

App A – List of Sunshine Coast Council Policies for Discontinuance

No	Policy name	Responsible officer/s	Comment
1	Access policy – Maroochy	Manager Community Development Community Services	Replaced by Access and Inclusion Policy
2	Aerodrome Lease Rentals- Caloundra	Manager Property and Business Finance and Business	Lease Rentals at Caloundra Aerodrome are being addressed under Council acting as Trustee for State Land. There was a leasing strategy developed however Council's resolution to seek exemptions has suspended its operation. Will wait for State Govt outcome.
3	Affordable housing - Noosa	Manager Social Policy Regional Strategy & Planning	Affordable housing matters are now guided by the Sunshine Coast Affordable Living Strategy 2010.
4	Asset Valuation Policy- Caloundra	Manager Finance Finance and Business	This policy existed prior to amalgamation. SCC policy (strategic policy) was replaced with a department policy.
5	Bonds Under Building Applications- Noosa	Director Development Services Regional Strategy and Planning	Regulated under the Building Act and the Sustainable Planning Regulation.
6	Building- Issue of classification certificates- compliance with town plan- Caloundra	Director Development Services Regional Strategy and Planning	Regulated under the Building Act.
7	Building Special Structures- Caloundra	Manager Planning Assessment Regional Strategy and Planning	Regulated under the Building Act.
8	Cat Control- Noosa	Manager Community Response Community Services	The management of cats is now covered under Local Laws (accessible at http://www.sunshinecoast.qld.gov.au/sitePage.cfm?code=local-laws) and the Animal Management Act. Feral cats can be dealt with under Pest Management.
9	City Beautification Policy- Street Tree Program- Caloundra	Manager Social Policy Regional Strategy and Planning	The Sunshine Coast Open Space Strategy 2011 provides guidance in relation to a range of open space categories including amenity reserves. This policy will be covered by the Infrastructure Services departmental policy "Urban Tree Management" being developed by Parks and Gardens.

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10	Community Loans Program-Community Halls/Centres Non Council Owned-Caloundra	Manager Community Development Community Services	This policy has been superseded by the strategic policy titled “Grants Policy” which was adopted by Council on 25 June 2009. The new policy is accessible at http://scrcintranet.iscrc.internal/govpol/policies/SCRC%20Policies1/GRANTS_POLICY.pdf .
11	Confidential Information-Caloundra	Knowledge Solutions Manager Finance and Business	In tandem with the development of the “Open access to information” and “Records Management” policies proposed by the Knowledge Solutions team within ICTS branch, a new and related “Confidentiality” policy is proposed. This policy is to be developed by Corporate Governance branch so that any residual governance issues are captured.
12	Conservation Agreement Policy-Caloundra	Manager Environmental Operations Infrastructure Services	This policy does not support Council's current dunal management strategies and is likely to be non-compliant with State legislation such as the Nature Conservation Act.
13	Conservation Agreement Policy-Maroochy	Manager Environmental Operations Infrastructure Services	This policy is no longer relevant as some provisions are now included in the Infrastructure Services departmental policy, Voluntary Conservation Agreement Policy, approved in May 2010.
14	Contractors Undertaking Development Works on Road Reserves-Noosa	Director Development Services Regional Strategy and Planning	Development works in road reserves are now regulated through the Sustainable Planning Act and Planning Schemes.
15	Corporate Merchandise Policy-Caloundra	Manager, Customer Relations Community Services	Council offers a user-pays corporate merchandise service and ordering is an online process accessible at http://scrcintranet/services/corpgifts/default.aspx therefore this policy is not required.
16	Cost recovery arrangements for the supply of planning services in respect of the Meridan Plains extractive resource area -	Director, Strategic Planning Regional Strategy & Planning	This policy has been replaced with new funding and other arrangements with landowners in the Key Resource Area of Meridan Plains, to fund further studies and infrastructure agreements.

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	Caloundra		
17	Council Involvement in Entrepreneurial Activities- Noosa	Manager Economic Development Finance and Business	Council's Business Case Policy and other policies and guidelines cover any relevant items in the legacy document. The Business Case Policy is accessible at http://collaboration/sites/topics/policies/Documents/Business%20Case%20Guideline%20Policy.pdf .
18	Council records property information available to public - Caloundra	Spatial Information Manager Finance & Business	Now covered under Local Government Act 2009.
19	Council records provision of sales information - Caloundra	Spatial Information Manager Finance & Business	Prior to amalgamation, Caloundra Shire Council allowed the bulk sales of property information at a fee. This data was generally procured by real estate agents to create bulk mailings or to directly contact property owners about selling their land/house. The issuing of this bulk data had historically generated a considerable number of complaints from owners and State MPs. The practice is also not allowable under the Privacy Act. Council has not made this data available for purchase for four years.
20	Credit Policy- Maroochy	Manager Finance Finance and Business	This policy is generally covered by delegations with the debt write-off and debt collections to be a policy of its own.
21	Customer Service Charter- Caloundra	Manager, Customer Relations Community Services	Council's Customer Charter, which provides a clear framework for what customers can expect from Council, has replaced all previous charters. The charter is accessible at http://collaboration/sites/topics/Forms/FactSheets/customer_charter.pdf .
22	Decks and Boardwalks on Canal Properties- Caloundra	Manager Environmental Operations Infrastructure Services	Has been replaced by Lake Management Plans.
23	Delegation of authority - Noosa	Manager Corporate Governance Finance & Business	Delegations of authority are covered under the <i>Local Government Act 2009</i> and Council has developed a Delegations Register.

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24	Development of Hostels- Noosa	Director Development Services Regional Strategy and Planning	Similar requirements now exist in the Building Act/Code which make the legacy policy requirements obsolete. Further, the legacy policy accompanied a Local Law which was repealed and not replaced with the introduction of the new Local Laws this year.
25	Disposal of arsenic contaminated soil following remediation of contaminated land - Noosa	Director, Strategic Planning Regional Strategy & Planning	This policy is dealt with in the Earthworks Code in The Noosa Plan 2006 and related conditions of approval.
26	Donated Assets Policy- Noosa	Manager Business and Major Project Services Infrastructure Services	To be replaced by new departmental policy.
27	Easements- Standard Forms- Noosa	Manager Civil Works Services Infrastructure Services	Standard registered easements are available on Council's website accessible at http://www.sunshinecoast.qld.gov.au/sitePage.cfm?code=registered-easements .
28	Election signs - Caloundra	Manager Community Response Community Services	Election signage policy is made under a now repealed Local Law.
29	Engagement and management of consultants policy - Maroochy	Manager Human Resources Community Services	Contained in Council's Procurement Policy.
30	Entry by councillors to council premises - Noosa	Manager Council Services and Business Integration Finance & Business	Replaced by "Councillors expenses reimbursement and provision of facilities" policy and CEO's Advice guidelines.
31	Environment policy - Caloundra	Manager Environment Policy Regional Strategy & Planning	This policy is replaced by the Sunshine Coast Biodiversity Strategy 2010-2020, the Sunshine Coast Waterways and Coastal Management Strategy 2010-2020, and the Sunshine Coast Climate Change and Peak Oil Strategy 2010-2020. These strategies are accessible at http://www.sunshinecoast.qld.gov.au/sitePage.cfm?code=vision-strategies .
32	Environmental management lead policy - Maroochy	Manager Environment Policy Regional Strategy & Planning	This policy is replaced by the Sunshine Coast Biodiversity Strategy 2010-2020, the Sunshine Coast Waterways and Coastal Management Strategy 2010-2020, and the Sunshine Coast Climate Change and Peak Oil Strategy 2010-2020. These strategies are accessible at http://www.sunshinecoast.qld.gov.au/sitePage.cfm?code=vision-strategies .

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33	Environmental offsets policy - Caloundra	Manager Environment Policy Regional Strategy & Planning	This policy is replaced by the Queensland Government Environmental Offsets Policy which is accessible at http://www.ehp.qld.gov.au/management/environmental-offsets/environmental-offsets.html . A draft organisational offsets policy is currently under development.
34	Environmental Policy- Engineering Facilities- Noosa	Manager Transport and Engineering Services	Canals are dealt with under the Environment Protection Act and Environment Risk Assessment process.
35	Exemption from Rural Refuse Service – Noosa	Manager Waste and Resource Management Infrastructure Services	The departmental policy “Exemption from Rural Refuse Service”, in final draft format and ready for Executive Director approval within the next few weeks, replaces this policy.
36	External Roadworks Contributions- Noosa	Director Development Services Regional Strategy and Planning	Development Contributions are defined through the current planning schemes.
37	Extraordinary Traffic- Caloundra	Manager Transport and Engineering Services Infrastructure Services	This policy is not required by the Civil Works Services branch or the Transport and Engineering Services branch.
38	Financial Assistance- Connection to Sewerage System- Noosa	Manager Finance Finance and Business	Water and sewerage is no longer the responsibility of Council. Individuals requiring assistance communicate directly with Unitywater.
39	Financial Assistance to Community Organisations by Way of Loan- Noosa	Manager Community Partnerships Community Services	This policy has been superseded by the Grants policy.

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40	Foreshore of Noosa River- Noosa	Manager Environment Policy Regional Strategy and Planning	This policy is replaced with the Noosa River Management Plan which is accessible at http://www.sunshinecoast.qld.gov.au/sitePage.cfm?code=noosa-river-projects#plan .
41	Funding of commercial area streetscape makeovers - Noosa	Manager Business and Major Project Services Infrastructure Services	<p>This policy has been replaced by the annual capital works program process on the basis of the following reports to Council:</p> <ul style="list-style-type: none"> • Funding Strategies for Capital Works Delivery (Manager Financial Planning and Performance): <ul style="list-style-type: none"> • Special Meeting (Budget) 21/2/11 • Council resolution SM11/5 • Streetscaping Capital Works – Funding Alternatives (Manager Business and Major Project Services): <ul style="list-style-type: none"> • Ordinary Meeting 27/10/10 • Council resolution OM10/287
42	General Charge and Cost Recovery Arrangements for the Supply of Planning Services in Respect of Future Investigation Areas Under the Caloundra City Plan- Caloundra	Manager Planning Assessment Regional Strategy and Planning	Future Investigation Areas under the Caloundra City Plan have been superseded by the SEQ Regional Plan.
43	Graffiti Removal on Public and Private Property- Noosa	Manager Community Partnerships Community Services	Superseded by Memorandum Of Understanding s with Energex, Main Roads and Telstra. Also included in Summary Offences Act.

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44	Headworks Contributions- Deferral and Bonding	Director Development Services Regional Strategy and Planning	This policy relates to Water and Sewerage, which is no longer under Council's jurisdiction.
45	Heritage Policy- Noosa	Manager Community Development Community Services	Heritage matters are now guided by the Cultural Heritage Policy and Program that is funded via the Heritage Levy. The resources generated by this levy encourage greater protection, awareness and celebration of cultural heritage within the Sunshine Coast region.
46	Holding Tanks- Caloundra	Manager Waste and Resource Management Infrastructure Services	Provisions are now dealt with by Environmental Health Officers under the Health Act.
47	Honorary Rangers- Noosa	Manager Community Response Community Services	This former policy refers to by-laws which have been replaced by the new Local Laws. The role that is outlined in this policy for an honorary ranger represents a high risk to council as it allows for volunteers to conduct regulatory activities. Due to the risk factors this is not an activity undertaken by Council.
48	Hormone Issue to Households- Noosa	Manager Environmental Operations Infrastructure Services	This program allowed Noosa Shire Council ratepayers to obtain free Ratsak for poisoning vermin. The policy ceased being used many years ago.
49	Infrastructure Charges- Protocol for Unpaid- Noosa	Manager Infrastructure Policy Regional Strategy and Planning	This policy is no longer required as it has been replaced with a Sunshine Coast Council approach in which standard debt collection procedures in pursuing non-payment of Developer Contributions and/or Infrastructure Charges apply.
50	Infrastructure contributions for community organisations - Caloundra	Manager Infrastructure Policy Regional Strategy & Planning	This policy has been replaced by a Council policy providing rebates against Infrastructure Charges for Networks owned and controlled by Council, for eligible not-for-profit community organisations.
51	Kawana Waters- Application for Approval of Precinct Estate Plan in Respect of Development Lease No. 2- Caloundra	Manager Planning Assessment Regional Strategy and Planning	Superseded by the current Council delegation.
52	Kawana Waters- Application for	Manager Planning Assessment Regional Strategy and Planning	Superseded by the current Council delegation.

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	Subdivision Approval in Respect of Development Lease No.2- Caloundra		
53	Land Holdings Management Policy- Caloundra	Manager Property & Business Finance and Business	This policy is covered in Council's organisational policy, Business Case Policy, endorsed by the CEO on 10 May 2012.
54	Landcare policy - Noosa	Director, Strategic Planning Regional Strategy & Planning	This policy has been replaced by alternative arrangements with Noosa and District Landcare.
55	Lease of Council Land Policy- Maroochy	Manager Property & Business Finance and Business	The "Interim policy for the community use of council owned or managed land and infrastructure" developed by the Community Services department supersedes this policy.
56	Marketing of property related information - Caloundra	Spatial Information Manager Finance & Business	This policy is not required as Council includes information in its Fees and Charges document and on its website.
57	Media Policy- Councillors- Caloundra	Manager Customer Relations Community Services	This policy has been replaced by Council's Media Engagement Protocol.
58	Mowing of Road Verges Fronting Private Property in Urban Areas- Noosa	Manager Parks and Gardens Infrastructure Services	The Infrastructure Services departmental policy, "Mowing of Road Verges Fronting Private Property in Urban Areas", in final draft format and ready for Executive Director approval within the next few weeks, replaces this policy.
59	Noxious Weeds Control- Noosa	Manager Environmental Operations Infrastructure Services	The Land Protection Act and Local Laws replace the provisions.
60	Open Space Policy- Caloundra	Manager Social Policy Regional Strategy and Planning	Open Space matters are now guided by the Sunshine Coast Open Space Strategy 2011. Council programs and plans for open space are based on this adopted strategy.

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61	Parks & Reserves Operational Policy- Maroochy	Manager Caravan Parks and Projects Finance and Business	The "Sunshine Coast Holiday Parks Operational Guidelines Manual" was issued to Council's nine holiday parks in February 2012. The manual provides information relevant to the holiday parks provided in the previous policy. This manual is an internal operating guideline for the holiday parks contract managers and is not a public document.
62	Parks Signage- Caloundra	Manager Transport and Engineering Services Infrastructure Services	Specifications are now included in the Landscape Infrastructure Manual.
63	Passenger Ferry Services Across a Watercourse- Interim Policy- Noosa	Manager Transport and Engineering Services Infrastructure Services	The Infrastructure Services departmental policy, "Passenger Ferry Services Across a Watercourse - Interim Policy", replaces this policy.
64	Petty Cash Policy- Maroochy	Manager Finance Finance and Business	This policy has been replaced by Council's Organisational Policy titled "Petty Cash Policy" which was approved by the CEO on 8 March 2012. The new policy is accessible at http://collaboration/sites/topics/policies/Documents/Petty%20Cash%20Policy.pdf .
65	Preservation of Trees on Public Land- Noosa	Manager Parks and Gardens Infrastructure Services	Specifications for the whole region will be included in the departmental policy, "Urban Tree Management Public Land", currently in draft format.
66	Private certification of building control functions - Noosa	Director Development Services Regional Strategy & Planning	Council no longer provides a private certification function.
67	Property Note- Decks and Boardwalks on Canal Properties- Caloundra	Director Development Services Regional Strategy and Planning	Rock scour protection has taken the place of sandy beaches on canal properties. This policy is superseded by Lake Management Plans and requirements for prescribed tidal works approval.
68	Property Record Notes- Caloundra	Spatial Information Manager Finance and Business	This policy existed prior to amalgamation as a mechanism to store confidential information in Caloundra Shire Council's "CivicView" and allow non-disclosure of certain data in what is effectively the rate-book. The rate-book is a public document that must be available for viewing by any member of the public. Since amalgamation all property information is now stored in the T1 Property system. As it is questionable about the effectiveness of the policy, all confidential information that is primarily the interest of council is stored separately to the rate-book system.

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69	Protection of council's intellectual property - Noosa	Executive Director Finance & Business	Council's Business Case Policy and other policies and guidelines cover any relevant items in the legacy document. The Business Case Policy is accessible at http://collaboration/sites/topics/policies/Documents/Business%20Case%20Guideline%20Policy.pdf .
70	Purchase of environmentally significant land with conservation levy funds - Caloundra	Manager Environment Policy Regional Strategy & Planning	This policy has been replaced by the Environment Levy Policy which is accessible at http://www.sunshinecoast.qld.gov.au/sitePage.cfm?code=env-levy-pol-prgm-prgs .
71	Quality policy - Works and Engineering Services Department - Caloundra	Manager, Business and Major Project Services Infrastructure Services	The Infrastructure Services departmental policy, "Infrastructure Services Quality Policy", replaces this policy.
72	Quotations - council on-costs - Noosa	Executive Director Finance & Business	The Building Certification Unit no longer exists therefore this policy is outdated.
73	Rate rebates and waiver of fees for community organisations - Noosa	Manager Finance Finance & Business	This is now covered under the schedule of fees and charges in Council's Revenue Statement.
74	Recreation policies - Noosa	Manager Community Development Community Services	These policies have been replaced by the Sunshine Coast Sport & Active Recreation Plan.
75	Recreation policy - Caloundra	Manager Community Development Community Services	These policies have been replaced by the Sunshine Coast Sport & Active Recreation Plan.
76	Recycled paper - Noosa	Project Director Exec Office	Council now has automatic systems in place, for example with Corporate Express, that ensure that paper has recycled content.
77	Refuse Chutes & Accessories	Manager Waste and Resource Management	A new Infrastructure Services departmental policy will be completed within the next few months. In the interim, Caloundra and Maroochy regions are covered under the respective Planning Scheme policies

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	in Multi Storey Building General Requirements —Noosa	Infrastructure Services	and the Noosa Planning Scheme does not allow high rise developments.
78	Release and sale of information - Noosa	Spatial Information Manager Finance & Business	Now covered on SCC Property Searches and Fees and Charges.
79	Requests for Access to Council's Rate Notice System for Fund Raising Purposes- Caloundra	Manager Finance Finance and Business	This policy has been superseded by provisions that are part of the Revenue Statement. The 2012/13 Revenue Statement was adopted by the new Council at its Statutory Budget Meeting on 27 June 2012 and can be accessed at http://scrcintranet/teamsites/finance_business/budget_development/Statutory%20Meeting%20%2027%20June%202012/Revenue%20Statement%202012_2013.pdf .
80	Responsible Ownership of Cats Kept in Caloundra City- Caloundra	Manager Community Response Community Services	The management of cats is now covered under Local Laws (accessible at http://www.sunshinecoast.qld.gov.au/sitePage.cfm?code=local-laws) and the Animal Management Act. Feral cats can be dealt with under Pest Management.
81	Road Hierarchy- Caloundra	Project Director Integrated Transport Planning Regional Strategy and Planning	Superseded by Planning Scheme Policy.
82	Safety Audits- Community Policing- Noosa	Manager Community Programs Community Services	This activity has been replaced by a region wide program called Crime Prevention Through Environmental Design (CPTED).
83	Sale of property information - Caloundra	Spatial Information Manager Finance & Business	Now covered on SCC Property Searches and Fees and Charges.
84	Senior citizen's policy - Noosa	Manager Community Development Community Services	This policy has been replaced by the Sunshine Coast Positive Ageing Strategy 2011-2016
85	Social Policy- Caloundra	Manager Community Development Community Services	This policy has been superseded by the SCC Social Planning Framework.

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86	Special Management of Development Applications for Community Projects- Noosa	Director Development Services Regional Strategy and Planning	The approach identified by the policy is now consistent with the philosophies and practices of the Development Assessment branch.
87	Staged Payments of Infrastructure Charges and Contributions- Noosa	Manager Infrastructure Policy Regional Strategy and Planning	This policy is no longer appropriate for application to only one area of Sunshine Coast Council. Staged payments are given consideration across the board to applicants that require genuine assistance in spreading payments of Infrastructure Charges, with the arrangement captured in an Infrastructure Agreement, safeguarding community interests and assisting the applicant.
88	Streetlighting- Caloundra	Manager Transport and Engineering Services Infrastructure Services	Now covered under planning scheme and planning scheme policy.
89	Support for Non-Council Owned Community Centres- Caloundra	Manager Community Programs Community Services	Superseded by Grants policy.
90	Swimming pools - fencing - Noosa	Director Development Services Regional Strategy & Planning	Pool fencing is regulated under the Building Act.
91	Tourist 'i' Signs- Caloundra	Manager Community Development Community Services	With the transition of Visitor Information Centre operations to Sunshine Coast Destination Ltd, this signage is no longer the responsibility of Council.
92	Tourist Routes- Noosa	Manager Transport and Engineering Services Infrastructure Services	This document was created in 1983. It is not a policy but the tourist routes and destinations into Noosa at the time of adoption, which mentions seven scenic destination points for priority attention. Scheduled maintenance would be in place for the areas mentioned.
93	Tree Management in Public Places Policy- Caloundra	Manager Parks and Gardens Infrastructure Services	To be covered in Infrastructure Services Departmental Policy 'Urban Tree Management - Public Land'.

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94	Trimming of Trees Under Power Lines- Noosa	Manager Parks and Gardens Infrastructure Services	Specifications captured in a Memorandum Of Understanding between Energex and Council.
95	Vehicular Access to Private Property- Caloundra	Manager Civil Works Services Infrastructure Services	This ceased when the new local laws came into force as at 1 January 2012. There is an inconsistency between the local laws and the town plan and Council no longer requires permits to be taken out for driveways. If driveways do not conform to the standard drawing, then the customer needs to take out an operational works permit.
96	Waste management operational policy - Noosa	Manager Waste and Resource Management Infrastructure Services	This policy has been replaced by the Eumundi Road landfill site based management plan.
97	Water Connections Design Stage Multi Storey Building- Caloundra	Manager Plumbing Services Regional Strategy and Planning	The <i>Plumbing and Drainage Act 2002</i> does not require applicants to submit designs, as this infrastructure is now regulated by Unitywater.
98	Works in Dunal Areas- Re-establishment and Photographs- Noosa	Manager Environmental Operations Infrastructure Services	This policy does not support Council's current dunal management strategies and is likely to be non-compliant with State legislation such as the Nature Conservation Act.
99	Youth development policy - Noosa	Manager Community Development Community Services	This policy has been replaced by the Sunshine Coast Youth Strategy 2010-2015 which was adopted by Council on 8 December 2010. The strategy is accessible at http://www.sunshinecoast.qld.gov.au/sitePage.cfm?code=youth-strategy .
100	Market Policy – SCC	Manager Community Response	This policy is no longer required as markets can be approved and regulated under council's new Local Laws and planning approval is no longer needed.