

Agenda

Ordinary Meeting

Thursday, 9 November 2017

commencing at 9.00am

Council Chambers, 1 Omrah Avenue, Caloundra

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	DECLARATION OF OPENING	7
2	WELCOME AND OPENING PRAYER	7
3	RECORD OF ATTENDANCE AND LEAVE OF ABSENCE	7
4	RECEIPT AND CONFIRMATION OF MINUTES	7
5	OBLIGATIONS OF COUNCILLORS	7
5.1	DECLARATION OF MATERIAL PERSONAL INTEREST ON ANY ITEM OF BUSINESS	7
5.2	DECLARATION OF CONFLICT OF INTEREST ON ANY ITEM OF BUSINESS	7
6	MAYORAL MINUTE	7
7	PRESENTATIONS / COUNCILLOR REPORTS	7
8	REPORTS DIRECT TO COUNCIL	9
8.1	OFFICE OF THE CEO	9
8.1.1	SUNSHINE COAST COUNCIL ANNUAL REPORT 2016/2017	9
8.1.2	QUARTERLY PROGRESS REPORT - QUARTER 1, 2017/2018	13
8.1.3	2017-2021 SUNSHINE COAST COUNCIL CORPORATE PLAN REVIEW	71
8.1.4	SUNCENTRAL MAROOCHYDORE PTY LTD ANNUAL REPORT 2017	77
8.2	BUSINESS PERFORMANCE	81
8.2.1	SEPTEMBER 2017 FINANCIAL PERFORMANCE REPORT	81
8.2.2	2016/17 FINANCIAL STATEMENTS AND COMMUNITY FINANCIAL REPORT	101
8.2.3	SALE OF NAMBOUR DEPOT LAND BY EXPRESSIONS OF INTEREST	171
8.3	CUSTOMER ENGAGEMENT AND PLANNING SERVICES	177
8.3.1	BIRTINYA REGULATED PARKING AREA - PROPOSED EXTENDED TRIAL	177

8.4	LIVEABILITY AND NATURAL ASSETS	185
8.4.1	CALOUNDRA TOWN RESERVE LANDSCAPE CONCEPT PLAN	185
8.4.2	ISAAC MOORE PARK KENILWORTH ICONIC AMENITIES BUILDING.....	201
8.4.3	SMART CITY IMPLEMENTATION PROGRAM UPDATE	221
8.5	BUILT INFRASTRUCTURE.....	235
8.5.1	DRAFT STREET TREE MASTERPLAN.....	235
8.5.2	PARKING AMNESTY FOR CALOUNDRA CBD.....	241
8.6	ECONOMIC AND COMMUNITY DEVELOPMENT	249
8.6.1	REVIEW OF THE PERFORMANCE OF THE TOURISM AND MAJOR EVENTS LEVY	249
8.6.2	DRAFT SUNSHINE COAST COUNCIL YOUTH ACTION PLAN 2018- 2021	281
8.6.3	REGIONAL ARTS DEVELOPMENT FUND (RADF) ANNUAL REPORT	287
8.6.4	2017/2018 COMMUNITY GRANTS PROGRAM MAJOR GRANTS ROUND 1 RECOMMENDATIONS	293
8.6.5	AQUATIC CENTRE POOL DEPTH ANALYSIS	327
8.6.6	FUNDING AND PERFORMANCE DEED - SUNSHINE COAST DESTINATION LIMITED (TRADING AS VISIT SUNSHINE COAST)	339
8.6.7	REQUEST FOR CLOSED CIRCUIT TELEVISION - CALOUNDRA CHAMBER OF COMMERCE	343
8.7	OFFICE OF THE CEO	363
8.7.1	PROPOSED AMENDMENT TO LOCAL LAW NO.1 (COMMUNITY HEALTH AND ENVIRONMENTAL MANAGEMENT) 2017.....	363
8.7.2	AUDIT COMMITTEE MEETING 9 OCTOBER 2017.....	391
9	NOTIFIED MOTIONS	403
9.1	NOTICES OF RESCISSION	403
9.2	NOTICES OF MOTION.....	403
9.3	FORESHADOWED NOTICES OF MOTION	403
10	TABLING OF PETITIONS	403
11	CONFIDENTIAL SESSION	405

- 11.1 BUSINESS PERFORMANCE405**
- 11.2 CUSTOMER ENGAGEMENT AND PLANNING405**
- 11.2.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - PROPOSED
ROUND 5 SITE SPECIFIC (INCLUDING SEQ REGIONAL PLAN
BRING FORWARD SITES) AND OPERATIONAL MATTERS
AMENDMENT405
- 11.3 LIVEABILITY AND NATURAL ASSETS405**
- 11.3.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - BARINGA
COMMUNITY CENTRE405
- 11.4 BUILT INFRASTRUCTURE.....405**
- 11.5 ECONOMIC AND COMMUNITY DEVELOPMENT405**
- 11.6 OFFICE OF THE CEO406**
- 11.6.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - QUARTERLY
PROGRESS REPORT - QUARTER 1, 2017/2018.....406
- 12 NEXT MEETING.....406**
- 13 MEETING CLOSURE.....406**

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****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**

8 REPORTS DIRECT TO COUNCIL**8.1 OFFICE OF THE CEO****8.1.1 SUNSHINE COAST COUNCIL ANNUAL REPORT 2016/2017****File No:** Council meetings**Author:** Coordinator Corporate Plan Reporting and Risk
Office of Chief Executive Officer**Appendices:** App A - Annual Report 2016/2017Pg 5/266

PURPOSE

This report presents the Annual Report for Sunshine Coast Council, covering the period 1 July 2016 to 30 June 2017.

The Annual Report 2016/2017 is a requirement of the *Local Government Act 2009* and provides all statutory information required by the Act and associated Regulation.

EXECUTIVE SUMMARY

Council's Annual Report is one of the ways in which council informs the community and stakeholders about the services council has delivered, the projects it has undertaken, and its achievements during the financial year. It also includes council's audited financial statements.

The major achievements for the year include:

A smart economy

- Sunshine Coast Airport – Palisade Investment Partners were appointed as commercial operating partner in a deal worth \$605 million
- Sunshine Coast Airport hit the one million passenger mark in a 12-month period
- Construction work started on the first stage of the new Maroochydore City Centre
- \$240 million in total purchasing spend was awarded to local businesses
- Major events generated about \$65.5 million in economic activity

A strong community

- Sunshine Coast Lightning won the national netball grand final in their debut season
- More than 35,000 people attend the first HORIZON Festival
- Caloundra Music Festival celebrated its 10th anniversary in 2016
- Delivered over 1,830 library programs and workshops to more than 52,700 participants
- Provided \$4.1 million in community grants to more than 870 applicants.

A healthy environment

- A number of key centres throughout the region are being revitalized and transformed
- New \$4.7 million Mary Cairncross Rainforest Discovery Centre opened
- Landholder Environment Grants program provided \$304,000 to 97 properties
- 190 new Land for Wildlife properties registered, bringing the total to 942 protecting 8,291 hectares.

Service excellence and an Outstanding Organisation

- Award-winning online Disaster Hub managed 187,000 enquiries during ex-Tropical Cyclone Debbie
- \$1.72 billion of building approvals issued – the highest figure over the past eight years
- Construction of the Sunshine Coast solar farm reached physical completion
- Clean financial audit report for the eighth consecutive year
- Council and its officers received 16 awards related to outstanding performance.

OFFICER RECOMMENDATION

That Council:

- receive and note the report titled “Sunshine Coast Council Annual Report 2016/2017”**
- adopt the Sunshine Coast Council Annual Report 2016/2017 (Appendix A) and**
- note that the Chief Executive Officer may make minor amendments to the Annual Report to allow for publication.**

FINANCE AND RESOURCING

The cost of preparing the Annual Report is included within the Corporate Governance Branch annual budget. To minimise costs the report has been designed for viewing online. This will provide easy access and retrieval of the report via council’s website and reduce the necessity for printing costs.

CORPORATE PLAN

Corporate Plan Goal: *An outstanding organisation*

Outcome: We serve our community by providing this great service

Operational Activity: S31 - Governance - providing internal leadership, legal opinion, governance and audit functions ensuring legislative accountability, transparency and ethical obligations are supported

CONSULTATION

Portfolio Councillor Consultation

Councillor E Hungerford as Portfolio Councillor for Governance and Customer Service has been briefed on this report.

Internal Consultation

Corporate Governance worked with staff from the Office of the Mayor and CEO, including Communications Branch in the development of this report.

Directors were consulted on the major achievements, noted in the report.

External Consultation

There has been no external consultation in preparing this report.

Community Engagement

There has been no community consultation in preparing this report. The report once adopted by council will be promoted to the community.

PROPOSAL

The Annual Report presents information on implementation of council's corporate and operational plans over the past financial year and features major achievements and highlights. The contents required in the Annual Report are determined by legislation.

The Annual Report 2016/2017 is comprised of four parts and each part is detailed below:

Section 1 - Introduction

Provides introductory information to the Annual Report and contains:

- Message from the Mayor and message from the Chief Executive Officer
- Key statistics on the Sunshine Coast and council
- Councillor names, divisions and portfolios
- Executive Leadership Team names and positions
- Organisation structure

Section 2 - Report on Implementation of the Corporate and Operational Plans

This section is structured around the five corporate goals and includes:

- Highlights in delivering the Corporate Plan 2017-2021 and Operational Plan 2016/2017
- Major achievements
- Performance measures

Section 3 - Annual Disclosures

Covers all non-financial information required to be published in council's Annual Report. In addition, disclosures considered best practice in Annual Reports, such as information on governance and risk management are included.

Section 4 - Financial information

This section contains council's Community Financial Report, audited financial statements and other financial information required under the *Local Government Act 2009* and *Local Government Regulation 2012*.

The financial statements and documentation will be presented to council under separate report and incorporated into the Annual Report 2016/2017 following adoption.

Legal

The Annual Report has been compiled following the requirements of legislation including the *Local Government Act 2009*, *Local Government Regulation 2012* and *Public Sector Ethics Act 1994*.

Policy

There are no policy implications associated with the Annual Report however the report is a component of the Strategic Corporate Planning and Reporting Framework.

Risk

There are no risk management issues associated with the recommendation in this report.

Previous Council Resolution

There are no previous resolutions in relation to the Annual Report 2016/2017.

Related Documentation

Council adopted the:

- Corporate Plan 2017-2021 on 23 February 2017
- Annual Operational Plan 2016-2017 on 9 June 2016
- Budget and Forward Estimates 2016/2017 on 16 June 2016

Critical Dates

Under *Local Government Regulation 2012(s182)* council must adopt the Annual Report within one month after the auditor-general provides the audit report and be published within two weeks of adoption (*Local Government Regulation 2012 s182*).

Implementation

Following adoption, publication and communication channels will include:

- Sunshine Coast Council website – document viewing and ability to download the report and/or print
- Distribution of printed copy to council libraries and customer service centres.

Community organisations and individuals requiring a copy of the Annual Report will be able to purchase from council's customer service centres or print a free copy from council's website.

8.1.2 QUARTERLY PROGRESS REPORT - QUARTER 1, 2017/2018

File No:	Council meetings
Author:	Coordinator Corporate Plan Reporting and Risk Office of Chief Executive Officer
Appendices:	App A - CEO's Quarterly Progress Report17 App B - Operational Plan Activities Report45

PURPOSE

This report presents the Quarterly Progress Report for the period 1 July to 30 September 2017 - Quarter 1.

This report has been prepared to inform council and the community on delivery of the services, implementation of operational activities and significant operating projects from council's Operational Plan 2017/2018.

EXECUTIVE SUMMARY

Each quarter, council receives a progress report on the delivery of the Corporate and Operational Plans. The report once adopted, is published and made available to the community.

The Report is comprised of:

- Appendix A – CEO's Quarterly Progress Report
- Appendix B – report on the 146 operational activities flowing from council's Operational Plan 2017- 2018.

Highlights for the quarter ended 30 September 2017 are:

A smart economy

- Strong development activity continues with 2014 building approvals issued with a construction value of \$436 million
- Sunshine Coast Airport expansion – Principle Reference Design completed and released to tenderers
- Sunshine Coast International Broadband Submarine Cable – detailed project feasibility study underway.

A strong community

- Hosted a variety of entertainment and celebration, including the 10 day HORIZON Festival; 50th Anniversary Celebrations; NAIDOC Week; launch of the Nambour Soundrail; and announcement of the 2017 Sunshine Coast Arts Prize winner
- Maroochydore Intersection Upgrade project into full construction with the Maud Street intersections of Dalby and Bungama Streets at 98% completion
- Palmwoods Streetscape project in full construction with the major retaining wall work in progress as well as significant progress on the timber decking

A healthy environment

- Community Nature Conservation Program – 6,200 native plants installed and over 228 wheelie bins of weeds removed from council’s bushland reserves
- \$2.58 million grant obtained to construct pedestrian/cycle bridge over Mayes Canal at Mooloolaba
- Love to Ride Sunshine Coast promotion gets people riding with a combined distance of 96,441kms travelled by bike.

Service excellence

- Sunshine Coast Holiday Parks continued to experience very strong demand for the first quarter with occupancy growth up 6% on previous year
- Road reseal program completed 72,420m² of roads valued at \$2.2 million

An outstanding organisation

- \$57.7 million of the total purchasing spend for the quarter is to local businesses
- Coastal Pathway project wins Heart Foundation Local Government Award in “Over 50,000 population”

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Quarterly Progress Report - Quarter 1, 2017/2018”
- (b) note the Chief Executive Officer’s Quarterly Progress Report - Quarter 1, 1 July to 30 September 2017 (Appendix A) on service delivery and
- (c) note the Operational Plan Activities Report - quarter ended 30 September 2017 (Appendix B) reporting on implementation of the Corporate and Operational Plans.

FINANCE AND RESOURCING

Financial reporting information is not included in the report. A Financial Performance Report is provided to council each month covering operating revenue and expenses and capital programs.

CORPORATE PLAN

Corporate Plan Goal: *An outstanding organisation*
Outcome: We serve our community by providing this great service
Operational Activity: S31 - Governance - providing internal leadership, legal opinion, governance and audit functions ensuring legislative accountability, transparency and ethical obligations are supported

CONSULTATION**Portfolio Councillor Consultation**

Councillor Hungerford as Portfolio Councillor for Governance and Customer Service has been briefed on this report.

Internal Consultation

Consultation has occurred with each department of council to provide information on service delivery and status of operational activities.

External Consultation

There has been no external consultation in relation to this report however the report is made available to the community.

Community Engagement

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

PROPOSAL

Under the requirements of the *Local Government Act 2009* and associated Regulations, council is required to consider a regular report from the Chief Executive Officer outlining the achievements in delivering on the outcomes in its corporate and operational plans.

This report provides information on the following for consideration by council.

Progress report

The Chief Executive Officer's Quarterly Progress Report – Quarter 1 (Appendix A) consists of a summary of achievements; and supporting information by Corporate Plan Goal covering Planning for our future; Major projects; and Delivery of council's services.

Operational plan activities

The Operational Plan Activities Report – Quarter ended September 2017 (Appendix B) provides details on the implementation of activities outlined in council's operational plan. It includes the status of each activity covering percentage complete, completion date and progress commentary.

Table 1 provides a summary on the status of all operational activities and significant operating projects.

Status	Number
Completed	4
Underway	140
Not started	2
Total	146

Table 1: Summary of all operational activities and significant operating projects

Legal

There is a legislative requirement to provide a report on performance against the corporate and operational plans. This report meets the requirements of the *Local Government Act 2009* and Regulation.

Policy

There is no policy associated with the presentation of a quarterly progress report however it is a component of the Strategic Corporate Planning and Reporting Framework.

Risk

In accordance with council's Risk Management Framework, the risks and opportunities identified in relation to the quarterly progress report include:

- reputation/public image: the report provides complete information on council's operations and builds a positive reputation for council with the community
- legislative: the report meets the legislative requirements of the Local Government Act and Regulation, and
- business activity: the report keeps council informed about the progression of the operational plan activities and provides a timely account of council's progress to the community.

Related Documentation

- Corporate Plan 2017-2021
- Operational Plan 2017-2018
- Financial information provided to council in the Financial and Capital management report.

Critical Dates

Quarterly Progress reports are usually presented to council within eight weeks of the end of the calendar quarter, subject to the scheduled meeting cycle. Legislation requires the report to be presented to council at intervals of not more than 3 months.

Implementation

The report will be published and available for community access via council's website. The Chief Executive Officer will provide a verbal report to council at the Ordinary Meeting.

8.1.3 2017-2021 SUNSHINE COAST COUNCIL CORPORATE PLAN REVIEW

File No: F2016/1432646
Author: Coordinator Corporate Strategy & Policy
Office of Chief Executive Officer
Appendices: App A - Updated 2017-2021 Sunshine Coast Council Corporate
Plan Pg 69/226

PURPOSE

This report proposes for Council consideration, the adoption of the updated Sunshine Coast Council Corporate Plan 2017-2021 which will continue to guide the direction and priorities of the organisation in pursuing Council's vision to be *Australia's most sustainable region, healthy, smart, creative*.

EXECUTIVE SUMMARY

In accordance with Council Resolution OM17/22 the first annual review of the Sunshine Coast Council Corporate Plan 2017-2021 (adopted in February 2017) has taken place before 31 December 2017, ahead of the operational plan and budget development schedule for the following financial year. With input from a series of workshops with Councillors and senior management, and feedback from across the organisation, the updated Sunshine Coast Council Corporate Plan 2017-2021 (**Appendix A**) is presented for endorsement.

The updated 2017-2021 Corporate Plan reinforces Council's existing long term aspirational vision and strategic direction with its commitment to achieving balance in economic, social and environmental objectives as *Australia's most sustainable region, healthy, smart, creative*. The revisions to the Corporate Plan will guide Council to deliver on this vision and meet the expectations of the community, and ensure that Council stays at the forefront as a leading, high performing local authority.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Updated 2017-2021 Sunshine Coast Council Corporate Plan Review"**
- (b) adopt the updated 2017-2021 Sunshine Coast Council Corporate Plan (Appendix A) and**
- (c) delegate to the Chief Executive Officer, in consultation with the Mayor and Portfolio Councillor Corporate Strategy and Finance to review and make minor amendments to the updated 2017-2021 Sunshine Coast Council Corporate Plan to allow for final editing prior to publication.**

FINANCE AND RESOURCING

The cost associated with the review of the 2017-2021 Corporate has been met from within the budget for corporate planning and performance within the Office of the Mayor and Chief Executive Officer.

The annual planning and resourcing to deliver on the corporate plan goals are considered and prioritised through the annual budget development cycle and the formation of the Operational Plan.

CORPORATE PLAN

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

It should be noted 'An outstanding organisation' is the goal under which the Council's 2017-2021 Corporate Plan is sponsored; however, all five goals are interconnected and the achievement of Council's vision is dependent on the successful progression of each goal's pathways.

CONSULTATION

Portfolio Councillor Consultation

Councillor T Dwyer - Corporate Strategy and Finance.

Internal Consultation

Internal consultation occurred through a series of workshops with Councillors and senior staff between June and October 2017.

12 June 2017 – reviewed the 2017-2021 Corporate Plan within the context of regional opportunities and challenges and alignment to existing Council strategies.

14 August 2017 – confirmed Council's focus areas to ensure there was appropriate coverage in the updated Corporate Plan and that the goal measures aligned and drove performance.

9 October 2017 – reviewed proposed updates to the Corporate Plan and identified a small number of missing themes to be incorporated.

External Consultation

External parties were not consulted in relation to this report.

Community Engagement

Council's commitment to its vision '*Australia's most sustainable region, healthy, smart, creative*' is reinforced in the updated 2017-2021 Corporate Plan. Community satisfaction with service performance; and on-going engagement through Council established business, industry and community taskforces and reference groups has helped shape the goals and priorities for the next five years. Equally, significant community consultation has been undertaken with regard to the strategic policies and plans underpinning the 2017-2021 Corporate Plan.

PROPOSAL

Queensland local governments are required to develop and adopt a five year corporate plan. (*Local Government Regulation 2012 s.165*). The regulation also requires a local government to discharge its responsibilities in a way that is consistent with its five year corporate plan.

The existing Corporate Plan (2017-2021) commits Council to an annual review in line with professional corporate and strategic planning practice. The robustness of the corporate plan, the clarity of the priorities it establishes and the preparedness to regularly review deliverables (and adjust resources and efforts where required) are all important characteristics of an effective planning and performance framework and of high performing organisations.

This is the first annual review of the 2017-2021 Corporate Plan. The updated 2017-2021 Corporate Plan presented with this report continues to guide and focus the organisation in

responding to the emerging challenges and opportunities for the community now and into the future.

The updated 2017-2021 Corporate Plan reinforces Council's existing long term aspirational vision and strategic direction to be *Australia's most sustainable region – healthy, smart, creative*. The vision, goals, pathways and services have been reviewed and adjustments made to enable ongoing progress towards achieving future priorities and opportunities for both the organisation and the region and to ensure Council can continue to stay at the forefront as a leading organisation.

The five corporate goals – a smart economy, a strong community, a healthy environment, service excellence, outstanding organisation - provide the community and the organisation with a clear line of sight from the vision, *Australia's most sustainable region – healthy, smart, creative*, to the programs, projects and services that are provided by Council to residents, businesses and visitors across our region every day.

Critical to successfully progressing towards the vision is the interconnectedness and interdependency of the five goals. A truly sustainable region relies on achieving a balance between a social, economic and environmental goals. The attributes of healthy, smart and creative are inherent within each of the five goals.

The strategic pathways link the transformational actions detailed in Council's endorsed regional and supporting strategies to the five goals. Three new strategic pathways have been identified which align with endorsed strategies and reports. Resource priorities for these actions are considered through the annual budget development cycle and outlined in the operational plan.

The service statistics contained in the 2017-2021 Corporate Plan have been reviewed and updated.

In July 2017 Council engaged specialised organisation experts, Bendelta, as part of the Next Steps Project, to undertake a review of Council's organisational structure and to advise how the organisation can ensure it is professionally ready for the anticipated growth and challenges confronting the Sunshine Coast region over the coming decade. Through this project, Council's structure and operations have been revised to ensure it is match fit for the future to meet these challenges. The importance of this is highlighted by the need to service an extra 200,000 plus people targeted for the region under the SEQ Regional Plan, adopted by the Queensland Government, and to have in place an organisational structure that is fully aligned to deliver on Council's strategies and our customer expectations. Importantly, the structure also has to be suitable to continue to deliver a standard of services to the community today.

Council has been performing well but it is now set to achieve optimum organisational health for the future while concurrently delivering on the Corporate Plan 2017-2021.

Work has commenced to introduce an on-line interactive resource to complement the Sunshine Coast Corporate Plan 2017-2021 publication. The online resource will educate, inform and encourage on-going dialogue with the community about Council's strategic direction. The first steps have been to provide an interactive link to the Corporate Plan through the Sunshine Coast Council app. This work will continue.

Council's commitment to review the corporate plan on an annual basis will also continue. The on-going dialogue with the community through the 2017-2021 corporate plan interactive resource will allow relevant and visible engagement with the community for each annual review of the corporate plan.

Legal

The 2017-2021 corporate plan has been developed in line with the requirements of the *Local Government Regulation 2012*. The regulation requires (sections 165 and 166) that a corporate plan must:

- outline the strategic direction of the local government
- state the performance indicators for measuring the local government's progress in achieving its vision for the future of the local government area
- outline the objectives of each commercial business unit and
- outline the nature and extent of the significant business activity each commercial business unit conducts

Policy

Once adopted, the updated Corporate Plan becomes the business planning document which will guide the operations of Council until 2021. All strategies, services, programs and projects progressed during that time will need to align with one or more of the strategic goals articulated in the 2017-2021 corporate plan.

Risk

It is considered there are no new risks for Council in adopting the updated Corporate Plan as the vision and strategic intent are not substantially different from the direction pursued through the 2017-2021 Corporate Plan adopted in February 2017.

However, it is good governance and organisation practice to review risks associated with its strategic objectives on a regular basis.

A review of strategic risks associated with the 2017-2021 corporate plan is included as part of the implementation plan triggered by Council's resolution from this report.

Previous Council Resolution**Ordinary Meeting 23 February 2017 (OM17/22)**

That Council:

- (a) *receive and note the report titled "2017-2021 Sunshine Coast Council Corporate Plan"*
- (b) *adopt the 2017-2021 Sunshine Coast Council Corporate Plan as amended*
- (c) *note the Chief Executive Officer, in consultation with the Mayor, Portfolio Councillor Corporate Strategy and Finance and Divisional Councillors, may review and make minor amendments to the 2017-2021 Sunshine Coast Council Corporate Plan document to allow for final editing prior to publication and*
- (d) *note the first and subsequent annual reviews of the 2017-2021 Sunshine Coast Council Corporate Plan are to be completed before 31 December each year, in order to guide the operational planning and budgeting cycle for the following financial year.*

Ordinary Meeting 9 June 2016 (SM16/8)

That Council:

- (a) *receive and note the report titled "2016 Update to Sunshine Coast Council Corporate Plan 2014-2019"*
- (b) *resolve under section 165(3) of Local Government Regulation 2012 to update the Sunshine Coast Council Corporate Plan 2014-2019 with the following amendments:*
 - (i) *Inclusion of updated messages from Mayor (page 8) and Chief Executive Officer (page 9)*
 - (ii) *Goal 3 to read 'A healthy environment'*
 - (iii) *Goal 5 to read 'An outstanding organisation'*

- (iv) *Descriptor for Goal 5 to read ‘delivering a high performance organisation, supported by good governance, robust decision making and regional leadership’*
- (v) *Minor grammatical changes resulting from (iii), (iv) and (v) above on pages 7, 18, 19, and the “Corporate Plan overview”*
- (c) *note the operational activities, approved by Council in its adoption of the Operational Plan 2016-2017, will replace the 2015-2016 operational activities on pages 21 to 35 of the Corporate Plan and*
- (d) *subject to recommendation (b) and (c) above, note that the online version and hard copies of the Sunshine Coast Council Corporate Plan 2014-2019 be adjusted accordingly.*

Ordinary Meeting 18 June 2015 (OM15/98)

That Council:

- (a) *receive and note the report titled “2015 Update to Sunshine Coast Council Corporate Plan 2014-2019”*
- (b) *endorse the amendment of the Sunshine Coast Council Corporate Plan 2014-2019 (Appendix A) and*
- (c) *subject to approval of recommendation (b) above, approve that the online version of the Sunshine Coast Council Corporate Plan 2014-2019 be adjusted to incorporate amendments in Appendix A and new message from Chief Executive Officer.*

Special Meeting 12 May 2014 (SM14/12)

That Council:

- (a) *receive and note the report titled “Sunshine Coast Council Corporate Plan 2014-2019”*
- (b) *adopt the Sunshine Coast Council Corporate Plan 2014-2019 (Appendix A) and*
- (c) *note that the chief Executive Office may make minor amendments to the Sunshine Coast Council Corporate Plan 2014-2019 to allow for final editing and publication.*

Related Documentation

Related documentation includes all Council endorsed strategies and plans – as identified under each of the five goals in the updated 2017-2021 Corporate Plan.

Critical Dates

Section 165(2) of the *Local Government Regulation 2012* provides that a local government must adopt its five year corporate plan in sufficient time to allow an annual operational plan and budget to be adopted for the first financial year that is covered by the corporate plan.

Section 165(3) of the *Local Government Regulation 2012* provides that a local government may, by resolution, amend its 5 year corporate plan at any time. The existing Corporate Plan (2017-2021) commits Council to an annual review in line with professional corporate and strategic planning practice.

Adoption of the updated 2017-2021 Corporate Plan at this meeting allows Council to consider capital and operating priorities and associated resources within the parameters of the updated Corporate Plan; and for the forthcoming annual operational plan and budget to be finalised and adopted by 30 June 2018.

Implementation

Subject to Council's adoption of the updated 2017-2021 Corporate Plan, the following actions will occur:

- Council's website and intranet updated to replace existing corporate plan references and replaced with new corporate plan.
- Print run to provide 250 hard copies of the corporate plan.

- All staff will be notified of the adoption of the updated corporate plan and provide with a link to the new document.
- Further development of the interactive corporate plan website including existing and new videography, images and hyperlinks to more detailed information.
- Review of risks associated with Council's strategic goals and appropriate updates to strategic risk register.

8.1.4 SUNCENTRAL MAROOCHYDORE PTY LTD ANNUAL REPORT 2017**File No:** F2017/118259**Author:** Manager Corporate Governance
Office of Chief Executive Officer**Appendices:** App A - Suncentral Maroochydore P/L Annual Report 2017
..... Pg 109/226

PURPOSE

This report presents to council the SunCentral Maroochydore Pty Ltd (SunCentral) Annual Report 2017.

SunCentral is a council owned company, overseeing the design and delivery of the new central business district (CBD) at Maroochydore – The Bright City. The Annual Report covers the period 1 July 2016 to 30 June 2017 and has been compiled in accordance with the *Corporations Act 2001*.

EXECUTIVE SUMMARY

SunCentral's Annual Report 2017 outlines the achievements over the past financial year in delivering the first stage of the new CBD. Highlights include:

- Commenced negotiations with global property development company John Holland for development in the city centre
- Confirmed plans for Sunshine Coast Council presence and to occupy a major commercial building
- Completed earthworks for stage one
- Australia's first CBD-wide underground Automated Waste Collection System commenced in June 2017. The system will be installed in six stages over the next ten years.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "SunCentral Maroochydore Pty Ltd Annual Report 2017" and
- (b) adopt the SunCentral Maroochydore P/L Annual Report 2017 (Appendix A).

FINANCE AND RESOURCING

There are no finance and resourcing implications relating to this report.

CORPORATE PLAN

Corporate Plan Goal: *An outstanding organisation*
Outcome: We serve our community by providing this great service
Operational Service: S31 - Governance - providing internal leadership, legal opinion, governance and audit functions ensuring legislative accountability, transparency and ethical obligations are supported

CONSULTATION

Portfolio Councillor Consultation

Councillor E Hungerford, as portfolio councillor for Governance & Customer Service, has been briefed on this report.

Internal Consultation

Council has not undertaken internal consultation in relation to this report.

External Consultation

SunCentral has compiled its Annual Report 2017 independently of council.

Community Engagement

Council has not undertaken community consultation in preparing this report.

PROPOSAL

SunCentral is a council owned company, overseeing the design and delivery of the new CBD in Maroochydore. SunCentral provides regular updates to council on activities undertaken, progress with construction and attracting investment.

The SunCentral Annual Report 2017 presents achievements over the past financial year and the highlights in delivering the first stage delivering the new CBD.

The report has been prepared in line with legislative requirements (*Corporations Act 2001*) and includes:

- Forewords from the Chairman and CEO
- Achievements & Future Prospects
- Directors Report and Declaration
- Auditors Report and Declaration
- Financial information.

Legal

The SunCentral Annual Report 2017 was prepared by the Company Secretary, David Wright in accordance with the *Corporations Act 2001*.

Policy

There is no council policy in relation to this report.

Risk

There are no risk management issues associated with the recommendation in this report.

Previous Council Resolution

There are no previous resolutions in relation to the SunCentral Maroochydore Pty Ltd Annual Report 2017.

Related Documentation

There is no related documentation relevant to this report.

Critical Dates

There are no critical dates in relation to this report.

Implementation

The SunCentral Maroochydore Pty Ltd Annual Report 2017 is lodged with ASIC by the Company Secretary and is available from Council's and SunCentral's websites.

8.2 BUSINESS PERFORMANCE**8.2.1 SEPTEMBER 2017 FINANCIAL PERFORMANCE REPORT**

File No:	Financial Reports
Author:	Coordinator Financial Services Business Performance Group
Appendices:	App A - 2018-2027 Budget Financial Statements 89
Attachments:	Att 1 - September 2017 Financial Performance Report 93

PURPOSE

To meet Council's legislative obligations, a monthly report is to be presented to Council on its financial performance and investments. To address ongoing budget variances in advance of the next detailed review, this report also recommends adoption of revisions to the budget.

EXECUTIVE SUMMARY

This monthly financial performance report provides Council with a summary of performance against budget as at 30 September 2017 in terms of the operating result and delivery of the capital program.

The operating result at 30 September 2017 shows a positive variance of \$6.6 million compared to the forecast position from Budget Review 1. The variation is made up of higher than profiled operating revenue and lower than profiled operating expenses as shown in the table below. Further detail is provided in the proposal section of this report.

Operating Performance**Table 1: Operating Result as at 30 September 2017**

April 2017	Current Budget \$000	YTD Current Budget \$000	YTD Actual \$000	YTD Variance \$000	Variance %
Operating Revenue	434,821	163,545	167,122	3,577	2.2
Operating Expenses	420,565	99,733	96,703	(3,030)	3.0
Operating Result	14,256	63,811	70,419	6,608	10.4

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

As at 30 September 2017, \$41.2 million (15.6%) of Council's \$264.1 million 2017/18 Capital Works Program was financially expended.

The core Council Capital Program has progressed 20.6% of budget, an actual spend of \$28.9 million.

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

The next major budget review will be conducted in detail from December 2017 for Council consideration in February 2018. To address the major budget variances only reported as at 30 September 2017, a number of budget adjustments are proposed to amend the 2017/18 Budget. These adjustments will:

- Increase the operating result by \$2.5 million to \$16.7 million;

- Increase the capital expenditure budget by \$5.1 million to \$269.2 million, with associated capital revenue of \$260,000;
- Decrease Council's forecast closing cash position by \$2.4 million to \$215.6 million.

OFFICER RECOMMENDATION

That Council

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

FINANCE AND RESOURCING

There are no finance and resourcing implications from this report.

CORPORATE PLAN

Corporate Plan Goal: *An outstanding organisation*
Outcome: 5.3 - A financially sustainable organisation
Operational Activity: 5.3.7 - Sustainable financial position maintained.

CONSULTATION

Portfolio Councillor Consultation

Consultation has been undertaken with the Portfolio Councillor.

Internal Consultation

All departments and 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

This monthly financial performance report provides Council with a summary of performance against budget as at 30 September 2017 in terms of the operating result and delivery of the capital program.

The operating result at 30 September 2017 shows a positive variance of \$6.6 million compared to the forecast position.

Operating Revenue

Year to date revenues as at 30 September 2017 of \$167.1 million shows a positive variance of \$3.6 million.

Table 2: Substantial Revenue variances as at 30 September 2017

Operating Revenue Large Variances	YTD Current Budget \$000	YTD Actual \$000	YTD Variance \$000	Variance %
Net Rates and Utility Charges	132,108	133,599	1,492	1.1
Fees and Charges	15,355	17,165	1,810	11.8
Other Revenue	2,209	2,803	594	26.9
Interest Received from Investments	2,274	1,787	(487)	(21.4)

Net Rates and Utility Charges

The favourable variance of \$1.5 million relates somewhat to slightly higher growth in general rates than anticipated, however the variance is mostly attributable to higher cleansing charges. Growth in cleansing charges has experienced a lag from the general rates growth experienced in 2016/17. There is also a higher take up of services at the Sunshine Coast University Hospital.

Fees and Charges

Fees and charges revenue of \$17.2 million, is \$1.8 million ahead of year to date budget as at 30 September 2017. The significant items contributing to this variance are:

- \$802,000 in Waste Management predominantly due to a higher instance of construction and demolition waste than is usual
- \$282,000 variance relating to higher application volumes in Development Services.
- \$463,000 higher fee revenue for Holiday Parks, following high occupancy during the September school holidays. Occupancy for the year to date is 6% higher than 2016/17.

Other Revenue

Other revenue is ahead of the profiled budget to date by \$594,000 this is made up of:

- \$180,000 in Waste Management for higher sales of recyclables and additional revenues for gas flaring.
- \$141,000 for Economic Development workshop fees and stall holders fees generated from the Caloundra Music Festival. Future reports will provide an indication of the net result for the festival.
- \$132,000 generated through sundry recoupments in Community Response.
- \$78,000 favourable variance in sponsorship revenue for Horizon Festival

Interest Received from Investments

As at 30 September 2017 interest received is below budget by \$487,000. The year end result will be impacted by declining interest yields and lower than anticipated cash levels. There will be a watching brief in relation to future interest rates and cash levels.

Budget Adjustments to Operating Revenue

Following the finalisation of the first quarter results, it is proposed to address the stable, ongoing variances through budget adjustments in advance of the mid-year budget review. The following table sets out the proposed budget adjustments, which reflect an increase to the 2017/18 operating revenue budget of \$2.9 million.

Table 3: Revenue Budget Adjustments

Proposed Budget Adjustment	Current Budget \$'000	Proposed Adjustment \$'000	Revised Budget \$'000
<u>Net Rates and Utility Charges</u> increase as a result of higher volumes for cleansing charges and marginally higher General Rates	275,190	2,109	277,299
<u>Fees and Charges</u> increases resulting from higher occupancy at Holiday Parks and abnormal tip usage for construction and demolition waste	57,183	1,039	58,222
<u>Interest received from investments</u> - reduced due to lower than anticipated rates and cash levels	9,374	(500)	8,874
<u>Operating Grants and Subsidies</u> - First Five Forever Grant transfer to capital, for expenditure on customised park seats	7,103	(260)	6,844
TOTAL OPERATING REVENUE ADJUSTMENTS		2,388	

Operating Expenses

Year to date expenditure as at 30 September 2017 of \$96.7 million shows a variance under budget of \$3.0 million.

Employee Costs

As at 30 September 2017 employee costs are tracking to budget, with the year to date variance less than 0.5%.

Materials and Services

Materials and services account for the majority of the expenditure variance as at 30 September 2017, having underspent budget by \$3.2 million. The variance to budget predominantly relates to core programs and is consistent across all departments. This is in line with the usual trend for the early part of the financial year.

The largest variance, \$767,000 is attributable to Waste Management and is made up of several minor variances across multiple activities. Operational savings may be recognised for reduced leachate removal costs due to capital improvements. This will be monitored over the coming months.

The materials and services budget will be adjusted, as a result of the additional commissions and utilities payable in relation to higher Holiday Park revenue and the transfer of budget to capital for the First Five Forever grant, as shown in the table below. No other adjustments are proposed to the operating expense budgets at this time, given variances are consistent with prior year trends which indicate higher expenditure will occur later in the financial year. A detailed review will be undertaken as part of Budget Review 2.

Table 4: Expenditure Budget Adjustments

Proposed Budget Adjustment	Current Budget \$'000	Proposed Adjustment \$'000	Revised Budget \$'000
<u>Materials and Services</u> increased due to higher occupancy at Holiday Parks (\$178k) and reduced for First Five Forever Grant to Capital (-\$260k).	179,566	(82)	179,484
TOTAL OPERATING EXPENSE ADJUSTMENTS		(82)	

Capital Expenditure

As at 30 September 2017, \$41.2 million (15.6%) of Council's \$264.1 million 2017/18 Capital Works Program was financially expended.

Table 5: Capital Expenditure by Program at 30 September 2017

Capital Works Program	Current Budget \$000	YTD Actual \$000	% Current Budget Expended	Forecast Year End Actual \$000
Aerodromes	497	4	0.8	476
Buildings and Facilities	13,028	2,329	17.9	13,063
Coast and Canals	2,363	63	2.7	2,296
Divisional Allocations	5,238	226	4.3	1,263
Environmental Assets	670	13	2.0	730
Fleet	3,000	51	1.7	2,950
Holiday Parks	1,433	85	5.9	1,376
Information Technology	3,983	383	9.6	3,150
Parks and Gardens	15,219	3,956	26.0	15,071
Quarries	1,308	11	0.8	98
Stormwater	7,549	1,196	15.8	7,193
Strategic Land and Commercial Properties	8,633	5,185	60.1	11,741
Sunshine Coast Airport	1,123	653	58.1	1,346
Transportation	58,723	13,229	22.5	57,683
Waste	17,152	1,480	8.6	15,878
Total SCC Core Capital Program	139,918	28,865	20.6	134,313
Corporate Major Projects	9,546	1,746	18.3	5,262
Maroochydore City Centre	47,162	8,447	17.9	48,894
Sunshine Coast Airport Runway	67,501	2,121	3.1	67,749
Total Other Capital Program	124,209	12,314	9.9	121,905
TOTAL	264,127	41,179	15.6	256,218

SCC Core Capital Program

The core Council Capital Program has progressed 20.6% of budget, an actual spend of \$28.9 million. The Actual YTD includes all works that have been goods receipted and accrued as at 30 September 2017. The table above shows the actual expenditure against full year budget by program, as well a forecast actual at year end.

Currently the core program is forecasting 96% of program delivery at year end. Three programs are currently forecasting a year end result below the 90% benchmark.

- Divisional Allocations – the lower forecast reflects the value of the program yet to be allocated to specific projects.
- Information Technology – The Human Resource Information System project has been rescheduled to align with delivery of other major corporate systems.
- Quarries – Major components of the program, the replacement of the loader and skid steer, are not required this financial year as it is not being utilised at the expected rate. It is proposed to reduce the capital budget to recognise these deferrals to 2019/20.

The Strategic Land and Commercial Properties program has currently forecast a year end result above 110%. The adopted Balance Sheet and Cash Flow allows for a program of works for LGIP and Environment Land of \$10 million. Due to the uncertain timing for land acquisitions the capital budget schedule is updated once contracts are secured. The Strategic Property team is currently investigating a program up to \$11.7 million, however not all of these will settle in 2017/18.

Capital Budget Adjustments

Projects have been identified through recent reports to Council, which require action prior to the next budget review. Budget adjustments are proposed for two new projects and transfers from operating will also be recognised. Projects within the Quarry Program will be deferred as well, as explained above.

Table 6: Capital Budget Adjustments

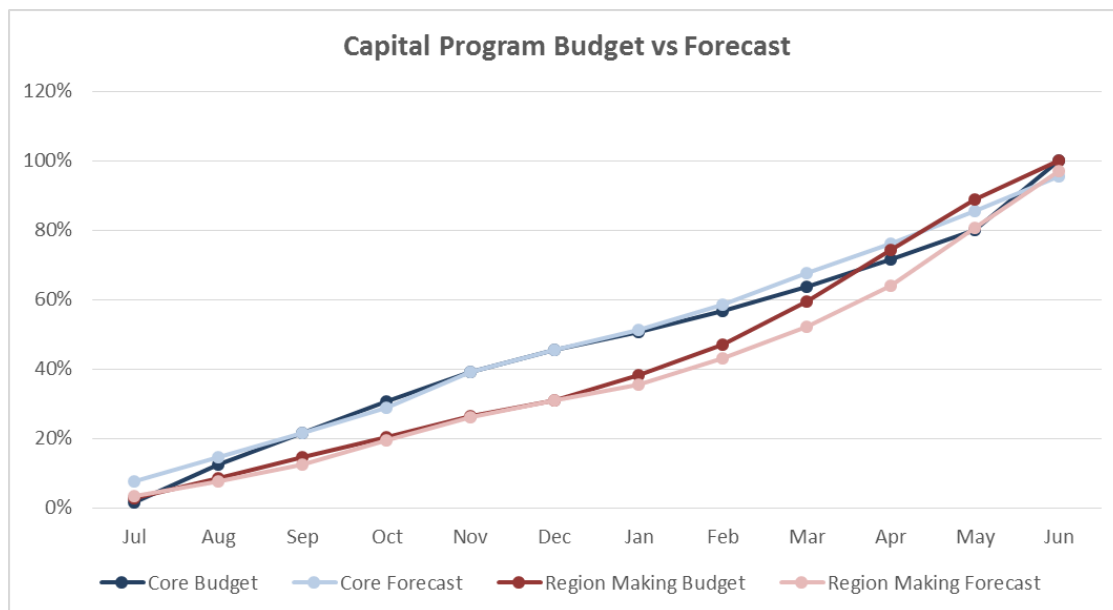
Proposed Budget Adjustment	Current Budget \$'000	Proposed Adjustment \$'000	Revised Budget \$'000
Incana Court Carpark Mooloolaba - bring forward funds 2018/19. The timing for other works in Mooloolaba will require this temporary car park be available by February 2018.	-	600	600
Quarry Program - defer Loaders and Skid Steer Replacement to 2019/20	1,308	(700)	608
First Five Forever Grant transfer from operating to capital for customised park seats	-	260	260
Land Acquisition - Council resolution at the October Ordinary Meeting endorsed the acquisition of land in November 2017. This will require an increase to the capital expense budget.	-	4,956	4,956
TOTAL CAPITAL ADJUSTMENTS	264,127	5,116	269,243

Corporate Major Projects & Region Making Program

Other major projects have expended 12.8% of full year budget as at 30 September 2017, and are forecasting a year end result of 98% or \$122 million.

- Corporate Major Projects – Current forecasts only reflect delivery of half the program due to uncertainty around the delivery of street lighting conversion to LED. A pilot project will be undertaken to inform an updated business case.
- Maroochydore City Centre – 18% Actual spend to date predominantly relates to progress on Aerodrome road and overall project management and finance costs. The program is currently forecasting a 4% year end variance to budget which will be reassessed at Budget Review 2.
- Sunshine Coast Airport Expansion – A year to date actual of 3.1% has been achieved with significant expenditure expected to occur once sand dredging begins next calendar year. The dredging cannot commence until after the environmental protection period to March 2018, which relates to turtle nesting at Maroola Beach.

The following graph shows the profile of the year end forecasts against budget for the core and region making programs.



Investment Performance

- All investment parameters remain within the guidelines established by the Investment Policy.
- For the month ending 30 September 2017 Council had \$322 million cash (excluding Trust Fund) with an average interest rate of 2.59%, being 0.88% above benchmark. This is compared to the same period last year with \$376 million cash (excluding Trust Fund) with an average interest rate of 2.98%, being 1.25% above benchmark.
- The benchmark used to measure performance of cash funds is Bloomberg AusBond Bank Bill Index (BAUBIL) and the Bank Bill Swap Rate (BBSW) for term deposits.

Legal

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

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

Policy

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

Risk

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

Previous Council Resolution

Ordinary Meeting 12 October 2017 (OM17/204)

That Council:

- delegate authority to the Chief Executive Officer to enter into negotiations and processes to execute and finalise the acquisitions as discussed in the confidential session*
- resolve, pursuant to section 236(2) of the Local Government Regulation 2012, that an exception to dispose of an interest in land (easement/s) on the sites as discussed in*

the confidential session, other than by tender or auction applies as the disposal is pursuant to s236(1)(b)(i) to a government agency and

- (c) *request the Chief Executive Officer to provide a further report to council on the outcomes of the negotiations with Department of Natural Resources Mines.*

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

That Council:

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

Special Meeting Budget 15 June 2017 (SM17/34)

That Council:

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

Related Documentation

2017/18 Adopted Budget

Critical Dates

There are no critical dates for this report.

Implementation

There are no implementation details to include in this report.

8.2.2 2016/17 FINANCIAL STATEMENTS AND COMMUNITY FINANCIAL REPORT

File No:	Audit External
Author:	Coordinator Financial Accounting Business Performance Group
Attachments:	Att 1 - Independent Auditors Report and Certified General Purpose Financial Statements 2016/17 107 Att 2 - Community Financial Report 2016/17 165

PURPOSE

The purpose of this report is to present to Council the audited Financial Statements for the financial year ended 30 June 2017, and Community Financial Report 2016/17 in accordance with the requirements of the *Local Government Act 2009 and Local Government Regulation 2012*.

EXECUTIVE SUMMARY

Financial Statements 2016/17

The 2016/17 Financial Statements have been audited by our external auditors the Queensland Audit Office (QAO) to ensure accounting and legislative compliance.

Queensland Audit Office has issued an unmodified audit opinion, as contained in their "Independent Auditor's Report and Certified General Purpose Financial Statements 2016/17" attached (Attachment 1).

This is the ninth consecutive unmodified audit opinion achieved by Sunshine Coast Council.

Council derived an operating surplus of \$23.5 million for the year, and QAO noted that Councils that consistently achieve modest operating surpluses over the long term, while having regard to asset management and community service level needs, are considered financially sustainable.

Council's overall financial sustainability has been assessed as "lower risk" which is the highest achievable rating (green light).

In terms of the financial governance overview which provides ratings for Council's financial statement preparation and internal control elements, Council received six (6) of the highest possible ratings (green lights) and two (2) mid ratings (amber lights).

Overall, a total of seven (7) green lights and two (2) amber.

The two amber lights were due to internal control deficiencies identified during the Interim Audit, along with a requirement during the Final Audit to recognize a reduction in total expenses of more than 1%.

The six green lights achieved for financial governance related to the timeliness of deliverables, and year end processes with respect to financial statement preparation, as well as four of the five internal control elements being control environment, risk assessment, information & communication and monitoring of controls.

Community Financial Report 2016/17

Council is required to prepare a community financial report for each financial year. The report (Attachment 2) contains an easy to understand summary and analysis of Council's financial performance and position for the financial year, and will be included in the Annual Report.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “2016/17 Financial Statements and Community Financial Report” and
- (b) note the 2016/17 Community Financial Report, 2016/17 Financial Statements and associated financial information will be included as Section 4 of the 2016/17 Annual Report.

FINANCE AND RESOURCING

As per Section 176 and 183 of the *Local Government Regulation 2012*, it is required that the Financial Statements for the year must be audited by the Queensland Audit Office or their contracted representative, to ensure accounting and legislative compliance.

CORPORATE PLAN

Corporate Plan Goal: *An outstanding organisation*
Outcome: 5.2 - A financially sustainable organisation
Operational Activity: 5.2.2.1 - Ensure Council's finances are well managed and systems are in place to analyse performance, generate revenue and reduce costs

CONSULTATION

Portfolio Councillor Consultation

The Portfolio Councillor has received advice of this report from the Audit Committee process.

Internal Consultation

Internal liaison occurred with various staff members within the Finance Branch and other areas of Council in compiling the 2016/17 financial statements.

External Consultation

- Deloitte Touche Tohmatsu (Sydney)
- Department of Infrastructure, Local Government and Planning
- Australis Advisory Group Pty Ltd
- Cardno (Qld) Pty Ltd
- GHD Pty Ltd
- Unitywater
- SunCentral Maroochydore Pty Ltd
- Sunshine Coast Events Centre Pty Ltd

External auditors Queensland Audit Office have audited the draft 2016/17 Financial Statements.

Community Engagement

No community engagement was required for this report.

PROPOSALFinancial Statements 2016/17

The statutory financial statements for the year ended 30 June 2017, along with comparative figures for 2016, are attached (Attachment 1).

These statements have been reviewed through the Audit Committee process as follows:-

- Draft financial statements presented to Audit Committee on 4 September 2017;
- Draft financial statements audited by Queensland Audit Office during the period 11 September 2017 to 6 October 2017;
- Final draft financial statements and Queensland Audit Office Closing Report for the year ended 30 June 2017 presented to Audit Committee on 9 October 2017.

Queensland Audit Office has issued an unmodified audit opinion as contained in their "Independent Auditor's Report and Certified General Purpose Financial Statements" attached (Attachment 1).

Council v Consolidated Statements

Council's financial statements are presented in consolidation format, with 2 columns representing Council's stand-alone position, and a second column where Council's interest in its subsidiaries is disclosed.

On consolidation, Council's interest in its wholly owned subsidiaries (SunCentral Maroochydore Pty Ltd, Sunshine Coast Events Centre Pty Ltd and Sunshine Coast Airport Pty Ltd as trustee for the Sunshine Coast Airport Trust), and its associate (Unitywater), are included. Note that Sunshine Coast Airport Pty Ltd was a non-trading entity at reporting date.

In the table below, Council's stand-alone results are reported as they are more directly comparable to Council's Budget and Monthly Financial Performance Reports. In addition the operating result and cash flows for Council are considered to be a better reflection of Council's position. The consolidated statements include accounting entries to recognise a share of the profits of Council's subsidiaries and associated entities. In the case of Unitywater this share of profit is not directly available to Council until received in the form of dividends in future years.

Significant Accounting Issues

During the independent audit of Council's Financial Statements, there were no additional internal control or reporting issues raised.

There was however a material adjustment required to the statements following the initial draft provided to Audit on 11 September 2017. This was identified by Council officers and resulted in a reduction in total expenses of more than 1% resulting in a mid rating (amber light) for quality of financial statement preparation.

A summary of QAO's assessments with respect to financial statement preparation, effectiveness of internal controls, and overall financial sustainability is as follows.

Financial statement preparation:-

- Two (2) high ratings (green lights) for timeliness and year end process,
- One (1) mid rating (amber light) for quality (mentioned above).

Effectiveness of internal controls:-

- Four (4) high ratings (green lights) for control environment, risk assessment, information & communication and monitoring of controls,
- One (1) mid rating (amber light) for control activities as identified during the Interim Audit. These issues are on track to be resolved within required timeframes.

Assessment of financial sustainability:-

- One (1) high rating (green light). This is based on current income, expenditure, asset investment and debt financing policies and does not take into account Council's long term forecasts or credit assessments undertaken by Queensland Treasury Corporation.

It should be noted that the assessment criteria used for the above has been made more stringent for the 2016/17 year compared to previous years.

The quality assessment with respect to financial statement preparation measures how effective Council's own check of the financial statements is at identifying and correcting errors, before the statements are provided to Audit. The allowable margin for error to achieve a "good quality" assessment (green light) has reduced from 5% in 2014/15 to 2% last year and is now 1% for the 2016/17 year.

The above assessments achieved for the 2016/17 financial statements, of seven (7) green lights and two (2) amber, are a significant achievement for Council.

Council's key financial outcomes for 2016/17 are included in Table 1 below.

Table 1

Council Comparatives	2016/17 (\$'000)	2015/16 (\$'000)
Operating (Recurrent) Revenue	426,334	398,889
Operating (Recurrent) Expenditure	402,852	372,811
Operating Result	23,482	26,078
Net Result	139,847	157,081
Cash	282,375	318,556
Debt	290,056	293,979
Net Assets	4,775,940	4,633,867
Key Indicators	%	%
Operating Surplus Ratio ⁽¹⁾	5.5	6.5
Asset Sustainability Ratio ⁽²⁾	83.0	88.0
Net Financial Liabilities Ratio ⁽³⁾	-0.3	9.7

- (1) Operating Surplus Ratio – This indicator measures the extent to which our operating revenue exceeds our expenditure. Target: Between 0% and 10%.

The Queensland Audit Office Closing Report for the year ended 30 June 2017 (QAO Closing Report) presented to the 9 October 2017 Audit Committee noted that Councils that consistently achieve modest operating surpluses over the long term, whilst having regard to asset management and community service level needs, are considered financially sustainable.

In addition, Sunshine Coast Council has consistently achieved higher operating surpluses than the average for South East Queensland councils for the reported financial years 2012/13 to 2015/16.

- (2) Asset Sustainability Ratio – Measures the extent to which our infrastructure assets are managed, with an orderly renewal regime in place. Target: Greater than 90%.

The QAO Closing Report noted that a result of less than the target of 90% is sometimes a characteristic of growing councils that are investing in new infrastructure. This is evidenced

by completion of the Sunshine Coast Solar Farm during 2016/17 along with continued work carried out in Maroochydore City Centre.

Council's ratio exceeded the average for South East Queensland councils in 2014/15 and 2015/16.

- (3) Net Liabilities (Financial) Ratio – The indicator measures the extent to which the net liabilities of Council can be repaid from our operating revenue streams. Target: Not greater than 60%.

The QAO Closing Report noted that this result indicates that Council has sufficient operating revenues to service its current debt levels without stress, and could increase debt if and when required. Sunshine Coast Council's results in this ratio are consistently and significantly better than the average for South East Queensland councils for the reported financial years 2012/13 to 2015/16.

Community Financial Report 2016/17

Council is required to prepare a community financial report for each financial year. The report (Attachment 2) contains an easy to understand summary and analysis of Council's financial performance and position for the financial year, and will be included in the Annual Report.

Legal

Section 182 of the *Local Government Regulation 2012*, states that the Financial Statements must be presented to Council within one month of receiving the signed Auditor's report.

Policy

There are no relevant policies related to this report.

Risk

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

Previous Council Resolution

Audit Committee Meeting 9 October 2017 (AC17/36)

That the Audit Committee note the report titled "Draft 2016/17 Financial Statements and Current year Financial Sustainability Statement."

Audit Committee Meeting 4 September 2017 (AC17/27)

That the Audit Committee:

- (a) receive and note the report titled "Draft 2016/17 Financial Statements"*
- (b) recommend updated Non-Current Asset Accounting Policy to the Chief Executive Officer and Council for formal approval and*
- (c) receive and note the Deloitte advice on the accounting treatment of the Sunshine Coast Airport transaction.*

Ordinary Meeting 20 July 2017 (OM17/124)

That Council receive and note the report titled "Queensland Audit Office – Interim Management Report for the financial year ended 30 June 2017".

Audit Committee Meeting 22 May 2017 (AC17/16)

That the Audit Committee receive and note the report titled "Annual Financial Statement Risk and Planning Assessment".

Audit Committee Meeting 30 January 2017 (AC17/2)

That the Audit Committee receive and note the report titled “Finalisation of Council’s 2015/16 Audited Financial Statement process and 2016/17 planning for Financial Statements.”

Related Documentation

There is no related documentation for this report.

Critical Dates

The 2016/17 Financial Statements must be presented to Council within one month of receiving the Certificate of Audit from the external auditors.

Implementation

The 2016/17 Financial Statements and 2016/17 Community Financial Report will be included in Section 4 of Council’s 2016/17 Annual Report.

8.2.3 SALE OF NAMBOUR DEPOT LAND BY EXPRESSIONS OF INTEREST

File No: Council meetings
Authors: Principal Property Officer
Business Performance Group
Commercial Property Consultant
Business Performance Group
Attachments: Att 1 - Nambour Depot Documentation.....*Conf 5/105*

PURPOSE

The disposal by sale of the Nambour Depot has previously been resolved by Council at its Ordinary Meeting of 17 August 2017. This second report seeks Council's formal endorsement to follow the Expressions of Interest (EOI) process for disposal, rather than simply sale by tender or auction.

EXECUTIVE SUMMARY

At its August 2017 Ordinary Meeting, Council agreed that the sale of the Nambour Depot site would proceed. Further investigations to determine the best manner of disposal have since occurred.

Concerns have been expressed that the site should continue to support a reasonable level of jobs and, thus, better support the local economy. The investigations have revealed that the best way to influence the eventual land use of the site is to proceed with the sale after first seeking Expressions of Interest, rather than simply proceed straight to sale by tender or auction.

However, in order to follow the Expressions of Interest process, the Local Government Regulation 2012 requires that Council formally resolves that this process be undertaken and that minutes are required to reflect the reasons for this.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Sale of Nambour Depot Land by Expressions of Interest"**
- (b) proceed with the calling of Expressions of Interest for the disposal of site known as Council's Nambour Depot, Nambour, in accordance with section 228 of the Local Government Regulation 2012, prior to determining its disposal of the site, and**
- (c) note that the calling for Expressions of Interest for the disposal of site would be in the public interest for the following reasons:**
 - (i) Council seek to ensure that the site provides for the highest level of job creation into the future**
 - (ii) Council seek to ensure that the eventual land use is generally consistent with its public policy for land use as contained in its planning scheme.**

FINANCE AND RESOURCING

The disposal of the Nambour Depot is required to bring in revenue to offset the cost of design and delivery of the new northern depot site.

The process is prescribed by the Local Government Regulation 2012. Nevertheless, there are some expected costs associated with the Expressions of Interest and tender processes.

CORPORATE PLAN

Corporate Plan Goal: *An outstanding organisation*
Outcome: 5.3 - A financially sustainable organisation
Operational Activity: 5.3.7 - Sustainable financial position maintained.

CONSULTATION

Portfolio Councillor Consultation

The Portfolio Councillor for Economic Development and Innovation has been consulted in relation to this report.

Internal Consultation

The Divisional Councillor has been consulted in relation to this report.

External Consultation

No external consultation has been undertaken in relation to this report.

Community Engagement

No community consultation has been undertaken in relation to this report.

PROPOSAL

At its Ordinary Meeting of 17 August 2017, Council resolved to dispose of the current Nambour Depot (Lot 12 RP94474, Lot 2 RP212394 and Lot 1RP194352).

Further investigation has since occurred regarding the most appropriate format in which to market the property. Considering the parcel is a rare, large strategic land holding in central Nambour, it is important that the sale on the open market does not result in a final land use which does not promote jobs maintenance and growth in the local area. Also of concern would be the subdivision of the site into smaller development parcels, or uses inconsistent with the intent of the zone and Planning Scheme. These uses could result in an unsatisfactory outcome from the viewpoint of the local economy.

This site is one of the few large non-residential sites in Nambour with excellent highway access and largely flood free, and is capable of supporting a large floor plate use. Fragmentation of these sites should be avoided, or limited, if possible.

As previously reported, the site is zoned "Specialised Centre" within the Nambour Local Plan Area under the Sunshine Coast Planning Scheme 2014. The **Specialised Centre Zone** allows for:

"large plate retail business activities and other activities which because of their size, requirement for high levels of accessibility to private motor vehicle traffic, or other characteristics, are best located outside of activity centres, adjacent to major roads."....."Development provides for a range of retail business activities predominantly in the form of showrooms, garden centres, hardware and trade

supplies and outdoor sales that have large floor plates and require high levels of visibility and accessibility to major roads”.

The Zone Code requires that any shop tenancy “*have a minimum gross leasable floor area of 300 m²*”. It also states that “*higher order and other retail facilities better suited to establishing within an activity centre, including supermarkets, department stores and discount department stores (to) not be established in the Specialised centre zone*”.

Thus, a large plate store, such as a Bunnings or Mitre10, can be located there but Woolworths, Aldi or Coles may not. In addition garden centres, funeral parlours, agricultural supplies stores, showrooms and homemaker centres (where each tenancy is over 300 m²) would generally be a “consistent use” in this zone.

Service industry and warehouses are also a consistent use in this zone, along with community uses, crematoriums, emergency services, places of worship, indoor sport and recreation. Residential use of the site (beyond that of a caretaker’s residence) is definitely not envisaged to occur on this site or in this zone.

In order to ensure that the eventual purchaser will use the land for a purpose that involves a reasonable level of job creation in the local economy, Council has the option to undertake the sale of the land by way of Expression of Interest, prior to going to tender. By calling for Expressions of Interest, Council can then steer the use of the site towards a certain land use outcome that best supports the Nambour region.

However, in order to deal with the disposal of the land by way of EOI, the Local Government Regulation 2012, section 228(3) requires that local government may invite expressions of interest by resolution, recording its reason(s) for making the resolution in the minutes of the meeting. Accordingly, this report seeks Council’s resolution, and reasons, to follow the EOI route before determining the disposal of the site by written tender.

The reasons for following this process can be summarised below:

1. Council seek to ensure that the site provides for the highest level of job creation into the future
2. Council seek to ensure that the eventual land use is generally consistent with its public policy for land use as contained in its planning scheme.

Legal

The Local Government Regulation 2012 governs the methodology for the disposal of Council’s assets. The sale of the Nambour Depot site is classed as a “valuable non-current asset contract” (that is, land) requiring a certain process to be followed.

The relevant sections of the Regulation are as follows:

227 Valuable non-current asset contract – tenders or auction needed first

- (1) A local government can not enter into a valuable non-current asset contract unless it first—
 - (a) invites written tenders for the contract under section 228 ; or
 - (b) offers the non-current asset for sale by auction.
- (2) This section is subject to division 4.

228 Tender process

- (1) This section is about how a local government must invite written tenders for—
 - (a) a large-sized contractual arrangement; or
 - (b) a valuable non-current asset contract.
- (2) The local government must either—
 - (a) invite written tenders under subsection (4); or
 - (b) invite expressions of interest under subsection (5) before considering whether to invite written tenders under subsection (6)(b).
- (3) However, the local government may invite expressions of interest under subsection (5) only if the local government—
 - (a) decides, by resolution, that it would be in the public interest to invite expressions of interest before inviting written tenders; and
 - (b) records its reasons for making the resolution in the minutes of the meeting at which the resolution was made.

Thus, Council can undertake an EOI process before inviting tenders.

Policy

The proposal to deal with the disposal by way of Expressions of Interest is not contrary to any Council policy.

Risk

The key risks are:

- by placing the site on the open market (by way of tender or auction), Council will have no control or influence on the eventual use made of the land (except through the development applications process)
- using the EOI process, while acting as land-owner, should reveal any interested parties involved in large site developments and
- limiting the end use could adversely affect the sale price (but this is not expected to be the case in this instance).

Previous Council Resolution**Council Resolution (OM16/175) – SCC Depot Strategy 15 September 2016**

That Council note the discussions held in confidential session in relation to the Sunshine Coast Council Depot Strategy.

Council Resolution (OM17/33) – Northern Secondary Depot Site 23 February 2017

That Council authorise the Chief Executive Officer to proceed with the acquisition of property for a new Northern Secondary Depot Site, in accordance with the recommendations of this report and the discussions held in the confidential session.

Council Resolution (OM17/164) – 17 August 2017

That Council authorise the Chief Executive Officer to proceed with the disposal of property in Nambour in accordance with the recommendations of this report and the discussions held in the confidential session.

Related Documentation

There is no related documentation relevant to this report.

Critical Dates

If the proceeds from the sale of the Nambour Depot are proposed to be utilised to offset costs associated with development of the new northern depot at Forest Glen, the disposal should be completed as soon as possible. A target date of December 2018 is recommended for consideration by Council.

Implementation

Should Council support the proposed disposal of the Nambour Depot site, it is recommended that the Council provide the Chief Executive Officer with the following directions:

1. Make preparations for the disposal of the Nambour Depot site by means of Expressions of Interest, with a target date for settlement no later than December 2018
2. Following the obtaining of Expressions of Interest, dispose of the Nambour Depot site described as Lot 1 RP 194352, Lot 2 RP 212394 and Lot 12 RP 94474 by way of tender in accordance with Local Government Regulation 2012
3. If the properties are not sold when offered for sale by tender, then pursuant to Section 236 (2) of Local Government Regulation 2012 an exemption from Section 236 (1) will apply provided the property disposed:
 - i. was previously offered for sale by tender or auction but was not sold and
 - ii. is sold for more than the highest tender or auction bid that was received.

8.3 CUSTOMER ENGAGEMENT AND PLANNING SERVICES**8.3.1 BIRTINYA REGULATED PARKING AREA - PROPOSED EXTENDED TRIAL**

File No:	Council meetings
Author:	Coordinator Community Land Permits & Parking Customer Engagement & Planning Services Group
Attachments:	Att 1 - Birtinya Regulated Parking Area 183

PURPOSE

The purpose of this report is to seek a Council resolution to extend the residential Parking Permit Trial for the residents of the Birtinya Residential Parking Area.

EXECUTIVE SUMMARY

On the 20 April 2017, Council resolved to undertake a trial of the Residential Parking Permits in the Birtinya Residential Parking Area (Attachment 1).

The current permits expire on 1 December 2017. To date there has been 168 applications approved for permits.

This trial allowed applications for two permit types, namely a Residential Permit and a Visitor Permit per residence in the residential parking area. The trial was introduced due to impacts of timed parking on the residents in the vicinity of the Sunshine Coast University Hospital Precinct. No fees were charged for these permits.

There is further signage to be installed as the development within the precinct expands and becomes ready for sale and occupation. At the time of the trial approval there were 250 residences. Six months on there is a further 64 newly constructed detached dwellings. At this point in time there are no multi-level dwellings constructed.

The implementation of the trial has delivered the roll out of a newly developed application form and specialised permits for placement on the vehicles.

Since the introduction of the trial, Council has received two complaints in regard to the Residential Parking Permits in terms of number of permits allocated per property. Seven residents have expressed their appreciation for the opportunity to trial the permits.

The information supplied by the officers who patrol the area indicates that the parking trial is operating successfully.

The April report identified any instances of non-compliance would be reviewed by a panel consisting of the Divisional Councillor P Cox, the Chief Executive Officer (or delegate), and the Manager Community Response (or delegate). To date there has been no non-compliance identified to warrant any reviews.

The findings of the trial and the volume of newly constructed houses in the Regulated Parking Area has not provided definitive evidence that would allow the Regulated Parking Permit Trial to become permanent. As the area becomes more heavily populated with dwellings and multi-level dwellings - and the ability to allow each residence to have two permits - could create more issues with insufficient parking in the streets.

This report seeks Council's consideration to extend the trial for a further six months and allow the re-issue of the current permits from the 1 December 2017 until the 1 December 2018. The permit extension will allow for the information to be collected and returned to Council

before the end of the trial, and if council is supportive of making the permit trial permanent, for changes to be made to the Local Law before the permits expire.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Birtinya Regulated Parking Area - Proposed Extended Trial” and
- (b) extend the trial for the Residential Parking Permit within the Birtinya Regulated Parking Area until 1 December 2018, with a report due back to Council before the end of the trial.

FINANCE AND RESOURCING

There are two parking officers allocated to Birtinya Regulated Parking Area at all times and are funded in the annual budget 2017/18 to the value of \$145,780. If the trial extension was approved there would be no additional resource costs for parking officers. The officers’ regulation duties cover both the Residential Parking Permit Area and the metered spaces and streets within the Hospital precinct. It is estimated that 20% of their time is spent on the Residential Parking Permit Area and 80% in the metered area / Hospital Precinct.

The income from the meters during the trial period amounts to \$78,099. This is provided from actuals up to the end of October and an extrapolation until 1 December 2017 (end of trial). Costs related to the meters for that period is \$5,895. The infringement revenue generated to date from the metered area and streets within the Hospital precinct is \$60,668.

The cost to renew the current 168 permits (including administration costs and stationery) is estimated to be \$4,971. The loss of revenue due to the waiving of the application fee for permits is \$8,232.

Since the trial commenced there has been 121 warnings and 162 infringements issued. These warnings and infringements have been issued inside the Regulated Parking Permit Area (excluding the metered parking area and hospital precinct), generating a total revenue of \$14,417.

CORPORATE PLAN

Corporate Plan Goal: *Service excellence*

Outcome:

Operational Activity:

We serve our community by providing this great service
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

Councillor R Baberowski – Portfolio Councillor for Transport, the Arts and Heritage

Internal Consultation

- Divisional Councillor – Councillor P Cox
- Director Community Services
- Manager Community Response
- Coordinator Governance Process & Policy

- Coordinator Response Services
- Supervisor Parking – Community Land Permits and Parking
- Coordinator Traffic and Transportation
- Coordinator Major Urban Developments

External Consultation

No external consultation has occurred in relation to this report.

Community Engagement

There has been no Community Engagement in relation to this report.

PROPOSAL

On the 20 April 2017, Council resolved to undertake a trial of six months with the possibility of a further extension of six months for the Residential Parking Permits in the Birtinya Residential Parking Area.

This trial allowed an application for two permits, one being a Residential Permit and a Visitor Permit per residence. The trial had been raised due to impacts of timed parking on the residents in the vicinity of the Sunshine Coast University Hospital Precinct. There is further signage to be rolled out as the development is complete and ready for sale and occupation.

To date there has been 249 requests for parking permits, however, there was only 168 applications considered and approved for Residential Parking Permits and Visitor Permits as the other applications were not in the Regulated Parking Area (Attachment 1). The current permits are due to expire on 1 December 2017.

At the time of the trial approval there was 250 residences. Six months on there is a further 64 newly constructed detached dwellings. At this point in time there are no multi-level dwellings constructed.

Local Law Requirements

Local Law No. 1 (Administration) 2011 states that an application for a prescribed activity must be accompanied by certain documents as prescribed under a subordinate local law. The documents that must accompany an application for a residential parking permit are prescribed by Schedule 16 of *Subordinate Local Law No. 1 (Administration) 2016*.

Schedule 16 of *Subordinate Local Law No. 1 (Administration) 2016* require all Residential Parking Permit applicants to provide proof of residency such as:

- current rates notice
- driver licence
- utility bill
- current vehicle registration notice or transfer document showing applicant's address or for a company vehicle, a letter from the company that states the applicant's home address.

However, where special reasons exist the local government can waive these requirements as prescribed under s.8 (7) (b) of *Local Law No. 1 (Administration) 2011* as detailed below:

S.8 (7) The local government may waive any of the requirements of this section – (b) if there are special reasons for dispensing with the requirements.

Trial Residential Parking Scheme – Birtinya Regulated Parking Area

The implementation of the trial has delivered the roll out of a newly developed application form, specialised permits for placement on the vehicles and there was no fee charged for the permit.

Measures of success

The measure of success were to be determined by the following:-

- Number of complaints received
- Feedback from the community
- Information obtained from patrols in the area
- Review Panel findings

Since the introduction of the trial, Council has received two complaints in regard to the residential parking permits. There have been a seven residents who have expressed their appreciation of the opportunity to trial the permits.

The information supplied by the officers who patrol the area indicates that the parking trial appears to be operating successfully there is a general compliance with the residential parking permit usage.

The April report identified any instances of non-compliance would be reviewed by a panel consisting of the Divisional Councillor P Cox, the Chief Executive Officer (or his delegate), and the Manager Community Response (or her delegate). There has been no non-compliance in regards to the parking permits to warrant any reviews.

The findings of the trial and the volume of newly constructed houses in the Regulated Parking Area has not provided definitive evidence that would allow the Regulated Parking Permit Trial to become permanent. As the area becomes more heavily populated with dwellings and multi-level dwellings and the ability to allow each residence to have two permits could create more issues with insufficient parking in the streets.

It is recommended that Council give consideration to extend the trial for a further six months and allow the re-issue of the current permits from the 1 December 2017 until the 1 December 2018. The permit extension will allow for the information to be collected and returned to Council before the end of the trial, and if council is supportive of making the permit trial permanent, for changes to be made to the Local Law before the permits expire.

Legal

The local laws provide council with the ability to waive the requirements of the form of application for a prescribed activity under s.8 (7) (b) of *Local Law No. 1 (Administration) 2011* where special reasons exist.

Policy

The proposal adheres to the principles outlined in council's *Compliance and Enforcement Policy*.

Risk

Due to the small numbers of applications received to date, the risks associated with the trial are considered to be low.

Previous Council Resolution**Ordinary Meeting 20 April 2017 (OM17/56)**

That Council:

- (a) *receive and note the report titled “Birtinya Regulated Parking Area – Trial residential Parking Permits”*
- (b) *authorise the Chief Executive Officer to commence the 6 month trial of residential parking permits for residents within the Birtinya Regulated Parking Area (as per map SLL 5.3.1 in Subordinate Local Law No. 5 (Parking) 2011 from 1 June 2017*
- (c) *request the Chief Executive Officer report back to council with findings from the 6 month trial to allow for council to give consideration to the extension of the trial for a further 6 months*
- (d) *authorise the Chief Executive Officer to waive the requirements for residents within the Birtinya Regulated Parking Area to pay an application fee for the duration of the trial*
- (e) *authorise the Chief Executive Officer to require residents to pay the replacement fee should any permits become lost or damaged during the trial period*
- (f) *authorise the Chief Executive Officer to create a new application form for residential parking permits for the Birtinya Regulated Parking Area under this trial period, setting out the documents that will be required to accompany applications*
- (g) *pursuant to s.8(7)(b) of Local Law No.1 (Administration) 2011, waive the requirement for applications for permits in the Birtinya Regulated Parking Area to be accompanied by the documents listed in s.3(a)(i) and (iv) of schedule 16 of Subordinate Local Law No. 1 (Administration) 2016 (note: these would otherwise be required for a permit application pursuant to s.8(2)(a) of Local Law No. 1 (Administration) 2011 but Council can waive the requirements of s.8 where special reasons exist)*
- (h) *note that the special reasons referred to in (g) above relate to the potential parking impact to residents in the Birtinya Regulated Parking Area as a result of the new Sunshine Coast University Hospital and surrounding health precinct and*
- (i) *note that the Chief Executive Officer will at the end of the trial period, report back to council with any findings and allow councillors to give consideration to the amendment of schedule 16 of Subordinate Local Law No. 1 (Administration) 2016.*

Ordinary Meeting 23 July 2015 (OM15/114)

That Council:

- (a) *receive and note the report titled “Making of Amendment Subordinate Local Law No. 1 (Miscellaneous) 2015”*
- (b) *resolve that proposed Amendment Subordinate Local Law No. 1 (Miscellaneous) 2015 has been reviewed in accordance with section 38 of the Local Government Act 2009 and that, taking into consideration the circumstances of the Sunshine Coast Regional Council area, the law does not contain any possible anti-competitive provisions*
- (c) *resolve to make Amendment Subordinate Local Law No. 1 (Miscellaneous) 2015 (Appendix A) and*
- (d) *subject to the amendments referred to in resolution (c) above, the Chief Executive Officer be authorised to make any necessary administrative and formatting amendments to the documents as part of the final proof reading and cross referencing.*

Related Documentation

- *Local Law No.1 (Administration) 2011*
- *Subordinate Local Law No.1 (Administration) 2016*
- *Subordinate Local Law No.5 (Parking) 2011*
- *Local Government Act 2009*

Critical Dates

The current permits issued to Birtinya residents expire on 1 December 2017.

Implementation

- Reissue permits immediately up to December 2018.
- Monitor outcomes of the trial and document findings for reporting back to Council before the end of the trial.

8.4 LIVEABILITY AND NATURAL ASSETS**8.4.1 CALOUNDRA TOWN RESERVE LANDSCAPE CONCEPT PLAN****File No:** B4656**Author:** Senior Landscape Architect
Built Infrastructure Group**Appendices:** App A - Caloundra Town Reserve Landscape Concept Plan .. 193

PURPOSE

The purpose of this report is to seek Council's endorsement of the Caloundra Town Reserve Landscape Concept Plan (the Concept Plan).

EXECUTIVE SUMMARY

Caloundra Town Reserve is a Sunshine Coast-wide Recreation Park and a valuable component of the Sunshine Coast Open Space Network. It is located off Sugar Bag Road adjoining councils Caloundra depot. The reserve consists of approximately 49ha of bush land and caters for a variety of informal recreational, social, cultural and leisure activities for the community.

The Queensland State Government granted Council with Trusteeship of the land in 2015. The land was transferred to council for the purposes of open space. Following the land transfer, a petition to preserve the existing mountain bike trails on the site was carried unanimously via a Council Resolution.

The purpose of the Concept Plan is to provide high level concept directions. Endorsement of the Concept Plan will provide guidance for detailed planning and staged delivery of mountain bike infrastructure, walking trails, open space and community facilities on the reserve. Delivery of recreation facilities in this manner will ensure Caloundra Town Reserve retains its natural setting whilst also delivering on key recreation opportunities identified during public consultation. Having an endorsed Concept Plan in place also supports grant applications. This Concept Plan captures the collective vision of the community for their reserve, reflecting their priorities and aspirations, and provides a long term look and feel of the reserve. The Concept Plan is contained in Appendix A.

OFFICER RECOMMENDATION**That Council:**

- (a) receive and note the report titled "Caloundra Town Reserve Landscape Concept Plan"**
- (b) endorse the "Caloundra Town Reserve Landscape Concept Plan" (Appendix A) and**
- (c) undertake discussions with the State Government on the future use of this land to ensure compatibility with the intended uses and function.**

FINANCE AND RESOURCING

The Concept Plan is the blueprint for development of the reserve, ensuring continuity of the open space environment. It is envisaged that the Concept Plan will be implemented in a staged approach through a number of avenues including council, developer contributions, the local community, state and federal grants programs.

Currently the project has a Local Government Infrastructure Planning (LGIP) funding allocation of \$1.15 million available between 2021-2025. This is partial funding only. To implement the Concept Plan in its entirety an additional \$2.95 million will be required outside of LGIP funds. It is proposed that Council will seek to develop and fund the \$2.95 million shortfall through future budgets and in conjunction with State and Federal grants.

Indicative cost table

The indicative cost table is a guide for the sequencing of the precinct's staged implementation. The cost table shows the allocations of LGIP funds and the required additional funds in column 'unallocated funding'.

STAGE	ITEM	TYPE	Parks and Gardens Allocated Funding					Unallocated funding	TOTALS
			2021	2022	2023	2024	2025		
1	DESIGN DEVELOPMENT – Develop detailed planning, costing and documentation for new Sunshine Coast-wide Recreation Park.	LGIP	\$150,000						\$150,000
2	DESIGN AND CONSTRUCT - Entry road, including road widening for turning lanes. Car park, footpath, signage and lighting	LGIP		\$250,000	\$250,000	\$250,000	\$150,000		\$900,000
3	DESIGN & CONSTRUCT - Pathways, open space lawn area, landscaping, lighting, toilet and maintenance storage	LGIP / Other					\$100,000	\$800,000	\$900,000
4	DESIGN & CONSTRUCT - Picnic shelters, BBQ's, lighting, paths, playground, landscaping, signage, park furniture	Other						\$900,000	\$900,000
5	DESIGN & CONSTRUCT – Upgrade and construct pathway network around reserve, including lighting and signage	Other						\$900,000	\$900,000
	DESIGN AND CONSTRUCT- TRAILS- Multi-use and mountain bike trails including, pump track, gravity flow, dual slalom, and skills trails	Recreation Trail Development Program / Other						\$358,000*	\$358,000
TOTAL			\$150,000	\$250,000	\$250,000	\$250,000	250,000	\$2,958,000	\$4,108,000

*Partially funded via Grants and existing Recreation Trail Development Program funds, and partially unfunded.

Following adoption of the Concept Plan the above mentioned unallocated elements will be presented to respective capital works program coordinators for funding consideration.

CORPORATE PLAN

Corporate Plan Goal: *A healthy environment*

Outcome:

Operational Activity:

We serve our community by providing this great service
S16 - Recreation parks, trails and facilities - providing design, maintenance and management of council's public open space for active and passive recreation

CONSULTATION

The Caloundra Town Reserve Landscape Concept Plan has been developed through consultation with internal and external stakeholders including the wider community.

Portfolio Councillor Consultation

Councillor J McKay

Internal Consultation

Internal consultation was sought from the following:

- Councillor T Dwyer (Division 2) and Councillor P Cox (Division 3)
- Infrastructure Services
 - Parks and Gardens
 - Project Delivery
 - Civil Asset Management
 - Environmental Operations
 - Waste & Resource Management
 - Transport Infrastructure Management
- Economic Development and Major Projects
 - Communications
- Community Services
 - Community Facilities and Planning
 - Community Response
 - Community Relations
- Corporate Services
 - Property Management
- Planning and Environment
 - Transport Infrastructure Policy
 - Strategic Planning
 - Environment & Sustainability Policy

Environmental Operations (EO) are Councils current land managers of the site and as such are a key stakeholder in the project. EO were consulted extensively from inception to present to ensure the concept plan proposed aligned with EO values and the Recreation Trails Development Plan 2017. It is envisioned an endorsed landscape concept plan will provide EO direction with on-going trail development and support for grant funding applications.

External Consultation

The following external persons were consulted with during the development of the Concept Plan.

- Caloundra Off Road Cycling Association (CORCA)
- Friends of Ben Bennett Reserve Group
- Mountain Bike Australia / Mountain Bike Queensland (Combined as representative servicing both organisations)
- Queensland Outdoor Recreation Federation (QORF)
- Cultural heritage consultants in association with the Kabi Kabi People
- Sunshine Coast Environment Council (SCEC)
- Department of Transport and Main Roads – Corridor Management Team (DTMR)
- Immediate residents (Newsletter drop) 700m catchment
- Local Community
- Sunshine Coast Wide Community

Community Engagement

Community engagement was conducted under two stages using various engagement techniques and communication methods. The full Community Consultation Report is contained in Appendix B.

Stage 1 'Share Your Ideas' – an opportunity for the community to express their thoughts for the best use for the reserve and in turn provide information required to begin concept planning

Stage 2 'Have Your Say' – allowing the community to review and provide feedback on the draft concept plan.

Engagement techniques and communication mechanisms utilised include;

Project News and media releases

Project newsletters were distributed in a mail drop to residents within a 700m radius of the reserve, a total of 679 letters were issued by Council. This Project News was also made available online for anyone to download and view.

Project Website Page

A project web page was set up on the Council's website under the Engagement Section. This provided details on the project during both stages of consultation.

Social Media

A link to the on-line surveys were shared by the Divisional Councillor through his Facebook page and was shared 21 times, including representatives of groups including Caloundra Off Road Cycle Association (CORCA), Sunshine Coast Environmental Council (SCEC) and individuals who live outside of the Sunshine Coast Council boundaries.

Public Display including 'Meet in the Street' Information Sessions

A public display of the draft concept plan was provided in the Caloundra Library. Additionally Council and consultants undertook two (2) lunchtime street stall display sessions in Felicity Park, next to Bulcock Street in Caloundra.

Online Surveys

Two online surveys, one for each stage, were conducted. This allowed for the response data to be collated, analysed and used to guide the development of the concept plan.

The results of the consultation informed development of the Concept Plan.

Stage 1 consultation received 365 completed surveys providing feedback from the 24th February 2017 to 10th of March 2017. The outcomes from this showed a majority support for the current use of the reserve for mountain bike activities in addition to a desire to offer broader community access and use. This assisted in informing the development of the draft concept plan.

Stage 2 of the consultation received 140 responses providing feedback from 19th May 2017 to 9th of June 2017. There was a decisive direction for the support of the draft concept plan having received 85% of public support.

PROPOSAL

Caloundra Town Reserve is a major natural green open space in the Caloundra area. It is designated in the Environment and Livability Strategy Open Space Network as a Sunshine Coast-wide Recreation Park and makes a significant contribution to the Caloundra Open Space Network. The reserve consists of approximately 49ha of bush land and caters for informal recreational, social, cultural and leisure activities for the community. Part of the site was previously a quarry with the remainder a natural reserve currently used for nature based pursuits and mountain biking.

Council obtained the trusteeship of the land known as Caloundra Town Reserve from the Queensland State Government in 2015. The land was transferred to council for the purposes of open space. Following the land transfer, in response to a community petition, council resolved to preserve the existing mountain bike trails on the site. The purpose of the Concept Plan was to determine how to preserve existing mountain bike activities whilst also meeting the needs of other recreation and leisure pursuits. Council is currently working in partnership via a Memorandum of Understanding (MOU) with Caloundra Off Road Cycling Association Inc (CORCA) to continue to maintain and develop the trail network of the reserve for community use. The MOU aims to form the basis of a working relationship to protect the value of the site to the mountain bike community whilst still accounting for the natural values of the site along with use by the greater Sunshine Coast community.

Mountain bike trails across the Sunshine Coast are located at Parklands Conservation Park, Tewantin State Forest, Ferny Forest and Ewen Maddock Dam. Parklands Conservation Park is recognised as a site of state level significance in the Queensland Outdoor Recreation Federation's SEQ mountain bike strategy. In comparison to these sites, the Caloundra Town Reserve is more of a regional SEQ level mountain bike site and is attracting riders from the Sunshine Coast and greater Brisbane area. The Town Reserve offers a more compact site closer to urban facilities with trails and built features for riders of all skill levels.

Caloundra Town Reserve is partly affected by the Regional Infrastructure overlay, which outlines the Dedicated Transport Corridor and Buffer, as identified in the Caboolture to Maroochydore Corridor Study (CAMCOS). The study proposed a passenger rail service branching off the North Coast railway line at Beerwah and extending through Caloundra to Maroochydore. The CAMCOS study is acknowledged as a long term planning objective. Currently there is ambiguity with respect to its time-lines. As such it is considered feasible that in the short to medium term council develop and manage the reserve, including parts of the dedicated transport corridor as open space, for the benefit of the community. This open space will include new park infrastructure fitting of a Sunshine Coast-wide Recreation Park. A 20 year life span on park infrastructure has been nominated and detailed design will include infrastructure that can be re-located, re-used or recycled where practical should the corridor be developed for transport.

Under the Planning Scheme the subject land is included in a number of zones. Lot 391 CG2376, is Community Facilities Zone. Lot 2 SP262587 is Environmental Management and Conservation Zone. Lot 743 SP262587, which is the largest parcel of land, is included in the Environmental Management and Conservation Zone, with a relatively large portion of the land towards the south being included in the Medium Industry Zone. It is important to acknowledge and preserve the existing environmental values of the land, and that the land is currently used for park purposes for the general public. It is suggested the use of the land towards the south is not well suited for industrial purposes. It is envisioned that an endorsed landscape concept plan will provide council the direction required to undertake discussions with the state government on the future use of this land to ensure compatibility with the intended uses and function.

The purpose of this Concept Plan is to create a framework to inform the detailed planning, design and development of the open space, trails and community facilities on the reserve in keeping with its current character and aesthetics. The plan has been developed from analysis and evaluation of the reserve, community consultation results and the current Sunshine Coast Council's Policies and Strategies.

The Concept Plan captures the collective vision of the community for their reserve, reflecting their priorities and aspirations, and provides a blueprint for the progressive improvement of the reserve.

The Caloundra Town Reserve Concept Plan objectives are:

- Determine the recreation opportunities of the site
- Investigate the site's connections to the wider area
- Maintain the site's environmental values

- Reflect the community's vision, priorities and hopes for the future of the reserve
- Develop cohesive, design theming to reinforce the site's identity
- Create attractive, safe and accessible trails network for off road cycling and pedestrians
- Provide a guide for future Council, and community initiatives, to seek grant funding and ensure the concept plan's vision is realised
- Provide a framework for future detailed design and construction as capital funding becomes available
- Investigate amendment to the planning scheme to reflect land uses complimentary to a Sunshine Coast-wide Recreation Park

The Concept Plan proposes the following park features: Refer to plan on pages 05-06 in Appendix A.

Amenities

Combined public toilet with maintenance and storage facility for trail care equipment

Open Space

- New open turf area for kick and throw or passive recreation
- New shade trees
- Provision to accommodate a variety of community events

Concrete Paths

Provide additional pathways to increase user accessibility

Trails

- **Multi-use trail:** (Shared). Sealed or unsealed paths giving priority for pedestrians with dogs on lead permitted.
- **Single use trails:** For off road cyclists to improve experience and user safety. i.e;
- **Dual slalom:** Two parallel trails with equal distance, topography, and technical features along the length of the course designed to be raced at the same time by two riders.
- **Gravity flow trail:** A downhill trail designed to flow continuously over the landscape to maintain a consistent speed to allow riders to complete technical features of various difficulty levels along the trail.
- **Skills course:** Area of short ride lines where various bike handling skill can be developed sequentially over time from basic skills to more advanced.
- **Pump track:** A continuous loop of smooth dirt berms or "rollers" that you ride without pedalling. The name "**pump track**" comes from the pumping motion used by the rider's upper and lower body as they ride around the track.

Picnic Shelters, BBQ's and Seating

New BBQ and shelter facilities and seating

Playground

New playground using natural materials in keeping with the bush setting

Entry Road and Carparking

Proposed new entry off Sugar Bag Road into new car park to accommodate approximately 60 car bays with access for emergency vehicles

Legal

The Concept Plan, while not itself a 'planning instrument' (as defined by the Sustainable Planning Act 2009), will function as a key referral document upon which all parkland development will be based.

Policy

As part of Caloundra's Open Space network the reserve is primarily directed by the preferred strategic outcomes described in the Environment and Livability Strategy (2017), however other strategies and plans that have influenced the proposed Concept Plan include:

- Sunshine Coast - The Natural Advantage: Regional Economic Development Strategy 2013–2033
- Reconciliation Action Plan (2011-2016)
- Heritage Plan (2015-2020)
- Sustainable Transport Strategy 2011-2031
- Recreation Trail Plan 2012
- Recreation Trails Activation Program 2017
- Community Events and Celebrations Strategy 2010
- Access and Inclusion Plan 2011-2016

Risk

Council's risk exposure is considered to be reduced when adopting the Caloundra Town Reserve Landscape Concept Plan, through:

- Delivering infrastructure and services in line with a well-planned approach based on detailed community consultation
- Utilising Crime Prevention Through Environmental Design (CPTED) principles
- Design to legislative requirements to avoid Council's exposure to a potential claim under the Disability Discrimination Act
- Community consultation during design development and construction process

Previous Council Resolution

The following two Council resolutions provided guidance in the development of the Caloundra Town Reserve Landscape Concept Plan.

Ordinary Meeting 20 March 2017 (OM17/38)

That Council:

- (a) *receive and note the report titled "Recreation Trails Activation Program"*
- (b) *endorse the 15 year Recreation Trails Development Plan (Appendix A as amended) and the projects within this Development Plan for further scoping, planning, and delivery*
- (c) *through the 2017/18 budget deliberations consider*
 - (i) *the allocation of \$600,000 in the Recreational Tracks & Trails Sub-program of Environmental Assets section of the Capital Works Program*
 - (ii) *establishment of a community grants program for recreation trails or supporting infrastructure with an allocation of \$60,000 to be administered as per the Community Grants Policy by the Community Connections Team; and*
 - (iii) *a further annual allocation of \$60,00 to be provided for operational trail maintenance and promotional activities.*

Ordinary Meeting 20 August 2015 (OM15/140)

That Council resolve the petition tabled by Councillor R Baberowski in relation to request to preserve the existing mountain bike trails on Sugarbag Road, Caloundra, be received and referred to the Chief Executive Officer to determine appropriate action.

Related Documentation

Council has a Memorandum of Understanding (MOU) with Caloundra Off-Road Cycle Association. This MOU forms a working relationship and confirms operational tenure agreement between Sunshine Coast Regional Council (SCC) and Caloundra Off-Road Cycle Association Inc. (CORCA) to continue to maintain and develop the trail network of the Caloundra Town Reserve for community use. It aims to form the basis of a solid working relationship to protect the value of the site to the mountain bike community whilst still accounting for the natural values of the site along with use by the greater Sunshine Coast community.

Critical Dates

There are no critical dates relevant to this report.

Implementation

Following Council endorsement:

- Place the Caloundra Town Reserve Concept Plan on the council website
- Continue with the implementation of the Concept Plan as funding becomes available
- Apply for State and Federal Government grant funding for specific projects as appropriate.

8.4.2 ISAAC MOORE PARK KENILWORTH ICONIC AMENITIES BUILDING

File No:	D-1062 PB-3507
Author:	Senior Scoping Officer Liveability & Natural Assets Group
Attachments:	Att 1 - Concept Plans209

PURPOSE

This report provides council with an update on the anticipated construction costs of the iconic amenities building at Isaac Moore Park Kenilworth, and seeks to secure a full funding commitment and approval to proceed to tender and construction phases.

EXECUTIVE SUMMARY

At the December 2014 Ordinary Meeting council resolved to include a project proposal for a public toilet facility and integral public art component, for Isaac Moore Park, Kenilworth, for consideration by Council as part of the 2015/2016 Budget process.

The project was initiated in 2015 through the Kenilworth Designer Dunny Ideas Competition. The winning entry, Canistrum was designed by Maleny resident, Michael Lennie. Like all of the 12 shortlisted designs, the cost estimate exceeded initial project budget expectations. The quantity surveyor's estimate for the winning design entry was \$840,000. At the July 2016 Council Ordinary Meeting, council resolved to proceed to detail design stage, to investigate if the design could be delivered within a more acceptable budget.

In late 2016, Council hosted a Refined Concept Design Workshop to progress the concept design and help resolve the main site constraints and address the budget issues. The workshop outcomes established key design principles for the building, resolved the concept for the waste treatment design and water harvesting and storage strategy and lowered the building height requirement to the Q20 level. Based on these modifications the Quantity Surveyor estimated that the revised design could be delivered under \$750,000 with further reductions possible in the detailed design phase.

In 2017, through a competitive Request for Quote process, Council engaged Mode Design to develop the revised concept design with the objective of targeting a more acceptable construction budget of under \$500,000, while maintaining the integrity of the design. The design team, including Michael Lennie, external consultants and council officers, have been successful in reducing construction costs to an estimated \$475,000. The next steps in delivering the project involve securing funding followed by tendering the project, procuring a contractor and proceeding to construction.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Isaac Moore Park Kenilworth Iconic Amenities Building"**
- (b) proceed to the tender and construction phases of the project and**
- (c) include an amount of \$253,820 in the 2018/2019 capital works program.**

FINANCE AND RESOURCING

Council adoption of the 2015/2016 10 year capital works 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.

To date, \$103,593 has been used to arrange and promote the competition, consultants' fees, prize money and the production of the detailed design for the iconic toilet block.

A further \$31,355 is to be expended for the remainder of the design phase.

The remaining \$252,535 capital works funds are to be used towards the construction phase.

The quantity surveyor has proposed the detailed design could be constructed for approximately \$475,000, including \$15,000 for feature lighting. This will be confirmed through the tendering process.

The table below outlines a proposed future funding arrangement. As there is currently insufficient funding to complete this project a further \$253,820 will be required in the 2018/19 capital works program.

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. Kenilworth Community have advised they are in the process of applying for community grant funding for the feature lighting component of the project.

Capital Works Funding / Expended to date prior to 2017/2018

Source	\$ Amount (ex gst)
2014/2015 – General Council Funds	\$ 8,191
2015/2016 – General Council Funds	\$ 47,937
2016/2017 – General Council Funds	\$ 47,465
Total	\$ 103,593

Capital Works Funding 2017/2018

Source	\$ Amount (ex gst)
2017/2018 – Cr Divisional Funds	\$100,000
2017/2018 – General Council Funds	\$152,535
Total	\$ 252,535

2017/2018 Cost Estimates

Source	\$ Amount (ex gst)
Completion of Detailed Design Documentation	\$ 31,355
Construction Cost Estimate	\$475,000
Total Cost Estimate to Complete Project	\$506,355
Shortfall between 2017/2018 Budget and Cost Estimate	\$253,820

CORPORATE PLAN

Corporate Plan Goal: *A healthy environment*

Outcome: We serve our community by providing this great service

Operational Activity: S16 - Recreation parks, trails and facilities - providing design, maintenance and management of council's public open space for active and passive recreation

CONSULTATION

Portfolio Councillor Consultation

Portfolio Councillors, Councillor G Rogerson for Local Infrastructure Delivery and Councillor P Cox, for Place Development and Design and have been consulted on the project.

Internal Consultation

Internal consultation was sought from the following:

- Councilor G Rogerson (Division 10)
- Infrastructure Services
 - Director
 - Manager Parks & Gardens
 - Coordinator Landscape Design & Planning
 - Coordinator Recreation Projects
- Corporate Services
 - Coordinator Buildings and Facilities Assets Management
 - Coordinator Procurement & Contract Performance
- Planning and Environment
 - Coordination of Flooding & Stormwater
 - Principal Architect
 - Principal Plumbing Inspector
 - Coordinator Open Space & Social Policy
- Economic Development and Major Projects
 - Communication Officer

Feedback from internal stakeholders was sought prior to, during and after the Revised Concept Design Workshop and incorporated into the consultant project brief for design and construction stage services for the delivery of the Isaac Moore Park Toilet Block. The final detailed design has been reviewed by the internal stakeholders.

External Consultation

Michael Lennie (Artist)

Feedback has been sought from Michael Lennie throughout the design phase. Mr Lennie supports the detailed design.

Department of Transport and Main Roads (DTMR)

As the Eumundi Kenilworth Road is a state road, the site plan and a perspective of the building have been sent to the Department of Transport and Main Roads for comment.

Community Engagement

Kenilworth Community Group

Representatives from the Kenilworth Community Group attended the Revised Concept Design Workshop in November 2016 and contributed to the design development process.

The final design was presented to the representatives of the Kenilworth Community in September 2017 and the group supported the final detailed design.

PROPOSAL

Background

In the December 2014 Ordinary Meeting council resolved to include a project proposal for a public toilet facility and integral public art component, for Isaac Moore Park, Kenilworth, for consideration by Council as part of the 2015/2016 Budget process.

The key objectives of the project were to:

- provide the Kenilworth and wider community with an iconic landmark
- provide a public toilet facility
- celebrate the qualities of the site
- engender community pride
- provoke interest in visiting Kenilworth
- promote economic stimulus

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 winning design, *Canistrum* designed by Michael Lennie, featured a steel woven form sitting within a reflection pond, accessed via a circling pedestrian ramp. The building form referenced "an unfinished basket reflecting an unfinished history".

All of the 12 shortlisted entries exceeded the target budget significantly, with one of the primary issues being the need to elevate the toilet above the Q100 flood level. The winning concept design was costed at \$840,000.

In the July 2016 Council Ordinary Meeting, council noted the winning design and resolved to proceed to the detail design stage in order to provide a further report to council with revised anticipated construction costs.

In order to address the site constraints and budget issues, council held a Refined Concept Design Workshop in late 2016. The purpose of the workshop was to have a collaborative, efficient and accelerated design phase to help resolve the project issues. The workshop was attended by representatives from the Kenilworth Community, Michael Lennie, external consultants with expertise in architecture, engineering and quantity surveying and councils' internal experts including stormwater and flooding, architecture, facilities maintenance, plumbing, waste treatment, water harvesting and storage, project delivery and landscape architecture.

Workshop attendees reviewed the design and investigated various opportunities to resolve site constraints and budget concerns and established key design principles for the design brief to inform the next phase of the project. The revised concept design cost estimate reduced the original estimate from \$840,000 to under \$750,000, not a significant reduction, however, council anticipated that further opportunities to reduce the budget could be found in the following detailed design development phase.

Design consultancy services were then sought through a competitive Request for Quote process to deliver the design of the project. Mode Design were awarded the contract and to ensure that the design integrity of the concept was maintained, Michael Lennie was engaged to provide design review throughout this next phase.

Detailed design and construction cost estimate

The design team, including Mode Design's consultant team, Michael Lennie and council officers, aimed for a construction budget of under \$500,000. Over several weeks, the team interrogated all aspects of the building design and have been successful in reducing

construction costs to an estimated \$475,000 - a reduction of \$365,000 from the original concept design cost estimate of \$840,000.



Fig. 1 - Concept design winning entry (2015)



Fig. 2 – Final Detailed Design (2017)

The following changes have resulted in the detailed design and construction cost estimate:

Building footprint

The overall floor area has been reduced from 76sqm to 59sqm, reducing structure, wall and floor materials and finishes. The ellipse form of the concept design has been maintained and the floor area is now better suited to the spatial requirements of the building.

Building height

The minimum required height of the septic system lid was reduced from Q100 to Q20, thus reducing the height of the finished floor level. The building was able to be lowered, resulting in a reduction in structure, wall and floor materials and finishes.

Ramp and balustrade

As a consequence of reducing the building height, the length of the access ramp and balustrade has been reduced by approximately 50% resulting in the most significant cost reduction.

Toilet facilities

Facilities include 1 unisex PWD (person with disability) toilet cubicle, 1 unisex ambulant WC toilet cubicle. The ellipse form of the building allows for a third cubicle that wasn't required in the original design brief however, plumbing has been supplied to this cubicle should it be required in the future.

External metal 'basket' cladding

The external metal 'basket' cladding has been reduced in quantity and height as a result of the reduced building height. The design has been refined to limit the number of curved variations and develop clip on sections.

These decorative elements have also been removed from ramp structure.

Waste treatment system

Septic system with effluent evaporation beds changed to fully sealed pump out septic tank system. This decision was based on construction and all of life costs, potential risk of contamination during flood events and potential risk of the public entering the evaporation bed area.

Water harvesting and storage

A water bore has been substituted for roof rain water collection and storage tanks to service the facility.

This enabled the roof to be non-load bearing and thus reduced the wall and roof structure.

Lighting and soundscape

The detailed design incorporates internal building lighting and electrical infrastructure that will have the capacity for a future soundscape and feature lighting.

Landscape design

The pond was removed from the design proposal during the competition assessment as it is unsuitable for this flood prone site. The pond was not included in the initial cost estimate of \$840,000, however planting at the base of the building has been allowed for.

Car parking along the access road will be maintained and 1 accessible car park has been allowed for. This will be located adjacent to a new accessible all-weather path connecting the existing picnic shelter, barbeque and new toilet facility.

Refer to attached detailed documentation package.

Conclusion

The design team is confident that the current design maintains the integrity of the concept design and notes that further alterations to the design are unlikely to meet the communities' expectations of the project.

This report seeks a full capital works funding commitment to enable the project to be delivered.

Legal

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

Community expectations: the community have expectations that the project will be completed.

Mitigation: council has, and will continue to work closely with the community to ensure that they are aware that the project implementation is funding dependant.

Previous Council Resolution

Ordinary Meeting 11 December 2014 (OM14/184)

That Council request the Chief Executive Officer to include a project proposal for a public toilet facility and integral public art component, for Isaac Moore Park, Kenilworth, for consideration by Council as part of the 2015/2016 Budget process.

Ordinary Meeting 21 July 2016 (OM16/123)

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.*

Related Documentation

There is no related documentation relevant to this report.

Critical Dates

Critical dates will be apply to the construction phase once construction funds are confirmed.

Implementation

- Inform the community of the next steps.
- Confirm construction budget within the 2018/2019 financial year Capital Works Budget.
- Finalise approvals and construction documentation.
- Proceed to tender early in the new 2018/2019 financial year in order to procure a construction contractor.
- Management construction phase for completion prior to the end of the 2018/2019 financial year.
- Project finalisation and handover.

8.4.3 SMART CITY IMPLEMENTATION PROGRAM UPDATE

File No:	Council meetings
Author:	Coordinator Smart City Framework Liveability & Natural Assets Group
Appendices:	App A - Smart City Implementation Program Pg 149/226
Attachments:	Att 1 - SCIP Report Card Pg 181/226
	Att 2 - Governance Structure Pg 195/226
	Att 3 - Revised SCIP High Level Program Pg 201/226

PURPOSE

The purpose of this report relating to the Smart City Implementation Program (SCIP) is to:

1. Update council on the progress of implementing the program together with a report card (Attachment 1)
2. Document the lessons learnt to date
3. Recommend structural, resourcing and timeframe changes to the program and
4. Provide a revised Smart City Implementation Program (Appendix A).

EXECUTIVE SUMMARY

At the council meeting 8 December 2016 resolution (f) requested that a report card showing the performance of the Smart City Implementation Program be prepared for annual reporting to council. This report is also to include any changes or updates to the Smart City Implementation Program.

The report card shows that since council adopted the Smart City Implementation Program in December 2016 substantial progress has occurred across all areas (refer to the Proposal section for the report card). Highlights include:

1. Leadership
 - International recognition of the Sunshine Coast as a Smart 21 region – three years out of the last four; and,
 - 51 groups including various Australian councils, State Government Departments, educational institutions and other not-for-profits conducting ‘smart city walking tours’ and briefings on Sunshine Coast initiatives (as a leader in this space).
2. Governance
 - Overhauled the Smart City partnership program to enable advanced evaluation and pre-procurement trials; and,
 - Increased Smart Centre displays, providing more interaction and learning opportunities.
3. Development of organisational capacity and capability
 - 23 SCC teams have visited the Smart Centre with many more scheduled or in planning; and,
 - Draft Smart City Selection Guide (formerly Standards, Tech Specs and Pricing Guide).
4. Engagement with stakeholders and partners

- The Smart Centre has proven to be very successful with 1,537 visitors (including visits by many professional bodies e.g. Engineers Australia; Institute for Public Works Engineering Australia) over 14 months to the end of August 2017; and,
- Council has partnered with the Australian Smart Communities Association in an application to the Smart Cities and Suburbs Funding Program. Successful projects are expected to be announced October 2017. If successful, council will benefit from an additional \$175,000 in Smart Cities project funding.

5. Foundation & Solution Systems

- Design, installation and operation of optic fibre in Bulcock Street, Caloundra to create Australia's first Smart Street;
- Projects across the region including Smart WiFi, irrigation sensors, smart bollards, LED lighting, public waste bin sensors, vacuum waste system, solar farm, business intelligence (live open data), Smart City Living Lab evaluations; and,
- Selection of the Smart Regional Management Platform.

6. Projects

Smart City enhanced capital works projects – constructed and/or designs undertaken for:

- Maroochydore City Centre, Evans Street, Bulcock Street, Palmwoods Town Centre, Mooloolaba Foreshore, Stockland Aura and Nambour Showgrounds to name a few.

In addition, the Smart Cities Team have developed significantly and this report looks to highlight some of those key learnings which can be summarised as follows and are covered in more detail in the Proposal section:

- Across Australia Smart City agendas and purposes are being refined and developed. We also need to continue developing our own program and ensuring that introduced solutions are in line with council's vision and strategy;
- Clearer messaging and purpose around the Living Lab and its role within the governance structure of the Smart Cities program;
- The need for an integrated gateway evaluation process aligned for solution identification and approvals;
- Council to concentrate on the implementation of market ready solutions and not undertake Research and Development;
- The current Smart Cities Team structure is performing well but requires further support and commitment; and,
- Connectivity is critical to the success of Smart Cities and must be achieved using multiple layers such as optic fibre, Smart WiFi, 3G, 4G etc. as appropriate to the location.

After extensive work over the last 12 months, refinement and reflection has resulted in this report outlining future activities and the requirements from council to ensure implementation can accelerate and deliver results across more areas. The report in the Proposal section covers these in more detail but in summary they are as follows:

- a new Governance Structure and Smart City Design Gates process has been introduced to streamline decision making and to give more focus and concentrate the Smart City resources effectively through a more detailed evaluation process for potential solutions (Refer Attachment 2);
- The proposal is to align all Smart City Team members on a consistent contract length, giving continuity to the program and to the team;

- In addition, the Smart City Implementation Program has been updated and aligned to capital works requests for specific projects and in particular for the Maroochydore City Centre (Refer Appendix A); and
- The updated Smart City Implementation Program High Level Forward Program has targets for years 2 and 3 (Refer Attachment 3).

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Smart City Implementation Program Update and Report Card” and**
- (b) adopt the revised Smart City Implementation Program to guide the implementation by the whole of Council (Appendix A), subject to annual budget submissions.**

FINANCE AND RESOURCING

The 8 December 2016 report covered the financial and resourcing requirements for the Smart City Implementation Program three-year program. Variations and additional relevant information is outlined below.

Additional budget requirements/changes

To provide for Smart City infrastructure to be installed in specific locations (e.g. Maroochydore City Centre) across the Sunshine Coast, various Capital Works Program requests will be made in forward budget requests.

Funding for the Smart Centre lease at 63 Bulcock Street Caloundra for FY19 was placed on hold pending the decision regarding timing and location of the Stage Four Streetscaping in Bulcock Street. The site office for those works will now be the Caloundra Bus Interchange. A budget request to retain the 63 Bulcock Street Smart Centre lease will be made as part of the FY19 budget.

Additional grant and revenue potential

Council is exploring all potential grant and revenue opportunities associated with the Smart City Implementation Program. A specific grant opportunity has been identified and applied for:

- Council has partnered with the Australian Smart Communities Association in an application to the Federal Government’s Smart Cities and Suburbs funding program. If successful, \$175,000 of council’s existing spend will be matched dollar for dollar by a further \$175,000. Referred to as the ASCA Accelerator, the initiative will provide collaborating councils access to multiple vendor evaluations, expediting our own Smart City Implementation Program. Results of this application are expected in late 2017. Where council budget is not confirmed, other cities in Australia will have the option of replacing the Sunshine Coast as the Australian Smart Communities Association partner for this project.

SCIP Governance

The recommended Smart City Implementation Program Governance structure is in the Proposal section and forms part of the suggested Smart City Implementation Program implementation changes.

CORPORATE PLAN

- Corporate Plan Goal:** *A strong community*
Outcome: 2.4 - People and places are connected
Operational Activity: 2.4.6 - Progress the Smart City Implementation Plan through the integration of smart cities principles into capital works projects and operational activities.

CONSULTATION

Portfolio Councillor Consultation

- Councillor T Dwyer (Deputy Mayor), Councillor - Division 2 - through the Smart City PCG
- Councillor S Robinson, Councillor - Division 9 - Economic Development and Innovation Portfolio – through the Smart City PCG

Internal Consultation

- Chief Information Officer
- Coordinator Business Solutions & Strategy
- Team Leader Business Capability & Solutions
- Information Communication Technology Services
- Major Urban Developments
- Communication
- Delivery – Project Delivery, Corporate Strategy and Delivery, Maintenance Delivery and Construction Delivery
- Legal Services
- Economic Development, including Coordinator of High Value Industries
- Environment and Sustainability Policy
- Commercial
- Transport and Infrastructure Policy
- Transport Infrastructure Management
- Parks and Gardens
- Community Response

External Consultation

- University of the Sunshine Coast
- SunCentral Maroochydore Pty Ltd.
- Stockland Pty Ltd.
- Unitywater
- Energy Queensland
- Telstra – Smart Cities
- CSIRO Data61
- Australian Smart Communities Association

Community Engagement

- The Smart Centre and Living Lab (opened to the public in May 2016) provides a physical location where residents, visitors, business and potential investors can experience the smart solutions currently being tested. Over 1,537 visitors have been to the centre over the first 14 months of operation. We receive consistently positive feedback about the Smart City Framework and Smart City Implementation Plan which have received over 10,500 website views

- The Smart City Framework pages on council's website provide the opportunity for visitor feedback. In addition, ideas cards located in the Smart Centre, are used to capture community, visitor and internal staff feedback and ideas.

PROPOSAL

The Smart City Implementation Program contributes to the corporate vision to be Australia's most sustainable region – healthy, smart and creative in many ways. Some initiatives focus on efficiencies for our systems:

- delivering economic and financial benefits to council and the region;
- others focus on improved environmental outcomes through the use of sensors providing information in real time; and
- at the core we look to support the community through improved user experiences and enhancing the reputation of the region.

The Smart City Implementation Program is comprised of 24 system areas – (nine Foundation Systems and 15 Solution areas). Each system involves the development of individual initiatives that are evaluated against a broad range of criteria – starting with the user and working through technical, regulatory and legislative requirements to operational council systems.

Moving towards the second year of implementation and scaling up, will require the whole of council to harness the benefits of smart cities and work as one team.

The Smart City Implementation Program report was adopted in December 2016, but the Living Lab and management platform were funded and initiated in July 2015. The transition from a trial WiFi network to a Smart WiFi network occurred in March 2016. This progress report provides an updated summary, identifies the key learnings and proposes a number of core changes required for council to accelerate its deployment at scale and remain competitive with other regions and cities across Australia.

Smart City Report Card & SCIP Targets for Years 2 & 3

The first annual Smart City Framework Report Card provides council with a high level indication of progress and a lens to identify and shape resourcing to assist in the effective implementation of the program.

A digital version of the report card will be developed and publicly released following the acceptance of this paper.

The Smart City Implementation Plan forward program has been updated following the progress and learnings from the first year of implementation (refer Attachment 2). Some minor modifications have been made to the activities. The major change has been the addition of a targets and comments column introducing, where feasible, specific targets. In total, the revised program has 39 activity areas under six headings. Regular reporting and progress will be measured against these indicators.

To provide a high level indication of the program's performance the 10 highest value target areas have been profiled below:

	Description/Target & Result	Year 1 FY17		Year 2 FY18		Year 3 FY19	
		Target	Result	Target	Result	Target	Result
1	Capital and Operational Projects with SCIP consultation	20	22	40		80	
2	Specific solutions in Council Projects – planned and/or implemented	25	40	60		90	
3	Total number of IoT devices and sensors	200	225	400		650	
4	Smart Centre visitor numbers	1300	1450	2,000		2,500	
5	Solution ideas processed to solution evaluation	-	-	50		100	
6	Solutions evaluated and reported to the Smart City governance groups	3	3	10		20	
7	Solutions approved for Branch deployment at scale through normal capital works	2	2	7		16	
8	Smart Region Management Platform connections and integrations	-	-	8		15	
9	Data analytics platform available for council and community access - number of users + number of data sets	-	-	100		200	
10	Australian and International recognition	2	3	5		5	

Overall progress has been good. With a full Smart City Implementation Program Team from the last quarter of the financial year, progress has ramped up significantly.

Years two and three show significant growth against most indicators with the exception of initiative evaluations and deployments at scale. The internal buy-in and time required for both of these processes is significant and additional resources over time to accelerate progress here.

Below are key highlights from each of the six key areas showcasing the significant progress that has been made with the implementation by the whole of council.

Leadership

Council has made good progress in the area of Smart City Leadership. Two out of three actions are completed. Highlights include:

- We continue to be recognised both internationally and nationally as a world-wide Smart 21 region, selected from over 400 cities and regions;
- 51 groups including various Australian councils, State Government Departments, educational institutions and other not-for-profits conducting 'smart city walking tours' and briefings on Sunshine Coast initiatives (as a leader in this space): and,
- Selection of council's first non-human recruit, Cassie the robot, has continued to show council's leadership in this area, challenging staff understanding and implications of robots in the workplace.

Governance

The two governance related actions are completed and operational. Highlights include:

- Overhauled Smart City partnership program to provide advanced evaluation and pre-procurement trials; and
- Increased Smart Centre displays, providing more interaction and learning opportunities.

Development of organisational capacity and capability

The two-organisational capacity and capability related actions are completed and operational but it is recommended that they are ongoing. Highlights:

- 23 Sunshine Coast Council teams have visited the Smart Centre with many more scheduled or in planning: and
- Draft Smart City Selection Guide (formerly Standards, Tech Specs and Pricing Guide). Developed and ongoing refinement will see this document significantly increase in content and value.

Engagement with stakeholders and partners

There are seven activities against the Engagement with Stakeholders and Partners category. Six have been completed and the seventh relates to partnerships with other external organisations such as Unitywater. Every effort has been made to involve Unitywater in the Smart City Implementation Program. Despite meetings and emails to the contrary, no actual outcome has been realised. Currently there is no additional action council can take to progress this. Otherwise progress is reflected in the following two highlights:

- The Smart Centre has proven to be very successful with 1,537 visitors over 14 months to end of August 2017 and,
- Council has partnered with the Australian Smart Communities Association in an application to the Smart Cities and Suburbs funding program. Referred to as the ASCA Accelerator, the initiative will provide collaborating councils access to multiple vendor evaluations, expediting our own Smart City Implementation Program. Successful projects are expected to be announced late 2017. If successful, council will benefit from an additional \$175,000 Smart Cities project dollar for dollar matched funding.

Foundation and Solution Systems

The 24 Foundation and Solution Systems represent the largest activity area of the Smart City Implementation Program. Eleven of the activity areas have made substantial progress and a further 10 have partial progress. Some of these areas are behind target time-frames whilst others are ahead. Highlights include:

- Design, installation and operation of optic fibre in Bulcock Street, Caloundra to create Australia's first Smart Street
- Projects across the region including Smart WiFi, irrigation sensors, smart bollards, LED lighting, public waste bin sensors, vacuum waste systems, solar farm, business intelligence (live open data), Smart City Living Lab evaluations and
- Selection of the Smart Region Management Platform visitors to the Smart Centre and the use of the SCC App over the coming years.

Significant effort in this first year has been focussed on extensive design development work that has gone into Maroochydore City Centre (including switchboards, to smart controls; to conduits; to optic fibre; etc.). Each of these areas has required team collaboration across council to develop new solutions, designs and then document for repeated use across the region. With these key foundations largely resolved the key focus from now on will relate to the individual solutions.

In the sections below, there are learnings and proposed improvements to the governance, structure and evaluation of new initiatives that will accelerate the implementation of the Smart City Implementation Program. The Smart City Implementation Program will now focus on solutions that are market ready to provide a faster integration into the organisation.

Moving forward, these activity areas need to be broken down into individual initiatives. For example, transport could possibly include 25+ initiatives in its own right. Reporting on progress will need to capture the finer detail.

Projects

A distinct hallmark of the Sunshine Coast Council approach to Smart Cities is the embedding of the Smart Cities Team in Infrastructure Services and specifically in the Project Delivery Branch. As the Project Delivery teams are already funded to implement significant region making capital projects, adding and embedding Smart City Solutions and Foundations is becoming part of the process. Identifying the opportunities early is essential to get the financial commitment and then forming part of the Capital program. There is still significant progress to be made and the development of the Smart City Selection Guide will help enormously by guiding the concept and early design stages. This is crucial to embed smart solutions and not add an additional layer on top.

It is not possible to provide a specific measure of value generated, however the number of solutions routinely used in new projects is increasing consistently.

Consultation on Smart City Projects exceeded the original target of 20. As at the end of Q1 FY18, this number has increased and we continue to be ahead of target.

Lessons learnt

Although the three-year Smart City Implementation Program was adopted in December 2016, many of the wider program initiatives were well underway by that time:

- Living Lab and Smart Region Management Platform (funded for 3 years from July 2015)
- Smart WiFi, activated March 2016
- Carrier Licence acquired March 2016 and,
- Maroochydore City Centre foundation system specifications were largely completed to design status by July 2016.

Progress in these projects, the trial of the dual governance model (Living Lab and Smart Cities Project Control Groups) and the 12 months of active implementation of the whole program has contributed to the development of the following learnings:

- Perception by the organisation that two groups are running “Smart Cities” ICTS and Smart Cities Team. A single governance model is necessary to ensure the efficient and integrated whole of council program progresses at pace
- Implementing Smart Cities (the transition from analogue silo systems to integrated digitisation of our urban environment) is a significant undertaking and is taking longer than originally intended
- Council is not a Research and Development organisation - we don't have the resources, skills or time to be investigating untested solutions
- The absence of an integrated end-to-end system for filtering multiple ideas into an evaluation process through clear decision gateways is hindering council from achieving the maximum benefit intended
- Need to move from technology lead solutions to designing initiatives (not whole systems but specific implementable solutions) that deliver measurable outcomes and user benefits (community and council users) with a renewed focus on user experience

- Communications are critical and we must understand the multiple layers of connectivity to drive down costs through competitive and complementary secure networks – optic fibre, WiFi, 4G and low power wireless
- Holistic view for implementation planning to take into consideration impact on council systems, staff and residents. This should include implementation, asset management, maintenance and operational aspects. Change management needs to be addressed (council staff and residents) to increase the number of successful outcomes
- Solutions need to support vision-level strategic objectives, informing appropriate KPIs by addressing capabilities and processes
- A dedicated process of Smart City gates is required to manage the collation of new Smart City solution ideas and proposals at the beginning of the funnel and manage the Smart City Steering Group review of priorities, evaluations and progress through to implementation and operation. The Smart City Design Gates evaluation process will also capture the organisation's learnings as we digitise our council and regional operations and provide a mechanism for dissemination of information to stakeholders
- Living Lab program requires a review and new approach to progress faster:
 - Completed or in the process of writing up five out of eleven trials in 24 months with more time required for the remainder to be finalised; and,
 - Need to move the focus of Smart City initiatives to practical and pragmatic approach where implementation can begin immediately. An agile approach is to take a step and build on it. Learn quickly and plan and implement next phase;
- Critical need to establish a data analytics to artificial intelligence program including robotics, automation, machine learning as digital disruptive solutions become available in the market – e.g. Council's first non-human recruit, Cassie the robot, and autonomous bus systems e.g. [automated 'smart shuttle' bus](#) in Sydney's Olympic Park scheduled to be trialled from August
- To achieve a whole of region Smart City footprint – resources will be needed to facilitate rollout in new locations such as Maroochydore City Centre, Stockland Aura and Palmview South. This work will enable Sunshine Coast to claim Smart City status for the whole region, and
- An annual review, in-line, with the scorecard be conducted which will identify learnings/improvements and any potential structural and resource changes for endorsement by council.

Proposed Smart City Implementation Program Changes

The following proposed Smart City Implementation Program changes have been developed from the learnings identified above. Each of the proposed changes is intended to increase the efficiency, output and outcomes from every activity undertaken by the group:

1. Combine the current dual Smart City Implementation Program Governance structure into a single integrated Governance system for all Smart City Implementation Program activities
2. Smart City ideas to progress through an integrated gateway evaluation process; and process and leverage the new Chief Innovation Officer role and incubator program and
3. Update the Smart City Implementation Program document to reflect the learnings and proposed changes - Refer Attachment 1.

Smart City Governance Structure

A key learning from the first year of implementation has been the need to operate under a single governance and solution evaluation process.

The revised Smart City Program Governance Structure (see below) will see:

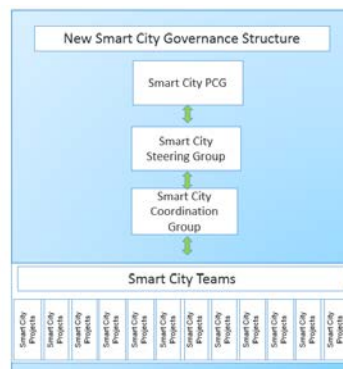
- The **Smart City Project Control Group** move to a quarterly meeting format and provide the Strategic Governance for the Smart City Implementation Program
- A new group – the **Smart City Steering Group** will be formed by combining the Living Lab PCG and the Management team from the Smart City PCG. Meeting monthly, the Steering Group will provide the operational Governance for the whole Smart City Implementation Program
- The day to day operations will be overseen by the **Smart City Coordination Group** formed by the merger of the Smart City Coordination Group and Living Lab Stakeholder Group. This group will be led by the Smart Cities Team, meet fortnightly and measure the progress of the Smart City Implementation Program highlighting issues to the Steering Group and,
- **Project Teams** will be formed to ensure all individual projects have an accountable project manager and involve representatives from relevant branches, Smart Cities Team and ICTS.

Illustration of current and proposed Governance Structure:

From:



To:



To see the complete Smart City Governance discussion, refer to Attachment 2.

Smart City Design Gates and Evaluation Process

The objective of smart cities is to improve the way we deliver services, build our urban (and protect the natural) environments, identify efficiencies in time and cost and, where feasible, generate revenue.

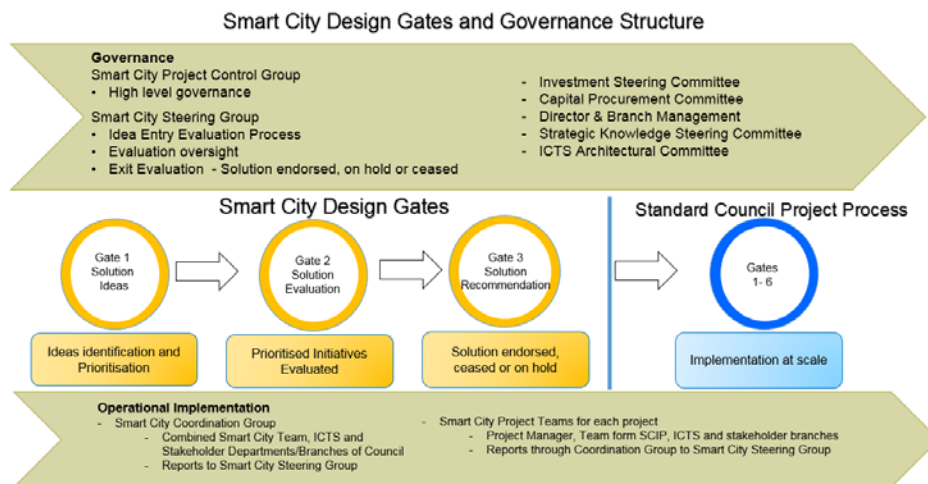
Before new solution ideas are implemented at scale using the standard Council processes, the Smart City Team work with relevant branches and ICTS to take the ideas through three design gates:

1. The first gate - solution ideas allows the team to review against 10 criteria and report the initial assessment to the Steering Group. The Steering Group decides which solution ideas will proceed to gate two.
2. In gate two the solutions are taken through a detailed evaluation process involving the branch owner, ICTS and the Smart City Team. Solutions already implemented in other locations and indicated as mature solutions will receive the accelerated Smart City Implementation Program assessment methodology. Other priorities needing additional detailed technical evaluations will be pre-evaluated in the Smart City Living Lab.

Irrespective of evaluation methodology, the use case, technology, financial model and benefits and impacts to the community/council are considered with the active involvement of all stakeholders.

- The third and final gate is the preparation of a detailed report with recommendations for consideration by the Steering Group. Dependant on the scale and implications for Council the decision to approve for implementation at scale will be escalated to the appropriate forum- e.g. ELT or council.

As with all other selection and procurement processes, relevant governance groups will be actively involved as required throughout the process.



To see the complete Smart City Design Gates discussion, refer to Attachment 2.

Update the Smart City Implementation Program document

The Smart City Implementation Program will be updated to reflect the learnings and proposed improvements, including:

- Smart City Implementation Program to reflect completion of year 1 and balance of program to be completed over 2 remaining years;
- Add the Year 1 Report Card;
- Update the high level 3-year implementation section to focus on years 2 and 3 including specific measurable targets for reporting and measuring success;
- Update the Governance section to reflect proposed merging of dual governance to a single system;
- add a new section “Integrated Gateway Evaluation Process” to reflect the progress of ideas to implementation; and,
- Revise name of the Business Intelligence Section to New Intelligent Systems reflecting the broad areas of:
 - Data Analytics
 - Robotics
 - Automation & Machine Learning and,
 - Artificial Intelligence.
- Merge Smart Transport and Smart Parking into Smart Transport
- Revised Building Information Modelling (BIM) to Smart Buildings including BIM reflecting council’s intent to create Smart Buildings within the Maroochydore City Centre.

Legal

There are no legal implications relevant to this report.

Policy

The Smart City Framework is the policy for council and the Smart City Implementation Program as the operational implementation document. The Smart City Implementation Program has been revised to reflect the proposed changes documented in this report.

Risk

There are no major risk issues with implementing the Smart City Implementation Program, however individual risks will exist relative to each of the implementation program projects. As such, each individual project will undertake its own risk management assessment and mitigation plan.

Previous Council Resolution**Ordinary Meeting 8 December 2016 (OM16/215)**

That Council:

- (a) *receive and note the report titled “**Smart City Framework & Smart City Implementation Program**”*
- (b) *endorse the Smart City Framework (Appendix A)*
- (c) *adopt the Smart City Implementation Program to guide the implementation by the whole of Council (Appendix B), subject to annual budget submissions*
- (d) *request that the Chief Executive Officer prepare a Technical Specification for Smart Foundation Systems to apply to all new Council infrastructure and major new developments and further investigate its potential incorporation into the planning scheme*
- (e) *approve the Information Communication Technology Services Architect 12 month contract position as part of the Smart City Implementation Program subject to funding approval in Budget Review 2, to ensure Smart City Implementation Program and projects adhere to the Smart City principles and deliver high value results*
- (f) *request the Chief Executive Officer prepare a report card showing the performance of the Smart City program as part of an annual report to council, including changes or updates to the 3 year Smart City Implementation Program*
- (g) *note that no further resources will be allocated until there is a positive financial business case, to the Smart City Framework and the Smart City Implementation Program and Council finance systems will be analysed and developed to capture total costs in this program and*
- (h) *note that Council finance systems will be analysed and developed to capture total costs in this program*

Related Documentation

The Smart City Framework and Smart City Implementation Program documents are referenced and directly related to this report.

Critical Dates

Construction of Maroochydore City Centre is progressing rapidly and confirmed Smart City Solutions for the centre will need funding through the Capital Works Program from Financial Year 18 Q4 onwards.

Implementation

The Council provide the Chief Executive Officer with the following directions:

- finalise the merging of the two Smart City governance structures into a single integrated approach
- implement the integrated gateway evaluation process and,
- implement the revised Smart City Implementation Program and associated actions.

8.5 BUILT INFRASTRUCTURE**8.5.1 DRAFT STREET TREE MASTERPLAN**

File No: F2015/81637

Author: Senior Arborist
Built Infrastructure Group

Appendices: App A - Draft Sunshine Coast Street Tree Master Plan - Part A
Pg 5/264
 App B - Draft Sunshine Coast Street Tree Master Plan - Part B
Pg 147/264

PURPOSE

This report has been prepared to seek endorsement for a program of community engagement and external stakeholder consultation for the *Draft Sunshine Coast Street Tree Master Plan*.

EXECUTIVE SUMMARY

The Draft Sunshine Coast Street Tree Master Plan provides a framework to guide future street tree planting in the Sunshine Coast Council region. It details why trees are so important, communicates the region's street tree planting priorities and provides guidance for locations, layouts and species to use.

The vision for the *Draft Sunshine Coast Street Tree Master Plan* is to *protect, sustain and enhance the region's existing and future street tree network through better selection, placement and maintenance of street trees*. The end goal of the plan is the provision of a street tree network that is attractive, functional and resilient. A street tree network that is compatible with the wishes and expectations of the local community, as well as visitors to the Sunshine Coast.

A program of internal consultation for the *Draft Sunshine Coast Street Tree Master Plan* was undertaken in October 2016 and January 2017 and the draft plan has been discussed at Councillor Strategic Discussion Forums in March and August 2017. All applicable feedback has been incorporated and the draft plan is now ready to be presented to the Sunshine Coast Community (as well as council's external stakeholders) to further shape and finalise local and regional street tree planting strategies for the Sunshine Coast.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "The Draft Street Tree Master Plan" and
- (b) endorse the Draft Sunshine Coast Street Tree Master Plan (Appendix A and B) for the purposes of community engagement through public display.

FINANCE AND RESOURCING

No additional resources or funding will be required as an outcome of endorsement of the *Draft Sunshine Coast Street Tree Master Plan* as the current allocation is adequate.

Operational funding for implementation of the priority outcomes of the draft plan was provided in the 2017/18 budget with the annual street tree planting program budget increased from \$247,000 to \$644,827.

This \$397,827 per annum increase allows for the establishment of a proactive street tree planting program as well as a more intensive and prolonged program of establishment maintenance for all young street trees under the care and control of council.

CORPORATE PLAN

Corporate Plan Goal: *A healthy environment*

Outcome: We serve our community by providing this great service

Operational Activity: S16 - Recreation parks, trails and facilities - providing design, maintenance and management of council's public open space for active and passive recreation

CONSULTATION

Portfolio Councillor Consultation

The Sunshine Coast Council Mayor, Councillors and Chief Executive Officer have been consulted as a part of the March 2017 and August 2017 Strategic Discussion Forums with feedback incorporated in plan revisions.

Internal Consultation

Internal consultation was undertaken in October 2016 and January 2017 with the draft plan provided to all Branch Managers for dissemination to all applicable staff for review. All relevant feedback was incorporated with the most significant revisions triggered by feedback received from:

- Community Planning and Strategy
- Community Response
- Development Services
- Economic Development
- Environmental Operations
- Environment and Sustainability Policy
- Parks and Gardens
- Transport Infrastructure Management

External Consultation

There has been no external consultation undertaken to date. Consultation with external stakeholders and partners will be undertaken as a part of a wider program of community engagement for the draft plan. Key stakeholders to be included in a program of consultation include DTMR (Department of Transport and Main Roads), Energex, Unity Water, AILA (Australian Institute of Landscape Architects) and local nursery suppliers.

Community Engagement

Parks and Gardens and Communication have commenced planning for a program of Community Engagement.

Council's Graphic Design unit have undertaken a closing review of the document's graphics in readiness for external release of the plan.

Work is underway to produce a 'flip book' to introduce the plan, with the purpose and outcomes simplified and summarised in a visually engaging and concise format. While full versions of both Part A and B of the draft plan will be available for viewing, these documents will also be repackaged and available for opening in discrete sections allowing the

community to directly access specific chapters of the Master plan report (Part A), or the Street tree strategy (Part B) particular to their local area.

In addition to the invitation to review and comment on the draft master plan, this consultation period will be used as an opportunity to compile an initial database of residents interested in council's future *Adopt a Street Tree Program*.

Consideration has been given to the consultation materials and communication messaging to ensure these multiple elements are integrated neatly within the consultation program and are not confused as three separate items.

A feedback form and survey will accompany the consultation materials with all survey respondents who provide contact details automatically entered into a competition to win vouchers from a local retail nursery and given the opportunity to collect a free shade tree from council's Industrial Avenue Nursery (as a part of council's established "free trees" program) for planting within their own properties. These are intended as incentives for members of the community who may not ordinarily take the time to read and comment on the plan to do so.

The period of community engagement is proposed to run for approximately one month. Depending on the feedback received, it is planned to be presented at an Ordinary Council Meeting during 2018 for council adoption.

PROPOSAL

The stunning coastline, sub-tropical climate and extensive network of green spaces that cover the Sunshine Coast Council region are central to the enviable Sunshine Coast lifestyle. Street trees are key components of these green spaces providing shade, cooling and many other visual, social, economic and environmental benefits.

Trees help to make places. They contribute to local character and significantly improve the appearance and feel of our immediate environment and the places we go. They make our towns vibrant living places by providing quality spaces for day to day life. Shady streets bring urban life outdoors and encourage people to exercise and socialise, improving the health of our communities and helping to drive the local economy.

Population growth projections reflect the Sunshine Coast's rapid pace of residential development. In a landscape that continues to grow and change, ensuring we plant 'the right trees in the right places' and maintain an appropriate balance of natural to built form will be key to the ongoing liveability of our region. Moreover, as local temperatures rise as projected, the shade, cooling and 'ecosystem services' provided by trees will become more important than ever. Proactive street tree planting to mitigate heat locally and sustain the sub-tropical amenity and ambience provided by our street tree network – the world class setting in which we work, play and live – is now necessary if the benefits we require can continue to be provided by our street tree network in the future.

The *Draft Sunshine Coast Street Tree Master Plan* provides a framework to guide future street tree planting in the Sunshine Coast Council region. Building on the foundation of the existing vegetated landscape, the plan will allow the economic, environmental and social benefits of trees to not only be fully realised, but capitalised on in the future.

The *Draft Sunshine Coast Street Tree Master Plan* appears as an attachment to this report. It is presented in two parts:

- Part A: The *Street Tree Master Plan Report* which details relevant street tree issues and sets out council's strategic approach to addressing these in future street tree planting programs (Appendix A: *Draft Street Tree Master Plan - Part A*).
- Part B: A series of local *Street tree strategies* presenting a strategy for future street tree planting in each locality and palettes of street tree species appropriate for use. These strategies are accompanied by *Priority planting plans* (maps) highlighting priority locations

for street tree establishment in high profile locations. These plans have been prepared with a view to implementation over 5 years (Appendix B: *Draft Street Tree Master Plan - Part B*).

It is council's intention to work closely with local communities to develop street tree planting priorities, programs and partnerships for local residential streets. The draft plan's community engagement program will provide opportunity for council to reach out to local communities who wish to be involved in shaping street tree planting strategies and palettes for their local areas as well as individuals or a collective of residents who wish to partner with council to care for new trees in their street.

Desired outcomes of the plan include:

- Street tree benefits and population resilience is increased through ongoing renewal of street trees, proactive planting of trees in existing 'plantable' spaces and greater engagement with the local community to help care for new trees (allowing more trees to be planted in more locations).
- Visitor and local resident experiences are enhanced by the creation of vibrant and shady commercial centres, landmark, gateway and feature plantings and the reinvigoration of avenues on major thoroughfares and town lead-ins.
- Active transport is encouraged via the shading of major pedestrian routes and links between town centres, parks and community facilities.
- Solar glare, ambient temperature and energy use is reduced in urban 'hot spots' through strategic tree planting to mitigate heat.
- A greater number of new trees and sites appropriate for the establishment of large trees are incorporated in all new residential developments and capital projects.
- Tree-infrastructure conflicts and recurring maintenance is reduced over time with larger trees reserved for larger planting sites (purpose built if necessary) and the use of a compact palette of street tree species for standard planting situations.
- Sunshine Coast regional and local character is sustained via use of pre-defined signature and character palettes for each local area. This will also serve to reduce dominance of some species and increase diversity in the existing street tree network which will help build resilience and as such, sustainability.
- The impacts of the ever-expanding built form of the region are screened and softened through increased tree planting within public land. The extent of tree loss as an outcome of development is reduced with greater consideration given to existing and future street trees in the development assessment process.
- Poor plant establishment rates and high young tree maintenance costs are reduced as an outcome of improved planting stock quality, selecting species suited to the specific conditions of the subject planting site, using improved systems of tracking new trees (in capital and operational programs as well as new residential developments), more intensive maintenance of young trees for longer periods, and the establishment of community and corporate partnerships to help care for young trees.

Legal

There are no legal implications relevant to this report.

Policy

The *Draft Sunshine Coast Street Tree Master Plan* shares values with and will effectively support numerous council strategic and policy documents, most notably the recently endorsed *Sunshine Coast Environment and Livability Strategy*. The plan has been designed to be used in conjunction with the *Sunshine Coast Open Space Landscape Infrastructure Manual* which provides supporting technical content to the draft plan.

Risk

Council's risk exposure will be reduced if the *Draft Sunshine Coast Street Tree Master Plan* is adopted as an outcome of:

- Community consultation
- Ongoing partnerships with internal and external stakeholders
- Allowance for locally responsive species selection, ensuring the 'right trees are planted in the right locations' with consideration to all potential conflicts
- The provision of compact street tree species palettes for the selection of trees for use in local residential streets
- The provision of positioning guidance to ensure better placement of new street tree plantings with consideration to existing and future infrastructure, existing views, existing solar collectors and existing street and commercial signs
- The plan advocating for the reservation of greater areas of soil volume for street trees to minimise future conflicts
- The plan advocating for the use of 'Tree Sensitive Design' to provide better conditions and pathways for tree root growth and greater protection of infrastructure from tree root damage
- The provision of shade to major pedestrian travel paths

Previous Council Resolution

There is no previous council resolution relevant to this report.

Related Documentation

Appendix A: Draft Street Tree Master Plan (Part A)

Appendix B: Draft Street Tree Master Plan (Part B)

Critical Dates

There are no critical dates relevant to this report.

Implementation

The Communication and Parks and Gardens branches have developed a Communications Outline for Consultation for the draft plan to ensure key stakeholders and the public are informed of, and can access, the draft plan and have the opportunity to provide feedback.

Key elements of this communications plan include:

- Features on council's Have your say web page and in the News centre section of council's website
- Media releases
- "Spotlight" radio advertisements
- Organic social media (including Facebook, Twitter and Instagram) posts and images
- Facebook / Instagram advertising
- Posters displayed at libraries, customer contact centres and local nurseries (at their discretion)
- Potted trees, hard copies of the plan, survey collection boxes and posters with details of online consultation materials available at libraries

8.5.2 PARKING AMNESTY FOR CALOUNDRA CBD

File No:	Council meetings
Author:	Coordinator Traffic & Transportation Built Infrastructure Group
Attachments:	Att 1 - Caloundra Chamber of Commerce Request247

PURPOSE

The purpose of this report is to seek council endorsement of a request from the Caloundra Chamber of Commerce for an eight (8) week paid parking amnesty in the Caloundra CBD commencing on Saturday 2 December 2017.

EXECUTIVE SUMMARY

On 28 September 2017, the Caloundra Chamber of Commerce requested council's Chief Executive Officer to implement a paid parking amnesty in the Caloundra CBD for an eight (8) week period, commencing on Saturday 2 December 2017. If endorsed, the paid parking amnesty will conclude at midnight on Sunday 28 January 2018.

In previous years the amnesty was requested by the Caloundra Chamber of Commerce in an effort to support local business through the busy holiday period.

While the amnesty is in effect, parking patrols will continue within the Caloundra CBD ensuring vehicles are adhering to other parking breaches, including the two (2) hour time limit, parking in no stopping areas, disabled parking bays and bus stops.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Parking Amnesty For Caloundra CBD" and**
- (b) endorse a paid parking amnesty in the Caloundra CBD for eight (8) weeks, commencing Saturday 2 December 2017 until midnight Sunday 28 January 2018.**

FINANCE AND RESOURCING

It is anticipated that the foregone revenue in metered parking for the proposed eight (8) week amnesty period will be approximately \$55,000 to \$62,000. This amount has been determined based on an estimated monthly income of metered parking revenue.

The metered parking area in the Caloundra CBD is regularly monitored by two (2) council parking officers. However, based on a review of infringement data during the paid parking amnesty in previous years, it has been determined that only one (1) officer would be allocated to the Caloundra CBD to cover the paid parking amnesty in December 2017 and January 2018.

Parking infringements would continue to be issued for instances such as exceeding the two (2) hour time limit, no stopping, disabled parking bays and bus stop infringements.

Expenditure related to the one (1) council parking officer in the Caloundra CBD is accommodated in the 2017/18 budget as adopted by council.

The estimated infringement revenue for the period December 2017 and January 2018 is approximately \$15,000. This estimation is based on the number of infringements issued in the paid parking amnesty last year.

Currently an external security officer undertakes cash collections with council's Technical Officer for parking. Cash collections will cease during the amnesty and therefore will result in a savings of approximately \$1,800 in expenditure.

CORPORATE PLAN

Corporate Plan Goal:	<i>Service excellence</i>
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

Councillor R Baberowski supports the proposed dates for the parking amnesty.

Internal Consultation

Internal consultation has taken place with the following stakeholders in relation to this report:

- Councillor T Dwyer, Division 2
- Director Infrastructure Services
- Manager Community Response
- Senior Management Accountant, Financial Services
- Business Development Facilitator – Downtown Caloundra

Councillor Dwyer supports the additional week in December and proposed dates of the parking amnesty.

Consultation has also occurred with the Director of Infrastructure Services to ensure that this request has no bearing on the Caloundra CBD parking fund or planned projects funded from this source.

External Consultation

No external consultation has been undertaken in relation to this report.

Community Engagement

No community engagement has been undertaken in relation to this report.

PROPOSAL

On 28 September 2017, council received correspondence from the Caloundra Chamber of Commerce requesting council's Chief Executive Officer to implement a paid parking amnesty in the Caloundra CBD for an eight (8) week period, commencing on Saturday 2 December 2017 and concluding at midnight on Sunday 28 January 2018. This year to support council's Downtown Caloundra activities an additional week has been requested. The request, which has the support of the Divisional Councillor, is included as Attachment 1.

As in previous years, the amnesty has been requested by the Caloundra Chamber of Commerce in an effort to support local business through the busy holiday period.

While the amnesty is in effect, parking patrols will continue within the Caloundra CBD ensuring vehicles are adhering to other parking breaches, including the two (2) hour time limit, parking in no stopping areas, disabled parking bays and bus stops.

Caloundra has been the only area on the Sunshine Coast to have on-street paid parking until January this year, when on-street paid parking commenced in Birtinya. Current fees for metered parking are 25 cents per 10 minutes. This arrangement has been in place since 1992 and is adopted in council's 2017/18 Schedule of Fees and Charges. There are 71 paid parking meters in the Caloundra CBD.

In October 2011, council resolved that the operating surplus derived from the Caloundra CBD parking meters could be utilised for projects, facilities and other services for the Bulcock Street precinct. The request from the Caloundra Chamber of Commerce, if approved, will translate into a decreased revenue from the parking meters of approximately \$55,000 and \$62,000.

Two council Parking Officers regularly patrol in the Caloundra CBD between 9am and 5pm on weekdays and between 9am and 12pm on Saturday mornings to monitor compliance. As a result of the paid parking amnesty in previous years, a review of infringement data suggests that the community have become familiar with the arrangements during the paid parking amnesty and the need to comply with the two (2) hour time limit. The data suggests that only one Parking Officer is required to monitor the Caloundra CBD while the amnesty is in effect. The Parking Officer will continue to undertake their duties in the management of other parking conditions such as the two (2) hour time limit, no stopping, disabled parking bays and bus stop enforcement.

All interactions with the parking meters are administered by the Technical Officer. Cash collection is managed by the Technical Officer, with assistance from an external security guard. During the proposed period, the Technical Officer will conduct a thorough audit of the 71 parking meters in an effort to ensure that all hardware is operational for the new calendar year. This will include a stocktake of spare parts, any mandatory servicing of parts, cleaning of the meters, and replacement of any decals/signage on the meters due to deterioration. This is considered to be an efficient use of officer time during this period. Cash collections will cease during this time, resulting in a savings of approximately \$1,800 in expenditure.

Legal

There are no legal implications associated with this report.

Policy

There are no policy implications associated with this report.

Risk

There are no identified risks to council associated with this report.

Previous Council Resolution

Ordinary Meeting 10 November 2016 (OM16/204)

That Council:

- (a) receive and note the report titled "**Parking Amnesty for Caloundra CBD**" and
- (b) endorse a paid parking amnesty in the Caloundra CBD for six (6) weeks, commencing Saturday 10 December 2016 until midnight Sunday 29 January 2017.

Ordinary Meeting 12 November 2015 (OM15/216)

That Council:

- (a) receive and note the report titled "**Parking Amnesty for Caloundra CBD**" and
- (b) endorse a paid parking amnesty in the Caloundra CBD for six (6) weeks, commencing Saturday 12 December 2015 until midnight Tuesday 26 January 2016.

Ordinary Meeting 13 November 2014 (OM14/158)

That Council:

- (a) receive and note the report titled "**Parking Amnesty for Caloundra CBD**" and
- (b) endorse a paid parking amnesty in the Caloundra CBD for six (6) weeks, commencing midnight Friday 12 December, 2014 until midnight Monday 26 January, 2015.

Ordinary Meeting 18 September 2014 (OM14/137)

That Council authorise the Chief Executive Officer to:

- (a) include in the Caloundra CBD Regulated Parking Program the net financial result of the Penalty Infringement Notice revenue associated with paid metered parking, noting;
 - i) this revenue forms part of the Regulated Paid Parking Program in the Caloundra CBD, as per Council Resolution OM11/264;
 - ii) that paid metered parking underpins this program thus providing a cost neutral result for council;
 - iii) the financial calculations associated with this matter commence on 1 October 2014; and
 - iv) that the above process is subject to a review following council's implementation of a future region wide Parking Strategy.

Ordinary Meeting 17 October 2013 (OM13/205)

That Council:

- (a) receive and note the report titled "**Parking Amnesty for Caloundra CBD**" and
- (b) support an amnesty for paid meter parking in the Caloundra CBD for seven (7) weeks commencing Saturday 7 December, 2013.

Ordinary Meeting 26 October 2011 (OM11/264)

That Council:

- (a) utilise the Operating Surplus from Caloundra CBD Regulated Parking for projects, facilities and other services for the Bulcock Street precinct;
- (b) request the Chief Executive Officer to develop a protocol for assessment and prioritisation of eligible projects to be funded by the Operating Surplus from Caloundra CBD Regulated Parking for projects, facilities and other services for the Bulcock Street precinct, in consultation with appropriate staff and Divisional Councillor;
- (c) review the allocation of the 2011/2012 Operating Surplus from Caloundra CBD Regulated Parking budget as part of the Budget Review 2 process with a view to funding projects, facilities and other services for the Bulcock Street precinct;
- (d) request the Chief Executive Officer to provide a report to Council 2 years post the implementation of (a) above to understand the impact of the allocation of utilising the Operating Surplus from Caloundra CBD Regulated Parking for projects, facilities and other services for the Bulcock Street precinct; and
- (e) note that the utilisation of said Surplus funds is not to replace, reduce or allow reallocation of current or future Bulcock Street funding.

Related Documentation

There is no related documentation relevant to this report.

Critical Dates

A council resolution is required before 2 December 2017 to accommodate the request from the Caloundra Chamber of Commerce.

Implementation

If endorsed, council staff will work with the Caloundra Chamber of Commerce to inform the community of the amnesty period and to ensure parking meters are non-operational from Saturday 2 December 2017 for the eight (8) week period requested.

8.6 ECONOMIC AND COMMUNITY DEVELOPMENT**8.6.1 REVIEW OF THE PERFORMANCE OF THE TOURISM AND MAJOR EVENTS LEVY**

File No:	Council meetings
Author:	Industry Investment Facilitator Economic & Community Development Group
Appendices:	App A - Performance Review of the Sunshine Coast Tourism and Major Events Levy 2015/2016 257

PURPOSE

The purpose of this report is to provide Council with the findings of an independent review of the performance of the Tourism and Major Events Levy (Appendix A).

EXECUTIVE SUMMARY

From 1 July 2009, Council has levied a special rate on all short-term accommodation, commercial and industrial properties in the Sunshine Coast Local Government Area for the specific purpose of investing in tourism and destination marketing, and major events of economic significance. This special rate is currently known as the Tourism and Major Events Levy (the Levy).

To ensure the Levy represents value for money and delivers a sound return on investment, Council commissions an independent review of the performance of the Levy on a two-yearly basis. This activity is within the scope of Corporate Plan item 5.3.2, to coordinate the delivery of Council's tourism and events levy and report outcomes to Council as part of annual budget deliberations.

The first independent review of the Levy was based upon the 2011/2012 financial year. The 2011/2012 review reported a \$15.50 return on investment for every Levy dollar invested in tourism and destination marketing, and major events.

The second independent review of the Levy was based upon the 2013/14 financial year. The 2013/14 review reported an \$18.00 return on investment for every Levy dollar invested in tourism and destination marketing, and major events. The results of the 2013/14 review were reported to Council in May 2015.

A third independent review has now been completed, based upon the 2015/16 financial year - the most recent period for which there is a full set of data available. For the 2015/16 financial year, Sunshine Coast Council invested \$5,212,317 in tourism and destination marketing, and major events. For the same period, the tourism sector on the Sunshine Coast:

- delivered an estimated \$1.673 billion in visitor expenditure
- generated \$946.9 million in direct output/sales and supported 5,179 direct jobs (FTEs) and almost 10,000 indirect jobs (FTEs) and
- led to a flow on effect to other sectors of the economy of 79 cents from every dollar spent by visitors.

The latest independent assessment of the Levy considered the impact, equity, efficiency and consistency of the Levy program. The findings of the 2015/16 independent review (Appendix A) for the 2015/16 financial year are as follows:

- Impact: every dollar invested in marketing and major events via the Levy contributed to delivery of an industry-wide return of \$32
- Equity: the current management and delivery of the program as a whole is fair and equitable
- Efficiency: the levy disbursement arrangements as currently operated are fit for purpose and represent an efficient means of investment and delivery
- Consistency: systems are in place across Council's range of charges and levies to ensure new eligible businesses are captured.

The increase in ROI from 18:1 in 2013/14 to 32:1 in 2015/16 is attributable to a lower Levy and investment base, with the de-amalgamation of Noosa, while the spend by visitors in Sunshine Coast Local Government Area in 2015/16 exceeded the visitor spend in 2013/14 for the greater Sunshine Coast region.

The 2015/16 independent review also noted areas where Council could strengthen the equity and consistency of the Levy program thus:

- ensuring that the growing area of transient accommodation/sharing economy contributes fully to investment funds for the sector and
- implementing an annual CPI increase to maintain the spending power of marketing investment, where it is reflective of increases in the costs of carrying out the service, and maintains the spending power of marketing investment.

The independent review was undertaken by EarthCheck. EarthCheck sourced information from Tourism Research Australia, National Visitor Survey, and International Visitor Survey reports which are the industry standards for this statistical information. EarthCheck also sourced data from Visit Sunshine Coast (VSC) and Council's Tourism and Major Events Unit.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Review of the Performance of the Tourism and Major Events Levy" and**
- (b) note the EarthCheck Report titled "Performance Review of the Sunshine Coast Council Tourism and Major Events Levy 2015/2016" (Appendix A).**

FINANCE AND RESOURCING

The \$9,800 (ex GST) independent consultant cost associated with this review was budgeted for in the Economic Development Branch Budget of 2016/2017.

The Tourism and Major Events Levy applies to approximately 13,800 rateable properties categorised as Transitory Accommodation, Commercial and Industrial and Iconic Tourism.

- 2015/2016 actual revenue - \$5.212 million
- 2016/2017 actual revenue - \$5.731 million
- 2017/2018 anticipated revenue - \$6.134 million.

CORPORATE PLAN

- Corporate Plan Goal:** *An outstanding organisation*
Outcome: 5.3 - A financially sustainable organisation
Operational Activity: 5.3.2 - Coordinate the delivery of Council's tourism and events levy and report out comes to council as part of annual budget deliberations.

CONSULTATION

Portfolio Councillor Consultation

Councillor J O'Pray, Portfolio Councillor for Tourism, Events and Sport

Internal Consultation

- Councillor S Robinson, Portfolio Councillor for Economic Development
- Manager Economic Development
- Chief Legal Officer
- Management Accountant
- Coordinator Tourism and Major Events

External Consultation

Visit Sunshine Coast

Community Engagement

Community engagement was not relevant to this independent review.

PROPOSAL

From 1 July 2009, Council has levied a special rate on all short-term accommodation, commercial and industrial properties in the local government area for the specific purpose of investing in tourism and destination marketing, and major events of economic significance. This special rate is currently known as the Tourism and Major Events Levy.

To ensure the Levy represents value for money and delivers a sound return on investment, Council commissions independent reviews of the performance of the Levy on a two-yearly basis. This activity is within the scope of Corporate Plan item 5.3.2 to coordinate the delivery of Council's tourism and events levy and report outcomes to Council as part of annual budget deliberations.

In 2014/15, a competitive tendering process was followed to select an independent reviewer of the performance of the Levy. EarthCheck (formerly E3C Global) was selected through this process. To ensure consistency of methodology and allow for time series comparisons, EarthCheck was invited to submit a quote for the 2015/16 independent review. As such, EarthCheck have now completed the 2015/16 independent review of the performance of the Levy, which follows on from their 2013/14 review and a 2010/11 independent review completed by EDMA consultants.

For the 2015/16 financial year, Sunshine Coast Council invested \$5,212,317 in tourism and destination marketing, and major events. For the same period, the tourism sector on the Sunshine Coast:

- delivered an estimated \$1.673 billion in visitor expenditure
- generated \$946.9 million in direct output/sales and supported 5,179 direct jobs (FTEs) and almost 10,000 indirect jobs (FTEs) and
- led to a flow on effect to other sectors of the economy of 79 cents from every dollar spent by visitors.

The conclusions of the 2015/16 review are as follows:

Impact

- Every dollar invested via the Levy contributes to delivery of an industry-wide return of \$32. A ROI of 32:1.
- The 2015/16 performance represents a significant improvement on the 18:1 ROI for 2013/14 (where performance was in part based on pre de-amalgamation tourism outputs/sales data).
- Events investment through the Levy of \$2.33 million and a total economic benefit (including value of good sourced locally) of \$84.7 million, a ROI of 40:1 is generated.
- Investment in tourism marketing and in major and regional events continues to record strong and improving performance, representing good value for the Levy paying business community.

Equity

- Current management and delivery of the program as a whole is fair and equitable.
- The Levy program is equitable in terms of the business base from which levy funds are gathered. There is a strong correlation between where the Levy is collected and where resulting expenditure takes place.
- Information available during the review period suggests that the program continues to capture the majority of business categories who benefit from tourism expenditure in the area.
- Ensuring that the growing area of transient accommodation/sharing economy contributes fully to investment funds for the sector is an important consideration. Council is currently progressing discussions with key stakeholders in the sharing economy to this end.
- Mechanisms such as business licensing are a potential means of capturing contributions from home-based businesses which serve the visitor economy. It is recommended that Council continues to investigate opportunities in this area.

Efficiency

- The Levy as it is currently operated and managed represents an efficient and cost effective means for Council and tourism partners to collect tourism business revenues.
- Collection of the Levy through the overall business rating regime ensures that economies of scale are utilised. Similarly, disbursement of funds via established delivery and advisory mechanisms (Visit Sunshine Coast and the Major Events Board) represents an efficient means of delivery.
- Council Levy collection and disbursement arrangements are in line with the approach taken across comparator destinations.

Consistency

- The Levy, as it is currently managed and delivered provides a strong level of reliability and consistency in revenue generation (variation in charge numbers in recent years is minimal).
- Fit for purpose systems are in place across Council's range of charges and levies to ensure new eligible properties are captured.
- Implementing an annual CPI increase to maintain the spending power of marketing investment is recommended. In the longer term, when the redevelopment of Sunshine Coast Airport is complete additional marketing resources will be needed to fully leverage these opportunities.

The research shows that for every dollar invested by Council through the Levy, the regional economic benefit is estimated to be \$32 in direct visitor expenditure. EarthCheck estimates that total industry investment for tourism and events marketing within the Sunshine Coast Local Government Area was \$53 million in 2015/16. Table 1 identifies what this figure comprises.

Investment Source	Investment \$M	% of Investment	Pro rata visitor expenditure generated \$M
Industry investment (non-government)	\$41.6	78.5%	\$1,313.3
Tourism and Events Queensland (TEQ) (not direct investment)	\$6.2	11.7%	\$195.7
Sunshine Coast Council Tourism and Major Events Levy	\$5.2	9.8%	\$164
Total	\$53 million	100%	\$1,673 million

Table 1.

The methodology for determining the return on investment for the Levy takes into consideration the total revenue invested by industry in marketing and events and the total visitor spend in 2015/16, as detailed in Table 2:

Total marketing and events investment	Visitor expenditure	ROI
\$53 million	\$1,673 million	32:1

Table 2.

The increase in ROI from 18:1 in 2013/14 to 32:1 in 2015/16 is attributable to a lower Levy and investment base, with the de-amalgamation of Noosa, while the spend by visitors in Sunshine Coast Local Government Area in 2015/16 exceeded the visitor spend in 2013/14 for the greater Sunshine Coast region.

EarthCheck also compared the collection of the Sunshine Coast Levy to two other regions operating similar levies in Australia (refer to Table 3).

Destination	Tourism Expenditure	Annual Levy Receipts	Levy Funds Invested	
			Per Head of Population	Per Business
Sunshine Coast	\$1.67 B	\$5.21 M	\$17.79	\$157.50
Gold Coast	\$5.1 B	\$20.536 M	\$36.18	\$341
Sapphire Coast (Bega Shire)	\$553 M	\$0.235 M	\$6.98	\$81.31

Table 3.

The benchmarking exercise revealed that Gold Coast Council collects and invests four times as much tourism levy revenue as the Sunshine Coast Council. While almost half of this is attributable to the larger business base, the other portion is attributable to an average levy charge that is 2.16 times that of the Sunshine Coast.

The 2015/16 independent review also noted areas where Council could strengthen the equity and consistency of the Levy program, by:

- ensuring that the growing area of transient accommodation/sharing economy contributes fully to investment funds for the sector and
- implementing an annual CPI increase to maintain the spending power of marketing investment, where it is reflective of increases in the costs of carrying out the service, and maintains the spending power of marketing investment.

In conducting its review of the Levy, EarthCheck sourced information from Tourism Research Australia, as well as from the National Visitor Survey and International Visitor Survey reports which are the industry standards for this statistical information. EarthCheck also sourced data from Sunshine Coast Destination Limited and Council's Tourism and Major Events team.

Legal

Special rate and charges, under the *Local Government Act 2009 (Qld)* are permissible for services, facilities or activities that have a special association with particular land (s92(3)).

Policy

This report summarises the results of an independent review of the performance of the Tourism and Major Events Levy and will have no impact on Council's current policies.

Risk

Presently, there are a number of residential properties located in the Sunshine Coast Local Government Area that are repeatedly let on a short term basis through online channels. The owners of these properties, similar to mainstream tourism accommodation operators, benefit from the increase in demand that is generated by major events and destination marketing. As such, these properties are also subject to the Tourism and Major Events Levy. Despite this, there is an industry perception that residential properties let for holiday purposes through online channels are not paying the Tourism and Major Events Levy.

To maintain the equitable and efficient application of the Tourism and Major Events Levy to new market channels it is important that systems are in place to identify and levy all types of transitory accommodation options.

Previous Council Resolution

The Council adopted 2017/2021 Corporate Plan item (5.3.2) identified the requirement to *"coordinate the delivery of Council's tourism and events levy and report out comes to council as part of annual budget deliberations"*.

Ordinary Meeting 21 May 2015 (OM15/73)

That Council:

- (a) receive and note the report titled "Review the performance of the Tourism and Major Events Levy"*
- (b) note the EarthCheck Report titled "Performance Review of the Sunshine Coast Council Tourism and Major Events Levy" (Appendix A) and*
- (c) note that the recommendations outlined in the report will be considered during the 2015/2016 financial year.*

Related Documentation

Performance Review of the Sunshine Coast Council Tourism and Major Events Levy

Critical Dates

There are no critical dates relevant to this report.

Implementation

It is recommended that the following directions be given to the Chief Executive Officer:

- the recommendations provided by EarthCheck regarding CPI increases be considered in the 2017/2018 financial year budget process, where it is reflective of increases in the costs of carrying out the service and maintains the spending power of marketing investment
- a Council working group be formed to examine the policy issues associated with business licencing and online transitory accommodation channels and an issues paper be prepared for Council's consideration at a future strategic discussion forum in 2017/18.

8.6.2 DRAFT SUNSHINE COAST COUNCIL YOUTH ACTION PLAN 2018-2021

File No: Council meetings
Author: Planning Officer
Economic & Community Development Group
Appendices: App A - Draft Youth Action Plan 2018 - 2021 Pg 207/226

PURPOSE

This report seeks endorsement of the draft Sunshine Coast Youth Action Plan 2018-2021 for the purposes of public consultation.

EXECUTIVE SUMMARY

The draft Sunshine Coast Youth Action Plan 2018-2021 (Action Plan) (Appendix A) replaces the *Sunshine Coast Youth Strategy 2010-2015*. It responds to our *Corporate Plan 2017-2021* goal for “A strong community” and the initiatives of the *Sunshine Coast Social Strategy 2015*.

All levels of government and our community services sector comprising non-government organisations, groups and individuals work to ensure all critical elements are in place to support strong communities and the young people (12-24 years of age) in those communities.

Council’s intention is to continue to fit in with these networks and complement existing activities by others through a focus on three priority areas:

- **Enhanced communication** - develop through collaboration ways to enhance conversations and improve the flow of information between council and our young people.
- **Inclusive and interesting experiences** – identify and enable opportunities where young people can explore and experience all aspects of community life, learn new skills and make meaningful contributions to their lives and their community.
- **Having a say** – identify approaches and establish processes for young people to have a say in decision making that impacts their lives.

The priority areas and actions within the Action Plan have been developed through the active engagement of young people and key internal and external stakeholders.

Council’s intention is to actively support young people to move through life’s challenges and grow up safe, healthy and with the skills, confidence and resilience to participate fully in community life.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Draft Sunshine Coast Council Youth Action Plan 2018-2021”
- (b) endorse the Draft Sunshine Coast Council Youth Action Plan 2018-2021 (Appendix A) for the purposes of public consultation and
- (c) delegate authority to the Chief Executive to place the draft Sunshine Coast Youth Action Plan 2018-2021 on public consultation from 13 November 2017 to 12 February 2018.

FINANCE AND RESOURCING

The Sunshine Coast Youth Action Plan 2018-2021 is intended to be delivered over three years through a range of funding arrangements. The majority of the initiatives will be within core budget or delivered by others through successful funding applications.

One initiative proposes the scoping and conceptual design of a regional youth space estimated at \$70,000 and will be dependent upon a capital funding budget bid in 2018/19.

CORPORATE PLAN

Corporate Plan Goal: *A strong community*

Outcome: 2.2 - Resilient and engaged communities

Operational Activity: 2.2.1 - Implement prioritised actions as identified in the Sunshine Coast Social Strategy 2015.

CONSULTATION

Portfolio Councillor Consultation

Councillor Jenny McKay – Portfolio Councillor for Community and Environment.

Internal Consultation

Individual meetings were held with all councillors in the development of the draft Action Plan.

Officers consulted during the development of the action plan include:

- Office of the Mayor & CEO
 - Executive Manager Officer of Mayor & CEO
- Economic Development & Major Projects
 - Head of Economic Development – Economic Development
 - Coordinator High Value Industries– Economic Development
 - Social Media Officer – Communications
 - Communication Officer – Communications
 - Coordinator Marketing – Communications
- Community Services
 - Coordinator Creative Arts & Events – Community Relations
 - Young Peoples Services Supervisor – Community Relations
 - Senior Marketing & Strategy Officer – Community Relations
 - Development Officer – Community Planning & Development
 - Team Leader Lake Kawana Community Centre & Community Halls – Sport & Community Venues
 - Sports & Recreation Officer – Sport & Community Officers
 - Coordinator Community Land Permits & Parking – Community Response
- Corporate Services
 - Project Officer – Human Resources
 - Organisation Development Advisor – Human Resources
 - Coordinator Land Management – Property Management
- Infrastructure Services
 - Coordinator Community Catchment Partnerships – Environmental Operations
 - Senior Environmental Visitor Centres Officer – Environmental Operations
 - Senior Community Nature Conservation Officer – Environmental Operations
 - Recreation Trails Activation Officer – Environmental Operations
 - Manager Waste & Resource Management – Waste & Resource Management
 - Smart Centre Officer – Project Delivery
 - Coordinator Landscape Design & Planning – Parks & Gardens

- Planning & Environment
 - Manager Major Urban Developments – Major Urban Developments
 - Coordinator Transport Strategy and Policy – Transport & Infrastructure Policy
 - Coordinator Open Space and Social Policy – Environment & Sustainability Policy
 - Coordinator Sustainability – Environment & Sustainability Policy

External Consultation

The existing regional Youth Connect network, comprising over 30 youth and community service providers were consulted in the development of the draft action plan.

Community Engagement

An online survey was open from 31 March - 31 May 2017 with a focus on inviting young people (12-24 years of age) to provide feedback about their participation in community, how they like to be engaged, decision making opportunities they would welcome and their short term goals.

The key findings were:

- although personal wellbeing and feeling safe is important there are a range of factors that assist with young people's interaction with others and if enhanced will encourage young people to get out and about
- there are a number of ways young people participate in community beyond school/education and employment and addressing these will provide improved opportunities for participation in community
- word of mouth is the most likely way that young people find out about activities happening in the community followed by Facebook posts and adverts
- most young people are willing to be involved in decisions that impact them
- many feel they are not involved in decisions and that improvements are required to the way they are engaged and kept in the loop
- although online surveys and Facebook are likely ways young people would like to be engaged in decision making face to face options such as a youth advisory group are also favoured.

In addition, workshops were held with Speak Up Engage program participants and young people from the hinterland at locations in Beerwah and Maleny. The feedback from these workshops indicated that young people:

- are not aware and don't know where to access information about local job opportunities, youth support services, activities and programs
- want a safe space outside of school to create social connections and feel like they belong. They would like to see a space in an accessible location, open to all young people and set up to provide a variety of free activities
- would like to see council actively seeking to engage young people in schools and in the community rather than relying on social media
- want more opportunities for volunteering, work experience, traineeship and mentoring that build their skills and confidence, increase their employability, build relationships between older community members and to change negative perceptions of young people.

Other activities undertaken during the engagement period included:

- engagement activities at the Blended Festival, National Youth Week event on 8 April 2017 at Tickle Park, Coolum
- an engagement activity at the Future Careers +2025 Expo on 23 May 2017, Lake Kawana Community Centre
- school presentations.

Overall the feedback received from 779 young people and the ongoing involvement of the Speak Up Engage program participants has informed the development of the draft Action Plan.

PROPOSAL

The draft Sunshine Coast Youth Action Plan 2018-2021 replaces the *Sunshine Coast Youth Strategy 2010-2015*.

Councils enduring commitment to young people is demonstrated through the regional strategies that are aligned with the *Corporate Plan 2017-2021* and vision to be "Australia's most sustainable region Healthy, Smart, Creative".

The Action Plan implements the intention and initiatives of the *Sunshine Coast Social Strategy 2015*. In particular, initiative 2.1 of the Social Strategy is to "Recognise the importance of young people to our social structure and develop partnerships which assist to overcome barriers which lead to their outmigration".

In addition this Action Plan responds to the corporate goal of "A strong community - In all our communities, people are included, treated with respect and opportunities are available to all".

Four strategic pathways in relation to this goal guide the action plan:

- Safe and healthy communities
- Resilient and engaged communities
- A shared future that embraces culture, heritage and diversity
- People and places are connected

All levels of government work in their respective areas to provide leadership, infrastructure, facilities and services that provide an environment where all critical elements are in place to support strong communities and the young people in those communities. They are assisted by non-government organisations, groups and individuals. It is council's intention to fit in and complement these activities.

The Action Plan has been informed by this research and the engagement outcomes. It focuses on three priority areas with an intention to actively support young people to move through life's challenges and grow up safe, healthy and with the skills, confidence and resilience to participate fully in community life. The three priority areas are:

- **Enhanced communication** – develop, through collaboration, ways to enhance conversations and improve the flow of information between council and our young people.
- **Inclusive and interesting experiences** – identify and enable opportunities where young people can explore and experience all aspects of community life, learn new skills and make meaningful contributions to their lives and their community.
- **Having a say** – identify approaches and establish processes for young people to have a say in decision making that impacts their lives.

Although council will be engaging young people during school (either side of the school holidays) it is also intended to use pop ups near youth orientated activities and facilities during the school break. This is considered an appropriate time to also capture the older teens who have left school earlier and some of which may not return to school and progress onto tertiary studies or employment. In addition, it is also a good time to engage with the over 18's who may be on a break from tertiary studies or taking holidays.

Legal

There are no legal implications relevant to this report.

Policy

The draft Sunshine Coast Youth Action Plan 2018 – 2021 articulates council's ongoing and enhanced commitment to the young people of the region and implements the intent of the *Sunshine Coast Social Strategy 2015*.

Risk

Without a Youth Action Plan, council's commitment to young people on the Sunshine Coast will not be well directed or purposeful.

Previous Council Resolution

There is no previous council resolution relevant to this report.

Related Documentation

- *Sunshine Coast Corporate Plan 2017-2021*
- *Sunshine Coast Social Strategy 2015*
- *Sunshine Coast -The Natural Advantage: Regional Economic Development Strategy 2013-2033*
- *Sunshine Coast Environment and Liveability Strategy*
- *Sunshine Coast Active Transport Plan 2011-2031*
- *Sunshine Coast Aquatic Plan 2011-2026 (June 2016 Edition)*
- *Sunshine Coast Skate and BMX Plan 2011-2021 (July 2017 Edition)*
- *Sunshine Coast Sport and Active Recreation Plan (June 2016 Edition)*
- *Sunshine Coast Recreational Trail Plan 2012*
- *Sunshine Coast Libraries Plan 2014-2024*
- *Sunshine Coast Performance and Community Venues Service Plan 2014-2029*
- *Sunshine Coast Community Safety Policy 2014*
- *Sunshine Coast Community Land and Complementary Commercial Activity Policy 2011*
- *Sunshine Coast Community Grants Policy 2013*

Critical Dates

The school holiday period is considered an ideal time to engage with many of our young people. Due to the approaching end of year school break a critical date for the commencement of the public notification period is the 13 November 2017. It is intended that this consultation period closes on 12 February 2018 comprising the school holiday period (20 November 2017 - 22 January 2018), plus 20 business days.

Implementation

Following endorsement of the draft Youth Action Plan for public consultation, a communication plan will be initiated. The key messages are intended to be:

- Council invites young people to provide their comments and feedback on the draft Youth Action Plan
- the purpose of the Action Plan is to set out the three priority areas and related actions that will direct the support provided by Council to local young people and the youth services sector between 2018 and 2021
- council has developed the Action Plan in collaboration with members of Council's Speak Up Engage youth development program
- Council engaged 779 young people from all walks of life to create the draft Youth Action Plan. Council is very appreciative of all the young people who participated in the youth survey and the community workshops between March - May 2017

- Council also acknowledges the valuable input provided by the local youth and community services sector during the initial consultation phase
- the draft Youth Action Plan responds to the consultation findings. It focuses on three priority areas with an intention to actively support young people to move through life's challenges and grow up safe, healthy and with the skills, confidence and resilience to participate fully in community life
- the implementation of the plan will be overseen by the Youth Advisory Group who will work with Council's Community Planning & Development Branch
- Council looks forward to working with its partners and other key stakeholders in the implementation of this Action Plan and
- the Action Plan seeks to ensure young people are valued and encouraged to make a contribution to community life and are enabled to take responsibility for their own actions and to shape their own lives.

Comments received during the consultation period will be considered and inform the finalisation of the Sunshine Coast Youth Action Plan 2018-2021. It is intended that amendments be made as required and the Action Plan be presented for adoption at the Ordinary Meeting in March/April 2018 with a launch in National Youth Week 2018 (13-22 April 2018).

8.6.3 REGIONAL ARTS DEVELOPMENT FUND (RADF) ANNUAL REPORT

File No: Council meetings
Author: Coordinator Community Programs and Events
Economic & Community Development Group

PURPOSE

The purpose of this report is to provide a summary of the outcomes of councils 2016/17 Regional Arts Development Fund program (RADF).

EXECUTIVE SUMMARY

The Regional Arts Development Fund is an annual partnership between the State Government, through Arts Queensland and Sunshine Coast Council. RADF promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions.

Sunshine Coast Council's RADF program consists of a competitive arts grants program; Council initiated projects including Horizon Festival of Arts & Culture and Creative & Cultural Industry Leadership partnership with peak industry body Sunshine Coast Creative Alliance.

In the 2016/17 financial year, the competitive arts grants program awarded \$166,818 in funding to 71 successful projects. The program created paid employment opportunities for 375 artists and reached audiences of more than 40,000 community members.

The Horizon Festival 2017 was a key strategic priority for RADF in 2016/17 providing a platform for development, presentation and promotion of local creative content and opportunities for the Sunshine Coast community to experience quality local and international arts programming. In its second year, the Horizon Festival grew exponentially with more than 200 events delivered in 10 days and an estimated audience more than 54,048 people. The Festival included 118 premier arts experiences for audiences, involved 516 local artists, provided capacity building opportunities for 345 artists and strengthened creative networks with 75% of participants stating that the festival provided opportunities for future partnerships and collaborations.

Partnerships are integral to the delivery of the RADF program. Sunshine Coast Council partnered with 12 Sunshine Coast based organisations in 2016/17 including Sunshine Coast Arts Industry Precinct, Experience Eumundi and University of the Sunshine Coast.

Council's partnership with Sunshine Coast Creative Alliance - the region's peak body for the arts and creative sector - focuses on local creative and cultural leadership. This year the organisation hosted 12 regional industry networking events attracting more than 1,200 people and delivered a range of local advocacy events in partnership with other groups, engaging another 750 people. The Creative Alliance supported the delivery of 24 projects including Queensland Music Festivals' Currie Street Crawl (Nambour), the inaugural Sunshine Coast Surf Film Festival, Remix Summit as part of Horizon Festival and the establishment of the Sunshine Coast Screen Collective.

OFFICER RECOMMENDATION

That Council receive and note the report titled "Regional Arts Development Fund (RADF) Annual Report".

FINANCE AND RESOURCING

The Regional Arts Development Fund (RADF) budget is jointly funded by the Queensland Government (Arts Queensland) and Sunshine Coast Council on a 40:60 basis. In 2016/17 Arts Queensland contributed \$110,000 and Council contributed \$165,000.

The endorsed RADF budget of \$275,000 supports the RADF competitive arts grants program and council initiated projects. The council initiated projects key initiatives for 2016/17 were the 2017 Horizon Festival of Arts & Culture and Creative & Cultural Industry Leadership partnership with Sunshine Coast Creative Alliance.

RADF Expenditure 2016/17

Arts Grants - Major, small & individual	\$166,818
Arts Grants - Horizon Strategic Initiative	\$53,085
Creative & Cultural Industry Leadership - Sunshine Coast Creative Alliance	\$20,000
Horizon Festival of Arts & Culture	\$25,000
RADF Committee Training & Development	\$10,097
Total	\$275,000

RADF Arts Grants Funding Recommendations 2016 / 17

Round	Major	[Horizon]	Small	Individual	Total
2015/16 commitment	\$5,000				\$5,000
September 2016	\$53,880	-	\$6,358	\$3,160	\$63,398
December 2016	N/A	-	\$15,100	\$3,000	\$18,100
March 2017	\$57,530	\$33,885	\$7,900	\$2,750	\$102,065
June 2017	N/A	\$19,200	\$10,640	\$1,500	\$31,340
Total	\$116,410	\$53,085	\$39,998	\$10,410	\$219,903

CORPORATE PLAN

Corporate Plan Goal: *A strong community*

Outcome: 2.3 - A shared future that embraces culture, heritage and diversity

Operational Activity: 2.3.3 - Deliver a celebration, events and cultural program which encourages community participation and capacity and celebrates diversity.

CONSULTATION

Portfolio Councillor Consultation

Councillor R Baberowski - Portfolio Councillor for Transport, the Arts and Heritage. Chair of RADF Committee

Internal Consultation

- Team Leader Creative Development, Community Services
- RADF Liaison Officer, Community Connections, Community Services
- Community Festivals and Events Team
- Team Leader Community Connections, Community Services
- Management Accountant, Finance.

External Consultation

- RADF Committee
- Sunshine Coast Creative Alliance.

Community Engagement

There has been no community engagement undertaken.

PROPOSAL

The Regional Arts Development Fund (RADF) is an annual partnership between the State Government, through Arts Queensland and Sunshine Coast Council. RADF promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions. RADF invests in local arts and cultural priorities, as determined by local communities, across Queensland. Sunshine Coast Councils RADF program objectives were established in consultation with the RADF committee and arts community in 2015/16 and remained consistent for 2016/17. The objectives are:

- Building local creative leadership
- Celebrating local artists and
- Building engagement with our local community through arts and culture.

Sunshine Coast Council's RADF program consists of a competitive arts grants program; council initiated projects including Horizon Festival of Arts & Culture; and Creative & Cultural Industry Leadership partnership with Sunshine Coast Creative Alliance.

The RADF competitive arts grants program supports creative projects that contribute to the cultural vitality of the region. The program funds projects that:

- support local artists and cultural activity
- provide opportunities for communities to participate in arts and cultural activity
- build capacity and support local creative practice
- build and develops partnerships
- support individual professional development

RADF Competitive Arts Grants Applications 2016/17

Funding Program	Received	Recommended	% Recommended
Major Arts Grants	38	31	82%
Small Arts Grants	33	29	88%
Individual	14	11	79%
Total	85	71	84%

Council's RADF Officer carried out 96 one-on-one consultations with artists across the region during the financial year, 80% of which were with new contacts. The RADF Officer made 216 internal referrals and 408 external referrals connecting local creative with opportunities and resources.

The 2016/17 program exceeded proposed performance indicators with the following key outcomes:

- 71 successful funding applications - of these five increased arts participation for people with disabilities and three were first nations people projects
- 283 artists received paid employment opportunities
- 2,578 community members participated directly in programmed creative and cultural activities
- audiences of 30,897 attended RADF funded creative and cultural activities and

- 15 artists projects were developed and selected for Horizon Festival of Arts & Culture 2017.

RADF funded the inaugural Sunshine Coast Anywhere Theatre Festival with the following outcomes:

- 121 artists in 38 performances of 20 productions across the Sunshine Coast
- 1,720 tickets purchased
- 22,802 community members attended free events or watched broadcast events
- attracted \$243,600 worth of support in resources (including venue brokerage, professional development, production and marketing) and
- 61% of artists stated they would not have been able to produce the work without the festival.

The development of Horizon Festival of Arts & Culture was the priority for the 2016/17 RADF Council initiated projects funding. Horizon provides a platform for development, presentation and promotion of local creative content and opportunities for the Sunshine Coast community to experience quality local and international arts programming. In its second year Horizon Festival grew exponentially, with further outcomes still being collated. Key outcomes include:

- more than 200 events or activities delivered in 10 days
- Estimated attendance at 54,048 - an increase of approximately 54% from 2016
- 118 new works or premiere arts experiences delivered
- 345 people received informal or formal mentoring or training
- 75% of presenters developed future opportunities or partnerships
- 516 Sunshine Coast based artists were involved in the presentation of events
- 562 Sunshine Coast based arts workers were involved in the presentation of events
- 95 artists and 28 arts workers identified as Aboriginal or Torres Strait Islander
- 147 artists/artworkers identified as coming from a cultural diverse background
- 91 artists identified as having a disability.

Partnerships and collaborations are integral to the delivery of the RADF program. In 2016/17, these included:

- University of the Sunshine Coast
- Sunshine Coast Creative Alliance
- Sunshine Coast Environment Council
- Sunshine Coast Ambulance Industry Precinct
- Central Queensland University
- Caloundra Arts and Crafts Association
- Maroochy Revitalisation Association
- Maroochy Music and Visual Arts Festival
- Wantok Music
- Sunshine Coast Arts Industry Precinct
- Maleny Chamber of Commerce
- Experience Eumundi

Key outcomes from partnerships include:

- Series of four Arts Law seminars with the University of the Sunshine Coast in April attended by 80 local creatives
- 2 new media Artists presented at the Future Careers Expo presented by Economic Development and Major Projects with attendance of 1,000
- 4 local RADF artists collaborated with international artists as part of Horizon Festival
- Public artwork with international street artists Beastman and Mini in Maroochydoore
- Collaboration with World Environment Day and Earth Energy Hour achieved:
 - showcased and employed 12 artists, sculptors and musicians
 - 238 community members learnt new skills making completed artworks
 - audiences of 9,700
 - 71 silk shibori flags created as part of the 'Standing Here' Public Art Installation at USC Horizon Festival and Remix Conference
 - 450 lanterns made

- 1500 – 1700 audience numbers observed and participated in lantern parade
- Our Creative & Cultural Industry Leadership partnership with Sunshine Coast Creative Alliance achieved the following outcomes:
- Formation of the Sunshine Coast Screen Industry Collective (SCSIC). SCSIC is developing a strategic plan and web interface to support the development of the screen industry on the Sunshine Coast.
 - Written support, auspicing and collaboration for 24 organisations, individuals and events including:
 - inaugural Sunshine Coast Anywhere Theatre Festival
 - QMusic's Bigsound & Industry Connect Workshops
 - Queensland Music Festival's Currie Street Crawl
 - inaugural Sunshine Coast Surf Film Festival
 - TurnUp! Music Industry Conference
 - Maroochy Music and Visual Arts Festival
 - Horizon Festivals' Spice Up the Arts and Remix Academy
 - Hosted seven Juice & Jam Arts Industry Breakfasts and five PechaKucha events with approximately 1,275 attendees, 71 local/ national/international guest speakers and showcased 12 local artists.
 - A range of 'place-based' arts advocacy events with 750 attendees in collaboration with other local organisations including:
 - MRA (Maroochydore Revitalisation Association)
 - SC Founders Co.
 - University of the Sunshine Coast
 - University of Central Queensland
 - Caloundra and Maroochydore Chambers of Commerce
 - Strategic arts and cultural advice to a range of regional arts and community groups including:
 - MRA
 - Sunshine Coast Theatre Alliance
 - Caloundra CBD Taskforce
 - Noosa Chamber of Commerce
 - Woombye Community & Progress Association
 - Noosa Long Weekend
 - Montessori International College
 - Queensland Chamber of Arts & Culture

Legal

There are no legal implications relevant to this report.

Policy

The Regional Arts Development Fund Program operates in accordance with the *Local Government Act 2009*, *Local Government Regulation 2012* and adopted *Community Grants Policy*.

Risk

There are no identified risks emanating from this report.

Previous Council Resolution

There is no previous Council resolution relevant to this report.

Related Documentation

There is no related documentation relevant to this report.

Critical Dates

There are no critical dates relevant to this report.

Implementation

There are no implementation plans relevant to this report.

8.6.4 2017/2018 COMMUNITY GRANTS PROGRAM MAJOR GRANTS ROUND 1 RECOMMENDATIONS

File No:	Council meetings
Author:	Team Leader Community Connections Economic & Community Development Group
Appendices:	App A - Major Grant Recommendations August 2017.....301 App B - Community Grants Program Guidelines - tracked changes313
Attachments:	Att 1 - Internal Consultation321 Att 2 - Major Grant Recommendations August 2017 - Additional Information <i>Conf 7/105</i> Att 3 - Funding Round Comparisons325

PURPOSE

This report seeks Council consideration and endorsement of funding recommendations for the first round of the 2017/18 Community Grants Program Major Grants.

EXECUTIVE SUMMARY

Council's Community Grants Program provides a transparent governance framework that complies with statutory requirements for the distribution of grant funding to community organisations across the region.

The program reflects Council's priorities as described in current corporate strategies, plans and policy positions. It ensures equitable opportunity for community organisations to access Council funding for projects and programs, which meet identified community need and result in community benefit.

The Community Grants Program for 2017/18 Major Grants Round 1, closed on 28 August 2017. Council received 108 applications requesting a total of \$1,053,302 across seven categories:

- Community Development
- Community Events
- Community Facilities
- Cultural Development
- Cultural Heritage
- Economic Development
- Sport, Recreation and Healthy Living.

Funding totaling \$535,208 for 77 projects is recommended for Council's consideration and endorsement (Appendix A).

In response to Council endorsement at its March 2017 Ordinary Meeting of "the establishment of a community grants program for recreation trails or supporting infrastructure with an allocation of \$60,000", the Community Grants Program Guidelines have been updated to encourage the community to lead and guide nature-based recreation infrastructure projects.

The revised guidelines with tracked changes are provided as Appendix B.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “2017/2018 Community Grants Program Major Grants Round 1 Recommendations”
- (b) endorse the Major Grant Recommendations August 2017 (Appendix A) and
- (c) note the updated “Community Grants Program Guidelines” (Appendix B).

FINANCE AND RESOURCING

The Community Grants Program budget for 2017/18 provides a total of \$1,302,825. This amount is nominally allocated as follows:

- two Major Grant funding rounds \$1,000,000
- four Minor Grant funding rounds \$232,825
- Individual Development Grants (year-round) \$35,000
- Emergency Grants (year-round) \$35,000

To ensure council can be responsive to changing community need, adjustments to budgets between grant types within this program may be required. For example, significant weather events may impact on demand for funding through Emergency Grants and there is flexibility to reallocate these nominal funding amounts.

This report to Council is in relation to the first Major Grant round for the 2017/18 Community Grants Program. Council received a total of 108 applications requesting a total of \$1,053,302 at the closure of the first round on 28 August 2017.

This report recommends that 77 applicants be funded a total of \$535,208. Details are provided in Major Grant Recommendations August 2017 (Appendix A).

The 2017/18 Community Grants Program budget is sufficient to provide for the \$535,208 in funding recommended in this report.

The project budgets (based on figures supplied by applicants) for the successful applications total more than \$3 million. This is 5.6 times greater than the Council contribution recommended in this report.

This report also notes an update to the Community Grants Program Guidelines to encourage the community to lead and guide nature-based recreation infrastructure projects. This change is supported by Council’s endorsed \$60,000 budget for recreation trails grants and has no implications for Community Grants Program budgets.

CORPORATE PLAN

Corporate Plan Goal: *A strong community*

Outcome: 2.2 - Resilient and engaged communities

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

CONSULTATION**Portfolio Councillor Consultation**

Councillor J McKay – Portfolio Councillor for Community and Environment

Internal Consultation

Community Grants Development Officers attended assessment panels, reviewed outcomes and moderated across all grant categories to ensure equity and consistency.

Assessment panel membership for each category was made up of a number of key staff from the relevant area of Council. In addition, Council officers with expertise relevant to specific applications were consulted and provided information and/or advice to inform assessment processes. Attachment 1 outlines the staff involved in each panel and additional staff consulted.

External Consultation

Community Grants Development Officers and internal category experts liaised with community organisations across the Sunshine Coast Council Local Government Area via a range of community meetings and conversations to ensure a high level of awareness of the Major Grants Program and the application dates.

Assistance was provided for project development, preparation of application content and advice on the application process.

A wide range of traditional and social media tools were used to promote the Community Grants Program generally, and to invite applications.

Community Engagement

Community engagement was not required to inform this report.

PROPOSAL

Council recognises the vital contribution that community organisations make to the economic, environmental, social and cultural wellbeing of Sunshine Coast communities.

Through the provision of community grants, Council is committed to supporting the implementation of community initiatives and partnerships that align with Council's strategic corporate priorities and demonstrate a purpose that is in the interests of the Sunshine Coast community.

The following principles provide a consistent approach to the administration of the *Community Grants Policy* and the delivery of Council's Community Grants Program:

- community organisations are provided with funding support to provide benefit to the Sunshine Coast community, in line with Council's strategic corporate priorities
- vibrant, engaged and more resilient communities are developed through capacity-building and partnerships
- community organisations and volunteers are acknowledged for the positive contribution they make to the local community and Council's vision for the future and
- funds are distributed in an equitable and transparent manner that ensures good governance and adherence to the *Local Government Act 2009* and the *Local Government Regulation 2012*.

The *Community Grants Program Guidelines* ensure an equitable, open and transparent process for applicants to seek financial assistance, and detail the specific aims and priorities of each category.

In response to Council endorsement at its March 2017 Ordinary Meeting of "the establishment of a community grants program for recreation trails or supporting infrastructure with an allocation of \$60,000", the *Community Grants Program Guidelines* have been updated to encourage the community to lead and guide nature-based recreation infrastructure projects.

The revised Guidelines with tracked changes are provided as Appendix B.

Promotion and Support

A wide range of traditional and social media tools were used to promote the Community Grants Program generally and then to invite applications. These included:

- Council's website and Facebook
- online community newsletters
- newspaper advertising in local community newspapers including media releases and spotlight print columns
- Spotlight radio, Council's e-news, and messages on hold
- features in Councillor columns
- grant information and writing sessions held at three locations and
- grant factsheets were available in libraries and customer service centers.

Community Grants Development Officers and internal category specialists liaised widely with the community by:

- responding to telephone enquiries, emails and action requests
- providing assistance with project development
- providing advice on the preparation of application content and the application process
- linking applicants with category specialists in all grant categories and
- assisting applicants with identifying other grant and funding opportunities.

Applications

A total of 108 applications were received across the seven grant categories of the 2017/18 Community Grants Program Major Grants Round 1, requesting \$1,053,302 in funding.

Assessment

Council officers pre-assessed each application to determine eligibility. Assessment panels for each category were then established (as detailed in Attachment 1 – Internal Consultation). Panel members reviewed all eligible applications prior to the panel meeting and then met to assess the applications.

In accordance with Council's *Community Grants Policy*, any declaration of a panel member's conflict of interest must be recorded. That panel member must not be involved in the related deliberations. There was one conflict of interest declared in the Community Development category of this Major Grants round. As per standard procedure, this panel member did not assess the applicable application.

Panel discussion focused on alignment to category aims and priorities, alignment to Council's strategic corporate priorities, community need and benefit, and the capacity of the organisation to achieve the project outcome. The panels also took into consideration the number of applications received and the amount of funding available. Panel members determined funding recommendations for Council's consideration.

Due to the large number of applications in each grant category, part funding was recommended in some instances. In each case where part funding was recommended, the panel:

- considered whether the project could be successfully completed with the part funding allocated and
- considered whether funding for stand-alone components of the project could be provided.

Recommendation

Funding totaling \$535,208 for 77 projects is recommended for Council's consideration and endorsement as provided in *Appendix A: Major Grant Recommendations August 2017*.

Confidential Attachment 2: Major Grant Recommendations August 2017 - Additional Information provides further detail relating to the assessment of applications and is provided in confidence under Section 275 (h) of the *Local Government Act 2009*.

Below is a summary of the applications and the recommended funding for each category.

Category	Applications received	Funding requested	Applications recommended	% Applicants recommended	Funding recommended (GST exc.)
Community Development	22	\$168,627	12	55%	\$84,737
Community Events	16	\$134,823	14	88%	\$79,433
Community Facilities	34	\$499,356	22	65%	\$240,062
Cultural Development	7	\$48,843	7	100%	\$30,000
Cultural Heritage	5	\$39,645	4	80%	\$19,945
Economic Development	5	\$39,035	4	80%	\$19,035
Sport, Recreation and Healthy Living	19	\$122,973	14	74%	\$61,996
Total	108	\$1,053,302	77	71%	\$535,208

Attachment 3 details the funding comparison of the current round to previous Major Grant rounds.

The total cost of the recommended projects is valued at \$3,007,806 (based on figures supplied by applicants). This is 5.6 times greater than the Council contribution recommended in this report.

Program Evaluation

Ongoing evaluation of the Community Grants Program draws information from a variety of sources including:

- analysis of data provided by community organisations in application and acquittal reports
- engagement with community organisations and
- consultation with internal stakeholders including category representatives.

Benefits

Organisations recommended for funding in this round:

- reported the engagement of 1,451 volunteers to deliver their funded projects and
- estimated 142,859 people would be direct beneficiaries of their projects (includes event patrons and/or participants).

Legal

There are no legal implications relevant to this report.

Policy

The recommendations contained within this report are in accordance with the *Local Government Act 2009*, *Local Government Regulation 2012* and in line with the adopted *Community Grants Policy*. Any requested changes to funding recommendations made by the panel need to be supported by evidence and that evidence recorded.

Risk

There may be some community concern in relation to the number of community groups that were unsuccessful in their application for funding under this program or were only part funded. The panels' considerations were thorough and in line with the *Community Grants Policy* and Community Grants Guidelines, as well as budget availability. In each case where part funding was recommended, the panel:

- considered whether the project could be successfully completed with the part funding allocated and
- considered whether funding for stand-alone components of the project could be provided.

Previous Council Resolution**Ordinary Meeting 18 May 2017 (OM17/78)**

That Council:

- (a) *receive and note the report titled "2016/2017 Community Grants Program Major Grants Round 2 Recommendations"*
- (b) *endorse the Major Grant Recommendations March 2017 (Appendix A)*
- (c) *endorse the transfer of \$16,800 from the 2016/2017 Sports Field Maintenance Funding Program budget to the Community Grants Program 2016/17 and*
- (d) *endorse the transfer of \$57,700 from the 2016/2017 the Community Partnership Funding Program budget to the Community Grants Program 2016/17.*

Ordinary Meeting 23 March 2017 (OM17/38)

That Council:

- (a) *receive and note the report titled "**Recreation Trails Activation Program**"*
- (b) *endorse the 15 year Recreation Trails Development Plan (Appendix A as amended) and the projects within this Development Plan for further scoping, planning, and delivery*
- (c) *through the 2017/18 budget deliberations consider*
 - (i) *the allocation of \$600,000 in the Recreational Tracks & Trails Sub-program of Environmental Assets section of the Capital Works Program*
 - (ii) *establishment of a community grants program for recreation trails or supporting infrastructure with an allocation of \$60,000 to be administered as per the Community Grants Policy by the Community Connections Team; and*
 - (iii) *a further annual allocation of \$60,00 to be provided for operational trail maintenance and promotional activities.*

Ordinary Meeting 29 January 2015 (OM15/5)

That Council:

- (a) *receive and note the report titled "Community Grants and Partnership Funding Review 2014"*
- (b) *endorse Option 1 for Council support to community organisations for 2015/16 and beyond*
- (c) *endorse multi-year funding under the Community Partnership Funding Program to provide funding for periods of up to 3 years*
- (d) *note "Community Grants Program and Community Partnership Funding Program Review Report" (Appendix A)*

Ordinary Meeting 22 May 2014 (OM14/68)

That Council:

- (a) *receive and note the report titled "Funding Programs for Community Partnerships 2014/2015"*
- (b) *note the revised Community Partnership Funding Program guidelines (Appendix A) to provide one year of funding for the 2014/2015 financial year*
- (c) *note the newly established Environment Levy Partnerships and Grants Program Guidelines (Appendix B) for the allocation of Environment Levy funding (incorporating Landholder Environment Grants, Partnerships and Grants), with the Partnerships component to open for funding for the 2014/2015 financial year*
- (d) *note funding for community-managed public pools to be administered via individual agreements outside of the Community Partnership Funding Program through existing operational budget within the Community Facilities and Planning Branch*
- (e) *note the revised Community Grants Program guidelines (Appendix C)*
- (f) *refer the Community Partnership Funding Program proposed budget (\$1,017,248) to the June 2014 budget deliberations for 2014/2015 and*
- (g) *request the Chief Executive Officer conduct a review of the Community Partnership Funding Program and Community Grants Program in 2014 considerate of council's new Corporate Plan 2014 – 2019 and State and Federal funding opportunities not for profit community organisations and report back to Council in December 2014 with recommendations for future programs in the 2015/2016 financial year and beyond.*

Ordinary Meeting 20 June 2013 (OM13/109)

That Council:

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

Related Documentation

Related documentation includes funding agreements with successful community organisations.

Relevant policy and strategy documents include:

- *Local Government Regulation 2012*
- *Local Government Act 2009*
- *Statutory Bodies Financial Arrangements Act 1982*
- *Sunshine Coast Social Strategy 2015*
- *Sunshine Coast Regional Economic Development Strategy 2013-2033*
- *Environment and Liveability Strategy*
- *Community Grants Policy (2013)*
- *Community Grants Guidelines (2017)*
- *Cultural Development Policy (2012)*
- *Sunshine Coast Aquatic Plan 2011-2026*
- *Sunshine Coast Sport and Active Recreation Plan 2011-2026*
- *Sunshine Coast Access and Inclusion Plan 2011-2016*

- Sunshine Coast Positive Ageing Strategy 2011-2016
- Sunshine Coast Reconciliation Action Plan 2017-2019
- Sunshine Coast Multicultural Action Plan 2017-2020
- Community Land and Complimentary Commercial Activity Policy (2011)
- Public Art Policy (2011)
- Sunshine Coast Social Infrastructure Strategy (2011)
- Sunshine Coast Youth Strategy 2010-2015
- Sunshine Coast Domestic Animal (Cats and Dogs) Management Strategy 2014-2020
- Asset Management Policy (2010)
- Events Policy (2010)
- Heritage Levy Policy (2010)
- Community Engagement Policy (2009).

Critical Dates

The next Major Grants round under the Community Grants Program will open in February 2018 and close in March 2018.

Implementation

Following endorsement of this report, notification of outcomes will take place. Funding will be distributed during November and December 2017, following receipt of invoice and signed conditions of agreement and compliance with any conditions of funding.

The Community Grants Program Guidelines will be updated as per the tracked changes contained in Appendix B and will be made available on Council's website.

8.6.5 AQUATIC CENTRE POOL DEPTH ANALYSIS

File No:	Council meetings
Author:	Coordinator Sport and Community Venues Economic & Community Development Group
Attachments:	Att 1 - Dive Block / Pool Depth Audit - Sep 2017333

PURPOSE

The purpose of this report is to present to council an audit and analysis of pool depths within council owned aquatic centres across the region.

EXECUTIVE SUMMARY

Council owns nine (9) public aquatic centres across the region. This depth review has been undertaken at the request of Councillors, with concerns raised regarding safety and the perceived inability for some of our aquatic centres to attract swim carnivals and high level competition.

As a part of this review, appropriate industry guidelines have been referenced to assess compliance. The key industry guideline for diving within public aquatic centres is provided through Royal Life Saving Society Australia's Guidelines for Safe Pool Operation (GSPO), which provide strategies to minimize the diving risk to recreational swimmers and trained competitors.

This report notes that the Sunshine Coast Council's aquatic network currently complies with industry guidelines, with risk mitigation strategies undertaken in relation to dive entries and minimum pool depths.

Whilst all of Council's major district aquatic centres currently meet standards and host a number of local and district level competitions, it is acknowledged that the majority of these do not meet standards to host state, national or international level competitions. Competitions at this level also require additional supporting infrastructure such as grandstands, appropriate time keeping, medical and marshalling areas and constant pool depths, which this region does not possess at a level appropriate to host these meets.

The endorsed *Sunshine Coast Aquatic Plan 2011-2026* notes the Kawana Aquatic Centre as the Sunshine Coast's regional aquatic centre, designed to attract future higher level competitions and content. An allocation has been made within Council's 2017/18 budget to undertake a Master Plan for this site to investigate what future embellishments may be appropriate. This project has recently commenced and will involve engagement with Swimming Queensland and Swimming Australia to ensure the planning includes provisions to allow this site to host future state, national and potentially international level competition. This report also notes that the main 50m competition pool at the Kawana Aquatic Centre currently complies with both GSPO and international competition standards in regards to pool depth and dive block heights.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Aquatic Centre Pool Depth Analysis" and**
- (b) note current compliance levels against industry guidelines.**

FINANCE AND RESOURCING

There are no direct financial implications associated with the development of this report. Council staff have implemented measures over the past three years to ensure pool depths and dive platforms comply with minimum standards as noted within the GSPO.

Should council hold an interest to increase depths within some pools, measures could be undertaken across the network to lower pool depths or reconstruct new pools. Ozcrete Pools Pty Ltd, a well-recognised commercial pool builder within South-East Queensland, were engaged in September 2017 to provide a cost estimate for potential solutions to deepen the Caloundra 50m pool. Two options provided included reconstructing one end of the pool to 2m at a cost of approximately \$525,000 or a full reconstruction of the pool ranging from 1.2m or 1.35m (shallow end) to 2m (deep end) at an approximate cost range of \$1,250,000 to \$1,400,000.

CORPORATE PLAN

Corporate Plan Goal:	<i>A strong community</i>
Outcome:	2.1 - Safe and healthy communities
Operational Activity:	2.1.1 - Develop partnerships and programs which encourage residents to lead more active healthy lifestyles

CONSULTATION

Portfolio Councillor Consultation

Councillor J O'Pray – Portfolio Councillor for Tourism, Events and Sport

Internal Consultation

- Division 2 Councillor T Dwyer
- Manager, Sport & Community Venues
- Coordinator, Sports Venues & Development
- Team Leader Aquatic Contracts
- Coordinator, Building & Facilities
- Senior Facility Officer, Property Management
- Coordinator, Urban Projects
- Project Officer, Urban Projects

External Consultation

- Manager, Caloundra Aquatic Lifestyle Centre Pty Ltd – current lessee, Caloundra Aquatic Centre
- Director, SwimFit – current lessee of Cotton Tree, Coolum, Buderim and Beerwah Aquatic Centres
- Executive Director, Royal Life Saving Society Queensland

Community Engagement

There has been no further external consultation in the development of this report beyond the above listed stakeholders.

PROPOSAL

Council owns nine (9) public aquatic centres spread throughout the Sunshine Coast local government area. This network incorporates Beerwah Aquatic Centre, Buderim Aquatic Centre, Caloundra Aquatic Centre, Coolum Aquatic Centre, Cotton Tree Aquatic Centre,

Eumundi Aquatic Centre, Kawana Aquatic Centre, Nambour Aquatic Centre and Palmwoods Aquatic Centre. All nine centres are leased to private operators, who manage the centres on behalf of council under commercial tenure arrangements.

The review of pool depths across the region has been undertaken at the request of Councillors, with concerns raised over safety and the perceived inability for some of our aquatic centres to attract carnivals and high level competition.

Over the last 17 years, the recommended swimming pool depths considered suitable for dive entry have undergone a number of adjustments. During this time, a distinction between the suitable depths for recreational users and competition swimmers has also been introduced.

The key industry guideline for diving within public aquatic centres is provided through Royal Life Saving Society Australia's Guidelines for Safe Pool Operation (GSPO). Clause SU21 from these guidelines relates to diving for recreational swimmers and Clause SU22 relates to diving for competition swimming and training. Clauses SU21 and SU22 provide the following statements:

GSPO SU21 Supervision of Diving (Recreational Swimming)

5.1 Depths for Recreational Dives

- (a) A dive entry should not be permitted into a water depth of less than 1800mm.*
- (b) A dive entry from a starting block should not be permitted into a water depth less than 2000mm. (see also FD24 Section 5.2)*
- (c) A dive entry from pool sides exceeding 380mm above water level should not be permitted into water depth less than 2000mm.*
- (d) Dive entry should only be allowed in pools where there is a forward clearance of 6000mm or greater, the first 5000mm of which should be at the recommended water depth.*

5.2 Running dives should not be permitted into any depth of water.

5.3 Isolation (see also FD24)

- (a) Permanent starting blocks located at water less than 1800mm deep should be isolated to prevent their use during recreational swimming.*
- (b) Isolation should be designed to prevent climbing or misuse of the starting blocks.*
- (c) Isolation of starting blocks should not introduce any further risk to facility users.*
- (d) Isolation may be in variety of forms e.g. physical barriers or warning signage and supervision.*

References above to FD24 of the GSPO relate to facility design for new pool constructions. Section 5.2 relates specifically to the 'Design of Starting Blocks' stating:

'Starting blocks should not be located where water is less than 1.2m deep and in pools with depths between 1.2m and 2.0m should be removed or isolated for recreational swimming.'

GSPO SU22

5.2 Instruction in Safer Water Entry

- (a) All persons who wish to participate in swimming or like (e.g. Lifesaving) competitions should be instructed in the principles of safe water entry and diving techniques, and competitive dive starts in a progressive education program under the instruction of an appropriately qualified Coach or Instructor.*
- (b) All participants in swimming or like competition should receive appropriate instruction prior to participating in any swimming or like competitions.*

5.3 Water Depths for Starts for Competition Swimming and Training (for trained competitors)

(a) In water depth less than 900mm dive starts should not be permitted. All events should be commenced in the water.

(b) In water depths 900mm to 1000mm:

- competitive dive starts may be permitted from concourse level to a maximum height above water of 200mm
- If concourse height is greater than 200mm above the surface of the water, starts should be commenced in the water.

(c) In water depths greater than 1000mm and less than 1200mm:

- competitive dive starts may be permitted from concourse level to a maximum height above water of 400mm
- if concourse height is greater than 400mm above the surface of the water, starts should be commenced in the water.

(d) In water depths 1200mm or greater, competitive dive starts may be permitted from a maximum height of 750mm.

A table detailing depths of all lap swimming pools across our region's council owned aquatic network, dive platform heights and treatment measures undertaken is attached to this report as Appendix A.

This table notes two pools across the network, the Cotton Tree and Caloundra 50m pools, opened in 1981 and 1985 respectively, that were constructed without a deep end i.e. the pools were designed with the deep section in the middle of the pool, with the shallowest points being at either end of the pool where diving occurs.

Despite this design limitation, both of these pools are currently used for school, district and regional level competition complying with provisions noted in the GSPO SU22 5.3 (c) (for trained competitors or swimmers). The blocks are removed or isolated at all other times so they cannot be used by recreational swimmers. Similar measures are also employed across a number of other centres to restrict diving by recreational swimmers when recognised training or competition is not occurring.

The Caloundra Aquatic Centre currently run an annual sprint meet (sanctioned by Wide Bay Swimming) each year. Both Cotton Tree and Caloundra Aquatic Centres also regularly host the Wide Bay Regional Swimming Championships, with the most recent held at Caloundra Aquatic Centre in March 2017.

A further related guideline for national and international level competition is published by Federation Internationale De Natation (FINA). Compliance with this guideline is required for pool record time recognition for state level competition or above. This guideline states:

FR 2.4 Depth - A minimum depth of 1.35 meters, extending from 1.0 meters to at least 6.0 meters from the end wall is required for pool with starting blocks. A minimum depth of 1.0 meters is required elsewhere.

FR 2.8 Starting Platforms – The height of the platform above the water surface shall be from 0.5 meters to 0.75 meters. The water depth from a distance of 1.0 meters to 6.0 meters from the end wall must be at least 1.35 meters where starting platforms are installed.

Higher level facilities such as the Sleeman Sports Complex in Brisbane, the Gold Coast Aquatic Centre in Southport and the Caboolture Regional Aquatic Centre all comply with these FINA depth standards, whilst also containing supporting infrastructure such as grandstands, appropriate time keeping, medical and marshalling areas and constant pool depths, allowing them to attract and host state, national and international level events.

The endorsed *Sunshine Coast Aquatic Plan 2011-2026* notes the Kawana Aquatic Centre as the Sunshine Coast's future regional aquatic centre to attract higher level competitions and content. An allocation has been made within Council's 2017/18 budget to undertake a Master Plan for this site. This project has recently commenced and will involve engagement with Swimming Queensland and Swimming Australia to ensure the planning includes provisions to allow this site to host future state, national and potentially international level competition. It is noted that the current 50m pool at Kawana does comply with both GSPO and FINA guidelines in relation to pool depth and dive platform height.

Legal

Council's legal implications in the management of aquatic centres is supported through adherence to recognised industry guidelines. In relation to pool depths and diving, the GSPO is a venue based risk management tool provided as a guide for operators in satisfying their legislative duties and providing a high standard of care for visitors to their centre. The GSPO also contains information for local government, facility owners, architects, engineers, duty managers and pool lifeguards in the management, design and oversight of public aquatic centres.

Policy

The *Sunshine Coast Aquatic Plan 2011-2026 (June 2016 edition)* forms council's forward planning and policy position relevant to the development, management and oversight of the region's public aquatic centres. Key guiding principles from this Plan relevant to this report include:

- Effective management of aquatic facilities - encourage management arrangements which improve transparency, inform future decision making and maximise the use, safety and community benefit of facilities; and
- Accessibility, safety and proximity - ensure that all new aquatic facilities are located, designed and constructed to be safe and accessible as well as connected to both public and active transport networks.

Risk

Adherence to GSPO provisions mitigates Council's risk in the management and oversight of the region's public aquatic centres. Lease and tenure documents require lessee compliance with the GSPO in their management of the centres. To ensure adherence to the GSPO and appropriate contract management, staff conduct regular periodic inspections across the network in line with the corporate hazard inspection matrix, with results recorded through Council's electronic health and safety management system, Cintellate.

The Royal Life Saving Society of Queensland, or another appropriately qualified entity, are also engaged periodically to conduct safety audits across all sites.

Previous Council Resolution

Ordinary Meeting 16 June 2016 (OM16/100)

That Council:

- receive and note the report titled "Update of the Sunshine Coast Aquatic Plan 2011 – 2026" and*
- endorse the 2016 edition of the Sunshine Coast Aquatic Plan 2011 – 2026 (Appendix A as amended).*

Related Documentation

- Sunshine Coast Aquatic Plan 2011-2026 (June 2016 edition)
- Royal Life Saving Society Australia Guidelines for Safe Pool Operation – in particular provisions SU21 and SU22
- Federation Internationale De Natation (FINA) Facilities Rules – Swimming Pool Certificate Guide - February 2017

Critical Dates

There are no critical dates in relation to this report.

Implementation

It is recommended that the following directions be given to the Chief Executive Officer:

- Continue to monitor appropriate guidelines and industry standards relating to pool depths and diving across the region's council owned public aquatic centres; and
- Take appropriate action to ensure ongoing compliance with such guidelines and standards.

8.6.6 FUNDING AND PERFORMANCE DEED - SUNSHINE COAST DESTINATION LIMITED (TRADING AS VISIT SUNSHINE COAST)

File No:	Council meetings
Author:	Coordinator Tourism & Major Events Economic & Community Development Group
Attachments:	Att 1 - Funding and Performance Deed between Sunshine Coast Regional Council and Sunshine Coast Destination Limited (Draft) Conf 49/105 Att 2 - Funding and Performance Deed between Sunshine Coast Regional Council and Sunshine Coast Destination Limited (Draft/tracked changes version)..... Conf 69/105

PURPOSE

The purpose of this report is to gain Council's endorsement of the proposed three-year *Funding and Performance Deed* (the Deed) negotiated with Sunshine Coast Destination Limited, trading as Visit Sunshine Coast (VSC), commencing from 1 July 2018.

EXECUTIVE SUMMARY

Tourism is a vital part of the Sunshine Coast economy and is identified in the Regional Economic Development Strategy (REDS) as one of seven high-value industries. One in five local residents is employed within the tourism or a related sector.

For the 2015/16 financial year, Sunshine Coast Council invested \$5.212 million in tourism and destination marketing, and major events; and \$3.760 million in Visit Sunshine Coast. For the same period, the tourism sector on the Sunshine Coast:

- delivered an estimated \$1.673 billion in visitor expenditure
- generated \$946.9 million in direct output/sales and supported 5,179 direct jobs (FTEs) and almost 10,000 indirect jobs (FTEs) and
- led to a flow on effect to other sectors of the economy of 79 cents from every dollar spent by visitors.

The findings of the independent review for the 2015/16 financial year of the performance of the Tourism and Major Events Levy are that every dollar invested in marketing and major events, via the Levy, contributed to delivery of an industry-wide return of \$32.

In addition, VSC has consistently rated as one of the top three performing Regional Tourism Organisations (RTO) in Queensland across the suite of 12 measures in the ASPIRE tourism benchmarking program.

Continuing to provide a longer-term funding commitment to market the destination in a competitive manner and build capacity of the local industry is one of the major foundational support mechanisms that Council can apply to enhance the value offer of the region.

It is essential that Council continues support the tourism industry through VSC to ensure marketing and industry development achievements continue to boost visitation and spending across the Sunshine Coast.

The *Funding and Performance Deed* with VSC was first entered into by Council in July 2012, with an updated Deed executed on 1 July 2015 (with an expiration date of 30 June 2018).

The Deed requires VSC to present a Tourism Plan for endorsement by Council each year, which then informs the funds allocated to VSC from the Tourism and Major Events Levy.

Throughout the year, Visit Sunshine Coast is required to report back on a range of key performance indicators, culminating in an annual report presented to Council on the outcomes of the Tourism Plan each year.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Funding and Performance Deed - Sunshine Coast Destination Limited (trading as Visit Sunshine Coast)"
- (b) delegate authority to the Chief Executive Officer to finalise and execute the Funding and Performance Deed with Sunshine Coast Destination Limited and
- (c) refer the funding agreement to the financial year 2018/19 budget review process.

FINANCE AND RESOURCING

Funding for financial year 2016/17 was \$3.82 million (ex GST). It is expected that VSC will ask Council for a similar amount, subject to the presentation of the 2018/19 financial year tourism plan.

Future year financial commitment by Council will be considered as part of annual budget deliberations and presentation of the annual tourism plans. As the Tourism and Major Event Levy can only be established on an annual basis through the budget process, Council will need to consider (each year) its options for funding the commitment to Visit Sunshine Coast.

CORPORATE PLAN

Corporate Plan Goal: *An outstanding organisation*
Outcome: 5.3 - A financially sustainable organisation
Operational Activity: 5.3.2 - Coordinate the delivery of Council's tourism and events levy and report out comes to council as part of annual budget deliberations.

CONSULTATION

Portfolio Councillor Consultation

Councillor J O'Pray, Portfolio Councillor for Tourism, Major Events and Sport

Internal Consultation

- Chief Executive Officer
- Director Economic Development and Major Projects
- Head of Economic Development
- Chief Legal Officer
- Team Leader, Tourism, Sport and Leisure

External Consultation

- David Ryan, Chair, Visit Sunshine Coast Board
- Pauline Coles, Director of Corporate Services, Visit Sunshine Coast

Community Engagement

There was no community engagement involved in this report. Visit Sunshine Coast conduct annual membership satisfaction surveys. They have in excess of 500 members and received a satisfaction rating of 91.96% in financial year 2015/16.

PROPOSAL

Tourism is a vital part of the Sunshine Coast economy and is identified in the Regional Economic Development Strategy (REDS) as one of the seven high-value industries. One in five local residents is employed within the tourism or a related sector.

Results for tourism on the Sunshine Coast over the past three years have been strong, with consistent annual increases in visitor numbers and economic impact. In 2015/16 (the most recent year for which a complete set of data is available), the tourism sector generated \$946.9 million in direct output/sales and supported 5,179 jobs (FTE's). For every dollar that is spent by visitors, 79 cents flows through into other sectors of the economy.

In a highly competitive global market and in conditions where prevailing financial conditions are challenging, it is imperative that opportunities are afforded to enhance the viability and competitiveness of the region's tourism industry – given its importance to the regional economy. Continuing to provide longer term funding commitment to market the destination in a competitive manner and build capacity of the local industry is one of the major foundational support mechanisms that Council can apply to enhance the value offer of the region.

The Funding and Performance Deed with Visit Sunshine Coast was first entered into by Council in July 2012, with an updated deed executed on 1 July 2015 (with an expiration date of 30 June 2018). This new agreement is based on the previous Deeds, with a range of updates and additions of key performance indicators.

The Deed requires Visit Sunshine Coast to present a Tourism Plan for endorsement by Council each year, which then informs the funds allocated to Visit Sunshine Coast from the Tourism and Major Events Levy. Throughout the year, Visit Sunshine Coast is required to report back on key performance indicators, culminating in an annual report presented to Council on the outcomes of the Tourism Plan each year.

Key elements of the proposed deed include:

1. Changes to definitions, reporting mechanisms and obligations on Visit Sunshine Coast to require them to provide regular reports to Council outlining specific projects or activities undertaken to benefit the Sunshine Coast Local Government Area.
2. Changes to the termination clauses in the document to give Council the greatest possible authority to terminate the Deed in the case of unsatisfactory performance, while maintaining the ability for Visit Sunshine Coast to meet its financial or statutory commitments in any termination scenario.
3. Inserts the sub-regional program and specific industry development activities as a key output required of Visit Sunshine Coast.
4. Updates the targets and KPIs for visitation statistics, including a requirement to benchmark results against the wider Queensland average in any given period.

The proposed Deed has been developed by Council staff with Visit Sunshine Coast representatives through a series of meetings.

Legal

Council's Legal Services team has provided input into the development of the proposed Deed throughout the process.

Policy

Council's decision to raise a Tourism and Major Events Levy under the *Local Government Act 2009* was, in part, to fund a tourism program and support the development of tourism activities on the Sunshine Coast.

Risk

Tourism is identified in the Regional Economic Development Strategy (REDS) as one of the high-value industries for the Sunshine Coast with the industry employing or supporting more than 15,000 people in the region. Given its importance to the regional economy it is imperative that a clear agreement on the operations and Council funding of VSC is in place to ensure the ongoing viability of the VSC operation, and Council's ability to track and measure the outcomes achieved by the tourism program.

Previous Council Resolution**Council Resolution 26 February 2015 (OM15/28)**

That Council delegate authority to the Chief Executive Officer to finalise and execute the Three-Year Funding and Performance Deed with Sunshine Coast Destination Limited and further undertake the actions as discussed in confidential session.

Related Documentation

Sunshine Coast Regional Economic Development Strategy 2013-2033

Critical Dates

It is proposed that the new *Funding and Performance Deed* commence on 1 July 2018.

Implementation

If the *Funding and Performance Deed* is endorsed by Council, it is recommended that the following directions be given to the Chief Executive Officer to:

- execute the agreement with Visit Sunshine Coast
- refer the funding element to the financial year 2018/19 budget review process and
- make the final Deed public on signing with Visit Sunshine Coast.

**8.6.7 REQUEST FOR CLOSED CIRCUIT TELEVISION - CALOUNDRA
CHAMBER OF COMMERCE**

REPORT WITHDRAWN

8.7 OFFICE OF THE CEO**8.7.1 PROPOSED AMENDMENT TO LOCAL LAW NO.1 (COMMUNITY HEALTH AND ENVIRONMENTAL MANAGEMENT) 2017**

File No:	Council meetings	
Author:	Manager Corporate Governance Office of Chief Executive Officer	
Appendices:	App A - Amendment Local Law No. 1 (Community Health and Environmental Management) 2017	369
Attachments:	Att 1 - Public Interest Review Consultation Paper Proposed Amendment Local Law No. 1 (Community Health and Environmental Management) 2017	383

PURPOSE

The purpose of this report is to seek a Council resolution proposing to make Amendment Local Law No. 1 (Community Health and Environmental Management) 2017.

EXECUTIVE SUMMARY

The amendment local law seeks to amend Sunshine Coast Regional Council *Local Law No. 3 (Community Health and Environmental Management) 2011* in order to substantially replicate the provisions of Chapter 5A of the *Environmental Protection Regulation 2008* (the **Regulation**) and Part 2A of the *Waste Reduction and Recycling Regulation 2011* (WRRR), which will both expire on 1 July 2018. The amendment local law will allow Council to continue to regulate the appropriate storage and removal of general waste from premises within the region under Council's local laws.

In accordance with the requirements of the *Local Government Act 2009*, a State interest check, public interest review and public consultation will be undertaken.

A consultation paper has been written to assist with the public interest review. The review seeks to gain community feedback to assist council in deciding whether potentially anti-competitive provisions should be retained within the proposed local law (in the overall public interest).

A Council resolution proposing to make the amendment local law and subordinate local law is necessary to proceed with the local law making process.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Proposed Amendment Local Law No. 1 (Community Health and Environmental Management) 2017"
- (b) resolve to propose to make Amendment Local Law No. 1 (Community Health and Environmental Management) 2017 (Appendix A)
- (c) resolve to undertake Community Consultation during the period 10 November 2017 to 22 December 2017
- (d) resolve to undertake a State Interest Check in relation to the proposed amending local law pursuant to section 29A of the *Local Government Act 2009*

- (e) resolve that proposed Amendment Local Law No. 1 (Community Health and Environmental Management) 2017 has been reviewed in accordance with section 38 of the *Local Government Act 2009* and that it has been identified that the law contains several anti-competitive provisions that should not be excluded from review and that have potential impacts and
- (f) resolve to undertake a public interest review of the anti-competitive provisions and hereby authorise the chief executive officer to conduct the review during the Community Consultation period in accordance with the State Government's *National Competition Policy – Guidelines for conducting reviews on anti-competitive provisions in local laws (version 1)*.

FINANCE AND RESOURCING

The cost of drafting Amendment Local Law No.1 (Community Health and Environmental Management) 2017 was \$2340 and has been funded through existing budget allocations within the Corporate Governance Branch.

The amendments to the local law merely replicates the provisions currently contained in the Regulations which reflect Council's current operational activities. Therefore, these changes will not impact on Council's financial operations or require any additional resources. However, failure to adopt a local law prior to 1 July 2018 could expose Sunshine Coast Council to loss of customer revenue.

CORPORATE PLAN

Corporate Plan Goal: *Service excellence*

Outcome: We serve our community by providing this great service

Operational Activity: S27 - Waste and resource management - collection and disposal of solid and liquid wastes, operation of waste transfer facilities and landfills, recycling and materials recovery, community education programs

CONSULTATION

Portfolio Councillor Consultation

Councillors attended a Strategic Discussion Forum (SDF) on 28 September 2017 where the matter of the expiring provisions was raised and discussed. Actions from the SDF was to commence the local law making process to duplicate the expiring provisions from the Regulation and WRRR to ensure the expiring provisions are included in the local laws by 1 July 2018.

Consultation has also previously occurred with Deputy Mayor Councillor Tim Dwyer and Portfolio Councillor Ted Hungerford.

Internal Consultation

Corporate Governance has consulted with:

- Chief Executive Officer
- Director Infrastructure Services
- Manager Waste and Resource Management

External Consultation

King and Company Solicitors were consulted to provide information on the expiring waste provisions and the duplication of these provisions into council's existing local laws. King and Company presented to councillors at the SDF on 28 September 2017 and provided an overview of the local law making process and competitive neutrality requirements.

Section 29 of the *Local Government Act 2009* provides that the local government may decide its own process for making a local law. The proposal to commence the amendment local law making process will include engagement with:

- relevant government agencies about the overall State interest in the proposed amendment local law and
- the community and
- undertake a public interest review with businesses in the region likely to be affected by the amendment local law.

To assist with the public interest review a consultation paper has been written. The review seeks to gain community feedback to allow council to determine whether potentially anti-competitive provisions should be retained within the proposed local law (in the overall public interest).

Community Engagement

Council may at its discretion determine the amount of public consultation it undertakes before adopting an amendment Local Law and Subordinate Local Law by resolution. A consultation period of 6 weeks from 10 November 2017 until 22 December 2017 has been determined appropriate.

A community consultation strategy has been developed and will include:

- messaging on hold
- radio advertisements
- print (articles columns advertisements)
- information displays in libraries and customer service centres and
- information on Council's website.

PROPOSAL

The Waste Regulation was repealed on 9 September 2014, and the local government waste collection and management provisions were transferred to Chapter 5A of the *Environmental Protection Regulation 2008* (the **Regulation**) temporarily to allow local governments to put alternative measures in place to deal with local waste management issues.

Chapter 5A of the Regulation is due to expire on 1 July 2018. It will apply to local governments until a local government makes a local law about waste management for its area. The State in repealing Chapter 5A of the Regulation moved the head of power for a local government to designate a waste service area to s.7 of the *Waste Reduction and Recycling Regulation 2011* (WRRR). This provision under the WRRR allows a local government to designate an area as a waste collection area. Section 7 of the WRRR also expires on 1 July 2018. It is proposed that this provision also be replicated under councils *Local Law No. 3 (Community Health and Environmental Management) 2011* to allow the local government by resolution to designate a waste collection area and decide the frequency of waste collection in the designated area.

The provisions to be transferred to the Local Law address matters such as keeping bins clean, covered and within property boundaries, as well as council's power to give directions and notices to property occupiers about where bins should be placed for collection. Other provisions in the Regulation requiring people to obey directions and notices at Council waste disposal facilities have also been included.

There is only one change to the State Government's Chapter 5A provisions that has been made in drafting the amendment local law. Section 81ZH required the occupier of serviced premises to ensure that a waste container is kept at a particular place on the premises unless it is placed outside for collection, but for no longer than:

- (i) the period, if any, allowed under a local law of the local government or

(ii) is otherwise reasonably appropriate before and after the collection.

The amendment local law provides an opportunity to specify the period that a waste container can be placed outside the premises (i.e. on the kerbside) as “24 hours before or after the scheduled collection day”. This will provide certainty about the period that a waste bin can be left on the kerbside. Council officers will be able to enforce this requirement by issuing compliance notice to occupiers who do not comply, and if necessary, issuing a penalty infringement notice under the local law.

The transfer of the provisions will be effected by the amendments contained in the proposed Amendment Local Law No. 1 (Community Health and Environmental Management) 2017, as set out in Appendix A. The provisions have simply been transferred with contemporary wording to the proposed local law. Additional minor changes have only been made where necessary to reflect current industry practices and terminology.

The process for making the amendment local law will be in accordance with the following steps:

Phase	Activity	Timing
Phase 1	Resolution to propose to make amendment local law.	Ordinary Meeting – 9 November 2017
Phase 2	Consult with relevant State Government Agencies. Undertake Community Consultation Undertake Public Interest Review	10 November 2017 – 22 December 2017 (6 weeks)
Phase 3	Consider submissions and community feedback. Prepare report for council consideration.	23 December 2017 – 23 January 2018
Phase 4	Resolution to make amendment local law.	Ordinary Meeting – 22 March 2018
Phase 5	Publication in the Government Gazette (Local law amendments become effective).	30 March 2018
Phase 6	Consolidation of local laws	Ordinary Meeting - 17 May 2018

Legal

The proposal has been considered in accordance with the following legislation:

- Section 29-32 of the *Local Government Act 2009* and section 15 of the *Local Government Regulation 2012* and
- Sunshine Coast Council’s suite of Local Laws and Subordinate Local Laws
- Amendment Local Law No.1 (Community Health and Environmental Management) 2018
- Expiry of Chapter 5A of the *Environmental Protection Regulation 2008* and s.7 of the *Waste Reduction and Recycling Regulation 2011*.

Policy

There are no new policy implications in the proposed Amendment Local Law No. 1 (Community Health and Environmental Management) 2017.

Risk

There is a risk that if local law provisions are not adopted by Sunshine Coast Council by 1 July 2018 there will be:

- no head of power or provision for Sunshine Coast Council to enforce the appropriate storage, or removal of general waste from premises within the region; and
- a potential lost customer base and associated revenue and reduced provisions to ensure environmental health and safety of the community; and
- possible uncertainty within the community and industry sector with regard to competitive neutrality issues and concerns.

Previous Council Resolution

Ordinary Meeting 23 July 2015 (OM15/115)

That Council:

- (a) receive and note the report titled “**Proposed Amendment to Local Law No. 1 (Community Health and Environmental Management) 2015**”*
- (b) resolve to propose to make Amendment Local Law No. No. 1 (Community Health and Environmental Management) 2015, as amended*
- (c) resolve to undertake Community Consultation during the period 24 July 2015 until 20 August 2015*
- (d) resolve to undertake a State Interest Check in relation to the proposed amending local law pursuant to section 29A of the Local Government Act 2009 and*
- (e) resolve that proposed Amendment Local Law No. 1 (Community Health and Environmental Management) 2015 has been reviewed in accordance with section 38 of the Local Government Act 2009 with the following outcomes:*
 - *Council has identified that the law contains possible anti-competitive provisions imposing obligations on business owners regarding the storage, treatment and disposal of waste at commercial premises*
 - *however, Council is not required to conduct a public interest review of these provisions because they fall within the exclusions in step 2 of the ‘Guidelines for conducting reviews on anti-competitive provisions in local laws’ – namely, they are intended as legitimate measures to combat the spread of pests and disease and to ensure accepted public health and safety standards are met.*

Related Documentation

- *Local Government Act 2009 and Regulation*
- *Sunshine Coast Regional Council Local Laws and Subordinate Local Laws 2011*
- *State Government Guidelines for Drafting Local Laws 2016*
- *Corporate Plan 2017-2021*

Critical Dates

It is beneficial for council to commence the local law making process as soon as possible in order for the Local Law and Subordinate Local Law amendments to take effect prior to the expiry of the provisions under the Regulations on 1 July 2018.

Implementation

Following consideration of this report, actions relevant to the recommendation will be implemented and include:

- *Commencement of Community Consultation from 10 November 2017 – 22 December 2017*
- *Undertake State interest checks on 10 November 2017 – 22 December 2017*
- *Undertake a Public Interest Review on 10 November 2017 – 22 December 2017*
- *Preparation of the website notice on proposed local law change.*

8.7.2 AUDIT COMMITTEE MEETING 9 OCTOBER 2017

File No:	Council meetings
Author:	Manager Audit and Assurance Office of Chief Executive Officer
Attachments:	Att 1 - Audit Committee Minutes 9 October 2017395

PURPOSE

To provide Council with information on matters reviewed at the Audit Committee Meeting held 9 October 2017 (*Section 211 Local Government Regulation 2012*) and make recommendation to Council on any matters that the Audit Committee considers need action or improvement (*Section 105 of the Local Government Act 2009*).

EXECUTIVE SUMMARY

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

The Audit Committee agenda was distributed electronically to all Councillors on 6 October 2017 which specifically addressed the results of the Queensland Audit Office's review of Council's draft financial statements including financial sustainability prior to certification.

As stated in the Closing Report as at 6 October 2017, the Queensland Audit Office expect to issue an unmodified audit opinion and there were no additional internal control or reporting issues raised. In terms of their assessment of financial statement preparation and internal control elements, council received seven top ratings (green lights) and two mid ratings (amber lights) as well as being commended on its' transparent approach to related parties disclosures.

OFFICER RECOMMENDATION

That Council receive and note the report titled "Audit Committee Meeting 9 October 2017".

FINANCE AND RESOURCING

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

CORPORATE PLAN

Corporate Plan Goal:	<i>An outstanding organisation</i>
Outcome:	5.3 - A financially sustainable organisation
Operational Activity:	5.3.7 - Sustainable financial position maintained.

CONSULTATION**Internal Consultation**

Executive Leadership Team

External Consultation

External members of the Audit Committee.

Community Engagement

There has been no community engagement.

PROPOSAL

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

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

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

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

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

The matters reviewed at the 9 October 2017 Audit Committee Meeting were as follows.

External Audit Reports

- Draft 2016/17 Financial Statements and Current Year Financial Sustainability Statement with the Queensland Audit Office Closing Report as at 6 October 2017 attached
- Audit Committee recommendation - endorse the results of the audit and recommend Management sign-off

Legal

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

Policy

There are no policy implications associated with this report.

Risk

Specific risks have been detailed in the various agenda reports.

Previous Council Resolution

Audit Committee and Internal Audit Charters were previously endorsed at Council Ordinary Meeting 30 January 2017.

Related Documentation

Audit Committee Agenda for 9 October was issued to Councillors 6 October 2017.

Critical Dates

There are no critical dates associated with this report.

Implementation

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

9 NOTIFIED MOTIONS**9.1 NOTICES OF RESCISSION**

Nil

9.2 NOTICES OF MOTION

Nil

9.3 FORESHADOWED NOTICES OF MOTION

Nil

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 BUSINESS PERFORMANCE**

Nil

11.2 CUSTOMER ENGAGEMENT AND PLANNING**11.2.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - PROPOSED ROUND 5 SITE SPECIFIC (INCLUDING SEQ REGIONAL PLAN BRING FORWARD SITES) AND OPERATIONAL MATTERS AMENDMENT**

File No: Council meetings
Author: Senior Strategic Planner
Customer Engagement & Planning Services Group

This report is confidential in accordance with section 275 (g) (h) of the *Local Government Regulation 2012* as it contains information relating to any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act; AND other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

11.3 LIVEABILITY AND NATURAL ASSETS**11.3.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - BARINGA COMMUNITY CENTRE**

File No: P-H0030
Author: Project Officer
Liveability & Natural Assets Group

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

11.4 BUILT INFRASTRUCTURE

Nil

11.5 ECONOMIC AND COMMUNITY DEVELOPMENT

Nil

11.6 OFFICE OF THE CEO

**11.6.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - QUARTERLY
PROGRESS REPORT - QUARTER 1, 2017/2018**

File No: Council meetings
Author: Manager Corporate Governance
Office of Chief Executive Officer

This report is confidential in accordance with section 275 (f) of the *Local Government Regulation 2012* as it contains information relating to starting or defending legal proceedings involving the local government.

12 NEXT MEETING

The next Ordinary Meeting will be held on 7 December 2017 in the Council Chambers, Corner Currie and Bury Streets, Nambour.

13 MEETING CLOSURE