

# Agenda

## **Ordinary Meeting**

**Thursday, 21 July 2016**

**commencing at 9:00am**

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



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**1 DECLARATION OF OPENING**

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

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

That the Minutes of the Special Meeting (Budget) held on 9 June 2016, the Special Meeting (Airport) held on 13 June 2016, the Special Meeting held on 16 June 2016 (Budget Adoption 2016/17) and the Ordinary Meeting held on 16 June 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 / COUNCILLOR REPORTS****7.1 PRESENTATION - MOOLOOLABA PLACE MAKING MASTERPLAN AWARD**

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**RECOMMENDATION**

That Council note and receive with gratitude the 2016 Australian institute of Landscape Architects State Award for the 'Urban Design' and 'Communities' categories for the Place Making Mooloolaba Master Plan.

**7.2 PRESENTATION - QUEENSLAND GARDEN EXPO AWARD**

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**RECOMMENDATION**

That Council note and receive with gratitude the 2016 Nursery and Garden Industry Queensland Award for 'Events' category for the Queensland Garden Expo held at Nambour Showgrounds.

**7.3 PRESENTATION - SUNSHINE COAST COUNCIL STAFF WIN 2016 LGPA CHALLENGE**

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**RECOMMENDATION**

That Council notes the Sunshine Coast Council Challenge Team has won the 2016 Local Government Professional Association Challenge and that, on behalf of Council, the CEO congratulates team members on their national success.



**8 REPORTS DIRECT TO COUNCIL****8.1 PLANNING AND ENVIRONMENT****8.1.1 DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE OF PREMISES TO ESTABLISH MULTIPLE DWELLING (143 UNITS), 53 THE ESPLANADE, MAROOCHYDORE (COTTON TREE)**

File No: MCU15/0305

Author/Presenter: Principal Development Planner  
Planning and Environment Department

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<b>SUMMARY SHEET</b>	
<b>APPLICATION DETAILS</b>	
<b>Applicant:</b>	Resemble Pty Ltd – DFS Group
<b>Proposal</b>	Development Permit for Material Change of Use of Premises to establish Multiple Dwelling (143 units), Shops, Food & Drink Outlets, Health Care Services and Office (real estate office or bank)
<b>Properly Made Date:</b>	24/12/2015
<b>Decision Due Date</b>	22/07/2016 (applicant agreed extension)
<b>Number of Submissions</b>	23 properly made 4 not properly made
<b>PROPERTY DETAILS</b>	
<b>Division:</b>	8
<b>Property Address:</b>	53 The Esplanade, Maroochydore (Cotton Tree)
<b>RP Description:</b>	Lots 504, 505, 506, 514 & 515 M 5672
<b>Land Area:</b>	5,060m <sup>2</sup>
<b>Existing Use of Land:</b>	Vacant
<b>STATUTORY DETAILS – FOR USE WITH APPLICATIONS UNDER SUNSHINE COAST PLANNING SCHEME</b>	
<b>Planning Scheme:</b>	Sunshine Coast Planning Scheme (7 December 2015)
<b>SEQRP Designation:</b>	Urban Footprint

<b>Strategic Plan Designation:</b>	Urban Area
<b>Planning Area / Locality:</b>	Maroochydore/Kuluin
<b>Planning Precinct / Zone:</b>	Tourist Accommodation
<b>Assessment Type:</b>	Impact

## PURPOSE

The purpose of this report is to seek council's determination of an application for a Development Permit for a Material Change of Use of Premises to establish Multiple Dwelling (143 units), Shops, Food & Drink Outlets, Health Care Services and Office (real estate office or bank) at 53 The Esplanade, Maroochydore, in the Cotton Tree precinct. The application is before council because more than 20 submissions have been received during the notification stage objecting to the development.

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

## EXECUTIVE SUMMARY

The application seeks approval for a mixed-use development comprising multiple dwellings (143 units) and business activities (1,150m<sup>2</sup>) on a site situated at 53 The Esplanade, Maroochydore.

On 22 October 2015, council issued a Development Permit for Material Change of Use of Premises to establish Multiple Dwelling (143 units), Shops, Food & Drink Outlets, Health Care Services and Office (real estate office or bank) in respect of the subject site. The development approved is essentially the same as this proposal, with the only difference being that the height of the buildings currently proposed is 1 metre greater than the existing approval of October 2015.

The planning scheme height limit for the site is 25m above natural ground level, as identified in the Height of Buildings and Structures Overlay. The proposed buildings are 26m above natural ground level. The parts of each building that exceed the height limit are restricted to a small part of the top floor and the lift overrun. Although all of the uses proposed are code assessable in the Tourist Accommodation Zone, the proposal to exceed the planning scheme height limit results in the application being subject to impact assessment.

The proposed buildings do not meet performance outcome PO1 of the Height of Buildings and Structures Overlay Code in that the height of the buildings exceeds the maximum height specified on the applicable overlay map. The proposed development must, therefore, be assessed against the purpose and overall outcomes of the overlay code.

It is considered that the proposed development meets the overall outcomes of the Height of Buildings and Structures Overlay Code for the following reasons:

- The proposed buildings are 25m above the minimum habitable floor level required to satisfy flood immunity requirements. The subject site is located immediately to the north of properties within the Maroochydore PRAC Structure Plan Area, and the height limit for these properties under the Structure Plan is also 25m, but is measured from the minimum habitable floor level required to satisfy flood immunity requirements. As the proposed building height is consistent with the height limit that applies to nearby properties in the Structure Plan area, it is considered that the proposed building height will contribute to the retention of the preferred built form character for the local area, and should not be beyond the reasonable expectations of the local community.

- The proposed building height is consistent with a proposed planning scheme amendment where, for properties affected by the Flood Hazard Overlay, building height takes into account a “flood hazard allowance” by measuring height from the minimum design floor level required to satisfy flood immunity requirements instead of natural ground level. This proposed planning scheme amendment has been prepared by council and is currently subject to State review.

Twenty-three (23) properly made submissions and four (4) not properly made submissions were received during the public notification period. Most of the submitters are residents of “Space The Residence” located immediately to the east of the subject site at 45 to 47 The Esplanade, Maroochydore. A submission was also received from the Maroochy RSL and the CWA.

The submissions were mainly concerned about undesirable precedent being set if council were to approve a development that exceeds the planning scheme height limit. The submissions were also concerned about the impact of the additional height on the amenity of existing units in Space The Residence.

As the proposed building height is consistent with a proposed planning scheme amendment, where building height takes into account a flood hazard allowance, it is considered that approval of the application would not result in an undesirable precedent being created in this particular case. Furthermore, it is considered that the proposed additional 1 metre of building height is unlikely to cause any additional adverse impact on the amenity of the adjoining units to the east with regard to views or overshadowing.

Therefore, approval of the application is recommended.

### **OFFICER RECOMMENDATION**

**That Council APPROVE with Conditions Application No. MCU15/0305 and grant a Development Permit or Preliminary Approval for a Development Permit for Material Change of Use of Premises to establish Multiple Dwelling (143 units), Shops, Food & Drink Outlets, Health Care Services and Office (real estate office or bank) situated at 53 The Esplanade, Maroochydore.**

### **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 the infrastructure charges required by this development would be approximately \$1.4 million.

### **PROPOSAL**

The application seeks approval for a mixed use development comprising a multiple dwelling (143 units) and business activities (1,150m<sup>2</sup>).

The development comprises two separate, but interconnected, buildings. The north building, fronting The Esplanade, includes 850m<sup>2</sup> of business uses (shops, food & drink outlets and health care services) and a large covered plaza area at ground level, and 73 multiple dwelling units above. Vehicle parking is provided at ground level and in two basement levels, and access to the parking is gained from Memorial Avenue.

The south building, fronting Memorial Avenue, includes 300m<sup>2</sup> of office (real estate office or a bank) at ground level, and 70 multiple dwelling units above. Vehicle parking is provided at ground level and in one basement level, and access to the parking is also gained from Memorial Avenue, but from a separate driveway.

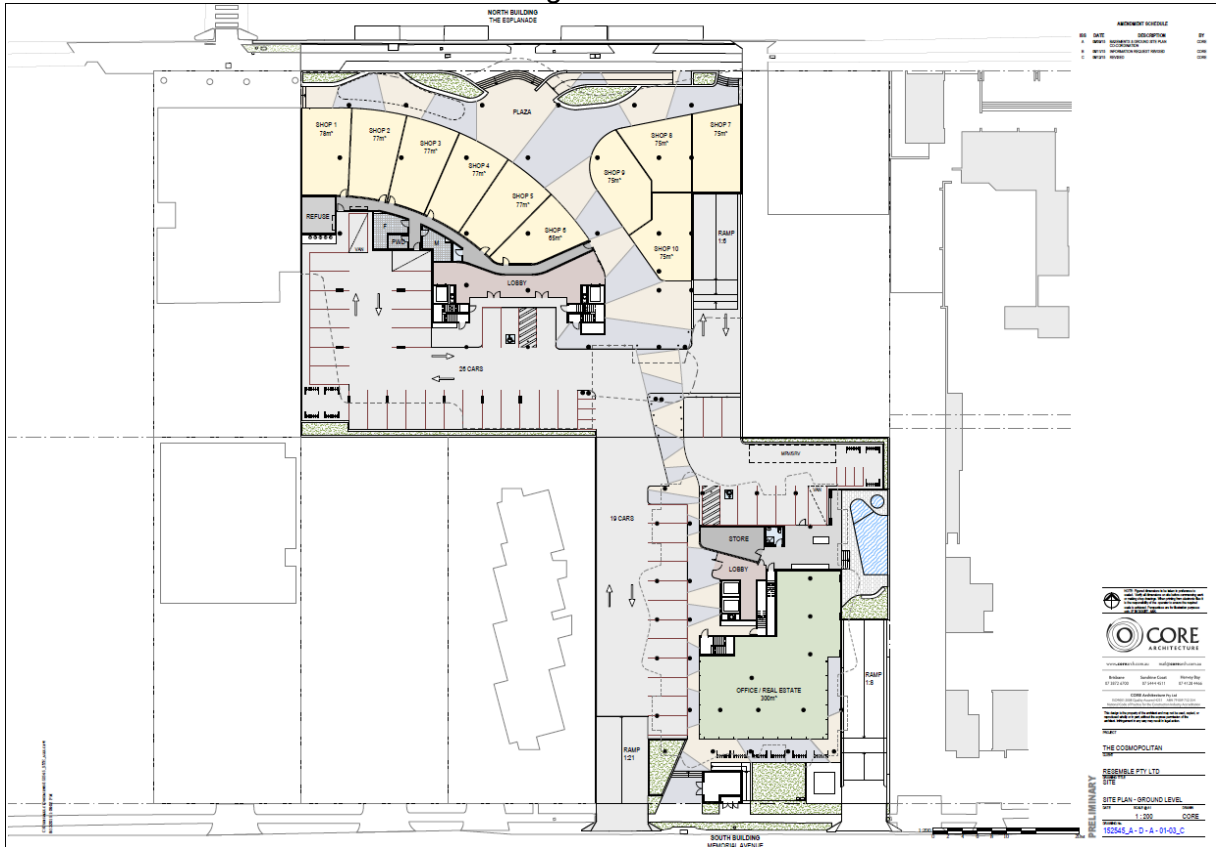
The development provides a pedestrian link through the site between The Esplanade and Memorial Avenue, and a continuous pedestrian footpath along the full length of The Esplanade frontage. As the ground level for each building is elevated above street level in order to meet flood hazard requirements, pedestrian access from the street is provided via ramps and steps. All ramps, steps and retaining walls are provided within the site boundaries.

Both buildings are 8 storeys in height. The planning scheme height limit for the site is 25m above natural ground level, as identified in the Height of Buildings and Structures Overlay. The proposed buildings are 26m above natural ground level (or 25m above the minimum habitable floor level for flood immunity) and, therefore, currently exceed the planning scheme height limit by 1 metre. Although all of the uses proposed are code assessable in the Tourist Accommodation Zone, the proposal to exceed the planning scheme height limit results in the application being subject to impact assessment in accordance with Table 5.10 Overlays.

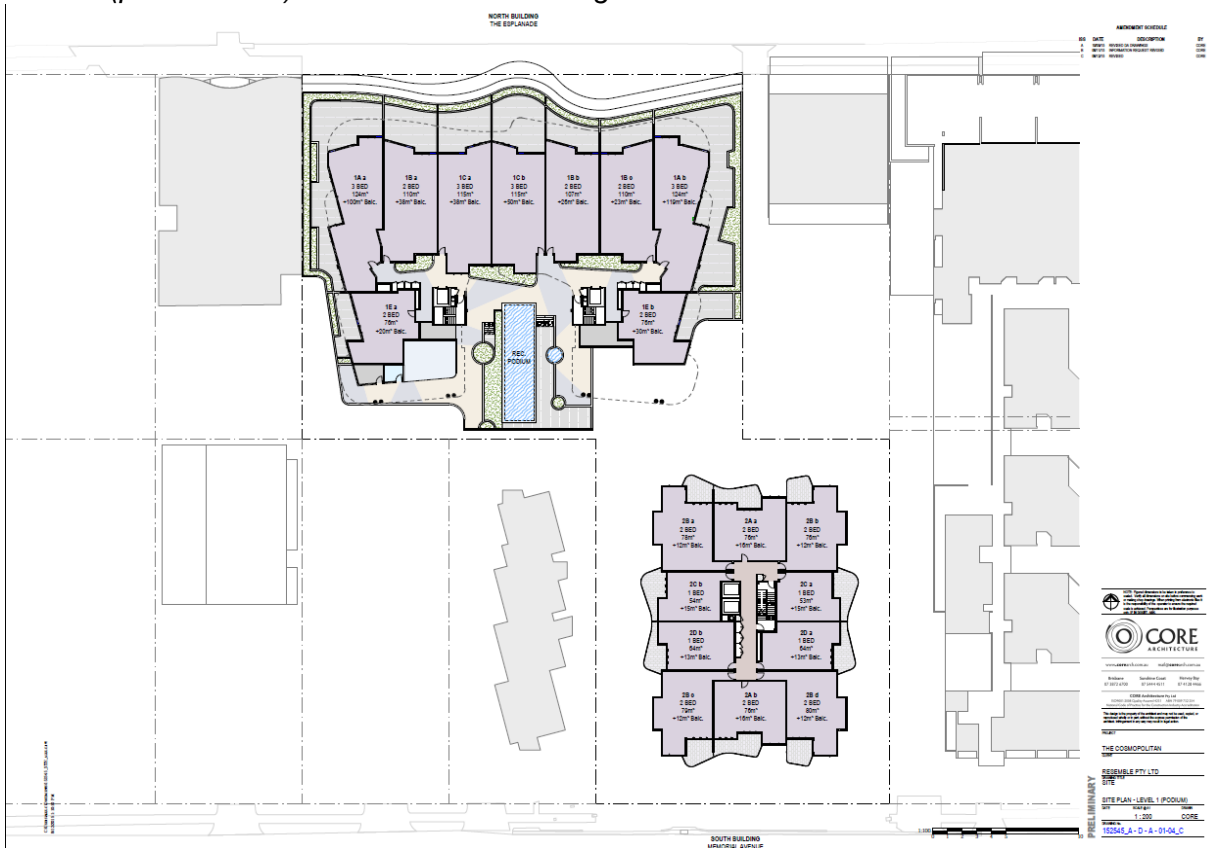
The key development parameters are summarised below.

<b>Development Parameter</b>	<b>Proposal</b>
<b>Site Area</b>	5,060m <sup>2</sup>
<b>GFA (business uses)</b>	1,150m <sup>2</sup> total 850m <sup>2</sup> north building 300m <sup>2</sup> south building
<b>Multiple dwelling units</b>	143 total (73 north building and 70 south building)
<b>Unit type</b>	28 x 1 bedroom, 86 x 2 bedroom, 29 x 3 bedroom
<b>Height</b>	26m above natural ground level
<b>Site Cover</b>	69% - ground level and level 1 52% - level 2-7
<b>Density</b>	278 equivalent dwellings per hectare
<b>Landscaping</b>	365m <sup>2</sup> planted landscapes (7.2%)
<b>Communal Open Space</b>	11.4%
<b>Car Parking</b>	Multiple dwelling – 211 resident, 30 visitor Shops, food & drink outlets, health care services – 35 Office (real estate agent or bank) – 10
<b>Motorcycle Parking</b>	Multiple dwelling – 15 Shops, food & drink outlets, health care services – 3 Office (real estate agent or bank) – 3
<b>Bicycle Parking</b>	Multiple dwelling – 143 resident, 37 visitor Shops, food & drink outlets, health care services – 16 Office (real estate agent or bank) – 6
<b>Service Vehicle Parking</b>	2 van spaces 1 shared MRV & SRV space WCV standing area

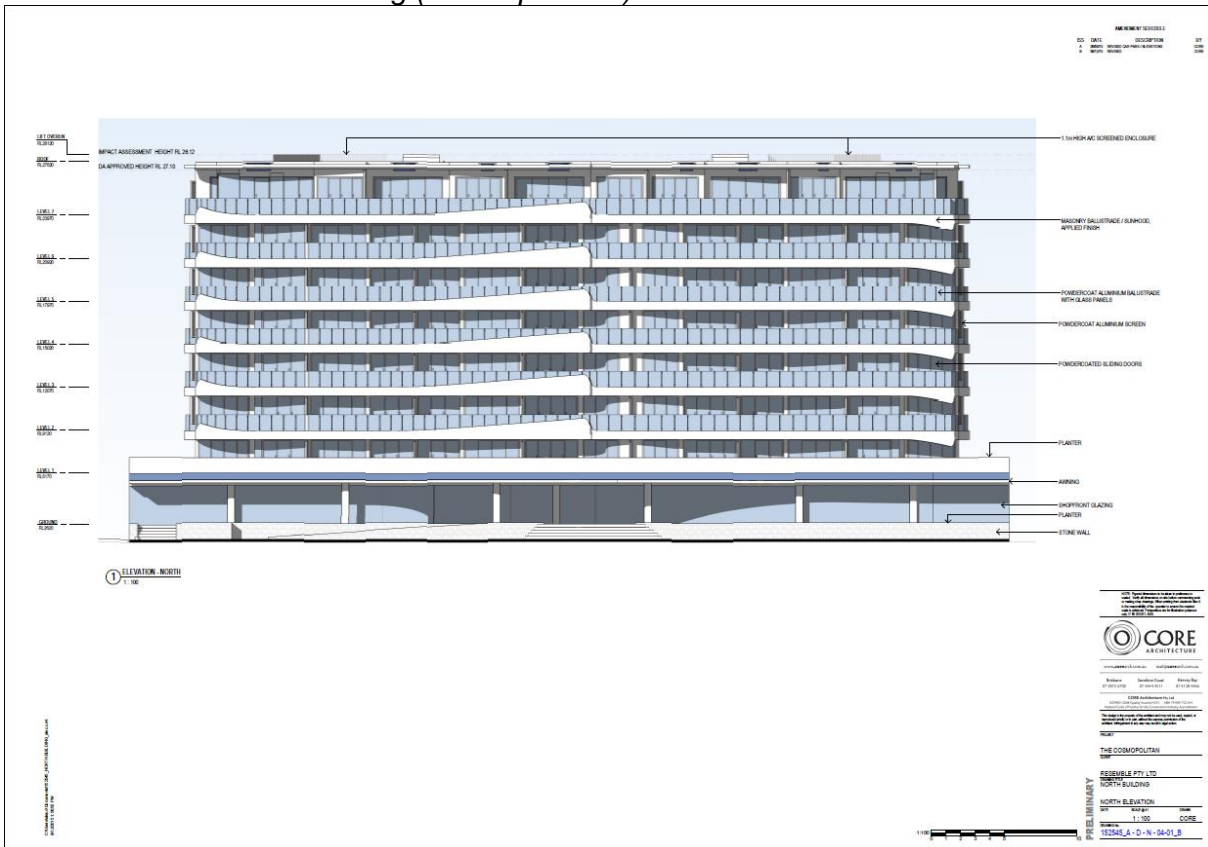
Ground Floor Plan – north & south buildings combined



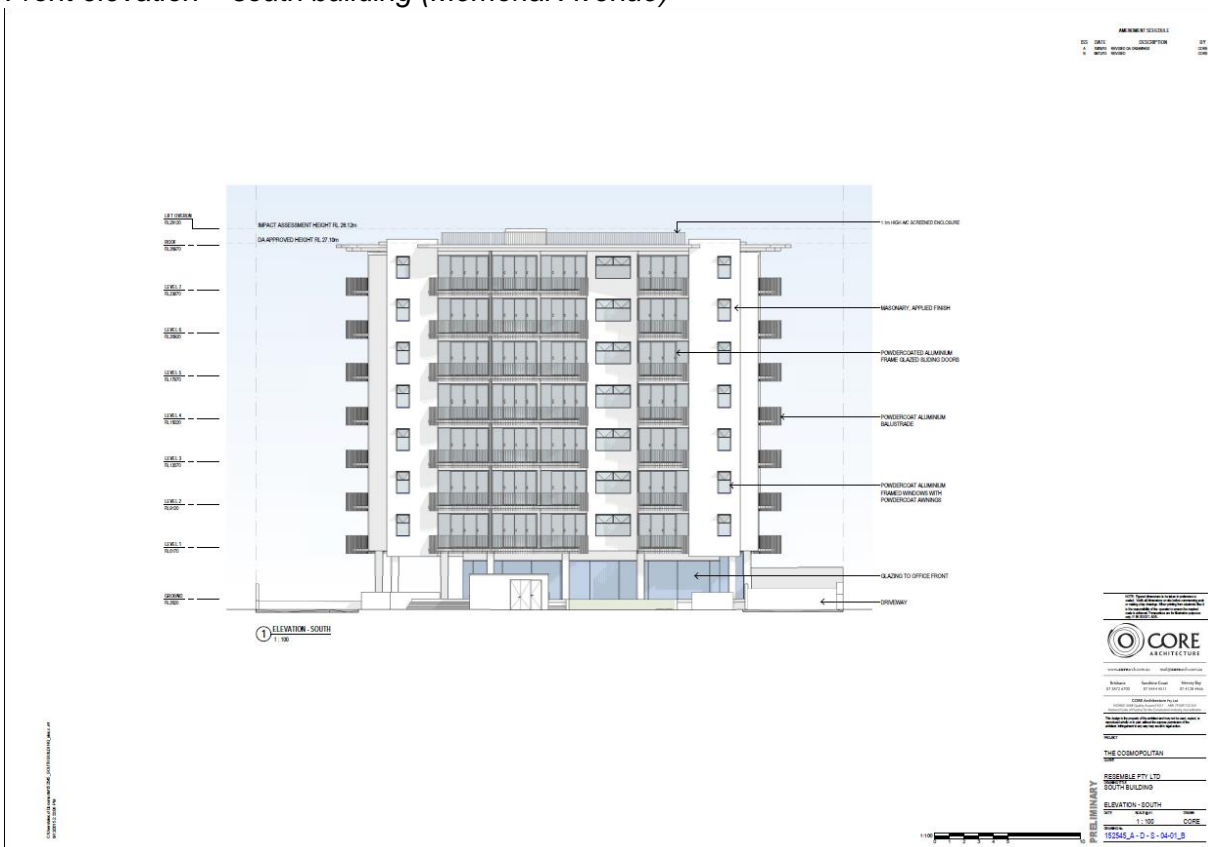
Level 1 (podium level) – north & south buildings combined



Front elevation – north building (The Esplanade)



Front elevation – south building (Memorial Avenue)





**SITE DETAILS**

**Background/Site History**

The site contained a number of existing buildings built between the 1970s and the 1990s. These buildings were one and two storeys in height and were used as shops, offices, food and drink outlets and multiple dwellings. All buildings on the site were demolished in August and September 2015.

On 22 October 2015, council issued a Development Permit for Material Change of Use of Premises to establish Multiple Dwelling (143 units), Shops, Food & Drink Outlets, Health Care Services and Office (real estate office or bank). The development approved is essentially the same as the development proposed in the subject application before council, with the only difference being that the height of the buildings currently proposed is 1 metre greater than the existing approval.

**Site Description**

<b>Site &amp; Locality Description</b>	
<b>Road Frontage</b>	60m The Esplanade and 40m Memorial Avenue
<b>Existing Significant Vegetation</b>	Nil
<b>Topography:</b>	Flat
<b>Surrounding Land Uses:</b>	<p><b>North</b> – Cotton Tree park</p> <p><b>South</b> – RSL and community centre</p> <p><b>East</b> – health care services, shops/food &amp; drink outlets and multiple dwelling</p> <p><b>West</b> – offices, multiple dwellings, car park</p>

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

*Locality Map – broader view*



*Locality Map – closer view***ASSESSMENT****Framework for Assessment**

## Instruments for Statutory Assessment

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

- State Planning Policy
- the South East Queensland Regional Plan
- State Planning Regulatory Provisions
- The Sunshine Coast Planning Scheme 2014.

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 applies to this application.

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 proposal is for an urban use and, therefore, 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 (SPRP)

The State Planning Regulatory Provision (Adopted Charges) is the only applicable SPRP. Council has adopted a regulated infrastructure charges schedule consistent with the abovementioned regulatory provision. Infrastructure charges will apply to the development proposal.

#### Statutory Instruments – Planning Scheme

The applicable planning scheme for the application is the Sunshine Coast Planning Scheme 2014. 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
- Natural Hazards

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

#### Overlay Codes

The following overlay codes are applicable to this application:

- Acid sulfate soils (Area 1 – land at or below 5m AHD)
- Airport environs (OLS and Runway separation distances)
- Flood hazard (Flooding and inundation area, Drainage deficient area)
- Height of buildings and structures (25m)

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:

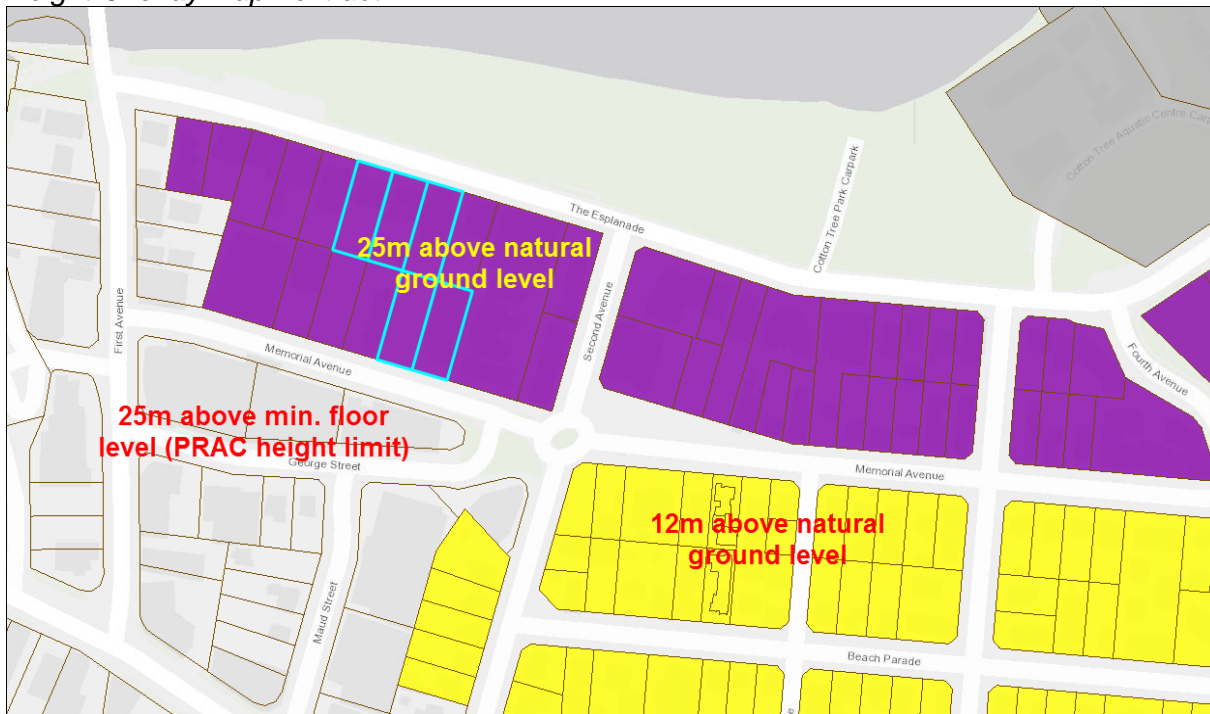
##### Height of Buildings and Structures Overlay Code

The building height limit for the site is 25m above natural ground level, as identified on the Height of Buildings and Structures Overlay Map, an extract of which follows.

The properties located to the south and south west of the subject site, which are coloured light grey, are located within the Maroochydore PRAC Structure Plan area. The Height of Buildings and Structures Overlay does not apply to properties within the Structure Plan area, rather, the maximum allowable building heights within that area are specified on maps within the Structure Plan document. It should be noted that the building height limit for properties located immediately to the south of the subject site, and within the Structure Plan area, is

25m above the minimum habitable floor level required to satisfy flood immunity requirements. Building height within the Structure Plan area, unlike the balance of the planning scheme area, is not measured from natural ground level.

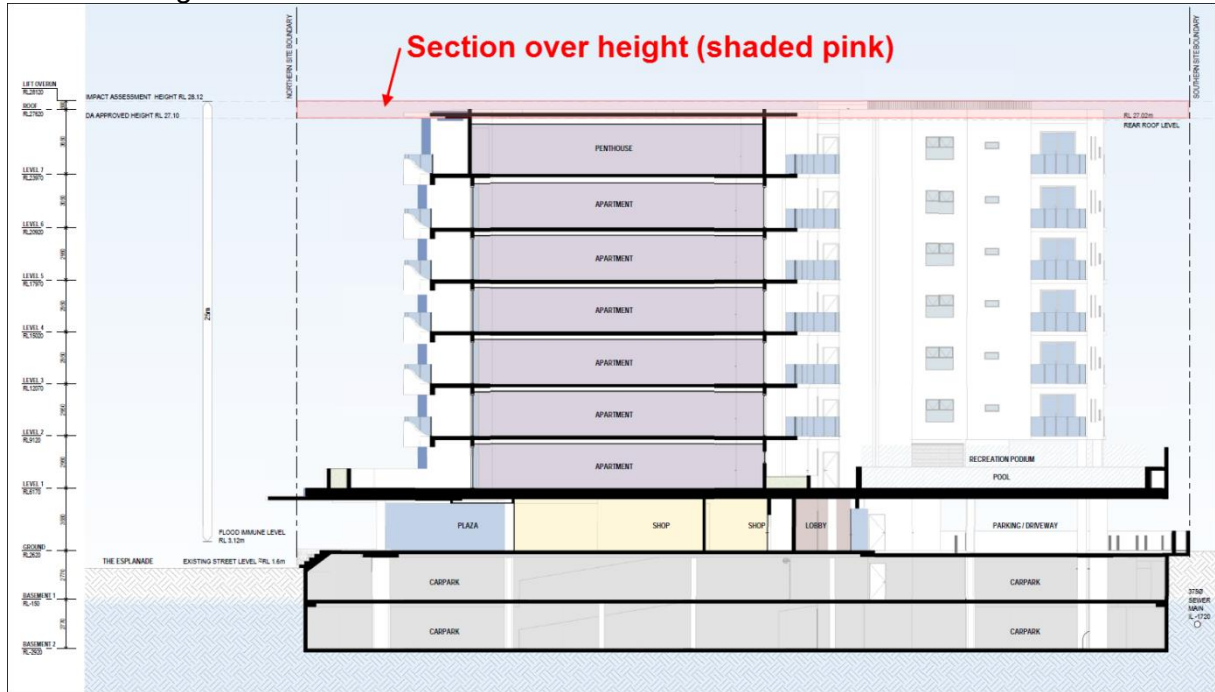
*Height Overlay Map - extract*



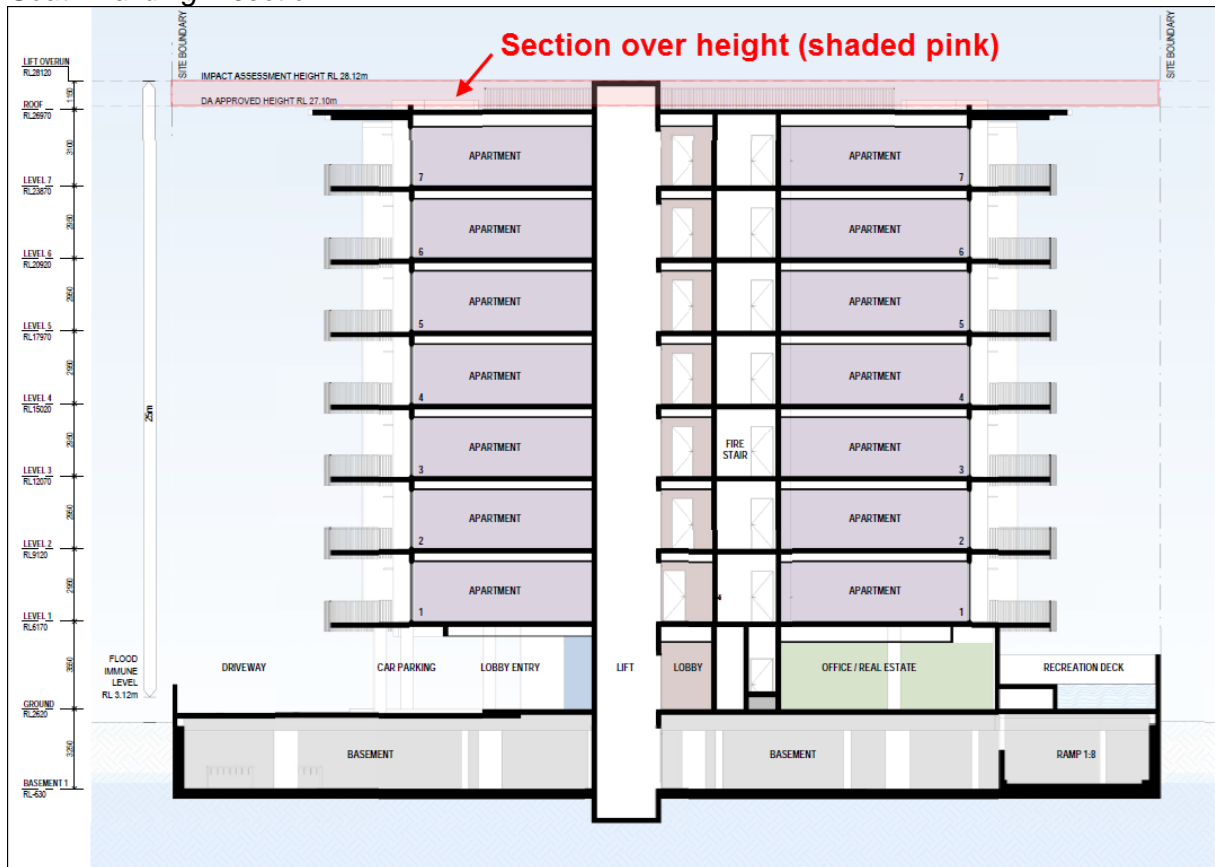
The proposed buildings exceed the height limit by approximately 1 metre. The parts of each building that exceed the height limit are restricted to a small part of the top floor and the lift overrun, as shown on the following sections.

As previously mentioned, council has already issued a Development Permit for Material Change of Use of Premises to establish Multiple Dwelling (143 units), Shops, Food & Drink Outlets, Health Care Services and Office (real estate office or bank). The development approved is essentially the same as the development proposed in the subject application before council, with the only difference being that the height of the buildings currently proposed is 1 metre greater than the existing approval. It is important to note that the additional 1 metre of building height has not been proposed in order to accommodate an additional storey within each building. Rather, the additional building height has been distributed across the buildings by slightly increasing the floor to ceiling heights for each level of units. The total number of units and the number of storeys proposed is the same as the current approval.

North Building - section



South Building - section



The proposed buildings do not meet performance outcome PO1 of the Height of Buildings and Structures Overlay Code in that the height of the buildings exceeds the maximum height specified on the applicable overlay map.

As the buildings do not meet PO1 of the Height of Buildings and Structures Overlay Code, the proposed development must be assessed against the purpose and overall outcomes of the code, and these are included below.

- (1) *The purpose of the Height of buildings and structures overlay code is to protect the distinctive character and amenity of the Sunshine Coast as a place with a predominantly low to medium-rise built form.*
- (2) *The purpose of the Height of buildings and structures overlay code will be achieved through the following overall outcomes:-*
  - (a) *development contributes to the retention of the preferred built form character for the Sunshine Coast, and the local plan area in which it occurs*
  - (b) *the height of buildings and structures is consistent with the reasonable expectations of the local community and*
  - (c) *development does not result in a significant loss of amenity for surrounding development, having regard to:-*
    - (i) *the extent and duration of any overshadowing*
    - (ii) *privacy and overlooking impacts*
    - (iii) *impacts upon views*
    - (iv) *building character and appearance and*
    - (v) *building massing and scale relative to its surroundings.*

It is considered that the proposed development meets the overall outcomes of the Height of Buildings and Structures Overlay Code for the following reasons:

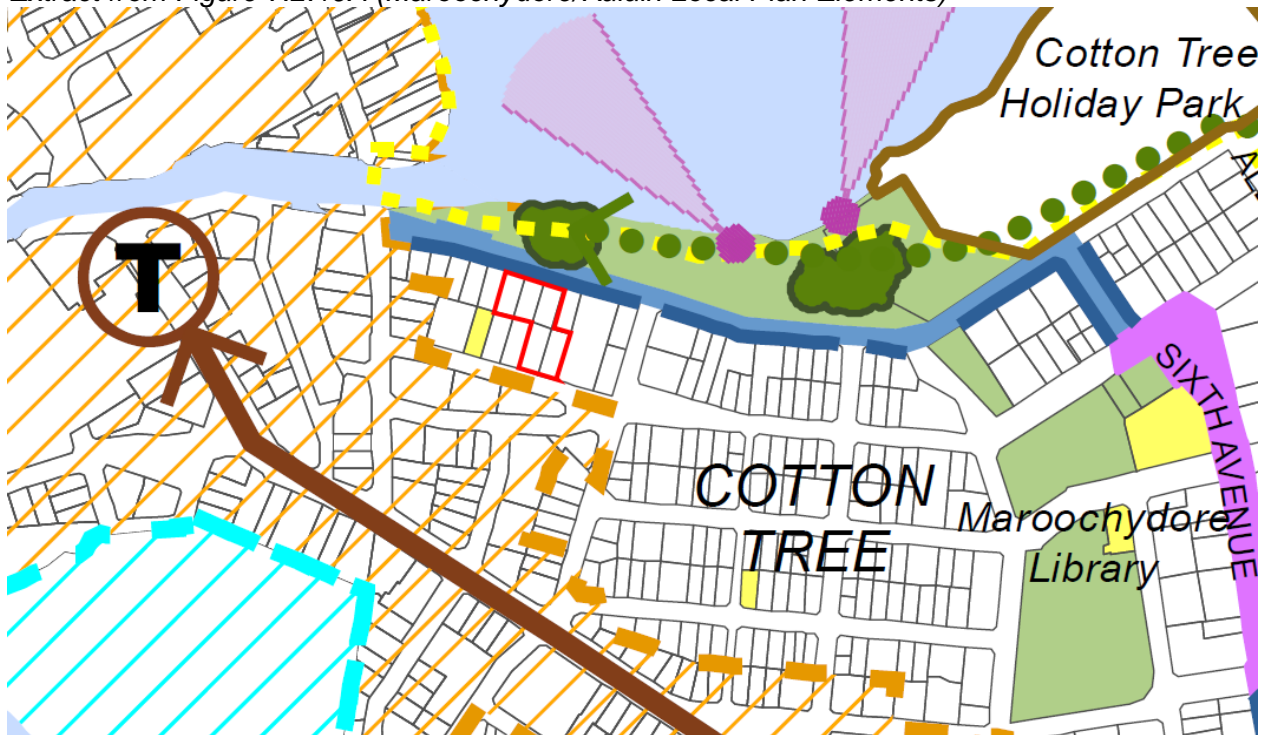
- The proposed buildings are 25m above the minimum habitable floor level required to satisfy flood immunity requirements. The subject site is located immediately to the north of properties within the Maroochydore PRAC Structure Plan Area, and the height limit for these properties under the Structure Plan is also 25m above the minimum habitable floor level required to satisfy flood immunity requirements. As the proposed building height is consistent with the height limit applying to nearby properties in the Structure Plan area, it is considered that the proposed building height contributes to the retention of the preferred built form character for the local area, and should not be outside of the reasonable expectations of the local community.
- The proposed height limit is consistent with a proposed planning scheme amendment where building height takes into account a “flood hazard allowance” and building height is measured from the minimum design floor level required to satisfy flood immunity requirements (as specified within the Flood Hazard Overlay Code). The proposed planning scheme amendment has been drafted and is currently subject to State review.
- The proposed buildings, at 26m above natural ground level, exceed the planning scheme height limit by 1 metre. This element of non-compliance is fairly minor and the proposed buildings are essentially the same as the current approval. It is considered that the proposed additional building height will not result in a significant loss of amenity for surrounding development having regard to overshadowing, overlooking and impacts on views, and building character, appearance, massing and scale.

### **Local Plan Code**

The subject site is located in the Maroochydore/Kuluin Local Plan Area and, therefore, the associated local plan code applies. The Maroochydore/Kuluin Local Plan Elements Map

identifies The Esplanade frontage of the site as a Primary Active Street Frontage and The Esplanade as a Primary Streetscape Treatment Area.

*Extract from Figure 7.2.19A (Maroochydore/Kuluin Local Plan Elements)*



The proposed development meets the purpose, overall outcomes and performance outcomes of the Maroochydore/Kuluin local plan code. In particular:

- the development provides for visitor accommodation and small scale shops, cafes and restaurants at street level to enliven the public realm and
- the development contributes to the vitality of Cotton Tree Esplanade by providing a continuous, active street frontage, and pedestrian shelter in the form of awnings and street trees.

#### **Zone Code**

The subject site is located within the Tourist Accommodation Zone and, therefore, the associated zone code applies. The proposed development meets the purpose and overall outcomes of the zone code. In particular:

- the development provides for medium rise, multi-unit residential accommodation and business activities, that will service both resident and visitor needs, in the key tourism location of Cotton Tree
- the development integrates well with existing pedestrian/cycle networks by providing a continuous footpath along The Esplanade frontage that is uninterrupted by driveways, and by providing a pedestrian link through the site linking Memorial Avenue and The Esplanade. The development is also well connected to Maroochydore PRAC and Cotton Tree Park
- the development has been designed to ensure there will be no unreasonable loss of amenity for surrounding premises having regard to privacy, overlooking, view impacts and building massing and scale and

- the development makes a positive contribution to the streetscape, incorporates a high standard of urban and landscape design, and maximises activity along The Esplanade, through the provision of an active frontage, large plaza and awning, continuous footpath and streetscape planting to The Esplanade, and generous streetscape planting to Memorial Avenue.

### **Development Codes**

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

- Business uses and centre design code
- Multi-unit residential uses code
- Nuisance code
- Landscape code
- Safety and security code
- Stormwater management code
- Sustainable design code
- Transport and parking code
- Waste management code
- Works, services and infrastructure code.

The application has been assessed against each of the above 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.

### **Business Uses and Centre Design Code**

#### **Awnings**

The code requires the provision of a minimum 2.7m wide awning over the footpath along full length of The Esplanade (i.e. the active street frontage). Although the plaza area for the north building is almost entirely covered, the proposed awning extends only partially over the public footpath area beyond.

The finished floor level of the development must be elevated above the footpath level to address flood hazard requirements, and this change of level, including all steps, ramps, retaining walls and handrails, must be accommodated within the site boundaries so that council does not inherit the maintenance obligations for this infrastructure. The effect of this is that the plaza area and shopfronts have to be “pushed back” behind all steps and ramps and further into the site than if there was no change of level between the footpath and the development.

Given that the plaza area is almost entirely covered, and this area is directly accessible from the public footpath area, it is considered that sufficient pedestrian shelter is provided and the relevant performance outcome has been met.

#### **Site Cover**

The code requires site cover to not exceed 70% for that part of a building up to 2 storeys in height, and 50% for that part of a building above 2 storeys in height. The applicant has calculated that the development has a total site cover of 69% up to 2 storeys and 52% above 2 storeys in height. The proposed additional site cover for the buildings above 2 storeys is very minor, will not contribute to excessive building bulk and scale and is, therefore, considered acceptable.



## Setbacks

The required and proposed setbacks for the development are summarised in the table below.

Required setbacks	Proposed setbacks (minimum)	Complies
<b>South Building</b>		
<u>Front</u> 6m	<u>Front</u> 8m at ground, 5m to balcony above	<u>Front</u> ✓ <b>x</b>
<u>Side/Rear</u> North – 0m up to 2 storeys, 6m above East – 3m up to 2 storeys, 6m above West – 3m up to 2 storeys, 6m above	<u>Side/Rear</u> North – 7m at ground, 5m to balcony East – 6.5m at ground, 4.2m to balcony West – 13.5m at ground, 6m to balcony	<u>Side/Rear</u> ✓ <b>x</b> ✓ <b>x</b> ✓✓
<b>North Building</b>		
<u>Front</u> 0m up to 2 storeys, 6m above	<u>Front</u> 0m to awning at ground/level 1 6m to balconies levels 2-7	<u>Front</u> ✓ ✓
<u>Side/Rear</u> South – 3m up to 2 storeys, 6m above East – 0m up to 2 storeys, 6m above West – 0m up to 2 storeys, 6m above	<u>Side/Rear</u> South – 15m at ground, 1m to podium/deck, 6.3m to balcony above  East – 0m to shops at ground, 0m to podium/planter at level 1, 3.76m to balconies at levels 2-7  West – 0m to shops at ground, 0m to podium/planter at level 1, 2.76m to balconies at levels 2-7	<u>Side/Rear</u> ✓ <b>x</b> ✓  ✓✓ <b>x</b>  ✓✓ <b>x</b>

The south building intrudes into the required front, side and rear setbacks for the part of the building above ground level. In all cases, these intrusions relate to parts of the balconies only and are minor.

It is unlikely that these intrusions will impact adversely upon the amenity and privacy of adjacent development because existing buildings are separated by driveways, landscaping, or car parking (refer to following image).

*Development adjacent to south building*

The north building intrudes into the required side and rear setbacks for the part of the building above ground level.

The podium deck at level 1 has a 1m setback to the southern (rear) boundary in lieu of the 3m required. The deck and pool area is screened by a solid masonry wall and, therefore, it is unlikely that the amenity of the existing multiple dwelling to the south will be adversely affected as a result of this setback intrusion.

Side boundary setbacks for levels 2-7 vary as the built form is stepped but, generally, the required 6m setbacks have not been achieved for the northern half of this building. The narrowest setbacks are located on the north western side of the building where the smallest setback is 2.76m to a balcony and 3.5m to a wall.

The side boundary setback intrusions for the north building are considered acceptable for the following reasons:

- adjacent development to the east and west is presently commercial in nature
- fixed privacy screens have been included on the outside of the windows to living areas and bedrooms on the north eastern and north western sides of the building and
- balconies located on the eastern and western sides of the building are oriented north-east and north-west to take advantage of northern views to the Maroochy River.

## Façade & Floor Plate

The code requires that all storeys of a building above the third storey have a plan area that does not exceed 1,000m<sup>2</sup> and a horizontal façade that does not exceed 45m in length. The GFA for each level in the north building above the 3<sup>rd</sup> storey (i.e. above level 2) is 1,591m<sup>2</sup> for Levels 3-6 and 1,591m<sup>2</sup> for Level 7. Furthermore, the length of the northern façade of the north building is approximately 50m.

The applicant provided the following response as justification for proposed bulk and scale of the north building.

*“Three perspectives have been prepared to illustrate the impact of the proposed north building on the streetscape of The Esplanade. All of the perspectives demonstrate that the bulk and scale of the building is in keeping with the existing buildings within the street and as a result, the proposed building will sit comfortably into the streetscape. The perspectives also illustrate that the flowing curves in the design, break the building up into three (3) distinct components. The first two components are the two sweeping ends of the building which allow the elevation treatment to return along the eastern and western facades as it retreats along the side boundaries. The eastern end incorporates an upturn in the balustrade design and the western end a downturn, acknowledging the building’s orientation and protection from solar gain. The third component is the central wave form, with a curved setback and change in the alignment of the balcony of approximately 1.8m to The Esplanade. This central form is emphasised by the balustrade design, to provide a termination in views when approaching the site from either end of the Esplanade. As a result of these features, the apparent length of the front elevation is comparable to the existing built form along the Esplanade.”*

### View east



*View west*

It is considered that the curves in the façade of the north building will provide sufficient articulation so that the building will not appear excessively large in comparison to surrounding development when viewed from the east or the west. The building is likely to appear bulky when viewed front-on from within Cotton Tree Park, but this view will be softened to some degree by the mature trees within the park.

It is noted that the building would meet the acceptable outcome of the code if just one unit from the northern half of each level from levels 3-6, and half of a penthouse on level 7, was removed. However, it is unlikely that the resultant building would appear much different in scale to the current proposal as illustrated in the photomontages above. On balance, it is considered that the design of the north building generally meets the performance outcomes of the code.

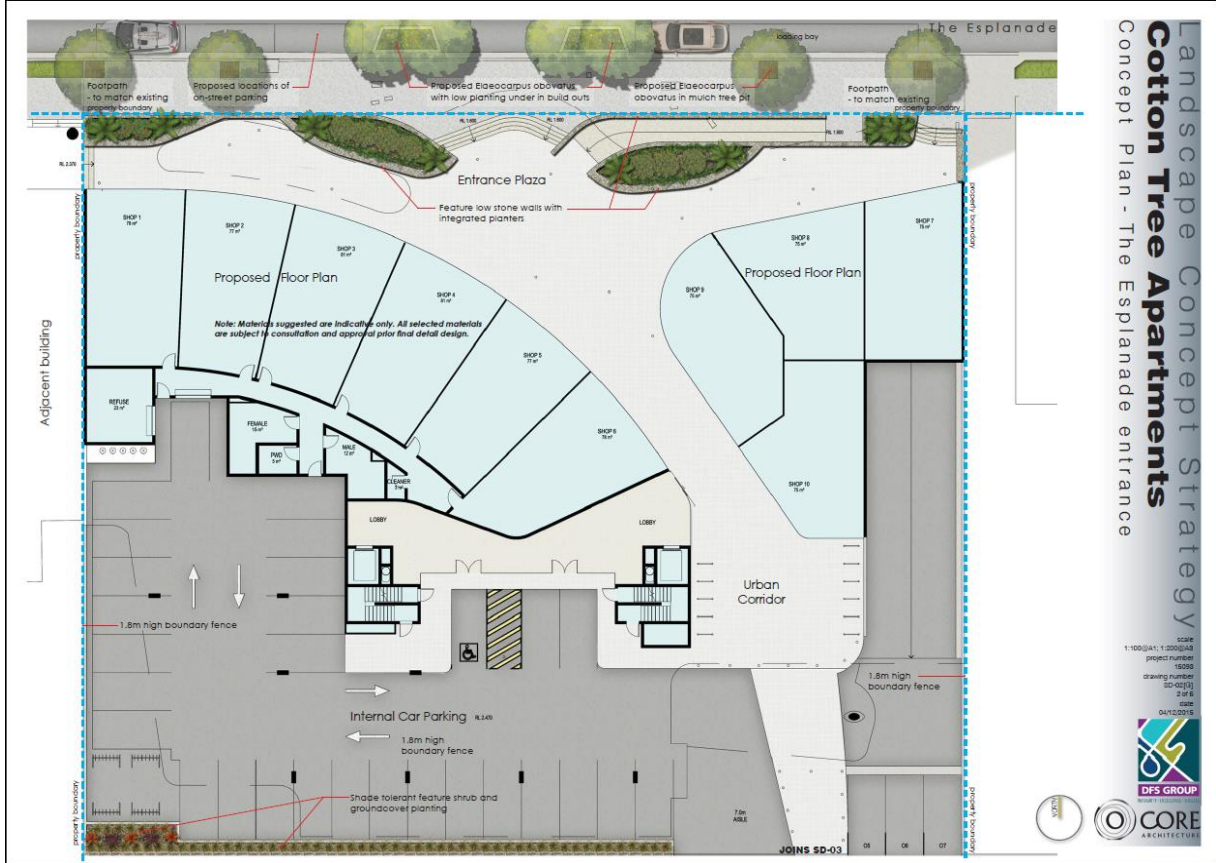
#### Deep planted landscapes

The code requires that a minimum of 10% of the site is comprised of deep planted landscapes. The proposal includes approximately 365m<sup>2</sup> of planted landscape area (7.2%) and only the area adjacent to the Memorial Drive frontage is capable of being deep planted.

The proposed site and streetscape planting is illustrated on the landscape concept plans. Although the proposed landscaping does not meet the 10% requirement, it is considered that it generally meets the performance outcomes of the code for the following reasons:

- the landscaping will provide an attractive setting for the development by enhancing both street frontages
- the landscaping responds to the sub-tropical climate and the prevailing landscape character of The Esplanade, Memorial Avenue and Cotton Tree generally and
- the landscaping within private and communal open space areas is functional, attractive and will enhance the amenity of the residents.

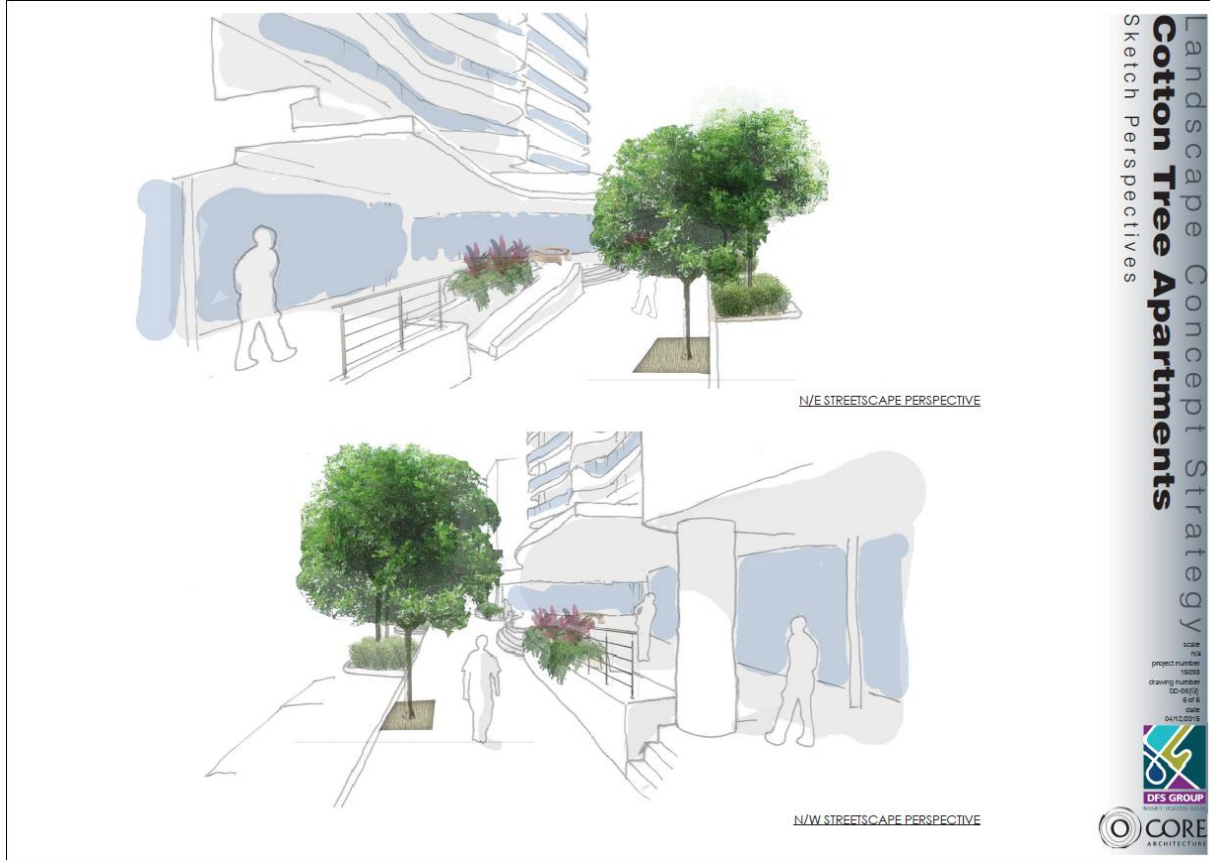
North building landscaping – ground level



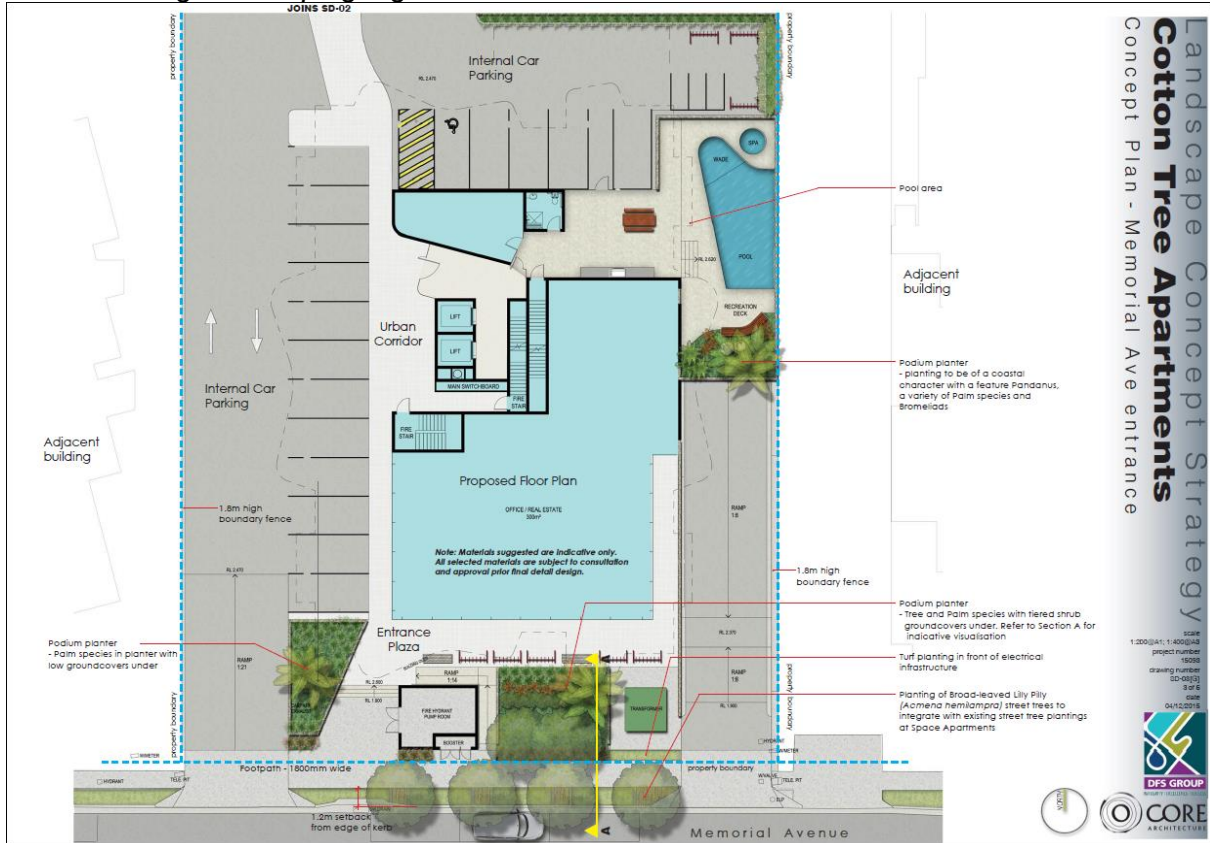
North building landscaping - podium



Esplanade streetscape treatment



South building landscaping – ground level



## Transport and Parking Code

The required and proposed vehicle parking for the development is summarised in the table below.

Required parking	Proposed parking	Complies
<b>Car Parking</b>		
Multiple dwelling – 143 resident + 36 visitor Shops etc. – 39 Office - 10	Multiple dwelling – 211 resident + 30 visitor Shops etc. – 35 Office - 10	✓ x x ✓
<b>Motorcycle Parking</b>		
Multiple dwelling – 14 Shops etc. – 8 Office – 3	Multiple dwelling – 15 Shops etc. – 3 Office - 3	✓ x ✓
<b>Bicycle Parking</b>		
Multiple dwelling – 143 resident + 36 visitor Shops etc. – 16 Office – 6	Multiple dwelling – 143 resident + 37 visitor Shops etc. – 16 Office - 6	✓ ✓ ✓
<b>Service Vehicle Parking</b>		
2 x MRV (Type A access) 1 x SRV 2 x van 1 WCV	1 x MRV (shared with SRV) 1 x SRV (shared with MRV) 2 x van WCV standing area	x x ✓ ✓

The development is slightly deficient in visitor car parking for the multiple dwelling, and car parking for the business activities located in the north building. Furthermore, the development is deficient in motorcycle parking for the business activities in the north building.

It is considered that 30 car parking spaces will satisfy visitor needs for the multiple dwelling. It is also considered that 35 car parking spaces, and 3 motorcycle spaces for the business activities in the north building, will be sufficient for staff and customer needs, as a large proportion of customers will be visitors to Cotton Tree Park opposite and office workers based in the surrounding area.

The development is deficient in service vehicle spaces, but the Principal Development Engineer has reviewed the proposal to provide a shared MRV and SRV space, and has advised that this arrangement will be adequate for the development.

## CONSULTATION:

**IDAS Referral Agencies – N/A**

## Other Referrals

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

- Principal Development Engineer, Engineering and Environment Assessment Branch
- Landscape Officer, Engineering and Environment Assessment Branch
- Environment Officer, Engineering and Environment Assessment Branch
- Urban Designer, Planning Assessment Branch

## Public Notification

The application was publicly notified for 15 business days in accordance with the requirements of the *Sustainable Planning Act 2009*. Twenty-three (23) properly made submissions and four (4) not properly made submissions were received. Most of the submitters are residents of "Space The Residence" located immediately to the east of the subject site at 45 to 47 The Esplanade, Maroochydore. A submission was also received from the Maroochy RSL and the CWA.

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

Issues	Comments
<p>Overshadowing Additional height will impact on sunshine to units on the western side of Space The Residence and the pool within the common area.</p> <p>Additional height will overshadow CWA Hall (104 Memorial Avenue) and will impact upon natural light and sunlight to solar panels.</p>	<p>The proposed additional building height is minor. A shadow analysis has been undertaken by inputting the plans for both the approved and proposed building into Council's 3D model. The shadows expected to be cast by the proposed building are almost imperceptible from the shadows expected to be cast by the approved building.</p> <p>Although the proposed north building is expected to overshadow the CWA hall located to the south west at certain times of the day, the additional building height proposed will not impact upon the hall's solar panels to any greater degree than the approved building.</p>
<p>Views Additional height will block views for units located on the western side of Space The Residence.</p>	<p>The units on the south western side of Space The Residence enjoy views over the site towards the north west. These views will be interrupted by any new building established on the northern half of the site. Although the proposed north building will interrupt views across and over the site, the additional height proposed will not interrupt these views to any greater degree than the approved building.</p>
<p>Consistency with Space The Residence The height of the building should be reduced to 7 storeys so that it is consistent with the current height of Space The Residence.</p>	<p>Space The Residence was approved under a former planning scheme. The existing approval is for two 8 storey buildings and is consistent with the current planning scheme height limit. The proposed additional building height is minor and no additional storeys are proposed.</p>
<p>Soil liquefaction Additional height may increase risk of soil liquefaction during an earthquake due to the impact of the additional height on the foundations.</p>	<p>There is no evidence to suggest that the additional 1m of building height proposed will impact upon the foundations of the proposed building or existing buildings in the area in the event of an earthquake.</p>
<p>Precedent Additional height does not comply with the planning scheme and will create an undesirable precedent.</p>	<p>As the proposed building height is consistent with a proposed planning scheme amendment, it is considered that approval of the application would not result in an undesirable precedent being created in this particular case.</p>



Issues	Comments
<p>Sea level rise Additional high rise development in the area will expose additional residents to the impact of climate change.</p>	<p>Under the current planning scheme, all residential floor levels are required to be constructed 0.5m above the defined flood event (1% AEP). The defined flood event incorporates an allowance for future climate change over the design life of the development.</p>
<p>Built form provisions Site cover and setbacks are non-compliant and the scale and mass of the building is not in keeping with the character of the area.</p>	<p>The combined site cover for the tower components slightly exceeds the 50% required under the acceptable outcomes of the applicable code (by 2%). The proposed additional site cover for the buildings above 2 storeys is very minor, does not contribute to excessive building bulk and scale, and is therefore considered acceptable.</p> <p>Furthermore, it is considered that the curves in the façade of the north building will provide sufficient articulation so that the building will not appear excessively large in comparison to surrounding development when viewed from the east or the west. The building may appear somewhat bulky when viewed front-on from within Cotton Tree Park but this view will be softened to some degree by the mature trees within the park.</p> <p>The north building intrudes into the required side and rear setbacks for the part of the building above ground level. These intrusions are considered acceptable for the following reasons:</p> <ul style="list-style-type: none"> <li>• adjacent development to the east and west is presently commercial in nature</li> <li>• fixed privacy screens have been included on the outside of the windows to living areas and bedrooms on the north eastern and north western sides of the building and</li> <li>• balconies located on the eastern and western sides of the building are oriented north-east and north-west to take advantage of northern views to Maroochy River.</li> </ul> <p>The south building intrudes into the required front, side and rear setbacks for the part of the building above ground level. In all cases these intrusions relate to parts of the balconies only and are minor. It is unlikely that these intrusions will impact adversely upon the amenity and privacy of adjacent development because existing buildings are separated by driveways, landscaping, or car parking.</p>

Issues	Comments
<p><b>Traffic impacts</b> The restriction of vehicular access to Memorial Avenue will increase traffic movements in this street and in First Avenue and may impact upon the safety of pedestrians.</p>	<p>Both the approved and proposed developments consolidate the former multiple vehicular access points onto both frontages into a single access point off Memorial Avenue. The consolidation of these access points is an improvement on the former situation with respect to pedestrian safety.</p>
<p><b>Stormwater</b> Increased stormwater resulting from the development may increase the danger of flooding to the RSL.</p>	<p>Council's Principal Development Engineer has assessed the applicant's stormwater management plan and is satisfied that all requirements of the planning scheme are capable of being met.</p>
<p><b>Parking</b> The shortfall in residential visitor parking and commercial parking will result in an increase in parking pressure for adjoining developments and in the surrounding streets.</p>	<p>It is considered that 30 car parking spaces will satisfy visitor needs for the multiple dwelling. It is also considered that 35 car parking spaces, and 3 motorcycle spaces for the business activities in the north building, will be sufficient for staff and customer needs, as a large proportion of customers will be visitors to Cotton Tree Park opposite and office workers based in the surrounding area.</p>
<p><b>Geotechnical</b> The geotechnical report submitted states that the soils are highly compressible alluvial soils and that the support of structural loads or new site fill will cause significant and non-uniform settlement. This may impact on other buildings in the immediate surrounds,</p>	<p>Council's Principal Development Engineer has assessed the geotechnical report and is satisfied that the site is suitable for the development proposed.</p>

## CONCLUSION

The proposed development has been assessed against the Sunshine Coast Planning Scheme 2014 and is considered to meet the purpose and overall outcomes of the Height of Buildings and Structures Overlay Code, and the purpose, overall and performance outcomes of all other applicable codes. Submissions were received during the public notification period and the issues raised have been carefully considered in the assessment. It is considered that the issues raised either do not warrant a refusal of the application, or can be addressed through the imposition of reasonable and relevant development conditions. Approval of the application is recommended.

**8.1.2 ENVIRONMENT LEVY PROGRAM 2016/2017**

<b>File No:</b>	<b>F2015/25021</b>
<b>Author:</b>	<b>Manager Environment and Sustainability Policy Planning and Environment Department</b>
<b>Attachments:</b>	<b>Att 1 - 2016/2017 Environment Levy Program .....93</b>

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**PURPOSE**

The purpose of this report is to present the 2016/2017 Environment Levy Program for Council consideration and adoption.

**EXECUTIVE SUMMARY**

The Sunshine Coast Council recognises the protection and enhancement of the environment as a priority to maintain the Sunshine Coast's natural advantage as a sustainable region.

The Environment Levy is a primary funding source that allows Council to further invest in the protection, enhancement and sustainable use of the region's biodiversity, waterways and coastal foreshores. Funding is used for projects and initiatives associated with the implementation of Council's environmental strategies/plans and assists to establish and strengthen partnerships with the community.

For 2016/2017, the rate for the Levy has increased to \$70 per rateable property and is estimated to generate approximately \$9.28 million. This increased revenue has allowed Council to develop a progressive program to

- respond to increasing project costs
- respond to emerging management issues
- equalise the land acquisition funding allocation and
- investigate the delivery of an environmental flagship project.

The adopted Environment Levy Policy accommodates the proposed 2016/2017 Environment Levy Program (**Appendix A**) and has been used to guide its development.

The 2016/2017 Program aims to continue to deliver a range of outcomes towards the protection and enhancement of our natural assets. These include

- \$3.065 million towards the acquisition and establishment of environmental lands
- \$775,000 towards coastal rehabilitation activities
- \$451,000 towards river restoration projects in the Pumicestone, Maroochy and Mary River catchments
- \$920,000 towards community partnerships and grants programs
- \$370,000 towards the Voluntary Conservation Agreement program which supports landholders in the long term protection and management of biodiversity values and
- \$470,000 towards pest management projects including a pest action and engagement program.

The implementation of the Environment Levy Program is integrated across the organisation with Infrastructure Services, Community Services, Corporate Services and Planning and Environment involved in different aspects.

This report recommends Council endorse the 2016/2017 Environment Levy Program.

## OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Environment Levy Program 2016/2017”
- (b) endorse the expenditure of the Environment Levy Program 2016/2017 (Appendix A) and
- (c) note the indicative outer years of the Environment Levy Program (Appendix A).

## FINANCE AND RESOURCING

### *Estimated Revenue*

The Environment Levy revenue for 2016/2017 is estimated at \$9,288,300 which:

- will be generated from a \$70 charge per rateable property and
- factors in a 1.9% growth in new properties as advised by the Corporate Services Department.

The \$10 increase of the Environment Levy charge from \$60 to \$70 would support Council to develop a progressive program which responds to project and management needs and equalises the funding allocation to the land acquisition program.

### *Proposed Environment Levy Program*

The proposed Environment Levy Program 2016/2017 is to be implemented within the estimated revenue. Table 1 outlines the proposed 2016/2017 Environment Levy expenditure allocation across the four themes.

Table 1. Proposed 2016/2017 Environment Levy expenditure allocation

<b>Funding Theme</b>	<b>Total</b>	<b>% breakdown</b>
Land Acquisition	\$3,065,096	33
Major Projects	\$1,451,000	16
Community Engagement and Support	\$1,587,000	17
Environmental Operational Management	\$3,185,204	34
<b>Total Proposed Expenditure</b>	<b>\$9,288,300</b>	
<b>Total Proposed Revenue</b>	<b>\$9,288,300</b>	

### *Environment Levy Restricted Cash*

The Environment Levy Restricted Cash balance is currently approximately \$6 million. As per the adopted Environment Levy Policy 2016, restricted cash can be used to fund the acquisition of land on the endorsed Land Acquisition Program when allocated funds for this theme have been expended during the financial year and for developing the annual program. At the end of the financial year, any unspent funds associated with each of the four funding themes are returned to the Environment Levy Restricted Cash account.

## CORPORATE PLAN

**Corporate Plan Goal:** *An enviable lifestyle and environment*

**Outcome:** 3.1 - Healthy natural ecosystems and protected remnant vegetation

**Operational Activity:** 3.1.1.3 - Maintain and manage Council’s existing environmental reserves

**Corporate Plan Goal:** *A public sector leader*

**Outcome:** 5.2 - A financially sustainable organisation

**Operational Activity:** 5.2.4 - Coordinate the delivery of the tourism, environment, heritage and transport levies and report outcomes to Council as part of annual budget deliberations

## CONSULTATION

### Internal Consultation

Internal consultation in preparing this Environment Levy Program has included:

- Manager Environmental Operations, Infrastructure Services
- Manager Community Response, Community Services
- Integrated Environment Team
- Senior Management Account, Planning and Environment
- Management Accountant, Planning and Environment

### External Consultation

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

### Community Engagement

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

## PROPOSAL

The Sunshine Coast Council operates an Environment Levy to raise revenue for programs, projects and initiatives that complement council's core environmental activities. For 2016/2017, the Environment Levy charge is \$70 per rateable property and will generate approximately \$9.28 million.

This charge has increased by \$10 for 2016/2017, to allow Council to develop a more progressive program to invest in the protection, enhancement and sustainable use of the region's biodiversity, waterways and foreshores and to also strengthen partnerships with the community. The Environment Levy is an important funding source for projects and initiatives associated with the implementation of the Council's environmental strategies/plans.

The additional revenue raised this financial year has been factored into the proposed Environment Levy Program 2016/2017 to:

- respond to increasing project costs
- respond to emerging project costs
- equalise the land acquisition funding allocation
- investigate delivery of an environmental flagship project

On 9 June 2016 (SM16/5), Council endorsed a revised Environment Levy Policy which has been used to guide the development of the Environment Levy Program 2016/2017 (Appendix A).

The implementation of the Environment Levy Program will be guided by the endorsed Policy and Corporate Guidelines. On an annual basis, Council reviews the Environment Levy Policy and Program to ensure it continues to support the delivery of strategic and emerging environmental priorities.

This report recommends Council endorse the Environment Levy Program 2016/2017.

### Legal

There are no legal implications in relation to this report.

**Policy**

The development and implementation of the Environment Levy Program is guided by the Environment Levy Policy which provides support for council to achieve its vision for the Sunshine Coast to be “Australia’s most sustainable region – vibrant, green, diverse”.

The Environment Levy is a key funding source for the implementation of council’s Sunshine Coast Biodiversity Strategy 2010-2020, Sunshine Coast Waterways and Coastal Management Strategy 2011-2021 and Sunshine Coast Local Government Area Pest Management Plan 2012-2016.

**Risk**

A range of initiatives and achievements to date are growing community confidence in Council’s ability to deliver this significant Levy program. This is coupled with positive community feedback on Council’s strategic management approach as outlined in the Sunshine Coast Biodiversity Strategy 2010 – 2020, the Sunshine Coast Waterway and Coastal Management Strategy 2011-2012 and the Sunshine Coast Local Government Area Pest Management Plan 2012-2016.

Failure to continue to fund the Levy may impact Council’s ability to:

- acquire land for conservation purposes
- deliver major planning and on-ground projects
- fund existing financial commitments associated with the Program
- regularly monitor and report on the Sunshine Coast’s environmental health and
- engage private landowners, community groups and other stakeholders in natural
- resource management activities, thus reducing the community’s capacity to assist
- Council in the delivery of strategic environmental outcomes.

**Previous Council Resolution****Ordinary Meeting – 9 June 2016 – Council Resolution (SM16/5)**

*That Council:*

*(a) receive and note the report titled “Environment Levy Policy 2016”*

*(b) adopt the Environment Levy Policy (Appendix A)*

**Ordinary Meeting – 18 June 2015 - Council Resolution (OM15/86)**

*That Council:*

*(a) receive and note the report titled “Environment Levy Program 2015/2016 ”*

*(b) endorse the expenditure of the Environment Levy Program 2015/2016 (Appendix A) and*

*(c) note the indicative 4 year Environment Levy Program (Appendix A).*

**Related Documentation**

- Sunshine Coast Council Corporate Plan 2014 – 2019
- Sunshine Coast Council Biodiversity Strategy 2010 – 2020
- Sunshine Coast Council Waterways and Coastal Management Strategy 2011-2021
- Sunshine Coast Council Environment Levy Policy 2016
- Sunshine Coast Local Government Area Pest Management Plan 2012-2016
- Sunshine Coast Regional Flying Fox Management Plan 2013-2016

**Critical Dates**

There are no critical dates relevant to this report.

**Implementation**

The implementation of the Environment Levy Program is integrated across the organisation with Infrastructure Service, Community Services, Corporate Services and Planning and Environment Departments involved in different aspects. Program governance is addressed through the effective implementation of the Environment Levy Policy and associated Organisational Guideline.

Implementation of the 2016/2017 Environment Levy will include:

- quarterly and annual reporting of progress and achievements
- review of internal and external Environment Levy communication products
- review of Environment Levy communication and marketing plan and
- continued promotion of the achievements of Environment Levy funded projects and programs.

**8.1.3 TRANSPORT LEVY PROGRAM 2016/17**

<b>File No:</b>	<b>Traffic and Transport</b>
<b>Author:</b>	<b>Coordinator Transport Strategy and Policy Planning and Environment Department</b>
<b>Appendices:</b>	<b>App A - Proposed Transport Levy Program 2016/17 ..... 101</b>
	<b>App B - Proposed 5 Year Program ..... 103</b>

**PURPOSE**

The purpose of this report is to formalise discussions with Council during the Budget Workshops for the allocation of levy funding to an indicative list of initiatives for 2016/17.

**EXECUTIVE SUMMARY**

The Transport Levy assists in ensuring that there is a positive and focused provision for the strategic transport network now and into the future to facilitate economic activity and benefits to the Sunshine Coast. The Transport Levy maintains a focus on public transport improvements to support mode shift.

The increase to the Transport Levy for 2016/17 to the rate of \$27.00 per rateable property per annum allows the growth of the Transport Futures Fund to enable targeting strategic projects and initiatives to occur. **Appendix A – Proposed Transport Levy Program 2016/17** outlines the indicative list of initiatives proposed for progress in 2016/17.

A proposed five year plan is provided in **Appendix B – Proposed 5 Year Program** providing an extension of the indicative 2016/17 program at sub-category level. It suitably supports public transport improvements and will serve to guide advocacy with State agencies where the responsibility for planning, managing and operating public transport resides. The proposed 5 Year Program also flags a potential step change, increasing the Levy by \$15 for introduction in 2017/18.

**OFFICER RECOMMENDATION**

**That Council:**

- (a) receive and note the report titled “Transport Levy Program 2016/17”**
- (b) endorse the expenditure of the proposed Transport Levy Program 2016/17 (Appendix A), subject to further planning, development and analysis prior to implementation and**
- (c) note the Proposed 5 Year Program (Appendix B).**

**FINANCE AND RESOURCING**

For reporting purposes the following Externally Restricted Cash balances apply:

Transport Futures Fund (as at 31 March 2016)	\$ 3,287,711
Transport Levy ‘Reserve’ (as at 31 March 2016)	\$ 169,350

For the 2016/17 financial year, the proposed Transport Levy increase to \$27 per rateable property and an estimated 132,690 rateable properties are expected to realise an estimated \$3,582,630 in revenue.



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This report considers a list of initiatives based on this level of expected revenue at **Appendix A – Proposed Transport Levy Program 2016/17**.

## CORPORATE PLAN

- Corporate Plan Goal:** *A new economy*  
**Outcome:** 1.2 - New capital investment in the region  
**Operational Activity:** 1.2.3.1 - Work closely with the Queensland Government and Building Queensland to elevate consideration and prioritisation of major infrastructure needs (in particular, road, rail and transport infrastructure) for the region
- Corporate Plan Goal:** *A strong community*  
**Outcome:** 2.4 - People and places are connected  
**Operational Activity:** 2.4.2.1 - Facilitate the delivery of efficient transport systems and connections through multi modal network planning and studies, and planning partnerships with the Department of Transport and Main Roads
- Corporate Plan Goal:** *A public sector leader*  
**Outcome:** 5.2 - A financially sustainable organisation  
**Operational Activity:** 5.2.4 - Coordinate the delivery of the tourism, environment, heritage and transport levies and report outcomes to Council as part of annual budget deliberations.

## CONSULTATION

### Portfolio Councillor Consultation

The portfolio councillor has been consulted during the preparation of the report.

### Internal Consultation

Internal communication has been maintained with relevant staff throughout Council's budget process. Internal budget workshops have occurred with councillors.

Ongoing contact, liaison and cooperation have occurred for each Transport Levy initiative between officers of the Planning and Environment Department, Infrastructure Services Department and Community Services Department to progress initiatives. This invariably involved the Communication Branch and elements of the Finance Branch as well.

### External Consultation

External consultation has involved officers from TransLink and the public transport service operators where necessary.

### Community Engagement

No direct community engagement has occurred as part of compiling this report.

## PROPOSAL

The Transport Levy must be considered and confirmed each year. This report requests Council to:

- endorse an indicative program of initiatives for implementation in 2016/17 which incorporates the continuation of some 2015/16 initiatives and
- note a proposed five year program.

### Proposal for 2016/17

The Transport Levy amount for 2016/17 is \$27 per rateable property per annum.

The \$7 increase reflects the Consumer Price Index changes since the adoption of the Transport Levy in June 2009 (about \$3.30) together with a small increase. The majority of this levy revenue increase will be directed to the Transport Futures Fund.

Some of the initiatives from 2015/16 will be continued into 2016/17 to meet community service expectations and continue contractual obligations subject to their demonstrated need and satisfactory performance.

It is intended that initiatives such as the Council Link program and the Conondale-Witta-Maleny Flexilink Service will continue in 2016/17.

It is proposed that both the Maleny–Landsborough–Beerwah Bus service trial and the Peachester-Beerwah Flexilink services be subject to a performance review to justify their continuation, modification or cessation in 2016/17.

It is proposed that in 2016/17, the Transport Levy Program will continue to be focused on the following sub-categories

- Service Improvements
- Infrastructure Assets
- User Benefits
- Research, Planning and Light Rail and
- Transport Futures Fund.

**Appendix A – Proposed Transport Levy Program 2016/17** provides an indicative list of initiatives against which expenditure is proposed in the coming financial year. This links with the proposed five year program provided in **Attachment 1 – Proposed 5 Year Program** and together, assist with Council's forward planning as well as advocacy with State agencies, where responsibility for planning, managing and operating State transport networks resides.

**Appendix B – Proposed 5 Year Program** incorporates both a continued adjustment of the levy amount to reflect CPI (\$1 approx) on an ongoing basis and postulates how a future step change increase in the levy amount of \$15 would be structured to enhance the ability to accrue funds for a contribution to the State for construction of Light Rail.

#### 2015/16 Status

The current Transport Levy is set at \$20 per rateable property per annum for 2015/16. For 2015/16 the Transport Levy raised a total of \$2,603,731.

In terms of progress in 2015/16, the following applies (as at 30 April 2016):

Total Approved Budget (including carryover) for 2015/16	\$2,911,435
Expenditure to date	\$1,927,133
Existing commitments	<u>\$ 228,055</u>
Total applied funding	\$2,155,188

It is currently estimated that funds totalling at least \$2,600,000 will be expended or be contractually committed as at 30 June 2016. Any unallocated funds not linked to a valid commitment approved for carry over will be placed in the Transport Futures Fund.

#### **Legal**

There is a range of contractual agreements associated with initiatives operating from funding from the Transport Levy. These range from Funding Agreements with State agencies and third parties, to service contracts with transport operators. The agreements have generally been developed with a review or renewal date of 30 June of each year for the life of the agreement. Renewal advice is usually required one month prior to this.

The development of initiatives and services is subject to several pieces of legislation, regulation and commercial contracts. The Department of Transport and Main Roads has assisted to ensure all legislative requirements and contractual matters are not infringed. Beyond this, there is a need to comply with all relevant Council policies and processes.

Internal legal and procurement advice is needed at various stages as each initiative is progressed, to ensure compliance as necessary.

### **Policy**

The Transport Levy Policy 2016 applies to this report.

This report is in line with and supports Council's adopted *Sustainable Transport Strategy 2011- 2031* as follows:

**Sustainable Transport Strategy Goal 1:     *A shift to public and active transport modes is achieved***

### **Integrated Policy**

- 1.1 Integrate services, pricing and passenger information systems and improve access to create a connected public transport network.
- 1.2 In partnership with State Agencies, improve public transport travel speed, frequency, reliability and patronage to increase vehicle productivity to more effectively compete with the reliability, speed and convenience of the private motor vehicle leading to increased patronage and revenues relative to service provision costs.
- 1.3 Improve accessibility, safety, convenience, coverage, and comfort of public transport service for all users including the disabled, seniors, and residents with limited access to services.

### **Risk**

There are no apparent significant risks associated with the allocation of the Transport Levy funds to the proposed initiatives.

### **Previous Council Resolution**

Council Resolution SM16/6 – Special Meeting 9 June 2016

*That Council:*

- (a) receive and note the report titled "**Transport Levy Policy 2016**"*
- (b) adopt the Transport Levy Policy 2016 (Appendix A) and*
- (c) endorse the proposed Transport Futures Fund Plan (Appendix B).*

Council Resolution (OM15/87) - Ordinary Meeting 15 October 2015

*That Council:*

- (a) receive and note the report titled "Transport Levy Program 2015/2016"*
- (b) endorse the expenditure of the proposed Transport Levy Program 2015/2016 (Appendix A) and*
- (c) note the proposed 5 Year Program (Appendix B).*

### **Related Documentation**

The following documents have been referenced as a possible source of information for this report:

External documents: Nil

Council documents: *Transport Levy Policy 2016*

*Sustainable Transport Strategy 2011 - 2031*

**Critical Dates**

The critical dates associated with this report relate to the dates of advice for continuation of existing service initiatives to service providers in accordance with contract provisions.

**Implementation**

The implementation of any initiatives related to the Transport Levy Program involves the co-operation, support, and at times, approvals of

- TransLink Division of the Department of Transport and Main Roads
- a range of transport operators
- the community at large
- transport users and
- Council.

A number of Council teams within the following Branches will be involved in progressing the various stages of each initiative, they include

- Transport and Infrastructure Policy
- Transport Infrastructure Management
- Community Facilities and Planning and
- Communication.

Clear management, marketing, information distribution and co-ordination will be the key to the success of many of the initiatives proposed. To clarify responsibilities, each initiative will be assigned to a lead agent at different times in its development path. Monitoring of the performance of each initiative will occur.

**8.2 COMMUNITY SERVICES****8.2.1 CULTURAL HERITAGE LEVY PROGRAM 2016 - 2017**

<b>File No:</b>	<b>Statutory Meeting</b>
<b>Author:</b>	<b>Coordinator Cultural Heritage Services Community Services Department</b>
<b>Appendices:</b>	<b>App A - Cultural Heritage Levy Program 2016/2017 ..... 113</b>

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**PURPOSE**

Following the adoption of the 2016/17 budget which included an increase to the Heritage Levy, the purpose of this report is to present the draft Cultural Heritage Levy Program 2016/2017 to Council for consideration and adoption.

**EXECUTIVE SUMMARY**

The Heritage Levy is the key funding source for a range of identified and endorsed heritage programs and projects including facilities, grants and community museums.

The draft Cultural Heritage Levy Program 2016/17 aligns with and is directed by the:

- Heritage Levy Policy endorsed by Council at the Special Meeting on 24 June 2010 and
- Sunshine Coast Heritage Plan 2015-2020 (Heritage Plan), endorsed by Council at its Ordinary Meeting of 21 August 2015.

Furthermore, the draft Cultural Heritage Levy Program 2016/17 has been developed in collaboration with the Council endorsed Sunshine Coast Heritage Reference Group, a community reference group which provides advice to Council on the delivery of the Cultural Heritage Levy and also offers strategic advice on preserving and accessing cultural heritage in the Sunshine Coast region.

Council reviews both the amount of the Heritage Levy and the proposed Cultural Heritage Levy Program as part of adopting its annual revenue statement. The 2016/2017 budget endorsed an increase in the Heritage Levy which is anticipated to raise approximately \$1,061,520 and be directed to the delivery of a range of heritage projects as outlined in the draft Cultural Heritage Levy Program 2016/2017 for Council consideration and endorsement (Appendix A).

Sunshine Coast Council endorsed the revised Strategic Policy - Heritage Levy at the Special Meeting on 9 June 2016. The purpose of the policy is to outline cultural heritage and administrative principles that provide direction for the allocation of Heritage Levy revenue in an effective, open and accountable way. Changes to the Heritage Levy Policy specifically:

- referenced the Sunshine Coast Heritage Plan throughout the document
- aligned the Policy Outcomes to the five key heritage outcomes in the Heritage Plan (i.e. Knowledge, Conservation, Support, Communication and Advocacy)
- Introduced a Heritage Futures Fund aimed at ensuring potential infrastructure requirements that may be identified as part of a number of actions outlined in the Heritage Plan.

The introduction of the Heritage Futures Fund will ensure a percentage of the levy is set aside to create an ongoing sinking fund for the Heritage Plan outcomes. The draft Cultural Heritage Levy Program 2016/2017 (Appendix A), recommends 33% of the total Heritage Levy revenue be allocated to the Heritage Futures Fund.

## OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Cultural Heritage Levy Program 2016 - 2017" and
- (b) endorse the Cultural Heritage Levy Program 2016/2017 (Appendix A).

## FINANCE AND RESOURCING

The Cultural Heritage Levy revenue for the 2016/2017 financial year is estimated at \$1,061,520 and calculated at \$8.00 per rateable property (132,690 rateable properties base). This report recommends an annual program of levy expenditure as outlined in the Heritage Levy Program 2016/2017 (Appendix A).

In accordance with the revised Strategic Policy – Heritage Levy 2016, the Program recommends 33% of the Heritage Levy revenue be set aside in an ongoing Heritage Futures Fund. The Fund will be used deliver anticipated infrastructure outcomes from actions outlined in the endorsed Sunshine Coast Heritage Plan 2015-2020.

The draft Cultural Heritage Levy Program 2016/2017 is aligned to strategies outlined in the Heritage Plan as follows

Theme	Total
Knowledge (Information, content)	\$104,000
Conservation (Caring for our heritage)	\$126,000
Support (Capacity building, grants, Aboriginal programs, Heritage Futures Fund)	\$594,520
Communication (Marketing, facility planning, interpretive works)	\$ 75,000
Levy Administration (resourcing)	\$162,000
<b>Total Proposed Expenditure</b>	<b>\$1,061,520</b>
<b>Total Estimated Revenue</b>	<b>\$1,061,520</b>

Financial management of Heritage Levy revenue is in accordance with relevant legislation and Council policies, plans and strategies.

## CORPORATE PLAN

<b>Corporate Plan Goal:</b>	<b><i>A strong community</i></b>
<b>Outcome:</b>	2.3 - Culture, heritage and diversity are valued and embraced
<b>Operational Activity:</b>	2.3.1 – Implement the annual program of actions in the Sunshine Coast Heritage Plan 2015 - 2020 2.3.3 - Deliver a celebration, events and cultural program which encourages community participation and capacity and celebrates diversity

## CONSULTATION

### Portfolio Councillor Consultation

- Councillor Baberowski (as the current Portfolio Councillor and the new Chairperson of the Sunshine Coast Heritage Reference Group)
- Councillor McKay (as the former Chairperson of the Sunshine Coast Heritage Reference Group and Portfolio Councillor during the levy program development period)

**Internal Consultation**

- Director, Community Services
- Manager, Community Relations
- Coordinator, Community Programs and Events
- Manager, Strategic Planning

**External Consultation**

The Cultural Heritage Levy Program 2016/2017 has been developed in consultation with the Sunshine Coast Heritage Reference Group.

**Community Engagement**

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

The draft Cultural Heritage Levy Program 2016/2017 aligns with the Sunshine Coast Heritage Plan 2015-2020 which underwent an extensive community engagement process.

**PROPOSAL**

The Council adopted Heritage Levy is the key funding source for a range of identified and endorsed heritage programs and projects including facilities, grants and community museums. It supports the delivery of key strategic outcomes identified in the *Corporate Plan 2015-2019* and the *Social Strategy 2015*, which are not currently funded through Council's general operating budget.

It is anticipated that the Heritage Levy revenue for the 2016/2017 financial year will be \$1,061,520, calculated at \$8.00 per rateable property (132,690 rateable properties base). These funds will be directed to the delivery of a range of Heritage Levy projects as outlined in the draft Cultural Heritage Levy Program 2016/2017 (Appendix A).

The annual Cultural Heritage Levy Program aligns with and is directed by the:

- Strategic Policy – Heritage Levy 2016, endorsed by Council at its Special Meeting on 9 June 2016 and
- Sunshine Coast Heritage Plan 2015-2020, endorsed by Council at its Ordinary Meeting of 21 August 2015.

This report outlines and recommends a Program which reflects the revised and recently endorsed Strategic Policy – Heritage Levy and the endorsed Heritage Plan. The Program includes, as per the Policy, the setting aside of a percentage of the levy to create a new Heritage Futures Fund. In 2016/17, 33% of the total Heritage Levy revenue is allocated to the Futures Fund (\$350,301). This represents approximately \$3 of the \$8 levy charged to each rateable property in the region.

**Cultural Heritage Levy Program 2016/2017**

The annual Cultural Heritage Levy Program is developed in collaboration with the endorsed Sunshine Coast Heritage Reference Group (SCHRG). SCHRG was established as a reference group by council, prior to the development of the Heritage Plan to provide advice on heritage matters including the development of the annual Cultural Heritage Levy Program.

The structure of the draft Cultural Heritage Levy Program 2016/2017 reflects the five key themes of the Heritage Plan and the actions listed in the implementation plan for 2016/2017. Highlights include:

### 1. Knowledge

The 2016/2017 lead program is the continuation of the Heritage Study for the Sunshine Coast Local Government Area project which commenced this financial year. Stage two incorporates the development of an indicative list of Sunshine Coast heritage places – a key piece of work aligned to the delivery of improved heritage outcomes via the Sunshine Coast Planning Scheme 2014.

### 2. Conservation

Funding in 2016/17 includes the continued conservation and maintenance of a significant heritage collection and asset - the Bankfoot House Heritage Precinct and heritage collection. Programs include the delivery of a specific collection conservation assessment plan to inform future ongoing conservation requirements.

### 3. Support

New programs include the Heritage Futures Fund in which 33% of the levy revenue has been identified for quarantining. The fund will be used for infrastructure projects anticipated to be the outcomes of actions identified in the Heritage Plan.

And investigation into models for incentive and support programs for private owners of heritage listed places, will also be undertaken in 2016/2017. Options will be brought back to Council for discussion and consideration.

Signature partnership programs will be supported including a pilot Open House program to showcase regional architectural and heritage places. The project will target cultural tourism outcomes and community engagement. This will also deliver outcomes under the Communication theme of the Heritage Plan.

The 2016/2017 program continues grant based support for the Sunshine Coast's community museums and heritage societies. The program also provides funding for key cultural programs identified in consultation with Aboriginal and DASSI traditional custodian groups.

### 4. Communication

The development of a marketing plan for the Heritage Levy will commence. Delivery of a range of cultural heritage tourism initiatives will continue including heritage trail and interpretive works, digital technologies, and promotional initiatives such as the annual Heritage Calendar and the development of the Heritage Discovery Guide which was launched in the 2015/16 financial year.

### 5. Advocacy

Advocating on heritage matters both internally and externally to council continues. Delivery of the endorsed levy program is reliant on resourcing. The program identifies an allocation for resourcing and staffing costs.

The draft Cultural Heritage Levy Program is outlined in Appendix A.

### **Heritage Futures Fund**

The Strategic Policy – Heritage Levy 2016 allows for a percentage of the levy, as determined annually by Council, to be set aside to create an ongoing Heritage Futures Fund to deliver infrastructure outcomes as outlined in the endorsed Sunshine Coast Heritage Plan 2015-2020. It also proposes that at the end of each financial year unspent funds could be available for expenditure in the following financial year or moved to the Heritage Futures Fund. The Cultural Heritage Levy Program 2016/2017, recommends 33% of the total Heritage Levy revenue be allocated to a Heritage Futures Fund.



The Heritage Futures Fund is recommended because there is concern that the anticipated outcomes of the following two actions in the Heritage Plan, may be difficult to deliver due to a lack of resourcing:

Action 3.1.5: Undertake a feasibility study for additional storage space for the Sunshine Coast Region, to ensure the region is equipped with sufficient storage space to house council-owned and non-council owned heritage items and collections (2018).

Action 4.1.2: Undertake a feasibility study to investigate the establishment of a regional interpretation space/precinct on the Sunshine Coast and pending the outcome, review the master plan for the Landsborough heritage precinct (2017).

The Fund provides a deliberate savings plan to build a financial reserve that will be quarantined for any anticipated infrastructure costs, due to the delivery of these actions, in future years. The Fund could also be used to better leverage grant and investment opportunities to support heritage outcomes and initiatives.

### **Legal**

There are no legal implications relevant to this report.

### **Policy**

This proposal is consistent with the Heritage outcomes and directions as provided in Council's *Corporate Plan 2014-2019*, *Social Strategy 2015*, *Strategic Policy – Heritage Levy 2016*, *Sunshine Coast Heritage Plan 2015-2020*.

### **Risk**

There is no significant risk associated with this report.

### **Previous Council Resolution**

#### **SM16/7 – Special Meeting 9 June 2016**

*That Council:*

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

#### **OM15/134 – Ordinary Meeting 20 August 2015**

*That Council:*

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

#### **OM15/67 – Ordinary Meeting 21 May 2015**

*That Council:*

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

#### **OM15/68 – Ordinary Meeting 21 May 2015**

*That Council:*

- (a) *receive and note the report titled “Sunshine Coast Draft Heritage Plan 2015-2020”*
- (b) *endorse the Sunshine Coast Draft Heritage Plan 2015-2020 (Appendix A) for public exhibition and comment*

- (c) *request the Chief Executive Officer collate and consider all feedback received during the public exhibition period before presenting the final Sunshine Coast Heritage Plan 2015-2020 to Council for adoption.*

**OM14/103 – Ordinary Meeting 24 July 2014**

*That Council*

- (a) *receive and note the report titled “Draft Cultural Heritage Levy Program 2014/2015” and*  
(b) *endorse the “Draft Cultural Heritage Levy Program 2014/2015” (Appendix A)*

**OM14/10 – Ordinary Meeting 30 January 2014**

*That Council:*

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

**SM11/35 – Special Meeting 16 May 2011**

*That Council:*

- (a) *receive and note the report titled “Heritage Levy Progress Report”*  
(b) *endorse the indicative program of Cultural Heritage Projects outlined in the Heritage Levy Progress Report (Appendix A) for implementation in 2011/2012*  
(c) *acknowledge and thank the members of the Sunshine Coast Cultural Heritage Reference Group for their work in relation to the Heritage Levy*  
(d) *endorse the criteria for assessing and prioritising items for expenditure in relation to the Heritage Levy developed by the Cultural Heritage Reference Group and Council’s Cultural Heritage and Collections Unit*  
(e) *endorse the indicative program of Cultural Heritage projects for implementation in 2011/2012 and*  
(f) *support a \$5.00 Heritage Levy per rates notice for the 2011/2012 rates notice with the amount to be reviewed in the 2012/2013 year.*

**SM10/21 – Special Meeting 22 April 2010**

*That Council:*

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

**Related Documentation**

There are a number of related policies and plans guiding and informing the draft Cultural Heritage Levy Program 2016/2017. These include:

- Sunshine Coast Heritage Plan 2015-2020
- Sunshine Coast Planning Scheme (2014)
- Community Grants Policy (2013)
- Cultural Development Policy (2012)
- Sunshine Coast Reconciliation Action Plan 2011-2016
- Sunshine Coast Access and Inclusion Plan 2011 - 2016
- Strategic Policy - Heritage Levy Policy (2016)

**Critical Dates**

The annual budget process required a decision to be made in relation to the charging and collection of a Heritage Levy.

**Implementation**

Following Council endorsement of the Cultural Heritage Levy Program 2016/2017, implementation of the program schedule will proceed.

The implementation of the Cultural Heritage Levy Program is integrated across the organisation with Community Services, Infrastructure Services, Corporate Services and Planning and Environment Departments involved in the delivery of the separate programs.

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## 8.2.2 SUNSHINE COAST HERITAGE REFERENCE GROUP: MEMBERSHIP 2016/2017

<b>File No:</b>	<b>Council meetings</b>	
<b>Author:</b>	<b>Coordinator Cultural Heritage Services Community Services Department</b>	
<b>Appendices:</b>	<b>App A - Sunshine Coast Heritage Reference Group Membership 2016/2017 .....</b>	<b>121</b>
<b>Attachments:</b>	<b>Att 1 - Sunshine Coast Heritage Reference Group Information Package 2016/2017 .....</b>	<b>123</b>

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### PURPOSE

The purpose of this report is to seek Council endorsement for the membership of the Sunshine Coast Heritage Reference Group for 2016/2017.

### EXECUTIVE SUMMARY

The Sunshine Coast Heritage Reference Group (SCHRAG) is a community reference group which provides advice to Council on the delivery of the Cultural Heritage Levy, and also offers strategic advice on preserving and accessing cultural heritage in the Sunshine Coast region. The group is chaired by the Portfolio Councillor. In 2016/17 this will be the Transport, Arts and Heritage Portfolio Councillor.

Originally established by Council resolution on 22 April 2010, the reference group is selected via a public Expression of Interest process. Members are chosen on the basis of demonstrated skills and experience across various sectors including community, education, tourism, place, museum and built heritage to ensure a wide range of knowledge and perspectives. Both the Jinibara and Kabi Kabi Aboriginal bodies have representation on group.

Tenure for Sunshine Coast Heritage Reference Group members is two years, with the option to stand down after one year. Existing members of the 2015/2016 reference group committee were advised of the requirement under the Sunshine Coast Heritage Reference Group Terms of Reference to conduct a formal selection process to appoint the new reference group for 2016/2017. The tenure does not apply to the Aboriginal representatives who are appointed by their cultural groups according to established governance structures.

Four positions became vacant in 2015/16 after two SCHRAG members resigned and two other members reached the end of the two year tenure period.

The Expression of Interest period for membership applications was open from 31 March 2016 to 23 April 2016, resulting in seven nominations.

This report provides the details of that process, and seeks Council endorsement for the membership of the Sunshine Coast Heritage Reference Group for 2016/2017.

**OFFICER RECOMMENDATION**

That Council:

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

**FINANCE AND RESOURCING**

The Cultural Heritage Levy budget allocated \$3,000 for the meeting costs and administrative support of the Sunshine Coast Heritage Reference Group in the 2016/2017 financial year.

**CORPORATE PLAN**

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

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

- Cr Baberowski, Transport, the Arts and Heritage (current SCHRG chairperson)
- Cr McKay, Community Programs (former SCHRG chairperson)

**Internal Consultation**

The selection panel appointed to manage the process for the Sunshine Coast Heritage Reference Group 2016/2017 was comprised of:

- Coordinator, Cultural Heritage Services, Community Services
- Coordinator, Community Program and Events, Community Services
- Senior Cultural Heritage Officer, Cultural Heritage, Community Services.

Consultation was also undertaken with:

- Director, Community Services
- Manager Community Relations, Community Services.

**External Consultation**

Existing members of the Sunshine Coast Heritage Reference Group 2015/2016 committee were advised, in writing, of the requirement under the Sunshine Coast Heritage Reference Group Terms of Reference to conduct a formal selection process to appoint the new reference group for 2016/2017.

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

The composition of the 2016/2017 Sunshine Coast Heritage Reference Group committee was decided by the following process:

- Existing members with tenure of less than two years were required to indicate their intention to remain with the committee for 2016/2017 and invited to apply via the EOI process
- A public Expression of Interest process was held for the selection of new members into the vacant committee positions
- The two Aboriginal traditional custodian /claimant representatives for the Jinibarra and Kabi Kabi groups were confirmed by their respective Aboriginal groups. This closed invitation for membership is separate from the public Expression of Interest selection process available to reference group members.

### **Community Engagement**

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

- An advertisement calling for Expressions of Interest for membership published in the Sunshine Coast Daily (02/04/16) and four community newspapers (31/03/16).
- Council issued media releases
- Placement in Spotlight on Council's web page
- The information package, including nomination forms and core information, was made available through Council's website
- Targeted invitation to nominate was circulated to the Sunshine Coast heritage network via Council's heritage industry e-newsletter, *Heritage Hype* (more than 400 subscribers).

### **PROPOSAL**

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

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

The Sunshine Coast Heritage Reference Group works to:

- Raise the profile of cultural heritage in the region
- Contribute to a shared vision for cultural heritage that is inclusive, relevant and innovative
- Support the development of a regional network of individuals, organisations and museums in the heritage sector
- Identify partners and opportunities to preserve, access and enhance cultural heritage across the region
- Assist in forming strategic priorities for expenditure of the Cultural Heritage Levy.

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

Membership comprises of no more than nine members appointed through an Expression of Interest and selection process. The chair is a Councillor appointed and endorsed by Council. Members are selected on the basis of demonstrated skills and experience across various sectors including community, heritage practitioners, education, tourism, place, museum and built heritage to ensure a wide range of knowledge and perspectives. A minimum of four members are selected from the community heritage sector (active in regional museums / historical societies). The two Aboriginal traditional custodian / claimant representatives are selected by their Aboriginal group.

Members, except for the chair, are appointed for a maximum of two years with an option to stand down after one year. The Sunshine Coast Heritage Reference Group meets approximately four times each year. The group is chaired by the Portfolio Councillor. In 2016/17 this will be the Transport, Arts and Heritage Portfolio.

The group is also supported by the Manager, Community Relations Branch and the Coordinator, Cultural Heritage Services. A secretariat service is also provided.

### **Representation by Aboriginal groups**

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

### **Selection process**

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

- Advertising of Expression of Interest notices in local media
- Distribution of information and nomination packages through the regional heritage network channels maintained by Council
- Supply of nomination packages containing information relating to the Sunshine Coast Heritage Reference Group Terms of Reference, aims, membership, tenure and responsibilities
- Convening of a selection panel to undertake the selection process.

### **Outcome**

Council received seven nominations for the four vacant positions. The four vacant positions comprised of:

- two resignations from the group and
- two vacancies declared due to the expiry of the two year tenure. These two representatives re-nominated for selection.

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

The successful applicants demonstrated significant experience in the field of museum and heritage management, and had strong backgrounds in local history and cultural tourism. The two representatives re-nominating for the committee have been accepted into the 2016/17 SCHRAG committee.

The proposed Sunshine Coast Heritage Reference Group 2016/2017 is detailed in Appendix A.

### **Legal**

There are no legal implications to this report.

### **Policy**

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

- Sunshine Coast Council Corporate Plan 2014-2019
- Sunshine Coast Heritage Plan 2015 - 2020

- Strategic Policy – Heritage Levy 2016.

**Risk**

There is no significant risk associated with this report.

**Previous Council Resolution****Council Resolution (SM10/21) Special Meeting 22 April 2010**

*That Council:*

- a) receive and note the report entitled "Introduction of a heritage levy on all rateable land across the Council region" and consider in their budget deliberations on all rateable land in the council region, for the:*

  - i. promotion of heritage values and strategies across the region*
  - ii. implementation of heritage programs and projects across the region*
  - iii. recording and preserving the history of the region including its oral and social history*
  - iv. establishing partnerships that have the capacity to enhance preservation of heritage facilities and resources*
  - v. identification, recording and protection of cultural heritage including Aboriginal heritage, landscape heritage, historical heritage and collections*

- b) support \$5.00 rates notice for the 2010/2011 year with the amount reviewed in the 2011/2012 year*
- c) note the prepared program scope included in the Sunshine Coast Heritage Levy Program (Attachment A)*
- d) support the formation of a regional Cultural Heritage Reference group to provide support and advice and appoint Cr Anna Grosskreutz as portfolio councillor of Social Policy to chair the group*
- e) endorse the commitment of the remaining funds of the Northern Area Heritage Levy to a relevant and eligible project in the Noosa area and*
- f) continue discussion with the State Government and traditional owners and Aboriginal people of the region to strengthen Council's response to Aboriginal heritage on the Sunshine Coast.*

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

*That Council:*

- a) receive and note the report titled "Heritage Levy Progress Report"*
- b) endorse the indicative program of Cultural Heritage Projects outlined in the Heritage Levy Progress Report (Appendix A) for implementation in 2011/2012*
- c) acknowledge and thank the members of the Sunshine Coast Cultural Heritage Reference Group for their work in relation to the Heritage Levy*
- d) endorse the criteria for assessing and prioritising items for expenditure in relation to the Heritage Levy developed by the Cultural Heritage Reference Group and Council's Cultural Heritage and Collections Unit*
- e) endorse the indicative program of Cultural Heritage projects for implementation in 2011/2012 and*
- f) support a \$5.00 Heritage Levy per rates notice for the 2011/2012 rates notice with the amount to be reviewed in the 2012/2013 year.*

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

*That Council:*

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

**Council Resolution (OM15/1) May 21 2015**

*That Council:*



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

**Council Resolution (OM15/134) August 20 2015**

*That Council:*

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

**Council Resolution (SM16/7) – Special Meeting 9 June 2016**

*That Council:*

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

**Related Documentation**

The following documentation is relevant to this report:

- Sunshine Coast Council Corporate Plan 2014-2019
- Sunshine Coast Heritage Plan 2015 - 2020
- Strategic Policy - Heritage Levy 2016

**Critical Dates**

In accordance with the Sunshine Coast Heritage Reference Group Terms of Reference, new committee members are required to be endorsed by Council for the forthcoming 2016/2017 financial year. The first meeting of the Sunshine Coast Heritage Reference Group is planned for early August 2016.

**Implementation**

Coordination and implementation of the Sunshine Coast Heritage Reference Group is overseen by Council's Cultural Heritage staff, within the Community Relations Branch of the Community Services Department. All nominees will be notified of Council's decision as soon as practicable post the July 2016 Ordinary Meeting.

**8.2.3 2016 SPORTS FIELD MAINTENANCE FUNDING PROGRAM**

<b>File No:</b>	<b>Statutory Meetings</b>	
<b>Author:</b>	<b>Team Leader Community Connections Community Services Department</b>	
<b>Appendices:</b>	<b>App A - Sports Field Maintenance Funding Program Recommendations 2016 .....</b>	<b>133</b>
<b>Attachments:</b>	<b>Att 1 - Existing Commitments Sports Field Maintenance Funding Program .....</b>	<b>135</b>

**PURPOSE**

This report seeks Council consideration and endorsement of recommendations for the 2016 Sports Field Maintenance Funding Program for the current (2016/17) financial year (Appendix A).

**EXECUTIVE SUMMARY**

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

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

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

The program is jointly managed by Community Services and Infrastructure Services, and is premised on four elements:

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

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

There is one Sports Field Maintenance Funding Program round per year. Existing commitments to 41 sporting organisations that were awarded multiple years of funding in the 2014 and 2015 Sports Field Maintenance Funding Program rounds are listed in Attachment 1.

The 2016 round closed on 23 May, 2016. Council received three new applications from sporting organisations and it is recommended that all three sporting organisations be funded to a total of \$28,112.

In addition, funding is recommended for two applications from sporting organisations already included in the program, who have requested variations in the 2016/17 financial year as they have taken responsibility for additional playing areas. It is recommended that funding amounts to these two sporting organisations be increased by a total of \$9,324.

This report recommends a total of \$37,436 in funding for the three new applications and the two variations to previously endorsed funding amounts.

Details of funding recommendations are provided in Appendix A.

## OFFICER RECOMMENDATION

**That Council:**

- (a) receive and note the report titled “2016 Sports Field Maintenance Funding Program” and
- (b) endorse the “Sports Field Maintenance Funding Program Recommendations 2016” (Appendix A).

## FINANCE AND RESOURCING

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

It was determined that a maximum of one year of funding be allocated in the 2016 round, to bring the new allocations into line with existing Sports Field Maintenance Funding Program agreements, which end at 30 June, 2017. This will allow for a review of the program and ensure consistency in funding allocations.

The Sports Field Maintenance budget for 2016/17 provides a total of \$575,000 in funding to sporting organisations.

This budget amount is sufficient to provide:

- \$28,112 required for the three new sporting organisations recommended for funding (Appendix A)
- \$9,324 required to support the two variations to existing agreements (Appendix A) and
- \$520,738 which will be distributed to organisations awarded multiple years of funding in the 2014 and 2015 Sports Field Maintenance Funding Program rounds (Attachment 1).

The total amount of which is \$558,174.

The multi-year funding agreements have implications for the 2016/17 Council budget. This is summarised in the table below.

**TABLE 1. Budget Implications**

	<b>2016/17</b>
2014/2015 round – year 3	\$502,090
2015/2016 round – year 2	\$18,648
<b>Sub-Total</b>	<b>\$520,738</b>
2016/2017 round – year 1	
- New organisations recommended for funding	\$28,112
- Variations to existing funding amounts	\$9,324
<b>Sub-Total</b>	<b>\$37,436</b>
<b>Total</b>	<b>\$558,174</b>

## CORPORATE PLAN

<b>Corporate Plan Goal Outcome</b>	<b><i>A Strong Community</i></b> 2.1 - Safe and healthy communities
<b>Corporate Plan Goal Outcome</b>	<b><i>A Strong Community</i></b> We serve our community by providing this great service
<b>Operational Service</b>	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
<b>Corporate Plan Goal Outcome</b>	<b><i>A Strong Community</i></b> We serve our community by providing this great service
<b>Operational Service</b>	S12 - Sporting facilities - providing regional, district and community sport and recreation facilities including aquatic centres, showgrounds and multi-sports fields

## CONSULTATION

### Portfolio Councillor Consultation

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

### Internal Consultation

Consultation has been undertaken with relevant internal stakeholders across various departments and branches of Council, including:

#### Community Services

- Team Leader Community Connections, Community Relations Branch
- Team Leader Sports Planning and Development, Community Facilities and Planning Branch
- Development Officer (Grants), Community Relations Branch

#### Infrastructure Services

- Manager, Parks and Gardens Branch
- Coordinator, Park Operations and Contracts
- Parks Community Sports Field Officer, Parks and Gardens Branch

#### Corporate Services

- Senior Property Officer, Property Management Branch

### External Consultation

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

### Community Engagement

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

## PROPOSAL

The inaugural Sports Field Maintenance Funding Program and supporting guidelines were endorsed by Council at the Ordinary Meeting on 2 February, 2011. The funding program commenced in the 2011/2012 financial year providing funding for up to three (3) years.

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

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

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

The program is jointly managed by Community Services and Infrastructure Services and is premised on four elements:

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

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

### **Existing Commitments 2014 and 2015 rounds**

The 2014 and 2015 Sports Field Maintenance Funding Program rounds provided multi-year funding to 41 sporting organisations in total.

These organisations were awarded multiple years of funding in the 2014 and 2015 Sports Field Maintenance Funding Program rounds, and will receive their third and second round of funding respectively, this financial year. These existing commitments total \$520,738 and are listed in Attachment 1.

### **2016 Sports Field Maintenance Funding Program**

Promotion and support

The 2016 Sports Field Maintenance Funding Program round closed on 23 May, 2016.

The following tools were used to ensure information about the program reached all eligible organisations and the wider community:

- Council's website
- Community Facilities and Planning Branch promoted the program to eligible sporting organisations directly through their networks
- Parks and Gardens Branch visited organisations and provided advice in the preparation of applications
- Grants eNews sent to all registered community organisations and
- Direct email and phone contact with recipients identified as potentially eligible for variations, and organisations identified as potentially eligible for funding.

### Applications

Council received three new Sports Field Maintenance Funding Program proposals.

In addition, Council received two applications for variations to funding amounts for the 2016/17 financial year from sporting organisations already included in the program that have taken responsibility for additional playing areas.

### Assessment

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

It was determined that a maximum of one year of funding be allocated in the 2016 round, to bring these new allocations into line with existing Sports Field Maintenance Funding Program agreements which end at 30 June 2017. This will allow for a review of the program and ensure consistency in funding allocations.

### Recommendation

It is recommended that all three of the new applications be funded. These allocations total \$28,112 and details are provided in Appendix A.

In addition, funding is recommended for two applications from sporting organisations already included in the program, who have requested variations in the 2016/17 financial year as they have taken responsibility for additional playing areas. These variations total \$9,324 and are detailed in Appendix A.

In total funding of \$37,436 is recommended for endorsement by council and is detailed in Appendix A.

### Program Evaluation

Ongoing evaluation of the program draws information from a variety of sources including:

- Progress and acquittal report analysis
- Site inspections
- Ongoing engagement with partner organisations and
- Internal consultation.

Council's Parks Community Sports Field Officer advised that organisations have made significant improvements, utilising their Sports Field Maintenance Funding Program allocations and funds sourced from within the clubs, to undertake major renovation and improvement works to their fields and club infrastructure. The officer also noted that organisations are attracting larger events to the region including Australian U17 Cricket Championships proposed to be hosted by the Maroochydore, Caloundra and Landsborough Cricket Clubs in September 2016; Australian U15 Cricket Championship to be hosted by the Maroochydore Cricket Club in March 2017; and the U15 State Girls Softball Championship to be hosted by the Suncoast Softball Club in April 2017.

Council's Team Leader, Sports Planning and Development advised that Council's Sports Field Maintenance Funding Program is an essential element to the effective operations of field based sport and recreation organisations. Given sports grounds are sporting club's core service, the program provides a secure revenue source that delivers a higher level of service to the community and allows for committee volunteers to focus on the development of their respective sports. Further, this program provides specialist staff support to sporting

organisations via Council's Parks Community Sports Field Officer on field surface preparation, maintenance, renovations and complete upgrades.

Program outcomes identified through ongoing evaluation include:

- Improved facilities, upgraded equipment and increased capacity of sporting organisations to maintain fields
- Sporting organisations taking on more intensive field maintenance projects to improve usage and drainage
- Stronger relationship between Council and the sporting organisations resulting in consistent knowledge sharing
- Improved relationships between organisations that share fields
- Financial savings for Council when compared to the cost of Council-maintained fields
- Improved safety for users of well-maintained fields
- Increased volunteer knowledge of best practice and products
- Equitable support for sporting organisations across the region and
- Autonomy for sporting organisations.

#### Program Review

A review of the Sports Field Maintenance Funding Program is scheduled to be undertaken prior to the opening of the 2017 round as all current multiple year funding agreements cease on 30 June 2017. This review will consider whether the program is achieving its aim of providing consistent, equitable and appropriate support for sports field maintenance across the Sunshine Coast Local Government Area. The review will be undertaken in consultation with the relevant Portfolio Councillors.

The review methodology will include:

- audit of the condition of funded sports fields at various times
- analysis of program data collected through maintenance schedules and acquittal reports to identify how funding is being expended by the sporting clubs
- benchmarking against maintenance costs of council managed sports fields
- consultation with funded sporting organisations to establish level of satisfaction with the program and
- consultation with internal stakeholders to identify issues and opportunities for the future of the program.

#### Legal

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

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

#### Policy

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

#### Risk

There is minimal financial risk associated with the program in supporting identified eligible organisations to carry out field maintenance, due to the ongoing working relationships

between organisations and dedicated Council officers. This relationship is supported by individually tailored funding agreements.

### **Previous Council Resolution**

Ordinary Meeting 23 July 2015 – Council Resolution (OM15/120)

*That Council:*

- (a) receive and note the report titled “2015 Sports Field Maintenance Funding Program”*
- (b) endorse the “Sports Field Maintenance Funding Program Recommendations” (Appendix A) and*
- (c) note that the North Shore Multisports Association will cease to be responsible for the maintenance of fields at the North Shore Multisports Complex from 1 July, 2015 and that Council not proceed with the second (2015) or third (2016) year funding of the Association’s multi-year funding agreement entered into under the 2014 Sports Field Maintenance Funding Program as resolved by Council.*

Ordinary Meeting 24 July 2014 – Council Resolution (OM14/101)

*That Council:*

- (a) receive and note the report titled “2014 Sports Field Maintenance Funding Program”*
- (b) endorse the “Sports Field Maintenance Funding Program Recommendations” (Appendix A) and*
- (c) note the revised “Sports Field Maintenance Funding Program guidelines” (Appendix B).*

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

*That Council:*

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

Ordinary Meeting 2 February 2011 – Council Resolution (OM11/12)

*That Council:*

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

### **Related Documentation**

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

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



- Community Grants Policy (2013)
- Sports Field Maintenance Funding Program Guidelines
- Sport and Active Recreation Plan 2011-2016
- *Local Government Regulation (2012)*
- *Local Government Act (2009)*
- *Statutory Bodies Financial Arrangements Act (1982)*

**Critical Dates**

Existing Sports Field Maintenance Funding Program agreements end at 30 June, 2017. Prior to this a review of the program will occur to ensure consistency in funding allocations. It is anticipated that a new round of the Sports Field Maintenance will open in March 2017.

**Implementation**

Upon Council endorsement of the recommendations in this report, successful applicants will be contacted and partnership agreements will be negotiated.

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

Recipients will also be required to sign a maintenance agreement, developed in consultation with Council's Parks Community Sports Field Officer, clarifying expectations in relation to the maintenance of the sports fields. Funding will be distributed as soon as the agreements and an invoice are finalised, signed and returned to Council.

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

A list of successful partner organisations will be posted on Council's website.

## 8.2.4 SCOPING STUDY AND FACILITY DESIGN FOR A MULTI – USE FACILITY AT NAMBOUR SHOWGROUNDS

<b>File No:</b>	<b>Statutory meetings</b>
<b>Author:</b>	<b>Manager Community Facilities &amp; Planning Community Services Department</b>
<b>Attachments:</b>	<b>Att 1 - Scoping Study &amp; Facility Design for a Multi-Use Facility at Nambour Showgrounds (<i>Under Separate Cover</i>) .....5</b>

### PURPOSE

The purpose of this report is to present to Council the outcomes of the *Scoping Study & Facility Design for a Multi-Use Facility at Nambour Showgrounds*. The commissioning of this work was an outcome of the *Nambour Showgrounds Master Plan 2013-2023*.

### EXECUTIVE SUMMARY

The Nambour Showgrounds Master Plan 2013-2023 was adopted by Council in November 2013 including a short term recommendation to undertake a feasibility study and detailed design of a new multi-use events centre, which is able to accommodate a greater range of displays, functions, events and meetings. This recommendation was as a result of feedback and findings gathered during the Nambour Showgrounds Master Plan development noting the existing Main Pavilion's lack of functionality for events, poor accessibility and set up for specific uses.

Subsequently, in 2015 a scoping and facility design study was commissioned by Council for the proposed new multi-purpose facility, the intent of which would:

- replace the existing main pavilion at the Nambour Showgrounds
- accommodate a greater range of displays, functions, events and meetings at the Nambour Showgrounds and
- consider the incorporation of a commercial kitchen, air-conditioned display space, central administration, event office and secure money-handling area for event organisers, meeting rooms, storage and amenities and provision for visitor parking.

The study, which is now being presented to Council for consideration provided analysis on:

- Site issues, opportunities and constraints
- Needs and demands
- Trends and benchmarking results
- Preliminary conceptual plans for the multi-use facility (including images)
- Preliminary costings for the proposed facility
- Financial modelling for the facility, which considers the following components:
  - Fixed operational costs
  - Variable operational costs
  - Revenues
  - Cashflow projections
- A cost-benefit analysis that details the impacts the development may have across economic, environmental and social aspects
- A prioritised implementation plan for action
- Staging plan which indicates the proposed timing of the project, and any requirements for staging and
- Suitable management options for the complex.

The scoping and facility design study delivered a conceptual design for a new multi-use facility, as well as providing an analysis of potential demand for such a facility. Demand analysis undertaken during the study indicated a low additional demand for such a facility,

noting constraints in terms of location and other offerings within the catchment. The study did however note the development of a multi-use facility at Nambour Showgrounds would improve the functionality of major events at the venue (i.e. Queensland Garden Expo, annual Sunshine Coast Show and the South Queensland Caravan, Camping, Boating and Fishing Expo). Other events and user groups which make use of the existing old Pavilion would also utilise the new facility.

As outlined further in the body of this report, for this process to continue a detailed design of the building is required at a cost of \$350,000. This amount is currently included in Council's draft capital works budget 2017/18.

Overall, the cost estimate for the construction element of the project is projected to be \$5.12 million.

## OFFICER RECOMMENDATION

**That Council receive and note the report titled "Scoping Study and Facility Design for a Multi – Use Facility at Nambour Showgrounds".**

## FINANCE AND RESOURCING

The indicative capital cost of the facility is \$4.81 million + GST. This includes demolition of the existing Main Pavilion, but excludes air-conditioning of the main floor area in the new building. If air-conditioning of this space is included the additional cost is estimated at \$315,000 + GST, making a total indicative capital cost of \$5.12 million + GST.

The concept plans and indicative capital cost estimates allow for the staging of the upper and lower levels of the building. A detailed breakdown of indicative capital costs and assumptions is outlined in the attached study.

The study identifies that the facility is likely to incur an operating loss of \$85,600 per annum in addition to the existing Nambour Showgrounds operational deficit.

Council's Major Projects Delivery team have advised that to undertake a detailed design for this project an amount of \$350,000 will be required.

It should be noted that there is currently no allocation in Council's future capital works budget for the delivery of this project. This facility would not be eligible for funding under Council's Local Government Infrastructure Program (LGIP) and funding for construction would need to be provided from Council's general rates and / or through external grant funding opportunities.

## CORPORATE PLAN

**Corporate Plan Goal:** *A strong community*  
**Outcome:** 2.1 - Safe and healthy communities  
**Operational Activity:** 2.1.3.2 - Implement prioritised projects from community facility master plans

## CONSULTATION

### Portfolio Councillor Consultation

- Cr McKay, Portfolio Councillor Community and Environment

### Internal Consultation

Internal consultation occurred throughout the development of the *Scoping Study & Facility Design for a Multi-Use Facility at Nambour Showgrounds* with the following internal stakeholders:

- Councillor Rogerson (Division 10 Councillor)
- Councillor McKay (Division 5 Councillor)
- Community Facilities and Planning
- Development Services
- Economic Development
- Project Delivery
- Property Management

### External Consultation

A range of groups, individuals and other stakeholders were consulted to identify potential usage, facility requirements and pricing considerations for the proposed multi-use facility. These included:

- resident user groups of Nambour Showgrounds
- managers of major events at Nambour Showgrounds
- event promoters
- Nambour Alliance
- tourism bodies
- potential user groups (from previous hirer enquiries)
- venue managers within local catchment and
- managers of other large Showgrounds (for benchmarking purposes).

Consultation indicated that although existing usage of the old Main Pavilion (including regular users and events) would transfer to the new multi-use facility, little additional use was identified. Existing event holders and users also indicated a degree of price sensitivity over any new use.

### Community Engagement

Questionnaires were sent to 196 community and sporting organisations and 22 schools within the catchment area to ascertain their satisfaction with existing indoor facilities, likelihood of use of a multi-use facility at the Showgrounds, type/ frequency of use, design and pricing considerations. 39 responses were received. 24 respondents indicated they currently access an indoor facility for events, functions or displays. The vast majority (22) indicated they are satisfied or very satisfied with their existing venue.

## PROPOSAL

The *Nambour Showgrounds Master Plan 2013-2023* was adopted by Council in November 2013 including a short term recommendation to:

*'Undertake a feasibility study and detailed design of a new multi-use events centre, which is able to accommodate a greater range of displays, functions, events, meetings.*

*This should determine the appropriate amount of gross floor area, and should include air-conditioned display space, central office administration, event office, secure money handling area, storage space and amenities. This should also consider the potential relocation of the Show Society Office'.*

This recommendation was as a result of feedback and findings gathered during the Nambour Showgrounds Master Plan development noting the *'Main Pavilion is not functional for events. It has poor accessibility and is set up for specific uses. Needs to be replaced with a larger*

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*building including provision for exhibition space, storage, office space for event management and secure money handling area'.*

Subsequent to this, an allocation was made in the Nambour Showgrounds Master Plan implementation funding within the 2014/15 financial year to progress the feasibility study and design of a new multi-use events centre. The scoping and design study was commissioned, with the intent to:

- replace the existing main pavilion at the Nambour Showgrounds
- accommodate a greater range of displays, functions, events and meetings at the Nambour Showgrounds and
- consider the incorporation of a commercial kitchen, air-conditioned display space, central administration (relocated from Nicklin House), event office and secure money-handling area for event organisers, meeting rooms, storage and amenities and provision for visitor parking.

The deliverables outlined in the brief included:

- a Community Engagement Plan to guide the engagement process for the entire project
- review of previous research and consultation findings, as well as site issues opportunities and constraints
- the recommendation of a proposed facility mix for a new multi-use events facility
- preliminary conceptual plans for the multi-use facility including:
  - indicative floor plans
  - elevations and
  - links with pedestrian and vehicle networks, car parking opportunities, landscaping and drainage/ services plans
- a final report that addresses the development of a multi-use events facility at the Nambour Showgrounds including:
  - outcomes of the Scoping Study which justify the facility mix and proposed capacity of the centre
  - detailed concept plans
  - a cost estimate for delivery of the facility, which also considers whole-of-life costs (quantity surveying required)
  - financial modelling for the facility, which will need to consider the following components:
    - fixed operational costs
    - variable operational costs
    - revenues
    - cashflow projections
- a cost-benefit analysis that details the impacts the development may have across economic, environmental and social aspects
- a prioritised implementation plan for action
- staging plan which indicates the proposed timing of the project, and any requirements for staging
- suitable management options for the complex and
- recommendations for potential necessary approvals before works proceed i.e. Energex, Unitywater, Department of Transport and Main Roads, Town Planning etc.

The scoping and facility design study delivered a conceptual design for a new multi-use facility, as well as providing an analysis of potential demand for such a facility. Demand analysis indicated user groups of the existing Main Pavilion at Nambour Showgrounds would make use of the new building, although little additional revenue or new events would be generated as a result of these users. Existing users of various parts of the Showgrounds expressed support for the development of the facility. They did however express concern

regarding hire rates and indicated they would not be positioned to hire facilities at the Showgrounds above rates currently applied for the use of the existing Main Pavilion.

Some dinners, functions or meetings could be catered for by the multi-use facility, particularly with the recent change in direction of the Nambour Civic Centre, but these were considered to be uncertain and price sensitive.

At the time of compiling this study, Council had not resolved to terminate its lease at the Nambour Civic Centre. However, this did eventuate in December 2015 and the Nambour Civic Centre is no longer part of Council's community venues portfolio. This venue is now privately operated by Majestic Cinemas. Whilst there is capacity for the community to access the venue for large community events, the take up of this offer has been limited. Furthermore, there is a redevelopment being proposed by Majestic Cinemas to increase their cinema capacity within the site which may further reduce community hire opportunities into the future. In the risk section of the report presented in September 2015 regarding Nambour Civic Centre, the following commentary was provided:

*"Whilst the development of a multi-cinema complex would assist in activating the Nambour area, in the future large performances may not be able to be accommodated at the venue. There is however a wide array of other venues managed by Council or offered in the wider public and private sectors which could be utilised to conduct these large scale events and therefore reduce the risk of losing these events from the Sunshine Coast."*

*In recent years, Council has steadily increased its presence in the live performance space and the loss of one of our facilities for such programming will impact on this offering. There is however an opportunity for some of this programming to be offered in other Council facilities such as the The Events Centre, Lake Kawana Community Centre, Coolum Civic Centre, Kawana Community Hall, and Beerwah and District Community Hall. Additionally, there are opportunities for new spaces such as the Maroochy Arts and Ecology Centre to be utilised for smaller performances, utilising both indoor and outdoor performance space.*

*It should also be recognised that there are some performances and events for which Nambour Civic Centre and The Events Centre in Caloundra currently compete for. There are also some touring shows which choose to perform at both venues and this situation can negatively impact on ticket sales. It is likely that with the proposition of Nambour Civic Centre removing itself from this space, it would allow for The Events Centre to increase its patronage and further embed itself as Council's primary performing arts venue."*

Pages 25-27 of the Scoping Study & Facility Design for a multi-use facility at Nambour Showgrounds outlines the other offerings available locally. These include venues which form part of Council's portfolio of venues, being The Events Centre Caloundra and Lake Kawana Community Centre. Also considered in this context are venues such as the Nambour RSL, Suncoast Christian College Auditorium and The Big Pineapple. The report also identified that there are 26 public and private facilities across the whole of the Sunshine Coast capable of hosting larger scale functions, events, displays and meetings in the broader Sunshine Coast region which are classified as venues with banquet seating for 200 + or large flat floor.

Since Council relinquishing its role as operator of Nambour Civic Centre, a large number of regular hirers have booked other local venues. The Events Centre Caloundra has had three Schools move to their venue following the closure of Nambour Civic Centre. These include St Johns College, Siena College and Nambour Christian College. There will also be some concert promoters and producers who will take their shows to The Events Centre in the future but it is understood that these events are still being negotiated. The Events Centre is a busy venue but they have indicated that they do have capacity to take new bookings from dance schools and community groups also. As an example, Queensland Theatre Company (QTC) has in recent years presented a production at Nambour Civic Centre. Council officers

have maintained this relationship and this annual event will now be presented at The Events Centre.

Some shows included in the program presented by Council have been moved to Lake Kawana Community Centre and will also be programmed to help activate Councils regional Community Halls. Lake Kawana Community Centre does have capacity to take on additional bookings and information about the venue has been sent to all dance schools, schools, producers and concert promoters following the closure of Nambour Civic Centre.

Some other events have gone to Matthew Flinders Performance Centre, Aussie World, The J in Noosa and also to school halls such as the SunCoast College Auditorium and the Immanuel Lutheran College Auditorium. The type of events that frequented Nambour Civic Centre were in the small to medium sized range so are seeking a venue with between 200 – 800 seated or up to 1300 Standing.

It should be recognised that the majority of events which took place at Nambour Civic Centre would require an elevated seating system and high quality audio and lighting system supplied as part of the venue hire.

The table below provides a summary of the type, number and attendance at the events:

<b>Nambour Civic Centre</b>		<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
Commercial	Events	22	23	21
	Attendance	14,437	11,063	11,419
Community	Events	13	10	6
	Attendance	12,259	7,456	6,895
Council Presented	Events	6	9	3
	Attendance	1,194	3,843	2,686
<b>Total</b>	<b>Events</b>	<b>41</b>	<b>42</b>	<b>30</b>
	<b>Attendance</b>	<b>27,890</b>	<b>22,362</b>	<b>21,000</b>

While not evidenced by the demand analysis, it is possible that some usage of the facility could be created as a spin-off from promoting the broader use of the Nambour Showgrounds for other outdoor events.

The main benefit of the development of a new multi-use facility at Nambour Showgrounds would be improved functionality for existing major events (principally the Queensland Garden Expo and other larger shows or events). If the facility is developed, a substantial additional operating subsidy would be required.

The existence of alternative venues and lack of accommodation within the Nambour catchment was noted as major constraints to additional external use of the facility. In addition, if the proposed Sunshine Coast Entertainment, Convention and Exhibition Centre is to be developed in Maroochydore in future it would likely seek to accommodate larger events held in the multi-use facility at Nambour Showgrounds, and would hold a competitive advantage with its location and nearby infrastructure and accommodation.

The demand study concluded that a lower capital and operating cost alternative may be to erect a covered, partially enclosed shed or structure in the vicinity of the existing Main Pavilion.

### Legal

There are no legal implications associated with Council considering this report.

### Policy

A range of documents were reviewed as part of the background research to set the study in context and to ensure study outcomes aligned with Council's corporate direction. Documents reviewed most relevant to this study included:

- Nambour Showgrounds Master Plan 2013-2032
- Sunshine Coast Performance and Community Venues Service Plan
- Sunshine Coast Entertainment, Convention and Exhibition Centre planning documents
- Sunshine Coast Regional Council Corporate Plan 2014-2019
- Sunshine Coast Social Infrastructure Strategy 2011
- Sunshine Coast Sport & Active Recreation Plan 2011 – 2026 (and background documents)
- Sunshine Coast Access and Inclusion Plan 2011-2016

Study findings and recommendations specific to the planning of a multi-use facility at the Nambour Showgrounds were used to guide the final recommendations of the scoping and facility design study.

### Risk

- failure to maintain an adequate level of service for community facilities may result in increased future costs and lead to community dissatisfaction
- detailed planning reduces the risk of ad-hoc development, which may be to the detriment of future service provision and uses
- the raising of community expectations without adequate funding options available to implement recommendations could result in community dissatisfaction
- the study demonstrates that such a facility, once built, will most likely lead to increased Nambour Showgrounds annual operational costs
- demolition of the existing Main Pavilion building involves transferring and relocation of existing user groups
- price sensitivity of existing user groups – inability or interest to pay for increased venue or multi-purpose building hire costs and
- future escalation of capital costs in line with construction price indices (QS estimates based on 2015 construction costs)

### Previous Council Resolution

Nambour Showgrounds Master Plan 2013-2023  
Council Resolution, 14 Nov 2013 (OM13/226)

*That Council*

- (a) receive and note the report titled "Nambour Showgrounds Master Plan 2013-2023"*
- (b) adopt the Nambour Showgrounds Master Plan 2013-2023 (Appendix A) and implement future stages of development for the Nambour Showgrounds in accordance with this Master Plan*
- (c) note that the implementation of future stages of development for the Nambour Showgrounds Master Plan 2013-2023, as per the Master Plan, will be determined in accordance with the council's ten year Capital Works Program and the successful application for external funding and subsequent development priorities as outlined within this report*



- (d) *present the Master Plan to relevant user groups to assist those organisations in co-ordinating and identifying external funding opportunities to supplement council's implementation costs*
- (e) *subject to annual budget, undertake to master plan Crushers Park Sports Fields, as part of the wider sporting and event precinct, for council's consideration, to ensure synergies between the Nambour Showgrounds and Crushers are maximised and the full potential of the Crushers site is realised for active sports participation and*
- (f) *investigate and plan for the establishment of district sports grounds in the Nambour area to support the growth in active sports participation and the relocation of the Nambour Cricket Club to a site with similar facilities and amenity.*

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

*That Council:*

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

### **Related Documentation**

- Nambour Showgrounds Master Plan 2013-2032
- Sunshine Coast Performance and Community Venues Service Plan 2014-2029
- Sunshine Coast Entertainment, Convention and Exhibition Centre documents
- Sunshine Coast Council Corporate Plan 2014-2019
- Sunshine Coast Social Infrastructure Strategy 2011
- Sunshine Coast Sport & Active Recreation Plan 2011 – 2026 (and background documents)
- Sunshine Coast Access and Inclusion Plan 2011-2016

### **Critical Dates**

There are no critical dates associated with this report.

### **Implementation**

The delivery of the project will be subject to future Council budgets and identification and obtaining of external grant funding.

**8.2.5 COMMUNITY LAND PERMITS TEAM BEST VALUE SERVICE REVIEW**

<b>File No:</b>	<b>Council meetings</b>
<b>Author:</b>	<b>Coordinator Community Land Permits and Parking Community Services Department</b>
<b>Appendices:</b>	<b>App A - Consultants Report - Community Land Permits Review (Under Separate Cover) .....77</b>

**PURPOSE**

In accordance with the Organisation Improvement Plan, this report provides Council with the independent findings of the Community Land Permits Best Value Service Review.

**EXECUTIVE SUMMARY**

Given the strategic focus of Council on attracting major events to the region as part of the Regional Economic Development Strategy 2013-2033, and the increase in requests for the use of community land for commercial purposes, a Best Value Service Review of the Community Land Permits Team structure, functions and processes was considered timely. As such, this action was included in the Organisation Improvement Plan. This Review assessed the purported benefits and value of a regulatory framework and its interface with Council's approach to economic development and stakeholder satisfaction. Following a Request For Quote (RFQ) process Orion Consulting Network was appointed to undertake the review. The consultant focused on operations to ensure the best value for the community is obtained from the allocated budget and resources, and identified achievable outcomes. The review applied the Best Value Service Review 4Cs methodology:

- consult
- compare
- compete and
- challenge

The review by Orion Consulting Network found that the Community Land Permits Team is highly regarded across the board, which is a significant improvement on the situation in 2011 when a review of Commercial Use of Community Land was undertaken. The review identified that the Team, the Manager and Director have clearly made a significant improvement in developing stakeholder relationships. In addition, the review found that there is an appropriate balance between community and permitted usage.

A comparison of services was undertaken with the Gold Coast City Council, Moreton Bay Regional Council and the City of Melbourne Council. It was determined that Sunshine Coast Council's Community Land Permits Team provides a broader range of services than similar teams in other Councils in terms of the range of matters dealt with and the degree of involvement. Feedback from internal and external stakeholders indicates that the wider range of matters dealt with by the Community Land Permits Team is preferable.

The Community Land Permits Team takes an educative and support approach. Applications are rarely rejected; rather the team assists applicants in ensuring that their applications meet the requirements so that an application can be approved. The Community Land Permits Team is also responsible for coordinating logistic arrangements for Council endorsed major events, a support role that is resource intensive and critical to the success of the event. Apart from a few isolated issues, external stakeholders were highly complementary of the education and support role undertaken by the Community Land Permits Team.

The review identified five (5) recommendations for consideration and improvement as outlined in the Proposal.

**OFFICER RECOMMENDATION**

That Council:

- (a) receive and note the report titled “Community Land Permits Team Best Value Service Review”
- (b) note the recommendations and outcomes of the Best Value Service Review (Appendix A) and
- (c) refer for Council’s consideration to Budget Review 1 salary costs totaling \$75,387 per annum associated with an additional Level 5 Officer in the Community Land Permits Team who will be responsible for issuing permits and providing support for major events and high use activities.

**FINANCE AND RESOURCING**

The finance and resourcing associated with the completion of the Best Value Service Review, including external consultant costs has been funded by the Community Services 2015/16 operational budget. The total cost of the external consultant services was approximately \$22,000.

Implementation of the consultant’s recommendations will be mostly absorbed by existing operational budgets. However, additional resourcing will be required for the proposed Level 5 Officer and associated salary of \$75,387. This is not in the current budget and is proposed to be referred to BR1. Feedback from state agency stakeholders has indicated that the frequency and quality of communications and coordination of permits has noticeably improved since this role commenced in a temporary capacity within Council in November 2015. Operationally, this role was required in anticipation of the workload associated with major events such as the Australian Surf Life Saving Championships, Mooloolaba Multi Sport Festival and International Rally of Queensland. This workload has not diminished and is not expected to so over the next 12 months as Council supports major events as part of “The World is Coming” campaign. The appointment of a temporary officer was able to be accommodated within the 2015/16 budget as there were two vacant positions in Response Services that were not backfilled at the time. These vacancies are now accounted for in the 2016/17 budget and pending recruitment processes.

The review found that the Community Land Permits team has an operating budget of approximately \$500,000 and recovers \$322,000 in fee revenue providing a cost-recovery ratio of 64%.

## CORPORATE PLAN

- Corporate Plan Goal:** *Service excellence*  
**Outcome:** We serve our community by providing this great service  
**Operational Activity:** S23 - Local amenity and local laws - maintaining and regulating local amenity through local laws, regulated parking, community land permits and management of animals, overgrown land and abandoned vehicles

## CONSULTATION

### Portfolio Councillor Consultation

- Cr McKay, Portfolio Councillor for Community and Environment

### Internal Consultation

Consultation was undertaken with the following internal stakeholders:

- All Councillors
- Community Services Department (Community Facilities and Planning, Community Relations, Community Response)
- Planning and Environment Department (Development Services)
- Corporate Services Department (Corporate Governance, Property Management)
- Infrastructure Services Department (Civil Works Services, Environmental Operations, Parks and Gardens, Transport Infrastructure Management, Waste and Resource Management)
- Economic Development and Major Projects (Economic Development and Communication).

### External Consultation

Consultation was undertaken with the following external stakeholders:

- Industry groups (business chambers, industry representatives)
- Visit Sunshine Coast
- Queensland Police Service
- Queensland Department of Transport and Main Roads.

In addition, a bench marking exercise was undertaken with other local government organisations, including:

- Moreton Bay Regional Council
- Gold Coast City Council and
- City of Melbourne.

### Community Engagement

Community Engagement was not undertaken in the development of this report. The focus for consultation was targeted stakeholders.

## PROPOSAL

Sunshine Coast Council's Community Land Permits Team is responsible for administering approvals via the issuing of permits for the use of Council controlled/managed land in accordance with Council policy, local laws and other relevant legislation.

There are two types of permits issued by Council for commercial use of community land (1) High-use / high-impact permits; and (2) Low-use / low-impact permits. Other permit types that are issued by Council are:

- Beach Access
- Ceremonies and Weddings

- Commercial filming
- Footpath Trading (Goods on Footpath and Outdoor Dining)
- Infrastructure on council land
- Liquor licensing
- Markets
- Movable advertising devices
- Regulated activities
- Roadside stalls
- Street performance
- Street stalls and
- Temporary events (on public and private land).

The above permits respond to prescribed activities outlined in Council's local laws. A series of Council adopted fees and charges are currently in place, which are based on cost recovery associated with the processing of applications for permits and commercial fees for the use of public land by a commercial operator. Not-for-profit organisations are exempt from paying application fees.

The Community Land Permits Team supports appropriate use of community land through its existing policies and procedures by providing a permit regime. This permit regime is designed to:

- align with Council's vision and strategic direction
- support local businesses
- encourage tourism and events
- comply with requirements of Council's local laws and relevant legislation
- ensure the safety of the community
- address possible risk to Council
- sustain the region's infrastructure and
- protect community land for use by the community.

The review found that the Community Land Permits Team is highly regarded across the board. The review identified that the Team, the Manager and Director have clearly made a significant improvement in developing stakeholder relationships. In addition, the review found that there is an appropriate balance between community and permitted usage.

The following five recommendations resulted from the independent review and are provided for Council consideration:

***Recommendation 1: The Community Land and Complementary Commercial Activity Policy be reviewed to enable:***

- ***self-assessment of low-use/low-impact uses as determined by Council and***
- ***the ability to consider existing permits for use of the community land in an application (in order to address out-of-sequence applications).***

**Response:** Council officers are of the opinion that a review of the *Community Land and Complementary Commercial Activity Policy* is timely and therefore supports this recommendation. It is envisaged that a detailed review be undertaken and the findings of the report be presented to a future Ordinary Meeting of Council for consideration.

***Recommendation 2: Online application and self-assessment facilities be developed in conjunction with the current review of the customer request system.***

**Response:** Council's ICTS Branch are currently progressing an online interface for application forms and therefore Council officers are in discussions with this branch to ensure that the Community Land Permits applications are included in the earliest rollout.

***Recommendation 3: An SCC-wide Events Calendar be developed and provided online for the community and stakeholders.***

**Response:** A recent business case completed by the Community Events Team suggests that members of the community are less likely to rely on an events calendar given the current technology options, including social media. It is recommended that a Sunshine Coast events calendar be developed which is an internal resource only shared between internal and external stakeholders. Council officers propose that they engage with the ICTS Branch to explore possible software options. It is noted that this is identified as an action in the Organisation Improvement Plan.

***Recommendation 4: The Major Events Permits Officer position be made permanent, and the resourcing levels and mix be reviewed to focus more staff resources on the more complex matters.***

**Response:** Council officers are of the opinion that the addition of a Level 5 Officer to the Community Land Permits Team that would be responsible for issuing permits and providing support for major events and high use activities would be beneficial given the organisation's current focus with regard to attracting major events to the region. The continuation of a new officer to the team will require additional funding to the amount of \$75,387 per year to be referred to Budget Review 1. The consultant's report identified this role as vital to the service delivery. It is noted that an officer undertaking this role has been part of the team since November 2015 in a temporary capacity and this additional resource has noticeably increased the efficiency of the team.

***Recommendation 5: Council consider conducting a trial self-assessment of some low-impact/low-risk community land usages (subject to implementation of recommendation 1).***

**Response:** Council officers are of the opinion that this recommendation be considered in conjunction with the review of the *Community Land and Complementary Commercial Activity Policy*. It should be noted however, that the introduction of self-assessment models have been previously considered by Council and due to the complexities of location, insurance requirements and variance of permit types it was determined that this approach was not appropriate and carried risk for Council and the community. However, consideration should be given to the commencement of self-assessment for low risk community events eg: small weddings and street stalls (not for profit) in conjunction with the completion of Recommendation 2 (ICTS on line solution).

### **Legal**

Council has a responsibility to ensure that any activity on public land is approved in accordance within statutory frameworks for the issuing of permits, including local laws endorsed by Council and relevant gazetted State Government legislation.

### **Policy**

Council is committed to protecting community land for the use of the community. Commercial use, which includes uses by not-for-profit organisations, of community land can benefit the community and at times add value to the land being used. Council is the determining authority that decides which areas of land can be used for commercial use in accordance with its *Community Land and Complementary Commercial Activity Policy*.

Other related policies include the Regional Economic Development Strategy 2013-2033.

## Risk

Should Council determine not to endorse the recommendations as outlined in this report, this presents the following risks to Council:

Risk	Mitigation strategy
Improvements outlined in review are not adopted, in particular the resourcing of a new officer for the team.	Council endorse improvements in order to continue enhancing the community service and attracting events and other activities to the region.
Reputation is damaged due to cumbersome processes, including manual application processes and competition with neighbouring local governments.	Council adopts its online interface for community land permit applications in order to improve customer relations and ability to attract major events to region.

## Previous Council Resolution

There is no previous Council Resolution regarding this matter.

## Related Documentation

Related documentation associated with this report includes:

- *Community Land and Complementary Commercial Activity Policy*
- *Regional Economic Development Strategy 2013-2033*
- *Open Space Strategy 2011*
- Council local laws and
- *Land Act 1994*.

## Critical Dates

Critical dates associated with this report include the approval of a new Level 5 Officer to commence early in the new financial year as this temporary position is not included in the 2016/17 adopted budget.

It is expected that implementation of the recommendations outlined in this report will be delivered within the 2016/17 Financial Year and completed by 30 June 2017.

## Implementation

Implementation associated with this report will include:

- a review of the *Community Land and Complementary Commercial Activity Policy*, including a report to Council with the findings of the review
- Liaison with ICTS in relation to progressing Council's online interface for community land permit applications
- development of an internal events calendar which will be utilised by both internal and external stakeholders
- recruitment of a level 5 officer who will be responsible for issuing permits and providing support for major events and high use activities (pending Council adoption) and
- consideration of introducing a self-assessment trial for low impact activities.

**8.3 CORPORATE SERVICES****8.3.1 MAY 2016 FINANCIAL PERFORMANCE REPORT****File No:** Financial Reporting**Author:** Coordinator Financial Services  
Corporate Services Department**Attachments:** Att 1 - May 2016 Financial Performance Report ..... 163**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 31 May 2016 of \$51.8 million shows a positive variance of \$13.0 million compared to the YTD current budget.

**Table 1: Operating Result as at 31 May 2016**

May 2016	Annual	YTD			
	Current Budget \$000s	Current Budget \$000s	Actuals \$000s	Variance \$000s	Variance %
Operating Revenue	395,974	369,127	376,868	7,740	2.1
Operating Expenses	371,661	330,330	325,028	(5,302)	-1.6
<b>Operating Result</b>	<b>24,313</b>	<b>38,798</b>	<b>51,839</b>	<b>13,042</b>	33.6

**Capital Performance**

As at 31 May 2016, \$129.9 million (81.8%) of Council's \$158.8 million 2015/16 Capital Works Program was financially expended (including region making projects). The year to date anticipated spend was \$139.6 million, with financial expenditure 6.9% behind budget.

The core Capital program has actual spend of \$108.0 million against a target of \$116.9 million, 7.6% behind budget.

**Investment Performance & Cash holdings**

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

For the month ending 31 May 2016 Council had \$307.9 million in investment cash (excluding Trust Fund) with an average interest rate of 3.11%, being 1.03% above benchmark.



**OFFICER RECOMMENDATION**

That Council receive and note the report titled “May 2016 Financial Performance Report”.

**FINANCE AND RESOURCING**

There are no financing implications as a result of this report.

**CORPORATE PLAN**

**Corporate Plan Goal:** *A public sector leader*

**Outcome:** 5.2 - A financially sustainable organisation

**Operational Activity:** 5.2.2 - Ensure council's finances are well managed and systems are in place to analyse performance, generate revenue, 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 31 May 2016 of \$51.8 million shows a positive variance of \$13.0 million compared to the YTD current budget.

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 31 May 2016 of \$376.9 million shows a positive variance of \$7.7 million.

**Table 2: Substantial Revenue variances as at 31 May 2016**

Operating Revenue Large Variances	YTD Current Budget \$000	YTD Actual \$000	YTD Variance \$000	Variance %
Net Rates and Utility Charges	242,776	243,567	790	0.3
Fees and Charges	55,504	58,638	3,134	5.6
Other Revenue	12,897	14,860	1,963	15.2
Interest Received from Investments	7,938	8,723	785	9.9
Dividends Received	13,819	14,822	1,003	7.3

### Net Rates & Utilities Charges

The favourable variance of \$790,000 continues to decrease each month, however it is anticipated that there will be a favourable variance of less than \$500,000 at year end.

### Fees & Charges

The May 2016 results are showing a favourable variance of \$3.1 million which relates to:

- a) \$1.1 million for development services fees and charges, with actual revenue 18.2% up on the previous year
- b) \$920,000 for increased holiday park fees (mainly Coolum, Maroochydore & Cotton Tree), overall the Holiday Parks are \$825,000 favourable to budget
- c) \$447,000 favourable variance in waste tip fees due to the higher development activity in the region
- d) \$665,000 favourable across the community services department including \$139,000 for increased revenue at cemeteries, \$194,000 for increased licensing and permits revenue and \$101,000 for increased venue hire.

### Other Revenue

The favourable variance of \$2 million relates to:

- a) \$695,000 across Infrastructure Services, including \$130,000 for a bond call up and \$275,000 favourable variance due to increased rebates in Fleet and Recoverable Civil Works.
- b) \$418,000 favourable other revenue at the Sunshine Coast Airport of which \$327,000 relates to lease revenue. \$200,000 of the total variance is a timing issue which will be corrected in June.
- c) Sundry Recoupment across all major venues has exceeded budget by \$366,000.

### Interest Received from Investments

The favourable variance of \$785,000 is due to higher than anticipated cash levels.

The RBA cash rate decreased in the month of May, however due to previous investments it will take a couple of months before this reduction will impact on Councils investment performance.

### Operating Expenses

Year to Date (YTD) actual expenditure as at 31 May 2016 of \$325.0 million shows a positive variance of \$5.3 million.

Employee costs are generally on track with actuals 0.2% above budget.

**Table 3: Substantial Expenditure variances as at 31 May 2016**

Operating Expenditure Large Variances	YTD Current Budget \$000	YTD Actual \$000	YTD Variance \$000	Variance %
Materials and Services	133,738	127,664	(6,073)	(4.5)
Finance Costs	8,813	9,444	631	7.2

### Materials and Services

Materials and Services are \$6.1 million favourable to budget at the end of May 2016 (4.5%). There is a general underspend at the end of May across all departments with some more significant areas being:

- timing variance across the waste and resources branch of \$930,000
- reduced internal asphalt sales from the Quarry resulting in a reduction in materials required to produce goods and a favourable material spend of \$647,000
- YTD Favourable variance for consultant fees in Planning & Environment department of \$726,000
- Property Branch \$450,000 favourable due to a range of timing differences including electricity and water and sewerage costs.
- Lower prices of fuel have resulted in a favourable variance of \$248,000
- \$210,000 for insurance claims lower than budget
- \$125,000 for lower than anticipated spend on corporate training
- operating projects and levies are \$2.8 million favourable to budget, with these funds quarantined for the delivery of Council approved projects and levies

### Finance Costs

The unfavourable variance of \$631,000 in finance costs is made up of:

- \$500,000 in interest expense, due to lower capitalisation of interest than budgeted. Note that this does not impact on the total interest expense of the organisation.
- \$75,000 for stamp duty paid, with no budget
- Higher than budgeted bank and merchant fees and \$50,000

### Capital Revenue

Capital revenues, at \$100.1 million, are favourable \$7.6 million to the YTD current budget. Cash grants and cash contributions are ahead of budget by \$7.7 million. Constructed assets are in line with YTD budget.

**Table 4: Capital revenue variances as at 31 May 2016**

Capital Revenue	YTD Current Budget \$000	YTD Actual \$000	YTD Variance \$000	Variance %
Capital Grants and Subsidies	8,524	9,962	1,438	16.9
Capital Contributions - Cash	22,014	28,349	6,335	28.8
Contributed Assets	61,999	61,808	(191)	(0.3)

### Capital Expenditure

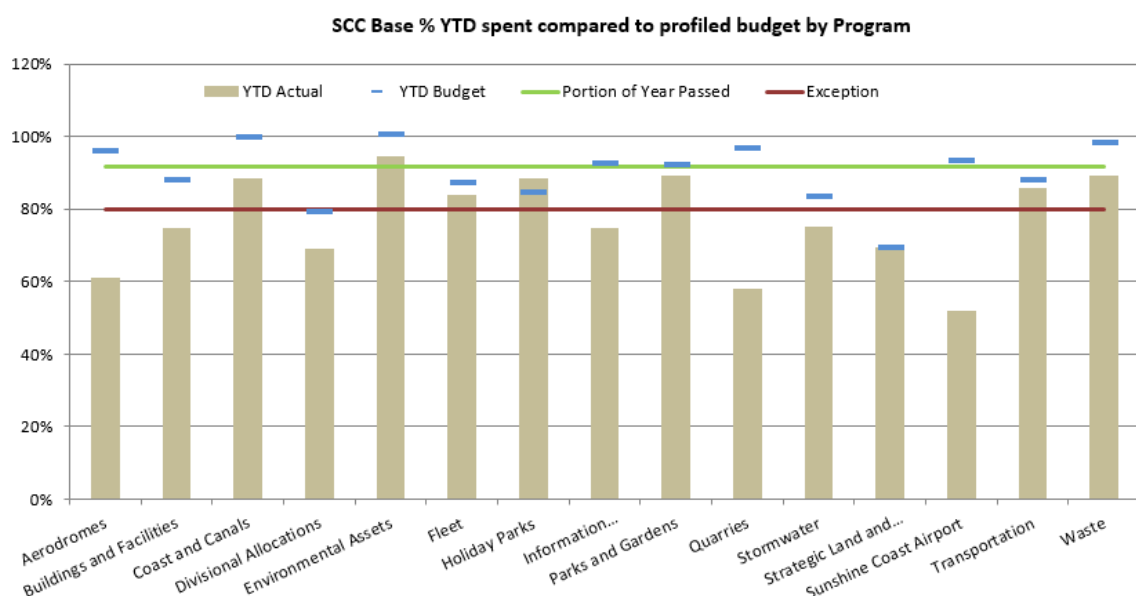
As at 31 May 2016, \$129.9 million (81.8%) of Council's \$158.8 million 2015/16 Capital Works Program was financially expended (including region making projects). The year to date anticipated spend was \$139.6 million, with financial expenditure 6.9% behind budget.

The core Capital program has actual spend of \$108.0 million against a target of \$116.9 million, 7.6% behind budget.

Table 5: Capital expenditure variances by program as at 31 May 2016

Capital Works Program	Forecast Budget \$000	YTD Current Budget \$000	YTD Actual \$000	YTD Variance	% Variance on YTD budget
Aerodromes	548	527	334	(194)	(36.7)
Buildings and Facilities	8,746	7,696	6,548	(1,148)	(14.9)
Coast and Canals	2,042	2,037	1,809	(228)	(11.2)
Divisional Allocations	3,553	2,825	2,455	(371)	(13.1)
Environmental Assets	1,669	1,681	1,576	(104)	(6.2)
Fleet	3,935	3,446	3,301	(145)	(4.2)
Holiday Parks	792	670	701	31	4.6
Information Technology	5,032	4,668	3,765	(903)	(19.4)
Parks and Gardens	15,334	14,170	13,713	(457)	(3.2)
Quarries	496	481	288	(193)	(40.1)
Stormwater	6,766	5,666	5,084	(582)	(10.3)
Strategic Land and Commercial Properties	6,658	4,618	4,632	15	0.3
Sunshine Coast Airport	5,792	5,419	3,020	(2,399)	(44.3)
Transportation	62,632	55,270	53,768	(1,503)	(2.7)
Waste	7,818	7,691	6,972	(719)	(9.3)
<b>Total SCC Core Capital Program</b>	<b>131,814</b>	<b>116,864</b>	<b>107,965</b>	<b>(8,899)</b>	<b>(7.6)</b>
Corporate Major Projects	100	97	54	(42)	-
Maroochydoore City Centre - Council delivery	8,044	7,070	7,012	(57)	(0.8)
Maroochydoore City Centre - SunCentral delivery	7,754	6,405	4,659	(1,746)	(27.3)
Solar Farm	9,866	8,583	9,492	910	-
Sunshine Coast Airport Runway	1,225	588	727	138	23.5
<b>Total Other Capital Program</b>	<b>26,990</b>	<b>22,742</b>	<b>21,945</b>	<b>(797)</b>	<b>(3.5)</b>
<b>TOTAL</b>	<b>158,804</b>	<b>139,607</b>	<b>129,910</b>	<b>(9,696)</b>	<b>(6.9)</b>

The following Base Capital Projects have further information provided due to YTD spend of less than 80%.



**Aerodromes**

The two major projects which account for 46% of the Aerodrome’s program are both in progress, with the Southern Extension in final stages of design works and the Emergency Access Road construction nearing completion (scheduled for June). Site revegetation works may be achieved under budget, pending the success of the live soil movement. Any spare funds will be requested to carry over for contingency.

**Buildings & Facilities**

This program is 75% financially complete at the end of May, with major highlights including:

- the construction of the Sippy Creek Animal Pound/ Refuge (\$1.8 million) continues to be delivered on schedule, reflected in the 92% financial completion rate. The buildings are now out of the ground and large underground water tanks have been installed, allowing surface works to commence. A multi-year project, it is on track for both financial years
- various works for The Events Centre, totalling \$1.1million were scheduled towards the final quarter to accommodate centre programming. They are now 88% financially completed with the remaining major works anticipating completion by mid-June. The most significant remaining project is air conditioning in the Beausang Room which has been installed and is on track for completion.
- the \$850,000 Aquatic Facilities capital program is 67% financially complete. Remaining works have commenced and are on track for completion with the final project, Nambour Aquatic Filtration Renewal scheduled for completion 27 June 2016.
- the Roys Road Depot Master Plan is a multi-year staged project, with the design and early site preparation works underway since April. The project is progressing with a financial completion to date of 67%, and a small carry over forecasted of 5%.

**Parks and Gardens**

Overall the parks and gardens program is on track and expecting to achieve full year works. The Maroochydore Junior Rugby league grandstand is progressing well for opening in August 2016. The Coolum sports complex was completed within budget, ready to be opened in June. Elizabeth Daniels Basketball Stadium is in progress, with works ahead of schedule.

**Information Technology**

Information Technology program has expended 75% of full year budget at the end of May 2016, and is forecasting a potential carry over of 3% to finalise projects early next financial year. One such risk is the Events Management software, estimating a \$130,000 (65%) carry over due to delays in selecting the vendor and extended contract negotiations. A \$30,000 carry over may also be required for the bush fire hazard modelling project due to delays with state government release of hazard map. All other projects expect to be complete by the end of financial year

**Quarries**

The \$500,000 Quarry Program is currently 58% financially complete. A significant portion of the program is attributable to Quarry Development Works which will be informed by a Geotechnical report due to be finalised in June. Allocated funds are expected to be delivered this financial year. The other major allocation relates to a staged electrical and computer system upgrade for the asphalt plant. Technical work has been finalised, however installation will be delayed until July 2016, to accommodate the continuation of the reseal program until end of financial year.

**Strategic Land & Commercial Properties**

Major projects within the Strategic Land, Economic Development and Land Re-Development sub-programs are financially complete. Settlement on the final Environmental Land acquisition for the year has been negotiated and set for June. Negotiations for acquisitions within the LGIP Transport Corridors sub-program will see two settlements achieved in June 2016, and the remaining negotiations to continue into next financial year. This will result in an expected financial completion of 90%.

**Sunshine Coast Airport**

At the end of financial year it is anticipated 83% of the \$5.79 million program will be financially complete, and a further 13% committed under contracts. Patching works on runway will be postponed until 2 July 2016 due to runway traffic being higher than anticipated. The Checked Baggage Screening will be committed however delivery and lead time will not be known until product selection is finalised, expected to be carried over to early

next financial year. International Designations is expected to make significant progress in June, however a carry over will still be required to progress the second stage next financial year.

### Transportation & Stormwater

These programs are progressing well with 85% financial completion at the end of May

The Civil Project Team is responsible for managing delivery of 60% of these programs and is forecasting 95% financial completion at year end with a 3% carry over. A significant milestone was reached in May on the Maroochydore Cycleway with approval from TMR granted. Construction will now commence in June on this multi-year \$1 million project. During May the team also completed construction works at Storrs Road, Peachester which was delivered with some savings to the budget.

The Reseal & Rehabilitation Program which makes up 30% of these programs continues on track, with 4 crews on the ground delivering works. Final projects are scheduled during the school holiday period due to lower traffic volumes, which will ensure 100% financial and physical completion.

A significant forward design program has also been undertaken to better prepare for 2016/17 program delivery, although an under spend is currently forecast of approximately \$400,000.

**Table 6: Capital job quantities and budgeted value by status as at 31 May 2016 (excluding region making projects):**

Project summary by Job status (SCC Base only)	Number of Capital Jobs	%	Current Budget \$000	%	YTD Actual \$000	%
Not Started	24	1.7%	626	0.5%	565	90.3%
Works in Progress - Multi Year	37	2.7%	19,434	14.7%	14,879	76.6%
Works in Progress - 2015/16 projects	514	36.9%	51,297	38.9%	35,547	69.3%
Complete	758	54.4%	58,185	44.1%	56,612	97.3%
On Hold	60	4.3%	2,273	1.7%	362	15.9%
<b>Total</b>	<b>1,393</b>		<b>131,814</b>		<b>107,965</b>	

76 capital jobs moved into a completed status in the month of May.

All jobs in the not started category are expected to remain in that status, due to the nature of the capital job (e.g. divisional allocation capital jobs).

There are 37 multi-year jobs, which are expected to remain in WIP status at the end of the financial year.

### Investment Performance & Cash Holdings

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

For the month ending 31 May 2016 Council had \$307.9 million in investment cash (excluding Trust Fund) with an average interest rate of 3.11%, being 1.03% above benchmark.

Comparing these results to the same period last year, Council held \$257.6 million in cash (excluding Trust Fund) and the average interest rate was 2.86%, being 0.48% 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 31 May 2016

Net Cash Flows	YTD Current Budget \$000	YTD Actual \$000	YTD Variance \$000	Variance %
Operating Activities	95,953	123,787	27,835	0.3
Investing Activities	(107,467)	(89,101)	18,366	(0.2)
Financing Activities	(13,746)	(13,746)	-	-
<b>Closing Cash Balance</b>	262,126	308,327	<b>46,201</b>	<b>0.2</b>

The financial ledger cash balance at the end of May 2016 was \$308.3 million, which was \$46.2 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.

### 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:

- receive and note the report titled "Adoption of the 2015/2016 Budget and Forward Estimates for the 2016/2017 to 2024/2025 Financial Years"
- 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
- 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:

- receive and note the report titled "Budget Review 1 2015/16"
- adopt the amended 2015/16 Budget Financial Statements to include the identified operating and capital budget adjustments (Appendix A)
- establish a Natural Disaster Restricted Cash Component of \$5 million, funded from the 2014/15 operating result and
- 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 21 May 2016, February 2016 Financial Performance Report (OM16/51)**

*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).*

**Ordinary Meeting 19 May 2016, March 2016 Financial Performance Report (OM16/71)**

*That Council:*

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

**Related Documentation**

There is no related documentation for this report.

**Critical Dates**

There are no critical dates for this report.

**Implementation**

There are no implementation details to include in this report.



**8.3.2 SOLE AND SPECIALISED SUPPLIER LISTINGS**

<b>File No:</b>	<b>Contracts - Statutory Meeting</b>	
<b>Author:</b>	<b>Coordinator Procurement and Contract Performance Corporate Services Department</b>	
<b>Appendices:</b>	<b>App A - Sole Supplier List .....</b>	<b>175</b>
	<b>App B - Specialised Supplier List .....</b>	<b>185</b>

**PURPOSE**

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

**EXECUTIVE SUMMARY**

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

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

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

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

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

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

Suppliers have also been removed from the previously list presented in March 2015, as they have been identified by council officers as no longer being sole or specialised.

Resolution creating these lists will allow council to engage with these sole or specialised suppliers in a more timely and effective manner.

**OFFICER RECOMMENDATION**

**That Council:**

- (a) receive and note the report titled “Sole and Specialised Supplier Listings”**
- (b) adopt the Sole Supplier List (Appendix A) and**
- (c) adopt the Specialised Supplier List (Appendix B).**

## FINANCE AND RESOURCING

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

## CORPORATE PLAN

<b>Corporate Plan Goal:</b>	<b><i>A public sector leader</i></b>
<b>Outcome:</b>	5.2 - A financially sustainable organisation
<b>Operational Activity:</b>	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

Internal consultation has occurred on an ongoing and as required basis since the establishment of the sole and specialised supplier listings in July 2013, and since it was updated on 26 March 2015.

Consultation has been conducted with:

- council officers from each department who submitted an application to have a supplier included on one of the lists
- council officers from each department who conducted a review of suppliers from the previous sole or specialised supplier listings from the following branches:
- Community Services
  - Community Facilities and Planning
  - Community Relations
  - Community Response
- Corporate Services
  - Corporate Governance
  - Finance
  - Information Communication Technology Services
  - Property Management
- Economic Development and Major Projects
  - Commercial Projects
  - Communication
  - Economic Development
  - Strategy and Coordination
  - Sunshine Coast Airports
- Infrastructure Services
  - Disaster Management
  - Environmental Operations
  - Fleet and Quarry Services
  - Project Delivery
  - Transport Infrastructure Management
  - Waste and Resource Management
- Office of the Mayor and Chief Executive Officer
  - Branch Management
  - Legal Services
- Planning and Environment
  - Departmental Management
  - Environment and Sustainability Policy
  - Major Urban Developments
  - Strategic Planning and
  - Transport and Infrastructure Policy.

**External Consultation**

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

**Community Engagement**

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

**PROPOSAL**

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

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

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

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

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

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

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

A review has also been conducted of suppliers on the sole and specialised supplier listings that were established in March 2015. This involved ensuring the circumstances meet the definitions of sole or specialised supplier, review of the value for money proposition of the contracts, the suppliers' performance, and risk assessment associated with the contracts.

When presented to council in March 2015, the Sole Supplier list included 55 suppliers, and the Specialised Supplier list included 139 suppliers.

There are 70 suppliers in the Sole Supplier list – Appendix A. Since the list was last adopted, four (4) suppliers have been removed and 19 additional suppliers have been included.

There are 153 suppliers in the Specialised Supplier List – Appendix B. Since the list was last adopted, nine (9) suppliers have been removed, four (4) suppliers have had their name updated, and 23 additional suppliers have been included.

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

**Legal**

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

**Policy**

The Procurement Policy has been complied with.

**Risk**

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

**Previous Council Resolution****Ordinary Meeting 26 March 2015 - Council Resolution (OM15/35)**

*That Council:*

*(a) receive and note the report title "Sole and Specialised Supplier Listings"*

*(b) adopt the Sole Supplier Listing (Appendix A) and*

*(c) adopt the Specialised Supplier Listing (Appendix B).*

**Related Documentation**

- Individual applications for Sole or Specialised Suppliers from council officers
- Individual Sole and Specialised Supplier reviews by council officers
- Email correspondence from council officers, to the Procurement and Contracts branch, with suppliers no longer considered sole or specialised and
- Council's Procurement Policy.

**Critical Dates**

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

**Implementation**

Implementation will immediately follow council resolution.

### 8.3.3 OFFER OF TRANSFER OF LAND TO COUNCIL - PRELUDE DRIVE MOUNTAIN CREEK

<b>File No:</b>	<b>F2016/164948</b>
<b>Author:</b>	<b>Senior Property Officer Corporate Services Department</b>
<b>Attachments:</b>	<b>Att 1 - Site Plan - Land at Prelude Drive Mountain Creek offered to Council .....209</b>
	<b>Att 2 - Site Plan - Reserve Land under Council Control adjoining Land offered to Council .....211</b>

#### PURPOSE

The purpose of this report is to seek Council's decision on accepting an offer/gift of transfer of ownership of land to Council.

#### EXECUTIVE SUMMARY

Stockland Buddina Pty Ltd has offered to transfer/'gift' (in freehold title) a parcel of land at Prelude Drive, Mountain Creek to Council. The offered land parcel is described as Lot 853 SP198944, has an area of 5489 m<sup>2</sup>, and is located at Prelude Drive Mountain Creek – see site plan at **Attachment 1**. The site is currently vacant land and adjoins several State Reserves for Park (primarily for recreation park, riparian, landscape and amenity purposes) under Council's control as Trustee – see highlighted land parcels at **Attachment 2**.

Comments on the offer of gifted land from Stockland Buddina Pty Ltd were received from senior officers within Council and the Divisional Councillor.

There are opportunities identified for this land parcel (e.g. for passive recreation activities, non-powered water sport uses or canoe trail opportunities, material stockpiling/processing or as part of the open space network), however, a detailed assessment will be required to determine a preferred future use of the site.

The land offered (in gift) to Council by Stockland Buddina Pty Ltd has no development potential, is currently zoned as Environmental Management and Conservation Zone, is not part of any approved program, has not been listed within any strategies for future acquisition, nor does it have a current defined use/need should Council accept the offer.

However, from an opportunistic acquisition perspective, at the cost of fees only, in a location with proximity to waterways and amongst adjoining reserves makes it a desirable site for Council to control.

#### OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Offer of Transfer of Land to Council - Prelude Drive Mountain Creek" and
- (b) accept the offer/gift from Stockland Buddina Pty Ltd of transfer of ownership of land, described as Lot 853 SP198944 and located at Prelude Drive Mountain Creek.

## FINANCE AND RESOURCING

As a result of Stockland Buddina Pty Ltd's offer to 'gift' the land to Council, Council will fund the legal costs for the land transfer.

Although, to date, a formal valuation on the land offered has not been obtained, internal valuation advice indicates that a 'negligible commercial value' of \$1.00 applies to the site. Therefore, the costs associated with the land transfer are anticipated to be title registration costs only (i.e. approx. \$175.00) and will be funded by Property Management Branch's operational budget.

## CORPORATE PLAN

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

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

**Operational Activity:** 2.1.3.1 - Manage the acquisition of sport and recreation facilities

## CONSULTATION

### Portfolio Councillor Consultation

The future use of the land offered has not yet been determined, therefore, consultation has not been undertaken with a Portfolio Councillor. However, the Divisional Councillor has been consulted and has no objection to the offer.

### Internal Consultation

Comments on the offer of gifted land from Stockland Buddina Pty Ltd were received from senior officers within Council and the Divisional Councillor. There were no objections received to Council accepting the offer.

### External Consultation

Information on the offer of transfer of land has been received from Stockland Buddina Pty Ltd and its consultants, JFP Consultants.

### Community Engagement

Due to the internal administrative nature of this report, there has been no community engagement undertaken.

## PROPOSAL

On 13 April 2016, Development Services Branch forwarded details of an offer from Stockland Buddina Pty Ltd to transfer/'gift' (in freehold title) a parcel of land at Prelude Drive, Mountain Creek to Council. The offered land parcel is described as Lot 853 SP198944, has an area of 5489m<sup>2</sup>, and is located at Prelude Drive Mountain Creek – see site plan at **Attachment 1**.

A 'request for comments' was circulated to senior officers seeking comments on the offer on 27 April 2016. From comments received, there are various interests in Council pursuing the gifting of this land parcel (e.g. for passive recreation activities, non-powered water sport uses or canoe trail opportunities, material stockpiling/processing or as part of the open space network), however, a detailed assessment will be required to determine a preferred future use of the site.

The site is currently vacant land and adjoins several State Reserves for Park (primarily for recreation park, riparian, landscape and amenity purposes) under Council's control as Trustee – see highlighted land parcels at **Attachment 2**. Although not owned or controlled by Council, the site has been used by Council as a short-term stockpile area for approx. 10 years.

The land offered (in gift) to Council by Stockland Buddina Pty Ltd has no development potential, is currently zoned as Environmental Management and Conservation Zone, is not part of any approved Council program, has not been listed within any Council strategies for future acquisition, nor does it have a defined use/need should Council accept the offer.

However, from an opportunistic acquisition perspective, at the cost of fees only, in a location with proximity to waterways and amongst adjoining reserves makes it a desirable site for Council to control.

**Legal**

Council's Legal Services Branch have been consulted on the offer made and will manage the land transfer process should Council proceed with the officer recommendation.

**Policy**

There are no policy implications associated with the offer received.

**Risk**

There are no known environmental risks associated with the site. Allocation of an operational budget may be required when the future use of the site is determined. No immediate maintenance/operational funding is required.

**Previous Council Resolution**

There is no previous resolution in relation to this report.

**Related Documentation**

There is no related documentation relevant to this report.

**Critical Dates**

There are no critical dates relevant to this report.

**Implementation**

If approved by Council, the offered land transfer will be managed by Property Management Branch and Legal Services Branch.

### 8.3.4 MALENY COMMUNITY PRECINCT LEASES

<b>File No:</b>	Council meetings
<b>Author:</b>	Coordinator Property, Projects and Development Corporate Services Department
<b>Attachments:</b>	<p>Att 1 - Unitywater Lease Map (<i>Under Separate Cover</i>)..... 109</p> <p>Att 2 - Barung Landcare Sites (<i>Under Separate Cover</i>)..... 111</p> <p>Att 3 - Barung Landcare Provisional Lease (<i>Under Separate Cover</i>) ..... 113</p> <p>Att 4 - Barung Landcare Proposed Provisional Lease (<i>Under Separate Cover</i>) ..... 115</p> <p>Att 5 - Maleny Golf Concept Plan (<i>Under Separate Cover</i>)..... 117</p> <p>Att 6 - MGC Draft Business Case (<i>Under Separate Cover</i>) – Confidential.....51</p> <p>Att 7 - Maleny Golf Current Lease (<i>Under Separate Cover</i>) ..... 119</p> <p>Att 8 - Maleny Golf Proposed Lease (<i>Under Separate Cover</i>)... 121</p> <p>Att 9 - GBAS Consultant (<i>Under Separate Cover</i>) ..... 123</p>

## PURPOSE

The purpose of this report is to present the establishment of new and amended leases, and agreement to lease on the Maleny Community Precinct to Council for endorsement. Future funding issues on the Maleny Community Precinct are also reported upon.

## EXECUTIVE SUMMARY

This report presents three (3) components for consideration:

1. An amendment to the Unitywater Lease
2. A new “Agreement to Lease” for Barung Landcare
3. A new Lease for Maleny Golf Club

This report will also provide an update on the roll-out of the Maleny Community Precinct Master Plan.

### **Amendment to the Unitywater Lease.**

Recent discussions have been held with Unitywater Property Management with the view to amending the lease boundary to make way for a new proposed lease area for Barung Landcare. The amendment will not change any part of the agreement or lease fees, rather a small section will be excised as demonstrated within the circled area on the lease map attached. **Refer Attachment 1 – Unitywater Lease Map.**

### **Agreement to Lease – Barung Landcare Incorporated.**

The Maleny Community Precinct Master Plan has provision for an Environmental Education and Landcare Sub-Precinct, located close to the entrance to the Precinct from Porters Lane.

Barung has since identified a new location on the Maleny Community Precinct that they could relocate to, having full support of all stakeholders on the precinct. This approach has also been canvassed with internal stakeholders in Council and received full support.

The new preferred location is currently dedicated to Open Space in the Master Plan and is demonstrated in **Attachment 4 – Proposed Barung Provisional Lease**. The area is approximately one hectare in size.



If this area is taken up by Barung Landcare, the former endorsed provisional lease would be dedicated as Open Space.

Barung Landcare have made an application for Council to only consider an “Agreement to Lease” at this stage, offering a high level concept plan included in the Proposal section of this report in Figure 1.

Barung Landcare acknowledge that a full and detailed Concept Plan and Business Plan will be required for a successful application for a ten (10) year lease on this site.

The initial financial impact for Council on this site totals \$190,000 and includes:

- a) Earthworks for level sites – estimated at \$110,000
- b) Electrical and water services – estimated at \$80,000

Council officers have not recommended nor support the funding of this.

### **Extension of second nine (9) hole course lease for Maleny Golf Club Incorporated (Maleny Golf).**

The first nine (9) hole course lease of 23.06 hectares was endorsed on 17 October 2013 and included a \$450,000 Council funded contract with Maleny Golf for the construction of the Golf Course. The construction was completed in June 2015 and all funding acquitted by the end of 2015. The lease with Maleny Golf is for a period of ten (10) years until December 2023.

Maleny Golf has made application to extend the Golf Course lease for a further nine (9) holes of approximately 15 hectares.

Maleny Golf’s concept plan for the 18 hole golf course is included as **Attachment 5 – Maleny Golf Concept Plan.**

Maleny Golf have provided a detailed Draft Business Case outlining the proposal, funding and implementation. **Refer: Attachment 6 – MGC Draft Business Case 2016**

In brief, the new course is to be constructed at a cost of \$975,000. The Maleny Golf Draft Business Case outlines a three stage process of developing three tees, fairways and holes at a time. The staging program will require an additional \$183,333 per stage per year from Council to supplement the Maleny Golf construction – total funding of \$550,000 to be sought from Council – refer pages 17 and 18 of Maleny Golf Draft Business Plan.

A recent meeting in May 2016 with representatives of both the Maleny District Sports and Recreation Club Inc. and the Maleny Golf Club, with Council officers resolved that:

- The “Hit Through Area” was situated within the buffer of the Southern Wetlands and will compromise the integrity of the environmental buffer according to some experts, however this was a solution devised to meet an end. The “Hit Through Area” – which in itself will form part of the “Deed of Agreement – Transition Area” is developed to protect the Environmental Protection Area as provided for within the Master Plan.
- In addition, a five (5) metre access is required by Council for Council officers and contractors to access the Southern Wetland from Parkland Drive, when play is not in progress. The five metre access will be included within the Maleny Golf Lease and licenced back to Council for this purpose.

Both these provisions will ensure that:

- The “Hit through Area” will provide a slim gateway between the Sport & Recreation Lease and the Southern Wetland with minimal compromise to the buffer.
- The five (5) metre access licence will suffice providing the agreed additional two access points are maintained.

Council Officers recommend that the Leased area as demonstrated in **Attachment 8 – Maleny Golf Proposed Lease**, be endorsed providing the GBAS advice in **Attachment 9 –**

**GBAS Consultant** is acknowledged by Maleny Golf, and a Fairway will not be constructed on the "Hit Through Area". Rather, the Hit Through Area may support part of a green for Fairway 2 at the northern end and a Tee at the southern end for Fairway 3.

The funding of these works is not accounted for in the 2016/2017 Financial Year Capital Works Program and any funding will be considered by Council in a future Council Report.

#### **Update of Maleny Community Precinct Master Plan:**

##### **The Maleny District Sports and Recreation Club Incorporated (MDSRC) Lease.**

This lease was endorsed on 13 November 2014 and covers an area of 6.397 hectares.

MDSRC received an \$80,000 grant from Round 1 of the Queensland Anzac Centenary Grants Program. The funds have contributed to constructing a building on land adjoining the proposed equestrian playing field to provide a display area for the Beersheba Living Museum and Anzac Centenary War Memorial.

This will enable the Maleny 5th Light Horse Troop to preserve and interactively display and exhibit memorabilia, artefacts, educational materials, and web based materials to honour and foster an awareness of the courage, integrity, resilience, mateship, teamwork, duty, sacrifice, achievements and traditions of our service men and women and horses of the Australian Light Horse during WW1. The funds also contributed to a joint clubhouse facility which together with the adjoining field will be initially able to be used by all of the eight (8) Maleny equestrian groups for training and limited competition.

The Maleny Bridge Club is in the final stages of an agreement to extend the building for the benefit of both their members and the members of MDSRC.

Since the inception of the lease it has been agreed between the stakeholders of the Maleny Community Precinct that the area immediate to the Northern Fig Tree should be excised from the lease and dedicated to open space and controlled and maintained by Council.

Council has made offer to licence this area back for Open Space.

##### **Residential Precinct**

Four rural residential sites have been subdivided from the parent parcel as outlined in the Maleny Community Precinct Master Plan. The sale of the sites was endorsed by Council in March 2016 and put to auction on 4 June 2016. Three lots are now under contract after auction, two for \$350,000 and one for \$360,000 – total \$1.06 million. The remaining lot 15 is listed on the open market for \$360,000.

The next stage of residential development is being progressed and it is expected this subdivision will be included into the 2017/2018 budget, if approved.

##### **Balance works of Maleny Community Precinct Master Plan**

The proposed community area vacated by the previously planned Aquatic Centre will not have vehicular access until future works on the residential subdivision area has been completed and the future use of this area has been placed on hold for present.

## OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Maleny Community Precinct Leases "
- (b) amend the Unitywater Lease boundary on the Maleny Community Precinct to accommodate a community lease for Barung Landcare Inc.
- (c) establish an "Agreement to Lease" with Barung Landcare, with land tenure arrangements being conditional upon submitting a viable business case to Council and meeting agreed milestones that demonstrate their financial and administrative capacity to develop their proposed leased area
- (d) note that finalisation of any Lease will not occur until Council has formally considered the business case of Barung Landcare Inc.
- (e) establish a new "Maleny Golf Club Lease" and "Deed of Agreement – Transitional Zone" for the period in line with the existing lease provided in 2013 for 10 years, until December 2023 and
- (f) investigate funding for the construction of the Golf Course in the 2016/2017 Capital Budget program in a future report to Council.

## FINANCE AND RESOURCING

From July 2011 to June 2016, excluding land acquisition the following represents the Capital Works expended and committed on the Maleny Community Precinct:

First Maleny Subdivision of two lots	\$92,481	sold \$630,000
Second Maleny Subdivision of four (4) lots	\$232,276	to be sold \$1.41 million
Maleny Golf Club & Pattemore Drive and car park	\$1,143,081	
Amenities	\$283,181	
Parkland Drive	\$629,000	
4.5 kilometres paths, bridges, boardwalks, wayfinding, signage and viewing platforms	\$1,702,214	
Maleny Golf Course	\$450,000	
Revegetation Banks Obi Obi Creek	\$89,326	
Sundry	<u>\$115,921</u>	
Total	\$4,731,480	

The 2016/2017 Capital Works Program does not include any works on the Maleny Community Precinct, however it is expected that \$1.41 million will be derived in gross realisation from the auction of land on the North Maleny Road subdivision. Three of these sites have been signed to contract to date i.e. \$1.06 million.

The estimated funding required to complete the works outlined in this report is as follows:

- Barung Landcare bulk earthworks and services - \$190,000
- Maleny Golf 2<sup>nd</sup> Stage of Golf Course - \$550,000 over three years.

## CORPORATE PLAN

<b>Corporate Plan Goal:</b>	<b><i>A strong community</i></b>
<b>Outcome:</b>	We serve our community by providing this great service
<b>Operational Activity:</b>	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

#### Barung Landcare Agreement to Lease

Against a Barung Landcare Lease in the Old Provisional Lease area

Manager Community Relations – The open space currently enjoyed by all walkers will be diminished by construction of buildings, and will alter the whole dynamics of the area. Fairview will be reduced by the following impacts including Vistas, Heritage Significance, Interpretation and Traffic and Parking. The place that contributes most to the significance of Fairview is the adjoining land, cow bails (Milking Shed and Yards) and site of Mossman, the sharefarmer's house and grounds.

Manager Community Facilities and Planning – Whilst acknowledging this site was identified in the MCP master plan, Community Facilities and Planning would like to raise the following concerns:

- Scale of proposed development and ability for community group to fund and sustain the proposed development
- Related to the above concerns, the presentation of the current Barung facilities and the potential for loss of amenity if this was to be reproduced in this location, being the main entry to the MCP
- Value of the area to passive community open space – throughout the consultation of the endorsed Maleny Sport and Recreation Master Plan (late 2015) the value of passive open space throughout the precinct was strongly articulated by the community.

For the change of location to the New Provisional Lease area

All MCP stakeholders and Council stakeholders, through the request for comments process provided support for this change of location.

#### Maleny Golf Lease Extension

Manager Environmental Operations, Coordinator Natural Areas, Manager Community Facilities and Planning and Coordinator Sport & Community Venues all support the council officer's recommendations.

### External Consultation

Property Manager – Unitywater

Discussions were held in regard to amending the property boundary in the area of the proposed Barung Landcare Provisional Lease.

Golf Course Consultants, GBAS have been commissioned to advise on impacts and risks associated with the Maleny Golf Draft Business Case.

### Community Engagement

#### Barung Landcare Agreement to Lease

All stakeholders on the Maleny Community Precinct are in support of this proposal on the provision that it does not directly infringe on other leases.

**Maleny Golf Club Lease Extension**

Maleny GreenHills Inc are very much opposed to changing the current provisional leases for the Maleny Golf Course. Reasons include that the Environmental Protection Areas as indicated with the Maleny Community Precinct Master Plan, will be eroded by the reduction of buffer area to the Southern Wetlands in particular.

**PROPOSAL**

This report presents three (3) components for consideration:

- a) An amendment to the Unitywater Lease
- b) A new "Agreement to Lease" for Barung Landcare
- c) A new Lease for Maleny Golf Club

This report will also provide an update on the roll-out of the Maleny Community Precinct Master Plan.

**Amendment to the Unitywater Lease**

The Unitywater Commercial Lease was established in January 2013, covering 29 hectares for the purposes of disposal of outfall from the Maleny Sewerage Treatment Plant. Unitywater is responsible for the pipeline and irrigation system, revegetation and establishment of Northern Wetland area. In addition Unitywater will establish three (3) kilometres of pathways within the lease area with ongoing tree plantings in conjunction with Green Hills, Barung Landcare and Community Groups.

Recent discussions have been held with Unitywater Property Management with the view to amending the lease boundary to make way for a new proposed lease area for Barung Landcare. The amendment will not change any part of the agreement or lease fees, rather a small section will be excised as demonstrated within the circled area on the lease map attached. **Refer Attachment 1 – Unitywater Lease Map.**

**Agreement to Lease – Barung Landcare Incorporated**

Barung Landcare are active stakeholders in the Maleny Community Precinct and hold a temporary permit for retail purposes next to Porters House on Porters Lane.

The Maleny Community Precinct Master Plan has provision for an Environmental Education and Landcare Sub-Precinct, located close to the entrance to the Precinct from Porters Lane.

**Refer: Attachment 2 – Barung Landcare Sites**

This area was endorsed by Council 31 May 2011 as:

- a) suitable for an "Agreement to Lease" with Barung Landcare, with land tenure arrangements being conditional upon submitting a viable business case to Council and meeting agreed milestones that demonstrate their financial and administrative capacity to develop their proposed leased area;
- b) note that finalisation of any "Lease" will not occur until Council has formally considered the business cases of the group.

Since 2011, Barung have relocated their wholesale nursery to a new commercial lease with Council at Landsborough and their retail business to a temporary location on Porters Lane. An administration office was setup on a shop lease at the Riverside Centre in Maleny and has since closed primarily due to the cost.

In January 2016, Barung submitted an application to take up the "Agreement to Lease", with Council. **Refer: Attachment 3 - Barung Landcare Provisional Lease.** A request for comments was circulated to all of the stakeholders internal to Council which resulted in

identifying a number of constraints that have arisen since the inception of other leases in the vicinity, and in particular the Maleny Golf Lease and the Fairview Community Lease. Stakeholders on the Precinct were also in disagreement that Barung should be located in the endorsed Provisional Lease location for similar reasons.

Barung has since identified a new location on the Maleny Community Precinct that they could relocate to, that has the full support of all stakeholders on the precinct. This has also been canvassed with internal stakeholders in Council and received full support.

The new preferred location is currently dedicated to Open Space in the Master Plan and is demonstrated in **Attachment 4 – Proposed Barung Provisional Lease**. The area is approximately one hectare in size.

If this area is taken up by Barung, the former endorsed provisional lease would be dedicated as Open Space.

Barung Landcare have made an application for Council to only consider an “Agreement to Lease” at this stage, offering a high level concept plan included below in Figure 1. Barung Landcare acknowledge that a full and detailed Concept Plan and Business Plan will be required for a successful application for a ten (10) year lease on this site.

Fig 1.



The initial financial impacts for Council to consider on this site totals \$190,000 and includes:

- a) Earthworks for level sites – estimated at \$110,000
- b) Electrical and water services – estimated at \$80,000

Council officers have not recommended nor support the funding of this.

The design and construction costs for the Education Centre and Retail Nursery are pending and will not be initiated until the site is endorsed under an Agreement to Lease.

### **Extension of second nine (9) hole course lease for Maleny Golf Club Incorporated (Maleny Golf).**

The first nine (9) hole course lease of 23.06 hectares was endorsed on 17 October 2013 and included a \$450,000 Council funded contract with Maleny Golf for construction of the Golf Course. The construction was completed in June 2015 and all funding acquitted by the end of 2015. The lease is for a period of ten (10) years until December 2023.

Maleny Golf have made application to extend the Golf Course lease for a further nine (9) holes of approximately 15 hectares.

This second nine area was endorsed by Council 31 May 2011 as:

- a) suitable for an "Agreement to Lease" with Maleny Golf Club, with land tenure arrangements being conditional upon submitting a viable business case to Council and meeting agreed milestones that demonstrate their financial and administrative capacity to develop their proposed leased area and
- b) note that finalisation of any "Lease" will not occur until Council has formally considered the business cases of the group.

Maleny Golf have provided a detailed Draft Business Case outlining the proposal, funding and implementation.

Summary of construction as provided by Maleny Golf:

*The land requirements to implement the Graham Papworth designed Stage 2 plan are detailed in the attached file **Attachment 5 – Maleny Golf Concept Plan**. Please refer to this file to appreciate the lease area requested for Stage 2.*

**Phase 1: Holes 4, 5 and 6** are located within the former effluent release area and are fully contained within the provisional lease boundaries approved by Council in June 2011. It is intended that Phase 1 will comprise the first construction activity as noted in Golf's Business Case. If this area is approved for lease at Council's July 2016 meeting, it will enable the Club to seek Government funding to assist with cost of construction.

**Phase 3: Holes 7, 8 and 9** are fully contained within Golf's existing lease and therefore no additional land is required.

**Phase 2: Holes 1, 2 and 3.** Hole 3, apart from its tees, is wholly contained in what was formerly Armstrong Farm. The area required for hole 3 (apart from the tees) is bounded by the provisional lease boundaries and LTU area for Golf as approved by Council in June 2011. Land required for hole 1 is fully contained within the proposed revised boundaries at the north of the southern wetland. This area has been provisionally surveyed (on 18 May 2016) and agreed to by Council officers and the Golf Club. That leaves hole 2 which has been the centre of discussion since February 2015 (NOT 2016). The Club submitted a detailed proposal in July 2015 indicating the preferred land requirements to make hole 2 a good quality playable hole.

In brief, the new course is to be constructed at an estimated cost of \$975,000. The staging program will require an additional \$183,333 per stage per year from Council to supplement the Maleny Golf construction – total funding of \$550,000 to be sought from Council – refer pages 17 and 18 of Maleny Golf Draft Business Plan. **Refer: Attachment 6 – MGC Draft Business Case 2016**

The current provisional lease area endorsed by Council in 2011 for the second nine is considered insufficient by Maleny Golf. The Concept Plan and Draft Business Case submitted by Maleny Golf includes a larger area which impacts the Master Planned Southern Wetlands – part of the Environmental Protection Area. **Refer: Attachment 7 - Maleny Golf Current Lease.**

Council officers have been working with Maleny Golf over the past twelve months to come to a negotiated decision around hole 2 which will address the following issues:

- minimise the risk of golf balls straying onto the Sport and Recreation Lease,
- ensure Council officers and the community at large retain access to the Southern Wetlands

A recent meeting in May 2016 with representatives of both the Maleny District Sports and Recreation Club and the Maleny Golf Club, with Council officers resolved that

- the shape of the provisional lease area would not be viable, so the area close to Parkview Drive would need to be expanded, and

- a “Hit Through Area” on Fairway 2 would be designed to provide Maleny Golf a Par 5 fairway. **Refer: Attachment 8 – Maleny Golf Proposed Lease.**

All representatives at the meeting including Council officers agreed the expansion of the course towards Parkview Drive was a significant advantage as it allowed the tee for this hole to be set a reasonable distance to allow a five par hole.

The “Hit Through Area” will be situated within the buffer of the Southern Wetlands and will compromise the integrity of the environmental buffer according to some experts.

GBAS has been commissioned to provide an independent view on this constrained area. The following summary was provided:

*“... taking into account the constraints provided by the Sport and Recreation land to the west and the wetlands area to the east is 15 metres wide (including 5m of path). GBAS is advised that both boundaries are unmoveable, one being the property boundary of the leased golf club land and the other being a wetland area that is to be protected. At this constrained width, this fairway would be more than 50% less than the guideline historically used for the design of safe fairways. The guideline used is a minimum of least 40 metres from fairway centreline to fairway centreline. In modern times this guideline is often being further extended to 60 metres, making the proposed width some 75% less than widths deemed appropriate. Further exacerbating the issue is that the hole is designed as Par 5 with the constrained width being at the likely landing point for second shots, these shots typically being hit with longer clubs as golfers try to reach the green. Were the area to be an area that golfers were potentially hitting from (eg a teeing ground), as opposed to hitting through, the narrowness of the area could potentially be accommodated as the golfer is playing out into a wider space. If the boundaries are presently drawn are unable to be moved, presenting a much wider playing area, this hole should be not constructed as designed and an alternative design solution should be sought.*

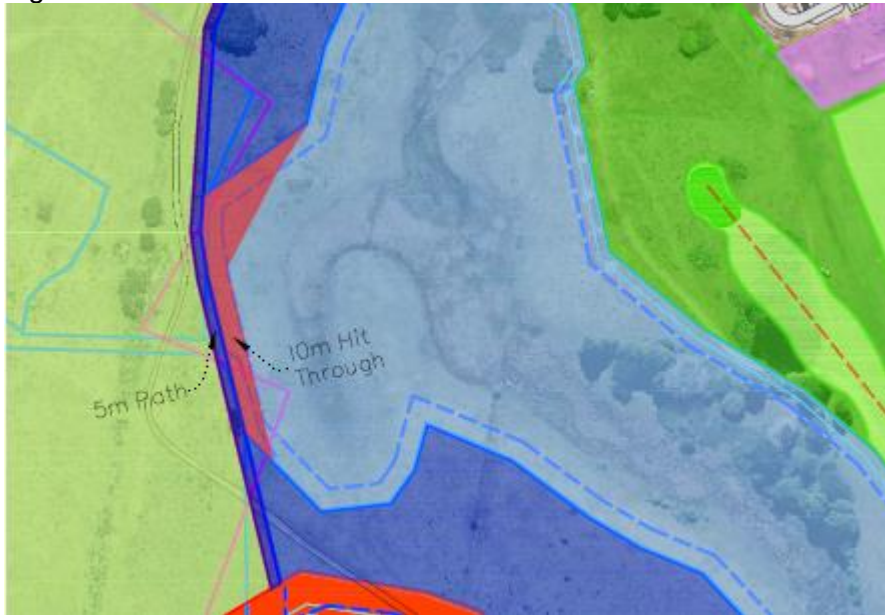
*Given this safety issue, whether it is detrimental or not to the overall viability of the course becomes a secondary consideration. That said, for a club with this positioning, that being a regional, community focused golf course offering very affordable green fees, a design compromise or compromises are almost inevitable. The playability and length of one specific hole will rarely be the sole driver of viability.*

*In this case, where an alternative design to be created that saw golfers pass through the constrained part of the land (perhaps walking past the wetlands instead of playing through it) then it is my opinion that the golf experience would be equally as good and would not impact overall viability.” Refer Attachment 9 – GBAS Consultant.*

Figure 2 below demonstrates the “Hit Through Area” which will form part of the “Deed of Agreement – Transition Area” developed to protect the Environmental Protection Area as provided for with the Master Plan.



Fig.2



Maleny Golf has reached an agreement to provide the public access to the Southern Wetland at two strategic locations between the end of the fairway hole and the tee to the next hole. One will be located at the Fairview Car Park end and another at the Obi Creek end.

In addition, a five (5) metre access is to be required by Council for its officers and contractors to access the Southern Wetland from Parkland Drive, when play is not in progress. The five metre access will be included within the Maleny Golf Lease and licenced back to Council for this purpose.

Both these provisions will ensure that:

- The "Hit through Area" will provide a slim gateway between the Sport & Recreation Lease and the Southern Wetland with minimal compromise to the buffer.
- The five (5) metre access licence will suffice providing the agreed additional two access points are maintained.

Council Officers recommend that the Leased area as demonstrated in **Attachment 8 – Maleny Golf Proposed Lease**, be endorsed providing the GBAS advice **Attachment 9 – GBAS Consultant** is acknowledged by Maleny Golf and a Fairway will not be constructed on the "Hit Through Area". Rather, the Hit Through Area may support part of a green for Fairway 2 at the northern end and a Tee at the southern end for Fairway 3.

The funding of these works is not accounted for in the 2016/2017 Financial Year Capital Works Program and any funding will be considered by Council at a future Council Report.

### Update of Maleny Community Precinct Master Plan

#### The Maleny District Sports and Recreation Club Incorporated (MDSRC) Lease

This lease was endorsed on 13 November 2014 and covers an area of 6.397 hectares.

MDSRC has received an \$80,000 grant from Round 1 of the Queensland Anzac Centenary Grants Program. The funds have contributed to constructing a building on land adjoining the proposed equestrian playing field:

- (1) to enable and facilitate the Maleny 5th Light Horse Troop to:
  - a) store all of their re-enactment equipment and paraphernalia within an appropriate clubhouse and storage facility
  - b) prepare, train for and take part (usually elsewhere) in:

- (i) public displays, street parades, special events & other ceremonial activities
  - (ii) the re-enactment of Light Horse activities such as “Skill at Arms” and “Tent Pegging” which can be done on this adjoining equestrian field and
  - (iii) competitions with other Light Horse Troops, on traditional Inter-Troop contests and re-enactment rides
- (2) to provide a display area for the Beersheba Living Museum and Anzac Centenary War Memorial to enable the Maleny 5th light Horse Troop to preserve and interactively display and exhibit memorabilia, artifacts, educational materials, and web based materials to honour and foster an awareness of the courage, integrity, resilience, mateship, teamwork, duty, sacrifice, achievements and traditions of our service men and women and horses of the Australian Light Horse during WW1 and
- (3) to house a joint clubhouse facility which together with the adjoining field will be initially able to be used by all of the eight (8) Maleny equestrian groups for training and limited competition.

Total funding to date has been estimated at \$150,000 to complete the building with short fall subsidized by Club Membership and donations.

The Maleny Bridge Club is in the final stages of an agreement to extend to this building for the benefit of both their members and the members of MDSRC.

Since the inception of the lease it has been agreed between the stakeholders of the Maleny Community Precinct that the area immediate to the Northern Fig Tree should be excised from the lease and dedicated to open space and controlled and maintained by Council.

The Lease area is partially demonstrated in yellow in Figure 3 below with the excised area outlined in red.

Council has made offer to licence this area back for Open Space

Fig.3



### Residential Precinct

Four rural residential sites have been subdivided from the parent parcel as outlined in the Maleny Community Precinct Master Plan. The sale of the sites was endorsed by Council in March 2016 and put to Auction on 4 June 2016 – three lots are now under contract after auction, two for \$350,000 and one for \$360,000 – Total \$1.06 million. The remaining lot 15 is listed on the open market for \$350,000.

The next stage of residential development is being progressed and it is expected this subdivision will be included into the 2017/2018 budget, if approved.

### **Balance works of Maleny Community Precinct Master Plan**

The proposed community area vacated by the previously planned Aquatic Centre will not have vehicular access until future works on the residential subdivision area has been completed and the future use of this area has been placed on hold for present.

### **Legal**

No legal implications are expected in relation to this report.

### **Policy**

No Policies are involved in reference to this report.

### **Risk**

The Maleny Golf Lease extension has held back plantings on the Precinct in various areas and this will continue if the lease boundaries are not decided upon.

### **Previous Council Resolution**

#### **25 February 2016 (OM16/40)**

*That Council:*

- (a) dispose of the rural residential land - Maleny Community Precinct identified as Lots 10, 11, 12 and 13 on SP287397 by public auction and if unsuccessful, the property be sold pursuant to the terms in (b) below and*
- (b) if the property is not sold when offered for sale by auction or tender, Council resolves, pursuant to section 236(2), that an exception under section 236 (1)(a) of the Local Government Regulation 2012 applies provided the property is sold:*
  - i. for more than the highest bid received at the auction or tender, and*
  - ii. for no less than the market value of the land and improvements (if any).*

#### **13 November 2014 (OM14/164)**

*That Council:*

- (a) endorse the amended lease boundary for Maleny District Sport and Recreation Club Inc. to reflect survey plan (Appendix A) and*
- (b) endorse the Maleny District Sport and Recreation Club Inc. lease on the Maleny Community Precinct, Maleny, for a period of 10 years.*

#### **17 October 2013 (OM13/214)**

*That Council:*

- a) adopt the Maleny Golf Club Incorporated as a specialist supplier as it would be impractical or disadvantageous to invite quotes or tenders in this instance and*
- b) endorse the Maleny Golf Club Lease, Deed of Agreement – Transitional Zone, and Funding Contract.*

#### **28 March 2013 (OM13/58)**

*That Council:*

- (a) note the request from Maleny and District Sport and Recreation Club that it no longer wishes to proceed with the establishment of sports fields on the Maleny Community Precinct and that the Club supports the possible establishment of an equestrian facility on the Sports and Recreation Sub Precinct within the Maleny Community Precinct*

- (b) resolve to no longer proceed with plans for an aquatic facility within the Community Facility Sub Precinct based on the outcomes of the "Maleny Aquatic Facility Feasibility Study – January 2013"
- (c) request that the Chief Executive Officer review the Maleny Community Precinct Master Plan implications of (a) and (b) above taking account of the overall sport and recreation needs of the wider Maleny community and
- (d) resolve to refer the possible funding for the maximum value of \$450,000 of the proposed Maleny Golf Course via land sales (Lots 1 & 2 on SP242420) on the Precinct, for consideration in the preparation of the 2013/14 capital budget process, noting that such funding to be conditional on a further report to Council detailing:
  - (i) any necessary approvals under the Local Government Act
  - (ii) the identification and agreement of project performance and construction Milestones
  - (iii) business case performance and satisfactory lease terms with "Maleny Golf Incorporated".

**31 May 2011 (OM11/146)**

That Council:

- (a) receive and note the report titled "Maleny Community Precinct Lease boundaries, Interpretive pathway and Planning Approval Process"
- (b) endorse the indicative lease boundaries for Barung Landcare, Maleny Golf and Maleny District Sport and Recreation Club (Appendix A)
- (c) delegate authority to the Chief Executive Officer to finalise the "Agreements to Lease" with Barung Landcare, Maleny Golf and Maleny District Sport and Recreation Club with land tenure arrangements being conditional upon each group submitting a viable business case to council and meeting agreed milestones that demonstrate their financial and administrative capacity to develop their proposed leased area
- (d) note that finalisation of any "Lease" will not occur until council has formally considered the business cases of the groups listed in (c) above
- (e) endorse the route and schematic design of the Pattermore House to Gardiners Falls and Maleny Township Interpretive Trail (Appendix B)
- (f) with regard to obtaining Planning Approvals for the Maleny Community Precinct Master Plan area:
  - (i) agree that a development application for a Preliminary Approval (Material Change of Use under S.242 of the Sustainable Planning Act) is no longer required
  - (ii) note that the approved Maleny Community Precinct Final Master Plan will inform the new Planning Scheme as it relates to the Maleny Community Precinct and
  - (iii) agree that Lessees (or entities holding Agreements to Lease) and council proceed with the necessary development applications to reflect the land use intent of the Master Plan in their respective areas in accordance with the agreed staging plan
- (g) note that Unitywater is investigating options for upgrade and augmentation of sewage treatment services for the Maleny sewerage services area to serve existing and future populations
- (h) provide in-principle support for an option which would involve council entering into a long term agreement to lease the northern wetlands section of the Maleny Community Precinct to Unitywater (Appendix C). The purpose of this agreement being to:
  - (i) allow the beneficial reuse of treated effluent and the development of an irrigation forest and wetland system on the Precinct
  - (ii) restore biodiversity and water quality to drained former rainforest and wetlands and riparian zones
  - (iii) provide recreational opportunities in accordance with the Maleny Community Precinct Master Plan and
- (i) authorise the Chief Executive Officer to enter into appropriate long-term lease arrangements with Unitywater for the northern wetlands section of the Maleny Community Precinct should this option be adopted.

**6 October 2010 (OM10/266)**

That Council:

- (a) *note the report titled "Staging of the Maleny Community Precinct"*
- (b) *endorse the following additions to the Maleny Community Precinct Stage 1A plan detailed on page 111 of the final Maleny Community Precinct Master Plan Report:*
  - (i) *the development of the walking trail between the Maleny Riverside precinct and Gardiners Falls and*
  - (ii) *access be provided to the lower sports field area*
- (c) *agree that the \$1 million 2010/2011 capital works funding for the Maleny Community Precinct be allocated generally as detailed below:*
  - *Survey \$ 30,000*
  - *Preparation of lease agreements \$ 20,000*
  - *Planting, weed control and maintenance of precinct \$ 80,000*
  - *Detailed design work \$250,000*
  - *Construction works (incl. project management and fees) \$620,000*
  - *Total \$1,000,000*
- (d) *acknowledge that as a result of council not proceeding with the sale of the residential land due to market conditions, the following commitments made by Caloundra City Council on 5 July 2007 cannot be met for the foreseeable future:*
  - (i) *a return (to council) of the cost of land, including interest on the loan and purchase costs and all project costs to date*
  - (ii) *\$1 million contribution towards the cost of establishing the golf course*
  - (iii) *\$1 million to be distributed on a needs assessment basis amongst upgrading Witta Sports Club, Maleny Community Centre, Maleny Showgrounds and establishing a hinterland park/garden and*
  - (iv) *\$1 million towards the cost of rehabilitation and walking trails*
- (e) *agree all future allocations after 2010/2011 for the development of the Maleny Community Precinct be applied for as part of council's annual budget process, or through State or Federal Government funding applications, with consideration being given to any future council capital works expenditure on the precinct to be funded from land sales excepting works on Pattermore House which potentially can be funded from the Heritage Levy and works on wetlands can potentially be funded from the Environment Levy.*

**10 June 2010 (OM10/161)**

That Council:

- (a) *receive and note the report titled 'Maleny Community Precinct Master Plan'*
- (b) *endorse the 'Maleny Community Precinct Master Plan' (Appendix A) (as amended unanimously by the Maleny Stakeholders on 4 June 2010) and the 'Maleny Community Precinct Master Plan Report (Appendix B) as the guiding plan for the development of the Maleny Community Precinct*
- (c) *request the Chief Executive Officer to provide a further report to council outlining options for the staging of the Maleny Community Precinct project with an analysis of the financial implications and the funding/partnership opportunities of the preferred option(s)*
- (d) *proceed with a development application for a Preliminary Approval that reflects the intent of the master plan, with the application being for a Material Change under S.242 of the Sustainable Planning Act (to vary the effect of the planning scheme for the land) over the whole master plan site (excluding Barung Landcare area)*
- (e) *note that any finalised Preliminary Approval will inform the new Planning Scheme as it relates to the Maleny Community Precinct*
- (f) *agree to Barung Landcare changing their current application for a Material Change of Use to reflect their location as depicted in the master plan*

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

**14 May 2009 (OM09/141)**

Regarding the development of appropriate governance, financial and land management models alongside the development of a Master Plan for the Maleny Community Precinct.

**21 August 2008 (OM08/194)**

Supports the commencement of master planning and establishment of a community working group to continue Precinct planning.

**31 July 2008 (OM08/147)**

Regarding approval of the development application for the two contractual lots on the Maleny Community Precinct.

**19 June 2008 (OM08/94)**

Regarding the relocation of Barung Landcare to the Maleny Community Precinct.

**29 May 2008 (OM08/47)**

Regarding Council's need to review documentation before making any decisions in relation to the site and liaising with Barung Landcare about their relocation.

**Related Documentation**

Maleny Community Precinct – Master Plan 2010  
Maleny Sport and Recreation Master Plan 2016-2031.

**Critical Dates**

Maleny Golf Club lease application is dependent principally upon funding as outlined in this report.

**Implementation**

The Lease, Deed of Agreement – Transition Areas and the Agreement to Lease documentation will be initiated as soon as possible if endorsed by Property Management Branch working with Legal Services.

## 8.4 INFRASTRUCTURE SERVICES

### 8.4.1 KENILWORTH AMENITIES BUILDING

<b>File No:</b>	<b>24425</b>
<b>Author:</b>	<b>Senior Scoping Officer Infrastructure Services Department</b>
<b>Attachments:</b>	<b>Att 1 - Canistrum Kenilworth Designer Dunny winner by Michael Lennie..... 237</b>
	<b>Att 2 - OM14/184 minute action of Notice of Motion ..... 241</b>

#### PURPOSE

This report provides council with a project update on the *Isaac Moore Park Iconic Amenities Building, (Kenilworth Designer Dunny)*, outlining the design competition process, the winning design that was selected by the community and future funding strategies.

This report seeks approval to proceed with detail design and documentation including:

- refined concept and detailed design
- documentation and planning approval
- pre-tender cost estimate

A further report will be provided to council once the detail design and documentation is complete, to outline the anticipated costs in order to secure a full funding commitment.

#### EXECUTIVE SUMMARY

In the December 2014 Ordinary Meeting council voted unanimously to support the development of an iconic toilet block at Isaac Moore Park by recommending it be funded in the 2015/2016 capital budget (refer OM14/184). The subsequent council adoption of the 2015/2016 capital program confirmed that \$50,000 was allocated to the design development of the iconic toilet block in 2015/2016 and a nominal construction budget of \$200,000 was scheduled in the capital program for 2016/2017.

The aim of the project is to deliver an iconic facility that will attract attention and visitors to Kenilworth and achieve the functional amenity requirements of the park.

In October 2015, the Kenilworth community in partnership with council, invited entries to the *Kenilworth Designer Dunny Ideas Competition* to help determine the building's design. Approximately 200 entries were received from architects, designers, artists and community members from across Australia and abroad.

The competition selection panel was made up of:

- Division 10 Councillor Greg Rogerson
- Greg Johns, well known Artist from Adelaide
- John Mainwaring, well known Architect from the Sunshine Coast
- Shirley Moreland, OAM and long standing community member of Kenilworth
- Sandra Conte, now the producer of eARTH emag and former curator of the Caloundra Regional Art Gallery

The competition attracted wide community interest with many people lodging a ballot vote of the shortlisted entries. The final winner was chosen after the jury selected the best entry in consultation with community feedback. The winning design *Canistrum*, by Maleny resident Michael Lennie, was announced in March 2016.

A cost estimate report of the twelve shortlisted designs was prepared by an independent quantity surveyor, indicating a range from \$550,000 to \$1.4million. All of the designs exceeded the targeted budget significantly, with one of the primary issues being the need to elevate the toilet above the Q100 flood level. Given the extensive community support and



expectation, this report seeks council's endorsement to proceed with the design development stage and documentation with the purpose of reducing the required construction budget while retaining the integrity of the design.

The next stage in delivering the project involves engaging an architect and consultant team to refine the concept design, to proceed to documentation and construction.

## OFFICER RECOMMENDATION

That Council :

- (a) receive and note the report titled “Kenilworth Amenities Building”
- (b) note the winning design chosen by the selection panel
- (c) proceed to detail design stage, with a further report to be submitted to council detailing the anticipated construction costs of the amenities building at Isaac Moore Park Kenilworth and
- (d) authorise the Chief Executive Officer to seek external funding via Grant Programs.

## FINANCE AND RESOURCING

In the December 2014 Ordinary Meeting council voted unanimously to support the development of an iconic toilet block at Isaac Moore Park by recommending it be funded in the 2015/2016 capital budget (refer OM14/184). The subsequent council adoption of the 2015/2016 capital program confirmed that \$50,000 was allocated to the design development of the iconic toilet block in 2015/2016 and a nominal construction budget of \$200,000 was scheduled in the capital program for 2016/2017.

The initially received \$50,000 capital works was used to arrange and promote the competition, consultants' fees, prize money and the production of the concept design for the iconic toilet block.

The allocated \$200,000 capital works will be used for the design development and documentation phases and towards the construction phase.

Council anticipates that a revised design can be delivered for approximately \$750,000, however this needs to be confirmed at the completion of detailed design phase. The quantity surveyor's estimate is \$840,000.

The table below outlines a proposed future funding arrangement. As there is currently insufficient funding to complete this project a further \$500,000 is anticipated to be required which can potentially be attained from a range of sources. A further report to council will seek to secure a funding commitment once more accurate costings are known.

### Proposed Funding Arrangement

Source	\$ Amount (ex gst)	Position
<b>FUNDED</b>		
A. 2015/2016 Capital Works	\$ 50,000	Expended (competition)
B. 2016/2017 Capital Works	\$ 200,000	Allocated
<b>UNFUNDED</b>		
C. 2016/2017 Councillor Divisional contribution	\$ 100,000	Agreed Cr Rogerson
D. 2017/2018 Councillor Divisional contribution	\$ 100,000	Cr Rogerson or other
E. 2017/2018 Capital Works	\$ 300,000	Anticipated (subject to detailed design and cost estimate)
<b>Total</b>	<b>\$ 750,000</b>	

Every effort will be made to secure grant funding should opportunities be made available from the State or Federal Government within the life of this project.

## CORPORATE PLAN

**Corporate Plan Goal:** *An enviable lifestyle and environment*

**Outcome:** 3.2 - Well-managed and maintained open space, waterways and foreshore assets

**Operational Activity:** 3.2.4 - Manage the region's high quality urban and rural open space network

## CONSULTATION

A range of both internal and external stakeholders were consulted as part of this project.

### Internal Consultation

Internal consultation was sought from the following:

- Councilor Greg Rogerson, (Division 10)
- Infrastructure Services
  - Director
  - Manager Parks & Gardens
    - Coordinator Landscape Design & Planning
      - Principal Landscape Architect
- Corporate Services
  - Manager of Procurement
    - Coordinator Procurement & Contracts
      - Procurement & Contracts Specialist
    - Coordinator Facilities Management
      - Senior Facilities Management
- Planning and Environment
  - Coordination of Flooding & Stormwater
  - Principal Architect
- Community Services
  - Public Art Officer
- Economic Development and Major Projects
  - Coordinator Media
  - Coordinator Marketing
  - Communication Officer

Responses from the internal stakeholders incorporated into the design competition brief and competition process included feedback regarding:

- architectural and landscape design requirements and criteria
- infrastructure design, management and maintenance
- building facilities management and maintenance
- waterways management and flooding
- communications, media and marketing
- procurement guidance

### External Consultation

External consultation was undertaken with the following:

- Kenilworth Community Group. The Kenilworth community (working group) partnered with council to deliver the competition design phase of the project.
- Transport and Main Roads

Responses from the external stakeholders incorporated into the design competition brief and competition process include feedback regarding:

- the competition - brief package, launch, administration and shortlist selection
- ownership and road safety signage

### Community Engagement

In conjunction with council's media and marketing teams, external marketing consultants *Fresh PR*, *Source Media* and *Gomango Architects* (Phil Smith) were engaged by council to develop and implement a comprehensive communication strategy to ensure the success of the competition phase of this project.

The Kenilworth community (working group) arranged a public exhibition displaying the 12 finalists' submissions and administered a public ballot vote which was later used by the jury to inform their final decision making.

Sunshine Coast Council's Kenilworth Designer Dunny Facebook and website pages reached 8,600 people. The majority of feedback was supportive of the competition proposal and winning design.

Council will continue to inform the community of the development of this project through various means, including:

- council website
- media release and liaison
- Facebook
- Twitter
- SCC Customer Contact Centre and SAFI updates
- Councillor newspaper column
- display of construction phase updates on-site during construction

### PROPOSAL

The project will provide the Kenilworth and wider community with an iconic landmark to engender community pride, a much needed public toilet facility for the park and increased visitation to the Kenilworth area, resulting in economic stimulus.

Isaac Moore Park is located on the Eumundi-Kenilworth Road just outside the township of Kenilworth. The parkland is bordered by the Mary River and is a popular rest spot for visitors. The *Kenilworth and District Historical Association* campaigned for the area to be named in honour of Isaac Moore and his contribution to the district. Further community efforts have greatly improved the amenity of the park with riverside tree plantings and the erection of the picnic shelter in 2012.

Recent community interest in adorning the space with some significant public art, together with the need for toilet facilities at the increasingly popular park, led to the competition for the *Kenilworth Designer Dunny*. Council unanimously supported the Notice of Motion to proceed with the design competition (11 December 2014 Ordinary Meeting) pending a final Council Resolution approving the project.

The park is owned by the State Of Queensland and is under control of Sunshine Coast Council as trustee. The *Planning Scheme Local Area Plan* identifies Isaac Moore Park as *Recreation Zone – Open Space*. The *Sunshine Coast Council Open Space Strategy 2011* locates the park within the Kenilworth community hub as a local recreation park. However a short fall in district recreation park open space has been identified in the Kenilworth area and the open space network review has changed Isaac Moore Park from local to district recreation park.

The park has some constraints as it is subject to seasonal flooding, is currently unsewered and does not have water connection.

The park has a barbeque area which has electrical connection and a small rainwater tank.

In 2015, the Kenilworth community partnered with council to deliver the *Kenilworth Designer Dunny* competition. Consultants were engaged to prepare the competition brief and promote the project to potential competition entrants and the general community. Approximately 200 submissions were received from architects, designers, artists and community members from across Australia and abroad. The competition jury comprised four prominent professionals from the fields of architecture, art and art criticism, as well as Cr Rogerson and a representative from the local community. The selection process began with the jury shortlisting 12 submissions. The Kenilworth community group then placed the shortlisted submissions on exhibition and invited the public to vote on preference. The leading three designs, ranked in order of community preference, were considered a second time by the jury who unanimously agreed with the community's selection.

A cost estimate report of the twelve shortlisted designs was prepared by an independent quantity surveyor, indicating a range from \$550,000 to \$1.4mil. All of the designs exceeded the targeted budget significantly. Given the extensive community support and expectation, this report seeks councils' endorsement to proceed with the design development stage and documentation with the purpose of reducing the required construction budget while retaining the integrity of the design.

The winning design, *Canistrum* designed by Michael Lennie, features a steel woven form sitting within a reflection pond that is accessed via a circling pedestrian ramp. The building form references "an unfinished basket reflecting an unfinished history". The design meets the competition brief regarding access, water storage, effluent storage and toilet specification, however, due to the seasonal flooding of the site, the proposed reflection pond will not be achievable.

As part of the design process, the concept design now needs to be refined and developed to achieve an appropriate outcome for the community. The refined concept design will focus on resolving key issues including:

- flooding
- sewerage treatment
- balancing budget constraints with community expectations

In preparation for the refined concept design phase, the competition jury and council have identified opportunities to reduce project costs and ensure buildability such as:

- removing the reflection pond
- simplifying the ramp and balustrade design
- utilising off-the-shelf building materials and construction techniques

The project has sufficient funding to proceed with detail design and documentation however additional funds will be required for the construction phase with construction intended to commence within 2016/2017 financial year, subject to funding.

This report seeks approval to proceed with detail design and documentation including engaging an architect and consultant team to:

- refined concept and detailed design
- documentation and planning approvals
- pre-tender cost estimate

Noting that a further report will be provided to council once the detail design and documentation is complete, to outline the anticipated costs in order to secure a council funding commitment.

### **Legal**

Legal advice was sought to incorporate correct terminology to guarantee Sunshine Coast Council's ownership of copyright of the design submissions.

All relevant building approvals and permits will be obtained throughout the design and construction phase of this project.

### **Policy**

There are no corporate policy implications surrounding this project.

### **Risk**

- (a) community expectations: the community may have expectations that the final design will exactly reflect the concept design.  
Mitigation: council has, and will continue to work closely with the community to ensure a mutually agreeable outcome is achieved.
- (b) budget overrun: the design intent is not achievable within the current proposed budget.  
Mitigation: clear budget direction informing the design development phase along with cost estimates by a council appointed quantity surveyor at critical project milestones.
- (c) maintenance requirements: the design may call for costly or non-standard maintenance requirements.  
Mitigation: consultation with the asset custodians on the design brief and regularly throughout the design and construction process to achieve an acceptable outcome.

### **Previous Council Resolution**

In the December 2014 Ordinary Meeting council voted unanimously to support the development of an iconic toilet block at Isaac Moore Park by recommending it be funded in the 2015/2016 capital budget, refer OM14/184 attached.

The subsequent council adoption of the 2015/2016 capital program confirmed that \$50,000 was allocated to the design development of the iconic toilet block in 2015/16 and a nominal construction budget of \$200,000 was scheduled in the capital program for 2016/2017.

**Related Documentation**

There is no related documentation relevant to this report.

**Critical Dates**

The project plan for implementation is indicatively as follows:

Request For Quotes for Architectural Design Consultant	- July 2016
Appointment of Architectural Design Consultant	- September 2016
Refined Concept and Detailed Design	- November 2016
Documentation and Planning Approvals	- January 2017
Construction Tender	- March 2017
Construction	- May-October 2017

**Implementation**

Following appointment of the successful consultant team, the concept design will be refined to reduce costs and ensure buildability. On completion of this phase, the project will proceed to detail design and documentation. The documentation package will be suitable for gaining necessary approvals and accurate pricing via a Quantity Surveyor.

At this point in time, council staff will apply for potential grant funding and will also seek opportunities for donor funding. Staff will use this information to report back to council with the anticipated costs in order to proceed with construction, subject to funding.

## 8.4.2 SUNSHINE COAST STATE EMERGENCY SERVICE - SERVICE DELIVERY REVIEW

<b>File No:</b>	<b>Council meetings</b>
<b>Author:</b>	<b>Coordinator Disaster Management Infrastructure Services Department</b>
<b>Attachments:</b>	<b>Att 1 - Sunshine Coast SES Service Delivery Review (<i>Under Separate Cover</i>) ..... 129</b> <b>Att 2 - National Arrangements for the State Emergency Service (<i>Under Separate Cover</i>) ..... 173</b> <b>Att 3 - Signed MOA Sunshine Coast (<i>Under Separate Cover</i>)... 175</b> <b>Att 4 - Draft Schedule A - Local Arrangements SCC Version 2.4 (<i>Under Separate Cover</i>) ..... 191</b>

### PURPOSE

The purpose of this report is to identify key issues relevant to the ongoing operations of SES on the Sunshine Coast.

### EXECUTIVE SUMMARY

The aim of this report is to review the current SES service delivery model for the Sunshine Coast Council region. Recent changes such as Council deamalgamation, the review of Queensland's Police and Emergency Services, the dismantling of Emergency Management Queensland, and the amalgamation of SES with Queensland Fire and Emergency Services, have created the need to review QFES/SES operations and co-funding arrangements. This report provides a 5yr short term outlook and a 10yr longer term strategic view of service delivery issues and considerations.

The Queensland SES consists of thousands of 'unpaid' volunteers from a variety of backgrounds and professions who respond to emergencies and disasters across the State. These volunteers are supported by a small number of SES paid staff. Both State and Local Governments work towards a common SES goal, with and for the benefit of the community.

SES staff are trained and equipped to help their communities across a range of functions, and their primary purpose is to assist the most vulnerable members of the community. The SES is designed to empower people to help themselves and others in times of emergency and disaster. The basic concept is one of self-help and mutual assistance within each community and requires significant, ongoing Local Government support.

### OFFICER RECOMMENDATION

That Council :

- (a) receive and note the report titled "Sunshine Coast State Emergency Service - Service Delivery Review "
- (b) delegate to the Chief Executive Officer to progress the key recommendations as outlined in the attached review
- (c) request the Mayor write to each State Emergency Service unit to thank volunteer staff for their valuable contribution to community safety and
- (d) authorise the Chief Executive Officer to negotiate an acceptable funding arrangement that recognises councils funding contribution.

**FINANCE AND RESOURCING****Council provide a budget for:**

- an annual operating budget - \$425,000 (includes a SES annual subsidy contribution of \$42,000), which covers:
  - buildings and facilities maintenance(\$137,000)
  - fleet and workshop (\$78,000)
  - contract services (\$48,000)
  - fuel (\$14,000)
  - insurance (\$8,000)
  - electricity (\$20,000)
  - operational equipment maintenance (\$8,000)
  - information technology equipment (\$21,500)
  - mobile and fixed line telephone and internet (\$27,000)
  - stationary and consumable equipment (\$1,000)
  - an honorarium to one SES local controller (\$10,000)
  - depreciation (\$37,500)
  - council administration costs (\$15,000)
  - capital cost contributions through the provision of land and buildings for 8 SES units (estimate \$8 million replacement value)

**SES**

The State Government and the Public Safety Business Agency (PSBA) contributions to the SES are estimated to be approximately \$4,700 per volunteer per annum; on the Sunshine Coast approximately \$1.42 million per annum.

**This is comprised of annual costs being:**

- recurrent subsidy to Council (\$42,000)
- averaged non-recurrent subsidies (\$35,000)
- replacement flood boats and trailers (varies from year to year)
- current flood boats and trailers insurance value (\$224,000)
- clothing and equipment (\$110,000 - \$115,000)
- support management and administration of the SES – (\$300,000 - \$320,000)
- the creation and maintenance of policies and procedures (PSBA cost undetermined)
- human resource management and training (PSBA cost undetermined)

**Capital works funding**

Funding for capital works and building facility upgrades has been achieved through a combination of SES sought funding and Council contributions.

**CORPORATE PLAN**

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

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

**Operational Activity:** 2.1.1 - Manage the Local Disaster Management Committee and provide disaster management services, information and advice



## CONSULTATION

A consultation process was undertaken to prepare the review and recommendations.

### Internal Consultation

- Director Infrastructure Services / Local Disaster Coordinator
- Disaster Management Team

### External Consultation

- Queensland Fire and Emergency Services including key SES personnel.

### Community Engagement

Community consultation was considered, but not required as the previous arrangements had extensive community consultation.

## PROPOSAL

The State Emergency Service (SES) is a volunteer emergency services organisation that provides community members with an opportunity to help the community in times of emergency and disaster.

### Background

In 1975 the Queensland State Government enacted the State Counter Disaster Organisation Act 1975 (SCDO Act) to create the State Emergency Service. The SES evolved from the former Queensland Civil Defence Organisation that had been in operation since 1961. The Queensland State Emergency Service was established because there was a need for a service that was capable of dealing with natural disasters as well as undertaking a civil defence role.

The SCDO Act 1975 required local government to “establish and maintain within its area a local emergency service based upon the resources of the local government and including the members of the State Emergency Service”.

Sunshine Coast State Emergency Service Groups were established and maintained by the previous Caloundra City, Maroochy and Noosa Shires. The SCDO Act included as a function of the SES a requirement “to advise and assist local governments, government departments, statutory organisations, voluntary groups and other bodies”.

The Disaster Management Act 2003 (DM Act) replaced the SCDO Act in March 2004. The DM Act continues the need for a SES capability and provides legislative requirements about its functions, such as disaster operations, search and rescue and the performance of other activities to help communities prepare for, respond to and recover from an event or disaster.

The DM Act (Part 5, S80) requires that “local government has a disaster response capability”. The DM Act does not directly state that local government must provide support for the effective functioning of the SES. It is recognised however, that the SES are historically embedded in all Queensland Local Government areas as a consequence of previous legislation, and that the establishment of SES Groups provides the required “local government disaster response capability” stated in the current DM Act. The efforts of SES volunteers assist Council during disaster events, and provide an operational response capability for the Sunshine Coast community during times of emergencies and disasters.

Following local government amalgamation in 2008, Officers from Council and Emergency Management Queensland (EMQ) met to discuss operations of the SES on the Sunshine Coast. EMQ thereafter commenced discussions during 2009 with Council about entering into a formal Memorandum of Understanding to document a shared agreement about roles and responsibilities relating to the operations of the SES.

A Memorandum of Agreement (MoA) was signed in 2012 between the Director-General of Community Services and the Sunshine Coast Council Chief Executive Officer, outlining the operating arrangements for the State Emergency Service (SES) on the Sunshine Coast. It detailed the agreed responsibilities for the management and support of the SES by Council and EMQ, based on the requirements of both parties under the Disaster Management Act 2003.

In November 2012 the Queensland Government announced the formal review into the state's police and emergency services. The Minister for Police and Community Safety, the Hon. Jack Dempsey MP, appointed former Australian Federal Police (AFP) Commissioner Mick Keelty to head the review.

An outcome from the review in 2013 was that Emergency Management Queensland (EMQ) would cease to exist as an entity, and its functions would be integrated with the Queensland Fire and Rescue Service (QFRS) to form a new department named Queensland Fire and Emergency Services (QFES). An Emergency Services Volunteers (ESV) Division was established and is responsible for providing overall strategic leadership, direction and support to the Rural Fire Service Queensland, the State Emergency Service and other volunteer groups involved in emergency response. A Deputy Commissioner Emergency Service Volunteers position was created and filled in September 2015.

As a result of Council deamalgamation in 2014, the existing Sunshine Coast 12 SES groups were redistributed with 4 groups going to the Noosa Shire Council area and 8 groups remaining in the Sunshine Coast Council area. An overarching central regional SES headquarters located on the sunshine motorway was considered to be unnecessary in the new structure and was closed at this time. (Attachment #1 – Sunshine Coast SES Service Delivery Review)

The Keelty Review into emergency services in Queensland (Police and Community Safety Review Final Report – August 2013) reviewed the SES structure, including funding arrangements and operations. The report states that, “the overall issue of funding of the service (particularly cost sharing arrangements between State Government and Local Governments) is one, which will require considerable work into the future to ensure a sustainable capability. Currently there are significant differences across the state in terms of the ability of local government to support local SES units, either financially or in kind”.

The Keelty report also states that, “The issue of ownership of the SES is one that will require ongoing work between State and Local Government. Paradoxically the entity is called the State Emergency Service but it is largely seen by local governments to be a local emergency service. SES tends to be considered a state capability to be deployed as the state sees fit. In reality, however, many SES units are mostly funded and supported by both local governments and local communities”.

The report recommends that SES working within the QFES structure should provide, “many opportunities to be leveraged with other like volunteer organisations, particularly the Rural Fire Service. Such opportunities include training, accommodation, fleet, equipment and operational response. The joining up of some of these functions needs to be more closely considered to provide not only economies of scale, but also to maximize the advantages to individual members who volunteer their time freely.

In terms of ongoing partnerships and arrangements, the report states:

- Under current arrangements of the *Disaster Management Act 2003*, every local authority in Queensland is responsible for maintaining a disaster response capability
- For local governments, this means the ability to provide equipment and a suitable number of persons, using the resources available to the local government, to effectively deal with, or help another entity to deal with, an emergency situation or a disaster in the local government's area. Typically this means the formation of an SES group
- The chief executive officer (currently the Director-General of the Department of Community Safety) is responsible for establishing management and support services, setting policy and training standards, appointing key SES Unit personnel and for entering into agreements with local governments regarding responsibilities of each party. The Review team have concluded that there is a clear need for agreements to exist with every local government and that these need to take account of individual variances in the geography, demography, capability and capacity that exists within each of these authorities
- That the Deputy Commissioner Emergency Service Volunteers is made responsible for the production and efficacy of these agreements and that work commences on these as early as possible
- Please refer to Attachment #2 (National Arrangements for the State Emergency Service) which provides the various state arrangements for comparison and information purposes.

### **Scope**

The following issues have been identified as being within scope for this review:

- Responsibilities of State and Council
- Current financial arrangements
- Analysis of current capability and capacity
- Council deamalgamation related issues
- SES now working within the new QFES structure
- The Memorandum of Agreement between EMQ and Council for the support and operations of SES expired in July 2015
- EMQ no longer exist
- Schedule A was not finalised with EMQ and needs new clarity now that SES operate under QFES
- Impact of Caloundra South on SES Service Delivery
- Nambour SES building lease expires in 2016
- Several SES unit locations may be resumed in the long term future for road and rail corridors
- Review of the asset replacement program (vehicles, boats and trailers)

### **Legislation and Functions**

The primary functions of the SES within all Local Government Council areas of Queensland are to ensure a disaster response capability as outlined in the Disaster Management Act 2003 and the Fire and Emergency Services Act 1990 (amended reprint 21 May 2014).

The Queensland State Emergency Service is a not-for-profit organisation that is supported through a partnership between the State Government and all Local Governments of Queensland and the SES volunteers themselves. Both State and Local Governments work towards a common SES goal, with and for the benefit of the community.

The Queensland SES consists of thousands of 'unpaid' volunteers from a variety of backgrounds and professions who respond to emergencies and disasters across the State. These volunteers are supported by a small number of SES paid staff. Queensland Fire and Emergency Services provides the State Government coordination and a support component.

SES staff are trained and equipped to help their communities across a range of functions, and their primary purpose is to assist the most vulnerable members of the community. The SES is designed to empower people to help themselves and others in times of emergency and disaster. The basic concept is one of self-help and mutual assistance within each community.

### **Memorandum of Agreement**

A Memorandum of Agreement (MoA) was signed in 2012 between the Director-General of Community Services and the Sunshine Coast Council Chief Executive Officer. The MoA outlined the operating arrangements for the State Emergency Service (SES) on the Sunshine Coast. It detailed the agreed responsibilities for the management and support of the SES by Council and EMQ, based on the requirements of both parties under the Disaster Management Act 2003. The MoA expired in 2015 and is awaiting a new draft final version to be provided by the SES to Council for negotiation. The expired MoA will continue to be acknowledged until an updated MoA is in place. (Attachment #3 – Memorandum of Agreement).

### **Draft Schedule A**

A draft schedule (Schedule A) was also developed to clarify the supporting arrangements for the State Emergency Service (SES) on the Sunshine Coast. It detailed the agreed responsibilities for the management and support of the SES as agreed to by Council and EMQ. Final agreement of the shared responsibilities and related cost sharing was not achieved, largely due to a planned reorganisation of Queensland Emergency Services in 2013. The contents of the draft schedule were agreed to as an "in principle" guide to ensure a continuing SES operational capability, until a review of Queensland Emergency Services was completed and a subsequent final agreement on the shared responsibilities could be reached. Now that the SES works under a combined QFES structure, there may be closer alignment with QFES rather than with SCC for some support services, such as Information and Communication Technology Services (Attachment #4 – Draft Schedule A to the Memorandum of Agreement).

### **Review Recommendations**

The key recommendations of this review are:

1. A combined Council/QFES/SES 5 year strategic view is adopted for the continued operations of the SES on the Sunshine Coast, in the form of a signed Memorandum of Understanding
2. Council continues to provide resources and support for the functioning of the State Emergency Service on the Sunshine Coast, in partnership with Queensland Fire and Emergency Services (Consistent with most Local Government Areas in Queensland)
3. QFES/SES identify and progress future SES requirements for the Caloundra South development area
4. QFES/SES provide a revised draft Memorandum of Understanding for future partnership discussion and agreement (SCC/QFES/SES negotiation required when received)
5. QFES/SES take over the management of all ICTS (Computer and Communications) requirements to align SES with QFES ICTS systems and processes. Estimated saving of \$47,000 in annual costs (further SCC/QFES/SES negotiation required)

6. QFES/SES manage all small equipment requirements to align with QFES purchasing, maintenance and training processes (further SCC/QFES/SES negotiation required)
7. SCC write to the Minister for Police, Fire and Emergency Services to request an increase in the:
  - a) annual SES subsidy from 10% to 50% (currently \$42,000 provided to Sunshine Coast Council), to better match the current SCC funding expenditure for the operations of the SES (currently \$380,000)
  - b) value of annual grant funding for vehicles – to increase from \$15,000 per vehicle to \$30,000 per vehicle. Current replacement costs for vehicles range from \$50,000 to \$100,000 per vehicle
8. SCC write to each SES Unit to thank volunteer staff for their valuable contribution to community safety

### Legal

The information contained in this report is presented without prejudice to assist Council, the QFES and the SES in meeting their respective legislative requirements and obligations

### Policy

There are no identified policy implications for this report.

### Risk

Any reduction in resourcing support for the SES may increase the risk that local SES volunteers may withdraw their volunteer services, resulting in a reduced capability to provide an effective response to the Sunshine Coast community during disasters or emergencies.

It is important that future community needs are adequately planned for and supported to ensure an adequate SES capability and capacity is maintained for emergency and disaster events within the Sunshine Coast region.

### Previous Council Resolution

At its Ordinary Meeting on the 31 January 2012 Council passed resolution OM12/10:

#### **(PSC) Item 4.4.1 State Emergency Services Operations on the Sunshine Coast in 2011**

*That Council:*

- (a) receive and note the report titled 'State Emergency Service Operations on the Sunshine Coast in 2011'*
- (b) formally acknowledge and thank the Sunshine Coast SES volunteers for their hard work and ongoing contribution and dedication to the community in 2011*
- (c) agree in principle to sign off the Memorandum of Agreement (Appendix A) between the Department of Community Safety and the Sunshine Coast Council which sets out the responsibilities of both the State and Council regarding the management of the SES based on the requirements of both parties under the Disaster Management Act 2003*
- (d) delegate authority to the Chief Executive Officer to negotiate and finalise the contents of Schedule A (Appendix B) of the Memorandum of Agreement with the Department of Community Safety by 30 June 2012, noting that there is no requirement for any increase in operational resourcing above current levels and*
- (e) request the Chief Executive Officer to report to the council post March 2012 on the outcome of the Memorandum of Agreement and the obligations and responsibilities of the parties and for council to formally endorse the Memorandum of Agreement.*

**Related Documentation**

- *Queensland Disaster Management Act 2003* (Reprint October 2014)
- Queensland State Disaster Management Plan (Reviewed May 2015)

**Critical Issues**

- SES arrangements with local government areas are inconsistent across the state
- At a regional level, SES have indicated that funding may not be available within SES to support some of the efficiencies identified in this report

**Critical Dates**

New agreements are required as soon as possible.

**Implementation**

This review will provide the basis for an action plan to have ongoing arrangements in place between Sunshine Coast Council and the Sunshine Coast State Emergency Service. Council will continue to work with QFES/SES and the individual SES units to progress the intent of this review.

**8.5 ECONOMIC DEVELOPMENT AND MAJOR PROJECTS**

Nil

**8.6 OFFICE OF THE MAYOR AND THE CEO**

Nil

**9 NOTIFIED MOTIONS**

**10 TABLING OF PETITIONS**

Petitions only eligible for submission if:

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

**11 CONFIDENTIAL SESSION****11.1 PLANNING AND ENVIRONMENT**

Nil

**11.2 COMMUNITY SERVICES**

Nil

**11.3 CORPORATE SERVICES****11.3.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - BLI BLI LAND TRANSFER****File No:** Council meetings**Author:** Coordinator Property, Projects and Development  
Corporate Services Department

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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.

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**11.3.2 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - ACQUISITION MALENY LAND****File No:** Council meetings**Authors:** Project and Development Officer  
Corporate Services Department  
Coordinator Property, Projects and Development  
Corporate Services Department

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

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**11.4 INFRASTRUCTURE SERVICES****11.4.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - CARPARK NAMBOUR**

**File No:** Council Meetings  
**Author:** Coordinator Civil Projects  
Infrastructure Services Department

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

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**11.5 ECONOMIC DEVELOPMENT AND MAJOR PROJECTS**

Nil

**11.6 OFFICE OF THE MAYOR AND THE CEO**

Nil

**12 NEXT MEETING**

The next Ordinary Meeting will be held on 18 August 2016 in the Council Chambers, Corner Currie and Bury Streets, Nambour.

**13 MEETING CLOSURE**