers from council officers;

- Individual Sole and Specialised Supplier reviews by council officers; and
- Council's Procurement Policy.

Critical Dates

The lists will be effective from the date of the resolution.

Implementation

Implementation will immediately follow council resolution.

8.3 COMMUNITY SERVICES

8.3.1 PROPOSALS TO NAME COUNCIL INFRASTRUCTURE

File No:	Statutory Meetings	
Author:	Team Leader Community Connections Community Services Department	
Attachments:	Att 1 - Gilbert Park Locality Map.....	67
	Att 2 - Gilbert Park Map.....	69
	Att 3 - Skerman Bushland Reserve Locality Map.....	73
	Att 4 - Skerman Bushland Reserve Map	75

PURPOSE

This report seeks Council endorsement to name community land owned by Sunshine Coast Council.

EXECUTIVE SUMMARY

It is proposed to name two parcels of community land owned by Sunshine Coast Council as described below:

1. **Gilbert Park:** Lot 20, SP263989, 26 William Street, Moffat Beach
2. **Skerman Bushland Reserve:** Lot 14, CG4900 Whiting Rd, Glasshouse Mountains

The recommendation is made in accordance with the provisions of Local Law No. 4 (Local Government Controlled Areas, Facilities, Infrastructure and Roads) 2011, section 7, and is consistent with the requirements of Council's *Naming of Parks, Places, Community Infrastructure, Roads and Street Numbering Policy* (2010).

Gilbert Park

Council received an application from Councillor Tim Dwyer to name the site commonly known as William Street Park, as Gilbert Park in memory of the Gilbert Family who were previous owners of the land.

The proposal was assessed on 15 October 2014 by a Naming Panel consisting of staff from across Council. The Naming Panel's recommendation was reviewed by the Divisional Councillor (Division 2) for his input and endorsement.

A community engagement program undertaken by Council received no objections to the proposed name.

The recommendation in this report is to approve the proposal for the land to be named Gilbert Park.

Skerman Bushland Reserve

Council received an application from Helen Skerman to name the site commonly known as Kings Park East, as Skerman Park in memory of the Skerman family.

The proposal was assessed on 30 September 2014 by a Naming Panel consisting of staff from across Council. The panel was also consulted on 16 December 2014 and 6 February 2015 to consider feedback received through consultation and community engagement processes.

As a result of the internal consultation, the Naming Panel recommended that the naming proposal be amended to replace the word "Park" with "Bushland Reserve". This change was accepted by the applicant. The recommendation was reviewed by the Divisional Councillor (Division 1) for his input and endorsement.

A community engagement program undertaken by Council received one objection to the proposed name.

The recommendation in this report is to approve the proposal for the land to be named Skerman Bushland Reserve.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Proposals to Name Council Infrastructure"
- (b) support the recommendation of the Naming Panel's assessment of the proposed names
- (c) resolve to name the Lot 20, SP263989, 26 William Street, Moffat Beach to 'Gilbert Park' and
- (d) resolve to name the Lot 14, CG4900 Whiting Rd, Glasshouse Mountains to 'Skerman Bushland Reserve'.

FINANCE AND RESOURCING

If approved, all costs associated with the production and installation of signage will need to be met by Council.

Funds for this type of sign are typically sought through divisional allocation or nominated for future capital works.

CORPORATE PLAN

Corporate Plan Goal Outcome	2 - A strong community
Operational Service	We serve our community by providing this great service S4 - Community and cultural development and partnerships - providing planning, partnering and supporting the community through a range of community development, civic and cultural programs and grants
Corporate Plan Goal Outcome	3 - An enviable lifestyle and environment
Operational Service	We serve our community by providing this great service S16 - Recreation parks, trails and facilities - providing design, maintenance and management of council's public open space for active and passive recreation
Corporate Plan Goal Outcome	4 - Service excellence
Operational Service	We serve our community by providing this great service S21 - Customer and community relations - providing customer contact channels, media and public relations, civic and community events to keep the public informed, engaged and celebrating community life

CONSULTATION

Internal Consultation

In accordance with Council's *Naming of Parks, Places, Community Infrastructure, Roads and Street Numbering Policy*, a Naming Panel was convened which comprised of:

- Open Spaces Coordinator, Park and Gardens (Asset Custodian Parks)
- Senior Natural Areas Operations Officer, Environmental Operations
- Heritage Library Leader, Community Services
- Community Development Officer, Community Services

The Division 2 Councillor was consulted and reviewed the recommendations from the Naming Panel in relation to the Gilbert Park proposal.

The Division 1 Councillor was consulted and reviewed the recommendations resulting from the Naming Panel in relation to the Skerman Bushland Reserve proposal.

Other stakeholders, as per the Policy guidelines, may be invited to be a panel member, on a case-by-case basis. This was not required in this instance.

External Consultation

Specific external consultation was undertaken with the Caloundra Chamber of Commerce for Gilbert Park. No opposition was recorded.

Community Engagement

In line with Council's *Naming of Parks, Places, Community Infrastructure, Roads and Street Numbering Policy* and associated guidelines, Council engaged with the community via newspaper advertisements. Given the location of the parks it was determined that advertising in the local paper would net the greatest community response.

Gilbert Park

Following the assessment of the application by the Naming Panel, the proposal to name the park was advertised in the Caloundra News on 11 December 2014. The advertisement invited public feedback to the proposed name for the park within 28 days.

One phone call was received from the public regarding the naming proposal from this advertisement. The caller provided historical information regarding the family.

Skerman Bushland Reserve

Following the assessment of the application by the Naming Panel, the proposal to name the park was advertised in the Glasshouse Country News on 19 November 2014. The advertisement invited public feedback to the proposed name for the park within 14 days.

One letter was received in relation to this naming proposal. The respondent, while supporting the naming of a park or place in recognition of the Skerman family, expressed concern at the choice of the particular parcel commonly known as Kings Park. The respondent noted that King is the name of a pioneering family from the area dating back to 1898. Council officers contacted the respondent and advised that there are two parks commonly known as Kings Park in Glasshouse Mountains – Kings Park East and Kings Park West. This naming proposal only refers to the parcel of land commonly known as Kings Park East. The respondent agreed to the naming of the park commonly known as Kings Park East.

PROPOSAL

Local Law No. 4 (Local Government Controlled Areas, Facilities, Infrastructure and Roads) 2011, section 7 provides Council with the authority to name a place, including Council infrastructure.

Council's adopted Strategic Policy *Naming of Parks, Places, Community Infrastructure, Roads and Street Numbering* (2010) outlines the process through which names are proposed, considered and endorsed. All naming applications are assessed in accordance with the guiding principles set out in this policy.

This report seeks Council's endorsement to name Council owned community land as per recommendations from the Naming Panel.

On 30 September 2014, the Naming Panel considered an application submitted on behalf of Helen Skerman to name the parcel of land, commonly known as Kings Park East, Lot 14 CG 4900, Whiting Rd, Glasshouse Mountains, '**Skerman Park**'.

In addition, on 13 October 2014 the Naming Panel considered an application submitted by Councillor Tim Dwyer to name the parcel of land commonly known as William Street Park, Lot 20 SP263989, 26 William Street, Moffat Beach, '**Gilbert Park**'.

The Naming Panel was made up of the Asset Custodian (as determined in Council's Asset Matrix), the Heritage Officer to check historical accuracy, and a local Community Development Officer to provide comment on community engagement requirements. In this instance the Naming Panel consisted of the following Council Staff:

- Open Spaces Coordinator, Park & Gardens (Asset Custodian Parks)
- Senior Natural Areas Operations Officer, Environmental Operations
- Heritage Library Leader, Community Services
- Community Development Officer, Community Services.

Skerman Bushland Reserve

The recommendation is to approve the proposal for the parcel of land at Lot 14 CG4900, Whiting Rd, Glasshouse Mountains to be named 'Skerman Bushland Reserve'.

The name is in recognition of Douglas and his son Howard Skerman who were local citizens of the area from the late 1950's. Douglas Skerman was a Councillor with the Landsborough Shire Council, and was a sitting member when Landsborough Shire transferred to Caloundra Shire in 1968. Both Howard and Douglas contributed to promoting the Pineapple industry in the region and participated in farmers' markets throughout South East Queensland. Douglas Skerman was an active participant and committee member of local sporting clubs including BeeGees Soccer Club, Glasshouse Cricket Club, Beerwah Bowls and Beerwah Golf Club.

The applicant provided a petition to Council with signatures from 32 residents in support of the Naming Proposal.

One letter was received in relation to this naming proposal. While supporting the naming of a park or place in recognition of the Skerman family, the respondent expressed concern at the choice of the particular parcel commonly known name of Kings Park. The respondent noted that King is the name of a pioneering family from the area dating back to 1898. Council officers contacted the respondent and advised that there are two parks commonly known as Kings Park in Glasshouse Mountains – Kings Park East and Kings Park West. The proposal only refers to the parcel of land commonly known as Kings Park East. The respondent agreed to the naming of the park commonly known as Kings Park East.

Council officers inspected the land that was to be named Skerman Park. The parcel of land is located on a dirt track and is heavily vegetated natural bushland. The officers expressed some concern in relation to the use of the word “park” and the community expectation in relation to provision of infrastructure and open space. A recommendation to the panel and applicant was made to suggest the name be amended to “Skerman Bushland Reserve” to represent a more realistic assessment of the site. All panel members and applicant agreed to amend the term Park to Bushland Reserve.

Gilbert Park

The recommendation is to approve the proposal to name Lot 20 SP263989, 26 William Street, Moffat Beach to ‘Gilbert Park’.

The name is in recognition of George and Dorothy Gilbert who were previous owners of the land and actively involved in the community throughout the 1960s. George Gilbert donated funds to the Caloundra Committee for Services to the Ageing (CCSA) hall in 1972 and built the first supermarket in Caloundra. George also served on the Committee of the Services to the Ageing.

Council received only one phone call from the public consultation process commenting on historical information of both George and Dorothy Gilbert. The respondent was not opposed to the naming.

As per the Naming Panel recommendation and after consultation with the community and Councillors Dwyer and Baberowski, the proposed names for the identified parcels of land are recommended for approval:

1. Gilbert Park: Lot 20, SP263989, 26 William Street, Moffat Beach
2. Skerman Bushland Reserve: Lot 14, CG4900 Whiting Rd, Glasshouse Mountains.

Legal

Local Law No. 4 (Local Government Controlled Areas, Facilities, Infrastructure and Roads) 2011, section 7 provides Council with the authority to name a place:

Management of local government controlled areas, facilities, infrastructure and roads

Subject to the *Land Act 1994*, the local government may, by resolution, do the following things in respect of a local government controlled area (the relevant place) -

- (a) give the relevant place a name; and
- (b) establish specified classes, criteria and terms of membership regarding persons entitled to use the relevant place and any local government property, assets or resources at the relevant place; and
- (c) establish policies, guidelines and procedures regarding the operation and use of the relevant place; and
- (d) require the keeping of records by any person using the relevant place, including the -
 - i. records that must be kept; and
 - ii. place at which records must be kept; and
 - iii. period for which the records must be kept.

It should be noted this section includes the words “by resolution”. Section 257 of the *Local Government Act 2009* prohibits Council from delegating actions required to be undertaken by resolution, therefore each proposal will require a resolution from Council.

Policy

This report and recommendations are consistent with Council’s policy framework.

The proposal meets the criteria under the guiding principles of the Strategic Policy *Naming of Parks, Places, Community Infrastructure, Roads and Street Numbering* (2010).

Risk

No risks have been identified with the recommendations contained within this report.

Previous Council Resolution**Council Resolution (OM10/238) – 15 September 2010**

That Council:

- (a) receive and note the report titled “Sunshine Coast Regional Council Naming Policy”;*
- (b) make the delegation as detailed Naming of Community Facilities, Places, Social Infrastructure and Roads (Appendix A); and*
- (c) adopt the proposed Sunshine Coast Regional Council Naming Policy (Appendix B).*

Related Documentation

The following documentation is relevant to this report:

- Land Act 1994
- Local Government Act 2009
- Naming of Parks, Places, Community Infrastructure, Roads and Street Numbering Policy (2010)
- Local Law No. 4 (Local Government Controlled Areas, Facilities, Infrastructure and Roads) 2011.

Critical Dates

There are no critical dates relevant to this report.

Implementation

The applicant will be notified in writing of Council’s decision in relation to this recommendation.

8.3.2 DESCENDANTS OF SOUTH SEA ISLANDERS INC. COMMUNITY LAND LEASE

File No:	Statutory Meetings	
Author:	Manager Community Facilities & Planning Community Services Department	
Appendices:	App A - Lot Plan 962C311024.....	83
Attachments:	Att 1 - Locality Map Lot Plan 962C311024	85

PURPOSE

This report seeks Council's consideration to provide a letter of support to Descendants of South Sea Islanders Inc. in their application to the Minister for Natural Resources and Mines for a 50 year extension to their existing lease over Lot Plan 962C311024 (Appendix A).

EXECUTIVE SUMMARY

The Descendants of South Sea Islanders Inc. (DASSI) currently hold a 20 year lease over Lot Plan 962C311024 (Appendix A). This land is owned by the State of Queensland – Reserve for Recreation under control of Council as Trustee, with a land area of 40,470 square metres, which is zoned Environmental Management and Conservation.

DASSI's existing 20 year lease is due for expiration in 2017, and as part of their lease renewal considerations DASSI has requested a letter of support from Council for an extended lease term of 50 years over this parcel of land.

DASSI have a long history and strong physical and spiritual connection to Lot Plan 962C311024. A long term lease over the site will allow them to continue to manage and rejuvenate the environmental aspects of the land, as well as create a cultural sanctuary and provide potential educative and employment opportunities for DASSI and Aboriginal people into the future.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Descendants of South Sea Islanders Inc. Community Land Lease" and
- (b) provide a letter of support to Descendants of South Sea Islanders Inc. in their application to the Minister for Natural Resources and Mines for a 50 year extension to their existing lease over Lot Plan 962C311024 (Appendix A).

FINANCE AND RESOURCING

There are no funding implications for Council in relation to this report.

CORPORATE PLAN

Corporate Plan Goal: A strong community
Outcome: We serve our community by providing this great service
Operational Service: S4 - Community and cultural development and partnerships - providing planning, partnering and supporting the community through a range of community development, civic and cultural programs and grants

CONSULTATION

Internal Consultation

Internal consultation has taken place with a range of personnel in the following Departments/Branches:

- Division 9 Councillor Robinson
- Regional Strategy and Planning Department
- Transport and Infrastructure Management Branch
- Project Delivery Branch
- Civil Works Services Branch
- Parks and Gardens Branch
- Environmental Operations Branch
- Property Management Branch
- Community Response Branch
- Community Facilities and Planning Branch
- Legal Services Branch

External Consultation

External consultation was undertaken with the DASSI Committee. This identified that DASSI people have been connected with this land since the turn of the 20th Century.

The area along the Maroochy River in Bli Bli was a place of refuge where Aboriginal and DASSI people came to be treated by traditional healers and take time to recuperate. Islander cottages were located in this area and nearby middens indicate Islander habitation along a vast stretch of the river in this area.

The mangroves along the river bank are regenerating and the DASSI intend to assist this natural regeneration process through the removal of exotic species and the preservation of natural flora.

An extended lease over this lot will provide DASSI with opportunities to engage in environmental management and promote and utilise the area as part of a cultural reserve.

In addition, the Sunshine Coast Heritage Reference Group was consulted and unanimously supported this proposal at their meeting held on 31 July, 2014.

Community Engagement

Broader community engagement has not been undertaken to inform this report.

PROPOSAL

DASSI on the Sunshine Coast have an extensive history and strong physical and spiritual connection to the land along the Maroochy River in the Bli Bli area. The wetlands and waters were well traversed by these people and were places where they lived, fished and sought respite and healing. The area around Bli Bli land is steeped in the history of the DASSI and Aboriginal people.

Lot Plan 962C311024 is owned by the State of Queensland – Reserve for Recreation under control of Council as Trustee, with a land area of 40,470 square metres. It is zoned Environmental Management and Conservation. DASSI has held a 20 year lease over this land since 1997, which is due to expire in 2017. The lease states that it is for the purposes of a Cultural Centre and Museum. This concept did not proceed due to access and flooding issues and the remoteness of such a facility from a security perspective. During the term of the current lease, DASSI have engaged in some environmental work on the land.

DASSI has requested Council's support for their application to the State Government for an extended lease term of at least 50 years over this parcel of land. The *Land Act 1994* makes allowance for the Minister to consider 50 year leases. This support from Council would be expressed via written correspondence to the State Government.

A long term lease over 962C311024 in Bli Bli will allow DASSI to manage and rejuvenate the environmental aspects of the land; create a cultural sanctuary; provide potential educative and employment opportunities; preserve the cultural heritage of the site; and make it available for cultural ceremonies and family connections for DASSI and Aboriginal people.

Legal

The request for a 50 year lease over Lot Plan 962C311024 is a matter for the State Government.

Policy

The *Community Groups Occupying Council Owned or Council Controlled Land and/or Infrastructure Policy*, allows for tenure periods longer than 10 years to be considered by Council under exceptional circumstances.

Risk

There are no compliance risks related to this proposal.

DASSI intend to provide Council with an Environmental Management Plan, which will assist Council in assessing any environmental risks relating to this proposal.

Previous Council Resolution

There is no previous Council resolution relevant to this report.

Related Documentation

Various legislation and documentation are relevant to this report, including:

- *Land Act 1994*
- *Local Government Regulation 2012*
- *Community Groups Occupying Council Owned or Council Controlled Land and/or Infrastructure Policy 2014*

Critical Dates

There are no critical dates relevant to this report.

Implementation

Should Council support the recommendations within this report, Council officers will:

- prepare a letter of support to the Minister for Natural Resources and Mines for DASSI in their application for a 50 year extension to their existing lease over Lot Plan 962C311024, as identified in Appendix A.

8.3.3 RESERVE 1000 DRAFT MASTER PLAN 2015-2030

File No:	ECM 26 March 2015
Author:	Coordinator Sport and Community Venues Community Services Department
Appendices:	App A - Reserve 1000 Draft Master Plan 2015-2030 (Under Separate Cover) Att Pg 5
Attachments:	Att 1 - Reserve 1000 Flora and Fauna Study (Under Separate Cover) Att Pg 71

PURPOSE

The purpose of this report is to seek Council's endorsement of the Reserve 1000 Draft Master Plan 2015-2030 (Appendix A) for the purposes of public exhibition and comment.

EXECUTIVE SUMMARY

Reserve 1000 is an approximate 32 hectare site situated on the corner of Caloundra Road and Pelican Waters Boulevard, Golden Beach. The reserve is home to a number of user groups.

The purpose of the Reserve 1000 Draft Master Plan 2015-2030 is to provide a long term vision for the reserve, identifying what it should look like and how it should function into the future. The draft Master Plan updates the existing Reserve 1000 Landscape Master Plan 2002.

During development of the draft Master Plan, it was identified that sports played across Reserve 1000 were experiencing significant and immediate stress due to the shortage of available field space, coupled with high member participation, particularly the sports of soccer, netball and AFL. This will be exacerbated into the future due to the continued growth in these sporting codes and the projected population growth in the primary and secondary sporting catchments.

With these factors in mind, the key recommendations of the draft Master Plan include:

- Development of an additional AFL field and rugby league field to accommodate growth in these sports;
- Construction of three additional outdoor netball courts adjacent to the Caloundra Indoor Stadium to accommodate growth in netball;
- Removal of approximately nine hectares of remnant vegetation within the centre of the reserve to accommodate up to five new rectangular sports fields, parking and clubhouse facilities for soccer;
- Maintain significant population of *Acacia Attenuata* and where appropriate, replant vegetation around *Acacia Attenuata* community and along existing and proposed drainage corridors;
- Improve parking across the reserve to mitigate the intensive use of informal road side parking adjacent to existing sports fields and on surrounding major roads; and
- Extend walk/cycle pathways to connect southern and central zones to improve pedestrian connectivity within the site.

The intent of the master plan is to inform the future development of Reserve 1000 over a period of up to 15 years, so that ad-hoc improvements are avoided and community use and long term viability are maximised.

Through the process of developing the draft Master Plan and this Council report, consideration has been given to other key Council strategies, community needs, population projections, statutory policies and regulations. Of note are the recommendations contained in the detailed Flora and Fauna Study (provided as Attachment 1), which recognises the need to protect, rehabilitate and replant around the vulnerable Acacia Attenuata tree population.

The Reserve 1000 Draft Master Plan 2015-2030 is presented to Council for endorsement for the purposes of public exhibition and comment.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Reserve 1000 Draft Master Plan 2015-2030”**
- (b) endorse the “Reserve 1000 Draft Master Plan 2015-2030” (Appendix A) for public exhibition and comment**
- (c) authorise the Chief Executive Officer to seek further detailed advice from relevant State and Federal government agencies in relation to the Draft Master Plan proposals**
- (d) request the Chief Executive Officer to collate and consider feedback received as part of the consultation undertaken including relevant statutory processes and present the draft Master Plan for further consideration by Council.**

FINANCE AND RESOURCING

The costs of implementing the recommendations of the Master Plan are recognised as being beyond the capacity of Council to fund in its own right. The adoption of the Master Plan would provide Council, user groups and stakeholders a sound base to lobby for external funding opportunities to implement recommended upgrades and improvements. It will also provide Council and relevant stakeholders / community groups with a strategic direction to implement improvements in a clear and focused way, and provides a foundation for grant applications and future facilities planning.

The indicative-only capital cost of short, medium and long term recommendations within the draft Master Plan are as follows:

- | | |
|------------------------------------|--------------------|
| • Short term (within next 5 years) | \$1,912,000 |
| • Medium term (6 - 10 years) | \$4,685,000 |
| • Long term (10 years +) | \$1,042,000 |
| • Total | \$7,639,000 |

Project funding has been allocated for the implementation of the Reserve 1000 Master Plan through Council’s 10 year Capital Works Program. Council’s Capital Works Program (2015/16 – 2024/25 pending endorsement) includes:

- \$150,000 in 2015/16 for staged construction of Master Plan initiatives
- \$420,000 in 2016/17 for staged construction of Master Plan initiatives
- \$275,000 in 2017/18 for staged construction of Master Plan initiatives.

This is in addition to the \$175,000 allocation to Reserve 1000 through the Capital Works Program in 2014/15. These funds have been utilised to provide fencing upgrades on Pelican Boulevard and on the design and formalisation of the soccer car park.

This funding is currently in the Local Government Infrastructure Plan (LGIP) program for 2015/16, however the LGIP program is currently under review as required by the recent amendments to the State Government legislation. The proposed scope of works in the draft master plan will be reviewed in this process for Council's consideration.

It should be noted that there a range of other budget requirements not fully costed within this budget, including funding for the ecological and cultural heritage studies and potential offset costs. These studies could potentially have further influence on the budget in areas such as traffic management, car parking, drainage, and the cost of filling the site to the flood immunity levels required.

CORPORATE PLAN

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

Corporate Plan Goal: *A strong community*
Outcome: We serve our community by providing this great service
Operational Service: S12 - Sporting facilities - providing regional, district and community sport and recreation facilities including aquatic centres, showgrounds and multi-sports fields

CONSULTATION

Internal Consultation

Internal consultation has occurred throughout the development of the Reserve 1000 Draft Master Plan 2015-2030 with the following stakeholders:

- Mayor and Divisional Councillors – Strategic Discussion Forum (SDF) conducted 23 February 2015
- Community Facilities and Planning
- Development Services
- Economic Development
- Environment and Sustainability Policy
- Environmental Operations
- Parks and Gardens
- Project Delivery
- Property Management
- Transport and Infrastructure Policy
- Transport Infrastructure Management.

Outcomes of the SDF conducted on 23 February 2015 were that Councillors supported the progression of a preferred design option as presented in this report for public review and feedback. It is noted however that Council's Regional Strategy and Planning, and Infrastructure Services departments have expressed concern in relation to the draft Master Plan due to the proposed removal of approximately nine hectares of remnant vegetation being inconsistent with the principles of the *Sunshine Coast Biodiversity Strategy 2010-2020*, and the strategic direction to build larger centralised sports grounds outlined in the *Open Space Strategy 2011*. It has been flagged internally that these matters will require significant attention.

External Consultation

Consultation has also occurred with the following external organisations throughout the development of the draft Master Plan:

- Caloundra City Soccer Club
- Caloundra Indoor Stadium, including user groups
- Caloundra and District Senior Rugby League Club
- Caloundra Indoor Bowls Association
- Caloundra AFL Club
- AFL Queensland
- Caloundra Little Athletics Club
- Department of National Parks, Recreation, Sport and Racing
- Caloundra Christian College
- Caloundra City Private School
- Caloundra State High School
- Currimundi State School
- Pacific Lutheran College
- Talara Primary College.

Community Engagement

In April 2014, Reserve 1000 user groups were invited to a workshop regarding the development of the draft Master Plan. User groups were also surveyed on factors such as usage, membership, level of satisfaction, management options, accessibility, maintenance and future visions for the reserve.

Themes that emerged from this consultation included:

- User groups liked being located at the complex and did not want to relocate elsewhere to accommodate future need;
- Expanded and upgraded car parking, especially in central and northern areas of the site is required;
- Need to improve safety of patrons along Pelican Waters Blvd on game days;
- Significant need for expansion of playing fields and courts (soccer, netball, AFL and little athletics) due to high membership and demand;
- Upgrades required to drainage and irrigation to playing surfaces – extensive year round use does not permit sufficient resting of AFL fields; and
- Need for improved club and ancillary facilities throughout the reserve.

Ongoing engagement has occurred with these groups throughout the development of the Reserve 1000 Draft Master Plan 2015-2030.

Additionally, local schools were surveyed regarding their usage and level of satisfaction with the facilities and were invited to provide facility improvement suggestions.

PROPOSAL

Background

Reserve 1000 is comprised of three parcels of land covering approximately 32 hectares. The site is situated on the corner of Caloundra Road and Pelican Waters Boulevard, Golden Beach. The majority of the land is contained in one parcel (30.9ha) Reserve for Recreation – trustee land and the balance in freehold owned by Council and the Caloundra and district senior rugby league club.

The previous Reserve 1000 Landscape Master Plan was completed in 2002 by Caloundra City Council. The 2002 plan sought to achieve a balance of uses on the site, including increasing recreation and passive uses and to protect the existing vegetation.

Since this time, a range of factors have influenced the need to update Council's strategic vision for the reserve.

The Reserve 1000 precinct provides sporting and recreational opportunities for residents of Caloundra, Golden Beach, Pelican Waters and the wider Sunshine Coast community and is home to a number of user groups, including:

- Caloundra City Soccer Club
- Caloundra Indoor Stadium
 - Caloundra District Netball Association
 - Caloundra Basketball Association
 - Sunshine Coast Futsal Association
- Caloundra and District Senior Rugby League Club
- Caloundra Indoor Bowls Association
- Caloundra Australian Football Club
- Caloundra Little Athletics Club

Master Plan Elements

The development of the Reserve 1000 Draft Master Plan 2015-2030 has involved an extensive process to ensure alignment with, community needs, population projections, statutory policies and regulations. Council's key strategies have also been considered in the development of the Draft Master Plan and are addressed throughout this report.

The draft Master Plan considers:

- functionality, configuration, usage and capacity of the site;
- current character of the landscape;
- needs across various sports and recreation uses, including current and future tenants;
- emerging trends and issues;
- levels of service and resources;
- catchment area and current and future population demographic demands;
- events and sport and recreation delivery;
- car parking, traffic and pedestrian movement/management requirements;
- community expectations and needs;
- council's *Sunshine Coast Sport and Active Recreation Plan 2011-2026* and *Sunshine Coast Open Space Strategy 2011*;
- relevant planning constraints and opportunities, including environmental, flood immunity, land zonings, development approval requirements, proposed infrastructure improvements, surrounding site etc.; and
- current and proposed tenure arrangements.

Key recommendations of the draft Master Plan include:

- Development of an additional AFL field and rugby league field to accommodate growth in these sports;
- Construction of three additional outdoor netball courts adjacent to the Caloundra Indoor Stadium to accommodate growth in netball;
- Removal of approximately nine hectares of remnant vegetation within the centre of the reserve to accommodate up to five new rectangular sports fields, parking and clubhouse facilities for soccer;
- Maintain significant population of *Acacia Attenuata* and where appropriate, replant vegetation around *Acacia Attenuata* community and along existing and proposed drainage corridors;

- Improve parking across the reserve to mitigate the intensive use of informal road side parking adjacent to existing sports fields and on surrounding major roads; and
- Extend walk/cycle pathways to connect southern and central zones to improve pedestrian connectivity within the site.

Demand and Forecast Needs

Demand and membership across clubs currently based within Reserve 1000 includes:

- Caloundra City Soccer Club - has experienced a major increase in membership in the last three years (+120 to current membership of 500) and a 345% increase in player numbers over the past six years
- Caloundra Australian Football Club has increased to 294 members (+43) in the last three years
- Caloundra Little Athletics Club has increased to 300 (+40) in the last three years
- Caloundra District Netball Association – membership has declined by 77 members in the last three years, however remains by far the largest club participant on the site and one of the largest clubs across the region with 1,147 members
- Caloundra Amateur Basketball Association - membership has increased to 200 members (+110) in the last three years
- Caloundra Rugby League have reduced to 318 (-62) members in the last three years
- Caloundra Indoor Bowls Clubs – membership has reduced to 181 (-55) in the last three years, however it should be noted that the club's facilities are used by a range of community groups.

Strategic Context

The projected population growth to 2031 in the primary catchment areas of Golden Beach / Pelican Waters, Caloundra West, Caloundra / Kings Beach, and Moffatt Beach / Battery Hill is almost 46,000. The majority of this growth is contained in the Caloundra South development. Provision of sports ground infrastructure to meet this population growth is proposed to be delivered within the development by the Developer. Projected population growth to 2031 in the secondary catchment areas serviced by Reserve 1000 is projected to be over 8,500. Within the identified catchment of Reserve 1000 there are existing sportsgrounds consisting of three district and one SCC wide level facilities. These include Kawana Sports Precinct, Central Park Sports Grounds and Meridan Fields Sports grounds.

Currently the Kawana Sport Precinct is at or near capacity; Central Park, Caloundra is near capacity in terms of playing field space, but has the capacity to accommodate some growth in tennis and gymnastics; while Meridan Fields Sporting Complex has the capacity to accommodate sports demand in the approved master plan – stage 2 to service population growth in the catchment. In addition to existing facilities, Council undertook a strategic land purchase on Caloundra road adjacent to Corbould Park in 2011 for sport, community and civic purposes in the medium to long term. The Caloundra Road site is 75 hectares in size with capacity to develop district and regional sports and associated facilities yet to be determined. The site provides opportunities to achieve the economies of scale efficiencies in line with Council's endorsed policy direction to establish larger centrally located sports grounds. Council's Capital Works Program (2015/16 - 2024/25 pending endorsement) includes an allocation for initial site planning and investigations of the Caloundra Road sports field site commencing in 2018/19.

Consideration has been given to the relocation of the Caloundra City Soccer Club to Meridan Fields Sporting Complex to co-locate with Caloundra Football Club (soccer). The sheer volume of membership would prohibit this co-location, with both clubs in excess of 400 members. The co-location of Federation Soccer and Churches Soccer clubs is also prohibitive, and would not be supported by either club due to the difference in core principles of both entities.

Given the increased pressures placed on Caloundra City Soccer Club by the sharp growth in membership, the draft Master Plan provides for the relocation of soccer within the reserve to the area north of Burke St, catering for existing and future needs of soccer. This also allows a new junior AFL field to be developed on the area formerly occupied by soccer.

The provision of a senior and junior AFL field within the reserve is in line with AFL Queensland's preferred model of available field space for clubs with junior and senior activity. This will also provide improved opportunities for a club of this size to schedule adequate training and games space across two ovals. Reducing pressure off the existing single AFL field space will also provide opportunities for increased Little Athletics membership and activation during season cross over.

Relocation of Caloundra AFL Club to Meridan Fields Sporting Complex has also been considered, including discussions with the club and AFL Queensland. The club has expressed a strong desire to remain at its North Street base due to historical connections and to capture the anticipated population growth in the primary and secondary catchments. AFL Queensland supports this position noting a strategic preference to relocate the Kawana Junior AFL Club to Meridan Fields Sporting Complex given the high growth this club has experienced over the past five years and to allow the club to expand into senior level competition. Facility upgrades that address future needs for rugby league and netball are also addressed in the draft Master Plan, as are resolutions for access and parking constraints.

Zoning

Reserve 1000 (Lot 518 CP857226) is State owned land under Council trusteeship and zoned as "sport and recreation" in the *Sunshine Coast Planning Scheme 2014*. The draft Master Plan proposed vegetation clearing if undertaken by Council is considered an exempt activity under the *Sustainable Planning Act 2009*.

There are however a number of State referral agencies, including the Department of Environment and Heritage Protection and Department of Natural Resources and Mines, which Council may require to obtain statutory approval from to proceed with the Reserve 1000 proposal.

Environment

The vegetated portion of Reserve 1000 is currently managed as part of Council's Bushland Reserve estate. The total vegetated area within the reserve is approximately 11 hectares of remnant and two hectares of non-remnant vegetation including:

- Nine hectares of 12.2.7 Melalueca Quinquenervia open forest woodland; and
- Two hectares of 12.3.6 mixed forest of Melalueca and Eucalypt.

Both of these ecosystems have a current *Vegetation Management Act 1999* conservation status of 'least concern' however, at a Sunshine Coast local government area scale they are considered to be vulnerable having lost 70% and 73% respectively of their pre-clearing extents.

The hydrology of the area is critical to the site's remnant vegetation communities, which are mapped as wetlands in the Biodiversity, Waterways and Wetlands Overlay. Any changes to hydrological regimes associated with vegetation clearance, drainage and sports field construction would need to be carefully considered to ensure there are no impacts on the remaining vegetation communities.

The draft Master Plan recommends the removal of approximately nine hectares of remnant vegetation throughout the reserve for the purpose of newly constructed sports fields and car parking. Separate to the area proposed for vegetation removal, the draft Master Plan recognises the need to protect and replant around the vulnerable *Acacia Attenuata* tree

population, as recommended in the detailed Reserve 1000 Flora and Fauna Study (Attachment 1). *Acacia Attenuata* is classified as vulnerable under the *Nature Conservation Act 1992* and the *Commonwealth Environment Protection and Biodiversity Conservation Act 1999*.

No other threatened flora species were identified in the Reserve 1000 Flora and Fauna Study separately conducted. The flora and fauna survey noted that the site is largely disconnected from other significant vegetation communities and has no logical connectivity link due to the site being flanked by roads, dense residential and sports field boundaries.

However, The Flora and Fauna Study (page 15 of Attachment 2) identifies that the study site does provide suitable habitat for acid frogs and Lewin's rail and makes the following recommendations in respect of construction of the study site and improving the environmental values of the land:

1. A detailed amphibian survey should be conducted at dawn and dusk following considerable rainfall as it is likely that significant species could be present and only identifiable during these conditions.
2. Sunshine Coast Council consult with a Lewin's rail specialist ornithologist in relation to confirming the likely presence of this species on the site and management requirements around protecting the species and its habitat in light of the proposed construction works for the sports fields.
3. Protection, rehabilitation and replanting around the *Acacia Attenuata* and along the drainage lines should be considered as a high priority for its potential for improving the immediate habitat on the site and providing a filtration system for nutrients generated from the sports complex. Where possible the maximum revegetation width achievable should be implemented.
4. Compensatory habitat in the form of nest boxes, and felled larger trees should be incorporated within the remaining vegetation.
5. Due to even common fauna being present on the site, a fauna spotter / catcher should be present to relocate any species disturbed by construction clearing works.
6. Undertake declared weed control in accordance with the LP Act and DAFF recommendations. This should be undertaken prior to earth works associated with the expansion works to prevent the potential for propagative material dispersal and weed spread.
7. Undertake environmental weed control in accordance with DAFF recommendations. This could be undertaken at the same time as rehabilitation and replanting works.

The draft Master Plan has identified prescribed Matters of National Environmental Significance (listed flora species *Acacia Attenuata*) which it proposes to avoid and buffer, likely mitigating permit and potential offset responsibilities, however advice will need to be sought from the Commonwealth under the relevant *Environment Protection and Biodiversity Conservation Act 1999*.

Despite the exemptions for the impacts associated with vegetation clearing under the *Sustainable Planning Act 2009* and *Sunshine Coast Planning Scheme*, the incorporation of appropriate offsetting measures as a part of delivering this project needs to be considered in order for Council to deliver on its corporate vision and strategic biodiversity outcomes.

Council's Infrastructure Services Department currently implement an Executive endorsed *Departmental Tree and Native Vegetation Management Policy* and Guidelines that achieves a 1:1 offset ratio for works undertaken on Council owned and managed land where the activity involves the removal of native vegetation.

The estimated cost of delivering a revegetation offset on existing available Council land may range from \$35,000 to \$55,000 per hectare. The draft Master Plan recognises this and includes an indicative allocation for offsets associated with proposed vegetation removal. It should however be recognised that if any Environment Protection and Biodiversity Conservation requirements are triggered, the ratios identified above could increase.

If there is no suitable Council land available for offsetting works, then consideration and acquisition of appropriate land for offsetting purposes would need to be incorporated into project costs. Investigations are currently underway to identify potential receiving sites with the requirements for the identification of potential receiving sites to be informed by the outcomes of the recommended amphibian and bird surveys.

In addition, a cultural heritage assessment for the site including consultation with Aboriginal representatives will be required to ensure duty of care obligations are fulfilled in respect of any Indigenous heritage matters. Operational works approvals may also be required if works are carried out on undeveloped parts of the site.

Flood and Stormwater Management

The site is subject to flooding and is identified as a flooding and inundation area in the *Sunshine Coast Planning Scheme's* Flood Hazard Overlay mapping. A watercourse is also mapped on the site as identified in the Natural Waterways and Wetlands Overlays. The site is <5m Australian Height Datum, so ground disturbance will need to consider the presence of, and need to potentially treat, acid sulphate soils.

Flood mapping shows the majority of the Reserve 1000 site is clear of inundation apart from a central vegetated portion where the new soccer fields are proposed to be developed. The proposed new soccer field development area has a flood depth profile of <0.5m in a 1:10 year flood event, and a flood depth profile of 0.5m–1.0m in a 1:100 year flood event.

Historically there has been some public concern for the drainage as the flow paths within the Reserve 1000 site are constrained in their ability to discharge to Duck Holes Creek, and, as a result water ponds at the Pelican Waters Boulevard culverts. The Reserve 1000 development presents an opportunity to improve the drainage within this area and address any concerns for poor site amenity following rain events. Similar drainage works were required and constructed for the Meridan Fields Sporting Complex.

Legal

There are no legal implications to the development and endorsement of this report, however upgrades will need to be considered in line with current and future tenure 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. Both documents have been reviewed and used to guide the final recommendations within the Reserve 1000 Draft Master Plan 2015-2030.

The previous Reserve 1000 Landscape Master Plan was completed in 2002 by Caloundra City Council. The 2002 plan sought to achieve a balance of uses on the site including increasing recreation and passive uses and to protect the existing vegetation. Since this

time, a range of factors have influenced the need to update Council's strategic vision for the reserve. These changes include:

- Adoption of the *Sunshine Coast Open Space Strategy 2011*. This document in part supports the implementation of the Reserve 1000 Draft Master Plan in addition to the following future directions:
 - Improving long-term financial viability through shared support infrastructure such as club houses, car parks and water re-use; planning for effective links to community by public transport, cycle and pedestrian paths; considering accessibility to the community for unstructured recreational activities; and advocating for appropriate investment in land, construction and maintenance to increase capacity of existing open space and minimise need for additional open space
 - Protecting and developing the existing district sports grounds across the Sunshine Coast

It is recognised that a policy direction outlined in the *Open Space Strategy 2011* for sports grounds is to: “establish larger, centrally located sports grounds capable of hosting events, functions and social gatherings”. The Reserve 1000 Draft Master Plan recommends new sporting infrastructure in an existing precinct rather than the establishment of new sports grounds.

- Adoption of the *Sunshine Coast Sport and Active Recreation Plan 2011-2026* provides recommendations including:
 - Undertake a master plan to determine how best to accommodate an additional four outdoor netball courts adjacent to Caloundra Indoor Stadium. The aim of the master plan should be to accommodate expanded outdoor courts and resolve car parking issues without impacting on the functionality of the adjacent AFL playing field.

Risk

- Failure to maintain an adequate level of service for sport and active recreation facilities may result in increased future costs and lead to community dissatisfaction.
- Master planning reduces the risk of ad-hoc development, which may be to the detriment of future service provision and uses.
- The raising of community expectations without adequate funding options available to implement recommendations could result in community dissatisfaction.
- As indicated in the report, there are further flora and fauna studies that are required to be undertaken. This will require further investment from Council with the potential for findings from these studies to significantly influence the level of development that can be undertaken on the site.

In respect to the statutory processes and approvals that will be required for the proposed removal of vegetation, it is possible that this authorisation may not be granted. There is also potential for further requests for information to be made to Council which would significantly extend the timeframes for the implementation of the master plan. This is particularly the case, should any Environment Protection and Biodiversity Conservation requirements be triggered.

Previous Council Resolution**Open Space Strategy – Special Meeting 7 March 2011
Council Resolution (SM11/11)**

That Council:

- (a) receive and note the report titled “Sunshine Coast Open Space Strategy 2011”;*
- (b) adopt the Sunshine Coast Open Space Strategy 2011 (Appendix A) to guide Council and the community in future open space planning, management and decision making, subject to consideration in annual budget processes;*
- (c) request the Chief Executive Officer to develop a detailed implementation and staging plan based on Councils’ long term financial model and other revenue sources, for future consideration by Council; and*
- (d) thank the 47 submitters for their contribution to the preparation of the Sunshine Coast Open Space Strategy 2011.*

**Sport and Active Recreation Plan – Special Meeting 7 March 2011
Council Resolution (SM11/9)**

That Council:

- (a) receive and note the report titled “Sunshine Coast Sport and Active Recreation Plan 2011-2026”;*
- (b) discontinue Caloundra City Council Recreation Policy [ref 727] and Noosa Council Recreation Policies [ref 03094 –R-4] (Appendix A);*
- (c) adopt the Sunshine Coast Sport and Active Recreation Plan 2011-2026 (Appendix B) as amended;*
- (d) develop a detailed and prioritised multi-year implementation plan based on councils’ long term financial model and other revenue sources; and*
- (e) delegate to the Chief Executive Officer to make appropriate amendments to the “Sunshine Coast Sport and Active Recreation Plan 2011-2026” in consultation with divisional councillors in accord with established criteria and upgraded input information;*
- (f) acknowledge and thank the wider community for their contribution in the development of the Sunshine Coast Sport and Active Recreation Plan 2011-2026; and*
- (g) acknowledge and thank the staff from the Active and Healthy Communities branch of the Community Services Department for their contribution to the “Sunshine Coast Sport and Active Recreation Plan 2011-2026”.*

Related Documentation

- *Nature Conservation Act 1992*
- *Environment Protection and Biodiversity Conservation Act 1999*
- *Sustainable Planning Act 2009*
- *Reserve 1000 Landscape Master Plan 2002*
- *Sunshine Coast Council Planning Scheme 2014*
- *Sunshine Coast Council Corporate Plan 2014-2019*
- *Sunshine Coast Open Space Strategy 2011*
- *Sunshine Coast Sport and Active Recreation Plan 2011-2026*
- *Sunshine Coast Sustainable Transport Strategy 2011-2031*
- *Sunshine Coast Access and Inclusion Plan 2011-2016*
- *Sunshine Coast Social Infrastructure Strategy 2011*
- *Sunshine Coast Biodiversity Strategy 2010-2020*
- *Sunshine Coast Waterways and Coastal Management Strategy 2011-2021*
- *Preliminary Environmental Assessment Report: Russell Barker Park (Reserve 1000) 2013*
- *Reserve 1000 Flora and Fauna Study 2014*

Critical Dates

There are no critical dates relevant to this report.

Implementation

Public review and feedback will occur after Council's endorsement of the draft Master Plan. As detailed in the Reserve 1000 Community Engagement Plan, the Reserve 1000 Draft Master Plan 2015-2030 will be made available for public exhibition and comment for a period of 20 business days. Community consultation methods will include:

- media release;
- Council's webpage listing;
- community and stakeholder feedback forms (available on website and in hard copy);
- local Councillor's column;
- local library display and feedback opportunity;
- Caloundra Indoor Stadium display and feedback opportunity;
- community engagement session conducted at Bulcock Street, Caloundra, to be attended by Council officers, the consultant and local Councillor (if available); and
- continued engagement with targeted stakeholders and sport and community groups throughout the reserve.

Outside of the community engagement activities identified above, Council officers will also engage the relevant state and federal agencies to obtain feedback on the draft Master Plan.

Feedback and advice received by Council within the specified consultation period, will be collated, reviewed and provided to relevant stakeholders for consideration prior to the development of the final Master Plan.

8.3.4 COMMERCIAL USE OF COUNCIL-CONTROLLED LAND

File No: ECM 26 March 2015
Author: Coordinator Community Land Permits and Parking
Community Services Department

PURPOSE

The purpose of this report is to present to Council feedback resulting from the three (3) month trial use of Council-controlled land by Paradise Seaplanes for a high-use / high-impact commercial activity, and to determine the future use of the given Council-controlled land for this activity.

EXECUTIVE SUMMARY

In response to a Notice of Motion (OM14/183), Council resolved to issue a three (3) month trial permit to Paradise Seaplanes (from 19 December, 2014 to 20 March, 2015) relating to a 3m by 3m portable marquee operating 7 days per week from 7.00 am to 7.00 pm on the Maroochy River bank, Bradman Avenue (adjacent to the Minti Street intersection), Maroochydore.

Approval was obtained by Paradise Seaplanes from Maritime Safety Queensland within the Department of Transport and Main Roads to conduct landings and take-offs within the Maroochy River.

Paradise Seaplanes are now seeking approval to conduct their business transactions on Council-controlled land on an ongoing basis. This request requires Council approval and the issuing of a further permit.

During the three (3) month trial period feedback was received from five (5) local residents outlining their concerns associated with the business operations. The expressed concerns related to noise and safety for users of the Maroochy River. It is important to note that Council has no jurisdiction regarding these matters, and as such the complainants were referred to Maritime Safety Queensland and the Civil Aviation Safety Authority (CASA).

Consultation with Maritime Safety Queensland has indicated that they have no concerns in relation to the commercial activity, and that they have received only one (1) complaint from a local resident regarding the operation, which was resolved once a copy of the approval had been issued to the resident.

Based on the very limited feedback received from local residents in relation to the trial permit period, it is proposed that an extended permit be issued to Paradise Seaplanes to continue operating a 3m by 3m marquee operating 7 days per week from 7.00 am to 7.00 pm on Council controlled land located on the Maroochy River bank, Bradman Avenue (adjacent to the Minti Street intersection), Maroochydore up to the date of the 30 June, 2016.

It is further proposed that Paradise Seaplanes, like other permitted high-use high-impact commercial users of community land controlled by Council be required to participate in the permit review and renewal process in 2016 in accordance with Council's adopted *Community Land and Complimentary Commercial Activity Policy*.

OFFICER RECOMMENDATION

That Council

- (a) receive and note the report titled "Commercial Use of Council-Controlled Land"
- (b) issue an extension to the Paradise Seaplanes permit to conduct business transactions on Council-controlled land on the Maroochy River bank, Bradman Avenue, Maroochydore until 30 June, 2016
- (c) note that Paradise Seaplanes will be required in 2016 to submit an expression of interest for a three (3) year permit for their commercial activity on Council controlled land, in accordance with Council's *Community Land and Complementary Commercial Activity Policy*.

FINANCE AND RESOURCING

As per Council's adopted fees and charges schedule, Paradise Seaplanes has paid the \$515.00 application fee and annual fees of \$213.75 to conduct business transactions on Council-controlled land for three months. Should it be determined that the permit be extended, Paradise Seaplanes will be required to pay further monthly annual fees (\$71.25 per month).

CORPORATE PLAN

Corporate Plan Goal: *Service excellence*
Outcome: 4.1 Customer focused services
Operational Activity: 4.1.3 Administer Council's local laws in a manner that supports Council's economic, community and environmental goals for the region and is consistent with statutory obligations

CONSULTATION

Both internal and external consultation was undertaken in relation to this report. Details relating to this consultation are outlined below.

Internal Consultation

Internal consultation has occurred with the relevant Divisional Councillors (Division 8, Councillor O'Pray and Division 9, Councillor Robinson).

In addition, the following Council departments and branches have been consulted during the development of this report:

- Corporate Services (Property Management).

External Consultation

External consultation has taken place with Maritime Safety Queensland within the Department of Transport and Main Roads in relation to this report.

Community Engagement

It is noted that prior to Council resolving to issue a trial permit to Paradise Seaplanes, community consultation was a requirement outlined by Council's Property Management Branch in relation to granting owner's consent for the use of Council-controlled land, however the trial period has provided a sufficient opportunity for community feedback regarding the activity.

PROPOSAL

At the December, 2014 Ordinary Meeting, in response to a Notice of Motion (OM14/183), Council resolved to issue a three (3) month trial permit to Paradise Seaplanes to conduct a high-use/high-impact commercial activity on community land controlled by Council located on the Maroochy River bank, Bradman Avenue (adjacent to the Minti Street intersection), Maroochydore.

This permit was for the period of 19 December, 2014 to 20 March, 2015. The permit related to a 3m by 3m portable marquee operating 7 days per week from 7.00 am to 7.00 pm.

Approval was obtained by Paradise Seaplanes from Maritime Safety Queensland within the Department of Transport and Main Roads to conduct landing and take-offs within the Maroochy River. Councillors are reminded of the conditions contained in the Queensland Government's Take Off and Landing Approval issued to Paradise Seaplanes on 22 July, 2014. Clause 12 of that approval states that "*The Aircraft's pilot must not take off or land the Aircraft on Sunshine Coast regulated waters where water skiing is prohibited.*" The Ship Operations and Activities on the Maroochy River report on the Department of Maritime Safety's website states that "*Water skiing activities are prohibited on all waters of Area 7, as well as all watercourses and canals flowing into it.*" Area 7 of the Maroochy River is from 500 metres upstream of the Sunshine Motorway Bridge to the river's coastal bar at Cotton Tree.

Paradise Seaplanes are now seeking approval to conduct their business transactions on Council-controlled land on an ongoing basis. This request requires Council approval and the issuing of a further permit.

During the three (3) month trial period feedback was received from five (5) local residents outlining their concerns associated with the business operations. The expressed concerns related to noise and safety for users of the Maroochy River. It is important to note that Council has no jurisdiction regarding these matters, and as such the complainants were referred to Maritime Safety Queensland and the Civil Aviation Safety Authority (CASA).

Consultation with Maritime Safety Queensland has indicated that they have no concerns in relation to the commercial activity, and that they have received only one (1) complaint from a local resident regarding the operation, which was resolved once a copy of the approval had been issued to the resident.

In addition to noise and safety concerns, local residents have queried why community consultation was not a factor in the decision to allow Paradise Seaplanes to conduct a trial involving the use of Council-controlled land in a busy location. It is noted that prior to Council resolving to issue a trial permit to Paradise Seaplanes, community consultation was a requirement outlined by Council's Property Management Branch in relation to granting owner's consent for the use of Council-controlled land, however the trial period has provided a sufficient opportunity for community feedback regarding the activity.

Based on the very limited feedback received from local residents in relation to the trial permit period, it is proposed that an extended permit be issued to Paradise Seaplanes to continue operating a 3m by 3m marquee operating 7 days per week from 7am – 7pm on Council controlled land located on the Maroochy River bank, Bradman Avenue (adjacent to the Minti Street intersection, Maroochydore up to the date of the 30 June, 2016.

It is further proposed that Paradise Seaplanes, like other permitted high-use high-impact commercial users of community land be required to participate in the permit review and renewal process in 2016 in accordance with Council's *Community Land and Complimentary Commercial Activity Policy*.

As per Council's *Community Land and Complementary Commercial Activity Policy*, a review of permit areas (locations and activities) will occur every three (3) years, at least one year prior to the expiration of the three (3) year permit terms (30 June, 2016). On completion of the review of permit areas, an Expression of Interest (EOI) will be called for permit areas.

Permits for the commercial use of community land under Council's control are time-framed for a period of three (3) years in accordance with the *Land Act 1994*, which Council is obliged to observe.

As stated in Council's *Community Land and Complimentary Commercial Activity Policy*, applicants should be aware that permits do not grant exclusive use to the land and do not confer ongoing occupation rights. Further, permits are not transferable and a permit may be revoked without compensation in specified circumstances, such as unsatisfactory safety standards or lack of compliance with permit conditions. At the end of each permit term, a new application must be made, regardless of whether that activity has previously operated in that location or not.

Legal

Council manages land that falls into four categories:

1. Freehold land owned by Council
2. Reserves under the control or management of Council as Trustee under the *Land Act 1994*
3. Roadways (formed and unformed) other than State-controlled roads (*Local Government Act 2009* and *Transport Operations (Road Use Management) Act 1995*)
4. Pathways, footpaths, bathing reserves and foreshores (Local Laws).

The holding of the land determines the legal framework that applies. Local Laws can apply to Council freehold and roads, foreshores and bathing reserves, and *the Land Act 1994* applies to reserves under that Act that Council holds as trustee.

For activities approved to take place on freehold land, pathways, footpaths, bathing reserves, foreshores and roads, the provisions set out in Council's Local Laws apply. Applicable Local Laws include:

- *Local Law 1 (Administration) 2011* and *Subordinate Local Law 1, Schedule 6 Commercial use of local government areas and roads*
- *Local Law 4 (Local government controlled areas, facilities, infrastructure and roads) 2011* and *Subordinate Local Law 4*
- *Local Law 5 (Parking) 2011* and *Subordinate Local Law 5*.

Policy

The *Community Land and Complementary Commercial Activity Policy* articulates Council's position on community land and commercial activity by balancing the needs of the community with the demand for commercial activity.

Risk

Council needs to ensure that the decision-making process complies with the adopted *Community Land and Complementary Commercial Activity Policy* and takes into account the information provided by stakeholders, competing users, other levels of government and feedback received.

Previous Council Resolution**Ordinary Meeting, 11 December 2014 (OM14/183)**

That Council:

- (a) provide owner's consent for the lodging of a permit application for Paradise Seaplanes for Commercial Use of Community Controlled Land*
- (b) accept Paradise Seaplanes' application for a permit to allow Commercial Use of Community Controlled Land at Bradman Avenue, Maroochydore and*
- (c) Issue Paradise Seaplanes with a permit for Commercial Use of Community Controlled Land at Bradman Avenue, Maroochydore, for a temporary three (3) month period, subject to reasonable and appropriate conditions.*

Related Documentation

Related documentation in relation to this report is as follows:

- Corporate Plan 2014-2019
- Council's Local Laws
- *Local Government Act 2009*
- Sunshine Coast Open Space Strategy 2011
- Sunshine Coast Social Infrastructure Strategy 2011
- Community Land and Complementary Commercial Activity Policy.

Critical Dates

The current trial permit issued to Paradise Seaplanes expired on 20 March, 2015. Any extension to the permit period requires the approval of Council. At this time Paradise Seaplanes are not able to operate from the given site in Maroochydore. Therefore, it is necessary to determine a decision regarding this matter at the March 2015 Ordinary Meeting.

Implementation

Council officers will notify Paradise Seaplanes of Council's decision in writing within seven (7) working days post the March 2015 Ordinary Meeting.

8.4 INFRASTRUCTURE SERVICES

8.4.1 SUNSHINE COAST ROAD SAFETY PLAN

File No: Statutory Meetings

Author: Senior Traffic Engineer
Infrastructure Services Department

Appendices: App A - Draft Sunshine Coast Road Safety Plan 2015-2019 113

PURPOSE

The purpose of this report is to present the Sunshine Coast Road Safety Plan 2015-2019 for council adoption.

EXECUTIVE SUMMARY

The need for a road safety Plan is set out in the *Sunshine Coast Sustainable Transport Strategy 2011-2031*, which was adopted by council on 2 February 2011.

The *Sunshine Coast Road Safety Plan 2015-2019* provides the framework for improving road safety across the Sunshine Coast local government area. The Plan will ensure that council's road safety practices are current, consistent and coordinated.

The vision for road safety is:

The Sunshine Coast is recognised as a place which provides a safe travel environment for all road users.

The following targets have been identified to evaluate progress towards the vision:

- fewer fatalities in the Sunshine Coast area per capita, than the Queensland average
- fewer hospitalisations in the Sunshine Coast area per 100,000 population, than the Queensland average
- fewer crashes each year than the previous five year average.

The Plan sets out actions in five priority areas to reach these targets. An annual report to council will be prepared and delivered which will assess the progress towards our target, for a reduction in the number and severity of crashes on our roads.

The Plan includes processes which can be used to score and rank issues relating to crash locations, pedestrian facilities, cycle facilities and speed management. This will enable projects to be developed for potential inclusion in the Ten Year Capital Works Program.

OFFICER RECOMMENDATION

That Council:

- receive and note the report titled "Sunshine Coast Road Safety Plan"**
- endorse the draft Sunshine Coast Road Safety Plan 2015 – 2019 (Appendix A) for the purpose of public consultation and**
- request the Chief Executive Officer to collate and consider all feedback received as part of the public exhibition and comment and present the final draft Road Safety Plan to Council for consideration.**

FINANCE AND RESOURCING

Council currently expends significant funding operationally and on capital improvements to ensure the safety of the road network. The activities detailed within the plan are in many cases already delivered within the ordinary business of council. Allocations of money from the Capital Works Program for pedestrian enabling facilities and Cycle Infrastructure facilities will continue to be used for improving safety for pedestrians and cyclists across the region.

Greater focus will be given to securing a greater share of State and Federal government funding for Blackspot projects with an annual council budget allocation of \$300,000 requested in the 10 Year Capital Works Program to attract similar levels of funding secured by other SEQ local governments.

Specific Budget allocation of \$350,000 has been requested in the 10 Year Capital Works Program to address speed management issues across the region.

The Plan is proposed to be funded in a variety of ways, including:

- projects undertaken by Infrastructure Services and funded in this year's budget
- future projects to be ranked and scored for consideration for the future capital works budget
- road safety projects may be eligible for state grants through the community road safety grants or the Blackspot program

The Plan does not require additional funds to be provided by council, rather a change in focus towards prioritising road safety to provide for the Blackspot projects and speed management issues.

CORPORATE PLAN

Corporate Plan Goal: *A strong community*

Outcome: 2.4 - People and places are connected

Operational Activity: 2.4.2.1 - Facilitate the delivery of efficient transport systems and connections

CONSULTATION

Internal Consultation

Internal consultation has occurred with all divisional Councillors at a Strategic Discussion Forum (SDF) on 8 December 2014.

Internal communication has been maintained with relevant staff in the formulation of this Plan within the Infrastructure Services division:

- Director
- Manager, Transport Infrastructure Management Branch
- Traffic & Transportation Unit

Consultation has also occurred with the Regional Strategy & Planning division to discuss the possibility of addressing traffic calming and speed management measures through policy for new developments. The following relevant staff have been consulted within the Regional Strategy & Planning division:

- Manager, Transport & Infrastructure Policy
- Manager, Development Services
- Coordinator, Transport Network
- Coordinator, Transport Strategy & Policy
- Coordinator, Engineering & Environmental Assessment

External Consultation

Sunshine Coast Council officers have been in liaison with officers from the department of Transport and Main Roads (TMR) and officers in Moreton Bay Regional Council to discuss the progress of implementation of a similar Road Safety Plan for their region. Road Safety officers at TMR have been provided with a draft copy of the report for comment. During a meeting with TMR Road Safety and with the Traffic Advisory Committee, the principles of the Road Safety Plan and the responsibilities of each agency were discussed and agreed upon.

Community Engagement

No external community engagement has been undertaken to date in relation to this report or the development of the Road Safety Plan 2015-2019.

Officers from the Traffic & Transportation unit within the Transport Infrastructure Management Branch have been liaising with council's Communications Branch to have a media article released in early 2015 outlining council's key road safety messages and crash statistics.

A community engagement plan will be developed following the endorsement of the Road Safety Plan by council. The community engagement is proposed to include a media release, provision of the plan on council's external website and other social media, along with displays in our libraries and customer service centres.

PROPOSAL

The Road Safety Plan 2015-2019 has been developed to set the framework for improving road safety across the Sunshine Coast area. The need for a road safety Plan is set out in the *Sunshine Coast Sustainable Transport Strategy 2011-2031*, which was adopted by council on 2 February 2011.

The Plan will ensure that council's road safety practices are current, consistent and coordinated.

The vision for road safety is:

The Sunshine Coast is recognised as a place which provides a safe travel environment for all road users.

It is recognised that while we might not be able to prevent all road crashes, we can reduce the incidence of death, serious injury and the cost of road trauma to the community.

The following targets have been identified to evaluate progress towards the vision:

- fewer fatalities in the Sunshine Coast area per capita, than the Queensland average
- fewer hospitalisations in the Sunshine Coast area per 100,000 population, than the Queensland average
- fewer crashes each year than the previous five year average.

The Plan sets out actions in five priority areas:

1. Education and encouragement

- These actions work towards ensuring our road users are people who are competent, alert, and comply with the road rules. They accept responsibility and consider the safety of themselves and others, particularly vulnerable road users. The actions include assisting other government agencies with education, including the implementation of the TravelSmart program.

2. Crash investigation and prevention

- These actions work towards a road system that reduces the likelihood of crashes occurring and minimises the consequences of crashes and include proactive management of roads, roadsides and pathways to provide a safe road environment for those most at risk. Council will continue to seek external funding from the Black Spot Program and other sources to treat high risk locations.

3. Pedestrian enabling facilities

- These actions work towards making the Sunshine Coast a place where pedestrians are prioritised and supported by a safe, attractive and engaging urban environment. This will be done through the identification of high risk locations and missing links to improve pedestrian safety and the development of a priority list for potential inclusion in council's Ten Year Capital Works Program.

4. On and off road cycle facilities

- These actions work towards making the Sunshine Coast a place where cycling is a safe, efficient and comfortable way to travel. This will be done through the identification of high risk locations and missing links to improve safety of both on and off road cycling and the development of a priority list for potential inclusion in council's Ten Year Capital Works Program. Council will continue to maximise external funding sources for cycle treatments such as the Cycle Network Local Government Grants Program.

5. Speed management

- These actions work towards making the Sunshine Coast communities safe where people feel comfortable in their local residential streets. This will be through the development of a priority list of high risk locations where speed management measures can be implemented to enhance safety for all road users.
- A potential speed management policy for consideration by council is the requirement for all new residential developments to be designed for low speeds (ie. 30km/h or 40km/h)

Proposed actions include

- Promote state and local road safety education programs to educate drivers on road safety issues, including basic road rules
- Encourage schools to include road safety education as part of their curricula.
- Continue provide support for schools and State agencies implementing a 'Safe School Travel' (SafeST) program and improve infrastructure around schools
- Educate motorists on the dangers of illegal parking and enforce local laws to control this
- Continue to undertake road safety reviews or audits as part of the design of new roads and road upgrades
- Identify and treat locations which have a high incidence of motorcycle crashes
- Continue to monitor and review crash data to identify black spot locations
- Continue to seek maximum funding from the Black Spot Program and other sources to treat high risk locations
- Develop priority lists for pedestrian enabling facilities, new cycle infrastructure and speed management measures for potential inclusion in the Ten Year Capital Works Program
- Adopt recommendations in the state government's Action Plan for Walking to improve pedestrian safety
- Identify high risk locations and missing links to improve pedestrian and cyclist safety
- Review council's reseal program and identify opportunities to improve bicycle safety
- Implement cycling safety and pedestrian safety actions outlined in the Sunshine Coast Active Transport Plan 2011-2031
- Design new residential streets for low speeds
- Retrofit traffic calming into existing residential streets
- Trial new technologies to see what makes a difference
- Prepare an annual report to council to monitor progress of the Plan's vision

The success of this Plan is dependent on strong commitment and support from council, the whole community and our key state and federal transport agency partners.

The Plan will include processes which can be used to score and rank issues relating to crash locations, pedestrian facilities, cycle facilities and speed management. This will enable projects to be developed for potential inclusion in the Ten Year Capital Works Program.

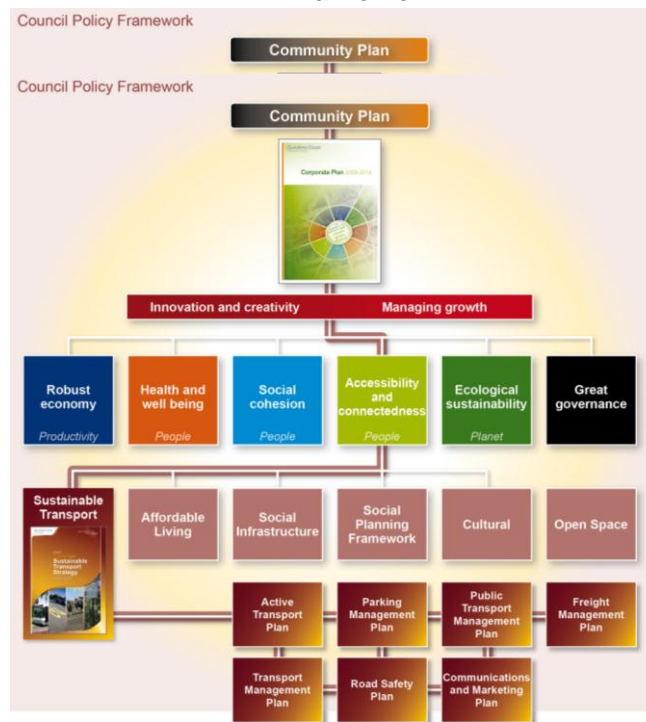
Legal

The plan is written to be a document where it is the intent of council to strive to reduce road trauma. At no time is it proposed that any of the actions will change the current responsibilities of council. The proposed actions, not normally undertaken by council, keep the responsibility under the control of the lead agency such as the Queensland Police Service or the Department of Transport and Main Roads where council assists when it can in a supporting role. All of the actions are to be constrained within the availability of council resources and time frames and are subject to the council budget processes.

Policy

As an element of council’s Corporate Plan, the Accessibility and Connectedness theme and associated policy framework identify the need for a transport system that allows ease of movement and better public transport as a priority. **Figure 1** shows the relationship between the Road Safety Plan and Sustainable Transport along with the other policy documents under this theme.

Figure 1: Corporate Plan themes and associated accessibility & connectedness policy framework



The Sunshine Coast Council’s Sustainable Transport Strategy identifies the policy direction for sustainable transport to the year 2022. This strategy was adopted by Council in February 2011 and represents council’s position for transport planning on the Sunshine Coast and identifies a number of challenges and opportunities to deliver more sustainable transport outcomes. One of the challenges identified is to “*significantly improve the safety of all transport systems to reduce the unacceptable road trauma*”.

This challenge is dealt with in the Sustainable Transport Strategy through the Integrated Policy Framework and the Action Plan and is based on achieving the strategy's goal of "delivering a safe travel environment". To achieve this goal, the Sustainable Transport Strategy has identified four policy directions to work towards.

These are:

- Reduce the incidence and severity of road trauma on the region's roads and in doing so move towards a zero road toll;
- Prepare and implement a Road Safety Plan which aims to make the road transport system more forgiving of human error;
- Minimise the level of unsafe road user behaviour; and
- Build partnerships with the community and other stakeholders to address road safety issues.

The *Sunshine Coast Road Safety Plan 2015-2019* will provide the framework for improving road safety across the Sunshine Coast local government area. The Plan will ensure that council's road safety practices are current, consistent and coordinated. The Plan supports the Sustainable Transport Strategy, providing a more detailed and targeted policy position for road safety.

Once endorsed, the Plan is intended to provide longer term policy direction guiding investment in key initiatives and providing the platform for council's transport planning and management programs. Through its implementation, the Plan will integrate with existing council endorsed and future strategic documents and provide a core platform for advocacy to other State and Federal agencies.

Risk

Failure to plan for safer Sunshine Coast roads would impact on the lifestyle, character, economy and community of the Sunshine Coast and wider community.

The Plan is a priority planning tool and will provide a framework for road safety planning, delivery, advocacy and leadership on the Sunshine Coast and into the future. By taking actions to reduce the likelihood of an incident occurring and also by reducing the severity of the injuries when an incident does occur we have the most impact on lowering the overall risk to our community.

Previous Council Resolution

This report relates to the adoption of the Sunshine Coast's Sustainable Transport Strategy 2011 – 2031.

Ordinary Meeting 2 February 2011 - Council Resolution (OM11/24)

(SPC) Item 4.2.2 - Sunshine Coast Sustainable Transport strategy 2011 - 2031 and Active Transport Plan 2011 – 2031

That Council:

- (a) receive and note the report titled "Sunshine Coast Sustainable Transport Strategy 2011-2031 and Active Transport Plan 2011 - 2031";*
- (b) adopt the Sunshine Coast Sustainable Transport Strategy 2011 – 2031 (Appendix A) as the key document to guide the Council in future transport planning and management decisions, subject to sound triple bottom line business case planning and the flexibility to accommodate innovation where appropriate, with the exception of provision for paid parking and the proposed reduction in minimum standards;*

- (c) *adopt the Active Transport Plan 2011 – 2031 (Appendix B) as the key document (subordinate only to Appendix A) to guide the Council in future active transport planning and management decisions, subject to sound triple bottom line business case planning and the flexibility to accommodate innovation where appropriate;*
- (d) *refer the action plans of the Sunshine Coast Sustainable Transport Strategy 2011 – 2031 (Appendix A) and the Active Transport Plan 2011 – 2031 (Appendix B) to the 2011/2012 operational plan and budget process; and*
- (e) *acknowledge and thank the members of the Transport Community Group, Cycling Reference Group and the wider community for their contribution to the development of the Sunshine Coast Sustainable Transport Strategy 2011 – 2031 and the Active Transport Plan 2011 – 2031.*

Related Documentation

- Corporate Plan 2009 - 2014
- Sustainable Transport Strategy 2011 - 2031
- Active Transport Plan, 2011 - 2031

Critical Dates

While there are no critical dates relating to this report, the adoption of the plan in early 2015 will ensure that the policies within the plan can be implemented and that the Plan is able to inform the development of the 2016/2017 operational and capital budget planning process.

Implementation

Following the endorsement of the draft Road Safety Plan 2015-2019, Council will employ a number of different tactics to achieve its communication approach. A number of avenues will be utilised including Council's website, hard copy documents and feedback forms in all Council libraries and customer service centres. In support of this advertising in local papers and on spotlight radio, and use of Council's Facebook and eNews will also be carried out.

Implementation of the Plan will involve the cooperative resources of a range of council departments, and government agencies. The Plan includes processes which can be used to score and rank issues relating to crash locations, pedestrian facilities, cycle facilities and speed management. This will enable projects to be developed for potential inclusion in the Ten Year Capital Works Program. The implementation of the Plan includes the implementation of such processes to inform budget planning processes.

An annual report to council will be prepared and delivered which will assess the progress towards our target, for a reduction in the number and severity of crashes on our roads.

8.6 OFFICE OF THE MAYOR AND THE CEO**8.6.1 AUDIT COMMITTEE REPORT - 9 FEBRUARY 2015****File No:** ECM**Author:** Manager Audit and Assurance
Office of the Mayor and Chief Executive Officer**Attachments:** Att 1 - Audit Committee Minutes - 9 February 2015 147

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 2 February 2015 with agenda reports categorised as Chief Executive Update, External Audit, Governance and Risk, and Internal Audit reports.

OFFICER RECOMMENDATION

That Council receive and note the report titled “Audit Committee Report - 9 February 2015”.

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 9 February 2015 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 2014 Final Management Letter.

- Queensland Audit Office Client Strategy for 2015.

Governance Reporting

- Work Health and Safety report contained results of the Local Government WorkCare initial desk top audit, details of performance statistics and reportable incidents.
- Governance and Risk report provided an update on the governance and risk awareness projects and statistics around complaints management.

Internal Audit Reports

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

- Benefit Area Levies – Landscape Maintenance
- Hazardous Chemical Storage, Handling and Disposal (Pesticides)
- Rates – Special Levies, Early Payment Discounts, Interest Chargers, Pensioner Concessions and Fire Levies
- Treasury Cash Management Operations
- Capital Oncost Allocation Process
- Councilor Funding Programs – Emergent Capital Works, Minor Operational Works and Discretionary Funding
- Health Licence Revenue Process
- Building Services – Application and Lodgement Fees

The 2014-2015 internal work plan is on track and completed reviews confirm strong controls operating in council's critical systems and processes. Management's implementation of the 19 internal and external audit recommendations is being monitored by the Audit Committee.

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 9 February 2015 was issued to Councillors 2 February 2015.

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**

Nil

11.2 CORPORATE SERVICES**11.2.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - LEASE OF NON-CURRENT ASSET, EUMUNDI**

File No: ECM

Author: Coordinator Property, Projects and Development
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 - ACQUISITION OF LAND
COLEMAN'S FARM ROAD YANDINA**

File No: Acq0042
Author: Senior 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 it contains 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.

**11.2.3 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - EXCEPTION UNDER
LOCAL GOVERNMENT REGULATION 2012 - COMMERCIAL LEASE
RENEWAL - 2/26 BRISBANE ROAD MOOLOOLABA**

File No: Leas13/0011
Author: Senior Property Officer
Corporate Services Department
Attachments: Att 1 - 2/26 Brisbane Road, Mooloolaba

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

**11.2.4 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - LAND ACQUISITION
FUNDING- MAROOCHY RIVER**

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 IT CONTAINS 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 - WASTE CONTRACTS**

File No: Statutory Meetings
Author: Coordinator Projects and Contracts
Infrastructure Services Department

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

11.5 CORPORATE STRATEGY AND DELIVERY

Nil

11.6 OFFICE OF THE MAYOR AND THE CEO

Nil

12 NEXT MEETING

The next Ordinary Meeting will be held on 23 April 2015 in the Council Chambers, Corner Currie and Bury Streets, Nambour.

13 MEETING CLOSURE