

Agenda

Ordinary Meeting

Thursday, 13 November 2014

commencing at 9.00 am

Council Chambers, 1 Omrah Avenue, Caloundra

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1 DECLARATION OF OPENING

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

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

That the Minutes of the Special Meeting (Palmview Structure Plan and Associated Matters) held on 27 October 2014, the Special Meeting (SEQ Regional Plan) held on 7 October 2014 and the Ordinary Meeting held on 16 October 2014 be received and confirmed.

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

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

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

5.2 DECLARATION OF CONFLICT OF INTEREST ON ANY ITEM OF BUSINESS

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

6 MAYORAL MINUTE**7 PRESENTATIONS**

8 REPORTS DIRECT TO COUNCIL**8.1 CORPORATE SERVICES****8.1.1 QUARTERLY PROGRESS REPORT - QUARTER 1, 2014/2015****File No:** 4.16.4**Author:** Manager Corporate Governance
Corporate Services Department**Appendices:** App A - Chief Executive Officer's Quarterly Progress Report Q1, 2014/2015 (*Under Separate Cover*)..... *Att Pg 5*
App B - Operational Plan Activities Report - Quarter ended September 2014 (*Under Separate Cover*) *Att Pg 33*

PURPOSE

This report presents the Quarterly Progress Report for the period 1 July 2014 to 30 September 2014 – 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 2014/2015 and Corporate Plan 2014-2015.

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 - reports from the Chief Executive Officer and Directors which outline service delivery
- Appendix B – report on operational activities and significant operating projects

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.

There are 138 operational activities in the Operational Plan 2014/2015 and 96% of these are underway. Detail on progress is provided in Appendix B to this report.

Highlights for the quarter ended 30 September 2014 are:

A new economy

- Celebrated the first anniversary of Council's Regional Economic Development Strategy
- Environmental Impact Statement for the airport expansion was released for exhibition

A strong community

- Adoption of two significant plans for the Sunshine Coast Region - the Sunshine Coast Libraries Plan 2014-2024 and the Sunshine Coast Performance and Community Venues Service Plan 2014-2029
- The Kawana Meeting Place awarded first place in the 'Sporting and Community Facilities up to \$5 million' category at the Master Builders Queensland Awards

- The Sunshine Coast Art Prize exhibition officially opened and the winner announced. Over 1,300 people attended the exhibition.

An enviable lifestyle and environment

- Progress with projects that support the Maroochydore Principal Activity Centre
- Completion of a first-of-its-kind skate and recreation hub within Quota Park, Nambour.

Service excellence

- Unveiled a new fleet of waste management trucks that will service the Sunshine Coast for the next seven years. This is the first single waste collection contract that will service the whole region
- July 2014 rate run was successfully issued to 126,000 properties. Payments from 84.5% of the properties were received by the discount due date.

A public sector leader

- Draft SCC People Plan has been endorsed. The final document is being prepared for circulation by the Chief Executive Officer to Managers and subsequently all Sunshine Coast Council employees
- Draft Financial Statements for the year 2013/2014 were finalised and tabled at the September Audit Committee meeting.

OFFICER RECOMMENDATION

That Council:

- receive and note the report titled “Quarterly Progress Report - Quarter 1, 2014/2015”**
- note the Chief Executive Officer’s Quarterly Progress Report – Quarter 1, 1 July to 30 September 2014 (Appendix A) on service delivery and**
- note the Operational Plan Activities Report – Quarter ended September 2014 (Appendix B) reporting on implementation of the Corporate and Operational plans.**

FINANCE AND RESOURCING

The cost of implementing the Operational Plan 2014/2015 was built into the Annual Budget 2014/2015.

CORPORATE PLAN

Corporate Plan Goal: *A public sector leader*

Outcome: We serve our community by providing this great service

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

CONSULTATION

Internal Consultation

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 following adoption.

Community Engagement

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

PROPOSAL

The Corporate Plan 2014-2019 and Operational Plan 2014/2015 have a strong focus on the core services that council delivers to the community. In addition, these plans also identify the operational activities that council will undertake, that align to council's goals.

Service delivery

The Chief Executive Officer's Quarterly Progress Report – Quarter 1 (Appendix A) consists of the Chief Executive Officer's summary report and Directors' detailed reports. The purpose of the report is to inform council and the community on the delivery of core services outlined in council's corporate and operational plans.

Operational activities

The Operational Plan Activities Report – Quarter ended September 2014 (Appendix B) provides details on the implementation of operational activities and significant operating projects outlined in council's corporate and operational plans.

It includes the status of each activity and project in the operational plan covering percentage complete, anticipated 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 (3%)
Underway	133 (96%)
Not started	1 (1%)
Total	138

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

An overview on achievements for the quarter is available in the Directors' reports which form Appendix A to this report.

Legal

There is a legislative requirement for council to provide a performance report on its progress in implementing the Corporate and Operational Plans. This report meets the requirements of the Local Government Act 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 and a legislative requirement to provide a report on performance against the corporate and operational plans.

Risk

Directors have provided in their reports an overview of service delivery for the quarter, including the outlook for the future and any associated risks. In accordance with council's

Enterprise 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.
- 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.

Council has a risk register containing strategic and operational risks. Managers update this register on a quarterly basis, providing details of the actions taken during the quarter to mitigate risks within the identified risk areas. This risk register is currently being reviewed and updated as part of an organisation wide risk awareness project. This project will continue into the first quarter of 2015.

Previous Council Resolution

Council adopted the:

- Corporate Plan 2014-2019 on the 12 May 2014
- Operational Plan 2014/2015 on the 19 June 2014

Related Documentation

- Corporate Plan 2014-2019
- Operational Plan 2014/2015
- Financial information provided to council in the Financial and Capital management report

Critical Dates

Quarterly Progress reports are usually presented to council within four 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

Corporate Governance branch will manage the publication of the report, including making the report available on council's website and intranet.

The Chief Executive Officer and Directors will provide a verbal report to council at the Ordinary Meeting.

8.2 REGIONAL STRATEGY AND PLANNING**8.2.1 INFRASTRUCTURE PLANNING AND CHARGES REFORM**

File No:	ECM
Author:	Manager Transport and Infrastructure Policy Regional Strategy & Planning Department
Appendices:	App A - Sunshine Coast Regional Council Infrastructure Charges Resolution (No. 6) 2014..... 17
Attachments:	Att 1 - Sunshine Coast Regional Council Adopted Infrastructure Charges Resolution (No. 5) 2011 - Showing Track Changes..... 49
	Att 2 - Program to amend the SCC Transitional Local Government Infrastructure Plan..... 95
	Att 3 - Infrastructure Charges Resolution (No 6) 2014 List of Amendments 97

PURPOSE

The purpose of this report is to bring to Council's attention those issues of note resulting from the State Government's recent Infrastructure Planning & Charges Reform and to seek approval of a revised Infrastructure Charges Resolution and provide direction on other matters requiring attention as a consequence of that Reform.

EXECUTIVE SUMMARY

This report provides information about and addresses Council's responsibilities arising from the State Government's Infrastructure Planning and Charges reform commenced in July 2011 and finalised in July 2014.

The significant areas for Council's consideration hinge around:

- the transition from a Priority Infrastructure Plan (PIP) to amending Council's transitional Local Government Infrastructure Plan (LGIP), and
- adopting a revised Infrastructure Charges Resolution.

Amending the LGIP. Council is required to adopt an amended LGIP by 1 July 2016. It is noted that this timeframe may be impacted by the local government elections in 2016 and it would be prudent to have an amended LGIP in place by December 2015. A program showing how this deadline can be achieved is provided as Attachment 2 – Program to amend the SCC Transitional Local Government Infrastructure Plan.

A new Sunshine Coast Regional Council Infrastructure Charges Resolution (6) 2014 has been prepared and is provided for Council's consideration and approval. This new Resolution includes conversion criteria, changes to methodology for determining establishment costs of trunk infrastructure, some adjustment to Infrastructure Charges reflecting impacts of past indexation, and a number of minor administrative changes.

Details addressing these issues are provided in the body of this report.

It is recommended that Council adopts a new Infrastructure Charges Resolution and notes the program to produce an amended Local Government Infrastructure Plan.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Infrastructure Planning and Charges Reform”
- (b) adopt the “Sunshine Coast Regional Council Infrastructure Charges Resolution (No. 6) 2014” (Appendix A), to replace the previous Sunshine Coast Regional Council Adopted Infrastructure Charges Resolution (No. 5) 2011 and
- (c) note that a further report dealing with Priority Development Infrastructure and Fair Value Charges will be provided to the December, 2014 Ordinary Meeting.

FINANCE AND RESOURCING

There are no introduced financial implications associated with the revised Infrastructure Charges Resolution as the current charging regime is essentially the same.

CORPORATE PLAN

Corporate Plan Goal: *Service excellence*

Outcome: 4.2 - Services and assets are efficient, appropriately maintained and managed to meet the needs of a growing community

Operational Activity: 4.2.2 - Manage infrastructure planning and charges to optimise funding for future community assets

CONSULTATION

Internal Consultation

There has been consultation with:

- Environment and Sustainability Branch
- Finance Branch
- Development Services Branch
- Transport & Infrastructure Policy Branch

External Consultation

There has been no external consultation carried out in the preparation of this report.

Community Engagement

There has been no community engagement involved in the preparation of this report.

PROPOSAL

Infrastructure Planning and Charges Reform commenced with the implementation of Maximum Adopted Charges on 1 July 2011, introduced by the previous State Government. It was that Government’s stated position to consider those changes ‘interim’, and work towards broader reform, in consultation with the development industry and local authorities (local government and distributor/retailers), for implementation on 1 July 2014. A change in Government did not see a change to either the deadline or intent and accordingly, legislation was passed in July this year bringing in changes to Infrastructure Planning and Charges.

It did appear that as the issues were discussed, following release of a discussion paper “Infrastructure planning and charging framework review – Options for the reform of Queensland’s local infrastructure planning and charges framework” on 28 June 2013, that the changes would be significant and have severe impacts on the finances of local authorities. As it turns out, the severity of the mooted changes are less than expected but still result in reduced revenue for Council. To be fair to the State Government, there was never going to be unanimous stakeholder acceptance of the changes when dealing with conflicting demands of councils and developers.

The changes of importance to local authorities are listed below, together with an explanation of consequences and actions required.

- Terminology
For no reason other than to note the changes of reform, some basic terms have changed: notably, a Priority Infrastructure Plan (PIP) is now a Local Government Infrastructure Plan (LGIP), with other changes to terminology limited to technical descriptors.
- Status of Council's Priority Infrastructure Plan
Because Council had a complying Priority Infrastructure Plan in place on 1 July 2014, it transferred to being a complying transitional Local Government Infrastructure Plan as of that date. However, a new Guideline (*Statutory Guideline 03/14 – Local Government Infrastructure Plans – A guideline for the preparation of local government infrastructure plans under the Sustainable Planning Act 2009*) has introduced changes to previous guidelines affecting the ongoing status of Council’s transitional Local Government Infrastructure Plan. Council is required to prepare an amended Local Government Infrastructure Plan and ensure it is compliant, by 1 July 2016. Failure to do so will result in Council not being able to levy infrastructure charges and impose conditions about trunk infrastructure.
- Financial sustainability and LGIP
As an important aspect in preparing a qualifying Local Government Infrastructure Plan, Council must ensure that the trunk infrastructure it has identified to support future growth must:
 - be necessary to service assumed growth and urban development or an increase in the standard of service;
 - provide an adequate but affordable standard of service to development;
 - be the most cost effective means of servicing assumed growth and future urban development, having regard to not only the capital cost but also the maintenance and operating costs of the infrastructure going forward, and
 - reflect a consistent servicing strategy over all trunk infrastructure networks.

Importantly, a local government must be able to fund the trunk infrastructure identified in its Local Government Infrastructure Plan. A local government must demonstrate its ability to fund the infrastructure. The Guideline outlines in detail what Council is required to do. A future Local Government Infrastructure Plan will provide proof of compliance and identify issues requiring Council’s consideration and approval. The State Government has introduced Appointed Reviewers, to be mandatorily engaged at Council’s cost, to undertake compliance checks and provide final sign-off as part of the process for producing an LGIP, or carrying out a major amendment to a Local Government Infrastructure Plan.

A program has been developed to ensure that Council meets its responsibilities. In recognising the timing of the 2016 Local Government elections, it is proposed to have the new Local Government Infrastructure Plan in place by December, 2015. A program showing how this can be achieved is provided as Attachment 2 – Program to amend the SCC Transitional Local Government Infrastructure Plan.

○ Adopted Infrastructure Charges Resolution

Council currently levies Infrastructure Charges in accordance with the ‘*Sunshine Coast Regional Council Adopted Infrastructure Charges Resolution (No 5) 2011*’. An updated resolution is required to address the following issues:

- i. Adjustment to the ‘Breakup Agreement’ (apportionment of charges) with Unitywater. Recently, a simplified method of apportionment was put to Unitywater, receiving a positive response. As per the previously agreed apportionment, both parties’ best interests have been preserved. The changes are evident in Tables 10.1 and 10.2 of the proposed Resolution.
- ii. Changes to the methodology for determining establishment costs of trunk infrastructure have been included, in keeping with the current State Government Guideline. This has particular relevance when negotiating offset and refund payments to developers.
- iii. The Resolution is required to now include ‘conversion criteria’. The criteria have effect when assessing an application lodged by a developer where the applicant considers that the conditioned non-trunk infrastructure should be identified as trunk infrastructure and therefore be eligible for offsets and refunds. It is considered that the criteria are fair and reasonable and protect the community’s interest.
- iv. Adjustment to some infrastructure charges has been applied, reflecting Council’s current levels of charge but recognising where indexation has lifted that charge to the maximum allowable. For example, for residential developments, the current level of charge for a lot providing for a detached three bedroom dwelling is \$27,000, being \$1,000 less than the maximum allowable charge. Indexation since 1 July 2011 has taken this to above the maximum \$28,000, so the proposed resolution now reads ‘\$28,000’.
- v. A number of minor administrative changes have been applied.

A full list of all changes made is provided in Attachment 3 – Infrastructure Charges Resolution (No 6) 2014 List of Amendments. For easy reference to the changes, and to note the context, a track change version of Resolution (No.5) is provided as Attachment 1 – Sunshine Coast Regional Council Adopted Infrastructure Charges Resolution (No.5) 2011 – Showing Track Changes.

○ Fair Value Charges and Priority Development Infrastructure

The State Government has put a proposition, at this stage without formal notification, to local authorities whereby reducing Infrastructure Charges to a prescribed level will allow a local authority to qualify for co-investment in growth related capital projects. The prescribed level of charge is referred to as Fair Value Charges and the co-investment projects as Priority Development Infrastructure. Information is still being acquired on these important issues and it is recommended that a further report be provided to Council’s December Ordinary meeting.

Legal

While there are no legal implications arising from the matters raised in this report, it is worth noting that the adoption of the Infrastructure Charges Resolution (No 6) 2014 provides the legal status of the document in accordance with the State planning regulatory provision (adopted charges), thereby enabling the levying of infrastructure charges on development to the charge levels defined in that document.

Policy

The policy implications are addressed by way of changes to the Infrastructure Charges Resolution, as directed by Council.

Risk

Council's exposure to risk is being addressed through adopting a revised Infrastructure Charges Resolution, bringing Council's Infrastructure Charges Resolution into alignment with State Government requirements and guidelines.

Previous Council Resolution

At Council's Ordinary Meeting of 22 May 2014, Council adopted the Sunshine Coast Regional Council Adopted Infrastructure Charges Resolution (No. 5) 2011.

Related Documentation

There is no related documentation relevant to this report, other than the Appendix and Attachments.

Critical Dates

There are no critical dates relevant to this report.

Implementation

The application of the Sunshine Coast Regional Council Infrastructure Charges Resolution (No. 6) 2014 will be effected immediately on receiving Council's direction.

8.2.2 SUNSHINE COAST PLANNING SCHEME 2014 (EDITORIAL MATTERS - ADMINISTRATIVE AND MINOR AMENDMENT)

File No:	Statutory Meetings
Author:	Senior Strategic Planner Regional Strategy & Planning Department
Appendices:	App A - Amended Planning Scheme Extracts for Editorial Matters (<i>Under Separate Cover</i>) Att Pg 59

PURPOSE

The purpose of this report is to seek Council's endorsement to make an administrative and minor amendment to the *Sunshine Coast Planning Scheme 2014*, to address editorial matters identified during the early implementation stage of the planning scheme.

EXECUTIVE SUMMARY

Following the commencement of the *Sunshine Coast Planning Scheme 2014* on 21 May 2014, a small number of editorial matters have been identified that require correction or changes to improve the clarity and efficiency of the planning scheme. These matters are very minor in nature and do not have any significant policy implications.

The matters generally relate to:

- a factual matter incorrectly stated in the planning scheme
- formatting, spelling, grammatical or mapping errors in the planning scheme
- cross-referencing errors in the planning scheme
- an amendment to reflect the latest version of the Queensland Planning Provisions (Version 3.1) in relation to definitions and
- matters otherwise of an administrative or minor nature (not a zoning change).

It is proposed to address these matters by making an amendment to the planning scheme.

It is considered that the proposed amendment to the planning scheme constitutes an 'administrative' and 'minor' amendment under *Statutory guideline 02/14: Making and amending local planning instruments*. The process for making an 'administrative' and 'minor' amendment to a planning scheme does not require public consultation. It is reasonable to allow approximately 6 weeks for a planning scheme amendment of this type to be finalised. However, this is subject to deliberations by the Planning Minister.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Sunshine Coast Planning Scheme 2014 (Editorial Matters – Administrative and Minor Amendment)" subject to noting that *Statutory guideline 02/14: Making and amending local planning instruments* referenced in the report has subsequently been replaced by *Statutory guideline 04/14: Making and amending local planning instruments*
- (b) in accordance with Chapter 3, Part 5 of the *Sustainable Planning Act 2009* and Section 2.4A.1, Stage 1, Step 1.1 of *Statutory guideline 04/14: Making and amending local planning instruments*, resolve to make an amendment to the Sunshine Coast Planning Scheme 2014 as set out in Appendix A (Amended Planning Scheme Extracts for Editorial Matters)
- (c) in accordance with Section 2.4A.1, Stage 1, Step 1.5 of *Statutory guideline 04/14: Making and amending local planning instruments*, resolve to advise the Minister for State Development, Infrastructure and Planning that it considers the amendment to the Sunshine Coast Planning Scheme 2014 to be an administrative and minor amendment for the following reasons:
 - (i) the proposed amendment is of a minor nature (does not involve a change to a zone)
 - (ii) the proposed amendment does not adversely affect a State interest
 - (iii) the proposed amendment corrects a factual matter incorrectly stated in the planning scheme
 - (iv) the proposed amendment corrects formatting, grammatical, spelling and mapping errors in the planning scheme
 - (v) the proposed amendment corrects cross-references in the planning scheme
 - (vi) the proposed amendment reflects the latest version of a mandatory component in a standard planning scheme provision (Queensland Planning Provisions Version 3.1)
 - (vii) the public interest would not be served by undertaking public notification about the proposed amendment
- (d) subject to confirmation from the Minister for State Development, Infrastructure and Planning, that the proposed amendment is an administrative and minor amendment as provided for under *Statutory guideline 04/14: Making and amending local planning instruments*, delegate authority to the Chief Executive Officer to carry out the statutory process for making the proposed amendment which under *Statutory guideline 04/14: Making and amending local planning instruments* currently involves the following:
 - (i) prepare the proposed amendment to the Sunshine Coast Planning Scheme 2014 and where required, consult with relevant State agencies to finalise the proposed amendment, in accordance with Section 2.4A.1, Stage 1, Step 3.1 and Step 3.2 of *Statutory guideline 04/14: Making and amending local planning instruments*
 - (ii) adopt the proposed amendment to the Sunshine Coast Planning Scheme 2014 in accordance with Section 2.4A.1, Stage 4, Step 9.4 of *Statutory guideline 04/14: Making and amending local planning instruments*

- (iii) place a notice in the government gazette, a newspaper circulating in the local government area and on Council's website about the adoption and commencement of the proposed amendment to the Sunshine Coast Planning Scheme 2014 in accordance with Section 2.4A.1, Stage 4, Step 9A.5 of *Statutory guideline 04/14: Making and amending local planning instruments*
- (iv) provide a copy of the above notice and one electronic copy of the proposed amendment to the Sunshine Coast Planning Scheme 2014 in accordance with Section 2.4A.1, Stage 4, Step 9.6 of *Statutory guideline 04/14: Making and amending local planning instruments*, to the Chief Executive of the Department of State Development, Infrastructure and Planning.

FINANCE AND RESOURCING

There are sufficient funds allocated in the Regional Strategy and Planning 2014/2015 budget to undertake the proposed amendment to the *Sunshine Coast Planning Scheme 2014*.

CORPORATE PLAN

Corporate Plan Goal:	<i>A new economy</i>
Outcome:	1.1 - Strong economic leadership, collaboration and identity
Operational Activity:	1.1.1.3 - Implement the Sunshine Coast Planning Scheme including progression of council nominated investigations and priority amendments to the planning scheme

CONSULTATION

Internal Consultation

No internal consultation has been undertaken in relation to this report, given the minor nature of the proposed amendment.

External Consultation

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

Community Engagement

An extensive community consultation program was undertaken during the preparation of the Sunshine Coast Planning Scheme, including public notification of the draft Sunshine Coast Planning Scheme from October to December 2012.

It is considered that the proposed amendment to the planning scheme constitutes an 'administrative' and 'minor' amendment under *Statutory guideline 02/14: Making and amending local planning instruments*. Public consultation is not required for an 'administrative' and 'minor' amendment.

PROPOSAL

This report presents to Council a proposed administrative and minor amendment to the *Sunshine Coast Planning Scheme 2014* relating to editorial matters identified during the early implementation stage of the planning scheme.

Background

On the 14 April 2014, Council adopted the *Sunshine Coast Planning Scheme 2014*. The planning scheme was gazetted on 2 April 2014 and commenced on 21 May 2014.

During the early implementation period of the planning scheme, a small number of editorial matters have been identified that require correction or changes to improve the clarity and efficiency of the planning scheme. These matters are very minor in nature and do not have any significant policy implications.

Editorial matters

The editorial matters generally relate to:

- a factual matter incorrectly stated in the planning scheme
- a formatting, spelling, grammatical or mapping error
- cross-references in the planning scheme
- an updated administrative definition in the latest version of the Queensland Planning Provisions (Version 3.1) and
- matters otherwise of a minor nature (not a zoning change).

To address these matters, it is proposed to make the following amendment to the planning scheme:

Part 1 – About the planning scheme	<ul style="list-style-type: none"> • Changes to Table 1.6.1 Building assessment provisions, to clarify that the Bushfire hazard overlay maps include bushfire hazard area buffers for the purposes of the <i>Building Regulations 2006</i>
Part 5 – Tables of assessment	<ul style="list-style-type: none"> • Changes to fix a factual matter incorrectly stated in the planning scheme (e.g. incorrect codes stated in Tables of assessment, a defined use incorrectly stated, incomplete heading name, incorrect referencing to local plan precinct names) • Changes to fix formatting errors (e.g. missing bullet point)
Part 7 – Local plans	<ul style="list-style-type: none"> • Changes to fix a factual matter incorrectly stated in the planning scheme (e.g. identification of Community activity/facility on Figure 7.2.8 (Coolum Local Plan Elements) to be consistent with Community facilities zone on zone map, incorrect label on Figure 7.2.12A (Glass House Mountains Local Plan Elements) and Overall Outcome (h) in the Yandina Local Plan Code fixed to reflect zone map)
Part 8 – Overlay codes	<ul style="list-style-type: none"> • Changes to the Bushfire hazard overlay code to clarify that a Designated bushfire area includes bushfire hazard area buffers • Changes to the Scenic amenity overlay code to correct a reference to a defined term
Part 9 – Development codes	<ul style="list-style-type: none"> • Changes to fix a grammatical error • Changes to fix a factual matter incorrectly stated in the planning scheme (e.g. incorrect reference to PO6 instead of AO6 in the Sales office code, incorrect measurement in the Advertising devices code)

	<ul style="list-style-type: none"> Amend Figure 9.4.8B(i) (2031 Strategic Network of Pedestrian and Cycle Links (Pathways)) in the Transport and parking code, to remove the 'Regional pathway' along the waterway on the southern side of the 13 residential lots along Maloja Avenue to be consistent with the provisions relating to this area in the Caloundra Local plan area code
Schedule 1 - Definitions	<ul style="list-style-type: none"> Changes to fix grammatical, formatting and spelling errors Changes to fix a factual matter incorrectly stated in the planning scheme relating to an administrative definition The inclusion of an editor's note to the administrative definition of site cover to exclude roof overhangs from the calculation of site cover Changes to existing administrative definitions to align with the definitions in the latest version of the Queensland Planning Provisions (Version 3.1) (e.g. relating to 'storey')
Schedule 2 - Mapping	<ul style="list-style-type: none"> Changes to fix mapping errors relating to:- <ul style="list-style-type: none"> all Biodiversity, waterways and wetlands overlay maps (ii) amended, so that Waterways Stream order 1-2 and Stream order 3-4 have a different colour symbology); the legend on all portrait Bushfire hazard overlay maps to include the word 'buffer' where relevant

A copy of the proposed amendment to the planning scheme (amended pages and sample maps only) is included at **Appendix A – Amended Planning Scheme Extracts for Editorial Matters**.

Process for amending a planning scheme

Statutory guideline 02/14: Making and amending local planning instruments, sets out the minimum requirements that a local government must follow when amending a planning scheme. Amendments to a planning scheme are categorised into one of the following types:-

- rezoning of government land amendment
- administrative amendment
- minor amendment or
- major amendment.

Section 2.3A.2 of *Statutory Guideline 02/14: Making and amending local planning instruments* allows Council to undertake an 'administrative' amendment to a planning scheme when the amendment:-

- corrects or changes an explanatory matter, the format or presentation of the planning scheme, a spelling, grammatical or mapping error, a factual matter incorrectly stated, a redundant or outdated term, inconsistent numbering or cross-references in a planning scheme or

- reflects an amendment to the mandatory, non-mandatory or optional components of the standard planning scheme provisions (SPSP) used in the planning scheme (e.g. an updated definition in the Queensland Planning Provisions).

Section 2.3A.3 of *Statutory Guideline 02/14: Making and amending local planning instruments* allows Council to undertake a 'minor' amendment to a planning scheme when the amendment is otherwise of a minor nature (does not involve a zoning change).

In accordance with Section 2.3A.2 and 2.3A.3 of *Statutory Guideline 02/14: Making and amending local planning instruments*, it is considered that the proposed amendment to the planning scheme is an 'administrative' and 'minor' amendment because:-

- the proposed amendment is of a minor nature (does not involve a change to a zone)
- the proposed amendment does not adversely affect a State interest
- the proposed amendment corrects a factual matter incorrectly stated in the planning scheme
- the proposed amendment corrects formatting, grammatical, spelling and mapping errors in the planning scheme
- the proposed amendment corrects cross-references in the planning scheme;
- the proposed amendment reflects the latest version of a mandatory component in a standard planning scheme provision (Queensland Planning Provisions Version 3.1); and
- the public interest would not be served by undertaking public notification about the proposed amendment.

It is also considered that the proposed amendment improves the clarity and efficiency of the planning scheme.

Preliminary discussions with the regional office of the Department of State Development, Infrastructure and Planning, has indicated that it is reasonable to consider that the proposed amendment to the planning scheme constitutes an 'administrative' and 'minor' amendment in accordance with Section 2.3A.2 and 2.3A.3 of *Statutory guideline 02/14: Making and amending local planning instruments*. However, the ultimate decision in this regard rests with the Minister for State Development, Infrastructure and Planning (the Planning Minister).

In the event that the Planning Minister does not consider the proposed amendment or part of the proposed amendment to be an 'administrative' and 'minor' amendment, this matter will need to be referred back to Council for further consideration.

The process for making an 'administrative' and 'minor' amendment to a planning scheme does not require public consultation. It is reasonable to allow for 6 weeks for a planning scheme amendment of this type to be finalised. However, this is subject to deliberations by the Planning Minister.

Legal

Statutory guideline 02/14: Making and amending local planning instruments sets out the process, under the *Sustainable Planning Act 2009*, that a local government must follow when making a planning scheme amendment. Where necessary, legal advice may be sought to provide drafting, procedural and general advice during the amendment process to ensure compliance with the Act and associated legislation.

Policy

The proposed amendment aligns with Council's policy contained in the Sunshine Coast Council Corporate Plan 2014-2019, to implement the *Sunshine Coast Planning Scheme 2014* (including progression of priority amendments to the planning scheme).

Risk

The proposed amendment is aimed at improving the clarity and efficiency of the planning scheme.

Previous Council Resolution

At a Special Meeting of Council, held on 14 April 2014 (Item 5.1.2), Council resolved to adopt the *Sunshine Coast Planning Scheme 2014* (Council Resolution No. SM14/8).

Related Documentation

The following documents relate to this report:

- *Sunshine Coast Planning Scheme 2014*
- *Sustainable Planning Act 2009*
- *Statutory guideline 02/14: Making and amending local planning instruments* and
- Queensland Planning Provisions (Version 3.1).

Critical Dates

There is a desire to progress and implement the proposed amendment to the *Sunshine Coast Planning Scheme 2014*, as soon as practicable.

Implementation

Following Council consideration, the following steps are intended to be undertaken:

- Advise the Planning Minister of Council's decision to make an amendment to the planning scheme and the reasons why Council considers the proposed amendment to the *Sunshine Coast Planning Scheme 2014* to be an 'administrative' and 'minor' amendment in accordance with *Statutory guideline 02/14: Making and amending local planning instruments*; and
- Subject to confirmation obtained from the Planning Minister that the proposed amendment would be an 'administrative' and 'minor' amendment, place a notice in the Queensland Government Gazette, the Sunshine Coast Daily and on Council's website advising of the adoption and commencement of the proposed amendment to the *Sunshine Coast Planning Scheme 2014* (Editorial Matters – Administrative and Minor Amendment).

8.3 CORPORATE SERVICES

8.3.1 SUNSHINE COAST COUNCIL ANNUAL REPORT 2013/2014

File No: 4.16.1

Author: Manager Corporate Governance
Corporate Services Department

Appendices: App A - Sunshine Coast Council Annual Report 2013/2014
(Under Separate Cover) Att Pg 97

PURPOSE

This report presents the annual report for Sunshine Coast Council, covering the period 1 July 2013 – 30 June 2014.

The Annual Report 2013/2014 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:

Building economic sustainability

- Capital works program to the value of \$109 million
- Launched Regional Economic Development Strategy 2013-2033
- Launched a new planning scheme
- Started works for building Maroochydore City Centre
- Continued international relations with China and Japan
- Evaluation of the establishment of a solar farm to supply council electricity
- Expanded Air New Zealand flights to half-yearly seasons (from 2015)

Building environmental sustainability

- Acquired close to 400 hectares of environmentally significant land at a cost of approximately \$5.7 million
- Supported 26 not-for-profit community groups through the Community Environment Partnership program
- Established 15,000 native plants along Maroochydore/Alex Beach to rehabilitate the coastal dune
- Awarded more than 100 Landholder Environment Grants to improve and protect environmental values on private properties
- Commenced the largest fauna monitoring project to be undertaken in Council's environmental reserves to improve conservation management practices

Building a sustainable community and lifestyle

- Consolidated three customer contact call centre locations into one, with significant improvements in service

- Major reforms to animal management; cat registration, dogs in outdoor dining areas, dog off leash areas, and the drafting of a Domestic Animal Management (Cats and Dogs) Strategy
- The 2013/2014 Festive Season offered over 80 family friendly activities
- Our venues played host to more than 7,000 performances and events, attracting almost half-a-million people.
- Community grants program of \$4.4 million provided to support community organisations

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Sunshine Coast Council Annual Report 2013/2014”
- (b) adopt the Sunshine Coast Council Annual Report 2013/2014 (Appendix A) and
- (c) 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 core budget. The estimated total cost covering preparation to publication is \$4,000. 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. A promotional brochure will also be produced.

CORPORATE PLAN

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

CONSULTATION

Internal Consultation

Directors and relevant staff in each department provided feedback on major achievements and highlights for 2013-2014 under each corporate plan theme.

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 2013/2014 is comprised of four parts and each part is detailed below:

Part 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.

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

This section includes the annual highlights in delivering the Corporate Plan 2009-2014 and Operational Plan 2013-2014.

Part 3 - Annual Disclosures

Covers all non-financial information required to be published in council's annual report under the *Local Government Act 2009*, *Local Government Regulation 2012* and *Public Sector Ethics Act 1994*. In addition, disclosures considered best practice in annual reports, such as information on governance and risk management are included.

Part 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*.

Council is not in receipt of the auditor-general's report on the financial statements, at this time. It is expected that this part of the annual report will be presented to the December 11 ordinary meeting of council.

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 2013/2014.

Related Documentation

Council adopted the:

- Corporate Plan 2009-2014 on 14 May 2009
- Operational Plan 2013-2014 on 25 June 2013
- Budget and Forward Estimates 2013-2014 on 25 June 2013.

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
- Promotional brochure – distribution to council libraries, customer service centres and councillors.

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

8.3.2 SEPTEMBER 2014 FINANCIAL PERFORMANCE REPORT

File No:	Financial Reports
Authors:	Acting Coordinator Financial Services Corporate Services Department Coordinator Treasury and Rates Corporate Services Department
Attachments:	Att 1 - September 2014 Financial Performance Report 119

PURPOSE

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

EXECUTIVE SUMMARY

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

The operating result at 30 September 2014 shows a positive variance of \$7.0 million compared to the forecast position.

The operating result variation is made up of higher than expected revenue of \$3.0 million (2.2%) and lower than expected operating expenses of \$3.9 million (4.5%). Further detail is provided in the proposal section of this report.

As at 30 September 2014, \$24.9 million (16.7%) of council's \$149.6 million 2014/2015 Capital Works Program was financially expended.

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

OFFICER RECOMMENDATION

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

FINANCE AND RESOURCING

There are no finance and resourcing implications from this report.

CORPORATE PLAN

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

CONSULTATION

Internal Consultation

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

External Consultation

No external consultation is required for this report.

Community Engagement

No community engagement is required for this report.

PROPOSAL

The operating result at 30 September 2014 shows a positive variance of \$7.0 million compared to the forecast position.

This operating result variation is made up of higher than expected revenue of \$3.0 million and lower than expected operating expenses of \$3.9 million.

Operating Revenue

Net Rates and Utility Charges

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

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

Fees and Charges

The \$872,000 favourable variance in fees and charges mainly relates to development application revenue which is higher than budget by \$1 million. This is offset by tip fees being less than the year to date budget.

Other Revenue

The \$633,000 favourable variance in other revenue is mainly due to:

- \$200,000 from waste collection contractors, as per contract arrangements, to support the Waste & Resource Management Education Centre programs. This is offset by expenditure
- \$113,000 London Creek Revegetation Offset revenue not budgeted
- \$50,000 Mooloolaba dredging contribution from State Government

as well as favourable year to date variances in recoverable works, road maintenance levy and rent/lease revenue.

Operating Expenses

Employee Costs

As at 30 September 2014, employee costs were below budget by \$984,000 or 3.4%.

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

Materials and Services

As at 30 September 2014, Materials and Services costs were below budget by \$2.7 million or 7.8%.

A range of items are less than the year to date budget including waste costs, projects, utilities and reactive budgets.

Capital Revenue

Capital Revenues, at \$14.3 million, are higher than the year to date budget by \$5.5 million or 62%. This is made up of unbudgeted grants and subsidies, as well as developer contributions at \$3.1 million and contributed assets at \$8 million being higher than the year to date budget.

The unbudgeted grants and subsidies will be included in Budget Review 2 and are as follows:

- \$1.1 million received for Cycle Network Local Government Grants Program
- \$934,000 NDRRA (Natural Disaster Relief & Recovery Arrangements)
- \$300,000 for Central Park, Arthur Street and
- \$19,000 Energy Efficiency Grant funding for solar hot water pumps at the Holiday Parks.

Capital Expenditure

As at 30 September 2014, \$24.9 million (16.7%) of council's \$149.6 million 2014/2015 Capital Works Program was financially expended.

Detail by Capital Works Program is outlined below:

Program	Original Budget \$000	Current Budget \$000	YTD Actual \$000	% of Annual Budget Spent
Buildings and Facilities	4,997	7,885	445	5.7%
Coasts and Canals	2,070	2,651	455	17.2%
Divisional Allocations	3,335	3,623	395	10.9%
Environmental Assets	926	1,141	124	10.9%
Fleet	1,290	1,290	105	8.2%
Parks and Gardens	9,027	13,058	3,066	23.5%
Stormwater	6,202	6,599	547	8.3%
Transportation	47,286	55,683	9,654	17.3%
Information Technology	2,768	3,884	670	17.3%
Strategic Land & Commercial Properties	18,751	29,150	3,642	12.5%
Aerodromes	581	912	27	3.0%
Sunshine Coast Airport	5,148	5,741	691	12.0%
Holiday Parks	1,158	2,119	313	14.8%
Quarries	1,950	2,204	50	2.3%
Waste	8,403	13,727	4,702	34.3%
TOTAL COUNCIL	113,892	149,637	24,929	16.7%

Investment Performance

- All investment parameters remain within the guidelines established by the Investment Policy.
- For the month ending 30 September 2014 council had \$273 million cash (excluding Trust Fund) with an average interest rate of 3.41%, being 0.81% above benchmark. This is compared to the same period last year with \$317 million cash (excluding Trust Fund) where the average interest rate was 3.89%, being 1.29% above benchmark.
- The benchmark used to measure performance of cash funds is the UBS Bank Bill Index and the Bank Bill Swap Rate (BBSW) for term deposits.

Legal

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

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

Policy

Council's Investment Policy.

Risk

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

1. There is a claim for an additional \$22.8 million in cash transfer from Noosa Shire Council. The Minister has initiated an independent process to determine the validity of the Noosa Shire Council claim. An additional \$22.8 million in cash transfer would be shown as a loss on disposal and decrease the Sunshine Coast cash balance.
2. Due to the State Government Award Modernisation process, council has been unable to finalise a new Certified Agreement with staff and the unions. A new Certified Agreement may contain a retrospective pay increase.

Previous Council Resolution

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

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

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

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

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

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

Related Documentation

There is no related documentation for this report.

Critical Dates

There are no critical dates for this report.

Implementation

There are no implementation details to include in this report.

8.4 COMMUNITY SERVICES**8.4.1 PARKING AMNESTY FOR CALOUNDRA CBD****File No:** ECM 13 November 2014**Author:** Coordinator Community Land Permits and Parking
Community Services Department**Attachments:** Att 1 - Request from Caloundra Chamber of Commerce and
Industry Incorporated 133

PURPOSE

The purpose of this report is to seek Council consideration of a request from the Caloundra Chamber of Commerce and Industry Inc. for a six (6) week paid parking amnesty in the Caloundra CBD commencing on Saturday 13 December, 2014.

EXECUTIVE SUMMARY

On 13 October, 2014 the Caloundra Chamber of Commerce and Industry Inc. requested Council's Chief Executive Officer to implement a paid parking amnesty in the Caloundra CBD for a six (6) week period, commencing on Saturday 13 December, 2014. If endorsed, the paid parking amnesty will conclude at midnight on Monday 26 January, 2015. The request, which has the support of the Divisional Councillor, is included as Attachment 1.

In October 2013, Council endorsed a seven (7) week paid parking amnesty in the Caloundra CBD, for the period 7 December, 2013 to 27 January, 2014 following a request from the Caloundra Chamber of Commerce and Industry Incorporated. This amnesty was requested in an effort to support local businesses through the busy holiday period.

While the amnesty was in place, Council officers continued to conduct parking patrols in the Caloundra CBD ensuring vehicles were adhering to other parking conditions, including the two (2) hour time limit, parking in no stopping areas, disabled bays and bus stops. Over the seven (7) week amnesty period in 2013 Council issued a total of 174 infringements for a variety of offences including 110 infringements for overstaying the two (2) hour time limit.

The proposed paid parking amnesty in December 2014 and January 2015 will not result in any operational change to workload of parking officers in the Caloundra CBD during the six week (6) period. Parking officers will continue to undertake their duties in the management of other parking conditions.

It should be noted that 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 decrease in revenue derived from the parking meters. As per the paid parking amnesty last year, this resulted in an approximate decrease in revenue of between \$50,000 and \$55,000.

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 six (6) weeks, commencing midnight Friday 12 December, 2014 until midnight Monday 26 January, 2015.

FINANCE AND RESOURCING

It is anticipated that the foregone revenue in metered parking for the proposed six (6) week amnesty period will be between \$50,000 to \$55,000. This figure is based on the decrease in revenue for the amnesty period in 2013 and adjusted for 6 weeks.

Two Council parking officers (1 full time equivalent and 1 agency casual) regularly monitor the Caloundra CBD area. Parking infringements will continue to be issued for instances such as exceeding two (2) hour time limit, parking in no stopping, disabled parking bays and bus stop enforcement.

The operational expenditure related to the two Council parking officers in the Caloundra CBD for the six (6) week period is accommodated in the 2014/15 budget as adopted by Council and is approximately \$13,000.

CORPORATE PLAN

Corporate Plan Goal: *Service excellence*

Outcome: We serve our community by providing this great service

Operational Activity: S23 - Local amenity and local laws - maintaining and regulating local amenity through local laws, regulated parking, community land permits and management of animals, overgrown land and abandoned vehicles

CONSULTATION

The following sections of this report outline the consultation that has been undertaken in relation to this report.

Internal Consultation

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

- Councillor, Division 2
- Director, Community Services
- Director, Infrastructure Services
- Manager, Community Response
- Senior Management Accountant, Finance and Business

Consultation has occurred with the Director, Infrastructure Services to ensure that this request has no bearing on the Caloundra CBD Parking fund or any planned projects to be funded from this source.

External Consultation

Caloundra Chamber of Commerce and Industry Inc.

Community Engagement

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

PROPOSAL

On 13 October, 2014 Council received correspondence from the Caloundra Chamber of Commerce and Industry Inc. requesting Council's Chief Executive Officer to implement a paid parking amnesty in the Caloundra CBD for a six (6) week period, commencing on Saturday 13 December, 2014 and concluding at midnight on Monday 26 January, 2015. The request, which has the support of the Divisional Councillor, is included as Attachment 1.

In October, 2013 Council endorsed a seven (7) week paid parking amnesty in the Caloundra CBD, for the period 7 December, 2013 to 27 January, 2014 following a request from the Caloundra Chamber of Commerce and Industry Inc. This amnesty was requested in an effort to support local businesses through the busy holiday period.

While the amnesty was in place, Council officers continued to conduct parking patrols in the Caloundra CBD ensuring vehicles were adhering to other parking conditions, including the two (2) hour time limit, parking in no stopping areas, disabled bays and bus stops. Over the seven (7) week amnesty period in 2013 Council issued a total of 174 infringements for a variety of offences including 110 infringements for overstaying the two (2) hour time limit.

Caloundra is the only area on the Sunshine Coast to have paid meter parking. Current fees for metered parking are 25 cents per 10 minutes. This arrangement has been in place since 1992 and was adopted in Council's 2014/15 fees and charges schedule. Currently there are 71 paid parking meters in operation 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 and Industry Inc., if approved, will translate into decreased revenue from the parking meters of approximately \$50,000 to \$55,000.

Two Council parking officers regularly patrol in the Caloundra CBD between 9.00 am and 5.00 pm weekdays and between 9.00 am and noon on Saturday mornings to monitor compliance. These two officers are also responsible for collecting cash from the parking meters between 7:30 am and 8:30 am, three days per week. While the proposal from the Caloundra Chamber of Commerce and Industry Inc. will result in officers not being required to undertake cash collections for the six (6) week period, the proposal will not affect the time required to undertake parking compliance duties, nor the budget associated with this work.

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

The following previous Council resolutions are relevant to this report.

Council Resolution (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.*

Council Resolution (OM13/1)

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.*

Related Documentation

There is no related documentation regarding this report.

Critical Dates

A council resolution is required before 13 December, 2014 to accommodate the request from the Caloundra Chamber of Commerce and Industry Inc.

Implementation

If endorsed, Council staff will work with the Caloundra Chamber of Commerce and Industry Inc. to inform the community of the amnesty period and to ensure parking meters are non-operational from Saturday 13 December, 2014 for a six (6) week period.



13 October 2014

John Knaggs
CEO
Sunshine Coast Council

Dear John

Re: PARKING AMNESTY FOR CHRISTMAS 2014 IN CALOUNDRA

I am writing to request that Council consider a parking amnesty for the Caloundra central business area for the six weeks of school holidays starting from Saturday 13 December.

This period would cover the critical pre-Christmas shopping time and the post-Christmas sales and retail engagement by locals as well as visitors to town in January.

We understand that there would be no adverse impact on Council's general revenue as the proceeds of metered parking in the Caloundra CBA do not go into general revenue but are instead quarantined for Caloundra CBA projects.

I'm certain that businesses in the Caloundra CBA would rather have more customers than more revenue in that account and a parking amnesty will be seen in a positive light.

Thanks for Council's consideration of this request. I look forward to your advice.

Kind Regards

A handwritten signature in black ink, appearing to read "Michael Shadforth", is written over a faint, larger version of the same signature.

Michael Shadforth
President

PO Box 177 CALOUNDRA QLD. 4551
Phone: 07 5492 5977 – Fax: 07 5499 7633
Email: admin@caloundrachamber.com.au Web: www.caloundrachamber.com.au

8.4.2 2014/2015 COMMUNITY GRANTS PROGRAM MAJOR GRANTS ROUND 1 SEPTEMBER - RECOMMENDATIONS

File No:	ECM 13 November 2014
Author:	Coordinator Community Programs and Events Community Services Department
Appendices:	App A - Major Grant Recommendations September 2014..... 145
Attachments:	Att 1 - Panel Representation 159
	Att 2 - Major Grant Recommendations September 2014 - Additional Information (<i>Under Separate Cover</i>) - <i>Confidential</i>..... <i>Conf Att Pg 5</i>
	Att 3 - Funding Round Comparison 2012 - 2014 163

PURPOSE

This report seeks Council consideration and endorsement of funding recommendations for the first round of the 2014/2015 Community Grants Program Major Grants.

EXECUTIVE SUMMARY

Sunshine Coast 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 Corporate Plan 2014-2019 objectives and ensures equitable opportunity for community groups to access council funding for projects which meet community need and result in community benefit.

The Community Grants Program for 2014/2015 (Major Grants round) closed on 15 September, 2014.

Council received ninety one (91) applications requesting a total of \$855,637 across seven (7) categories:

- Community Development
- Community Facilities
- Cultural Development
- Cultural Heritage
- Economic Development
- Festive Season
- Sport, Recreation & Healthy Living.

Funding totaling \$415,307 for 70 projects is recommended for Council's consideration and endorsement (Appendix A).

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "2014/2015 Community Grants Program Major Grants Round 1 September - Recommendations" and**
- (b) endorse the Major Grant Recommendations September, 2014 (Appendix A).**

FINANCE AND RESOURCING

This report to Council covers the first Major Grant round for the 2014/2015 Community Grants Program, which closed on 15 September, 2014.

The Community Grants Program for 2014/2015 has an adopted budget of \$767,078.

The total applications submitted numbered 91 with an amount requested totaling \$855,637.

It is recommended that 70 applicants be funded at an amount recommended \$415,307 (which represents 54% of the total financial year budget).

Category	Applications Received	Funding requested	Applications Recommended	Funding Recommended (GST exc.)	% Applicants Recommended
Community Development	25	\$196,793	18	\$93,292	72%
Community Facilities	29	\$323,106	22	\$154,744	76%
Cultural Development	12	\$133,649	10	\$63,465	83%
Cultural Heritage	3	\$18,609	2	\$11,109	67%
Economic Development	4	\$36,612	3	\$17,500	75%
Festive Season	3	\$20,586	3	\$14,650	100%
Sport and Recreation	15	\$126,282	12	\$60,547	80%
Total	91	\$855,637	70	\$415,307	77%

The Community Grants Program can accommodate this recommended amount in the first Major Grant round, however, it is noted that a second round of the Major Grants Program for 2014/2015 and two minor round programs are still to be determined over the course of this financial year.

In response to a recent Council resolution (OM14/1) to review the Community Partnership Funding Program and report back to Council in December, 2014 a new round of funding has not opened in 2014/15 under this Partnership program. As such, a number of community organisations have now approached the Community Grants Program and placed additional financial pressure on this Grants program. As a result, Community Services will request as part of the Budget Review 2 process, Council's consideration to transfer a proportion of the currently suspended 2014/15 Community Partnerships Funding Program budget to the Community Grants Program so that the Grants program is able to potentially accommodate a second round and two minor round programs this financial year. The proposed transfer will have no net effect on the overall adopted Grants Cost Centre budget as the proposed transfer represents an internal reallocation.

CORPORATE PLAN

Corporate Plan Goal: *A new economy*

Outcome: We serve our community by providing this great service

Operational Service: S2 - **Economic development** - providing industry and business programs and initiatives to support the growth of the regional economy

Corporate Plan Goal: *A strong community*

Outcome: We serve our community by providing this great service

Operational Service: S4 - **Community and cultural development and partnerships** - providing planning, partnering and supporting the community through a range of community development, civic and cultural programs and grants

Corporate Plan Goal: *A strong community*

Outcome: We serve our community by providing this great service

Operational Service: S12 - **Sporting facilities** - providing regional, district and community sport and recreation facilities including aquatic centres, showgrounds and multi-sports fields

CONSULTATION

Internal Consultation

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. Attachment 1 outlines the staff involved in each panel.

The Management Accountant, Finance was also consulted on budget matters.

External Consultation

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

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

Community Engagement

Broad community engagement was not required to inform this report.

PROPOSAL

The revised Sunshine Coast Council Grants Policy (the Policy) was endorsed at the Ordinary Meeting on 20 June, 2013.

Sunshine Coast 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 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
- 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 Policy ensures an equitable, open and transparent process for applicants to seek financial assistance, which complies with relevant legislation.

Council officers manage the Community Grants Program, undertaking many activities in relation to the promotion, support, assessment and distribution of funding and working to build capacity in applicant organisations.

Promotion and Support

The following tools were used to promote information about the Community Grants Program:

- council's website, Facebook, Twitter and CommunityHub website
- online community newsletters
- extensive newspaper advertising in local community newspapers including media releases and spotlight print
- spotlight radio, council's e-news, library e-news and messages on hold
- features in Councillor columns
- television commercial on Channel 7, incorporated with other Council issues
- grant information and writing sessions - four sessions held at Council libraries
- grant guidelines were available in libraries and customer service centres.

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
- assisting applicants with identifying other grant and funding opportunities.

Applications

A total of 91 applications were received across the seven grant categories of the 2014/2015 Community Grants Program (Major Grant round), requesting \$855,637 in funding.

Assessment

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

A new Community Facilities category was introduced in 2014/2015 Community Grants program so that all infrastructure requests could be considered together by a single panel.

During the pre-assessment stage, Council officers identified 16 applications in other categories that would have been better assessed against the new Community Facilities category priorities. Applicants were contacted by Grants Officer to discuss this option and suggest a change in category. Of these, 14 agreed and two declined.

Panel discussion focused on alignment to category aims and priorities, community need and benefit and capacity of the organisation to achieve the project outcome. The panels also took into consideration the number of applications received and 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 offered, the panel:

- considered whether the project could be successfully completed with the funding allocated
- considered whether funding for stand-alone components of the project could be provided
- and/or provided the opportunity for the applicant to reduce the scope of the project in consultation with council officers.

In order to establish equitable financial support for the wide range of Festive Season events across the region, assessment of each application was based on event type ('major', 'medium' or 'minor' as per the Council endorsed Community Event Matrix) and key elements in the application such as event attendance, cost, location and past acquittal information were considered.

No other formulas or matrixes were used to inform the assessments.

Recommendation

Funding of \$415,307 for 70 projects is recommended for Council endorsement. Below is a summary of applications and recommended outcomes for each category.

September 2014 Major Grants Recommendations Summary

Category	Applications Received	Funding requested	Applications Recommended	Funding Recommended (GST exc.)	% Applicants Recommended
Community Development	25	\$196,793	18	\$93,292	72%
Community Facilities	29	\$323,106	22	\$154,744	76%
Cultural Development	12	\$133,649	10	\$63,465	83%
Cultural Heritage	3	\$18,609	2	\$11,109	67%
Economic Development	4	\$36,612	3	\$17,500	75%
Festive Season	3	\$20,586	3	\$14,650	100%
Sport and Recreation	15	\$126,282	12	\$60,547	80%
Total	91	\$855,637	70	\$415,307	77%

Details relating to the recommended outcomes are included in Appendix A.

Confidential Attachment 2 provides additional information relating to the assessment of applications and is provided in confidence under Section 275 (h) of the *Local Government Act 2009*.

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

Legal

There are no legal implications to this report.

Policy

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

Any Councillor requested changes to funding recommendations need to be supported by reasons and those reasons recorded.

Risk

There is risk of community concern in regard to the number of community groups which were unsuccessful or part funded in this round due to budget availability.

Previous Council Resolution**Ordinary Meeting 22 May 2014 – Council Resolution 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 30 January 2014 – Council Resolution OM14/7

That Council:

- (a) *receive and note the report titled “**Festive Season program 2014/2015**”*
- (b) *endorse a community event matrix (Appendix A) to assist the equitable allocation of grants, donations and sponsorship by Council for community Festive Season events and activities*
- (c) *seek community partnerships and offer sponsorship arrangements for Carols on Kings and Carols at Cotton Tree at \$30,000 each event*
- (d) *request the Chief Executive Officer to approach the organisers of identified, high profile, established community Christmas Carol events to offer sponsorship arrangements*
- (e) *approve the continuation of one signature New Year’s Eve event for the region based at Mooloolaba and continue ongoing strategic investigations into additional revenue streams*
- (f) *approve the ongoing delivery of the three Australia Day civic event programs consisting of the Sunshine Coast Australia Day Awards and the Sunshine Coast Australia Day Citizenship ceremony (to be held at a different location across the region annually) and one formal Australia Day flag raising ceremony at Kings Beach*
- (g) *endorse the installation and decoration of existing Christmas trees and banners across the region (Appendix B), while working with divisional Councillors to seek further opportunities to reduce the number of Council funded trees via the establishment of sponsorship and partnership programs with businesses and community groups*

- (h) *develop an annual grants program, in consultation with divisional Councillors, aimed at encouraging business groups to take on the responsibility of lighting and decorating business centres*
- (i) *request the Chief Executive Officer ensure the planning and delivery of the Maroochydore Principal Regional Activity Centre be considerate of future Festive Season programming in relation to safety and competition with already existing festive season events*
- (j) *request the Chief Executive Officer to investigate the establishment of festive season entry statements*
- (k) *request the Chief Executive Officer to refer the funding for the Festive Season program as outlined in this report to the 2014/2015 budget and*
- (l) *request the Chief Executive Officer to review the Festive Season delivery model in three years and report back to councillor, however at an earlier time as required where external involvement is not realised.*

Ordinary Meeting 20 June 2013 – Council Resolution OM13/109

That Council:

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

Related Documentation

Related documentation includes funding agreements with successful community organisations.

Relevant policy and strategy documents include:

- Asset Management Policy
- Community Grants Policy (2013)
- Community Grants Guidelines
- Community Engagement Policy
- Community Events and Celebrations Strategy
- Community Land and Complimentary Commercial Activity Policy
- Cultural Development Policy
- Economic Development Strategy
- Events Policy
- Heritage Levy
- Pest Management Plan
- Public Art Policy
- Regional Sport and Active Recreation Plan
- Rural Futures Strategy
- Sunshine Coast Access and Inclusion Plan 2011-2016

- Sunshine Coast Affordable Living Strategy
- Sunshine Coast Community Plan
- Sunshine Coast Open Space Strategy
- Sunshine Coast Social Infrastructure Strategy
- Sunshine Coast Aquatics Plan
- Sunshine Coast Council Positive Ageing Strategy 2011-2016
- Sunshine Coast Council Reconciliation Action Plan 2011-2016
- Sunshine Coast Wellbeing Charter
- Sunshine Coast Youth Strategy 2010-2015
- Volunteer Policy
- Local Government Regulation 2012
- Local Government Act 2009
- Statutory Bodies Financial Arrangements Act 1982

Critical Dates

The second and final round of Council's 2014/2015 Major Grants under the Community Grants Program is anticipated to open in February and close in March 2015.

Implementation

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

Funding will be distributed throughout November and December 2014, following receipt of invoice and signed conditions of agreement.

8.4.3 2014/2015 REGIONAL ARTS DEVELOPMENT FUND ROUND 1 SEPTEMBER - RECOMMENDATIONS

File No:	ECM 13 November 2014
Author:	Coordinator Community Programs and Events Community Services Department
Appendices:	App A - RADF Major Grant Recommendations September 2014 173
Attachments:	Att 1 - Funding Comparisons 179 Att 2 - RADF Major Grants Recommendations September 2014 - Additional Information (<i>Under Separate Cover</i>) – <i>Confidential</i> <i>Conf Att Pg 57</i>

PURPOSE

This report seeks Council consideration and endorsement of funding recommendations for Round 1 of the Regional Arts Development Fund.

EXECUTIVE SUMMARY

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

RADF is a partnership between State Government, through Arts Queensland, and the Sunshine Coast Council.

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

The RADF budget provides funds for two major rounds and four minor rounds annually. This report covers the first major RADF round for 2014/2015, which closed on 1 September, 2014.

A total of 14 applications were received requesting \$100,291.

The RADF committee determined funding outcomes based on Arts Queensland's RADF Guidelines and according to merit, benefit, skill and capacity demonstrated in each application.

The RADF committee recommends thirteen (13) applications for funding, totalling \$56,080, for Council's consideration and endorsement (see Appendix A).

The total budget available for this round is \$67,600.

Applications in this round have been assessed against the current guidelines established under the former RADF agreement.

To note: Arts Queensland is currently proposing a review of the guidelines and processes for RADF grants programs commencing in the 2015/2016 financial year. The review is expected to allow some flexibility in the assessment process for the program with Arts Queensland proposing the use of a number of Key Performance Indicators (KPIs) rather than the traditional guidelines.

Local governments across Queensland are now being encouraged to undertake their own review of RADF processes throughout this financial year in order to effectively meet the new KPIs for the 2015/2016 financial year.

Accordingly, Council staff will undertake an internal and external review process in the coming months to ensure the process aligns to both the Arts Queensland KPIs and Council's priorities and direction and further information will be provided to council.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "2014/2015 Regional Arts Development Fund Round 1 September - Recommendations" and**
- (b) endorse the RADF Major Grant Recommendations 2014 (Appendix A).**

FINANCE AND RESOURCING

The 2014/2015 \$171,200 RADF program is jointly funded by the Queensland Government (Arts Queensland) who contribute 40 percent or \$68,480, and Council who contribute 60 percent or \$102,720.

Council also supports this program through the in-kind provision of a RADF Liaison Officer.

The RADF grants are distributed annually via two major and two minor funding rounds.

This report covers the first RADF major round for the 2014/2015 financial year, which closed on 1 September, 2014. Fourteen (14) applications were received.

The total budget available for this round is \$67,600. This report recommends the funding of thirteen (13) projects totalling \$56,080.

There are sufficient funds in the 2014/2015 budget to cover the recommendations in this report.

Attachment 1 details the funding comparison for the current September round and the previous four Major Grants rounds.

CORPORATE PLAN

Corporate Plan Goal Outcome Operational Service	2 - A strong community We serve our community by providing this great service S4 - Community and cultural development and partnerships - providing planning, partnering and supporting the community through a range of community development, civic and cultural programs and grants.
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CONSULTATION

Internal Consultation

- Portfolio holder for Community Programs and RADF Chair, Councilor Jenny McKay
- Team Leader Cultural Programs, Community Program and Events, Community Relations, Community Services
- RADF Liaison Officer – Development Officer (Creative), Community Services
- Team Leader Community Connections, Community Services
- Management Accountant, Finance

External Consultation

Council's RADF Liaison Officer and Grants Development Officers provided assistance for project development, preparation of application content and the application process.

External consultation was also undertaken with the eight members of the public who were elected members of the RADF Committee.

New membership of the committee in this round includes representatives from two major Chamber of Commerce associations. Membership also includes creative sector representatives from industries such as Dance, Visual Arts, Film and Community Cultural Development.

Community Engagement

Community engagement was not required to inform this report.

PROPOSAL

Promotion and Support

Promotion of RADF included extensive advertising in local community newspapers, media releases and emails to listed artists.

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

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

Applications

A total of 14 applications were received, requesting a total of \$100,291 in funding.

There are eight categories of RADF funding available for individuals, groups or local councils as outlined in the table below.

RADF Funding Category	Description
Category 1: Developing regional skills (available through the RADF Minor Grants only)	For professional development opportunities i.e. training seminars, master classes, workshops etc.
Category 2: Building community cultural capacity	To employ a professional artist or artswoker to work with your group on developing arts practice or to run arts development workshops or community projects.
Category 3: Interest-free arts loan	For arts activities likely to generate an income greater than the amount of the loan.
Category 4: Cultural tourism	To produce projects and activities that focus on locally distinct arts, culture and heritage for members of the community and visitors.
Category 5: Contemporary collections/stories	To preserve local collections of significance and collect and tell local stories from the past and the present.
Category 6: Regional partnerships	To encourage innovative and energising arts and cultural projects where artists, communities and councils work together in their community, or in partnership with another community.
Category 7: Concept development (only available to councils)	To research and develop arts and cultural ideas and project proposals, up to implementation stage, and identify potential funding sources outside of RADF to implement them.
Category 8: Arts policy development and implementation	For councils to develop arts and cultural policy and planning.

Assessment

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

- Project will develop the paid artist's professional life
- Project will benefit the community, both directly and indirectly
- Project is well planned and achievable
- Project will increase the sustainability of quality and diverse creative communities.

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

Assessment was a two stage process:

1. Applications were allocated to individual external committee members for assessment. Council staff were not involved in the assessment process. Committee member's comments were recorded for the benefit of other committee members and to inform feedback to applicants if requested.
2. The external committee then met with Council's RADF administrators to discuss applications, determine outcomes, and allocate funds to successful applicants.

The committee is chaired by the Portfolio Councillor, however, an apology was provided by the Portfolio Councillor and the Committee was chaired by a Council officer.

Recommendations

A total of thirteen (13) applications are recommended for funding totalling \$56,080.

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

The total value of the funded projects is \$277,113. This represents a multiplier benefit of more than 400% on Council's investment.

Below is a summary of recommendations for the September 2014 RADF major grants funding round:

Applications received	Funding requested	Applications recommended	Funding recommended	% Applications recommended
14	\$100,291	13	\$56,080	93%

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

RADF Funding Category	Number of applications	Number of Successful Applications
Category 1: Developing regional skills	N/A	N/A
Category 2: Building community cultural capacity	5	5
Category 3: Interest-free arts loan	1	0
Category 4: Cultural tourism	4	4
Category 5: Contemporary collections/stories	0	0
Category 6: Regional partnerships	0	0
Category 7: Concept development	4	4
Category 8: Arts policy development and implementation	N/A	N/A

Details of recommended funding outcomes are provided in Appendix A.

Confidential Attachment 2 provides additional information relating to the assessment of applications and is provided to Council in confidence under Section 275 (h) of the *Local Government Act 2009*.

Legal

There are no legal implications to this report.

Policy

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

Any Councillor requested changes to funding recommendations need to be supported by reasons and those reasons recorded.

Risk

Risk of legal liability will be mitigated, as best as possible, by having the successful funding applicants enter in agreements, which clearly set out the relationship between the parties and obligate them to hold levels of insurance and reporting requirements relevant to the funding agreement.

Previous Council Resolution

There is no previous Council resolution relevant to this report.

Related Documentation

Related documentation includes individual funding agreements with successful recipients.

Relevant policy and strategy documents include:

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

Critical Dates

The next round of RADF is anticipated to open in January and close in March 2015.

Implementation

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

Funding will be distributed throughout November and December 2014, following receipt of invoice and signed conditions of agreement.

8.5 INFRASTRUCTURE SERVICES**8.5.1 EXTENSION OF MEMORANDUM OF UNDERSTANDING FOR VEGETATION MANAGEMENT ON STATE CONTROLLED ROADS**

File No:	ECM	
Author:	Coordinator Parks Operations and Contracts Infrastructure Services Department	
Attachments:	Att 1 - Letter to Department Main Roads 11-4-14	187
	Att 2 - MOU Vegetation Management 01 July 2014 to 30 June 2015	205

PURPOSE

The purpose of this report is to seek Council's consideration and endorsement to extend the current "Memorandum of Understanding (MOU) for Vegetation Management on State-Controlled roads" that exists between Council and the Transport & Main Roads (TMR) to provide a more desirable and cost effective arrangement.

EXECUTIVE SUMMARY

Council entered in a Memorandum of Understanding (MOU) for Vegetation Management on State-Controlled roads with the Transport and Main Roads in July 2012. The agreement provides mowing and horticulture maintenance for Nicklin Way and part of Caloundra Road and is due to expire on 30 June 2015. The agreement is reviewed annually and has provisions to amend where both parties are in agreement.

Council receives financial contribution under the Memorandum of Understanding (MOU) however, Council has continued to maintain and fully fund vegetation over many years across other State-Controlled roads without contribution from Transport and Main Roads (TMR). This has come about since Transport and Main Roads (TMR) have focused their responsibilities around risk and reduced service intervention levels for vegetation maintenance activities. In response Council has chosen to intervene and absorb presentation standards in key areas in particular where requests have come through community and political members.

A forum was arranged with key Transport and Main Roads (TMR) officers by Council's place portfolio Councillor, Councillor Rogerson. Following the forum a taskforce was established with key representatives from Council and Transport and Main Roads (TMR) in an effort to review the current arrangements whereby Transport and Main Roads (TMR) have offered a further \$120,000.00 (excl GST) contribution towards the existing Memorandum of Understanding (MOU).

This report provides recommendations for Council to consider and extend the current "Memorandum of Understanding (MOU) for Vegetation Management on State-Controlled roads", and provides a cost effective funding proposal. It also recommends that further discussion and negotiations occur with Transport and Main Roads (TMR) in an effort to enhance areas / sites that are not meeting adequate presentation standards.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Extension of Memorandum of Understanding for Vegetation Management on State Controlled Roads”
- (b) endorse and accept the offer made by Transport and Main Roads for an additional \$120,000.00 towards the current “Memorandum of Understanding for Vegetation Management on State-Controlled roads”
- (c) continue to provide maintenance to all sites listed within the extended Memorandum of Understanding
- (d) continue to engage with Transport and Main Roads to consider the extension of the Memorandum of Understanding for other sites such as linkage roads, signature points and high traffic areas that currently do not meet presentation standards for our region at Transport and Main Roads cost and
- (e) request Chief Executive Officer to write to the Minister for Transport and Main Roads and acknowledge Transport and Main Roads efforts and professional approach in supporting Council on these matters.

FINANCE AND RESOURCING

During 2012 Council’s Parks & Garden representatives worked with the Transport and Main Roads (TMR) to establish a Memorandum of Understanding for a shared cost arrangement in managing vegetation on Nicklin Way and parts of Caloundra Road. Council receive a financial contribution of \$105,000.00. (excl GST).

A review of service delivery models in 2013 conducted by Council’s Parks and Gardens branch established that of the 62 state-controlled roads within the region, Council were maintaining and funding 50, over a total length of 26km and 20.5 hectares in area. The financial implication for maintaining these sites is estimated at \$276,705.25 per annum which is funded through the Parks & Gardens operational budget. The review also established “standard” and “above standard” intervention level costs. It also identified if Council’s desire is to continue its involvement, it should be for the “above standard” maintenance portion only or where design or construction outcomes have been delivered either in part, or in full by Council to meet a higher standard of embellishment.

A meeting between Councillors and Transport and Main Roads (TMR) was arranged by Council’s place portfolio Councillor, Councillor Rogerson in an effort to present Council’s concerns on overall presentation levels across our region. The establishment of a taskforce was then developed with key officers representing both organisations. The taskforce met on a number of occasions in an effort to review the current model and established a number of positions that could be considered. These meetings concluded with Transport and Main Roads (TMR) offering to contribute an additional \$120,000.00 (excl GST) to offset Council’s expense. If accepted, this would take the total contribution to \$225,000.00 (excl GST).

The tables below provide an overall summary of current funding arrangements (Table 1) and new arrangements (Table 2) if Transport and Main Roads (TMR) offer is accepted.

Table 1

Current Position	Totals
Council revenues received (TMR)	\$ 105,000.00
Revenue Council Funded	\$ 171,705.25
Expense	\$ 276,705.25
Shortfall -cost to Council	\$ 171,705.25

Table 2

Proposed- TMR additional funding contribution	Totals
Council Revenues received (TMR)	\$ 225,000.00
Revenue Council Funded	\$ 51,705.25
Expense	\$ 276,705.25
Shortfall -cost to Council	\$ 51,705.25

Under the current arrangements Council funds \$171,705.25 of the “standard” maintenance portion. With an additional \$120,000.00 offered it would reduce Council’s expense to \$51,705.25.

CORPORATE PLAN

Corporate Plan Goal: *An enviable lifestyle and environment*

Outcome: 3.2 - Well-managed and maintained open space, waterways and foreshore assets

Operational Activity: 3.2.4 - Manage the region’s high quality urban and rural open space network

CONSULTATION

A range of both internal and external stakeholders were consulted as part of this proposal.

An initial “Councillors and Transport & Main Roads Meeting” was held on 6 May 2014.

Those attended:

Council: Mayor Mark Jamieson, Chief Executive Officer, Cr Greg Rogerson, Cr Rick Baberowski, Cr Chris Thompson, Cr Jenny McKay, Cr Ted Hungerford, Cr Steve Robinson, Director Infrastructure Services

Transport and Main Roads: Regional Director Amanda Yeates

Internal Consultation

Internal Consultation occurred on 29 September 2014.

Teams Consulted:

- Mayor and Councillors
- Executive Leadership Team (ELT)
- Manager Civil Works Services

- Coordinator - Maintenance & Construction Services
- Works Superintendents - Civil Works Services
- Parks Superintendents - Parks & Gardens
- Superintendent Mobile Technology - Civil Works Services
- Supervisors - Parks & Gardens Services

External Consultation

- Transport and Main Roads (TMR)

Community Engagement

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

PROPOSAL

Council currently provides mowing and horticulture maintenance across a number of State-Controlled roads. In most cases Council funds these activities even though it has no jurisdiction. Due to a rise in health and safety and traffic management regulations the cost to maintain our road networks has increased considerably.

Where Council has initiated maintenance within State-Controlled roads the purpose is to provide a core maintenance regime where maintenance outcomes achieve an enhanced result. These are generally applied to:

- interchange points
- entry statements
- town centres & precincts
- major road networks and
- traffic treatments etc.

Many of these areas serve as “Signature Points” or “Gateways” for the Sunshine Coast and often provide a sense of ownership to our residents, community members and tourists.

Formal Arrangements

In 2012 Council entered into a Memorandum of Understanding (MOU) with Transport and Main Roads (TMR) for Vegetation Management on State-Controlled roads which includes Nicklin Way and Caloundra Road. Council receive a financial contribution of \$105,000 (excl GST) for managing the necessary outcomes.

Council had previously held a “Road Maintenance Performance Contract (RMPC)” with Transport and Main Roads (TMR) however a decision was made through Council resolution to exit the agreement. The decision was based on:

- arrangements only serviced areas within the old Maroochy Council region and
- Transport and Main Roads (TMR) had no desire to extend the service arrangements across region to accommodate a consistent intervention service level.

The Road Maintenance Performance Contract (RMPC) is now being serviced by Downer Mouchel and largely focusses on road surfaces, whereas this report and the associated Memorandum of Understanding (MOU) is focused on landscape management and presentation.

Internal Operational Review

A review conducted during 2013 was delivered through the Parks & Gardens branch and identified intervention and service levels pertaining to maintaining State-Controlled roads.

The report highlighted cost implications incurred by Council. It also identified that Council form a position to either continue or cease supporting maintenance outcomes across State-Controlled roads and with the consensus to continue maintaining these areas, it should be achieved by developing a framework that ensures the most advantageous outcomes are delivered to Council and the community.

Negotiations

A forum representing Council's Mayor, Chief Executive Officer, Councillors and Director, and Director of Transport and Main Roads (TMR) was initiated by Councillor Rogerson and was held on 6 May 2014. Council presented a number of concerns to Transport and Main Roads (TMR) which resulted in a taskforce being established in an effort to resolve a number of actions generated from the forum.

Between March and June 2014 the taskforce meet on a number of occasions. The "Cost sharing based on responsibilities within State-controlled roads" manual was utilised to explore and establish an agreed position.

Council's primary focus being Transport and Main Roads (TMR) obtain a stronger understanding of the current service delivery shortfalls and the financial and resource impacts on Council.

Transport and Main Roads Offer

The Transport and Main Roads (TMR) have proposed to contribute a further \$120,000 (excl GST) towards an extension to the Memorandum of Understanding (MOU). This would see a total contribution of \$225,000 (excl GST) for maintenance services undertaken as part of an extended the Memorandum of Understanding (MOU). Accepting this proposal would see Council's current operational shortfall reduced from \$171,705 to \$51,705.

During negotiations Transport and Main Roads (TMR) officers conducted themselves professionally and looked towards establishing a joint position that met their priorities, and were mindful of Council's position and priorities. They were also very supportive to continue negotiations in an effort to further enhance presentation standards across our region for sites that fall under their jurisdiction.

A positive and strong partnership between our organisations has been established which will create further opportunity to negotiate and deliver acceptable presentation standards to our key road networks across our region.

Legal

There are no legal implications relevant to this report.

Policy

There are no foreseeable policy implications relating to this report.

Risk

With Council taking on maintenance associated with servicing State-Controlled roads there is a portion of risk associated with operational staff and community members. Many of these sites adjoin high traffic flow areas and in some cases speed limits are up to 100km per hour. The associate risk is managed through Council's Safeplan processes which incorporate stringent workplace methodologies and comply with the relevant Workplace Health and Safety legislation including the "Manual of Uniform Traffic Control Devices" (MUTCD).

If Council were to exit the current arrangements, it would effectively transfer responsibility back to Transport and Main Roads (TMR), this eliminating Council's exposure to Occupational Health and Safety risks. However, this would then create adverse community reaction due to the decline in service standards and it would be most advantageous for Council to establish a communication strategy which provides a clear message promoting Council's position, and also emphasises Transport and Main Roads (TMR) responsibilities.

There is also a high probability of negative media coverage on a decision to exit or reduce current service intervention standards.

Previous Council Resolution

There are no previous Council Resolutions relevant to this report.

Related Documentation

There is no related documentation relevant to this report.

Critical Dates

There are no critical dates related to this report however the current Memorandum of Understanding (MOU) expires 30 June 2015.

Implementation

Upon adopting the current "Memorandum of Understanding – Vegetation Management on State Controlled-roads":

- document shall be amended and prepared for sign off by the Chief Executive Officer (CEO)
- the Parks and Gardens branch will invoice Transport and Main Roads every 6 months equal to the annual amount of \$225,000.00 (excl GST) and
- unit rates will be reviewed annually to ensure associated costs and expenses are accounted for.

8.5.2 PLACE MAKING PALMWOODS PUBLIC DOMAIN MASTERPLAN

File No:	Statutory Meetings
Author:	Place Project Officer Infrastructure Services Department
Appendices:	App A - Place Making Palmwoods Public Domain Masterplan (Under Separate Cover) Att Pg 145

PURPOSE

The purpose of this report is to advise council of the progress and development of the Place Making Palmwoods Public Domain Masterplan and seek council adoption of this Masterplan.

EXECUTIVE SUMMARY

The Place Making Palmwoods Public Domain Masterplan captures the collective vision of the Palmwoods community for their town, reflecting their priorities and aspirations, and providing a blueprint for the 'look and feel' of Palmwoods streets and public open spaces.

The Masterplan is comprised of five chapters including an introduction, key themes, plan drawings, landscape palette, and implementation plan. It is supported by a detailed Community Engagement Report. The Masterplan has been developed through a three stage process of consultation with the Palmwoods community, local businesses, external and internal stakeholders.

Stage one of community engagement took place from November 2013 to February 2014, to gather widespread feedback on the identity and values of the Palmwoods community. This was followed by a second stage of community visioning workshops in the style of an 'Enquiry by Design' process, completed during March 2014. Stage three involved targeted consultation with community reference groups, business, key stakeholders and the Urban Design Advisory Panel, informing the design process and culminating in the development of the Draft Masterplan. In August 2014, a four week public notification period was held for the Draft Masterplan and the feedback received has informed development of the Final Masterplan.

The Masterplan is aligned with legislation and the Sunshine Coast Planning Scheme 2014, supporting Palmwoods role as a Local (Full Service) Activity Centre. The Masterplan provides strategic direction and guidance for:

- The delivery of public infrastructure through council's Capital Works, Streetscape Sub-Program
 - Detailed Design 2016/17 - \$75,000
 - Construction 2017/18 - \$2,500,000
- Assisting council seek additional state and federal grants and funding opportunities to deliver additional community priority infrastructure; and
- Streetscape improvements provided as contributed assets from the development application process; and
- Informing the Department of Transport and Main Roads of the local community's desire for traffic calming on Margaret Street, the state owned thoroughfare through Palmwoods.

The delivery of the Place Making Palmwoods Public Domain Masterplan outcomes may be contributed by a variety of stakeholders including private developers, the local community, state and federal governments, and it should be noted that it is beyond council's capacity to fund all of these outcomes alone.

Whilst the Town Square was identified as the community's first priority, this was closely followed by traffic calming on Margaret Street due to safety concerns. However, at this time no capital works funding is allocated for Margaret Street works and any future stages will be subject to council budget considerations and/or state or federal government funding initiatives. Margaret Street is a state controlled road under the jurisdiction of the Department of Transport and Main Roads and any works will require their approval.

The Place Making Palmwoods Public Domain Masterplan will be a key referral document upon which streetscape works will be designed and constructed, and will inform the conditions of approval for relevant development applications.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Place Making Palmwoods Public Domain Masterplan"**
- (b) adopt the Place Making Palmwoods Public Domain Masterplan (Appendix A) and**
- (c) note that the Place Making Palmwoods Public Domain Masterplan will inform:**
 - (i) implementation of council's Capital Works Streetscape Sub-Programs**
 - (ii) applications for external government funding**
 - (iii) the assessment of development applications and imposition of relevant conditions as provided for by Performance Outcome PO3 of the Palmwoods local plan code and**
 - (iv) future discussions with the Department of Transport and Main Roads regarding traffic calming on Margaret Street.**

FINANCE AND RESOURCING

The Place Making Palmwoods Public Domain Masterplan provides council with a strategic direction to implement improvements in a clear and focussed way. The delivery of the Place Making Palmwoods Public Domain Masterplan outcomes may be contributed by a variety of stakeholders including private developers, the local community, state and federal governments, and it should be noted that it is beyond council's capacity to fund all of these outcomes alone.

The masterplan provides a base from which to lobby state and federal governments for assistance with implementation funding and will be implemented in a staged fashion through public and private investment projects:

Council Approved Capital Works Projects (completed)

Community Engagement and Masterplan Design (2013/14)

Budget \$75,000

Council Future Capital Works Projects (subject to council budget considerations)

Detail Design of a new Town Square, (2016/17)	Budget \$75,000
Construction of a new Town Square, (2017/18)	Budget \$2,500,000

Whilst the Town Square (council managed land) was identified as the community's first priority, this was closely followed by traffic calming on Margaret Street due to safety concerns. However, at this time no capital works funding is allocated for Margaret Street works and any future stages will be subject to council budget considerations and/or state or federal government funding initiatives. It should be noted that any works that may be carried out in the future by council on the state owned Margaret Street would require their approval and would be captured as an operational expense and not capital works, as council would not own the final asset.

Developer Contributed Assets

With respect to the development process, the Palmwoods local plan code in the Sunshine Coast Planning Scheme 2014 requires development adjacent to identified primary streetscape treatment areas to provide streetscape improvements to complement existing and proposed streetscape works in the local area.

The Place Making Palmwoods Public Domain Masterplan will be a key referral document upon which those streetscape works will be designed and constructed, and will inform the conditions of approval for relevant development applications

State Government Partnerships

The Masterplan provides the foundation to seek joint funding partnerships between council and the Queensland State and Federal Governments. Previously adopted Masterplans have assisted council in receiving considerable contributions from other government initiatives such as:

- South East Queensland Cycle Network Program (50/50 Contribution)
- Black Spot Program (Department of Transport and Main Roads)
- Local Government Grants and Subsidies Program

Service Provider Partnerships

Potential partnerships for the upgrade of infrastructure through service providers:

- Energex Community Powerline Enhancement Program (50/50 Contribution)

State Government Projects and Opportunities

The Queensland Infrastructure Plan 2011 outlines future rail infrastructure investment along the North Coast Rail Corridor. This Masterplan is cognisant of this planning, though does not influence state owned rail land outcomes for:

- North Coast Rail Line Duplication and Palmwoods Station Upgrade
- Future rail realignment and land use opportunities subject to future planning

CORPORATE PLAN

Corporate Plan Goal:	<i>An enviable lifestyle and environment</i>
Outcome:	3.4 - A region shaped by clever planning and design
Operational Activity:	3.4.3 - Deliver place management projects and initiatives in line with Council's endorsed schedule

CONSULTATION

Internal Consultation

The Division 5 Councillor was actively involved in the development of the Place Making Palmwoods Public Domain Masterplan. Consultation was also conducted at key stages of the project with relevant internal stakeholders, as follows:

Portfolio Councillor

- Place Management and Delivery

Infrastructure Services

- Civil Works & Fleet Services
- Parks & Gardens
- Project Delivery
- Transport Infrastructure Management
- Waste & Resource Management

Community Services

- Community Facilities & Planning
- Community Relations

Corporate Strategy & Delivery

- Economic Development

Corporate Services

- Property Management

Regional Strategy & Planning

- Development Services
- Environment & Sustainability Policy
- Strategic Planning
- Transport & Infrastructure Policy

External Consultation

Consultation meetings have also been held with external agencies and service providers (below) to identify opportunities for project partnerships.

- Department of Transport and Main Roads
- Energex
- Unity Water

Community Engagement

The Masterplan was delivered through three separate stages following council's Place Making framework, with each stage focused around community and stakeholder engagement:

Stage 1: Community Engagement - Values and Identity

Proofing the previous engagement:

Between November 2013 and January 2014 council completed one on one meetings with key stakeholders comprising of Palmwoods businesses and community groups. In total six groups and fourteen businesses participated testing the previously developed plans and proposals for Palmwoods that occurred between 2002 - 2008.

Identity & values survey:

The survey was open to the Palmwoods community from 26 February to 31 March 2014. The survey was managed through survey monkey and completed by 50 people. A show reel of what people said about Palmwoods is available to view on YouTube www.youtube.com/watch?v=1H-ycHmmMZA.

Stories of Palmwoods:

Council completed a series of interviews with residents for compilation of the 'Stories of Palmwoods'. These stories will be used to inform the Masterplan and may guide future themes for a public art brief and potential interpretive projects.

Stage 2: Community Workshops

Two workshops were held at the Palmwoods Bowls Club on 26 February and 1 March 2014. The workshops were set up around an enquiry by design process focused on:

Table A: Masterplan - Concept Diagram

Table B: Town Square

Table C: Margaret Street

In total 75 participants attended the two workshops and the community provided clear direction for the development of the Draft Masterplan.

Stage 3: Development of the Place Making Palmwoods Public Domain Masterplan

A Community Reference Group was formed from the workshops with 38 interested community members. Three Reference Group meetings were held providing comprehensive community and stakeholder input the development of the Draft Place Making Palmwoods Public Domain Masterplan.

From Saturday 26th July to Monday 18th August, the Draft Masterplan was subject to a three week notification period, during which two information sessions were held with the community to obtain one-on-one feedback. Council officers also met with individual business owners to the Main Street heritage shops to identify specific feedback and issues. Overall, 58 survey respondents were received on the Draft Masterplan, with 96% support for the proposal.

Following the public notification and feedback period, the draft was revised into the final Place Making Palmwoods Public Domain Masterplan (Appendix A).

PROPOSAL

Palmwoods is located in the central part of the Sunshine Coast on the North Coast Rail Line (subject to future North Coast Rail Line Duplication by State Government, separate to this project). The Masterplan study area is focused on the streets and public open space areas located to the west of the existing rail alignment and east of Churchill Street.

The Place Making Palmwoods Public Domain Masterplan defines a 'look and feel' for Palmwoods streets and public open spaces that is sensitive to the vision of the local community. It reflects the historic character of the town centre, emphasising its country feel and unique local qualities, providing services for local and rural residential areas, whilst capturing its tourism potential as the gateway to the hinterland.

The aim of the masterplan is to create an attractive, unified and vibrant town centre with active street frontages, outdoor dining, well-connected facilities, and tourism-based events. Key objectives of the masterplan are to:

- a) To develop a new Town Square as the 'civic heart' of Palmwoods
- b) To connect the retail precincts of Margaret, Main and Church Streets through vibrant, active, shady, pedestrian and cyclist friendly streets and public spaces
- c) To provide traffic calming outcomes and safe pedestrian crossing facilities
- d) To develop community gathering/seating points, and more outdoor dining opportunities
- e) To develop a streetscape planting and infrastructure palette that reflects the Palmwoods country town character

The delivery of the Place Making Palmwoods Public Domain Masterplan outcomes may be contributed by a variety of stakeholders including private developers, the local community, state and federal governments, and it should be noted that it is beyond council's capacity to fund all of these outcomes alone.

Whilst the Town Square was identified as the community's first priority, this was closely followed by traffic calming on Margaret Street due to safety concerns. However, at this time no capital works funding is allocated for Margaret Street works and any future stages will be subject to council budget considerations and/or state or federal government funding initiatives. Margaret Street is a state controlled road under the jurisdiction of the Department of Transport and Main Roads and any works will require their approval.

Through the development assessment process, opportunity exists for council to work with landowners and developers of key sites to deliver contributed assets within the primary streetscape treatment areas identified in the planning scheme. The requirement to provide streetscape improvements in accordance with council requirements is a common condition of development approval (depending on the scale, location and setting of the proposed development).

The Place Making Palmwoods Public Domain Masterplan will provide locally relevant and tailored design guidance to inform streetscape treatments proposed or required to be undertaken as part of the development application process.

The Masterplan is structured around key Place Making Themes identified during the community engagement process. Each theme is addressed with masterplan objectives, associated strategies and a design response.

Detailed plan drawings of varying scale are included for key sites in the town centre, including Margaret Street, Main Street, Hill Street, Church Street and the potential future Town Square. Landscape Palettes complete the masterplan, providing specific treatments for planting, materials, street furniture and built form.

Overall, the community was heavily involved throughout the masterplan development contributing at numerous occasions to the 10 month, three stage community engagement process. The Draft Masterplan was subject to a four week notification period, during which two information sessions were held with the community to obtain one-on-one feedback. Council officers also met with individual business owners to the Main Street heritage shops to identify specific feedback and issues. 58 survey respondents were received on the Draft Masterplan, with a resounding 96% support for the proposal, though overall there were over 300 individual contributions to the community engagement process.

The following tables outline a summary of community feedback and amendments incorporated into the final Masterplan.

Summary of Feedback & Amendments:

ITEM	DRAFT MASTERPLAN FEEDBACK	RESPONSE	FINAL MASTERPLAN AMENDMENTS
1.0	Car Parking		
1.1	Concern with loss of car parking to allow for the Town Square	<ul style="list-style-type: none"> Relocation of car parks to immediately adjoining locations on Hill and Margaret Streets Masterplan achieves a no net loss of car parking throughout the village centre Masterplan promotes active transport modes through the provision of shady pathways and improved connectivity to encourage people to walk or cycle, rather than drive between shops. 	Review car parking designations and durations in town and install parking signage accordingly
1.2	Potential future 90 degree car parking to Hill Street received some negative feedback	<ul style="list-style-type: none"> 90 degree parking deleted from Masterplan 	90 degree parking deleted from Masterplan
2.0	Road Safety		
2.1	Concern with road safety on Margaret Street	<p>The Masterplan recognises the community's desire for council to negotiate with the Department of Transport and Main Roads and seek approval to:</p> <ul style="list-style-type: none"> Reduce road sign speed to 40km/h on Margaret St Reduce actual vehicle speeds along Margaret St through: <ul style="list-style-type: none"> Side friction – landscaping with street trees on side of road and centre median Road humps Dappled light of trees and landscaping colour 	N/A

ITEM	DRAFT MASTERPLAN FEEDBACK	RESPONSE	FINAL MASTERPLAN AMENDMENTS
2.1	Concern with road safety on Margaret Street (cont.)	<ul style="list-style-type: none"> • Increased number of safe pedestrian crossing facilities: <ul style="list-style-type: none"> ○ Kerb extensions ○ Raised hump (wombat) crossing near Ricks Diner, with pedestrian crossing ○ Pedestrian refuges ○ Kerb build outs at Main and Margaret St intersection • Potential future intersection upgrades (subject to TMR approval) • Landscape entry treatments to calm traffic and signify village centre environment 	N/A
2.2	Potential future traffic signals at the Main St and Margaret St intersection received some negative feedback	<ul style="list-style-type: none"> • The Masterplan proposes an improved realigned intersection at Main St and Margaret St (not dependent on traffic signals) • A round-about facility is not feasible due to the constrained road reserve space (pinch point between rail corridor and shops) 	N/A
2.3	Feasibility of potential right turn manoeuvre into Margaret Street from the Town Square road connection	<ul style="list-style-type: none"> • Subject to Department of Transport and Main Road approval dependent on: <ul style="list-style-type: none"> ○ Raised pedestrian crossing and reduce speed limit to Margaret Street 	N/A
3.0	Two-way verses one-way road		
3.1	Discussion regarding option for a two-way road verses a one-way adjacent to the Main Street heritage shops and the proposed Town Square	<ul style="list-style-type: none"> • Council met one on one with business owners along the Main Street heritage shops, who had a preference for a one-way road option • Council tested both options and confirmed preference for a two-way road configuration. Agreement was achieved with all current business owners to retain the two-way road configuration 	N/A
3.1	Discussion regarding option for a two-way road verses a one-way adjacent to the Main Street heritage shops and the proposed Town Square (cont.)	<ul style="list-style-type: none"> • The following issues were identified with a one-way road configuration: <ul style="list-style-type: none"> ○ vehicle/truck turn-around required on Hill Street: <ul style="list-style-type: none"> ▪ rubbish service to both sides of street ▪ hammer head not viable due to truck size ▪ removes minimum 8 car parks ▪ loss of possibly 2 trees ▪ amenity of street worsened, not heritage ▪ high cost of turn around facility as Hill Street is too steep requiring costly levelling and retaining = impact on Town Square financial achievability ○ One way does not increase car parks overall 	N/A

ITEM	DRAFT MASTERPLAN FEEDBACK	RESPONSE	FINAL MASTERPLAN AMENDMENTS
		<ul style="list-style-type: none"> ○ One way = Less vehicle movements = Reduced sense of activity in front of shops = potential business trade decrease and vitality ○ Delivery access to shops impacted ○ Difficult reverse parking on right side ○ Not traditional Main St outcome ○ Lacks legibility for visitors ○ Low vehicle numbers (Current VPD = 120 and Future VPD = 210). Note: VPD = Vehicles Per Day (6VPD x 20 units with 75% access eastern end of Hill St) ● The two-way road configuration meets AustRoads Standards & retains existing memorial pavers 	
4.0	Town Square		
4.1	Community preference for Option 1 - Town Square layout	<ul style="list-style-type: none"> ● Delete Option 2 - Town Square layout from the Masterplan 	Delete Option 2 - Town Square layout from the Masterplan
4.2	Maximise soft surfaces, shade and greenery in the Town Square	<ul style="list-style-type: none"> ● Design review of Option 1 - Town Square area to confirm feasibility of increasing grass area ● Design review of shade trees and garden bed planting to the Town Square 	During the detail design stage investigate options to maximise soft surfaces, shade and greenery in the Town Square
4.3	Potential roof/shade structure to the Town Square pergola	<ul style="list-style-type: none"> ● The intention of the proposed pergola structure is to maintain significant views from the Town Square to the surrounding landscape ● There was also feedback requesting the Town Square to be a flexible space, with no need for roof to structure 	N/A - No roof structure to be added
4.4	Improve outdoor dining opportunities	<ul style="list-style-type: none"> ● The Masterplan aims to promote outdoor dining to frontage of the heritage shops and other areas throughout Palmwoods ● Opportunity for street activation and markets to the road area adjacent to the Town Square during temporary road closure 	N/A
5.0	Natural Environment and Sustainable Living		
5.1	Planting palette should reflect the local regional ecosystem, be easily maintainable, considers opportunities for edible plants (e.g. citrus trees and sensory garden beds) and attractive	<ul style="list-style-type: none"> ● Masterplan officers met with Park Maintenance crew and confirmed planting palette options and approval for use of edible plants and sensory species, including plants with attractive flowers and foliage 	Amend Masterplan planting palette and add notation to promote this use.

ITEM	DRAFT MASTERPLAN FEEDBACK	RESPONSE	FINAL MASTERPLAN AMENDMENTS
	flowers and foliage to create interest.		
5.2	Opportunity for potential subsoil water tank below the Town Square for storm water harvest and irrigation	<ul style="list-style-type: none"> • Include in the Masterplan as a proposal, subject to budget constraints or change in maintenance practice 	During the detail design stage investigate options for underground water tanks to the Town Square
6.0	Heritage Character & Community Identity		
6.1	Feedback to maintain the community values of a country town and heritage character, combined with a vibrant and diverse culture	<ul style="list-style-type: none"> • Provision of the Town Square improves opportunity for community events and connection • The Masterplan streetscape infrastructure palette aims to reflect the community values of a country town and heritage character • The Masterplan identifies potential streetscape art opportunities to celebrate local stories and people 	N/A
7.0	Poor Accessibility, Legality and Connectivity		
7.1	Issue with segregated commercial precincts	<ul style="list-style-type: none"> • The Masterplan aims to improve accessibility, legality and connectivity through: <ul style="list-style-type: none"> ○ Improve pathway connections around town to consider all users (includes mobility scooters) ○ Improve pedestrian road crossing opportunities ○ Consider future cross-block connections ○ Increase shade to pathways with trees and more awnings ○ Increase pathway lighting ○ Provide improved on and off road bike pathways and bike parking ○ Relocate toilet block once it reaches the end of serviceable life to open vista to Memorial Hall ○ Book end the town with entry treatments and streetscape landscaping to create a destination 	N/A
7.2	Issue with navigation around town	<p>Signage investigation required to determine sign types that reflect the character of Palmwoods including:</p> <ul style="list-style-type: none"> • Pedestrian way finding signage • Vehicle signage • Heritage signage / trail • Community notice board • Potential Community Public Art project (beautification of the existing toilet facility) 	Include signage investigation in Masterplan

ITEM	DRAFT MASTERPLAN FEEDBACK	RESPONSE	FINAL MASTERPLAN AMENDMENTS
8.0	Business Vitality		
8.1	Issue with residents not shopping local and potential to capture the passing tourist market	<ul style="list-style-type: none"> • The Masterplan aims to support business vitality • Street activation / tourism potential <ul style="list-style-type: none"> ○ Town Square events such as markets, festivals or outdoor cinema can promote the visitor and tourism potential of Palmwoods. The diverse people and culture, country town atmosphere, heritage character and sustainable lifestyle can create a point of difference as a key destination and gateway to the hinterland • Streetscape infrastructure upgrades to improve amenity and desire for passing trade to stop and spend locally • New shopping development may improve business confidence and vitality once developed 	N/A

The final Place Making Palmwoods Public Domain Masterplan is presented for council adoption with significant support from the community, and external and internal stakeholders.

Legal

The Masterplan while not itself a “planning instrument” (as defined by the Sustainable Planning Act 2009) will function as a key referral document upon which streetscape works will be designed and constructed in the Town of Palmwoods. It will inform the assessment of development applications which trigger consideration of Performance Outcome PO3 of the Palmwoods local plan code. Acceptable Outcome AO3.2 specifies: *“Development provides for streetscape improvements which complement existing or proposed streetscape works in the local area to ensure continuity of streetscapes and landscape design.”*

Policy

The Palmwoods Public Domain Masterplan has been developed using a place-based approach, in line with council’s Placemaking Policy 2012. Close liaison with council’s Regional Strategy and Planning Department has ensured that proposals within the masterplan are reflected in the Sunshine Coast Planning Scheme 2014.

Risk

Adoption of the masterplan can be expected to minimise the risk of lost opportunities, community dissatisfaction, and ad-hoc contributed assets, which may impact upon the character of the Palmwoods town centre, and occur to the detriment of future service-provision and uses.

The Department of Transport and Main Roads are the land owners of Margaret Street. Therefore, any traffic calming or streetscape infrastructure works on this land requires their approval.

Council needs to work with utility service providers to ensure that the quality finishes delivered during implementation of the streetscape works are maintained when these service providers carry out any subsequent works.

Previous Council Resolution

There are no previous council resolutions that relate to this report.

Related Documentation

- Community Engagement Report 2014
- Queensland Infrastructure Plan 2011
- Sunshine Coast Planning Scheme 2014
- Sunshine Coast Council Corporate Plan 2014-2019
- Sunshine Coast Placemaking Policy 2012
- Sustainable Transport Strategy 2011-2031
- Active Transport Plan 2011-2031
- Sunshine Coast - The Natural Advantage: Regional Economic Development Strategy 2013–2033
- Rural Futures Strategy 2013
- Open Space Strategy 2011
- Biodiversity Strategy 2010
- Waterways & Coastal Management Strategy 2011
- Recreation Trail Plan 2012
- Public Art Policy 2011
- Festival Season Strategy 2010-2015
- Community Events and Celebrations Strategy 2010
- Youth Strategy 2010-2015

Critical Dates

It is important that council has an adopted Public Domain Masterplan to support Palmwoods growth into a Local (Full Service) Activity Centre. An adopted masterplan for Palmwoods is essential for delivery of high quality streetscape and open space infrastructure by council and through the conditioning of development applications.

Implementation

Implementation of priority components of the Public Domain Masterplan is included in council's ten-year Capital Works Program. An adopted Place Making Palmwoods Public Domain Masterplan will provide a stronger base to attract potential investment, grant and funding partnerships at state and federal levels of government, as well as from the private sector.

8.5.3 PROGRESS ON LEGISLATIVE TARGETS FOR DISABILITY DISCRIMINATION ACT 1992 COMPLIANCE FOR BUS STOP INFRASTRUCTURE

File No: Statutory Meetings
Author: Traffic Engineer
Infrastructure Services Department

PURPOSE

The purpose of this report is to inform council of the progress on Disability Access Compliance targets and for council to consider the funding and data requirements of meeting the legislative targets in the future.

EXECUTIVE SUMMARY

The Sunshine Coast Council and Translink are working towards meeting the accessibility compliance targets of the Disability Discrimination Act 1992 (DDA) in relation to Bus Infrastructure. There are currently 677 bus stops within the Sunshine Coast Council region, of which 436 (64%) are currently compliant with the DDA standards. The current target for local government public transport infrastructure is to meet 90% of the accessibility compliance targets by 2017 and 100% by 2022. This means that Sunshine Coast Council have 175 bus stops to be upgraded to meet minimum standards within the next three years and a further 68 stops in the following five years.

Assuming current annual levels of council funding (approximately \$880,000) and external funding (approximately \$350,000) are sustained, there would be an annual shortfall in funding (approximately \$650,000 annually) to 2017.

In addition to making all stops *Disability Discrimination Act 1992* compliant, there are significant accessibility issues at many locations. In some instances, bus stops have no connecting footpaths within a 200m catchment.

As evidenced in council's Access and Inclusion Plan 2011-2016, council is committed to accessibility and access outcomes. Council has been proactive with regard to upgrading areas such as public facilities and pathways in an attempt to meet current DDA standards. The core issue with the DDA compliance targets for bus stops is with the regard to the cost of compliance upgrades and the unrealistic targets that have been set to include stops in rural areas.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Progress on Legislative Targets for Disability Discrimination Act 1992 Compliance for Bus Stop Infrastructure”
- (b) write to the State Government Minister for Communities, Child Safety and Disability Services for a commitment of 50% external funding from the State Government over the next five years to meet the prescribed upgrade targets and avoid onerous costs to council
- (c) write to the Federal Government Minister for Social Services for additional time to meet the Disability Discrimination Act 1992 targets and reconsideration of the rural targets by the Federal Government
- (d) note the proposal to undertake a full accessibility audit of existing stops to quantify any additional works that could be required with a future report to be provided to council to outline the findings.

FINANCE AND RESOURCING

The \$1,236,000 secured for the 2014/2015 financial year is made up of:

- \$480,000 – Capital Works and
- \$400,000 – Transport Levy and
- \$356,000 – State Government Passenger Transport Accessibility Infrastructure Funding Program (PTAIP) funding grant.

While this funding has been secured for the 2014/2015 financial year, there is no guarantee for future funding from any of these avenues. Based on the cost of recent bus stop upgrades, up to \$2,000,000 is likely to be required in the 2015/2016 financial year to meet the currently mandated federal government Disability Discrimination Act 1992 upgrade targets. It is proposed to undertake an audit to determine the future upgrade priorities and to inform future capital works program development.

CORPORATE PLAN

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

CONSULTATION

Internal Consultation

Internal consultation has occurred with Cr Baberowski as the Designated Councillor for the Transport Strategy Portfolio.

Internal communication has been maintained with relevant staff in the formulation of this report.

Infrastructure Services

- Director
- Manager, Transport Infrastructure Management Branch
- Coordinator, Traffic & Transportation, Transport Infrastructure Management Branch
- Senior Traffic Engineer, Transport Infrastructure Management Branch
- Coordinator Civil Projects, Project Delivery Branch

External Consultation

Sunshine Coast Council officers have been in liaison with officers from the Translink division of Transport and Main Roads to discuss the requirements for funding grants.

Community Engagement

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

PROPOSAL

The Federal Government *Disability Discrimination Act 1992* (DDA) promotes the rights of people with disabilities. There is a statutory requirement to make passenger transport networks including infrastructure, rolling stock, ticketing and information comply with accessibility standards under the *Disability Standards for Accessible Public Transport 2002* (DSAPT) and *Disability (Access to Premises Buildings) Standard 2010* (Premises Standards). All new passenger transport infrastructure brought into operation since the commencement of these standards is required to comply from the outset, while the timelines for all existing passenger transport infrastructure are as follows:

- 2007: 25%
- 2012: 55%
- 2017: 90%
- 2022: 100%

These requirements apply to all public transport infrastructure. Local governments are responsible for meeting accessibility compliance for all infrastructure within their control, which includes all bus stops on both local and state controlled roads as well as ferry terminals, unless otherwise defined, pursuant to the *Local Government Act 2009*.

Council is committed to accessibility and access outcomes as evidenced in council's Access and Inclusion Plan 2011-2016. Council has been proactive with regard to upgrading areas such as public facilities and pathways in an attempt to meet current DDA standards. However, the core issue with the DDA compliance targets for bus stops is with the regard to the cost of compliance upgrades and the unrealistic targets that have been set to include stops in rural areas.

There are currently 677 bus stops within the Sunshine Coast Council region. These are made up of the following as at August 2014 (please note these figures are now exclusive of all Noosa infrastructure).

	Total Stops	# DDA Compliant	% Compliant	# Non Compliant
School Service Bus Stops	13	0	0%	13
Hinterland Connect Service Bus Stops	48	12	25%	36
Translink Service Bus Stops	618	424	69%	194
Total:	679	436	64%	243

The Sunshine Coast Council and Translink are working towards meeting the legislated 90% of the accessibility compliance targets by 2017 and 100% by 2022. This means that there are 175 bus stops to be upgraded to meet minimum standards within the next three years and a further 68 stops in the following five years. A copy of the forward works program is shown below which indicates the money programmed for the 2014-15 year and an approximation of the money required to reach the legislative targets for 2017 and for 2022.

	(Average spend)	Number of Stops to be upgraded			
		2014-2015	2015-2016	2016-2017	2017-2022
Minor (\$0-\$9,999)	\$5,000	12	20	20	22
Moderate(\$10,000-\$29,999)	\$20,000	8	20	20	23
Major (>\$30,000)	\$50,000	20	30	25	23
Total Bus Stops Upgraded		40	70	65	68
Remaining # Non Compliant		203	133	68	0
% Non Compliant		30%	20%	10%	0.0%
		\$ 1,220,000	\$ 2,000,000	\$ 1,750,000	\$ 1,720,000

\$ 344,000 per annum

This table assumes an average dollar value based on previous works and indicates that either more money, more time, or a combination of the two will be required to meet the 90% compliance target. The \$1,236,000 secured for the 2014/2015 financial year is made up of:

- \$480,000 – Capital Works and
- \$400,000 – Transport Levy and
- \$356,000 – State Government Passenger Transport Accessibility Infrastructure Funding Program (PTAIP) funding grant.

While this funding has been secured for the 2014/2015 financial year, there is no guarantee for future funding from any of these avenues, and as shown in the table above, up to \$2,000,000 is likely to be required in the 2015/2016 and 2016/2017 financial years based on previous cost estimates. In 2014/2015 a further \$80,000 has been secured for funding upgrades to school bus service bus stops from the Capital Works budget. Further consultation with the State Government is required to garner commitment of additional funding over the next five years to meet these targets.

One of the issues faced is that 7% of the Sunshine Coast Council region’s bus stops (48 stops) are serviced by the Hinterland connect services. These stops are located in the Hinterland and have low patronage levels and are situated in areas with difficult terrain. However, as a part of the compliance targets, an 80% compliance target must be attained for each service type (ie Translink, Hinterland etc), meaning that the Hinterland stops cannot be deferred to the future years (post 2017). Further consultation with the Federal Government is required to reconsider the targets for regional and rural areas.

In addition to the requirement to reach DDA compliance targets, it is also necessary to consider accessibility to bus stops. The table below outlines the number of stops in the region that are not currently accessible.

	Pathway	No Pathway
Compliant Bus Stops	348	88
Non Compliant Bus Stops	137	106
Total:	485	194

It is proposed that an accessibility audit study will be undertaken for all currently non DDA compliant bus stops in 2015 in order to determine the level of accessibility for each bus stop. The audit would cover the slab, width of path, kerb-ramps, opportunities for crossing roadways etc for 200m either side of each stop, on both sides of the road. It is envisaged that this could be done for 50 bus stops at a time for an estimated cost of \$60,000 to be carried out over two years. Funding will be sought for this study in the 2015-16 budget.

The 2014-15 program has now been finalized and cost estimates are being prepared to establish the program for 2015-16 by February 2015 and the program for 2016-17 by June 2015. This will enable council to be prepared to capitalise on any federal or state funding grants for those future years.

As a part of the upgrade process, where there is a demand for bus shelters, the new shelters include solar panels to light the facility and will also include conduits that are necessary to be able to cater for future real time information. New shelters will also be fitted with council's new logo alongside the Translink logo.

In summary, the three main issues faced by Sunshine Coast Council in relation to DDA Compliance for Bus Infrastructure are as follows:

Issue 1: Following works currently scheduled and funded for 2014/2015, a further 144 bus stops will need to be upgraded by 2017 and a further 68 between 2017 and 2022.

Issue 2: Assuming current annual levels of council funding (approximately \$880,000) and external funding (approximately \$350,000) remain consistent, there would be an annual shortfall in funding (approximately \$650,000 annually) to 2017.

Issue 3: In addition to making all stops DDA compliant, there are significant accessibility issues at many locations. In some instances, bus stops have no connecting footpaths within a 200m catchment.

*The **proposed way forward** from here includes three approaches:*

Action 1: Work with other local government authorities to garner for increased external funding and for additional time and external funding to meet the DDA targets. While the Local Government Association of Queensland (LGAQ) are not coordinating an effort across councils, they would be willing to nominate SCC as a part of the DTMR Accessibility Working Group.

Action 2: Council to write to the State Government Ministers for Communities, Child Safety and Disability Services for a commitment of 50% external funding from the state government over the next five years to meet the prescribed upgrade targets

Action 3: Council to write to the Federal Government Minister for Infrastructure and Regional Development for additional time to meet the DDA targets and reconsideration of the requirement to reach 80% compliance on each service type (ie the rural targets) by the federal government

Action 4: Council to undertake a full accessibility audit of existing stops to quantify any additional works that could be required with a future report to be provided to council to outline the findings.

Legal

Legislation requires council to comply with the requirements of the *Disability Standards for Accessible Public Transport (2002)*. The timelines for the requirements for compliance with the Standards are as follows:

- 2012: 55%
- 2017: 90%
- 2022: 100%

Policy

The recommendations are in accordance with the following Strategic Policies:

- Access and Inclusion
- Transport Levy 2014
- Asset Management Policy

Risk

There is a risk to council that if sufficient funds are not secured to reach the compliance targets, council will fail to meet the lawful requirements under the *Disability Standards for Accessible Public Transport (2002)*.

Chapter 2 of the Criminal Code, which sets out the general principles of criminal responsibility, (except Part 2.5) applies to all offences against the DSAPT.

The Federal Disability Discrimination Act is a compliance driven legislation, and if council were to receive any complaints regarding lack of compliance with the federal upgrade targets, council would likely end up in a dispute process that could be resolved in the Australian Human Rights Commission or by the Disability Discrimination Commissioner.

There is a financial risk to council that if works are undertaken to upgrade bus stops without assessing the accessibility of those stops, further additional work will be required at a greater overall cost.

While council has been active in meeting the prescribed targets, this has come at considerable cost. Council needs to ensure that the state government will continue to be committed to joint fund the bus stop upgrades. The consequences of not reaching the targets are unknown and there are many other councils which are likely to fail to meet the targets.

Previous Council Resolution

There is no previous council resolution relevant to this report.

Related Documentation

Disability Standards for Accessible Public Transport (2002)

Sunshine Coast Corporate Plan 2014-2019

Passenger Transport Accessible Infrastructure Program Funding Agreement

Disability Discrimination Act 1992 (DDA)

Draft Review of the Disability Standards for Accessible Public Transport 2002 (May 2014)

Critical Dates

It is important to decide on the level of internal funding as soon as possible to ensure that council meets the required future target dates. In order to gain the most value while undertaking upgrades, a full accessibility audit of existing stops will need to be undertaken as soon as possible to identify and quantify any additional works surrounding bus stops.

Implementation

Upon endorsement of this report by council and approval of funding, it is proposed that an accessibility audit study will be undertaken for bus stops in the 2015-16 budget year in order to determine the level of accessibility for each bus stop. The audit would cover the slab, width of path, kerb-ramps, opportunities for crossing roadways etc for 200m either side of each stop, on both sides of the road. It is envisaged that this could be done for 50 bus stops at a time for an estimated cost of \$60,000 spread over two years. This study budget will be required in the 2015-2016 financial year.

Further consultation with the Federal and State Governments and other Local Government Authorities will occur to lobby for additional external funding to reach the required target dates.

It is also proposed to begin incorporating the Sunshine Coast Council logo on all new bus stop infrastructure alongside the Translink logo to demonstrate to the community that the council are providing bus stop infrastructure.

8.6 CORPORATE STRATEGY AND DELIVERY

Nil

8.7 OFFICE OF THE MAYOR AND THE CEO

Nil

9 NOTIFIED MOTIONS

10 TABLING OF PETITIONS

Petitions only eligible for submission if:

- * Legible
- * Have purpose of the petition on top of each page
- * Contain at least 10 signatures
- * Motion limited to:
 - Petition received and referred to a future meeting
 - Petition received and referred to the Chief Executive Officer for report and consideration of recommendation
 - Petition not be received

11 CONFIDENTIAL SESSION**11.1 REGIONAL STRATEGY AND PLANNING**Nil

11.2 CORPORATE SERVICES**11.2.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - COMMUNITY LEASE - MALENY****File No:** ECM**Author:** Coordinator Property, Projects and Development
Corporate Services Department

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

11.2.2 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - QUARTERLY PROGRESS REPORT - QUARTER 1, 2014/2015**File No:** Statutory Meeting**Author:** Manager Corporate Governance
Corporate Services Department

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.

11.3 COMMUNITY SERVICES

Nil

11.4 INFRASTRUCTURE SERVICESNil

11.5 CORPORATE STRATEGY AND DELIVERY**11.5.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - MAJOR AND REGIONAL EVENTS SPONSORSHIP APPLICATIONS**

File No: ECM
Author: Coordinator Major Events Liaison
Corporate Strategy and Delivery Department

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

11.5.2 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - RETAIL LEASE SITE AT SUNSHINE COAST AIRPORT

File No: Contract No. 207501
Author: Supervisor Commercial Property
Corporate Strategy and Delivery Department

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

11.5.3 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - AIRSIDE LEASE SITE AT SUNSHINE COAST AIRPORT

File No: Contract No. 204101
Author: Supervisor Commercial Property
Corporate Strategy and Delivery Department

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

11.6 OFFICE OF THE MAYOR AND THE CEO

Nil

12 NEXT MEETING

The next Ordinary Meeting will be held on 11 December 2014 in the Council Chambers, Corner Currie and Bury Streets, Nambour.

13 MEETING CLOSURE