

Agenda

Ordinary Meeting

Thursday, 21 April 2016

commencing at 9:00am

Council Chambers, Corner Currie and Bury Streets, Nambour

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1 DECLARATION OF OPENING

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

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

That the Minutes of the Ordinary Meeting held on 10 March 2016 and the Post-Election Meeting held on 7 April 2016 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 DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE (EDUCATIONAL ESTABLISHMENT) - 243 BOOLOUMBA CREEK RD, CAMBROON**

| | |
|--------------------------|--|
| File No: | MCU15/0250 |
| Author/Presenter: | Development Planner Regional Strategy & Planning Department Senior Development Planner Regional Strategy & Planning Department |
| Appendices: | App A - Conditions of Approval 35 |
| Attachments: | Att 1 - Proposal Plans 47 Att 2 - Proposal Plans - Landscape 53 Att 3 - Proposed Covenants..... 57 Att 4 - Streams 59 |

Link to PD Online:

<http://pdonline.sunshinecoast.qld.gov.au/MasterView/Modules/Applicationmaster/default.aspx?page=wrapper&key=1710006>

| SUMMARY SHEET | |
|--|---|
| APPLICATION DETAILS | |
| Applicant: | Adventure Alternatives Pty Ltd |
| Proposal | Development Permit for Material Change of Use of Premises (Educational Establishment) |
| Properly Made Date: | 10/11/2015 |
| Information Request Date: | N/A |
| Information Response Received Date: | N/A |
| Decision Due Date | 23/2/2016 |
| Number of Submissions | 81 Submissions: <ul style="list-style-type: none"> 67 properly made submissions (of those 11 were of support and 56 were of objection) 14 not properly made submissions |
| PROPERTY DETAILS | |
| Division: | 5 |
| Property Address: | 243 Booloumba Creek Rd, Cambroon |
| RP Description: | Lot 4 SP254369 |
| Land Area: | 57.24 hectares |
| Existing Use of Land: | Dwelling house and rural activities |
| STATUTORY DETAILS | |
| Planning Scheme: | <i>Sunshine Coast Planning Scheme 2014 (3 August 2015)</i> |
| SEQRP Designation: | Regional Landscape and Rural Production Area |
| Strategic Plan Designation: | <ul style="list-style-type: none"> Rural Enterprise and Landscape Area |

| | |
|----------------------------------|--|
| | <ul style="list-style-type: none"> • Water Resource Catchment Area • Natural Waterways • High Value Scenic Area |
| Planning Area / Locality: | N/A |
| Planning Precinct / Zone: | Rural Zone |
| Assessment Type: | Impact Assessable |

PURPOSE

The purpose of this report is to seek council's determination of an application for Development Permit for Material Change of Use of Premises (Educational Establishment) at 243 Booloumba Creek Road, Cambrook. The application is before council as it is Impact Assessable and received 56 Properly Made Submissions against the proposed development.

EXECUTIVE SUMMARY

The application seeks approval for an Educational Establishment and associated accommodation and educational activities at 243 Booloumba Creek Road, Cambrook.

The applicant proposes to establish 12 geodesic dome tents, a 375m² commercial kitchen and dining hall, and a 114m² amenities block to be located in the northern portion of the site, which is currently cleared. The development proposes a total gross floor area of approximately 1,089m². The proposed tents are each capable of accommodating 18 students or 12 staff and/or teachers. The development also seeks to establish four (4) ancillary campsites in the southern portion of the site for groups of less than 20. The ancillary campsites do not propose the establishment of permanent accommodation and would utilise tents and temporary buildings and structures. The development will accommodate up to 180 students and 24 employees and/or teachers, resulting in a maximum total of 204 persons.

The application is assessed against the *Sunshine Coast Planning Scheme 2014* (3 August 2015). The subject site is located within the Rural Zone. The site and surrounding local area is characterised by a mix of rural and rural residential properties, National Park, accommodation units, a boarding house and a caravan park. The nearby National Parks are publicly accessible for camping and day trips.

The southern part of the site has significant ecological value containing native vegetation and streams (orders 1 – 4). The development would not require clearing and all areas of ecological value would be protected by a vegetation covenant. The applicant also proposes to weed and revegetate the site.

The development has addressed the potential amenity impacts of the development and, based on the following grounds, the application is recommended for approval:

- the proposal is for a community use, involving educational activities based on a direct link to rural and agricultural learnings available on the rural property and local area, which requires proximity to the surrounding national parks as a fundamental part of the education program
- the site is suited for the use, being located in reasonable proximity to off-site facilities and services
- with regard to visual amenity and character of the area, this has been addressed through a proposed 10 metre wide dense vegetation buffer along the road frontage of the site and a 3 metre high earth mounding which will incorporate fencing and landscaping
- the applicant has demonstrated that the potential impacts of the use can be able to be mitigated to an acceptable level with regard to neighbouring properties, and the

development has been designed in a manner that would not adversely impact on the rural character of the area

- an assessment of acoustics confirms that the noise generated by the proposed development would achieve the minimum requirements of the planning scheme and the acoustic amenity of the area would be maintained at acceptable levels. Conditions will be imposed for the development to meet the requirements of the acoustic report
- an assessment of the road infrastructure and traffic concludes that the development will not impact on the safety and efficiency of the road network and would have a negligible impact upon the carrying capacity of Booloumba Creek Road and
- the development will result in the future protection of the ecological values of the site through a vegetation covenant. The active areas of the site are removed from the covenanted area.

OFFICER RECOMMENDATION

That Council APPROVE With Conditions Application No. MCU15/0250 and grant a Development Permit for a Material Change of Use of Premises (Educational Establishment) situated at 243 Booloumba Creek Road, Cambroon, in accordance with Appendix A.

FINANCE AND RESOURCING

If council were to approve this development, the applicant would be required to pay infrastructure charges for trunk infrastructure. Council's Transport and Infrastructure Policy Branch has provided the following estimate of the infrastructure charges required by this development:

| INFRASTRUCTURE CHARGE AMOUNT BREAKDOWN | |
|---|----------------------------------|
| Allocation of infrastructure charge to trunk infrastructure networks | Residential Apportionment |
| Transport | \$18,144 |
| Public Parks & Land for Community Facilities | \$22,680 |
| Stormwater (applicable to Non-Residential development) | \$4,536 |
| TOTAL = | \$45,360.00 |

PROPOSAL

The application seeks approval for a Development Permit for Material Change of Use to establish an Educational Establishment at 243 Booloumba Creek Road, Cambroon. The proposed development would provide for accommodation and educational activities which relate to the existing rural activities on the subject site and surrounding environment. In addition, the proposal would provide for the following:

- predominantly camping and education for schools and involving curriculum based learning for programmed activities. Sporting groups, scouts/girl guides, religious groups and organised groups would potentially be catered for, where in accordance with the planning scheme definition of an Educational Establishment, and any conditions should the application be approved
- educational outdoor and environmental activities such as camping, hiking, sustainability studies, rope course, raft building, orienteering, nature tours, tree planting, team

building initiatives, bush skills, rural and agricultural farming activities and recreational activities

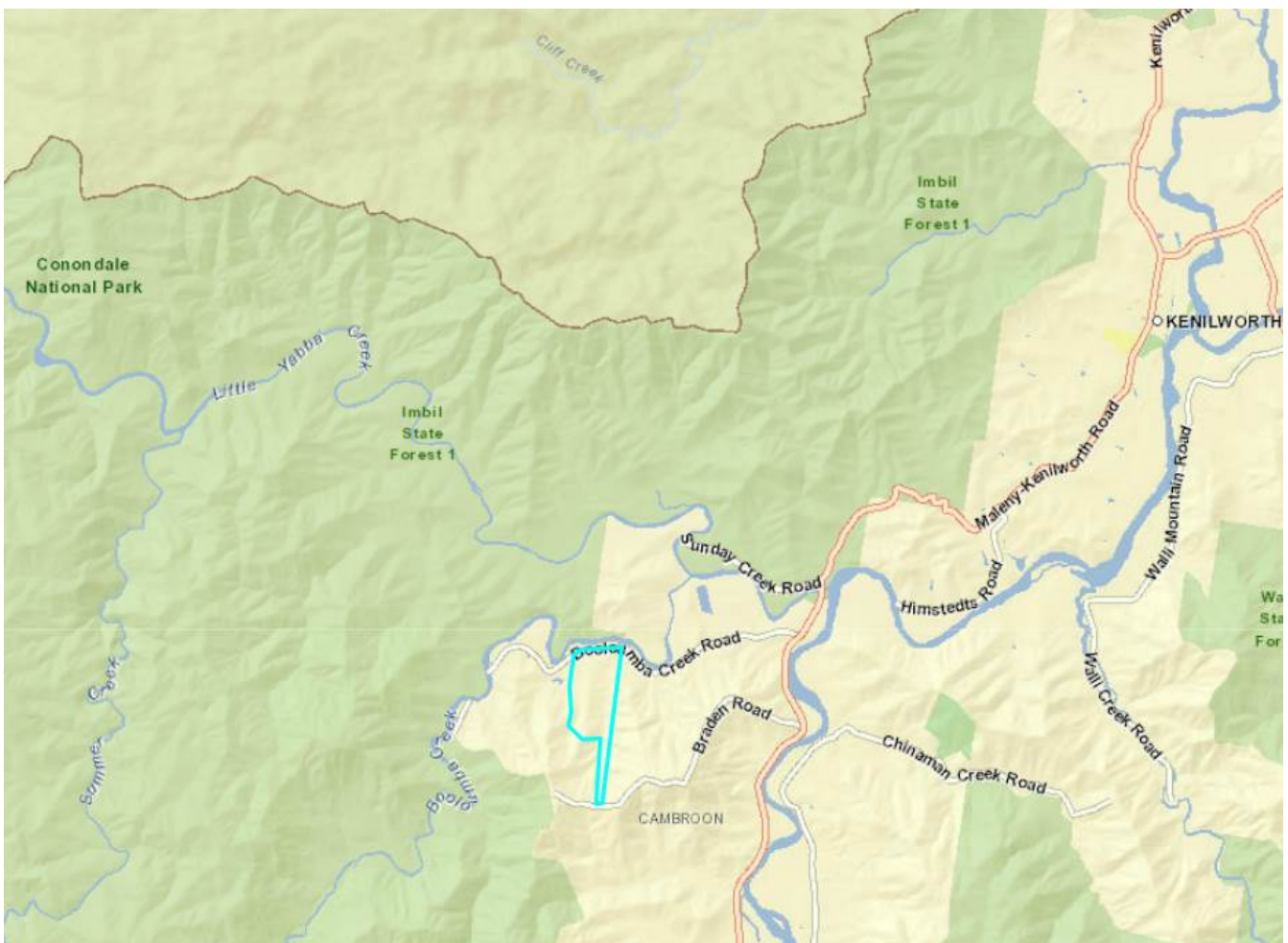
- centre-based accommodation and remote area camping on the property and within the National Park (subject to camping permits)
- single day and multi-day accommodation programs ranging from 3 days, 5 days and 10 days predominately within the school calendar period. In the case of school based programs, groups of approximately 17-20 would be formed generally comprising one (1) instructor, one (1) teacher and 15-18 students and
- groups would rotate between the main campsite and national park campsites so as to minimise the number of people on-site for the majority of the program, with the exception of the first and last meal of the program where all groups remain on-site.

The proposed hours of active operations are 7am to 9pm, as follows:

- 8am - 5pm: outdoor and environmental activities
- 7am - 8am: breakfast
- 6pm - 7pm: dinner
- 7pm - 9pm: night time activities within the centre and
- 9pm - 7am: hours of sleep (no activities).

Site Location

Figure 1



Main camping facility

Figure 2 depicts the location of the main camping facilities which will be accessed via a new driveway to Booloumba Creek Road.

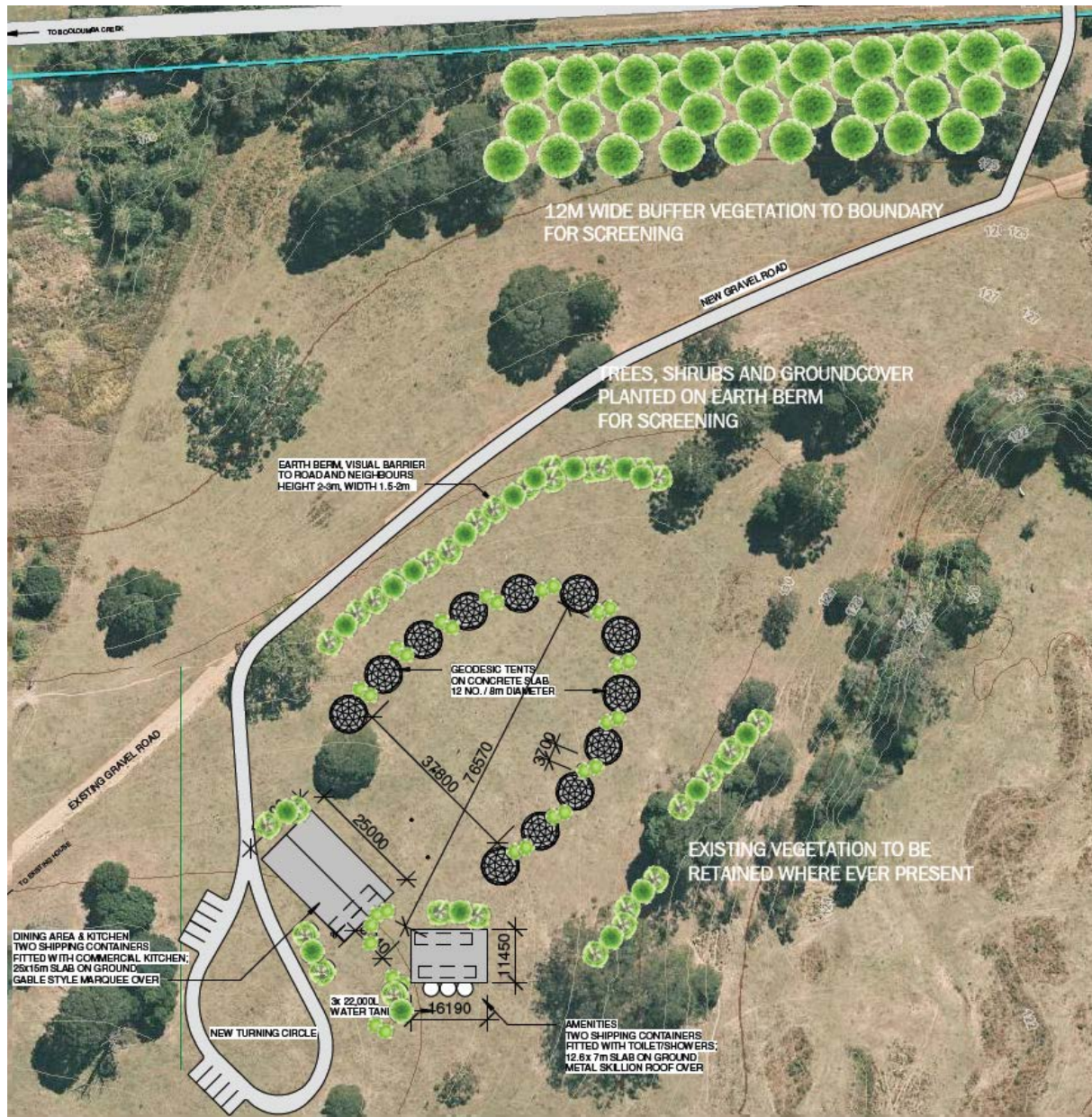


Figure 2 Proposed camping facilities

Site facilities include:

- 375m² commercial kitchen and open dining hall
- 114m² amenities block
- 12 geodesic dome tents, 8 metre in diameter, 4 metre in height with a concrete floor. The dome tents would have a total combined gross floor area of 600m² and
- four (4) remote area campsites which would accommodate one activity group to camp overnight in temporary tents.

While it is proposed that each remote campsite be provided with a 2 metre x 2 metre open shelter and separately located composting toilet, the facilities would be required to be

temporary and subject to compliance with the conditions of any future approval, including effluent disposal requirements.

The proposed geodesic tent accommodation would be white in colour and constructed on a concrete slab (refer to **Figure 3** below).



8m Ø GEODESIC TENT ON CONCRETE SLAB

Figure 3 proposed tent structure

The kitchen and dining hall is proposed to be constructed of fabric marquee on concrete slab with shipping containers converted into the kitchen (see **Figure 4** below).

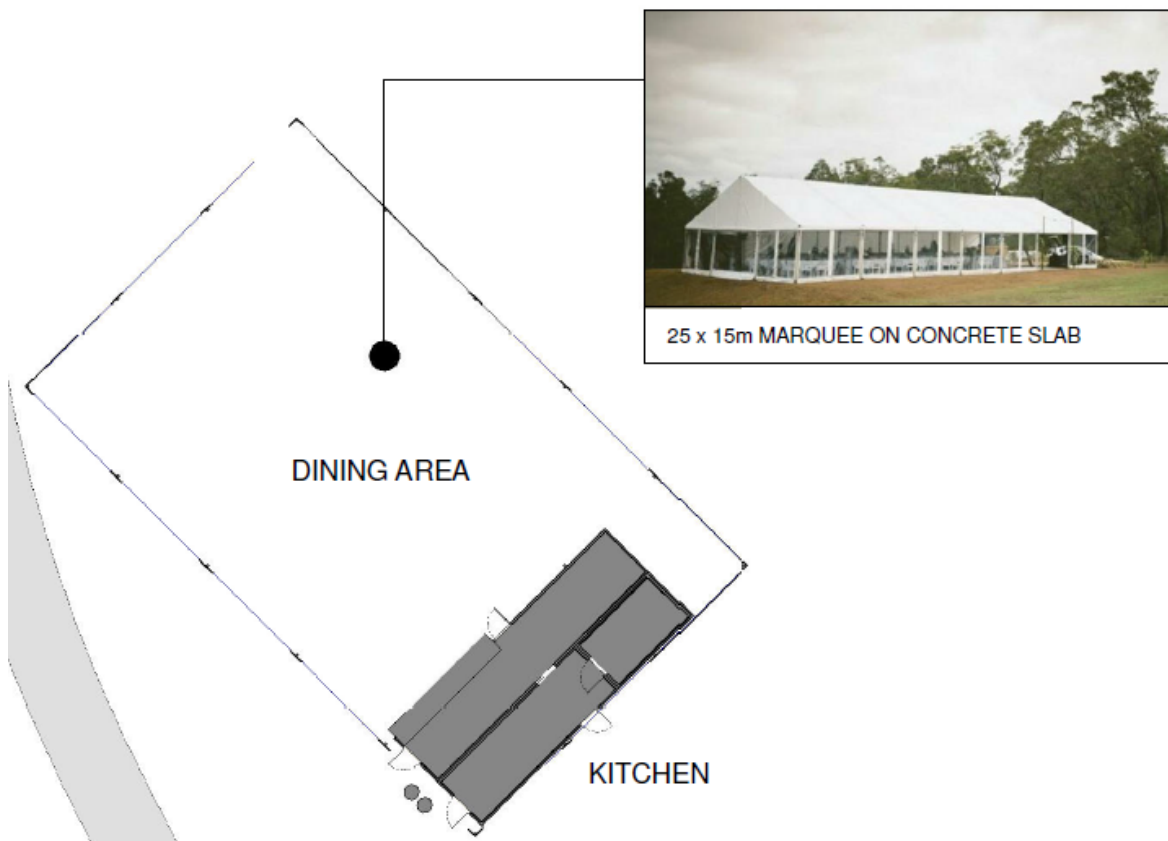


Figure 4 Proposed dining hall and kitchen layout

Figure 5 (below) illustrates that the maximum building height above natural ground level would be 5.4 metres, with the exception of a chimney, which would not exceed 7 metres to the highest point.

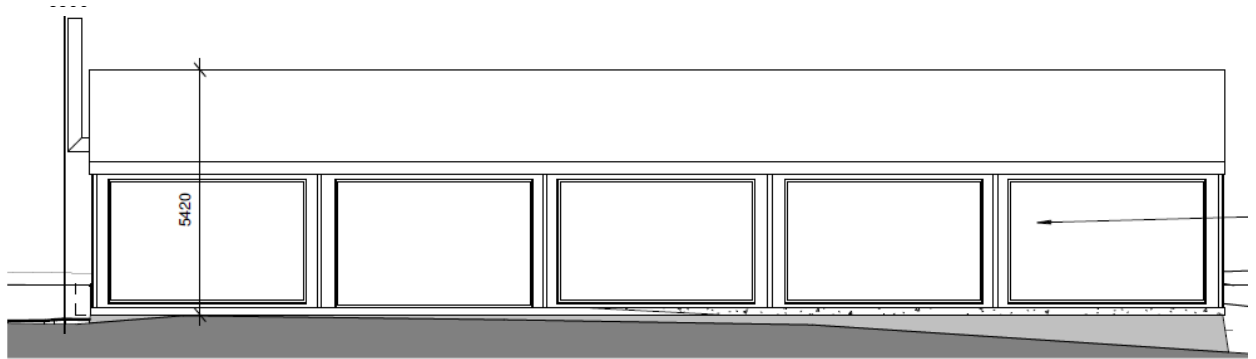


Figure 5 Proposed kitchen and dining hall elevation (south eastern elevation)

The proposed amenities facility would be constructed of two refurbished shipping containers and corrugated metal skillion roof (refer to **Figure 6** below). The amenities building would be connected to a rainwater tank and gas hot water system.

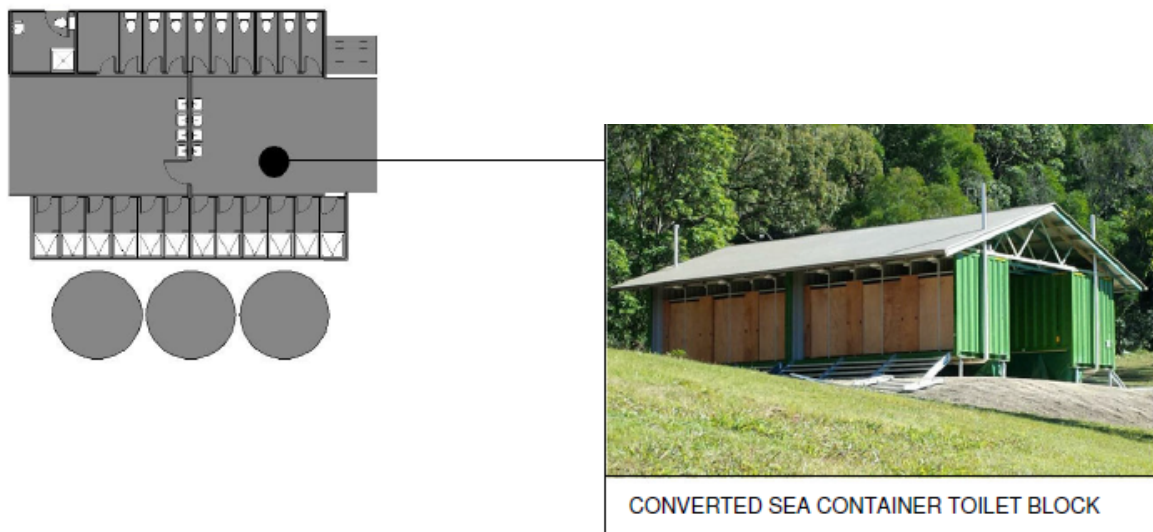


Figure 6 Proposed amenities facilities

The proposal would have a total combined gross floor area of less than 1,500m² and total site coverage of less than 0.01% of the site area.

The applicant proposes to continue the existing beef cattle agistment on the property and maintain a small number of animals (i.e. 6 chickens, 3 pigs and 4 worm farms). All rural activities would be managed by a caretaker residing in the existing dwelling house. The proposed camping facilities and educational activities would be separately fenced off from the cattle areas for safety and management purposes.

Educational and recreational activities

The educational and recreational activities associated with the proposed camping facilities would be undertaken within the southern portion of the site (see **Figure 7** below which provides indicative locations). Such activities include, but may not be limited to, the following:

- camping
- hiking
- sustainability studies
- rope elements
- raft building
- orienteering
- nature tours
- tree planting
- team building initiatives
- bush skills and
- agricultural and farming activities.

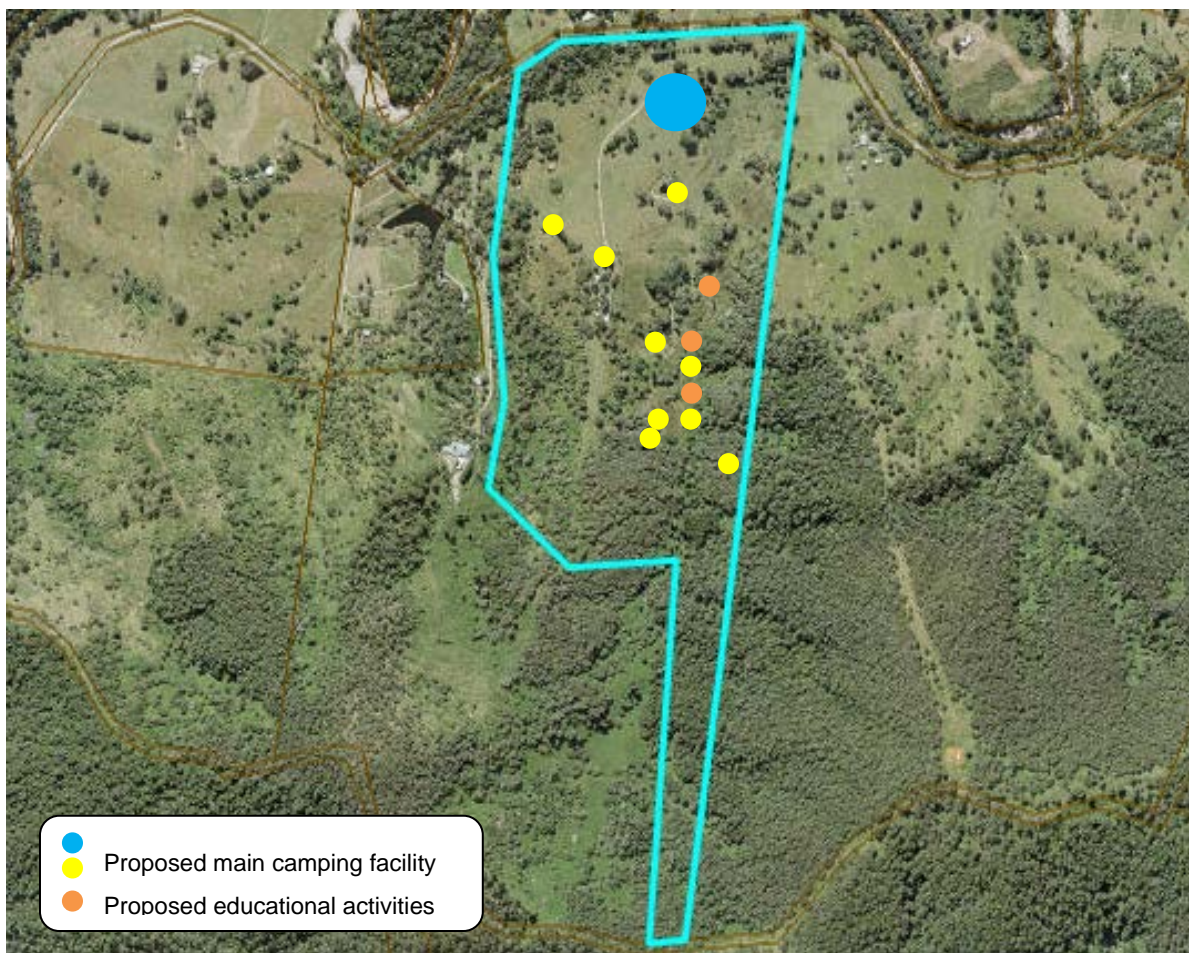


Figure 7 Proposed camping & educational activities (indicative only)

The application is supported by the following documentation:

- Proposal Plans
- Traffic Assessment Report prepared by Adventure Alternatives
- On-site Effluent Disposal correspondence prepared by CSI Soil Testing
- Environmental Management Plan prepared by Adventure Alternatives
- Bushfire Assessment & Management Report prepared by Adventure Alternatives
- Fire, Flood and Emergency Plan prepared by Adventure Alternatives and
- Landscape Plan.

SITE DETAILS

Background / Site History

The below table details applications and approvals which relate to the subject site.

| <i>Application No.</i> | <i>Decision and Date</i> |
|-------------------------------|---|
| 1987/BLD1095 | Building Works for Guest House |
| 1989/10021 | Approved Town Planning Consent to establish Accommodation Building (6 Units) |
| 2004/BLD1818 | Building Works for deck additions & major internal alterations to Granny Flat |
| REC12/0061 | Approved realignment of boundaries between 243 & 317 Booloumba Creek Rd (transfer of 1ha of land from Lot 4 to Lot 2 to rectify encroachment of house, sheds and driveway in Lot 4) |

Site Description

The subject site is located at 243 Booloumba Creek Road, Cambroon, approximately 8 km south-west of the Kenilworth Township. The site was previously approved for 6 accommodation units although the approval has now lapsed.

| <i>Site & Locality Description</i> | |
|---|--|
| Road Frontage | 570 metres approximately to Booloumba Creek Road (unmarked sealed road with gravel shoulders) and 70 metres approximately to Braden Road (unmade road) |
| Existing Significant Vegetation | Some significant vegetation present predominately along streams and southern part of site |
| Topography: | Gradual slope with areas of steep land (greater than 25%) to the south of the site |
| Surrounding Land Uses: | Rural land & residential dwellings. In addition, there are the following uses within the immediate surrounds: <ul style="list-style-type: none"> • four rural accommodation units at 118 Booloumba Creek Road • boarding house (10 beds) at 333 Booloumba Creek Road • caravan park at 2951 Maleny-Kenilworth Rd and • camping facilities within the National Parks. |

The subject site is connected to rainwater tanks, a septic system, electricity supply and telecommunications. Access is gained via Booloumba Creek Road. The site is of a rural character and comprises an existing house, granny flat, associated structures, dams and cattle. The southern portion of the site is densely vegetated and has frontage to Braden Road of approximately 70 metres.

Booloumba Creek is located to the north of the subject site with lower order streams traversing along the eastern and western boundaries of the site. The site has a gradual slope with the steepest land (greater than 25%) to the south.

Adjoining properties to the north (across Booloumba Creek Road), west and east are zoned rural and comprise single detached dwellings and associated structures. The Conondale National Park is located further west of the site and zoned as Environmental Management and Conservation. Surrounding land uses generally comprise:

- single dwelling houses at 4, 63, 126, 157, 162, 209, 252, 282, 325 & 463 Booloumba Creek Rd, 151 Sunday Creek Road & 3015 Maleny-Kenilworth Rd
- rural enterprises (i.e. cattle farming) at 209 Booloumba Creek Rd
- five accommodation units at 317 Booloumba Creek Road
- four accommodation units at 118 Booloumba Creek Road
- boarding house (10 beds) at 333 Booloumba Creek Road and
- caravan park at 2951 Maleny-Kenilworth Rd.

Figure 8 illustrates the subject site as well as the location of surrounding land uses. The two nearest dwellings would be located approximately 220 metres (as the crow flies) to the north & north-west of the proposed accommodation. Dwellings to the east and west would be located approximately 320 metres and 520 metres from the proposed camping facilities, respectively.

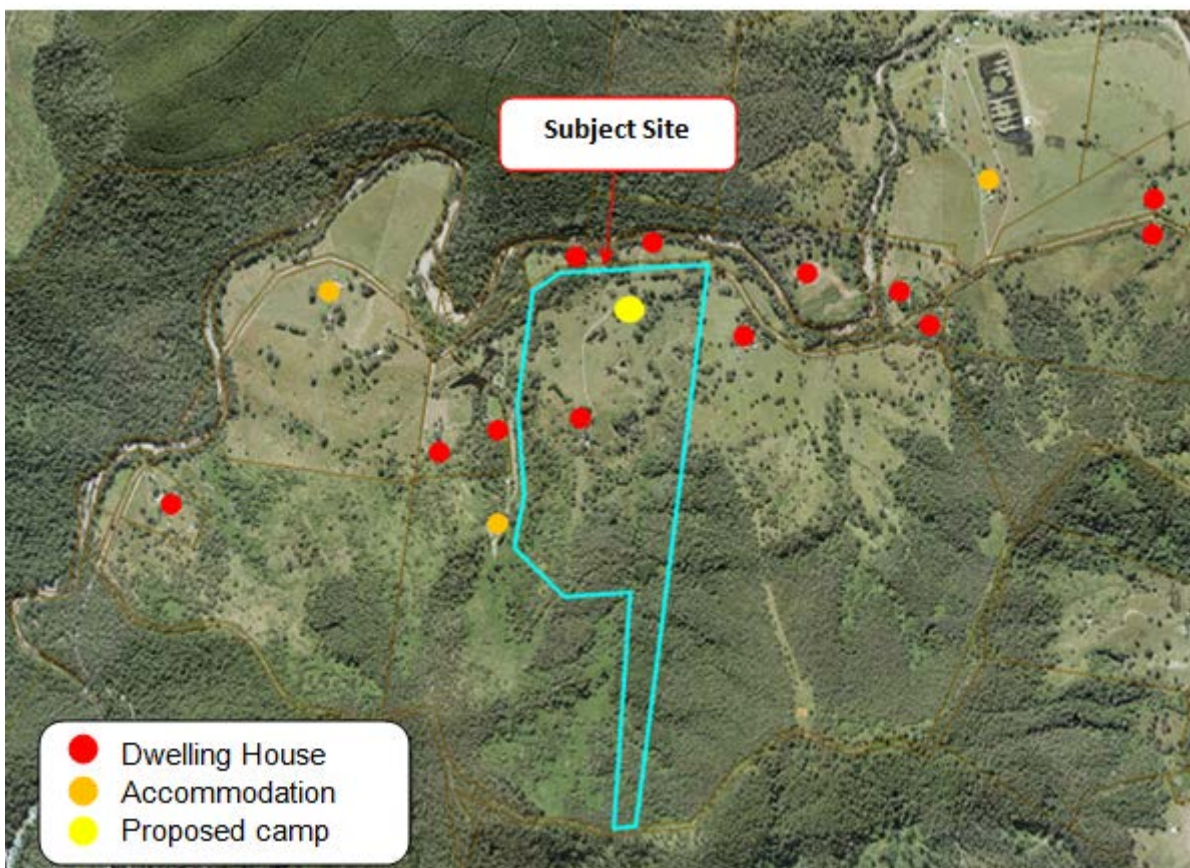


Figure 8 Aerial imagery

The following planning scheme overlays are applicable to this application:

- Biodiversity, Waterways and Wetlands Overlay (Native Vegetation Area, Riparian Protection Area & Stream Orders 1-2 & 3-4)
- Bushfire Hazard Overlay (High Bushfire Hazard Area & Buffer)
- Height of Buildings and Structures Overlay (8.5 metres)
- Landslide Hazard and Steep Land Overlay (Moderate & High Hazard Area & Slope 15-20%, 20-25% and 25% and over) and
- Water Resources Catchments Overlay (Mary River Water Resource Catchment Area).

ASSESSMENT

Framework for Assessment

Instruments for Statutory Assessment

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

- State Planning Policy
- South East Queensland Regional Plan 2009-2031
- State Planning Regulatory Provisions and
- Sunshine Coast Planning Scheme 2014 (3 August 2015).

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

Statutory Instruments – State and Other

State Planning Policy

The State Planning Policy has been deemed by the Minister for State Development, Infrastructure and Planning as being appropriately reflected in council's planning scheme and, therefore, does not warrant a separate assessment.

State Planning Regulatory Provisions

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

- South East Queensland Regional Plan 2009-2031 State Planning Regulatory Provisions and
- State Planning Regulatory Provision (Adopted Charges).

The Adopted Charges State Planning Regulatory Provisions are applied to development which has been approved. As such, the proposed development must comply with the provisions of the *South East Queensland Regional Plan 2009-2031*.

South East Queensland Regional Plan 2009-2031

The site is located within the Regional Landscape and Rural Production Area of the *South East Queensland Regional Plan 2009-2031*. The proposed development is a community activity and would be consistent with the regional land use intent, regional policies and desired regional outcomes for the Regional Landscape and Rural Production Area.

Statutory Instruments – Planning Scheme

The applicable planning scheme for the application is *Sunshine Coast Planning Scheme 2014* (3 August 2015). The following sections relate to the provisions of the Planning Scheme.

Strategic Framework

The Strategic Framework considers the following matters:

- Settlement Pattern
- Economic Development
- Transport
- Infrastructure and Services
- Natural Environment
- Community Identity, Character and Social Inclusion
- Natural Resources and
- Natural Hazards.

The application has been assessed against each of the matters above and found to be generally consistent with each matter.

Land Use Elements

The subject site is designated within the Rural Enterprise and Landscape Area. The proposed educational establishment would not compromise the intent for this designation as it would not result in loss of viable agricultural land or compromise future rural activities on the site or surrounding land. The proposal would provide for educational opportunities pertaining to the landscape and environmental values of the site and surrounding area. In addition, the proposal would not result in clearing of vegetation and would provide additional landscaping. Weeding and revegetation is also proposed to ensure the landscape and environmental values are protected and enhanced.

If approved, the developer would be required to provide for long-term protection of vegetation by registration of covenants and maintenance of significant vegetation. Further, the proposed development would be required to be visually screened from the site's frontage and adjoining dwellings so as to maintain landscape values.

The proposed educational programs involve expeditions and overnight camping in the nearby national parks and, importantly, the location of the site provides a nexus with the proposed operations and these national parks.

In summary, the proposed educational establishment would be consistent with the intent of the land use elements and would provide for the continuation of the existing cattle farming operations. The development proposes to keep other livestock on the property as part of the education program.

Natural Environment

The subject site is identified as containing native vegetation and natural waterways. The proposed camping facilities would be setback the minimum 10 metres to all waterways and would not involve the clearing of vegetation, other than for the purpose of weed management, and would be located clear of all land constraints. The proposal would be required to maintain water quality in accordance with best practice standards and would also be required to provide for the protection of land for environmental purposes by way of vegetation covenants.

Community Identity, Character and Social Inclusion

The subject site is designated within a High Value Scenic Area. The proposal would comply with the intent of the Strategic Framework by providing facilities which contribute to education and recreation for other communities and a range of users. The site's location is vital to the proposed development which relies on proximity to the nearby national parks as part of the proposed operations and the educational program.

Existing vegetation on the site and a proposed 10 metre wide landscape buffer, landscape plantings and 3 metre earth mound and fencing, would screen buildings from the road and enhance the development's overall appearance. It is important to note that, given the rural zoning of the site; a structure having an area consistent with the proposal would be permitted on the site and could potentially have a greater impact upon scenic amenity. With the inclusion of proposed screening, the proposal would not adversely impact upon the scenic amenity of the area.

Natural Resource Elements

The subject site is identified within a Water Resource Catchment Area. If approved, the proposed development would not result in the fragmentation or alienation of natural resources, such as key resource areas, water bodies or significant vegetation. The proposed development would be located on the cleared part of the site and the proposed effluent disposal would be managed in accordance with the conditions of an Environmental Authority (Sewage Treatment).

The proposed education establishment would result in development which protects the landscape character and scenic amenity by way of landscaped buffers and vegetation protection covenants.

As outlined above, the proposed educational establishment complies with the intent of the Strategic Framework.

Overlay Codes

The following overlay codes are applicable to this application:

- Biodiversity, Waterways and Wetlands Overlay Code
- Bushfire Hazard Overlay Code
- Height of Buildings and Structures Overlay Code
- Landslide Hazard and Steep Land Overlay Code and
- Water Resources Catchments Overlay Code.

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

| Code | Discussion |
|---|--|
| Biodiversity, Waterways and Wetlands Overlay Code | The proposed development would comply with the purpose of the Code as it would be located in a cleared part of the site, setback a minimum of 50 metres from native vegetation and would result in the protection and enhancement of ecologically important areas by retention of vegetation. The location of the proposal would avoid and minimise impacts upon ecological processes and systems and provide all required minimum buffers to on-site waterways and native vegetation. If approved, the development would provide a vegetation covenant for retention and protection of significant vegetation as well as the removal of weed species. |
| Bushfire Hazard Overlay Code | The proposed development would comply with the purpose of the Code as buildings and structures would be located outside of |

| Code | Discussion |
|---|---|
| | <p>bushfire hazard areas and buffers. The application is supported by a Bushfire Assessment & Management Report which provides for the management of bushfire hazard for the proposed development and complies with the requirements of the Code.</p> <p>Given that the facilities are well setback from areas of bushfire hazard, proposed mitigation methods would not result in adverse impacts upon vegetation or waterways. Further, the proposed development would provide for the minimum specified amount of on-site water storage of 5,000 litres, either provided in a tank and/or one of the on-site dams for fire-fighting purposes.</p> <p>Camp fires would not be permitted within bushfire prone areas and conditions are recommended to be imposed upon any future approval to ensure the development is undertaken in accordance with the Bushfire Assessment & Management Report.</p> |
| Height of Buildings and Structures Overlay Code | The proposal complies with the maximum height of buildings and structures (8.5 metres) and would be compliant with the purpose and outcomes sought by the Code. |
| Landslide Hazard and Steep Land Overlay Code | <p>The proposed location of accommodation facilities and access would avoid steep land and any land potentially subject to landslide hazard. Whilst the associated educational activities and temporary campsites would be located within mapped areas of steep land, the scale and intensity of these activities would not compromise the stability of the site. Conditions are recommended to ensure that no permanent buildings or structures would be located within the proposed remote campsites. As such, the proposal would comply with the purpose and outcomes sought by the Code.</p> <p>If approved, erosion and sediment control devices would be required for any cut and fill works and such works would need to be revegetated.</p> |
| Water Resources Catchments Overlay Code | <p>The proposal would not compromise the water supply catchment as the development would be designed and located to avoid adverse impacts upon water quality in accordance with an Environmental Authority (Sewage Treatment) and effluent disposal system.</p> <p>In addition, the proposal would improve vegetation on the site by providing additional landscaping and removing weed species. If approved, the proposed development would be required to comply with the SEQ Water Development Guidelines for Water Quality Management in Drinking Water Catchments and any subsequent plumbing approval.</p> |

As outlined above, the proposed development would comply with the Overlay Codes subject to conditions upon any future approval.

Local Plan

The subject site is within Rural Tile No 12. No specific Local Plan Codes apply as this site is not located within a Local Plan Area.

Zone Code

The subject site is located with the Rural Zone. The proposed educational establishment is a potentially consistent land use within the Rural Zone where ancillary, and directly related, to

a rural activity on the same site. Educational activities are proposed to have a focus on environment, sustainability, agriculture, rural activities and outdoor recreation including camping and hiking.

The new planning scheme was designed specifically to allow for a range of complementary uses, including educational and tourist uses, within the Rural Zone. This was specifically undertaken in order to accommodate the higher objectives of rural tourism and sympathetic rural uses consistent with the council's vision of vibrant, green and diverse.

The existing cattle farming operations would continue in conjunction with the proposed camping facility and educational activities which would be contingent on the rural nature of the site being maintained.

The proposal would achieve the purpose of the zone as it would allow for the continuation of the existing rural activities and result in a development which value adds and is consistent with the existing rural area, particularly given the site's proximity to nearby national parks. If approved, the proposed development would provide for a minimum 10 metre wide landscape buffer and on-site landscape screening and plantings in order to maintain the privacy and amenity of the local area.

The proposal would also comply with the applicable overall outcomes of the Rural Zone as outlined below.

| Outcome/s | Discussion |
|-----------|--|
| (a) | The subject site has an area of 57.24 hectares. The planning scheme identifies that approximately 75% of the site is potentially constrained by slope, vegetation, environmental and natural hazards. As such, the remaining 14 hectares of the site would need to accommodate the existing rural activities, dwelling house and proposed development. In this regard, the size and location of the proposed camping facilities would utilize a combined area of less than 1 hectare. The proposed educational activities would be situated to the south and south-west of the camping facilities (refer to Figure 8). There would be sufficient area for the proposal, its infrastructure and suitable area for existing rural activities, which are proposed to be separately fenced off from the development. |
| (c) | The proposed educational activities would promote the sustainable use of the land and the appreciation of the natural environment. The proposed development has a nexus with the surrounding national parks and would be compatible with the rural setting of the site and surrounds by providing a link to rural activities and environmental conservation. The proposal would not compromise the use of the land for rural activities during operations or if the use were to cease. |
| (e) | The proposal would support the tourism industry, both locally and regionally, as well as providing flow on effects for local businesses. The proposal would also promote the region's natural assets. |
| (f) | The proposed development would be located, designed and operated to minimise conflicts with existing and future rural activities on surrounding rural lands as the proposal achieves the minimum 50 metre setback to all boundaries and would achieve minimum acoustic requirements as demonstrated by Council's acoustic assessment. The proposal would also have access to infrastructure required to accommodate the existing farming operations and proposed Educational Establishment. If approved, restrictions and conditions would be imposed to ensure rural amenity is maintained and no adverse impacts result from noise or traffic generation. |
| (j) | The subject site is not identified as class A or class B agricultural land or strategic cropping land. |

| Outcome/s | Discussion |
|-----------|--|
| (k) | <p>The proposed development would not adversely impact upon natural resources, ecologically important areas, native vegetation or connected waterways on the following basis:</p> <ul style="list-style-type: none"> • The proposal would be located in a cleared part of the site and would not result in clearing of vegetation • The proposal would provide for removal of weeds and revegetation • The proposal maintains a minimum setback of 10m to all waterways • Buildings and structures would not be situated within the riparian protection area and • Vegetation would be protected under proposed covenants. |
| (l) | <p>Landscaping and fencing would be utilized to ensure that the proposed built form integrates with the surrounding rural character or is appropriately screened. Whilst the immediate surrounds include residential properties and accommodation, the scale of the proposed facilities is not beyond the size and scale of buildings and structures expected for rural zoned land. For example, large structures such as sheds and silos associated with self-assessable rural uses would have potential to exceed the size and scale of the proposed development and could be established in accordance with this zoning having the potential for greater visual impact on the streetscape and surrounds. Further, the design of the facilities and in particular, accommodation would respond to environmental and topographic features of the landscape. More specifically, the design of the accommodation would not be reliant on air-conditioning units and is responsive to the climate of the site and surrounds.</p> |
| (m) | <p>The development proposes to utilise water saving devices and manage activities so as to reduce consumption of energy through installation of solar lighting.</p> |
| (n) | <p>Proposed landscaping and fencing would be required to screen the development from the street frontage and surrounding properties (refer to Figure 2) so as to maintain and enhance the significant scenic and landscape values of the area. As previously outlined, a comparison of potential development rights confirms that a building or structure could be established on the subject site without having to be screened and resulting in a greater impact than what is currently proposed. If approved, the proposed 10 metre wide landscape buffer, earth mound, landscaping and fencing would assist in screening the development from the road frontage.</p> |
| (o) | <p>The subject site does not adjoin an identified recreational trail or corridor for public access purposes.</p> |
| (p) | <p>The subject site is not located within an identified inter-urban break.</p> |
| (q) | <p>The proposed development would be located in a cleared part of the site and exceed the minimum required setbacks to native vegetation and waterways. Any future approval would be required to provide a vegetation protection covenant ensuring long term protection of vegetation.</p> |
| (r) | <p>Buildings and structures associated with the Educational Establishment would be located in the area which would be least affected by site constraints and clear of vegetation.</p> |

| Outcome/s | Discussion |
|-----------|---|
| (s) | The subject site would be provided with adequate infrastructure and services as required for the development, including on-site effluent disposal, on-site water storage, electricity and telecommunications. It is noted that access to the site would need to be upgraded to an appropriate standard so as to cater for the potential number and type of buses and vehicles generated by the development. |
| (t) | <p>The proposed development would not adversely impact on the continued operation, viability and maintenance of existing infrastructure or compromise the future provision of planned infrastructure, on the following basis:</p> <ul style="list-style-type: none"> • the additional 11% traffic generated by the proposal would not adversely impact upon the existing transport infrastructure, which achieves the minimum standard for a Rural Access Place • the proposal would be provided with on-site water and effluent disposal • the subject site has connection to the existing electricity and telecommunications network • the subject site is serviced by waste collection and • the proposal would provide for ongoing environmental management, including weed management and revegetation works. |

As outlined above, the proposed development would comply with the Rural Zone Code subject to conditions upon any future approval.

Development Codes

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


- Community Activities Code
- Nature and Rural Based Tourism Code
- Landscape Code
- Nuisance Code
- Safety and Security Code
- Stormwater Management Code
- Sustainable Design Code
- Transport and Parking Code
- Waste Management Code and
- Works, Services and Infrastructure Code.

The pertinent issues arising out of assessment against the codes are discussed below.

| Code | Discussion |
|---------------------------|--|
| Community Activities Code | While the proposal would not meet Acceptable Outcome 1 of the Community Activities Code, which specifies that the use is located in a Community Facilities Zone, Centre Zone or Urban Zone adjacent to a compatible community activity, the proposal would comply with Performance Outcome 1 in that it would be conveniently located within |

| Code | Discussion |
|--|--|
| | <p>proximity to national parks as well as being capable of accommodating the range of activities proposed. The site is well located as it provides a nexus with national parks in a rural area that is well connected to the environment. Further, the proposal would be able to mitigate or manage potential impacts of the proposed development on the amenity of the surrounding area and adjoining residential premises. The proposal complies with all other elements of the Code.</p> |
| <p>Nature and Rural Based Tourism Code</p> | <p>While the proposed geodesic tents would not meet Acceptable Outcome 4.2 of the Code, which specifies that muted earth/environmental tones be utilised, the proposed development will, however, be visually screened with proposed landscaping and fencing, and through the inclusion of the proposed earth mound. As such, the proposal would comply with Performance Outcome 4 in that these measures will ensure the proposed structures will be screened from adjoining properties.</p> |
| <p>Nuisance Code</p> | <p>In order to determine compliance with Performance Outcome 1 of the Code, the potential noise impacts of the development on neighbouring properties have been assessed. Acoustic calculations have been carried out based on potential noise from a school playground (Handbook of Environmental Acoustics) which would best align with the activities concentrated around the main buildings and structures.</p> <p>The assessment factored in the most conservative level of noise based on a school playground for 500 students and methodology based on the loss of noise over distance. The distance used in the calculation was the distance to the nearest dwelling (over 200 metres) from the proposed development.</p> <p>The resultant noise level of the proposed development would be 29.9 dB(A). This is below the background noise levels for a rural area contained within <i>Australian Standard 1055.2-1997: Acoustics – Description and measurement of environmental noise</i> (noise category area R1 for day = 40dB, evening = 35dB and night-time = 30dB periods). Notably, night time periods are the quietest times and it is therefore recommended that conditions be imposed on any future approval to limit operations and activities in a manner which reduces potential noise generation in evening and night time periods.</p> <p>For dwellings located more than 200 metres from the development, there will be further reductions in noise levels from ground absorption. The proposed earth mounding will be a height of up to 3 metres and is estimated to provide between 7-10 dB(A) of noise attenuation. There is also likely to be a small amount of noise attenuation from the buildings and structures and similarly noise attenuation from the facades of the residential receivers. An attenuation of up to 5dB is generally assumed to be achieved from outside to inside of a residential dwelling.</p> <p>Based on the above calculation, the average noise from the facility will be well below the background noise level for a rural area. Therefore, the majority of activities will be near inaudible from neighbouring dwellings. However, it is noted that there will always be extraneous ‘maximum’ noises such as loud shouting that will rise above the background for short periods of time. It is recommended that site management procedures be developed to minimise the incidence of loud extraneous noise events. The applicant proposes that students would be supervised at all times and it is therefore considered reasonable that management practices would be able to minimise extraneous noises.</p> |

| Code | Discussion |
|----------------------------|--|
| | <p>As distance from the noise source increases, the attenuation of noise over distance also increases. As this assessment reviewed noise impacts on the closest resident, all other dwellings at greater distances will be exposed to less noise from the proposal. Moreover, this assessment is based on an expected noise projection for 500 students in a playground, whereas operations would see groups of 20 students for the majority of the time and at full capacity of 180 students and 24 employees and/or teachers (maximum 204 people).</p> <p>If approved, the following conditions are recommended to be imposed upon any permit to maintain compliance with the Code:</p> <ul style="list-style-type: none"> • a minimum buffer of 50 metres must be maintained from any boundary in accordance with the acceptable outcomes of the Nature and Rural Based Tourism Code to ensure that there is a minimum separation between all activities and nearby dwellings to reduce any incidental noise or privacy issues • no live entertainment or amplified music be permitted • lighting must be in accordance with Australian Standards • the proposal would be required to provide earth mounding and acoustic fencing as shown on the approved plans • Hours of operations is limited, as follows: Educational and outdoor activities associated with the approved use operate between: <ul style="list-style-type: none"> (a) 7am to 9pm Monday to Friday (b) 7am to 6pm Saturday and Sunday and (c) Not at all on public holidays. <p>Vehicle movements are to be limited to between the hours of 8am and 6pm Monday to Saturday and not at all on Sundays or public holidays.</p> <p>By limiting the hours of operation and use, Council's specialists are satisfied that the acoustic amenity of the area can be maintained at acceptable levels. Conditions have been imposed in the proposed approval dealing with this issue.</p> |
| Transport and Parking Code | <p>An assessment of the existing road network and capacity was undertaken based on the proposed addition of a maximum of 17 vehicles per day. This is based on the maximum proposed capacity of 3 buses and 14 staff/teacher vehicles applied on a per day basis. This is a worst case scenario and is not the actual demand expected due to multiple day programs (i.e. drop off and pick up would be every 3, 5 or 10 days depending on the program).</p> <p>Review of Council Traffic count data for Booloumba Creek Road demonstrates that the average daily traffic is 152 at Point A and 113 at Point B; with 4% heavy vehicles (refer to traffic count locations shown in Figure 9 below). In addition, the Queensland Government's data for parking and camping permits demonstrates that in 2015 approximately 29,000 persons visited the nearby national parks which confirm that Booloumba Creek Road experiences regular vehicular traffic to/from the national park.</p> |

| Code | Discussion |
|------|---|
| |  <p data-bbox="354 674 756 705">Figure 9 Traffic count locations</p> <p data-bbox="354 723 1343 958">The proposed maximum of 17 vehicles per day would increase the traffic to 169 vehicles per day, which is an increase of 11%. Booloumba Creek Road is a local Rural Street and in accordance with Table SC.6.17C (Rural Transport Corridors) of the <i>Planning Scheme Policy for Transport and Parking Code</i>, these road types have a planned volume of 150-750 vehicles per day. In addition, local rural roads are not required to include a footpath due to their rural setting.</p> <p data-bbox="354 976 1343 1240">As demonstrated above, the proposed development would not result in a significant increase to current usage of the road and would remain consistent with the local rural street. Therefore, only minor upgrades to the external road infrastructure would be required to facilitate the proposed development, should it be approved. Whilst construction of a footpath is not required for the development, it is recommended that conditions be imposed upon any future approval to maintain safety of pedestrians associated with the proposed operations.</p> <p data-bbox="354 1258 1343 1328">If approved, the following conditions are recommended to be imposed upon any permit to maintain compliance with the Code:</p> <ul data-bbox="373 1346 1343 1816" style="list-style-type: none"> • groups must be transported to and from the site by bus only, with the exception of employees and teachers • the development must provide for 14 vehicle parking spaces and 1 bus parking space • widening and sealing of the existing road pavement to create a deceleration turning lane at the site's frontage • the current access driveway must be upgraded to RS-056 standard and the internal driveway must be sealed and provided with internal passing bays along the driveway for passing vehicles and • a Road Safety Audit must be prepared and provided as part of a subsequent Operational Works application to review signage and speed environment along Booloumba Creek Rd. |

CONSULTATION**IDAS Referral Agencies**

The application was not required to be referred to the State Assessment Referral Agency.

Third Party*South East Queensland Water*

The application was referred South East Queensland Water for comment about the Mary River Water Catchment Area. South East Queensland Water responded, by letter dated 23 November 2015, providing advice and recommendations for the proposed development. Council's plumbing specialist confirmed that, if the development were approved, all requirements for effluent disposal, including those of the South East Queensland Water and the Department of Environment and Heritage Protection would be able to be addressed as part of the subsequent pumping approval. South East Queensland Water recommended that conditions of any potential future approvals be included, as follows:

1. *The wastewater treatment system must be an advanced secondary wastewater treatment system with Chief Executive approval from the Department of Housing and Public Works and must incorporate chlorination to reduce the potential risk for contamination of the waterway.*
2. *The design must incorporate a warning system set at 75% full comprising of a highly visible strobe warning light at the tank and an internal alarm mounted in the house comprising of an audible and visual alarm in order to minimise the risk of overflow of effluent to the Creek. If the tank is above 75%, irrigation rate should be adjusted in accordance with manufacturer's recommendations.*
3. *The wastewater treatment system must incorporate emergency storage capacity to provide adequate buffering for shock loading and down time.*
4. *The disposal area must be planted with kikuyu grass or other native vegetation which provides a high uptake of nitrogen and phosphorus and prevents erosion.*
5. *To minimise the risk of failure or inefficiency, the wastewater treatment system and land application area must be inspected and serviced by an appropriately qualified professional in accordance with the manufacturer's recommendations and at least annually.*
6. *The disposal area must be at least 2 metres above the seasonal high water table/bedrock (whichever is the less vertical distance below the base of the application area).*
7. *A disposal area of up to 100% of the effluent irrigation design area must be available on the lot to minimise the risk during any failure or inefficiency.*
8. *No nitrogenous fertilisers are to be utilised in the establishment phase of vegetation or at any time.*
9. *The disposal area must incorporate appropriate diversion drainage above the disposal area (to prevent stormwater inundation) and bunds below the disposal area to reduce the risk of waterway contamination.*
10. *The poor drainage of the soil necessitates an appropriate depth of topsoil over the proposed effluent disposal area. Either soil remediation (gypsum I scarification) or clean imported topsoil must be provided to a depth of 150mm - 250mm over the disposal area and scarified into soils over the entire disposal area to ensure adequate drainage and reduction of nutrients.*
11. *The proposed disposal area must maintain a setback of 50m to any watercourse or dam.*

Other Referrals

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

- Development Engineer, Engineering and Environment Assessment Unit
- Landscape Officer, Engineering and Environment Assessment Unit
- Environment Officer, Engineering and Environment Assessment Unit
- Ecology Specialist, Engineering and Environment Assessment Unit and
- Plumbing Specialist, Building and Plumbing Services Unit.

Public Notification

The application was publicly notified for 15 business days in accordance with the requirements of the *Sustainable Planning Act 2009*. Sixty-seven properly made submissions and 14 not properly made submissions were received.

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

| Issues | Initial comments |
|---|--|
| SUBMISSIONS AGAINST THE PROPOSAL | |
| Land use & operations | |
| The development will fragment Good Quality Agricultural Land and Strategic Cropping Land. | The property is not classed as Good Quality Agricultural Land and Strategic Cropping Land. |
| The proposal conflicts with the rural zoning and rural activities on adjoining properties and the existing grazing operations would be compromised by the development. | The proposed use is a potentially consistent land use as it will provide educational activities based on a direct link to rural and agricultural learnings available on to the rural property and local area. The development will also utilise proximity to the surrounding national parks as a fundamental part of the education program. |
| The site is not of sufficient size to accommodate the proposed activities and operations without impacting upon neighbouring properties or waterways and the development would exclude the possibility of the property being utilised for rural purposes in future. | The subject site has an area of 57.24 hectares. The planning scheme identifies that approximately 75% of the site is potentially constrained by slope, vegetation, environmental and natural hazards. As such, the remaining 14 hectares of the site is the only agriculturally viable part of the site. The size and location of the proposed accommodation would utilize a combined area of less than 1 hectare and the proposed educational activities would be situated to the south and south-west of the accommodation. There would be sufficient area for the proposal, its infrastructure and suitable area for the existing rural activities to continue. The proposed development would not prohibit future rural activities on the subject site in conjunction with the proposal and the applicant intends to maintain the cattle farming and keeping of animals as part of the educational |

| <i>Issues</i> | <i>Initial comments</i> |
|--|---|
| | program. |
| Surrounding properties are predominately residential in use and not currently utilised for rural pursuits. | The subject site and surrounding properties are designated as rural land where a range of uses are consistent (i.e. holiday cabins, animal husbandry, aquaculture, cropping, intensive animal industry, intensive horticulture, permanent plantation, roadside stall, rural industry, rural workers accommodation, wholesale nursery etc.). The operation of a wholesale nursery or rural industry would result in greater impacts associated with large scale buildings, noise and traffic and would potentially result in significantly greater amenity impacts than the proposed development. Regardless of whether the properties are currently used for rural purposes, given the rural zoning, the assumption is that they may be able to operate the abovementioned uses and this has been taken into consideration in the assessment with all required setbacks achieved. |
| The location and design/built form of the proposal will adversely impact upon rural character, scenic amenity and landscape values | This is an issue which can be mitigated by appropriate conditions. Proposed landscaping, earth mounding and fencing are proposed to screen the development from the frontage and adjoining properties and would also provide additional acoustic buffering. |
| The applicant does not provide details of the location of activities (i.e. where noisy activities would take place and if elevated would potentially increase resounding noise) and it is unclear as to whether or not the camp will be open to public or function groups. | The location of the proposed activities is depicted in Figure 6 . If approved, it is recommended that conditions be imposed to ensure that activities are located a minimum 50 metres from boundaries. Noise complaints will also be managed by the operator as part of a complaints register. Further, the proposal is for camping and education predominately for schools and involving curriculum based learning for programmed activities. Sporting groups, scouts/girl guides, religious groups and organised groups would potentially be catered for where in accordance with the planning scheme definition of an Educational Establishment and any conditions if the application is approved. Conditions limiting the use to educational programs and prohibiting leasing to third parties are recommended. |
| The proposal would have a direct economic impact upon the community | The proposal would provide for social and economic benefits to the local area and greater region by promotion of natural assets and flow on effects to local business. It may also provide some part-time service jobs. |
| The proposal would impact surrounding property values | There is no evidence that the development would result in devaluation of land. |

| <i>Issues</i> | <i>Initial comments</i> |
|--|--|
| <i>Amenity - noise impacts</i> | |
| The proposal will result in adverse noise impacts as a result of proposed activities and/or usage of megaphones, audio systems. Hours of operation (i.e. particularly on weekends, school holiday periods and before/after hours) are a concern as the area is a quiet rural environment, especially between 6am-7am and 6pm-7pm | Based on the acoustic assessment, the average noise from the facility will be well below the background noise level for a rural area. In addition, the hours of operations would be limited to 7am-9pm weekdays and 7am-6pm on Saturday and Sunday so as to maintain quieter periods in early morning and late evening. No live and/or amplified entertainment or public announcement system will be permitted and a complaints management register will also be required for the proposed development. |
| Groups walking along Booloumba Creek Road would generate a source of nuisance to residential dwellings | Existing pedestrians and horse riders are evidenced to travel along the road reserve. The applicant proposes that maximum groups of 20 will walk within the reserve to access the National Park and that this will typically occur every two days on average, during peak operations. It is recommended that site management procedures be developed to minimise the incidence of loud extraneous noise events, including during expeditions to/from the subject site. |
| <i>Amenity – visual impacts</i> | |
| The scale, bulk and appearance of the development would not be appropriate | The scale and bulk of the development and the geodesic tent accommodation would be screened by the proposed minimum 10 metres of landscaping, earth mounding of 3 metres and fencing and landscaped screening. The proposed geodesic tents will have a maximum height of 4 metres. The proposed facilities will have a height of 5.4 metres, with the exception of a chimney, which would not exceed 7 metres to the highest point. The buildings are not inconsistent with the bulk and scale of buildings and structures which could reasonably be expected in a rural area. |
| <i>Amenity – light pollution</i> | |
| The proposal would result in impacts associated with lighting. | The proposed development would be setback a minimum of 50 metres from site boundaries and lighting would comply with Australian Standards. |

| <i>Issues</i> | <i>Initial comments</i> |
|--|--|
| Traffic impacts | |
| <p>Traffic generation will exceed infrastructure capacity of Booloumba Creek Rd which has insufficient width & is not to standard for current amount of traffic generation and would result in the following:</p> <ul style="list-style-type: none"> • the application does not provide sufficient information about the number of vehicles accessing the development • the proposal will result in an increase of standard and heavy vehicles accessing the property • the current access driveway is insufficient for the development • road safety is an issue as there is a lack of signage along Booloumba Creek Road • areas of limited visibility on the road are hazard areas for proposed traffic to the development • the current number of vehicles accessing the national parks (campers, day trippers etc.) will continue to increase and in combination with the proposal result in adverse impacts to road infrastructure • the proposal would conflict with existing users of the road and pedestrian network (i.e. horse riders group) and • the internal driveway will not be sufficient for the proposed development. | <p>The proposal would result in a maximum average of 17 additional vehicles per day in addition to the existing average of 152 vehicles per day. As such, the increase would be minimal. The access and parking area would be required to be upgraded to minimise dust impacts. A review of traffic impacts confirms that the proposal would not adversely impact upon Booloumba Creek Road, on the following basis:</p> <ul style="list-style-type: none"> • the proposed development would result in a maximum 11% traffic increase on a per day basis which in accordance with the planned capacity for Booloumba Creek Road, being a local rural street • the maximum width of the largest 94 seater bus would be 3.1 metres (including mirrors). The dimensions would still allow for other vehicles to pass on the road shoulder • as part of any future approval, access and entry to the subject site would be required to be upgraded to include a turning/deceleration lane for buses entering the site and the internal driveway and parking sealed, and • if approved, a Road Safety audit would be required to assess road alignment, cross-sections and signage from Kenilworth-Maleny Road to the subject site. |
| Effluent impacts | |
| <p>The proposed capacity of effluent disposal would not be able to be managed on-site and would result in impacts upon the surrounding environment including water quality.</p> | <p>An Environmental Authority (Sewage Treatment) for on-site effluent disposal has been approved by the Department of Environment and Heritage Protection subject to issue of a land use approval from Council. The subject site has sufficient area for the proposed effluent disposal method and would be undertaken in accordance with an effluent disposal report. SEQ Water has also suggested conditions to ensure water quality.</p> |

| Issues | Initial comments |
|--|---|
| Pedestrian traffic | |
| <p>Access to the southern boundary and Braydons Road is not passible and therefore the operator would need to traverse neighbouring properties without consent and pedestrian access along Booloumba Creek Road is unsafe.</p> | <p>Pedestrian access will not occur within adjoining private property as the applicant has access frontage to both Booloumba Creek Road and Braydons Road. There are no existing pedestrian footpaths along either road frontage and construction of a footpath is not required for Local Rural Street in accordance with the Transport and Parking Code. However, existing pedestrians and horse riders are evidenced to traverse the public road reserve of Booloumba Creek Road. The applicant proposes that maximum groups of 20 will walk within the reserve to access the National Park. This will occur typically every two days on average, during peak times. It is recommended that an overall condition be imposed which requires safety procedures to be enforced and maintained by the operator. This would include management strategies for safe movement of pedestrians to/from the site.</p> |
| Environmental impacts | |
| <p>The development will impact upon native flora and fauna (i.e. rare and vulnerable species).</p> | <p>The applicant proposes to retain on-site vegetation. If approved, covenants would be required to maintain the protection of vegetation. Further, the applicant proposes to weed and revegetate the site and ensure that the ecological values of the site are protected and enhanced.</p> |
| <p>The proposal will impact upon water quality (ie where activities such as raft building to be undertaken in the creeks or waterways) and also encroach within the riparian protection zones.</p> | <p>The proposal would be setback the required minimum 10 metres from waterways and would not be located within riparian protection areas. Water quality would not be adversely impacted upon as activities would not be undertaken within creeks and effluent would be treated in accordance with conditions of an Environmental Authority (Sewage Treatment).</p> |
| Water storage | |
| <p>The development will not be provided with sufficient supply of water (ie requiring the transportation of potable water and increased heavy vehicle trips).</p> | <p>The Nature and Rural Based Tourism Code states the development must be provided with an alternative potable water supply source (i.e. rainwater) which complies with the Australian Drinking Water Guidelines. The proposed on-site water storage (i.e. 60,000 litre tank & existing on-site dams) would comply with the requirements of the planning scheme. The additional heavy vehicle generation from an occasional water truck would not generate significant increase in traffic.</p> |

| <i>Issues</i> | <i>Initial comments</i> |
|---|--|
| Health and safety | |
| The subject site has historically been used for a cattle dip on part of the north-western portion of the site. | The subject site is not located on the Contaminated Land / Environmental Management Register. There is an obligation for landowners to advise the Department of Environment and Heritage Protection of any past or current notifiable activity on the land. Advice regarding the applicant's obligations, should the presence of any potential contaminants be discovered on the site, is recommended on any decision. |
| Natural hazard (risk of bushfire & flood) | |
| Booloumba Creek Road is regularly affected by flash flooding which impedes access to/from the site during events. A number of bushfires has occurred over the last few years and this has not been addressed by the bushfire assessment. In addition, the bushfire assessment does not take into consideration the location of other campsite and activities proposed on the site, which will increase the risk of bushfire. Further, there is insufficient on-site water supply for fire-fighting purposes | <p>The applicant has provided a Fire Flood and Emergency Plan and Bushfire Assessment & Plan Management Plan in support of the development. Both documents comply with Council's requirements and would manage / mitigate potential impacts as a result of natural hazards. It is recommended that conditions be imposed upon any approval including prohibiting camp fires in areas subject to bushfire hazard, within the proposed vegetation covenant areas.</p> <p>The proposed on-site water storage (i.e. 60,000 litre tank & existing on-site dams) achieve compliance with the minimum supply capacity of 5,000 litres as specified in the Bushfire Hazard Overlay Code.</p> |
| Erosion and sediment | |
| The proposal will result in run off impacts (i.e. driveway run off and blockage of stormwater drainage) | As part of subsequent Operational Works, the proposed development would be required to undertake erosion and sediment control in accordance with Council's standards. Further, if approved, the access driveway would be upgraded in accordance with any approval and subsequent Operational Works permit. |
| SUBMISSIONS IN SUPPORT OF THE PROPOSAL | |
| Noise, traffic and amenity impacts | |
| The impacts of the existing premises at Woodford are negligible. The design and incorporation of landscaping has minimised noise and visual impacts and vehicular traffic does not result in adverse impacts. Neighbours noted that they were at times unaware when camps were operated due to the lack of noise or views of the existing operations on that site. | If approved, the proposed development would incorporate landscaping and be required to provide compliant access to mitigate impacts upon adjoining dwellings. |

| <i>Issues</i> | <i>Initial comments</i> |
|--|--|
| <i>Economic benefits</i> | |
| The existing education centre at Woodford provides benefits to local businesses and the greater region | If approved, the proposal would support the tourism industry, both locally and regionally, as well as providing flow on effects for local businesses both directly and indirectly. |

CONCLUSION

The proposed Educational Establishment has been assessed against the relevant planning scheme codes and has adequately addressed all potential impacts of the development:

- an acoustic assessment has demonstrated that the proposal will meet acceptable levels for the amenity of neighbouring dwellings
- an assessment of traffic and access determines that the proposal would not adversely impact upon the road network. Conditions are recommended, as well as upgrades to access and parking, to ensure that the safety and efficiency of the road network would be maintained
- the development provides for landscaping and fencing, including a 10 metre wide dense vegetation buffer along the road frontage and 3 metre high earth mounding and acoustic fencing. The landscaping and fencing would screen the development from the road frontage and
- the development will ensure the protection and enhancement of Booloumba Creek and the associated ecosystem on the waterway. The development includes protection of vegetation through a vegetation covenant over sensitive areas, and also conditions are recommended that require the ecologically valuable land to be protected through site design of active areas well removed from the protected areas.

The constraints of the land and potential impacts of the development have been adequately addressed and the application is, therefore, recommended for approval subject to reasonable and relevant conditions.

8.1.2 DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE (CREMATORIUM) - 139-159 WISES ROAD, BUDERIM

| | |
|--------------------------|---|
| File No: | MCU15/0203 |
| Author/Presenter: | Principal Development Planner Regional Strategy & Planning Department |
| Appendices: | App A - Conditions of Approval73 |
| Attachments: | Att 1 - Proposal Plans79 |
| | Att 2 - Air Quality Report (<i>Under Separate Cover</i>) Att Pg 5 |
| | Att 3 - Peer Review85 |
| | Att 4 - Additional Air Quality Information from Applicant93 |
| | Att 5 - Peer Review of Additional Information for Air Quality Report97 |

Link to PD Online:

<http://pdonline.sunshinecoast.qld.gov.au/MasterView/Modules/Applicationmaster/default.aspx?page=wrapper&key=1694410>

| SUMMARY SHEET | |
|--|--|
| APPLICATION DETAILS | |
| Applicant: | Gregson & Weight Maroochydore |
| Proposal | Development Permit for Material Change of Use of Premises (Crematorium) |
| Properly Made Date: | 24/09/2015 |
| Information Request Date: | No Information Request issued |
| Information Response Received Date: | Not Required |
| Decision Due Date | 22 April 2016 (by agreement) |
| Number of Submissions | 88 properly made submissions (all against the proposal) 32 not properly made submissions (all against the proposal) |
| PROPERTY DETAILS | |
| Division: | 7 |
| Property Address: | 139-159 Wisers Road, Buderim |
| RP Description: | Lot 1 SP 197340 |
| Land Area: | 6.09ha |
| Existing Use of Land: | Approved Funeral Parlour & Caretaker's Residence |
| STATUTORY DETAILS | |
| Planning Scheme: | Sunshine Coast Planning Scheme 2014 (3 August 2015) |
| SEQRP Designation: | Urban Footprint |
| Strategic Plan Designation: | Urban |
| Planning Area / Locality: | Maroochydore/Kuluin |
| Planning Precinct / Zone: | Limited Development (Landscape Residential) Zone |
| Assessment Type: | Impact |

PURPOSE

The purpose of this report is to seek council's determination of an application for Development Permit for Material Change of Use of Premises (Crematorium) at 139-159 Wises Road, Buderim. The application is before council due to high levels of public interest.

The application is assessed against Sunshine Coast Planning Scheme 2014.

EXECUTIVE SUMMARY

This application seeks approval for a Material Change of Use (Crematorium) to be located within an approved funeral parlour building at 139-159 Wises Road, Buderim. The proposed cremator will form part of the approved Funeral Parlour building, taking up approximately 50m² of the building, which is currently under construction. The site has an existing approval for a Funeral Parlour and Caretaker's Residence (MCU13/0015).

During the public notification period of the application, council received 120 submissions (including 88 properly made submissions) and a petition containing 120 signatures against the proposal whereby concerns were generally raised in relation to the appropriateness of the land use, odour and emissions from the facility and traffic.

The site is zoned Limited development (landscape residential) under the Sunshine Coast Planning Scheme 2014 due to environmental constraints found on the site. The approved building avoids these areas.

The proposed use is not identified as either consistent or potentially consistent in the Limited development (landscape residential) zone code. The use must be considered on its merits and potential impacts, including odour and emissions, traffic and visual amenity.

An Air Quality Report was provided by the applicant, and independently reviewed, and found that the emissions, odour and air quality meet current best practice and standards. A similar facility operates adjoining residential land uses as part of the Buderim Cemetery site. No complaints have been received by council or the operators regarding the operation of this facility.

The visual amenity and character of the area will not be impacted given the building is not required to be altered to accommodate the cremator.

The proposal includes access from an already approved intersection with Wises Road, and provides sufficient parking for the use.

OFFICER RECOMMENDATION

That Council:

- (a) approve With Conditions Application No. MCU15/0203 and grant a Development Permit for a Material Change of Use of Premises for a Crematorium situated at 139-159 Wises Road, Buderim, in accordance with Appendix A and**
- (b) find the following are sufficient grounds to justify the decision despite the conflict with the Planning Scheme:**
 - 1. the proposal avoids the use of land affected by constraints such as flooding and environmentally sensitive land**
 - 2. the proposed land use is located in an existing building already approved on the site and**
 - 3. the proposed land use is allied to, and compatible with, the approved Funeral Parlour on the subject site.**

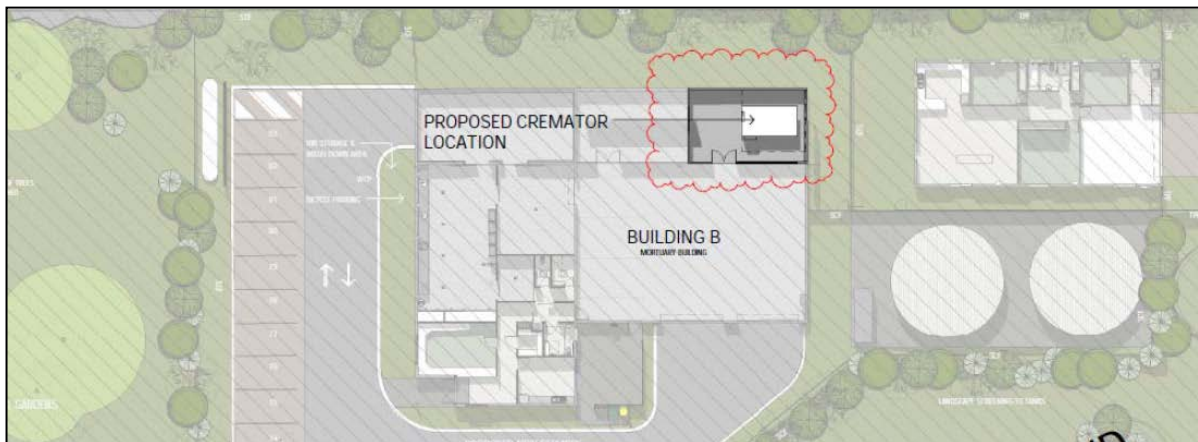
FINANCE AND RESOURCING

Council's Transport and Infrastructure Policy Branch has advised that no infrastructure charges are required by this development in the event of approval given that the use will occur within an existing approved building.

PROPOSAL

The application seeks approval for a Development Permit for Material Change of Use of Premises (Crematorium). The proposed cremator will form part of the approved Funeral Parlour building, taking up approximately 50m² of the building, which is currently under construction. The figure below identifies the location of the proposed cremator within one of the approved funeral parlour buildings.

The height of the building does not exceed 8.5 metres.



SITE DETAILS

Background/Site History

A prelodgement meeting was held in October 2012 for a Funeral Parlour, Caretaker's Residence and Crematorium. Under Maroochy Plan 2000, the site was zoned Business and Industry, with both a Funeral Parlour and Caretaker's Residence requiring Code Assessment. The Crematorium required Impact Assessment.

Given the levels of assessment, the land use of Funeral Parlour and Caretaker's Residence was supported on the site. The application for a Crematorium was required to address the potential impacts of the use including odour, dust and emissions.

The applicant then lodged an application for the Funeral Parlour and Caretaker's Residence on the site. This application was approved in September 2013 under council reference MCU13/0015.

Subsequent to this, two separate applications to change the approval were lodged relating to:

- the access to the site and
- the requirement for a footpath from the sports field.

These applications were approved in November 2014 and April 2015 respectively and are currently under construction on the subject site.

Site Description

The subject site has an area of 6.09ha and frontage to Wises Road of approximately 215m. The site is located on the southern side between Wises Road and the Sunshine Motorway near the Maroochy Boulevard on and off ramps.

Access to the site is via Wises Road.

The location of the subject site in relation to its surrounds is shown on the image below, with the star reflecting the location of the cremator:



The approved Funeral Parlour and Caretaker's Residence are currently under construction.

Surrounding Land Uses

The site directly adjoins the Wises Road Sporting Fields to the east, which is currently occupied by the Maroochy Junior Rugby League Football Club. Low density residential uses are located immediately to the south on the opposite side of Wises Road. There are low density residential uses to the west which are separated from the approved Funeral Parlour and proposed Crematorium by more than 150m. The proposed cremator is located approximately 100m from the nearest residence on the opposite side of Wises Road.

The Immanuel Lutheran College and Church are located at least 250m away in the vegetated area to the south east of the site.

ASSESSMENT

Framework for Assessment

Instruments for Statutory Assessment

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

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

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

Statutory Instruments – State and Other

State Planning Policies

The State Planning Policy has been deemed by the Minister for State Development, Infrastructure and Planning as being appropriately reflected in council's planning scheme and, therefore, does not warrant a separate assessment.

South East Queensland Regional Plan

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

State Planning Regulatory Provisions

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

- South East Queensland Regional Plan 2009-2031 State Planning Regulatory Provisions
- State Planning Regulatory Provision (Adopted Charges)
- State Planning Regulatory Provisions (Adult Stores) and
- South East Queensland Koala Conservation State Planning Regulatory Provisions.

Statutory Instruments – Planning Scheme

The following planning scheme provisions are applicable to the application.

- Strategic Framework
- Overlay Codes
 - Acid Sulphate Soils overlay code
 - Airport Environs overlay code
 - Biodiversity, Waterways and Wetlands overlay code
 - Bushfire Hazard overlay code
 - Flood Hazard overlay code
 - Height of Buildings and Structures overlay code and
 - Regional Infrastructure overlay code.
- Maroochydore/Kuluin local plan code
- Limited development (landscape residential) Zone code

- Development Codes
 - Community Activities code
 - Landscape code
 - Nuisance code
 - Safety and Security code
 - Stormwater Management code
 - Transport and Parking code
 - Waste Management code
 - Works, Services and Infrastructure code

The application has been assessed against each of the above. The pertinent issues arising out of assessment against the codes are discussed below.

Zoning

The subject site is zoned Limited development (landscape residential) under the Sunshine Coast Planning Scheme 2014.

The *Limited development (landscape residential) zone* identifies land that has been determined to be unsuitable for urban purposes due to the presence of one or more of the following constraints:

- flooding
- ecologically important areas
- steep land or landslide hazard
- access limitations and
- proximity to a major transport corridor or facility.

The site has been zoned as limited development given the presence of almost all of the above matters, but primarily on the western side of the property.

While the intent of the zone is to provide for a very limited range of activities, development is required to be compatible with the nature of the constraints present on the land.

The proposed location of the cremator is within an existing approved building and avoids the environmental constraints on the site (flood, landslide hazard and ecologically important areas), and has access to Wises Road via an already approved intersection.

In summary, the land use avoids any impacts on the constrained land.

Land Use

Given the zoning under Sunshine Coast Planning Scheme 2014, virtually no land uses are listed as being either consistent or potentially consistent.

The proposed use is not identified as either consistent or potentially consistent because the *Limited development (landscape residential) zone code* does not specify specific uses for this zone due to the need to consider site specific constraints. The proposed Crematorium is to be located within an approved building, which appropriately responds to the constraints and natural characteristics of the site.

The Maroochydore/Kuluin local plan area is noted as a diverse coastal urban area comprising a number of urban and suburban residential neighbourhoods, high intensity visitor accommodation areas, business and industry areas and major community and sport and recreation facilities.

The site was previously zoned Business and Industry in the Maroochy Plan 2000, under which the approval for the Funeral Parlour was granted. This facility is currently under construction, and will shape the character of the area.

Given the cremator will be located within an existing approved building, and this use is allied to and compatible with an approved use, there are no likely additional impacts on the character of the area, beyond what have already been approved by council.

However, there are other matters raised in the *Community activities code* and the *Nuisance code* regarding the appropriateness of the use relating to odour and emissions, visual amenity, and traffic. These are discussed below.

Odour and Emissions

The *Nuisance code* requires, as an acceptable outcome, that:

- development does not result in odour that causes environmental harm or nuisance with regard to surrounding land uses and
- development ensures that no airborne particles or emissions cause environmental harm or nuisance through site layout, design, construction and operation.

The applicant provided an Air Quality Assessment Report prepared by MWA Environmental (attached to this report) to demonstrate that the development met this requirement. It is noted that this report was provided to council post public consultation to address concerns raised by the community.

This report was peer reviewed by an independent expert, Katestone (Attachment 3), who found the following:

From the information provided, the proposed cremator can be operated without causing adverse impacts on air quality. To ensure that this is achieved, the cremator will need to be maintained and operating in a proper and efficient manner and in accordance with the information provided in the Development Application.

Further, Katestone has recommended that, in the event of approval, appropriate conditions be applied to ensure ongoing compliance with the *Nuisance code* provisions including:

- the applicant must not carry out any activity that causes or is likely to cause environmental harm, unless measures to prevent or minimise the harm have been taken
- any release of noxious or offensive odours must not cause a nuisance at any odour sensitive place
- the activity shall not result on the discharge of visible emissions from the cremator exhaust with an opacity in excess of 20 percent for an aggregate of more than 5 minutes in any one hour period or more than 20 minutes in any 24 hour period
- the Applicant shall prepare an air quality management plan to be provided to council prior to commencement of operation. The air quality management plan should reflect the detailed commitments contained in the Development Application and the MWA Environmental air quality assessment and include as a minimum (but not be limited to):
 - details of activity, including design and operation
 - air quality objectives
 - discharge limits for relevant air pollutants

- monitoring of the cremation process such as primary and secondary combustion chamber temperature and opacity of exhaust gases
- monitoring of complaints
- training of operators
- contingencies such as those implemented in the event of a power outage during a cremation or the opacity of the exhaust gases exceeds 20%
- record keeping and
- provision for regular auditing of compliance, ongoing review, continual improvement and reporting.

These recommended conditions can form part of any approval.

There is an example of a cremator being located nearby on Mooloolaba Road, Buderim, as part of the Buderim Cemetery site. This site is adjacent to residential dwellings and a retirement facility and aged care facility. There are no complaints regarding their operations received by council or the operators.

Visual Amenity

The *Scenic amenity overlay code* requires that the development retains vegetation, incorporates landscaping treatments to visual screen buildings and minimises the visual impact in relation to the scale, building height and setback of buildings.

The proposed cremator will be located within an existing approved building with landscaping buffers, and will not be highly visible from Wisers Road or Sunshine Motorway. The building is not proposed to be substantially altered (i.e. will remain within the 8.5 metre height limit set by the planning scheme). Given this, no visual impact is anticipated.

Traffic

The *Transport and parking code* requires that the development provides for on-site parking, access, circulation and servicing areas that are safe, convenient and meet the reasonable requirements of the development.

The access to the subject site has already been approved by council as part of a previous application.

In relation to on-site parking, the *Transport and parking code* requires sufficient spaces to accommodate number of vehicles likely to be parked at any one time, including 1 space per 15m² gross floor area for chapel component.

The development provides parking for the chapel component as per the previous approval for the funeral parlour, and provides adequate space for short term parking of service vehicles, which are located away from the general circulation of the public car park.

Accordingly, the access and parking arrangements for the site are adequate.

CONSULTATION

IDAS Referral Agencies

The application was referred to the following IDAS referral agencies:

Concurrence

Department of State Development, Infrastructure and Planning (SARA)

The department is a concurrence agency for State-controlled roads. The department responded by letter dated 20 November 2015 stating that the development must be undertaken in accordance with the plans. No other conditions are required by the State Government.

Other Referrals

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

- Environment Officer, Engineering and Environment Assessment Unit

Public Notification

The application was publicly notified for 15 business days, in accordance with the requirements of the *Sustainable Planning Act 2009*. A total of 120 submissions were received, including 88 properly made submissions and 32 not properly made submissions.

A petition containing 120 signatures was also received by council against the proposal.

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

| Issue | Comments |
|--|--|
| Odour and Emissions | |
| The odours and harmful gases emitted from the Crematorium activity will cause significant nuisance on the local community and nearby school. | An Air Quality Report has been submitted post public notification to respond to concerns from the community. The air quality report addresses emissions and can be conditioned to ensure compliance with best practice. A similar use occurs in the grounds of the nearby Buderim Cemetery and has no history of complaints with Council or the operators. |
| The potential mercury emissions pose the greatest threat to the health and wellbeing of the community in the area. | An Air Quality Report has been submitted post public notification to respond to concerns from the community and includes information on mercury emissions. The air quality report addresses emissions and can be conditioned to ensure compliance with best practice. |
| Nearby residents with asthma may have their ailment triggered by the airborne emissions. | The air quality report addresses emissions and can be conditioned to ensure compliance with best practice. |

| Issue | Comments |
|--|--|
| The associated environmental impacts (dust and odour emissions) will devalue the price of properties in the area. | This is not a planning consideration. |
| Land Use | |
| The current planning scheme zoning (limited development zone) does not allow for a Crematorium use to be established and is not consistent with the intent of the zoning. | The Limited development (landscape residential) zone identifies land that is potentially unsuitable for urban purposes due to the presence of environmental constraints. As the proposal is located in an existing approved building, the land use does not impact on these environmental constraints. |
| The proposed Crematorium falls within the <i>'high impact industry'</i> threshold under the current planning scheme. As such, the use should not impact <i>'sensitive land uses'</i> , such as dwelling houses, educational establishments and residential care facilities, all of which are in close proximity. | The most appropriate land use definition in Sunshine Coast Planning Scheme is Crematorium. This use is allied to and compatible with an existing approved use on the site. |
| The Crematorium would be more appropriate in an industrial zone, rather than in a predominantly residential area. | The land use of Crematorium is listed under Community Uses in the Sunshine Coast Planning Scheme 2014 definitions. The above report has addressed the constraints on the site and potential impacts, and found the use to be consistent with the planning scheme. |
| The applicant has not provided sufficient grounds to justify the use to overcome the conflict with the planning scheme. | Grounds for Approval despite the conflict are noted in the officer recommendation. |
| There is a preference for other commercial and retail uses to be developed on Wises Road, rather than the proposed Crematorium (eg tavern). | Council must assess applications on their merits. A proposal for a tavern is not under consideration. |
| There is already an existing commercial Crematorium in Buderim that services the local need. | Competition is not a planning consideration. |

| Issue | Comments |
|---|--|
| <p>The applicant has not provided site specific reporting to detail what type of environmental and social impacts the proposed Crematorium may have on the surrounding environment. As such, no attempt has been made to analyse whether such impacts are able to be mitigated.</p> | <p>An Air Quality Report has been submitted post public notification to respond to concerns from the community. The air quality report addresses emissions and can be conditioned to ensure compliance with best practice.</p> |
| <p>Amenity</p> | |
| <p>The proposed Crematorium is closely situated to the front boundary of the site and the neighbouring rugby fields. It should be located further towards the rear of the property, closer to the Sunshine Motorway, as to not cause any adverse impacts on visual amenity in the area.</p> | <p>The cremator will be located in an existing approved building. No further visual impact will be created by this land use.</p> |
| <p>Application Material</p> | |
| <p>The planning report prepared by the applicant suggested false information, namely that no emissions would be a result of the Crematorium.</p> | <p>An Air Quality Report has been submitted post public notification to respond to concerns from the community. The air quality report addresses emissions and can be conditioned to ensure compliance with best practice.</p> |
| <p>Prior to the proposal, the developer claimed that no Crematorium would be developed.</p> | <p>Council has not been involved in any discussions regarding this aspect, and considers this application on its merits.</p> |
| <p>No estimated figures have been provided on how many bodies will undergo the cremation process per week/month/year.</p> | <p>Conditions can be imposed on any approval to ensure no adverse impacts on air quality occur. Operations will be limited by any such conditions.</p> |
| <p>There was no consultation with the residents in the local area regarding the Crematorium proposal.</p> | <p>Through the application process, public consultation has occurred, with a number of submissions being received. These are considered in this table.</p> |

| Issue | Comments |
|---|---|
| Traffic Impacts | |
| The introduction of a Crematorium onto Wises Road, which already services the traffic for the nearby school and sport fields, will cause significant traffic congestion on an already problematic road. | It is unlikely that the installation of a cremator will create additional traffic beyond that expected for the approved Funeral Parlour. |
| During peak times, the traffic generated by the Crematorium will make it even more difficult to gain access to the Sunshine Motorway. | It is unlikely that the installation of a cremator will create additional traffic beyond that expected for the approved Funeral Parlour. |
| The implementation of another intersection servicing the Crematorium will cause further congestion, especially if traffic lights are also introduced. | It is unlikely that the installation of a cremator will create additional traffic beyond that expected for the approved Funeral Parlour. No new intersections are proposed. |

CONCLUSION

The application proposes to install a cremator within 50m² of an approved funeral parlour building that is currently under construction.

The site is zoned Limited development (landscape residential) due to constraints found on the site. The approved building avoids these areas.

The land use could be supported as being allied to and compatible with the existing approved land use, where it addresses the potential impacts including odour and emissions, traffic and visual amenity.

An Air Quality Report was provided by the applicant and independently reviewed and found that the air quality meets current best practice and standards, subject to conditions. A similar facility operates adjoining residential land uses as part of the Buderim Cemetery site. No complaints have been received by council or the operators regarding the operation of this facility.

The visual amenity and character of the area will not be impacted given the building is not required to be altered to accommodate the cremator.

The proposal includes access from an already approved intersection with Wises Road, and provides sufficient parking for the use.

Given the above, the application is recommended for approval.

8.1.3 DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE (RESIDENTIAL CARE FACILITY - 112 BURNETT STREET, BUDERIM)

| | |
|--------------------------|---|
| File No: | MCU15/0116 |
| Author/Presenter: | Principal Development Planner Regional Strategy & Planning Department |
| Attachments: | Att 1 - Proposal Plans117 Att 2 - Concurrence Agency Response129 |

Link to PD Online:

<http://pdonline.sunshinecoast.qld.gov.au/MasterView/Modules/Applicationmaster/default.aspx?page=wrapper&key=1658848>

| SUMMARY SHEET | |
|--|---|
| APPLICATION DETAILS | |
| Applicant: | Planning Initiatives |
| Proposal | Development Permit for Material Change of Use of Premises (Residential Care Facility) |
| Properly Made Date: | 7 July 2015 |
| Information Request Date: | 30 July 2015 |
| Information Response Received Date: | 27 November 2015 |
| Decision Due Date | 11 March 2016 |
| Number of Submissions | Total - 407 submissions (14 either support or neutral and 393 against the proposal) 268 properly made submissions 139 not properly made submissions |
| PROPERTY DETAILS | |
| Division: | 7 |
| Property Address: | 112 Burnett Street, Buderim |
| RP Description: | Lot 6 SP264841 |
| Land Area: | 1.47 ha |
| Existing Use of Land: | Vacant |
| STATUTORY DETAILS | |
| Planning Scheme: | Sunshine Coast Planning Scheme (9 March 2015) |
| SEQR Designation: | Urban Footprint |
| Strategic Plan Designation: | Urban |
| Planning Area / Locality: | Buderim |
| Planning Precinct / Zone: | Medium Density Residential |
| Assessment Type: | Impact |

PURPOSE

The purpose of this report is to seek council's determination of an application for Development Permit for Material Change of Use of Premises to establish Residential Care Facility at 112 Burnett St, Buderim. The application is before council due to high levels of public interest.

The application is assessed against the Sunshine Coast Planning Scheme 2014.

EXECUTIVE SUMMARY

The application involves a 140 bed Residential Care Facility. The facility is proposed to be a maximum height of three storeys (or 12.7 metres), which is 4.2 metres above the accepted 8.5 metre height limit.

The subject site has two street frontages, being Burnett Street and Pine Street. The pedestrian and vehicular access is proposed via the north-east corner from Burnett Street and a single lane at the south-east access point of the site is proposed to accommodate outgoing traffic. A new limited access crossover is proposed off Pine Street, to be restricted to services and emergency vehicles only.

While the land use is supported by the planning scheme, the development has not appropriately addressed building height, access or stormwater management.

The development does not comply with the overall outcomes of the *Height of buildings and structures overlay*, *Buderim local area code* and *medium density residential code* on the basis of building height. There are no reasons for approval despite the conflict with the planning scheme.

Burnett Street is a designated State Controlled Road, and is under the jurisdiction of the State Government. The State Government have approved access to the site with traffic entering the site via the Northern Burnett Street frontage and exiting via the Southern Burnett Street frontage. Pine Street is proposed to allow for emergency, staff and service vehicles entering the site. Due to the location of character vegetation, the northern access from Burnett Street is not accepted by council. Consistent with the pre-lodgement advice, council also does not support vehicular access to Pine Street. Council has further concerns with the approval from the State Government in that it requires all entry and exit traffic to cross in front of the existing coffee shop, on a sub-standard parallel access way. As such, access to the site has not been resolved. A range of options have been considered, but require further investigation before being able to address access to the site.

The applicant has not provided a stormwater management plan. While a solution can be found, officers are not certain of the potential impacts of stormwater on the design or on downstream property owners.

Given the above, the application is recommended for refusal.

OFFICER RECOMMENDATION

That Council REFUSE Application No. MCU15/0116 for a Development Permit for Material Change of Use of Premises to establish Residential Care Facility situated at 112 Burnett Street, Buderim, for the following reasons:

- (a) the proposal does not comply with the overall outcomes of the Height of buildings and structures overlay code**
- (b) the proposal does not comply with the overall outcomes of the Buderim local plan code**

- (c) the proposal does not comply with the overall outcomes of the Medium density residential code
- (d) suitable access to the site has not been determined
- (e) the proposal has not addressed the stormwater management code and
- (f) the proposal has not demonstrated sufficient grounds in the public interest to justify or override the identified conflicts with the planning scheme.

FINANCE AND RESOURCING

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

Council's Transport and Infrastructure Policy Branch has estimated that infrastructure charge for Council networks is \$538,260 based on the gross floor area of the development.

PROPOSAL

The application seeks approval for a Material Change of Use for a Residential Care Facility.

The Residential Care Facility is proposed to be primarily two storeys in height, with the rear of the development proposing a maximum height of three storeys (or 12.7 metres). The development includes 140 beds as well as a nurses' unit, lounge areas, dining facilities, library, multi-purpose room and salon.

The subject site has two street frontages, being Burnett Street (approximately 25 metres) and Pine Street (approximately 100 metres). The pedestrian and vehicular access is proposed via the north-east corner from Burnett Street and a single lane at the south-east access point of the site is proposed to accommodate outgoing traffic. A new limited access crossover is proposed off Pine Street, to be restricted to services and emergency vehicles only.

Burnett Street is a State Controlled Road, and is subject to review by the State Government in a concurrence agency role.

The development includes 51 car parking spaces through the development, with 39 of these spaces provided at the rear of the site.

It is also proposed to retain and incorporate a section of the existing mature vegetation located within the northern section of the site into the proposed communal open space of the development. The mature vegetation proposed to be retained is identified on the Buderim Local Plan Elements Map (Figure 7.2.5A) as being '*Character Vegetation*'.

SITE DETAILS

Background/Site History

The site has a current approval for a reconfiguration of a lot (boundary realignment) which seeks to add additional area into the proposed residential care facility site (council reference REC13/0116).

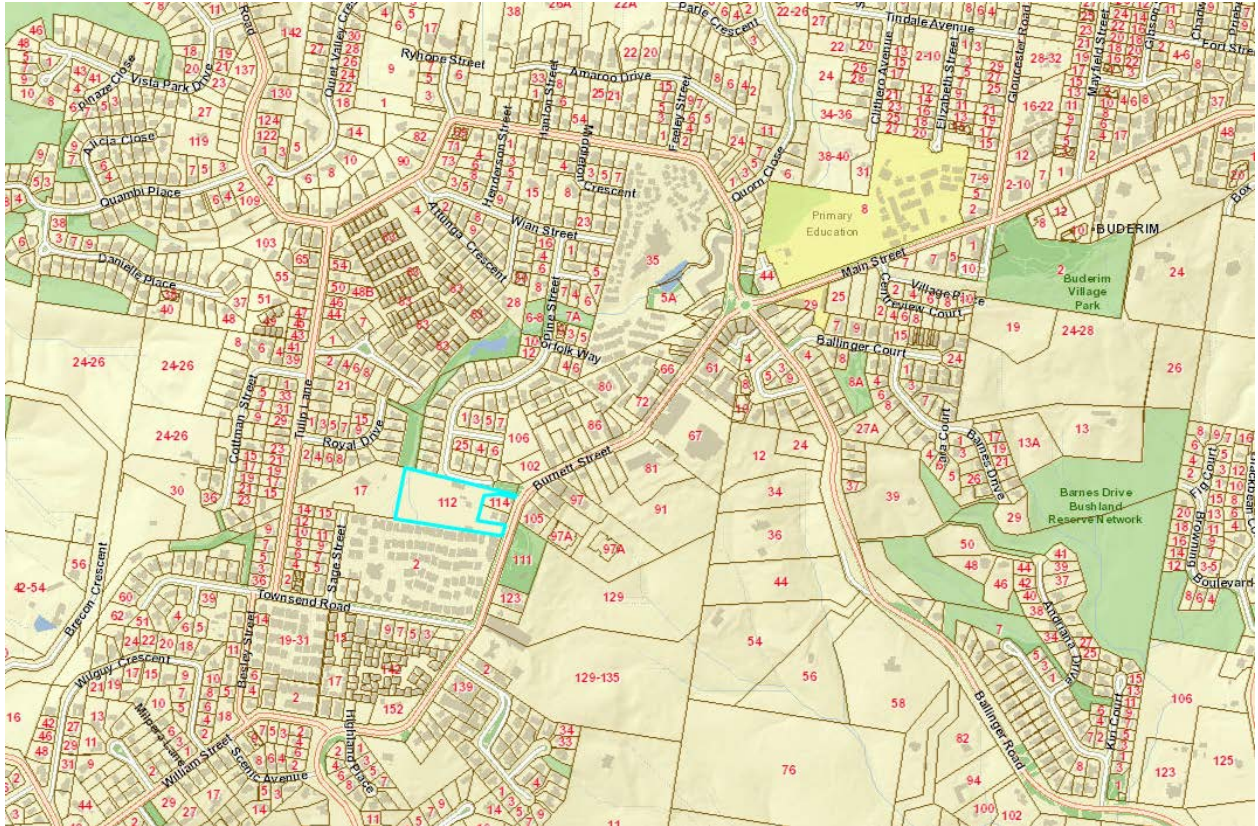
In relation to the current application, a prelodgement meeting was held where the applicant was advised that officers were unlikely to support the request to exceed the nominated height under the planning scheme, but did support the land use.

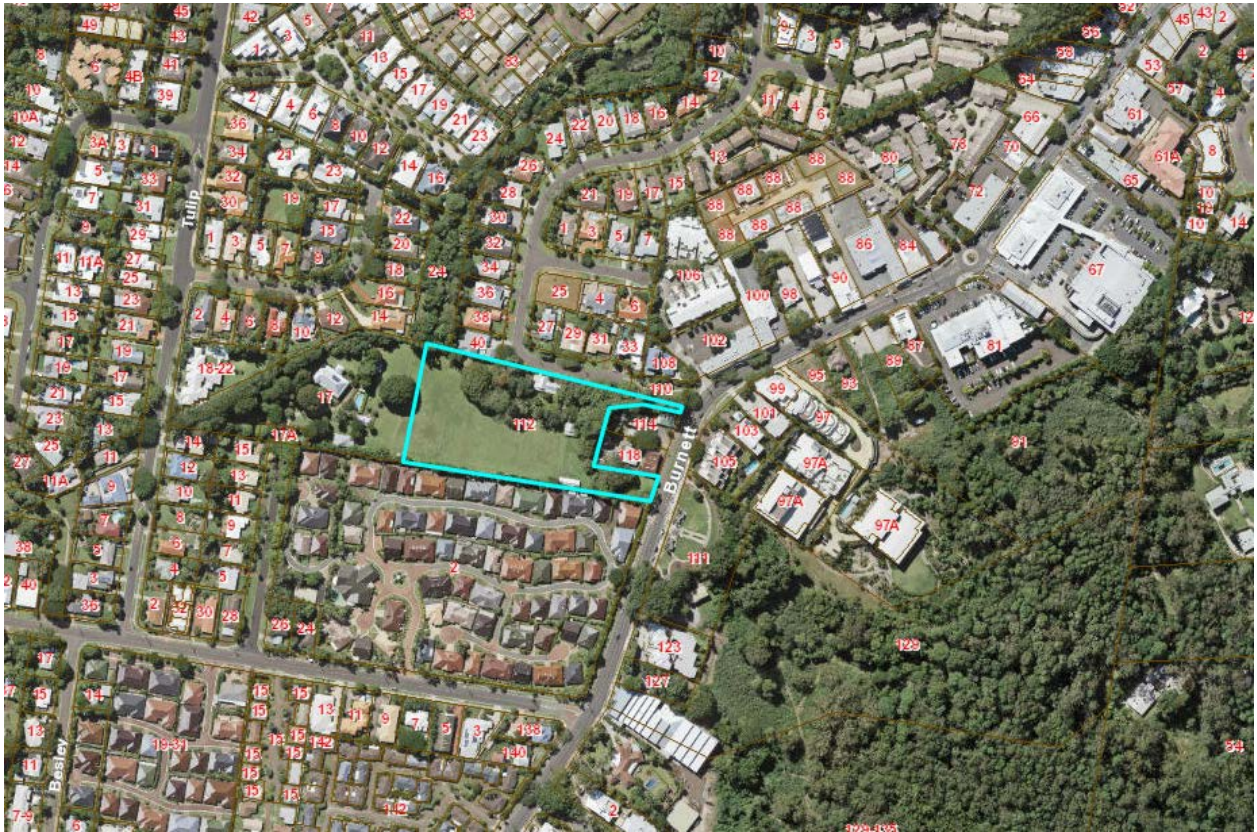
Site Description

The site is located on the northern side of Burnett Street, between Townsend Road to the south, and Ballinger Road to the north. The site sits behind the existing Vandy's Garage site and the vehicle repair station.

The site has two road frontages, being Burnett Street (State Controlled Road) and Pine Street.

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





Surrounding Land Uses

The site is adjacent to an existing retirement village to the south, and residential properties to the north and west. Vandy's Garage and a vehicle repair shop are located fronting Burnett Street.

Lions Park is on the southern side of Burnett Street opposite the site. A set of pedestrian crossing traffic signals are located on the southern side of the site.

ASSESSMENT

Framework for Assessment

Instruments for Statutory Assessment

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

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

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

Statutory Instruments – State and Other

State Planning Policies

The State Planning Policy has been deemed by the Minister for State Development, Infrastructure and Planning as being appropriately reflected in council's planning scheme and, therefore, does not warrant a separate assessment.

South East Queensland Regional Plan

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

State Planning Regulatory Provisions

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

- Draft Amendment to the South East Queensland Regional Plan 2009-2031 State Planning Regulatory Provisions
- State Planning Regulatory Provision (Adopted Charges).

The proposal is consistent with the above State Planning Regulatory Provisions.

Statutory Instruments – Planning Scheme

The applicable planning scheme for the application is Sunshine Coast Planning Scheme 2014. The following sections relate to the provisions of the Planning Scheme.

- Strategic Framework
- Overlay Codes
 - Airport environs overlay code
 - Biodiversity, waterways and wetlands overlay code
 - Height of buildings and structures overlay code
 - Heritage and character areas overlay code
 - Landslide hazard and steep land overlay code and
 - Regional infrastructure overlay code
- Buderim local plan code
- Medium density residential zone code
- Development Codes
 - Residential care facility and retirement facility code
 - Landscape code
 - Nuisance code
 - Safety and security code

- Stormwater management code
- Sustainable design code
- Transport and parking code
- Waste management code and
- Works, services and infrastructure code.

The application has been assessed against each of the matters above. The pertinent issues arising out of assessment against the codes are discussed below.

Land Use

The *Medium density residential zone code* allows for a mix of low and medium density residential activities, predominantly for permanent living, including residential care facilities.

A residential care facility is a consistent use within the medium density zone.

The *Residential care facility and retirement facility code* requires that such facilities are located within 800 metres of an activity centre or within 400 metres of a public transport stop. The proposal meets this requirement with the Buderim Town Centre being located approximately 250 metres north of the subject site and has a number of public transport stops within 400 metres of the site.

Density

The *Residential care facility and retirement facility code* requires that the density should not exceed 30-50 equivalent dwellings per hectare. The proposal complies with this requirement with a proposed density of 33.3 equivalent dwellings per hectare.

Building Height

Building height is an important issue to council, with height being elevated from an acceptable outcome under previous schemes to an overlay under the Sunshine Coast Planning Scheme. It is noted that overlays prevail over all other elements of the planning scheme (except the strategic framework).

The performance outcome requires that development does not exceed the maximum height specified on the overlay mapping. The maximum height for development on this site is nominated as 8.5 metres. The development proposes to be a maximum of 12.7 metres above natural ground level, resulting in a variation of 4.2 metres.

As the proposal does not meet the performance outcome, the overall outcomes of the code must be considered. The overall outcomes of the *Height of buildings and structures overlay code* state:

- development contributes to the retention of the preferred built form character for the Sunshine Coast, and the local plan area in which it occurs
- development does not result in a significant loss of amenity for surrounding development, having regard to overshadowing, privacy and overlooking, impacts on views, and massing and scale relative to its surroundings and
- the height of buildings and structures is consistent with the reasonable expectations of the local community.

The above matters are also reflected in the *Buderim local plan code* and the *Medium density residential code*.

Preferred Built Form Character

The Buderim local plan code identifies that buildings should be low-rise and of a scale and intensity that is generally less than other parts of the central Sunshine Coast. Development should provide for buildings, structures and landscaping that are consistent with the village character of Buderim and integrate with the natural landscape and skyline vegetation in terms of scale, siting, form, composition and use of materials.

While the design incorporates the retention of established character vegetation on site, takes advantage of the fall across the site and includes a range of finishes that are considered complementary to the Buderim high quality character, the subject site is surrounded by development that does not exceed 8.5 metres (most are single storey). A three storey building is not consistent with the scale, form and composition of the Buderim locality.

Loss of Amenity

While the development has been sited to avoid or mitigate overshadowing and impacts on views, the development is still viewed as three storeys from the western boundary, and the rear third of the site. The development proposes significant landscaping to assist with breaking up the massing of the building. However, the height of the building is not consistent with the scale, form and composition of the Buderim character.

Reasonable Expectations of the Community

Through the public notification period, 44 submissions were received objecting to the height to the building. While this reflects 10% of the submissions, the proposed 4.2 metre height variation of the building height could not be argued to be consistent with the reasonable expectations of the community.

The Strategic Framework requires that:

- the height of buildings and other structures recognises the distinctive character and amenity of the Sunshine Coast as a place with a predominantly low-medium rise built form which is intentionally distinct from other places in metropolitan South East Queensland
- areas of higher buildings are limited to regional activity centres and nominated areas within the Sunshine Coast Enterprise Corridor which are intended to be the focus for economic activity, tourism and infill residential development and
- other views and vistas, including those identified in local plans or which are important in a local context, are also protected particularly from development which exceeds specified building heights.

For similar reasons noted above, the development cannot comply with the Strategic Framework.

The *Sustainable Planning Act 2009* states that an assessment manager's decision must not conflict with a relevant instrument (being the planning scheme) unless there are sufficient grounds to justify the decision despite the conflict. Grounds for approval must be matters of public interest, and cannot include the personal circumstances of an applicant, owner or interested party.

The applicant has provided the following grounds for approval despite the conflict with the planning scheme:

- Addressing Queensland's Ageing Resident Profile - with an increasing population, combined with a higher proportion of the total population entering retirement age, demand for high quality Health and Aged Care is set to increase, resulting in additional pressures on existing accessible Health Care facilities and a growing demand for the implementation of new facilities
- Demand for Fully Dependent 'Residential Care Facility' Use in Buderim – a review of the surrounding area has identified that a small number of aged care facilities currently exist within the general locality of the proposed Residential Care to cater for the

increased demand. Given the identified need for Fully Dependent Aged Care Facilities within the local area, a desktop review of the locality has been undertaken in order to identify other land that is suitable for development of an Aged Care Facility. It has been determined there is a significant lack in properties in the local area that encompass the desired characteristics of land suitable for development for aged care purposes, such as the topography of the site, minimum size requirements, proximity to established residential areas and centres. As such, the subject site is considered to be one of the only viable land holdings in the surrounding area that is suitable for development as a Residential Care Facility

- Improve Quality of Life - the proposed development is considered to improve the quality of life experienced by residents by providing a facility where guests are able to lead full and meaningful lives, to have access to excellent residential support that meets their needs, while remaining locally within their community
- Reduce Pressures on Local Hospitals - the proposed Residential Care Facility will alleviate pressures on local hospitals by providing for a 140 bedroom facility that will provide for high quality fully dependent care for members of the community who are no longer able to live independently
- Increase Employment Opportunities - the proposed Fully Dependent Aged Care Facility will provide additional employment for the health industry in the catchment of Sunshine Coast, with the facility proposed to have a total of approximately 60 employees, with 34 staff to be working at the facility at any one time

Council's Economic Development Branch supports these comments, given:

- one quarter of the Sunshine Coast population is aged over 65
- the average age is set to grow to 42.5 years by 2031
- the positioning of this facility on the top of Buderim offers flat access for the residents to visit local amenities and businesses, including cafes, which in turn stimulates the economy while also providing a platform for social inclusion identified as an important component to healthy ageing and
- the offering of this facility also aligns with council's Sunshine Coast Social Strategy 2015 and three goals of the Corporate Plan, being to provide safe and healthy communities, resilient and engaged communities, and that people and places are connected.

While it is agreed that the land use is entirely appropriate and required for the surrounding area, there are no valid supporting reasons to exceed the nominated building height. Given this, the application could not be supported on these grounds.

Urban Design

Council officers acknowledge that the proposal is a well-considered concept and a good design for the proposed use. However, it is acknowledged the proposal seeks height above that permitted by the planning scheme (as discussed above).

The design incorporates retention of established character vegetation on site and accommodates the contours of the ground and takes advantage of the fall across the site.

The design incorporates retention of established character vegetation on site and the proposal sits well within the contours of the ground and takes advantage of the fall across the site.

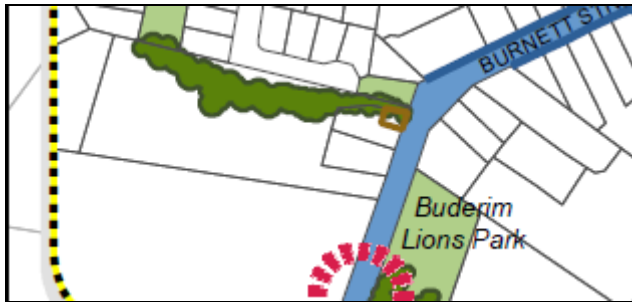
The proposed building includes a range of finishes that are considered complementary to the Buderim high quality character.

The *Residential care facility and retirement facility code* requires that buildings are setback a minimum of 6 metres from the front boundary and 4.5 metres from the side and rear boundaries.

The proposed development is setback a minimum of 4.9 metres to the northern (side) boundary, 23.8 metres to the western (rear) boundary, 11.5 metres to the southern (side) boundary and 8 metres to the eastern (front) boundary. All setbacks comply for the land use.

Character Vegetation

The *Buderim local plan code* identifies character vegetation along the northern boundary of the site.



The code requires that development provides for the retention and enhancement of existing mature trees and character vegetation including the hoop pines behind Burnett Street.

The roadworks associated with the driveway located on the northern boundary abutting the character vegetation have the potential to impact on the health of these pines due to the resulting root disturbance and compaction associated with such works.

The associated performance outcome states that development provides for the retention and enhancement of key landscape elements including existing character trees contributing to the setting, character and sense of place of Buderim.

Further, the Vandy's Garage is nominated on the Local Heritage Register. Any proposal neighbouring a heritage site should be assessed against the Heritage overlay code. Where the character vegetation is retained, the proposal can comply with this code.

However, officers are doubtful that these trees will survive if the roadworks occur.

As a result, if there is an option to remove this entry point, this will ensure the protection of the character vegetation. Access is discussed further within this report.

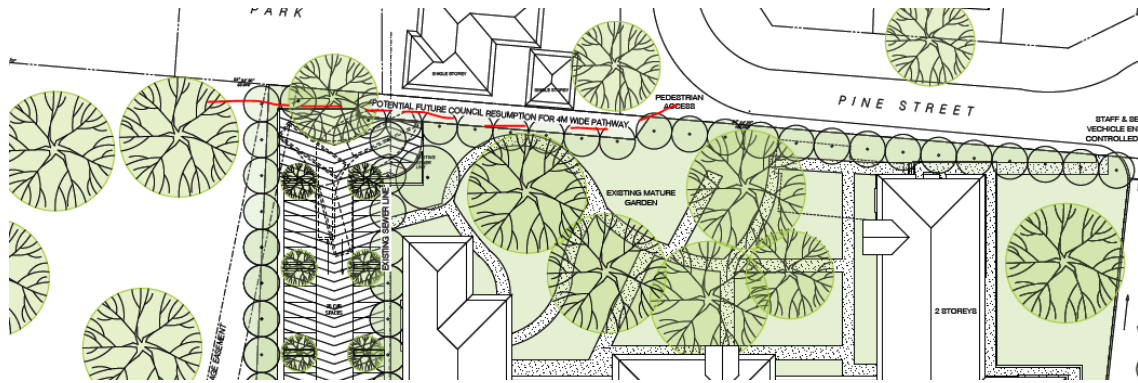
Pedestrian Connections

The Buderim local plan code and the Residential care and retirement facility code require that development:

- is connected to and forms part of the surrounding neighbourhood
- provides for legible and direct pedestrian access for all residents to nearby facilities and
- provides for the protection of remnants of the Buderim to Palmwoods Tramway and the extension of public pedestrian access along the former tramway route.

The site is bordered by two parks, being Tom Rickards Park (which includes part of the Buderim to Palmwoods Tramway) and Pine Street Park (a pedestrian pathway located on the northern boundary of the development connecting Burnett Street to Pine Street).

The proposal can provide a direct public, pedestrian connection to Tom Rickards Park, which can be conditioned as part of any approval issued.



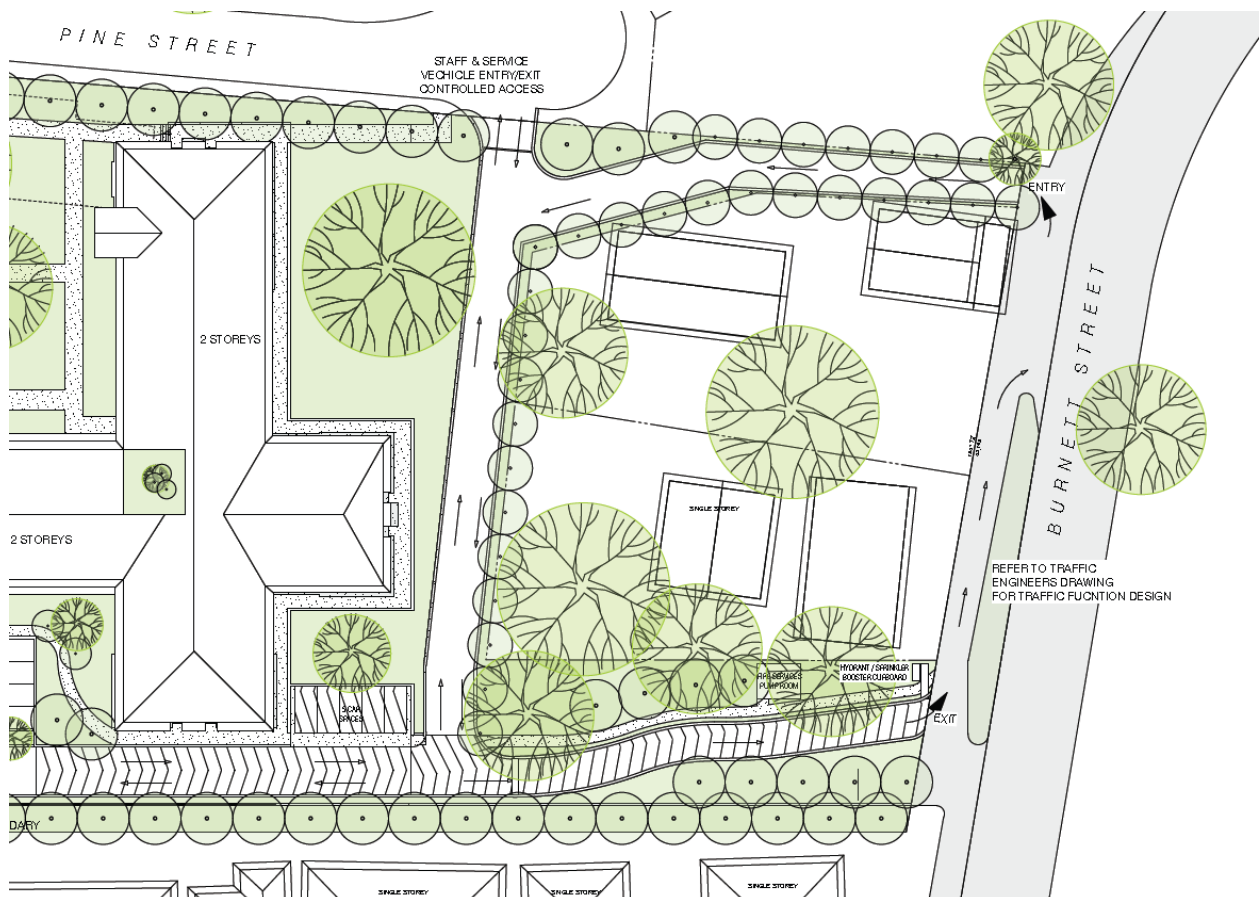
The development does not intend to alter the existing pedestrian connection through the Pine Street Park.

Allowances should be made for pedestrians to remain off the road pavement and directly connect with the existing footpath to the north along Pine Street to Burnett Street.

Access

The proposal includes 3 access points in conjunction with an operational traffic management plan:

- exit only via the Southern Burnett Street frontage
- entry only via the Northern Burnett Street frontage and
- a controlled access to Pine Street for staff and service vehicles.



The access arrangements to and from Burnett Street have been approved by the State Government. However, council has concerns relating to the northern access point, as noted above, regarding the loss of character vegetation. While the State Government is the lead agency for access to Burnett Street, council controls matters on the site including the character vegetation.

In lieu of the northern access not being suitable, other options must be considered including:

- all access arrangements from the southern entry from Burnett Street
- alternative access to Burnett Street including relocation of the pedestrian traffic signals
- access being permitted to Pine Street and
- access being permitted from Sage Street.

All access arrangements from the southern entry from Burnett Street

The application originally proposed an entry and exit from the southern Burnett Street intersection with the site. However, the State Government raised concerns with this access, and is not willing to support this. Given the State Government has the ability to direct refusal on these grounds, this option is not a viable solution.

Alternative access to Burnett Street including relocation of the pedestrian traffic signals

Through the public notification period, a suggestion was received from a submitter that access could be made safe to Burnett Street if the pedestrian traffic lights could be relocated from their current position to 13 metres north, and be used for access to and from the site, similar to the traffic signals further north-east on Buderim-Mooloolaba Road to the Buderim Gardens Retirement Village.

There are no designs available to assess this potential intersection. Preliminary comments from the State Government (who would be required to agree to this intersection) have verbally advised that this may be suitable, but would need to be thoroughly investigated to ensure that through traffic along Burnett Street and pedestrian connectivity is not lost.

At this time, there is insufficient information to be able to determine whether this option is feasible and would require the agreement of the State Government, the applicant and council. However, this remains the most feasible option for access to and from the site.

Access being permitted from Pine Street

The site has a legal access point to Pine Street as the subject site abuts the gazetted road. A number of submissions have stated that Pine Street should not be used for access to the site given safety concerns for both drivers and pedestrians.

The Attunga Crescent (or Henderson Street) – Wian Street – Pine Street connection is proposed for travel between the site and Lindsay Road. These are local residential streets with direct frontage to over 60 houses.

The road pavement for Wian Street and Pine Street is of sufficient width and carrying capacity to accommodate the traffic from this development. The applicant has proposed limited access for staff, service vehicles and emergency vehicles in response to community concerns.

While overall traffic volume increases are not substantial, residential amenity is likely to be impacted by an increased proportion of large vehicles, as well as cars used by staff at various times over a 24 hour period, that are not typical on a local residential street.

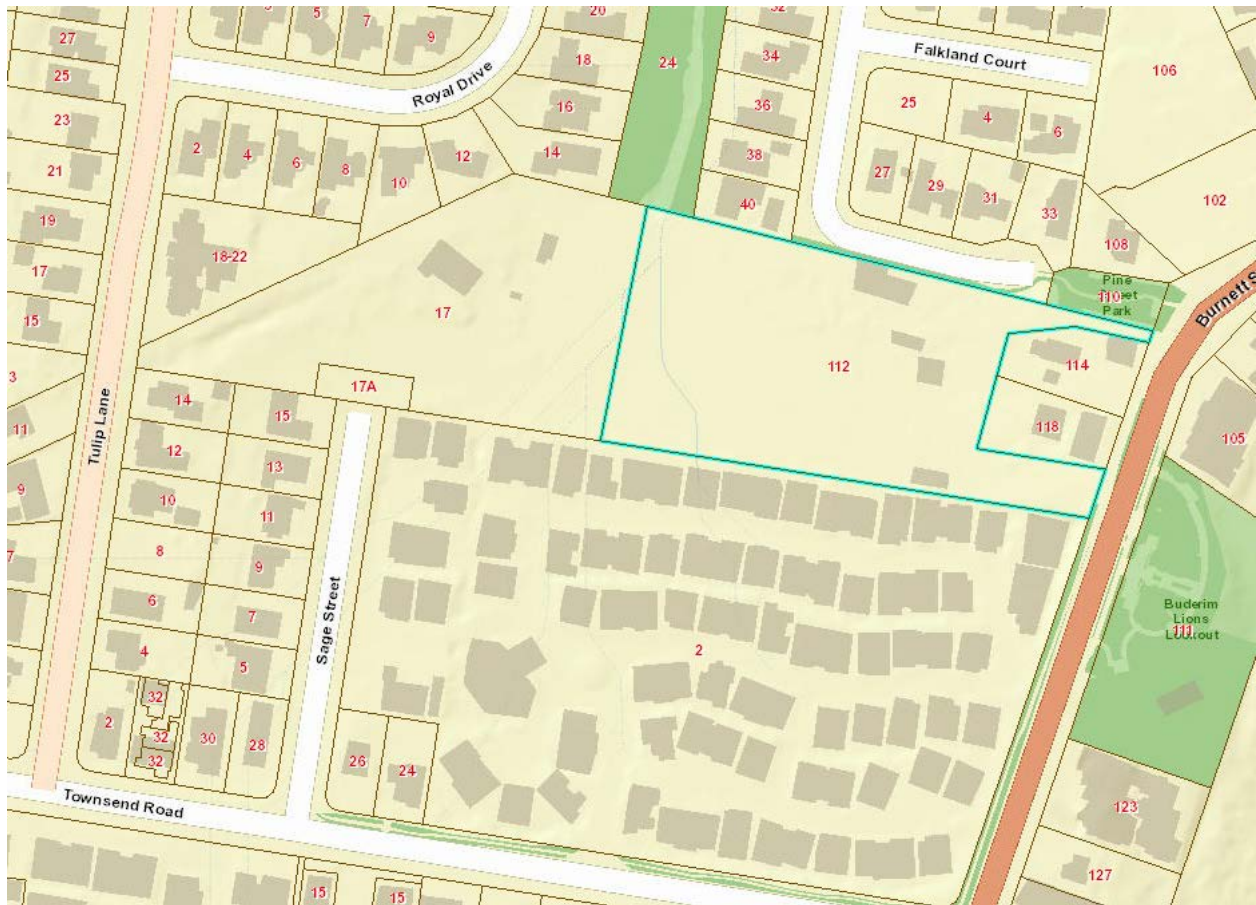
Moreover, this local street connection (between the site and Lindsay Road) is approximately 900 metres long. This exceeds the limit of 700 metres that local street routes are required to be designed under the *Planning scheme policy for the transport and parking code*, even if traffic calming measures are installed, to limit the likelihood of speeding vehicles. Therefore, the proposed development will increase the potential for excessive vehicle speeds on these

local streets. The introduction of speed control devices may assist, but is not considered to an effective response over such a long distance and can indeed add to frustration for existing residents.

Their use by staff and service vehicles to access the proposed development is considered inappropriate. Access to Pine Street should be limited to emergency vehicles only.

Access being permitted from Sage Street

A number of submissions have suggested that access is preferred from Sage Street, which connects to Townsend Road to the south. However, as shown on the map below, the site does not front Sage Street and no easement arrangements are in place for this to occur.



This option is not viable unless the applicant gained consent from the landowner of 17 Sage Street to provide an easement, or council undertook to compulsorily acquire the land for a road to be constructed to the site. It is understood that the applicant has not approached the landowner, but anecdotally is unlikely to be agreed to. Compulsory acquisition is consumptive in both time and cost, and is not recommended by officers. Therefore, access from Sage Street to the development is not recommended.

Car Parking

The *Transport and parking code* requires the development to provide a minimum of 1 space per 4 beds. This equates to a total of 35 spaces. The development provides 51 car parking spaces, including 2 bays for persons with disability, which complies with the acceptable outcome.

Sufficient parking bays for service vehicles (MRV) and turning areas are provided.

Acoustic Amenity

An acoustic report has been provided to address noise nuisance to adjoining residential premises. This report recommends the installation of a 2.1 metre high barrier to sensitive premises.

However, the traffic noise that may affect the residents of the Residential care facility would need to be reviewed to address dwellings (ground storey only) in the event of approval.

The requirements of traffic noise from Burnett Street can be addressed at the certification stage in the event of approval.

Stormwater Management

The site runoff currently discharges to the Martins Creek Bushland via Tom Rickards Park, located immediately on north-western boundary of the subject site.

Despite requests by council, the applicant has not provided information regarding proposed stormwater collection, conveyance, quality and quantity mitigation and discharge from the site.

There is sufficient space available on the site to provide any required mitigations works such as on site detention tanks and bioretention basins, and a solution to stormwater management is likely to be able to be found.

In the event of approval, conditions would need to be applied to ensure that stormwater is managed effectively.

CONSULTATION

IDAS Referral Agencies

The application was referred to the following IDAS referral agencies:

Concurrence

Department of State Development, Infrastructure and Planning (SARA)

The department is a concurrence agency for State Controlled Road Matters. The department responded by letter dated 24 December 2015 supporting the application subject to the following conditions:

- development to be carried out in accordance with the submitted plans
- stormwater must not impact on the State controlled road
- road access points to be generally in accordance with the submitted plans and
- northern access from Burnett Street to only be for entry and the southern access is restricted to left turn exit only onto the service lane.

There have been concerns from the community about access arrangements to and from Burnett Street. While these are acknowledged, council does not have the jurisdiction to reconsider any response provided by the State Government.

Other Referrals

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

- Industry Investment Facilitator, Economic Development Branch

- Development Engineer, Engineering and Environment Assessment Unit
- Landscape Officer, Engineering and Environment Assessment Unit
- Environment Officer, Engineering and Environment Assessment Unit
- Ecology Specialist, Engineering and Environment Assessment Unit
- Urban Designer, Planning Assessment Unit
- Traffic Engineering, Engineering and Environment Assessment Unit

Public Notification

The application was publicly notified for a minimum of 15 days, in accordance with the requirements of the *Sustainable Planning Act 2009*. A total of 407 submissions were received, with 268 properly made submissions and 139 not properly made submissions. 170 of these submissions were proforma's. 14 submissions supported or were neutral to the development and 393 submissions were against the proposal.

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

| ISSUES | COMMENTS |
|---|--|
| FOR (8) | |
| Support use of Aged Care | The Sunshine Coast Planning Scheme 2014 identifies the proposed land use as being consistent with the area. |
| This type of facility is required in Buderim | Aged Care Facilities are required due to an ageing population. |
| The facility will provide opportunities for local businesses and employment | The residential care facility will employ up to 60 people post construction. |
| NEUTRAL (6) | |
| The site could be used for 70 x multiple dwelling units causing a greater traffic impact to Pine Street | The Sunshine Coast Planning Scheme 2014 does allow up to 70 units on the site as a consistent, complying density. |
| The application should be considered by council for determination | This report forms part of Council's consideration of the matter. |
| Council should compulsorily acquire the property and be developed for broader community access such as a "Great Buderim Walk" | Council has not formally considered purchase of this site, and is not part of the consideration of this application. |
| AGAINST (393) | |
| Traffic | |
| Access should only come from Burnett Street (11) | The State Government have agreed to access direct to Burnett Street. |
| Right hand turn from Burnett Street into the site should be prohibited (223) | The State Government have agreed to access direct to Burnett Street. |
| Access should be prohibited from Burnett Street (5) | The State Government have agreed to access direct to Burnett Street. |
| Sage Street is the safest access option | Currently, no access is available from Sage |

| ISSUES | COMMENTS |
|--|--|
| and should be considered (219) | Street. This is not a feasible option for access to the site under current circumstances. |
| Sage Street should <u>not</u> be considered for access as residents in Eden Lea and Waverley are elderly and commute along Sage Street (3) | Currently, no access is available from Sage Street. This is not a feasible option for access to the site under current circumstances. |
| If approved, the developer should provide a roundabout at the intersection of Burnett Street and Townsend Road (213) | In the event of approval, it is unlikely that this condition would be reasonable and relevant to apply to the development. |
| No access to Pine Street should be permitted for safety and amenity reasons (237) | Pine Street is not recommended for access given potential impacts on residential amenity. |
| Access to Pine Street has been refused on 3 or 4 previous occasions (33) | Each application must be assessed on its merits. |
| Pine Street should be used for emergency or staff access only (2) | Pine Street is not recommended for general access given potential impacts on residential amenity. However, use of Pine Street by emergency vehicles can be supported. |
| Pine Street should be used for access (9) | Pine Street is not recommended for access given potential impacts on residential amenity. |
| Loss of on-street parking affecting Vandy's Garage Coffee Shop (4) | Noted. Businesses require sufficient parking for their intended use. Given the site is a heritage building, on-site car parking can rely on on-street parking. |
| Loss of property values due to increased noise and traffic flow (35) | This is not a planning consideration. |
| Congestion along Burnett Street and Main Street have reached bursting point (26) | Noted. The State Government have agreed to access direct to Burnett Street. |
| Any construction traffic should not use Pine Street (10) | Construction traffic will need to be considered in the event of approval. |
| Building Height | |
| The building height is not within the reasonable expectations of the community (44) | Noted. The report outlines that the height is not acceptable. |
| If approved, the building height will set a precedence for other developments in Buderim (2) | All applications are assessed on their merits. |
| Stormwater Management | |
| No stormwater management plan has been provided (5) | A stormwater solution could be found for the site, and further details would be required to be provided prior to giving a development permit. |
| The receiving area is ecologically significant (wetlands and remnant vegetation) (3) | Martins Creek will receive stormwater from this site after on site treatment. However, no modelling has been provided, and would need to be considered in the event of approval. |
| Stormwater from the site will increase flooding in Martins Creek (1) | No modelling has been provided, and would need to be assessed in the event of approval. |

| ISSUES | COMMENTS |
|---|---|
| Loss of Vegetation | |
| Iconic trees are located along the northern access driveway and will be affected by the driveway (1) | Agreed. Officers are not recommending any access on the northern boundary of the site. |
| Vegetation should be left to protect privacy for residents (3) | Agreed. Officers are not recommending any access on the northern boundary of the site, which will ensure the privacy of residences are retained. |
| Parking | |
| There is not enough parking provided on site for staff, visitors and residents (6) | The proposal complies with the required parking as per Sunshine Coast Planning Scheme 2014. |
| Pine Street will be used for parking for the facility (6) | In the event of approval, consideration could be given to marking the road with no parking yellow lines. However, this will impact on the use of on-street parking by existing residential residents. This is not a feasible option. |
| Heritage | |
| The property is adjacent to Vandy's Garage, which forms part of the Local Heritage Register (2) | Noted. The <i>Heritage and character areas overlay code</i> has been assessed and the proposal can comply if the character vegetation is retained. There are no concerns with the setbacks or overshadowing of the heritage property. |
| Loss of Business for adjacent businesses | |
| During construction, businesses will suffer a loss due to access to the site being affected (2) | There is no evidence to suggest this will occur. |
| Noise to adjacent residential buildings | |
| A driveway adjacent to a bedroom window will impact on the amenity of the residents (2) | Noted. Officers are not recommending that the driveway be located on the northern boundary, which will mitigate this matter. |
| Land Use | |
| A more suitable area needs to be found which has not already been developed with residences around it (3) | Applications are required to be assessed on their merits. |
| There is no need for this type of facility (4) | The applicant suggests there is a need for this type of facility and officers agree with this assessment. |
| Pedestrian Connection | |
| A 4 metre wide footpath should be | In the event that Pine Street is used for access, it |

| ISSUES | COMMENTS |
|--|---|
| provided along the northern boundary of the site connecting Pine Street and Tom Rickards Park (3) | is recommended that a condition be imposed requiring a footpath be constructed in the verge area. |
| Lack of Consultation | |
| No consultation occurred with residents of Pine Street, Wian Street, Henderson Street and Attunga Crescent (2) | Formal public notification occurred as part of the application process. |

CONCLUSION

The proposal is for a Material Change of Use for a Residential Care Facility at 112 Burnett Street, Buderim.

While the land use is supported by the planning scheme, the proposed development has not addressed building height, access or stormwater management.

The development proposes to exceed the accepted building height of 8.5 metres, with a proposed building height of 12.7 metres. This does not comply with the overall outcomes of the *Height of buildings and structures overlay, Buderim local area code* and *medium density residential code* on the basis of building height. There are no reasons for approval despite the conflict with the planning scheme.

Primary access to the site is proposed via Burnett Street, with emergency, staff and service vehicles entering the site from Pine Street. Due to the location of character vegetation, the northern access from Burnett Street is not accepted by council. A range of options have been considered, but require further investigation before being able to address access to the site. Access has not yet been determined.

The applicant has not provided a stormwater management plan. While a solution can be found, officers are not certain of the potential impacts of stormwater on the design or on downstream property owners.

For the above reasons, the application is recommended for refusal.

8.2 CORPORATE SERVICES**8.2.1 FEBRUARY 2016 FINANCIAL PERFORMANCE REPORT**

| | |
|---------------------|---|
| File No: | Financial Reporting |
| Author: | Samantha Pittard, Coordinator Financial Services Corporate Services Department |
| Appendices: | App A - 2015/16 Capital Program Adjustments 149 |
| Attachments: | Att 1 - February 2016 Financial Performance Report 151 |

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.

Operating Performance

The operating result at 29 February 2016 of \$107.1 million shows a positive variance of \$9.7 million compared to the YTD current budget.

Table 1: Operating Result as at 29 February 2016

| February 2015 | Current Budget \$000 | YTD Current Budget \$000 | YTD Actual \$000 | YTD Variance \$000 | Variance % |
|-------------------------|----------------------------|--------------------------------|---------------------|--------------------------|---------------|
| Operating Revenue | 395,974 | 337,623 | 341,743 | 4,120 | 1.2 |
| Operating Expenses | 371,661 | 240,219 | 234,656 | (5,563) | 2.3 |
| Operating Result | 24,313 | 97,404 | 107,087 | 9,683 | 9.9 |

Capital Performance

As at 29 February 2016, \$88.4 million (48%) of Council's \$186.6 million 2015/16 Capital Works Program was financially expended (including region making projects). The year to date anticipated spend was \$107.6 million, with financial expenditure 17.8% behind budget.

The core Capital program has actual spend of \$72.8 million against a target of \$83.7 million, 13.0% behind budget.

The program has been updated at a sub program level to account for:

- at Budget Review 2 2015/16, \$2.1 million was brought forward to initiate design works for 2016/17. At the time of adoption the individual projects were not identified and as such an estimate was made by sub program. As the projects have now been identified, the budgets need to be moved to the appropriate sub programs (no change to overall capital program expenditure)

- Divisional funds, where projects have been identified and the funds have moved out of the divisional allocation sub program, and into the sub program where the project is being delivered from (no change to overall capital program expenditure) and
- creation of a new program called Corporate Major Projects to cover projects that are not in the normal course of Council business, however are not significant enough to be included in the Region Making Program (no change to overall capital program expenditure).

The February Financial Performance Report will amend the capital program, with a \$20.5 million reduction:

- reduction of the Palmview program, from \$2.5 million to zero spend anticipated in this financial year, and the budget deferred to 2016/17
- increase to the Environmental Visitor Education Sub Program as per Council Resolution OM16/8 by \$221,000, not adjusted during Budget Review 2 2015/16
- reduction of the Information Technology Program by \$159,200 relating to the deferral of Stage 2 of the Digital Connect Platform due to contract being terminated in February 2016 after Budget Review 2
- reduction of the Sunshine Coast Airport Capital program by \$1.1 million due to delays in land acquisitions
- revision of the Maroochydore City Centre Capital Program has a decrease of \$17 million reduction to the 2015/16 program and this will be carried forward to the 2016/17 program. Comments from SunCentral:

“Based on our estimates around the timing of the delivery of development services and the corresponding cashflows, total development costs are forecasted to come in around \$7,754,000 for the financial year. Therefore we wish to carry forward \$17,285,000 into the financial year 2016/17 budget.

It is worth noting that approximately \$14 million of the carry forward figure relates to civil works for Stage 1A. The prominent reason for the carry forward was due to the unforeseen necessity to seek amendments to the development scheme by Economic Development Queensland...the amended scheme has been approved by the Minister and is expected to be gazetted in April. Clearly the project program has now been modified to take account of this. The tendering for the major civil works which is currently underway, with a contract award due in May/June.”

Investment Performance & Cash holdings

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

For the month ending 29 February 2016 Council had \$372.0 million in investment cash (excluding Trust Fund) with an average interest rate of 3.04%, being 0.74% above benchmark.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “February 2016 Financial Performance Report” and**
- (b) adopt the amended 2015/16 Capital Program to include the identified capital budget adjustments (Appendix A).**

FINANCE AND RESOURCING

This report will amend the current capital expenditure budget by reducing the Palmview sub program by \$2.5 million and increasing the Environmental Visitor Education Sub Program by \$221,000.

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, reduce costs and manage contracts

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 29 February 2016 of \$107.1 million shows a positive variance of \$9.6 million compared to the YTD forecast position.

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

Operating Revenue

Year to Date (YTD) actual revenues as at 29 February 2016 of \$341.7 million shows a positive variance of \$4.1 million.

Table 2: Substantial Revenue variances as at 29 February 2016

| Operating Revenue Large Variances | YTD Current Budget \$000 | YTD Actual \$000 | YTD Variance \$000 | Variance % |
|-----------------------------------|-----------------------------|---------------------|-----------------------|------------|
| Net Rates and Utility Charges | 239,582 | 240,836 | 1,254 | 0.5 |
| Fees and Charges | 42,002 | 44,059 | 2,057 | 4.9 |
| Other Revenue | 10,265 | 10,979 | 714 | 7.0 |

Net Rates & Utilities Charges

Following the January 2016 rates run there is a favourable variance in general rates of \$1.2 million of which all relates to prepaid rates. This is expected to be a timing difference, which will reduce over the remainder of the financial year.

Fees & Charges

The February 2016 results are showing a favourable variance of \$2.1 million which relates to:

- \$780,000 for development services fees and charges including application fees (\$326,000), operational works application fees (\$81,000). The development activity remains strong, with activity 25.6% up on this time last year
- \$450,000 for increased Holiday Park fees (mainly Coolum & Cotton Tree), offset by additional costs of \$104,000
- \$205,000 in increased ticket sales for the 2015 Caloundra Music Festival, offset by increased payments for performance fees of \$203,000. Overall the festival came in on budget
- \$235,000 favourable variance in Waste tip fees and
- \$77,000 Sunshine Coast Airport favourable variance on car parking fees. This is a result of higher passenger spend rate than forecast.

Other Revenue

The favourable variance of \$714,000 related to:

- \$99,000 in higher recoveries for the Waste retail facility and sale of metal due to higher prices than anticipated during Budget Review 2 2015/16
- \$72,000 favourable variance for the sale of minor plant
- \$96,000 in increased lease revenue and electricity recoupment and
- Community Services favourable other revenue of \$169,000, which relates to Sundry recoupment at the Sunshine Coast Stadium (offset by increased expenditure of \$107,000) and other miscellaneous revenue

Operating Expenses

Year to Date (YTD) actual expenditure as at 29 February 2016 of \$223.6 million shows a positive variance of \$5.6 million.

Table 3: Substantial Expenditure variances as at 29 February 2016

| Operating Expenditure Large Variances | YTD Current Budget \$000 | YTD Actual \$000 | YTD Variance \$000 | Variance % |
|---------------------------------------|-----------------------------|---------------------|-----------------------|---------------|
| Employee Costs | 81,104 | 80,591 | (513) | (0.6) |
| Materials and Services | 96,404 | 91,074 | (5,329) | (5.5) |

Employee Costs

Employee costs are currently showing a favourable variance of \$513,000, or 0.6%. This has decreased slightly from January 2016 due to a number of vacancies being filled.

Materials and Services

Materials and Services are \$5.3 million favourable to budget at the end of February 2016. There is a general underspend at the end of February across all departments with some more significant areas being:

- timing variance on new waste contracts yet to incur actual costs \$915,000, reduced from January
- lower prices of fuel have resulted in a favourable variance of \$268,000

- reduced internal asphalt sales from the Quarry resulting in a reduction in materials required to produce goods and a favourable material spend of \$458,000
- operating projects are \$1.3 million favourable to budget, with these funds quarantined for the delivery of Council approved projects and
- Property Branch \$402,000 favourable due to a range of timing differences including electricity and water and sewerage costs.

Capital Revenue

Capital revenues, at \$61.2 million, are below the YTD current Budget of \$68.2 million. Cash grants and cash contributions are ahead of budget by \$3.9 million. This is being offset by constructed assets \$10.9 million below budget. Constructed assets are currently being written on quarterly, and therefore this variance is a timing difference only at this stage.

Table 4: Capital revenue variances as at 29 February 2016

| Capital Revenue | YTD Current Budget \$000 | YTD Actual \$000 | YTD Variance \$000 | Variance % |
|------------------------------|--------------------------------|---------------------|--------------------------|---------------|
| Capital Grants and Subsidies | 4,048 | 4,390 | 342 | 8.5 |
| Capital Contributions - Cash | 19,003 | 22,586 | 3,583 | 18.9 |
| Contributed Assets | 45,125 | 34,230 | (10,895) | (24.1) |

Capital Expenditure

As at 29 February 2016, \$88.4 million (48%) of Council's \$186.6 million 2015/16 Capital Works Program was financially expended (including Region Making Projects). The year to date anticipated spend was \$107.6 million, with financial expenditure 17.8% behind schedule.

The Core Sunshine Coast Capital Program has expended \$72.8 million against a target of \$83.7 million (-13.0%) as at 29 February 2016.

The region making projects have expended \$15.7 million. A full review of the Maroochydoore City Centre Capital Program has resulted in a reduction of \$17 million in the 2015/16 program, to be deferred into 2016/17.

The program has been updated at a sub program level to account for:

- at Budget Review 2 2015/16, \$2.1 million was brought forward to initiate design works for 2016/17. At the time of adoption the individual projects were not identified and as such an estimate was made by sub program. As the projects have now been identified, the budgets need to be moved to the appropriate sub programs (no change to overall capital program expenditure)
- Divisional funds, where projects have been identified and the funds have moved out of the divisional allocation sub program, and into the sub program where the project is being delivered from (no change to overall capital program expenditure) and
- creation of a new program called Corporate Major Projects to cover projects that are not in the normal course of Council business, however are not significant enough to be included in the Region Making Program (no change to overall capital program expenditure).

The February Financial Performance Report will amend the capital program, with a \$20.5 million reduction. Details of the changes by sub program are detailed in Appendix A.

- reduction of the Palmview program, from \$2.5 million to zero spend anticipated in this financial year, and the budget deferred to 2016/17

- increase to the Environmental Visitor Education Sub Program as per Council Resolution OM16/8 by \$221,000, not adjusted during Budget Review 2 2015/16
- reduction of the Information Technology Program by \$159,200 relating to the deferral of Stage 2 of the Digital Connect Platform due to contract being terminated in February 2016 after Budget Review 2
- reduction of the Sunshine Coast Airport Capital program by \$1.1 million due to delays in land acquisitions and
- revision of the Maroochydhore City Centre Capital Program has a decrease of \$17 million reduction to the 2015/16 program and this will be carried forward to the 2016/17 program. Comments from SunCentral:

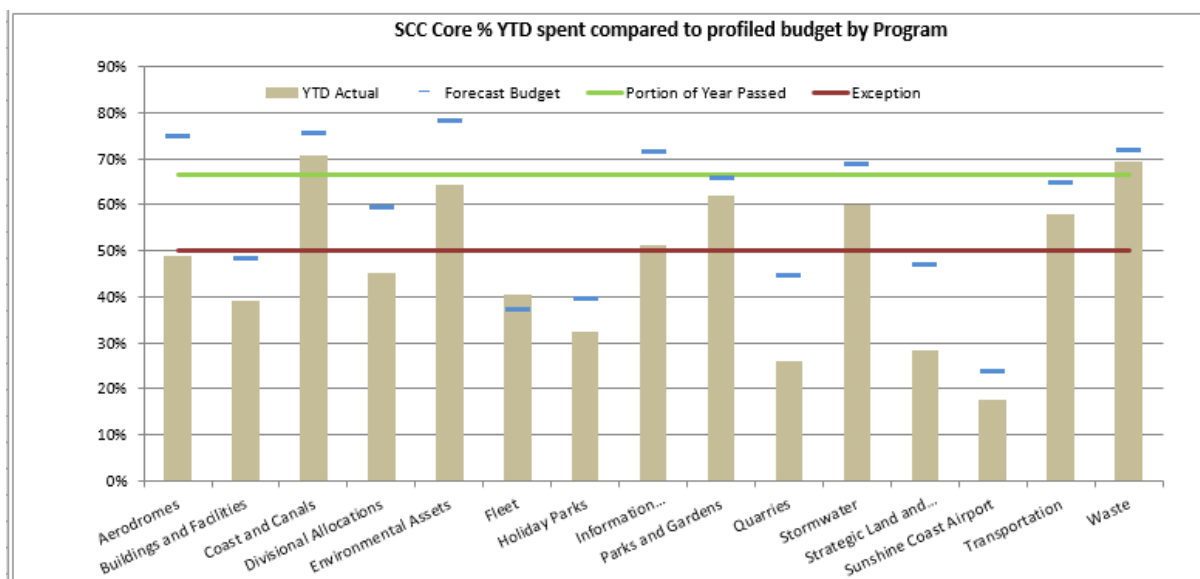
“Based on our estimates around the timing of the delivery of development services and the corresponding cashflows, total development costs are forecasted to come in around \$7,754,000 for the financial year. Therefore we wish to carry forward \$17,285,000 into the financial year 2016/17 budget.

It is worth noting that approximately \$14 million of the carry forward figure relates to civil works for Stage 1A. The prominent reason for the carry forward was due to the unforeseen necessity to seek amendments to the development scheme by Economic Development Queensland...the amended scheme has been approved by the Minister and is expected to be gazetted in April. Clearly the project program has now been modified to take account of this. The tendering for the major civil works which is currently underway, with a contract award due in May/June.”

Table 5: Capital expenditure variances by program as at 29 February 2016

| Capital Works Program | Current Budget \$000 | YTD Current Budget \$000 | YTD Actual \$000 | YTD Variance | % Variance on YTD budget |
|---|----------------------|--------------------------|------------------|-----------------|--------------------------|
| Aerodromes | 548 | 410 | 269 | (141) | (34.5) |
| Buildings and Facilities | 8,781 | 4,219 | 3,428 | (791) | (18.8) |
| Coast and Canals | 2,067 | 1,542 | 1,441 | (101) | (6.6) |
| Divisional Allocations | 3,115 | 2,141 | 1,628 | (513) | (24.0) |
| Environmental Assets | 1,523 | 1,131 | 929 | (202) | (17.9) |
| Fleet | 3,935 | 1,463 | 1,589 | 126 | 8.6 |
| Holiday Parks | 791 | 312 | 256 | (56) | (17.8) |
| Information Technology | 5,192 | 3,699 | 2,654 | (1,046) | (28.3) |
| Parks and Gardens | 15,563 | 10,034 | 9,492 | (542) | (5.4) |
| Quarries | 496 | 221 | 128 | (93) | (42.0) |
| Stormwater | 6,478 | 4,663 | 4,086 | (577) | (12.4) |
| Strategic Land and Commercial Properties | 11,340 | 5,395 | 3,258 | (2,137) | (39.6) |
| Sunshine Coast Airport | 6,886 | 1,631 | 1,217 | (414) | (25.4) |
| Transportation | 64,466 | 41,206 | 36,962 | (4,244) | (10.3) |
| Waste | 7,818 | 5,608 | 5,423 | (185) | (3.3) |
| Total SCC Core Capital Program | 138,997 | 83,676 | 72,759 | (10,917) | (13.0) |
| Corporate Major Projects | 2,500 | 57 | 41 | (16) | - |
| Maroochydhore City Centre - SCC Delivery | 9,904 | 3,379 | 6,111 | 2,732 | 80.8 |
| Maroochydhore City Centre - Suncentral Delivery | 24,156 | 15,074 | 3,049 | (12,025) | (79.8) |
| Solar Farm | 9,866 | 5,022 | 5,995 | 972 | - |
| Sunshine Coast Airport Runway | 1,225 | 408 | 487 | 79 | 19.3 |
| Total Other Capital Program | 47,652 | 23,941 | 15,683 | (8,258) | (34.5) |
| TOTAL | 186,648 | 107,617 | 88,442 | (19,175) | (17.8) |

The following Base Capital Projects have further information provided due to YTD spend of less than 50%.



Buildings & Facilities

The year to date anticipated spend of \$4.2 million or 48.2% is due to timing constraints around a number of large projects:

- the construction of the Sippy Creek Animal Pound/Refuge (\$1.8 million), being managed by Project Delivery Branch, represents 34% of the total Sub Program and commenced as scheduled. This is a two year staged project
- of the \$850,000 Aquatic Facilities capital program, \$350,000 cannot commence until the end of the summer swimming season and have planned and spending forecasted accordingly and
- a number of new projects for the Events Centre have been scheduled to commence in March due to pre-existing bookings. The theatre seating replacement project of \$500,000 has been delivered as scheduled and installation will be complete by 31 March.

Another significant project for this program is the Roys Road Depot Master Plan. There is a \$380,000 shortfall in year to date spend due to the project requiring a scope redesign. This value engineering exercise has resulted in a saving of over \$300,000 in the total project value. This is a multi-year staged project, with the design and early site preparation works still anticipated to be completed by the end of the financial year.

Additionally \$560,000 worth of projects have had the designs completed and are moving to procurement/delivery phases.

Fleet

This \$3.9 million program is currently 40.4% spent. A further 45% of the program has been committed with a significant portion relating to large roads maintenance trucks that require seven month build time and therefore is expected to be delivered in May/June 2016. The remaining program has orders in progress for smaller plant that also expect delivery May/June 2016.

Holiday Parks

There are two significant projects amounting to 63% of the program, both have started to incur costs and expect to expend current year funds by June:

- Maroochy Beach Camp Kitchen is currently moving through the procurement process with construction anticipated between April and June 2016 and

- Mudjimba Expansion is a two year project that will commence in April, with further funds available in the 2016/17 program.

Quarries

The \$500,000 Quarry Program is currently 25.9% spent. A significant portion of the program is attributable to Quarry Development Works which will be informed by a Geotechnical report currently underway. Allocated funds are expected to be delivered this financial year. The other major allocation relates to a staged electrical & computer system upgrade for the asphalt plant. A second progress payment will fall due in the coming months and the full upgrade is still on track for this financial year.

Strategic Land & Commercial Properties

The \$11.5 million land program is predominantly made up of acquisitions associated with the LGIP Transport Corridors and Environmental Land (80%). It is difficult to forecast when expenditure will occur due to the uncertainty associated with negotiations and resumptions. Both of these sub-programs had significant increases at Budget Review 2 2015/16. Settlements have been reached on six of the eleven projects in these programs, with payments soon to follow. Negotiations will continue on others.

Sunshine Coast Airport

Of the \$6.8 million program 61% is under construction/acquisition. The most significant projects are Aerospace Precinct Stage 3 (\$1.0 million) currently under construction and due for completion in April; GA Aprons overlays & repairs (\$1.1 million) underway with 57% expenditure to date. Procurement of the terminal modifications was completed in March with a view to completion of works in June.

Information Technology

The Information Technology program has expended 51.1% of full year budget expended at the end of February 2016, however this is \$1 million behind forecasted spend. Three major projects make up \$2.4 million or 46% of the ICTS program and these have currently expended 60% of current budget. A full expenditure of the 2015/16 revised budget is on track, following the minor reduction detailed in this report.

Transportation

The transportation is progressing well with 57.3% of full year budget expended at the end of February, however a comment is being provided due to the significant size of this program. The variance at the end of February 2016 is \$4.2 million behind schedule or 10.3%.

Highlights

- the sub-programs of Bridges, Carparks, Gravel Roads, Pedestrian/Cycling Facilities, Road Safety, Local Streetscapes and Active Transport total \$15.0 million, and is at 79% spend. All these sub-programs make up 38% of the Transportation Budget, with all running above 64% to date
- \$11.4 million in construction for Evans Street with 61% spent to date, with all funds required to complete the works committed. There is approximately \$1.0 million in contingency which is not anticipated to be spent at this point in time, and
- \$12.8 million of the \$21.1 million reseal and rehabilitation program financially completed (121 completed jobs against 293 jobs profiled).

Risks

- \$2 million in 2016/17 design works were brought forward to this financial year during Budget Review 2 2015/16. There are 65 projects identified for completion by end of June 2016, of which 23 (35%) are planned to be completed externally. Additional temporary resources have been provided to facilitate delivery of the design program by the end of the financial year, and

- the Transportation program includes \$2.5 million in land acquisitions which are difficult to forecast.

Table 6: Capital job quantities and budgeted value by status as at 29 February 2016 (excluding region making projects):

| Project summary by Job status (SCC Base only) | Number of Capital Jobs | % | Current Budget \$000 | % |
|---|------------------------|-------|----------------------|-------|
| Not Started | 49 | 3.7% | 2,888 | 2.1% |
| Works in Progress | 689 | 51.7% | 94,377 | 67.9% |
| Complete | 549 | 41.2% | 38,316 | 27.6% |
| On Hold | 46 | 3.5% | 3,417 | 2.5% |
| Total | 1,333 | | 138,997 | |

The number of jobs in a not started status in the month of February reduced from 79 to 49 jobs.

Jobs completed went from 453 in January (\$33.9 million) to 549 in February (\$38.3 million).

It is anticipated that 99 jobs worth \$10.6 million will remain in a works in progress or not started status at the end of the financial year. This is due to the projects being:

- multi-year projects
- divisional allocation funds not yet allocated and
- whole of region emergent works not yet allocated.

Investment Performance & Cash Holdings

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

For the month ending 29 February 2016 Council had \$372.0 million in investment cash (excluding Trust Fund) with an average interest rate of 3.04%, being 0.74% above benchmark.

Comparing these results to the same period last year, Council held \$307.6 million in cash (excluding Trust Fund) and the average interest rate was 2.8%, being 0.63% above benchmark.

The benchmark used to measure performance of cash funds is Bloomberg AusBond Bank Bill Index (BAUBIL) and the Bank Bill Swap Rate (BBSW) for term deposits.

Table 7: Cash Flow variances as at 29 February 2016

| Net Cash Flows | YTD Current Budget \$000 | YTD Actual \$000 | YTD Variance \$000 | Variance % |
|-----------------------------|--------------------------|------------------|--------------------|------------|
| Operating Activities | 138,416 | 165,469 | 27,053 | 0.2 |
| Investing Activities | (81,682) | (67,126) | 14,556 | (0.2) |
| Financing Activities | (13,746) | (13,746) | - | - |
| Closing Cash Balance | 330,374 | 371,983 | 41,609 | 0.1 |

The financial ledger cash balance at the end of February 2016 was \$372.0 million, which was \$41.6 million above forecasted cash holdings. This higher cash holding is made up of lower than anticipated spend on capital and operating projects and higher than anticipated revenues.

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 2015/16 Investment Policy, 2015/16 Debt Policy, 2015/16 Revenue Policy and Revenue Statement.

Corporate Services Credit Accounts, Debt Collection and Write Off Policy.

Risk

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 25 June 2015, Council adopted the 2015/2016 Budget - Council Resolution (SM15/20)

That Council:

- (a) *receive and note the report titled "Adoption of the 2015/2016 Budget and Forward Estimates for the 2016/2017 to 2024/2025 Financial Years"*
- (b) *adopt the 2015/2016 Capital Works Program, endorse the indicative four-year program for the period 2016/2017 to 2019/2020, and note the five-year program for the period 2020/2021 to 2024/2025 (Appendix A) and*
- (c) *adopt the 2015/2016 Budget Schedules (Appendix B) including Forward Estimates.*

Ordinary Meeting 17 September 2015, Council adopted the Budget Review 1 2015/16 (OM15/151)

That Council:

- (a) *receive and note the report titled "Budget Review 1 2015/16"*
- (b) *adopt the amended 2015/16 Budget Financial Statements to include the identified operating and capital budget adjustments (Appendix A)*
- (c) *establish a Natural Disaster Restricted Cash Component of \$5 million, funded from the 2014/15 operating result and*
- (d) *in addition to (b) and (c), amend the budget to include the sum of \$90,000 in 2015/16 budget for Caloundra Skate Park as part of the Aquatic Centre complex.*

Ordinary Meeting 28 January 2016, Council adopted the Budget Review 2 2015/16 (OM16/3)

That Council:

- (a) *receive and note the report titled "Budget Review 2 2015/16" and*

- (b) *adopt the amended 2014/15 Budget Financial Statements to include the identified operating and capital budget adjustments (Appendix A).*

Ordinary Meeting 28 January 2016, Council adopted the Mary Cairncross Scenic Reserve Building Renewal Project – Construction Funding (OM16/8)

That Council:

- (a) *receive and note the report titled “**Mary Cairncross Scenic Reserve Building Renewal Project - Construction Funding**”, including the artists impressions for the final design*
- (b) *note the Queensland Tourism Infrastructure Fund \$1 million funding offer and the associated funding agreement conditions stating that Council is required to provide evidence on or before 31 January 2016 that it has (or has secured) sufficient funding (in addition to the Grant) required to complete the Activity and entering into a building contract with the successful tenderer on or before 15 March 2016*
- (c) *authorise the Chief Executive Officer to enter into contract with the successful tenderer*
- (d) *endorse the bringing forward of \$2,768,650 from 2017/18 – 2020/21 to the 2016/17 capital forecasts for the Environmental Visitor Education Facilities Sub Program to bring the budget to \$3,218,650 for approval during the 2016/17 budget adoption and*
- (e) ***note that there is a proposed increase in the 2015/16 adopted capital budget for the Environmental Visitor Education Facilities Sub Program of \$266,350 as part of Budget Review 2***
- (f) *allocate a maximum of \$20,000 from existing budgets for twelve months commencing March 2016 to assist in the establishment of temporary facilities to provide continuity in the provision of hospitality services at the reserve during the demolition and construction phase of the building renewal project.*

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 2016/2017 PROCUREMENT POLICY

| | |
|--------------------|--|
| File No: | Statutory meeting - April 2016 |
| Author: | Manager Procurement and Contracts Corporate Services Department |
| Appendices: | App A - 2016/17 Procurement Policy163 App B - Local Preference in Procurement Guideline 177 |

PURPOSE

The purpose of this report is to present the 2016/17 Procurement Policy (included in Appendix A) to council for adoption, and the new Local Preference in Procurement Guideline.

EXECUTIVE SUMMARY

The *Local Government Regulation 2012* requires council to prepare a Procurement Policy, and to review and adopt that policy annually. The Procurement Policy outlines Council's framework for procuring goods and services and disposing of assets. The current policy was adopted on 1 June 2015.

The current Procurement Policy has guided council's commitment to the development of competitive local business and industry. This has resulted in council spending more than \$112 million with local suppliers for the current financial year to date, which represents 68 percent of the available procurement spend.

The 2016/17 Procurement Policy is substantially the same as the current version, with one notable addition. A Local Preference in Procurement Guideline has been introduced and is to be read in conjunction with the Procurement Policy. The Guideline articulates strategies for fostering greater engagement with local suppliers.

The proposed 2016/2017 Procurement Policy complies with all legislative obligations and provides an appropriate framework for conducting effective and efficient contracting activities.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "2016/2017 Procurement Policy"**
- (b) adopt the 2016/2017 Procurement Policy (Appendix A) and**
- (c) receive and note the Local Preference in Procurement Guideline (Appendix B).**

FINANCE AND RESOURCING

The Procurement Policy will guide best practice procurement and contracting in a manner that is compliant with relevant legislation.

The Procurement Policy will be administered by the Procurement and Contracts Branch of the Corporate Services Department. No additional funding is required to implement or administer the Policy.

CORPORATE PLAN

Corporate Plan Goal: *A new economy*

Outcome: 1.3 - Investment and growth in high-value industries

Operational Activity: 1.3.2.2 - Target Council's procurement policies and practices to support local businesses

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, reduce costs and manage contracts

CONSULTATION

Internal Consultation

The following internal stakeholders were consulted:

- CEO and Directors
- Manager Procurement & Contracts
- Coordinator Procurement & Contract Performance
- Coordinator Contract Supply & Administration
- Chief Legal Officer

A Communications Plan will be developed to inform internal stakeholders of the introduction of the Local Preference in Procurement Guideline and its implications for the evaluation of submissions when seeking quotes, and during evaluations of responses.

External Consultation

The Procurement Policy remains consistent with external legal advice.

A Communications Plan will be developed to inform the local community of the introduction of the Local Preference in Procurement Guideline.

Community Engagement

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

PROPOSAL

The Procurement Policy outlines Council's framework and principles for undertaking contracting activities relating to procurement of goods and services and disposal of assets. The policy outlines when and how procurement or disposal activities may be conducted, including expressions of interests, tenders, requests for quotes and auctions. The policy also explains when the exceptions provided for both procurement and disposal activities may be created and exercised.

The *Local Government Regulation 2012* requires council to prepare a Procurement Policy, and to review and adopt that policy annually. The Procurement Policy must contain details of the principles Council will apply when contracting, including the sound contracting principles provided in the *Local Government Act 2009*.

The sound contracting principles are:

- (a) value for money
- (b) open and effective competition

- (c) the development of competitive local business and industry
- (d) environmental protection
- (e) ethical behaviour and fair dealing.

The current Procurement Policy has guided council's commitment to the development of competitive local business and industry. This has resulted in council spending more than \$112 million with local suppliers for the current financial year to date, which represents 68 percent of the available procurement spend.

The 2016/17 Procurement Policy is substantially the same as the current version, with one notable addition. A Local Preference in Procurement Guideline has been introduced and is to be read in conjunction with the Procurement Policy. The Guideline articulates strategies for fostering greater engagement with local suppliers.

The key strategies introduced in the guideline include:

- requiring only local suppliers be invited to quote for contracts worth less than \$15,000
- requiring at least two of the three quotes required to form a contract worth between \$15,000 and \$100,000 be invited from local suppliers
- requiring at least one of the three quotes required to form a contract worth between \$100,000 and \$200,000 be invited from a local supplier
- maintaining the 15% weighting for the evaluation criterion for contribution made to the local economy in all tenders and any quoting process where locals compete with non-locals
- clearly articulating the scoring mechanism for evaluation criterion relating to the contribution made to the local economy.

The guideline provides an exemption from compliance where a genuine reason exists not to follow it. A genuine reason exemption may only be exercised when it is not possible to comply, due to the nature of the procurement, or it is not in Council's best interests for achieving the most advantageous outcome.

The long running strategy of developing smaller and more manageable contracts that match with the existing markets will remain.

Council will maintain its Supplier Briefings to inform the market of upcoming major projects. This will be supported by introduction of an annual Key Suppliers Forum, which will provide the opportunity to engage with local suppliers who have delivered goods and services for council in the preceding year.

Council will also continue to provide the Doing Business with Council workshops. These workshops provide local suppliers with the opportunity to understand council procurement processes and learn about making competitive responses to a tender or request for quote.

Council's desired policy outcomes are to:

- a) provide a framework for undertaking Contracting Activities, within an effective governance framework and sound probity environment
- b) encourage strategic decision-making and sustainable procurement practices
- c) facilitate efficient and timely delivery of Council's capital works, operational activities, and the disposal of assets
- d) deliver value for money
- e) encourage an open, efficient and competitive market place
- f) encourage development of competitive local business and industry

- g) manage Council's risk exposure and
- h) comply with all applicable laws including the *Local Government Act 2009 (Qld) (LGA 2009)* and *Local Government Regulation 2012 (Qld) (LGR 2012)*.

The Procurement and Contracting delegation has been reviewed. If the Procurement Policy is adopted, the Chief Executive Officer will approve a new financial delegation which is intended to facilitate a more timely contractor engagement, particularly in the project delivery field.

Legal

External legal advice has previously been sought regarding the format and content of a superseded Procurement Policy. The proposed Procurement Policy 2016/2017 is consistent with that advice. It has been reviewed by the Legal Services Branch and is supported in its current form.

Policy

The Procurement Policy will provide a structured framework for council's procurement and disposal contracting activities and ensure compliance with the relevant legislation.

Risk

The Procurement Policy mitigates the risks associated with undertaking contracting activities relating to procurement of goods and services and disposal of assets.

Previous Council Resolution

Special Meeting 1 June 2015 (SM15/14)

That Council:

- (a) receive and note the report titled "**2015/2016 Procurement Policy**" and
- (b) adopt the 2015/2016 Procurement Policy (Appendix A).

Special Meeting 2 June 2014 (SM14/17)

That Council:

- (a) receive and note the report titled "**2014/2015 Procurement Policy**" and
- (b) adopt the 2014/2015 Procurement Policy (Appendix A).

Related Documentation

Local Government Act 2009
Local Government Regulation 2012

Critical Dates

The *Local Government Regulation 2012* requires council review its Procurement Policy annually. Other than annual review, there are no critical dates associated with the Procurement Policy.

Implementation

The Procurement Policy will be implemented from the date of council's resolution.

**8.2.3 EXCEPTION UNDER LOCAL GOVERNMENT REGULATION 2012 -
PROPOSED LEASE TO A COMMUNITY ORGANISATION**

File No: Statutory Meeting 21 April 2016
Author: Senior Property Officer
Corporate Services Department
Attachments: Att 1 - Kawana Tennis Club Inc. Location Map 187

PURPOSE

The purpose of this report is to seek an exception from council, in accordance with *Local Government Regulation 2012*, from the tender/auction process to allow the renewal of a lease to community organisation Kawana Tennis Club Inc. located at Kevin Asmus Park, Buddina, refer Attachment 1 Kawana Tennis Club Inc. Location Map.

EXECUTIVE SUMMARY

The *Local Government Regulation 2012* provides that a local government may only dispose of an interest in land (including a lease to a community organisation) other than by tender/auction, if an exception applies. Disposal to a community organisation is considered an exception under s.236(1)(b)(ii).

The Kawana Tennis Club Inc. has occupied the site for a considerable period and facilitates community participation in tennis activities. The previous lease expired on 30 June 2015 and is recommended for renewal by Community Services.

The lease renewal will be for a period of ten years and will be in accordance with the council approved standard terms community lease.

S.236(2) provides that a local government must decide by resolution that an exception applies. A resolution that an exception applies will allow the renewal of the lease to Kawana Tennis Club Inc. without the need to engage in a tender/auction process.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Exception under Local Government Regulation 2012 - Proposed Lease to a Community Organisation”**
- (b) resolve, pursuant to s.236(2) *Local Government Regulation 2012*, that an exception to dispose of an interest (lease) to Kawana Tennis Club Inc., other than by tender or auction applies and**
- (c) note that the exception applies as the disposal is to a community organisation pursuant to section 236(1)(b)(ii), being Kawana Tennis Club Inc.**

FINANCE AND RESOURCING

Kawana Tennis Club are charged 1 unit of rent which is currently \$250 per year, as per Council's Fees and Charges.

CORPORATE PLAN

Corporate Plan Goal: *A strong community*
Outcome: We serve our community by providing this great service
Operational Activity: S5 - Community venues - providing, managing and administering the hiring and leasing of community and cultural venues and other performance venues

CONSULTATION

Internal Consultation

Advice in relation to the application of exception provisions of *Local Government Regulation 2012* has been received from the Manager Procurement and Contracts and Solicitor, Legal Services.

The divisional Councillor at the time (Councillor C Thompson) and relevant operational areas have been consulted about the proposed lease to Kawana Tennis Club Inc. and no objections were received.

External Consultation

Community Services officers regularly work with community organisations who are either seeking a new facility to operate from or are seeking a partnership arrangement to multi-use a facility. Such organisations are constantly being considered and where appropriate, are put forward for partnership arrangements with existing tenure holders or considered for new tenure opportunities as they arise.

Community Engagement

Community Services officers have met with representatives from Kawana Tennis Club Inc. and were satisfied that the operations being conducted at the Kawana Tennis Club Inc. site are in the communities best interests, are financially sustainable and exemplifies strong governance in committee operations. It is for these reasons the Kawana Tennis Club Inc. has been recommended for renewal.

PROPOSAL

Council manages 225 community tenure arrangements and when due for renewal, the Property Management Branch seeks advice from the Community Services Department. Community Services, on behalf of the community organisation Kawana Tennis Club Inc. is seeking the renewal of a lease to Kawana Tennis Club Inc., as the previous lease expired on 30 June 2015.

The *Local Government Regulation 2012* provides the process by which a local government may dispose of valuable non-current assets, which include land or an interest in land (e.g. leasing of land and/or buildings). It provides that a disposal, other than by tender/auction, may only occur if an exception applies. A disposal to a community organisation is considered an exception under s.236(1)(b)(ii). A community organisation is defined in the *Local Government Regulation 2012* as:

- (a) an entity that carries on activities for a public purpose; or
- (b) another entity whose primary objective is not directed at making a profit.

For an exception to apply, council must decide in accordance with s.236(2) of the *Local Government Regulation 2012* that an exception applies.

The Kawana Tennis Club Inc. is a community organisation that has occupied Lease D SP173402 on part Lot 223 CP901704 at Kevin Asmus Park, Buddina for a considerable period and facilitates community participation in tennis activities.

A resolution that an exception applies will enable a community lease to be entered into without the need to engage in a tender/auction process.

The lease will be for a period of ten years and will be in accordance with the council approved standard terms community lease.

Legal

Legal Services has been consulted on this process to ensure council complies with s.236 of the *Local Government Regulation 2012*.

Policy

This request is in accordance with the following council policies:

- 1) *2015/16 Procurement Policy* and
- 2) *Community Groups Occupying Council Owned or Council Controlled land and/or Infrastructure Policy*.

Risk

There are no risk issues to address in relation to this report.

Previous Council Resolution

Ordinary Meeting 11 December 2014 – Council Resolution (OM14/175)

That council:

- (a) *receive and note the report titled “Community Groups Occupying Council Owned or Council Controlled Land and/or Infrastructure Policy”*
- (b) *adopt the Strategic Policy – Community Groups Occupying Council Owned or Council Controlled Land and/or Infrastructure Policy (Appendix A)*
- (c) *note that adoption of this policy will formalise the exiting interim policy principles and tenure arrangements for community groups and*
- (d) *note the draft Community Leaseholder Toolkit.*

Related Documentation

There is no other documentation relevant to this report.

Critical Dates

There are no critical dates relevant to this report.

Implementation

Should council resolve that an exception applies a lease to the Kawana Tennis Club Inc. will be arranged.

8.3 COMMUNITY SERVICES**8.3.1 2015/2016 REGIONAL ARTS DEVELOPMENT FUND MARCH 2016 RECOMMENDATIONS**

| | |
|---------------------|--|
| File No: | Council Statutory Meeting - 21 April 2016 |
| Author: | Team Leader Cultural Programs Community Services Department |
| Appendices: | App A - Regional Arts Development Funding Recommendations March 2016..... 197 |
| Attachments: | Att 1 - Regional Arts Development Funding Recommendations - Additional Information (<i>Under Separate Cover</i>) – <i>Confidential</i>.....<i>Conf Att Pg 5</i> Att 2 - Regional Arts Development Funding Comparisons 199 |

PURPOSE

This report seeks Council consideration and endorsement of funding recommendations for the March 2016 funding period of the 2015/16 Regional Arts Development Fund program.

EXECUTIVE SUMMARY

The Regional Arts Development Fund (RADF) program supports cultural activity through the professional development and employment of arts and cultural workers in regional Queensland.

RADF is a partnership between the State Government (through Arts Queensland) and Council. The program is jointly funded on a 40:60 basis by Arts Queensland and Council respectively. Each year local councils bid for partnership funding with a written agreement outlining the process of expenditure of the funds.

The 2015/16 RADF program includes six funding categories for application by individuals and groups including:

- individual Funding
- mentorships
- concept development
- major projects
- seed funding (up to 3 years)
- interest-free loans

Applications are submitted following an Expression of Interest process. The program is open for applications all year round with assessment taking place in four funding periods annually.

Council's endorsed external RADF Committee assesses funding applications and makes recommendations for funding in the individual categories. The committee is made up of eight independent, external professional and arts industry representatives, is resourced and supported by a Council officer, and is chaired by the Community Programs Portfolio Councillor.

This report covers the third assessment period for 2015/16, assessed by the RADF Committee in March 2016.

A total of 26 applications were received requesting \$121,366.

The RADF committee determined funding outcomes based on the Sunshine Coast Council RADF Guidelines, assessment criteria and according to merit, benefit, skill and capacity demonstrated in each application.

The RADF committee recommends 21 applications for funding, totalling \$62,395 for Council's consideration and endorsement (Appendix A).

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "2015/2016 Regional Arts Development Fund March 2016 Recommendations" and
- (b) endorse the Regional Arts Development Funding Recommendations March 2016 (Appendix A).

FINANCE AND RESOURCING

The Regional Arts Development Fund (RADF) budget is jointly funded by the Queensland Government (Arts Queensland) with a 40 percent contribution of \$107,232 and Council with a 60 percent contribution of \$160,848. This provision for RADF was adopted in the 2015/16 budget process by Council.

The 2015/16 RADF budget enables funding as outlined in the table below.

| Description | Budget |
|---|------------------|
| RADF Grants program - major projects - individual | \$160,000 |
| Committee training and development | \$8,080 |
| Strategic Initiatives - horizon Sunshine Coast Festival of Art & Culture - local exhibition touring development - creative and cultural industry leadership via the Sunshine Coast Creative Alliance - heritage regional digitisation program (Heritage Levy) - Arts and Ecology Centre - cultural programming | \$100,000 |
| Total RADF budget for 2015/16 | \$268,080 |

| Description | Budget |
|---|-----------|
| Available RADF Funding for 2015/16 | \$160,000 |
| September 2015 Assessment Period funded | \$42,130 |
| December 2015 Assessment Period funded | \$53,450 |
| Remainder available for this financial year | \$64,420 |

The 2015/16 RADF funding program includes four funding periods at the end of which the applications received during that period are assessed. These periods end:

- 21 September 2015
- 1 December 2015
- 1 March 2016
- 1 June 2016

Note: the fourth funding period will close 1 June 2016 and is dependent on RADF funding being made available by both Council and Arts Queensland, in the 2016/17 financial year. All RADF communications and promotions for this round outline the funding dependency proviso.

This report covers the third RADF assessment period for the 2015/16 financial year, assessing applications received on or before 1 March, 2016.

During this period, 26 applications were received requesting a total of \$121,366.

This report recommends the funding of 21 projects totalling \$62,395. There are sufficient funds in the adopted 2015/16 budget to cover the recommendations in this report.

Below is a summary of recommendations for the March 2016 RADF funding period.

| Applications received | Funding requested | Applications recommended | Funding recommended | % Applications recommended |
|-----------------------|-------------------|--------------------------|---------------------|----------------------------|
| 26 | \$121,366 | 21 | \$62,395 | 81% |

In the September 2015 funding period, two of the successful applications were allocated multi-year funding through RADF's Seed Funding category. As this category provides up to \$10,000 in the first year, \$5,000 in the second year and \$2,500 in the third year for successful applicants to this category, there are ongoing budget implications for these two recommendations.

There were no applications received for the Seed Funding category in this funding period.

Budget commitments of recommendations in this report are summarised in the table below.

| Budget Implications | 2015/16 | 2016/17 | 2017/18 |
|---------------------|----------|----------|---------|
| RADF September 2015 | \$42,130 | \$10,000 | \$5,000 |
| RADF December 2015 | \$53,450 | \$0 | \$0 |
| RADF March 2016 | \$62,395 | \$0 | \$0 |

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 was undertaken with:

- Community Policy and Programs Portfolio Councillor and RADF Chair, Councillor Jenny McKay
- Team Leader Cultural Programs, Community Services
- RADF Liaison Officer, Community Connections, Community Services
- Team Leader Community Connections, Community Services
- Management Accountant, Finance.

External Consultation

Applications are submitted following a flexible and efficient Expression of Interest process. This process is designed to save time for potential applicants, allowing those applicants with limited opportunity for a successful funding outcome to be aware of this prior to completing a full application. It also provides an opportunity for applicants to receive advice and support in the development of their projects.

To achieve this, Council's RADF Liaison Officer provided applicants with assistance for project development, preparation of application content and guidance throughout the application process.

External consultation was also undertaken with the RADF Committee, which consists of eight independent community members, who have been nominated and selected to provide expert advice and recommendations to Council officers on matters related to RADF.

The vibrant and diverse membership of the committee includes representatives from two major Chamber of Commerce associations and sector representatives from industries such as Music, Visual Arts, Law and Community and Cultural Development.

Community Engagement

A wide-ranging community engagement program was undertaken as part of the RADF review process conducted between December 2014 and April 2015. However, no general community engagement was required to inform this report.

PROPOSAL

The Regional Arts Development Fund (RADF) supports cultural activity through the professional development and employment of arts and cultural workers in regional Queensland.

RADF is a partnership between State Government, through Arts Queensland, and Council, and is jointly funded on a 40:60 basis by the State Government (Arts Queensland) and Council respectively. Each year local councils bid for partnership funding and a written agreement outlines the process for expenditure of the funds.

The RADF program includes categories of funding available for individuals and groups as outlined in the table below.

| RADF Funding Category | Description |
|------------------------------|---|
| Major projects | Amounts up to \$10,000 for projects that benefit creativity in the local region |
| Seed funding | Seed funding of \$10,000 in the first year, \$5,000 in the second year, \$2,500 the third year for projects that benefit creativity in the local region and have a strong prospect of commercial success in the long term |
| Individual funding | Funding to attend, present or showcase at professional development seminars, conferences, activities or appropriate arts events. Up to \$1,500 within Australia or \$2,500 international |
| Interest-free loans | To develop arts projects with strongly anticipated commercial success that will generate an income greater than the amount of the loan |
| Concept development | To develop arts research ideas and project proposals to the implementation stage. Funding up to \$5,000 |
| Mentorships | To engage professional artists or creative workers to mentor emerging artists. Funding up to \$5,000 |

Applications are submitted following a flexible and efficient Expression of Interest process. This process is designed to save time for potential applicants, allowing those applicants with little or no chance of a successful funding outcome to be aware of this prior to completing a full application. It also provides an opportunity for applicants to receive advice and support in the development of their projects and grant applications.

The program is open for applications all year round and assessment takes place over four funding periods annually. These periods end:

- 21 September 2015
- 1 December 2015
- 1 March 2016
- 1 June 2016

This report covers the third quarterly assessment period for 2015/16, assessed by the RADF Committee in March 2016.

It must be noted as this third round will expend the RADF budget for 2015/16, the fourth funding period, which will close on 1 June 2016 will be dependent on RADF funding being made available by both Council and Arts Queensland, in the 2016/17 financial year. In light of this, all RADF communications, messaging and promotions for this fourth round will clearly outline the funding dependency proviso.

Council's external RADF Committee assesses funding applications for recommendation to Council. The committee is made up of eight independent, external professional and arts industry representatives, is resourced and supported by a Council officer, and is chaired by the Community Programs Portfolio Councillor.

Promotion and Support

Promotion of the RADF program included:

- Advertising in local community newspapers, media releases
- Emails to previous RADF applicants
- Region-wide RADF information sessions in February 2016 with presentations conducted by Grants officers in Beerwah, Buderim, Eumundi, Caloundra and Kawana.

All relevant information was also posted on Council's website, Facebook and Twitter, featured in Councillor columns, spotlight print and radio, gallery e-news, library e-news and Council's messages on hold.

Staff attended face to face development meetings with applicants and responded to numerous telephone enquiries and emails.

This most recent marketing of the Regional Arts Development Fund (RADF) program complements the ongoing campaign. Since 1 July 2015 the following RADF promotions have been undertaken:

- launch at Creative Industry Breakfast Maroochydhore
- RADF showcase performances at SCENE Expo, Blow Up and Sunshine Coast Art Prize Opening event – Caloundra Regional Gallery
- media releases distributed across the region to announce the launch of the new program
- RADF promotional postcards distributed regionally
- Information distribution via all internal Council communication tools including Spotlight, Councillor Columns, website, News Site
- information distributed via a range of email databases included Sunshine Coast Library Service (77,000), Community Connections (8000), Regional Gallery (8000), Scene [Sunshine Coast Events Network] (800) and Sunshine Coast Creative Alliance (500)

Applications

A total of 26 applications were received during the March round, requesting a total of \$121,366 in funding. There were also five Expressions of Interest received, which did not proceed to full application.

Assessment

Council officers pre-assessed each application to determine eligibility.

The RADF Committee read each application prior to meeting to discuss applications, determine outcomes and allocate funds to successful applicants. The assessment meeting was attended by the RADF Committee and Council's RADF administrators. The meeting was chaired by Portfolio Councillor, and then, in the absence of the portfolio councillor, the Council officer for the latter part of the assessment meeting. Neither the Portfolio Councillor or Council officer participated in the deliberations or the recommendations.

In accordance with the RADF process, any declaration of a committee member's conflict of interest must be recorded and that committee member must not be involved in the related deliberations. There were no conflicts of interest declared in this funding period.

Applications were assessed and scored in accordance with set RADF assessment criteria:

- project supports locally determined arts and cultural priorities
- project supports local artists and arts and cultural activity
- provides opportunities for local communities to participate in arts and cultural activities
- supports artists to develop and practice their creative endeavours

- engages local communities
- builds the capacity of local artists
- builds existing partnerships and develops new partnerships and
- supports individual professional development opportunities.

Recommendations

A total of 21 applications are recommended for funding totalling \$62,395.

The recommended projects are diverse, of a high quality and will involve the employment of a broad range of artists and arts workers engaged in the valuable arts and cultural industry across the Sunshine Coast Local Government Area.

The total value of the funded projects is \$345,316. This investment represents more than \$5 return on every dollar contributed by Council and the State Government in this grant round.

Below is a summary of recommendations for the March 2016 RADF funding period.

| Applications received | Funding requested | Applications recommended | Funding recommended | % Applications recommended |
|-----------------------|-------------------|--------------------------|---------------------|----------------------------|
| 26 | \$121,366 | 21 | \$62,395 | 81% |

A list of the number of applications that were received and the number of applications that were successful, by RADF funding category, are provided in the table below.

| RADF Funding Category | Number of applications | Number of successful applications |
|-----------------------|------------------------|-----------------------------------|
| Major projects | 13 | 11 |
| Seed funding | 0 | 0 |
| Individual funding | 8 | 7 |
| Interest-free loans | 0 | 0 |
| Concept development | 3 | 1 |
| Mentorships | 2 | 2 |

Details of recommended funding outcomes are provided in Appendix A.

Confidential Attachment 1 provides additional information relating to the assessment of applications and is provided to Council in confidence under Section 275 (h) of the *Local Government Act 2009*.

Attachment 2: Funding Comparisons, details funding recommended in this funding period and the two previous funding rounds.

Legal

There are no legal implications relevant to this report.

Policy

The recommendations are in accordance with the *Local Government Act 2009*, *Local Government Regulation 2012* and adopted *Community Grants Policy*.

Risk

Risk of legal liability is mitigated by having the successful funding applicants enter into agreements, which clearly set out the relationship between the parties and obligates them to hold levels of insurance and reporting requirements relevant to the funding agreement.

Previous Council Resolution

There is no previous Council resolution relevant to this report.

Related Documentation

Related documentation includes individual funding agreements with successful recipients.

Relevant policy and strategy documents include:

- *Local Government Regulation (2012)*
- *Local Government Act (2009)*
- *Statutory Bodies Financial Arrangements Act (1982)*
- Sunshine Coast Council Regional Arts Development Fund Guidelines (2015)
- Sunshine Coast Social Strategy (2015)
- Cultural Development Policy (2012)
- Public Art Policy (2011)
- Community Events and Celebrations Strategy (2010).

Critical Dates

The next RADF assessment period will take place in June 2016.

Implementation

Following endorsement of this report, notification of outcomes will take place.

Funding will be distributed throughout May and June, following receipt of invoice and signed conditions of agreement.

8.3.2 BRIGHTWATER COMMUNITY FACILITY EXPRESSION OF INTEREST

| | |
|---------------------|---|
| File No: | F2015/89710 |
| Author: | Stephne Hambrecht, Development Officer Community Services Department |
| Attachments: | Att 1 - Brightwater Community Facility Map209 Att 2 - Brightwater Engagement Report213 |

PURPOSE

In accordance with the *Local Government Regulation 2012*, this report seeks Council's endorsement to conduct an Expression of Interest process on the site known as "Brightwater Community Land" (Lot 8001, SP 226924) refer Attachment 1 – Brightwater Community Facility Map.

This process will aim to attract suitable community investment through a not-for-profit community focused organisation which enables community facility development, management and use of the site.

EXECUTIVE SUMMARY

In establishing the Estate of Brightwater in 2004, Lot 8001, SP 226924 was set aside for Community Facility Purposes and transferred to Council in 2011. The site is 5,000m² and conveniently located for community use. It is situated adjacent to the Brightwater State School on Brightwater Boulevard and is in close proximity to the local shopping precinct, Brightwater Hotel and childcare centre.

Since 2011, the Brightwater Estate has grown from approximately 600 to over 5,000 residents in 2016. There is a developing need for community infrastructure to support and complement the existing residential, commercial and school infrastructure within this estate. In response, this proposal seeks to attract community interest and investment into the Brightwater Community Land through an Expression of Interest process, before releasing a final proposal to the community for tender.

The Expression of Interest process is considered most appropriate for this site as this process will:

- allow industry or community to propose a diverse range of innovative and dynamic solutions for the community's benefit
- attract potential investment into the site without the need for Council to be solely responsible
- allow Council to evaluate submissions with a view to identifying the solution that best aligns with the interests of the public and Council
- enable discussions and negotiations with respondents that may be used to develop an appropriate written tender and
- facilitate the formation of a unique contract that is the most advantageous to the public and Council, through inviting Expressions of Interest before written tenders.

Should Council endorse this proposal, the Expression of Interest process will be delivered in accordance with the *Local Government Regulation 2012 and Council's Procurement Policy*.

From the Expression of Interests received, Council can

- proceed to tender based on high quality responses received
- introduce potential joint applicants to each other with a view to proceeding to tender and
- chose to accept none of the responses and not proceed to tender.

There is potential that responses received during the Expression of Interest and tender process will indicate a monetary investment from respondents which will require special leasing conditions that fall outside of *Council's Community Groups Occupying Council Owned and Council Controlled Land and/or Infrastructure Policy*. It is therefore recommended that a report is returned to Council outlining the tender outcome for consideration.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Brightwater Community Facility Expression of Interest"**
- (b) resolve it would be in the public interest to invite expression of interest for (subject matter) in accordance with the provisions of the Local Government Regulation 2012, section 228 and**
- (c) note the advantages of the Expression of Interest for this proposal are:**
 - (i) it will allow industry and community to propose a diverse range of innovative and dynamic solutions**
 - (ii) the process will allow Council to evaluate submissions with a view to identifying the solution that best aligns with the interests of the public and Council**
 - (iii) the process will allow discussions and negotiations with respondents that may be used to develop an appropriate written tender and**
 - (iv) inviting expressions of interest before written tenders will facilitate the formation of a unique contract that is the most advantageous to the public and Council.**

FINANCE AND RESOURCING

In the initial phase of receiving this parcel of land, no funds were provided to Council by the developer for embellishment. Furthermore, there is no allocation of funds for development of this site in future Council Capital Works programs.

Within this Expression of Interest it will be clearly articulated that the proposal will be offering a land only contribution from Council. All capital costs for site development will be the responsibility of the applicant.

The administration of the Expression of Interest process will be resourced within existing operational budget parameters.

CORPORATE PLAN

- Corporate Plan Goal:** *A strong community*
Outcome: 2.1 - Safe and healthy communities
Operational Activity: 2.1.7 - Develop partnerships and programs which encourage residents to lead more active healthy lifestyles

CONSULTATION

Extensive consultation has been conducted internally and externally. The Divisional Councillor and Council officers from various departments have been involved in a Brightwater Reference Group and have taken part in community meetings. Additionally, community consultation has been conducted with surveys also administered to the Brightwater residential community in 2011 and again in December 2015.

Internal Consultation

Consultation has been undertaken with the following internal stakeholders:

- Regional Strategy and Planning
 - Development Services
- Community Services
 - Community Facilities and Planning
- Divisional Councillor

External Consultation

External consultation has been undertaken with the following external stakeholders through involvement in the Brightwater Reference Group as follows:

- Divisional Councillor
- Brightwater State School
- Buderim – State Member for Parliament
- Stockland
- Brightwater Community Association
- Brightwater Neighbourhood Watch
- Brightwater State School P&C

Community Engagement

A community survey was conducted in 2011 to gain an understanding of the community's preferred model of facility for this site, receiving a total of 37 responses. Another survey was conducted in December 2015 with the same aim. In both of these surveys the number of submissions received did not constitute a statistically significant number of responses to be truly representative of the Brightwater Community, however this does help to provide some guidance moving forward.

The latest survey was administered online through the Survey Monkey platform as well as hand delivered to all residences, by local community partners.

There were 239 responses to the survey, with responses allocated to key categories. Some of the responses provided suggestions beyond the scope of the subject site and preferred facility model, whilst others offered recommendations that did not specifically align with the purpose of the land. However, these responses help to demonstrate that with further information about the park and community infrastructure in the local vicinity (up to 5km radius), local residents can have these extended needs met.

The survey posed two questions about the vision for and functions of the centre:

- Q1. What is your vision for this community facility site? (Community garden, men's shed, youth space)
- Q2. If a facility was to be constructed and become a base for the delivery of local community services and programs, what should they be? (eg a focus on young people or disadvantaged groups, neighbourhood meetings, events, other)

In relation to Question 1 the majority of the responses, 82% or 196 responses, supported the establishment of a community facility as defined in the survey brief as for community facility purposes. Additional responses that did not specifically meet the purpose of the land were well represented, including pools, water play areas, indoor sport and recreation facilities including PCYC, tennis, squash and table tennis centres and skate parks.

In relation to Question 2 the majority of responses, 64% or 154 responses, stated that if a facility were to be constructed it should have a programmed function, operating classes or structured activities that people could choose to attend as relevant. Additionally, survey respondents stated their preference for the current events taking place in the community to still occur, without future construction outcomes inhibiting or limiting these event opportunities being held on this site in the future. The Brightwater Engagement Report is provided as Attachment 2.

Overall, survey respondents continue to be supportive of a new community facility in Brightwater which can be used for a variety of activities. However, it is recognised that as the community matures it is becoming evident that the young people in the community are not having their needs met through the existing park and community infrastructure networks.

PROPOSAL

Background/Site History

In establishing the Estate of Brightwater in 2004, Lot 8001, SP 226924 was set aside for Community Facility Purposes and transferred to Council in 2011. The site is 5,000m² and conveniently located for community use. It is situated adjacent to the Brightwater State School on Brightwater Boulevard and is in close proximity to the local shopping precinct, Brightwater Hotel and childcare centre. Refer Attachment 1 – Brightwater Community Facility Map.

For the purposes of interpretation of relevant Clauses in the infrastructure agreement for the Bundilla Master Planned Community, now known as the Brightwater Estate and novated to Stockland, the following terms are defined:

- **“Community Facilities Building”** means a building to be constructed on the Community Facilities Land for Community Facilities purposes
- **“Community Facilities Land”** means serviced land of 5,000m² in area, within the Bundilla Local Centre Precinct, adjoining the proposed school site, as generally depicted in the Bundilla Local Area Structure Plan map and
- **“Community Facilities Purposes”** means a public purpose such as a community hall or public meeting room.

Assessment of Needs

In 2011, the population of the Brightwater community was considered small with only 600-700 residents. This population has grown with the further development of the Brightwater community and is now almost at capacity, with the population reaching over 5,000 residents.

As the community has matured, so have the Brightwater facilities and infrastructure with residents now having access to retail, medical, shopping, a tavern, and the school Building the Education Revolution (BER) hall and meeting rooms. Brightwater State School has

experienced dramatic growth, with the student population exceeding expectations. This growth has placed additional pressure on the local parking network and the vacant Brightwater Community Land site currently accommodates this additional demand. Further education of parents about the formal parking lots at the neighbouring sports fields will continue as the development of the community facility site will only respond with formal car parking lots to meet the facility's proposed activities.

In 2014, a Brightwater Reference Group was formed to provide Council, Stockland and community organisation representatives an opportunity to receive and share relevant news relating to the development of Brightwater community infrastructure and emerging issues and needs, including the:

- parks network and infrastructure
- lake and available access to it
- car parking issues
- dog off leash park and related issues
- sports fields and uses
- pedestrian network
- exponential growth of the school student population and the impacts on the surrounding area.

The members of the Brightwater Reference Group are representative of the major stakeholders in the community and include Sunshine Coast Council, Stockland, Brightwater State School, Brightwater Community Association, Brightwater Neighbourhood Watch, and Brightwater P&C. The Reference Group has also been working to realise the potential for the development of a community purpose facility on the designated Brightwater Community Land site.

To assist with this direction, community engagement has been undertaken with the broader Brightwater community in 2011 and more recently in late 2015 with the purpose of gaining an understanding of the preferred type of community facility to meet the needs of the growing community. The consultation section of this report highlights the key findings, as well as the Brightwater Engagement report, provided as Attachment 2.

Expression of Interest for community facility

An Expression of Interest process for development of the site and management and demonstrated community use of a community facility is proposed to be undertaken for the Brightwater Community Land site. This process will allow local not-for-profit organisations to demonstrate how their proposed services and programs will add value to the needs of the Brightwater community, now and into the future.

Officers will work in partnership with the Brightwater Reference Group to ensure the Project Brief used to inform the Expression of Interest process is representative of the community's needs/desires. This process will target community not-for-profit organisations with an interest in providing community services for the Brightwater Community. However, it is the intention of the Expression of Interest process to provide a broad enough scope to elicit a variety of submissions that consider alternative and multiple community uses for the site.

The Expression of Interest process is considered most appropriate for this site because the process will:

- allow (industry or community) to propose a diverse range of innovative and dynamic solutions for the community's benefit
- attract potential investment into the site without the need for Council to be solely responsible

- allow Council to evaluate submissions with a view to identifying the solution that best aligns with the interests of the public and Council
- enable discussions and negotiations with respondents that may be used to develop an appropriate written tender and
- facilitate the formation of a unique contract that is the most advantageous to the public and Council, through inviting expressions of interest before written tenders.

Should Council endorse this proposal, the Expression of Interest process will be delivered in accordance with the *Local Government Regulation 2012 and Council's Procurement Policy*.

From the responses received, Council can

- proceed to tender based on high quality responses received
- introduce potential joint applicants to each other with a view to proceeding to tender
- chose to accept none of the responses and not proceed to tender.

There is a potential that proposals received during the Expression of Interest and tender process will indicate a monetary investment from respondents which will require special leasing conditions that fall outside of *Council's Community Groups Occupying Council Owned and Council Controlled Land and/or Infrastructure Policy*. It is therefore recommended that a report is returned to Council outlining the tender outcome for consideration.

Legal

The *Local Government Regulation 2012 (LGR 2012)* provides the processes by which Council may form contracts for the procurement of goods and services (procurement activities) or the disposal of valuable non-current assets (disposal activities). This regulation will be adhered to through the Expression of Interest process.

Additionally, the Expression of Interest Brief will:

- ensure that all Bundilla Master Planned Community Infrastructure Agreement conditions of development are understood by perspective applicants and any applications received conform to these conditions and the site's community facilities land gazettal and
- clearly outline that Council's contribution to this proposal is land only. All capital costs for site development will be the responsibility of the applicant.

Policy

Community Engagement Policy

- Council will take a flexible approach on how it engages with the community on local issues with the Divisional Councillor playing a pivotal role. Engagement activities will provide an opportunity to give and receive information and may include the establishment of working or project groups, divisional forums or community meetings. Such activities will be action focussed and will often involve Council staff.

Community Groups Occupying Council Owned and Council Controlled Land and/or Infrastructure

- The policy seeks to establish a structured, consistent and transparent approach to the provision and management of community occupancy arrangements over Council owned and Council controlled land and/or infrastructure.

This approach maximises use of community land and infrastructure and clarifies roles and responsibilities to expedite decision making and ultimately build resilient, strengthened communities.

Procurement Policy

- Council will not enter into a large-sized contractual arrangement, without:
 - (a) inviting written tenders or
 - (b) inviting expressions of interest (EOI) (but only following a resolution of Council that it would be in the public interest to invite EOI's before inviting written tenders), before considering whether to invite written tenders.

Invitations for written tenders or Expression of Interests, will, as a minimum, be advertised in a newspaper circulating in the local government area. Invitations will remain open for at least 21 days after the advertisement is published. Where Council invites an Expression of Interests before considering whether to invite written tenders, Council may prepare a short-list from respondents to the invitation to EOI and invite written tenders from that shortlist.

Council may decide not to accept any tenders it receives. If Council decides to accept a tender, Council must accept the tender most advantageous to it having regard to the Sound Contracting Principles.

Risk

Running an Expression of Interest process can increase community expectations about the sites future development. These expectations will be mitigated through strong communication and messaging about the process being undertaken.

Furthermore, the Expression of Interest process may provoke increased discretionary interpretation in the development of submissions, which in turn may elicit concepts that are outside the scope of/not fit for the desired purpose. Having a collaborative approach to the development of the Project Brief and adequate guiding provisions will assist in mitigating this risk.

Previous Council Resolution

(SPC) Item 5.2.2 Confidential - Not For Public Release - Brightwater Community Facility
Council Resolution (OM11/193)

That Council authorise the Chief Executive Officer to finalise the transfer of 5,000 m2 of land for a future community facility in accordance with the Bundilla/Brightwater Infrastructure Agreement.

Related Documentation

- Brightwater Community Facility Report 27 July 2011 (confidential)
- Brightwater Community Facility – Community Engagement Report April 2011
- Brightwater Community Facility – Community Engagement Report January 2016
- Sunshine Coast Council Community Engagement Policy
- Sunshine Coast Council Community Groups Occupying Council Owned and Council Controlled Land and/or Infrastructure
- Sunshine Coast Council Procurement Policy

Critical Dates

There are no critical dates relevant to this report.

Implementation

Should Council endorse this proposal, Council officers will develop an Expression of Interest Brief in consultation with Council's Procurement, Development Assessment and Legal teams.

Once the Brief is finalised and approved for release through Council's Procurement Contracts Committee, officers will begin the Expression of Interest process. The Expression of Interest process is a public process delivered in accordance with Council's *Procurement Policy* and will, as a minimum, be advertised in a newspaper circulating in the local government area. Invitations will remain open for at least 21 days after the advertisement is published.

The Expression of Interest process allows Council the opportunity to prepare a short-list from respondents to the invitation of the Expression of Interest and invite written tenders from that shortlist. Council may also decide not to accept any tenders it receives. At this point in time a further report will be prepared for Council's consideration. The Expression of Interest procedural steps that will be undertaken are provided as a guide below.

- internal Expression of Interest Project Brief development and procurement approval
- Expression of Interest process is undertaken for a period of 21 days. A public viewing of the site will be undertaken with interested parties during this time
- Expression of Interest process closes. Applications received will then be reviewed and assessed
- Procurement Contracts Committee approve the decision to progress
- tender documentation developed and procurement approval is provided
- tender process is undertaken for 21 days. A second public viewing of the site will be undertaken with interested parties during this time
- tender process closes. Applications are reviewed and assessed and a preferred applicant is selected and
- this application is presented to the Procurement Contracts Committee for approval
- a report will be prepared for Council advising of the preferred tender and seeking Council's endorsement to proceed with the preferred application.

8.5 CORPORATE STRATEGY AND DELIVERY

8.5.1 SUNSHINE COAST COUNCIL INTERNATIONAL RELATIONS POLICY AND MISSIONS

| | |
|--------------------|---|
| File No: | E2015/6638 |
| Author: | Manager Strategy and Coordination Corporate Strategy and Delivery Department |
| Appendices: | App A - Annual Report on the Implementation of the International Relations Policy and 2015 Sunshine Coast International Missions Program 233 |
| | App B - 2015-2016 Investment Mission..... 265 |
| | App C - 2016-2017 Sunshine Coast International Missions Program 267 |

PURPOSE

This report provides Council with an overview of activities undertaken in 2015 in support of its International Relations Policy. This report also proposes that the annual international missions program move from a calendar year to a financial year basis and seeks endorsement of the proposed 2016-17 Sunshine Coast International Missions Program.

EXECUTIVE SUMMARY

On 18 February 2014, Council adopted (SM14/1) the International Relations Policy (“the Policy”) together with the 2014 Sunshine Coast International Missions Program. The Policy provides the foundation to support Council’s participation in international relations. The Policy is directed at maintaining and enhancing Council’s international reputation and providing a robust and transparent framework for Council’s relationships and engagement with international entities.

One of the central accountability tenets of the Policy is that a formal report be presented to Council each year on the prior year’s international relations activities. On 26 February 2015, Council resolved (OM 15/20) to receive the first report on the implementation of the International Relations Policy during 2014 and approved the 2015 International Missions Program.

In line with this reporting commitment, the second annual *Report on the Implementation of the International Relations Policy and 2015 Sunshine Coast International Missions Program* (“the Report”) is provided at **Appendix A** for Council’s consideration.

As outlined in the Report, Council’s international relations and engagement activities in 2015 have resulted in:

- access to new markets in Xiamen for Sunshine Coast businesses
- wider awareness in key Asian, European and Middle Eastern markets of the investment opportunities associated with Council’s key projects, namely SunCentral Maroochy and the expansion of the Sunshine Coast Airport
- greater awareness in key markets of the export capabilities of the Sunshine Coast’s local exporters
- the identification of parties who may participate in competitive market processes seeking investment in Council’s key projects and
- Queensland and Australian government representatives who are better informed of the economic, trade and investment priorities of the region and are thus able to identify new

market opportunities for Sunshine Coast businesses and advocate “in market” on their behalf.

Based on an examination of logistical and industry engagement arrangements associated with the conduct of the 2015 International Missions Program, modifications are proposed for the next International Missions Program (“the Program”). In essence, these modifications involve:

- moving the Program to a financial year basis and
- specific locations within nominated countries and the timing of trade missions are to be determined through direct industry engagement, particularly through the Sunshine Coast Export Networking Forum.

Given the proposal to move the Program to a financial year basis, this report seeks Council’s approval for:

- the Mayor to undertake Council’s annual Investment Mission in May 2016, which is within the current financial year (see **Appendix B**). The timing of this mission is to coincide with the Mayor accepting an invitation from the Premier to accompany her to BIO 2016 in San Francisco and
- the proposed 2016-2017 Program (see **Appendix C**), which would include two trade missions and one combined trade and investment mission – focused on three of the region’s nominated high-value industries (tourism, sport and leisure; aviation and aerospace; and knowledge industries and professional services).

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Sunshine Coast International Relations Policy and Missions”**
- (b) note the annual report on the Implementation of the International Relations Policy and 2015 Sunshine Coast International Missions Program (Appendix A)**
- (c) approve Council’s participation in the 2015-2016 Investment Mission (Appendix B) and the 2016-2017 Sunshine Coast International Missions Program (Appendix C) and**
- (d) approve the overseas travel associated with the international missions identified in Appendix B and Appendix C, with the costs for the 2015-2016 International Mission to be met from the 2015-2016 budget for the Strategy and Coordination Branch and an amount of \$61,000 referred to the 2016-2017 budget process.**

FINANCE AND RESOURCING

The 2015 Missions Program was delivered within the approved budget for that program as outlined below:

| Mission | Approved Budget | Expenditure |
|---|-----------------|-------------|
| Sunshine Coast International Mission – Routes Asia – March 2015 | \$6,985 | \$6,756 |
| Sunshine Coast Investment Mission – May 2015 | \$31,900 | \$24,126 |
| Sunshine Coast Education and Training Mission - June 2015 (Did not proceed) – <i>Replaced with Pneumatic Waste Study Tour conducted by the then Deputy Mayor in October 2015</i> | \$16,962 | \$7,218 |
| Sunshine Coast Trade Mission to Auckland, New Zealand – August/September 2015 | \$8,008 | \$5,522 |
| Sunshine Coast Small Business Mission to the China International Fair for Trade and Investment - September 2015 | \$13,442 | \$3,729 |
| Total | \$77,297 | \$46,451 |

The total expenditure on international missions in 2015 equated to 0.02% of total rate revenue in the 2015-2016 financial year and an investment of approximately 0.1% of the \$40 million allocated in the Council budget to economic initiatives.

In relation to the 2015-2016 Investment Mission proposed in **Appendix B**, the estimated cost of \$30,000 can be met from within the existing budget for the Strategy and Coordination Branch, given the savings that were realised in the delivery of the 2015 Program.

In terms of the 2016-2017 International Missions Program proposed in **Appendix C**, this includes three missions, one of which will need to be accommodated within the budget for the Sunshine Coast Airport. In line with previous practice, provision will need to be made in the 2016-2017 Council budget (including the budget for the Sunshine Coast Airport) for the total estimated cost of \$61,000 to implement the proposed Program.

The costs nominated for each mission are an estimate due primarily to the variability in international airfares, fluctuating prices that can occur as discounted airfares are released and the volatility of exchange rates. In making travel arrangements, every effort is made to secure the most competitive airfare available for the intended travel route and realise savings against the approved budget. In each case, the cost estimate includes the cost of Councillor and/or Council officer travel and accommodation, visas (where required) and on-ground travel.

CORPORATE PLAN

Corporate Plan Goal: *A new economy*

Outcome: 1.4 - Strong local to global connections

Operational Activity: 1.4.1 - Organise, undertake and report on the outcomes of international investment, trade and export missions

CONSULTATION

Internal Consultation

In developing the 2015 Report and the proposed 2016-2017 Program, consultation has been undertaken with:

- Mayor Mark Jamieson
- Former Deputy Mayor, Chris Thompson
- Councillor Jenny McKay
- Councillor Jason O'Pray
- General Manager, Sunshine Coast Airport
- Manager, Economic Development
- Coordinator, Sunshine Coast Events, Economic Development Branch
- Coordinator, High Value Industries, Economic Development Branch

External Consultation

In relation to the 2015 Report and the proposed 2016-2017 Program, consultation and input has been sought from the following:

- Trade and Investment Queensland (including relevant Trade and Investment Commissioners)
- Visit Sunshine Coast
- Austrade
- Projects Chief Executive, Department of State Development
- SunCentral Maroochydore Pty Ltd and
- participants in the August-September 2015 Trade Mission and the September 2015 Small Business Mission.

Community Engagement

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

PROPOSAL

One of the key principles underpinning *Sunshine Coast: The Natural Advantage – Regional Economic Development Strategy 2013-2033* is the recognition that the region needs to shift from a consumption-based economy to one that is outwardly focused, investment oriented and connected to global and emerging markets. Through the work of Council and many others in the region, clear evidence is emerging of some structural shifts in the economy with a greater diversity of business investment occurring within the nominated high-value industries and better performance of the region across a range of economic indicators.

A key economic policy priority for Council in facilitating this shift is to strengthen the region's economic foundations, support local business and create an environment that encourages investment and generates enduring employment and career opportunities for the community. Broadening access to the global market place is an essential element of:

- improving the competitiveness of the region
- sourcing new capital to enable business and employment growth
- expanding the availability of facilities and infrastructure that the community will need as the region continues to grow and
- showcasing the Sunshine Coast's export capabilities within the global environment.

To this end, on 18 February 2014, Council adopted (SM14/1) its first International Relations Policy, which determined the organisation's corporate approach to international engagement. The Policy is directed at maintaining and enhancing Council's international reputation and

providing a robust and transparent framework for Council's relationships and engagement with international entities. These objectives were purposefully targeted to ensure Council approaches its international engagement in a manner that is focused on building a professional and compelling value proposition in wider markets and with other international governments.

As part of that Policy and in line with commitments in the *Regional Economic Development Strategy 2013-2033*, Council now also develops and endorses each year, a prospective program of missions to promote awareness of key investment opportunities in the region and to assist local businesses to access new markets. One of the central accountability tenets of the Policy is that a formal report is presented to Council each year on the prior year's international missions program and other related activities.

On 26 February 2015, Council resolved (OM 15/20) to receive the first annual report on the implementation of the Policy during 2014 and approved the 2015 International Missions Program.

This report to Council presents the second annual report on the activities conducted in 2015 calendar year.

2015 Report on the implementation of the International Relations Policy and Sunshine Coast International Missions Program

The 2015 annual report (see **Appendix A**) demonstrates a considerable body of international engagement, trade and investment related activities undertaken to support Council's core economic priorities. Some of the activities were associated with international missions, while other activities were undertaken domestically to take advantage of on-shore events, programs and trade and diplomatic visits.

Council's international relations and engagement activities encompass many aspects of fostering local to global connections in order to raise awareness of the region's investment opportunities and better position the Sunshine Coast in key markets. In 2015 these activities included:

- hosting twelve inbound delegations
- three outbound trade missions to China (Kunming and Xiamen) and New Zealand
- one outbound investment mission to Hong Kong, Frankfurt and London
- one study tour to Singapore
- managing a range of requests and support activities associated with two of Council's existing international agreements
- participating in exhibitions, forums, seminars and trade events within Australia to promote the region to an international audience
- hosting regional visits and market briefings for Queensland Government Trade and Investment Commissioners, Austrade Trade Commissioners and members of the diplomatic corps and
- supporting youth and cultural exchanges with Xiamen in China and Izumisano in Japan.

The combined effect of this body of work has resulted in:

- access to new markets in Xiamen for Sunshine Coast businesses
- wider awareness in key Asian, European and Middle Eastern markets of the investment opportunities associated with Council's key projects, namely the Maroochydore city centre and the expansion of the Sunshine Coast Airport
- greater awareness of the export capabilities of the Sunshine Coast region's local exporters
- the identification of parties who may participate in competitive market processes seeking investment in Council's key projects and

- direct engagement with, and regional visits by, ten Queensland Government Trade and Investment Commissioners, three Austrade Trade Commissioners, and two Australian Ambassadors who are now better placed to identify new market opportunities for Sunshine Coast businesses and advocate “in market” on their behalf.

It should be noted that in September 2015, Cr McKay’s contribution to, and support of, the Xiamen Friendship City relationship was recognised by the Fujian Provincial People’s Government when she was awarded the 9th Annual Fujian Friendship Award in recognition of her long standing commitment to the development of strong cultural ties between the Sunshine Coast and Fujian Province in China. Cr McKay will receive the award when she next visits Xiamen.

Proposed Sunshine Coast International Missions Program

Sunshine Coast: The Natural Advantage – Regional Economic Development Strategy 2013-2033 commits Council to establishing an annual program of business and export missions - led by Council – to grow awareness of the region’s products and services and investment opportunities. This commitment is also reflected in the Policy.

Based on an examination of logistical and industry engagement arrangements associated with the conduct of the 2015 Program, modifications are proposed for future annual programs. In essence, these modifications involve:

- moving the Program to a financial year basis, which will facilitate better budget planning for both Council and industry participants and
- specific locations within nominated countries and the timing of trade missions are to be determined through direct industry engagement, particularly through the Sunshine Coast Export Networking Forum. For this reason, specific dates are not nominated for the missions proposed in the 2016-2017 Program, other than the mission to attend Routes Asia 2017, the date for which has already been announced by the event organiser.

Given the proposal to move the Program to a financial year basis, this report seeks Council’s approval for one investment mission for the balance of the 2015-2016 financial year and a program of three missions for 2016-2017.

2015-2016 Investment Mission

It is proposed the Mayor undertake Council’s annual Investment Mission to Hong Kong, China and South Korea in May 2016 within the current financial year (see **Appendix B**). This mission would provide a follow up to the investment missions undertaken by the Mayor in 2014 and 2015, furthering the development of key relationships in Hong Kong where Council has a memorandum of understanding with the Hong Kong Real Property Federation and with parties in China who have already expressed an interest in aspects of the SunCentral Maroochydore Priority Development Area.

This mission would also follow on from the Deputy Premier’s mission to South Korea and enable the exploration of trade and investment opportunities emanating from the new Australia-South Korea Free Trade Agreement. The Queensland Government Trade and Investment Commissioner to South Korea has offered to facilitate appointments associated with this mission. In addition, South Korea hosts one of the leading smart city developments at Incheon and is also home to a number of global technology leaders, whom Council would like to encourage to consider establishing a presence on the Sunshine Coast.

The timing of this mission is also planned to coincide with the Mayor accepting an invitation from the Premier to accompany her to BIO 2016 in San Francisco. The BIO International Convention is hosted by the Biotechnology Innovation Organisation, which represents more than 1,100 biotechnology companies, academic institutions, state biotechnology centres and related organisations across the United States and in more than 30 other nations. BIO

members are involved in the research and development of healthcare, agricultural, industrial and environmental biotechnology products.

The Queensland Government has attended BIO every year since the mid-1990's and this represents a strategic opportunity for Council to promote the Sunshine Coast University Hospital development and health and medical research investment opportunities associated with the Kawana Health Precinct.

2016-2017 International Missions Program

The proposed 2016-2017 International Missions Program (see **Appendix C**) includes two trade missions and one combined trade and investment mission – focused on three of the region's nominated high-value industries (tourism, sport and leisure; aviation and aerospace; and knowledge industries and professional services).

The trade mission to China provides the opportunity for the Sunshine Coast tourism industry to leverage both the commitment to the China-Australia Free Trade Agreement and the proposed expansion of the Sunshine Coast Airport by presenting its product, attractions and capabilities within that market. At the time of writing this report, the allocation of Councillor Portfolio responsibilities had not yet occurred. On this basis, it is proposed that the Chief Executive Officer will consult with all Councillors to determine who will lead this mission.

The proposed attendance at Routes Asia 2017 is part of the Sunshine Coast Airport's strategy to negotiate and secure airline routes to the Sunshine Coast from the Asia-Pacific region in time to commence operations as soon as the Airport expansion project is completed. It is proposed this mission be led by the General Manager of the Sunshine Coast Airports.

The proposed trade and investment mission to Israel, Germany and the United Kingdom would be led by the Mayor and will provide the opportunity for the local knowledge industries and professional services sector to access one of the fastest growing and highest ranked economies for entrepreneurialism, digital innovation and venture capital. It will also enable important follow up with investment leads identified in the Mayor's 2015 Major Capital Markets Investment Mission as well as present on new investment opportunities associated with the early stage precincts of SunCentral Maroochy.

Reporting

In line with the Policy, a report will be provided to Council in 2017 on the conduct of Council's international relationships, missions and delegations for 2016-2017. This report will accompany any proposals for a 2017-2018 International Missions Program.

Legal

There are no specific legal matters arising for Council from the 2015 Report or the proposed 2016-2017 Program. Council does not provide specialist financial or commercial advice to businesses or individuals who participate in missions. Participants travel at their own cost and are advised to purchase their own travel and related insurances in the event of accident, injury or loss of property. All regional marketing collateral carries a disclaimer that recipients should exercise their own judgment and seek their own professional advice before relying on information contained therein.

In accordance with section 188 of the *Local Government Regulation 2012*, any international travel undertaken by a Councillor or Council officer as part of an international mission has been, and will be, reported in Council's Annual Report for the financial year in which the travel occurred.

Policy

This report has been completed to accord with the requirements of Council's International Relations Policy.

The activities covered by the 2015 Report and the destinations, projects and industries nominated as focal areas for the proposed 2016-2017 Program are consistent with the policy settings, priorities and actions nominated in *Sunshine Coast – The Natural Advantage: Regional Economic Development Strategy 2013-2033*.

Risk

Should Council decide not to continue participating in the activities authorised in its International Relations Policy, this would potentially place the following at risk:

- the attainment of relevant goals and the delivery of actions nominated in *Sunshine Coast – The Natural Advantage: Regional Economic Development Strategy 2013-2033*
- the ability of Council to meaningfully facilitate introductions for local businesses to new export markets and support trade and export growth from this region, which has implications for building structural resilience in the regional economy
- the ability to generate wider-scale investor interest in Council's major projects – without which, Council may be unlikely to realise the benefits associated with greater competitive tension when seeking investment in these projects and
- the ability of the region to attract and secure domestic infrastructure and business investment given the potential for the region's economy to be viewed as having limited depth in terms of broad-scale private investment and capacity to export.

There is a risk of a negative public reaction to expenditure associated with participating in international missions. The pursuit of investment that will facilitate the delivery of key regional projects is necessary if the region is to improve its infrastructure mix, strengthen the regional economy and achieve a more sustainable and prosperous community. Similarly, facilitating access to new export markets for local business and industry is a legitimate activity for local government. These activities are carried out by many other local governments in Queensland and Australia as a means to strengthen the local business environment, grow investment in local business and supply chains and generate new employment opportunities.

Council's commitment to support an annual program of international missions has also been in the public domain since the launch on 24 September 2013 of *Sunshine Coast – The Natural Advantage: Regional Economic Development Strategy 2013-2033*.

Previous Council Resolution

Council resolved on 26 February 2015 (OM 15/20) as follows:

That Council:

- (a) receive and note the report titled: "**Sunshine Coast International Relations Policy and Missions Program**"*
- (b) note the first annual Report on the implementation of the International Relations Policy and 2014 Sunshine Coast International Missions Program (Appendix A)*
- (c) approve the 2015 Sunshine Coast International Missions Program (Appendix B) and*
- (d) approve the overseas travel identified in the 2015 Sunshine Coast International Missions Program at Appendix B, with \$55,847 of the associated costs to be met from*

the 2014-2015 budgets for the Strategy and Coordination Branch and the Sunshine Coast Airport and an amount of \$21,450 to be referred to the 2015-2016 budget process.

Council resolved on 4 August 2014 (SM14/27) as follows:

That Council:

- (a) receive and note the report titled “**Proposed Variation to the 2014 Sunshine Coast International Missions Program**”*
- b) approve a variation to the 2014 Sunshine Coast International Missions Program as outlined in Appendix A to:*
 - i. remove the Queensland Government Investment Mission to China and Hong Kong*
 - ii. insert the Sunshine Coast International Mission to California and Oregon in the United States of America and*
- (c) approve overseas travel for the Mayor to participate in the Sunshine Coast International Mission to California and Oregon, with the cost of the overseas travel to be met from the 2014-2015 budget allocation for the International Missions Program in the Strategy and Coordination Branch.*

Council resolved on 18 February 2014 (SM14/1) as follows:

That Council:

- (a) receive and note the report titled “**International Relations Policy and 2014 Sunshine Coast International Missions Program**”*
- (b) approve the International Relations Policy (Appendix A)*
- (c) approve the 2014 Sunshine Coast International Missions Program (Appendix B) and*
- (d) approve the overseas travel identified in the 2014 Sunshine Coast International Missions program (Appendix B), with \$35,000 of cost to be met from the 2013/2014 budget for Strategy and Coordination and an amount of \$37,000 referred to the 2014/2015 budget process.*

Council resolved on 19 September 2013 (OM13/191) as follows:

That Council:

- (a) receive and note the report titled “**Draft Economic Development Strategy**”*
- (b) endorse the “Sunshine Coast – The Natural Advantage – Regional Economic Development Strategy 2013-2033” (Appendix A) and the associated Research Compendium (Appendix B)*
- (c) approve the “Sunshine Coast – The Natural Advantage – Regional Economic Development Strategy 2013-2033” replacing the “Sunshine Coast Economic Development Strategy 2010-2014”*
- (d) delegate authority to the Chief Executive Officer, in consultation with the Mayor, to make any minor amendments as required to finalise the “Sunshine Coast – The Natural Advantage – Regional Economic Development Strategy 2013-2033” for public release prior to the end of September 2013*
- (e) approve the formation of a regional economic leadership board referred to in the “Sunshine Coast – The Natural Advantage – Regional Economic Development Strategy 2013-2033”, with its functions to include:*
 - i. guiding the transitions to, and building the identity of, a new economy*
 - ii. overseeing the progress of the Implementation Plan for the Strategy*
 - iii. assessing progress in the delivery of the Strategy to ensure outcomes and performance measures are met*
 - iv. providing key advice and intelligence to inform, guide and enable delivery of specific actions and*
 - v. advocating the region’s competitive strengths to secure new investment*

- (f) *delegate authority to the Chief Executive Officer to develop with business and industry groups represented on the Sunshine Coast Economic Development Strategy Taskforce, an appropriate governance and operating model for the regional economic leadership board for further consideration by council.*

Council resolved on 27 June 2013 (SM13/22) as follows:

That Council:

- (a) *receive and note the report titled “**Key Investment and Business Development Events and Activities in Asia - September 2013**”*
- (b) *approve that the Mayor be authorised to undertake overseas travel to Taiwan, Xiamen and Hong Kong in September 2013 to participate in the Asia Pacific Cities Summit, the China International Fair for Investment and Trade and undertake specific investment meetings - with that part of the cost of the overseas travel that is not covered by other parties to be met from the 2013-2014 Economic Development Branch budget and*
- (c) *note that, subject to approval of (b) above, the Chief Executive Officer will approve one council officer to accompany the Mayor in travelling to Taiwan, Xiamen and Hong Kong in September 2013.*

Related Documentation

- Sunshine Coast International Relations Policy
- *Sunshine Coast – The Natural Advantage: Regional Economic Development Strategy 2013–2033*
- Sunshine Coast Council Corporate Plan 2014-2019
- *Australia in the Asian Century, 2012*
- *Our Future World, Global Megatrends that will change the way we live - CSIRO, 2012 revision*
- Queensland Trade and Investment Strategy 2011-2016
- *China, Towards 2016, Tourism and Events Queensland*
- Business Investment Policy

Critical Dates

Given the lead times involved in the organisation and programming of international missions and the growing number of requests for the region to host international delegations, an early decision on this report is sought so that appropriate logistical arrangements can be implemented.

Implementation

Subject to Council's endorsement of this report, programming arrangements will commence immediately for the mission proposed to be undertaken in late May-early June of this year.

As indicated above, all details associated with overseas travel will be appropriately reported in Council's Annual Report for the relevant financial year as required under section 188 of the *Local Government Regulation 2012*.

8.6 OFFICE OF THE MAYOR AND THE CEO**8.6.1 STATUS OF TABLED AND OUTSTANDING PETITIONS**

| | |
|---------------------|---|
| File No: | Statutory Meetings 21 April 2016 |
| Author: | Team Leader Meeting Management Office of the Mayor and Chief Executive Officer |
| Attachments: | Att 1 - Tabled Petitions 1 July 2010 to 10 March 2016 275 |

PURPOSE

This report updates Council on the current status of Petitions that have been tabled by Councillors at Ordinary Meetings.

EXECUTIVE SUMMARY

A petition is a formal written request that is used to lobby council. It is a mechanism to seek action or consideration from council usually for a localised issue.

Petitions may request the alteration of a general law or the reconsideration of some administrative decision. People may lodge a petition regarding a matter in which they have an interest. Petitions can also be used as a form of submission on active development applications during the public notification stage.

Since Council's Ordinary meeting on 15 September 2010, 143 petitions have been tabled at Council's Ordinary Meeting. The petitions have been actioned by various departments throughout Council. Most of these petitions have been completed and the relevant departments throughout Council have provided updates to the status of these petitions (refer Attachment 1).

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Status of Tabled and Outstanding Petitions" and**
- (b) note the current status of action on the petitions received by council during the period 1 July 2010 to 10 March 2016.**

FINANCE AND RESOURCING

This report deals with an administrative matter which does not require additional financing or resourcing.

CORPORATE PLAN

| | |
|------------------------------|---|
| Corporate Plan Goal: | <i>A public sector leader</i> |
| Outcome: | We serve our community by providing this great service |
| Operational Activity: | S31 - Governance - providing internal leadership, legal opinion, governance and audit functions ensuring legislative accountability, transparency and ethical obligations are supported |

CONSULTATION

Internal Consultation

All Departments across Sunshine Coast Regional Council provided feedback on status of petitions received by council.

External Consultation

There was no external consultation during the investigation and preparation of this report.

Community Engagement

There was no community engagement was required in relation to the investigation and preparation of this report.

PROPOSAL

At the Ordinary Meeting of 2 October 2008, Council resolved that the Chief Executive Officer would arrange for a standard procedure/workflow process for dealing with Petitions to be developed and implemented within the organisation.

Upon receipt of every Petition through the Council Statutory Meeting process, Meeting Management forwards petitions to the relevant Department requesting the following steps are undertaken:

- an Action Officer is allocated as responsible for acknowledging to the lead petitioner that Council has received the petition and subsequently
- sending the relevant response to the lead petitioner, with a copy to the Councillor who tabled the petition
- the Action Officer then advises the Director's Personal Assistant of what has occurred
- the Director's Personal Assistant then updates the Minute Actions Database and
- a periodic report of all tabled petitions is presented back to Council regarding the outcome of all petitions.

Attachment 1 of this report is provides a History by Department of the action taken to date on all petitions received by council since 1 July 2010. Note that previous status on petitions to council was included in the reports to Council of 23 September 2008 and 15 September 2010.

Legal

There are no legal implications to this report, other than to note that when a petition is presented to a council meeting it becomes a resolution and resolutions of council must be actioned as appropriate.

Policy

A standard process for dealing with petitions has been developed. The process forms Council's guidelines for managing petitions tabled at Council.

Risk

There has been no risks identified associated with this report.

Previous Council Resolution

Ordinary Meeting 15 September 2010 - Council Resolution (OM10/237)

That Council:

- (a) note the report titled "Status of Tabled Petitions"; and*
- (b) note the current status of action on the petitions received by council during the period 21 August 2008 to 1 July 2010.*

Ordinary Meeting - 2 October 2008 - Council Resolution (OM08/249)

That Council:

- (a) *notes the current status of action on the petitions received by Council during the period 23 April 2008 to 3 July 2008 as outlined on Attachment 1 to this report; and*
- (b) *notes that the Chief Executive Officer has arranged for a standard procedure/workflow process for dealing with Petitions to be developed and implemented within the organisation.*

Related Documentation

Internal procedures are available for staff to ensure guidelines are followed as outlined in the Proposal section of this report.

Critical Dates

There are no critical dates relating to this report.

Implementation

Council's resolution database is updated regularly reflecting the current status of petitions as detailed (Attachment 1). The website has been updated to reflect the current guidelines for how to lodge a petition with Sunshine Coast Regional Council, see hyperlink provided:

<https://www.sunshinecoast.qld.gov.au/Council/Council-Meetings/Petitioning-Council>

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

Nil

11.3 COMMUNITY SERVICES

Nil

11.4 INFRASTRUCTURE SERVICES

Nil

11.5 CORPORATE STRATEGY AND DELIVERY**11.5.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - INCOMING SPONSORSHIP AGREEMENT - CALOUNDRA MUSIC FESTIVAL**

File No: Statutory Meeting 21 April 2016
Author: Manager Economic Development
Corporate Strategy and Delivery 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. (Contract details and sponsorship values must remain confidential.)

11.5.2 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - PROPOSED SPORTING INITIATIVE

File No: Statutory Meeting 21 April 2016
Authors: Manager Economic Development
Corporate Strategy and Delivery Department
Manager Community Facilities & Planning
Community 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. (Council signed a Non-Disclosure Agreement with the relevant entity.)

11.5.3 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - PUBLIC LIGHTING PROJECT

File No: EDDIE
Author: Coordinator Commercial Analysis
Corporate Strategy and Delivery Department

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

11.6 OFFICE OF THE MAYOR AND THE CEO

Nil

12 NEXT MEETING

The next Ordinary Meeting will be held on 19 May 2016 in the Council Chambers, 1 Omrah Avenue, Caloundra.

13 MEETING CLOSURE