



SCENIC RIM REGIONAL COUNCIL

Corporate & Community Services Committee

Agenda

Meeting to be held in the Council Chambers

82 Brisbane Street

Beaudesert

Tuesday, 17 November 2015

Commencing at the conclusion of the
Finance Committee Meeting

SCENIC RIM REGIONAL COUNCIL
CORPORATE & COMMUNITY SERVICES COMMITTEE
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CORPORATE & COMMUNITY SERVICES COMMITTEE

AGENDA

ATTENDANCE

Cr N J Waistell, Chairperson
Cr J C Brent, Mayor
Cr N O'Carroll
Cr V A West, Deputy Mayor
Cr J J Sanders
Cr R J Stanfield

APOLOGIES

Cr D A McInnes

DECLARATIONS OF INTEREST BY MEMBERS

Reception of Deputations by Appointment / Visitors

Please note: Agenda Items where Subject Headings are followed by [CLOSED] are to be discussed in closed session in accordance with Section 275(1) of the Local Government Regulation 2012.

Section 275(1) A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss-

- (a) the appointment, dismissal or discipline of employees; or
- (b) industrial matters, affecting employees; or
- (c) the local government's budget; or
- (d) rating concessions; or
- (e) contracts proposed to be made by it; or
- (f) starting or defending legal proceedings involving it; or
- (g) any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act; or
- (h) other business for which public discussion would be likely to prejudice the interests of local government or someone else, or enable a person to gain financial advantage.

1. EXECUTIVE

1.1 Draft 2014-15 Scenic Rim Regional Council Annual Report

Executive Officer: Chief Executive Officer

Item Author: Coordinator Communication and Councillor Support

File Reference: 17/09/003

Executive Summary

The draft 2014-15 Annual Report is presented for Council's consideration and adoption.

Previous Council Considerations / Resolutions

Not applicable.

REPORT

Local governments are required to adopt their annual reports within one month of completion of the audit of their accounts for the period.

The reports must be made available for public inspection within two weeks of adoption.

The draft 2014-15 Scenic Rim Regional Council Annual Report has been prepared in consultation with all Council departments.

The document includes all prescribed content and is considered to provide a comprehensive and balanced account of Council's operations during the period.

It is requested that the Committee review the document for finalisation and adoption within the statutory period.

Strategic Implications

Community Plan

Theme: Open and Responsive Government.

Outcome: Services are value for money and contribute to community wellbeing.

Priority: Understanding community expectations, delivering services that meet these and government leading by example.

Corporate Plan / Operational Plan

The Corporate Plan includes the following strategy to progress Open and Responsive Government: Council will create a corporate environment underpinned by ethical behaviour that fosters a proactive customer service culture, processes and procedures that progress open and accountable governance and apply a risk management approach.

A success measure of Open and Responsive Government is the publication of statutory reports within prescribed timeframes.

Budget Implications

Not applicable

Legal / Statutory Implications

Annual Reports and Financial Statements are prescribed by s.104 of the *Local Government Act 2009* as financial accountability documents which local governments must prepare.

Risks

Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

- CF6 Failure to comply with statutory obligations and responsibilities.
- CF11 Ineffective, inaccurate or inappropriate external communications.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Legal Compliance and Liability Preparation of an annual report and associated financial statements is a statutory requirement of the Local Government Act 2009.	Major	Rare	Low	Adoption of annual report within statutory timeframes.	Low
Reputation There is a reputational risk if the document is not of an appropriate standard.	Moderate	Unlikely	Low	Report meets Council expectations for corporate publications.	Low

Conclusion

It is considered that the draft report complies with statutory requirements and provides a balanced account of Council's performance over the 2014-15 year.

Consultation

Each Council Department has contributed content for this report and has been consulted in relation to the completed document.

Chief Executive Officer's Recommendation

That Council adopt the draft 2014-15 Scenic Rim Regional Council Annual Report.

Attachments

1. Draft 2014-15 Scenic Rim Regional Council Annual Report (attached separately).

1.2 Quarter 1 Operational Plan 2015-2016 Review

Executive Officer: Chief Executive Officer

Item Author: Governance Officer

File Reference: 04/12/007

Executive Summary

A report reviewing Council's progress in delivering the 2014/2015 Operational Plan for the period July to September 2015 has been prepared and is presented for Council's endorsement.

Previous Council Considerations / Resolutions

The 2014/2015 Operational Plan was adopted by Council at the Special Meeting held on 24 June 2015.

REPORT

The attached report was prepared during October 2015 to report on Council's progress towards the implementation of the 2015/2016 Operational Plan (Attachment 1)

The 2015/2016 Operational Plan is divided into eight themes that align with Council's Community Plan. Each theme is split into project and program components which are designed to progress the implementation of the five year Corporate Plan as required by section 175 of the *Local Government Regulation 2012*.

A project is a discrete body of work that occurs within a nominated time frame and programs represent the ongoing/recurrent operational activities of Council. Key Performance Indicators (KPIs) are nominated for the majority of programs and they provide a process for the measurement of Council's performance. KPIs outlined in the 2014/2015 Operational Plan are presented at the end of the attached report.

Progress was made on a number of projects in first Quarter and some key highlights include:

Spectacular Scenery and Healthy Environment

- Waste Strategy - this project is on track

Sustainable and Prosperous Economy

- Develop a New Planning Scheme - this project is on track

Open and Responsive Government

- Local Government Election - this project is on track

Relaxed Living and Rural Lifestyle

- Implement Boonah Planning Scheme Amendment No.5 - implementation ahead of target progress
- Natural Hazard Areas (flood) in the Scenic Rim - identification ahead of target progress

Vibrant Towns and Villages

- Vibrant and Active Towns and Villages - this project is on track

Accessible and Services Regions

- Bridge Strategy - implementation ahead of target progress
- Bridge Planning - significantly ahead of target progress
- Floodways and Causeway Strategy- implementation ahead of target progress

Healthy, Engaged and Resourceful Communities

- Disaster Management - implementation ahead of target progress

Organisational Sustainability

- Implement Risk Management Module - implementation significantly ahead of target progress

The attached report was prepared to satisfy the Chief Executive Officer's reporting obligations and to provide details on Council's progress towards the implementation of the 2015/2016 Operational Plan (Attachment 1).

Strategic Implications

Community Plan

The 2015/2016 Operational Plan has been developed with themes linked directly to the Community Plan.

Corporate Plan / Operational Plan

Organisational Sustainability - Strategy 1

Implement and maintain an integrated and strategic planning framework across Council which embeds performance, financial and asset management principles.

Budget Implications

Not Applicable.

Legal / Statutory Implications

The Chief Executive Officer is required to provide a quarterly report on the Operational Plan to a local government meeting under section 174(3) of the *Local Government Regulation 2012*.

Risks

Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

- CF2 Adoption of unrealistic corporate objectives that are beyond the financial resources of the organisation to deliver.
- CF4 Ineffective, inefficient or poorly integrated strategic planning and monitoring
- CF6 Failure to comply with statutory obligations and responsibilities

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Reputation Negative perception from community in failing to meet statutory obligations and corporate objectives.	Moderate	Unlikely	Medium	Community engagement, Integrated operational and budgetary planning processes; Risk management framework, staff training, adequate corporate governance to ensure adherence to responsibilities.	Low
Legal Compliance and Liability Nonfulfillment of statutory obligations and overlooking unrealistic corporate objectives prior to adoption.	Moderate	Unlikely	Medium	Given high priority by ET; Integration of Council Plans and Planning Processes; Regular and effective monitoring and review of strategic planning documents; ET Strategic Review Framework; Corporate Planning and Performance Management system (CPMS - Sytle); reports of compliance within legislative timeframes.	Low
Political Adverse political impact on Council due to inattention to statutory obligations and corporate objectives.	Major	Likely	High	Adequate Corporate Governance to ensure adherence to responsibilities; Corporate policies and procedures; Internal and External Audit; Regular review /implementation of continuous improvement principles; Regular team meetings with these items open for discussion; Monitor legislation changes through subscription; Participation in Regional Forums; reports of	Medium

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
				compliance within legislative timeframes Familiarity with legislative change	
Financial and Economic Adverse financial impact on Council due to inattention.	Major	Likely	High	Financial policies; External Audit; Regular review /implementation of continuous improvement principles; Monitor legislation changes through subscription; reports of compliance within legislative timeframes	High

Conclusion

Council has performed satisfactorily in the first quarter in working towards achieving the goals outlined in the 2015/2016 Operational Plan.

Consultation

Consultation has been undertaken with the Executive Team, Management Team and other key stakeholders in Council.

Chief Executive Officer's Recommendation

That Council endorse the first Quarterly Report of the 2015/2016 Operational Plan.

Attachments

1. Quarter 1 Operational Plan Report (attached separately).

2. CHIEF FINANCE OFFICER

Nil

3. REGIONAL SERVICES

3.1 School Immunisation Program Service Level Agreement

Executive Officer: Director Regional Services

Item Author: Manager Health, Building & Environment

File Reference: 24/08/001

Executive Summary

The purpose of this report is to provide relevant information regarding the School Immunisation Program and to seek endorsement for the continuation of this important public health initiative moving forward.

Previous Council Considerations / Resolutions

Not Applicable.

REPORT

School immunisation programs are regarded by the Federal and State Government as the most efficient and cost effective way of delivering essential teenage immunisation services for vaccines included under the National Immunisation Schedule.

The majority of local governments in Queensland are actively involved in the delivery of school and community based immunisation services. Scenic Rim Regional Council continues to deliver a School Immunisation Program to all secondary schools located within the region under a Service Level Agreement with the Hospital and Health Services (funding provided to Council by Hospital and Health Services).

Initial indications from Queensland Health suggested there would be no significant change to the Service Level Agreement however alterations to the National Immunisation Program Schedule have subsequently occurred. The 2016-2018 Service Level Agreement has recently been received and details the following change:

- The introduction of a transitional program that will inevitably move immunisation eligibility from year 8 students to year 7 students commencing in 2016.

Transitioning the program to year 7 students will ensure adolescents continue to receive their immunisations within the recommended age range (11-13) and align Queensland's school immunisation programs with other Australian immunisation programs which are delivered in the first year of secondary school.

The 2016 School Immunisation Program facilitates the provision of vaccines from Queensland Health Immunisation Program (QUIP), at no cost to Council, to undertake the specified vaccinations which consist of:

- Varicella (chickenpox - year 7 and 8 students);
- Gardasil (human papillomavirus - year 7 and 8 students); and
- Diphtheria, Tetanus, Pertussis (incl whooping cough component - year 7 and 8 students).

In addition to the transitional program change, the following items will also occur during the contracted period:

- The conclusion of Diphtheria, Tetanus, Pertussis (incl whooping cough component to year 10 students under the 2015 program as this vaccination will be administered to year 7 and 8 students only under the 2016 program;
- The conclusion of Varicella (chickenpox) to year 7 and 8 students for finalisation under the 2016 program;
- The conclusion of immunisation being administered to year 8 students finalised under the 2016 program.

Under the Service Level Agreement, the School Immunisation Program is delivered by Council to eligible students at the following schools located within the Scenic Rim region:-

- Tamborine Mountain College;
- Tamborine Mountain State High;
- Beaudesert State High;
- Boonah State High;
- Kooralbyn International College; and
- Future Intended Secondary School.

It is believed the vaccination program is a critical public health service for the region, with the added benefit for Council of providing extensive (positive) Scenic Rim brand exposure directly into households within the Scenic Rim region at limited or no cost to Council.

Council currently has established systems and protocols along with appropriate equipment and rapport between endorsed immunisation nursing staff, participating schools and the appointed Hospital and Health Services (Metro South, Gold Coast and West Moreton).

The above mentioned allows Council to continue providing essential immunisation services and a public health prevention program, for the protection against vaccine preventable diseases to the school children of our community.

The current Service Level Agreement is due to conclude December 2015. The department's Quality Assurance and Systems Officer will also liaise with Hospital and Health Services to facilitate the provision of an extended agreement to include the approved addition of a Catholic College scheduled to open in Beaudesert from 2017.

The financial arrangement to provide this service would be on a similar basis as the existing services provided and would be at no cost to Council therefore, the department is seeking approval to continue the school immunisation program from 2016 to 2018.

Strategic Implications

Community Plan

Theme: Healthy, Engaged and Resourceful Communities
Outcome: A community where individuals demonstrate commitment to the vision through their personal choices and actions
Priority: Attracting and maintaining quality health and social services that meet the needs of families, the aged and people with disabilities

Corporate Plan / Operational Plan

HER5 - Deliver public health and safety risk management initiatives, education and healthy lifestyles programs that promote and support a safe and healthy living environment.

Budget Implications

Funding model projections estimate Council will receive approximately \$140,000.00 over the contracted program period due to the commencement of the transitional program and the finalisation of the Varicella program accounting for the inclusion of the year 7 students under the 2016 program. The funding model projections will then reduce due to eligible student number decline for immunisation services under the program 2017 and 2018 programs (being year 7 students only).

An increase in the operational budget may be required to cover the transitional program in the initial two years of the agreement but would be covered by State Government contributions.

Legal / Statutory Implications

Not Applicable.

Risks

Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

WHS1 - Death or significant personal injury or illness at workplace, or legal liability associated with Council's workplace health and safety responsibilities

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Workplace Health & Safety School Immunisation Program	Catastrophic	Possible	Extreme	Appropriate storage undertaken, Health Management and Vaccine Management Protocols and procedures in place, Trained nurses and appropriate licences held, Appropriate information of consent forms in relation to reactions, Appropriate resuscitation equipment on site	High

Conclusion

Queensland Health has requested Scenic Rim Regional Council continue to provide immunisation services to all secondary schools within the region under a Service Level Agreement commencing 1 January 2016 to 31 December 2018. .

The provision of this service provides for an essential public health prevention program, for the protection against vaccine preventable diseases, to the school children of our community.

Council has an existing Service Level Agreement with Queensland Health until 31 December 2015 and delivers significant benefits to the community by providing the school immunisation program. It has been established that no other service providers are in a position to satisfactorily offer these services to the community.

Consultation

Hospital and Health Services

Director's Recommendation

That Council resolve to continue to provide the School Immunisation Program within the Scenic Rim Regional Council area for the 2016-2018 period and approve the signing of the Service Level Agreement with Hospital & Health Services.

Attachments

Nil.

3.2 Review of Community Grants Policy

Executive Officer: Director Regional Services

Item Author: Manager Community & Culture

File Reference: 04/13/003; 04/15/004; 15/04/003

Executive Summary

This report seeks to amend the Community Grants Policy to incorporate proposed changes to Council's grant programs.

Previous Council Considerations / Resolutions

The Community Grants Policy was updated in March 2015 to address eligibility criteria in the Environmental Grants Program.

REPORT

All Council policies are subject to regular review and these reviews are important because they present opportunities to improve on existing frameworks and achieve efficiencies. The Community Grants Policy is Council's framework for administering Community Grants, Environmental Grants, Sport and Recreation Grants and the Public Halls Assistance Program. These are all highly successful funding programs and whilst this demonstrates that the policy has a robust framework, this latest review is an opportunity to incorporate additional improvements to the respective guidelines.

Most of the proposed changes are quite minor such as reducing duplication, having more consistent language across the funding guidelines and updating Corporate Plan priorities. The more notable changes include:

- Updating the eligibility criteria for the Community Grants and the Sport and Recreation Grants to reinforce that community and sporting groups must be based within the Scenic Rim Local Government area;
- Updating GST and Invoicing requirements; and
- Updating the "Ineligible Applicants" in the Sport and Recreation Guidelines to include "*Organisations that have direct access to funds generated from gaming machines*". The original intention of this grants program was to provide support for "grassroots" sporting clubs so this additional criteria should assist in protecting the integrity of the program.

Strategic Implications

Community Plan

Theme: Healthy, Engaged and Resourceful Communities.

Outcomes: Strong social interaction and a sense of connectedness.
A community that celebrates its identity, culture and diversity.

Priority: Strengthening social interaction, building partnerships and connectedness through activities and infrastructure.
Creating a sense of identity and belonging.

Corporate Plan / Operational Plan

Theme: Relaxed Living and Rural Lifestyle.

Strategy: Assist the community to build capacity to respond to their needs and aspirations while also delivering programs and supporting events that promote active participation across all sections of our community.

Budget Implications

Not applicable.

Legal / Statutory Implications

Compliance with Local Government Regulation 2012.

Risks

Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

CE8 - Failure to identify, plan, deliver and review appropriate community and cultural services and programs that align with community needs and expectations.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Financial and Economic Policy fails to accurately reflect Council's decision making regarding financial support to sport, recreation and community groups	Moderate	Unlikely	Low	Proposed policy amendments reflect transparent and accountable financial administration of Council's funding programs	Low
Legal Compliance and Liability Policy fails to address community needs and expectations	Moderate	Unlikely	Low	Guidelines are regularly reviewed to ensure that funding programs address community needs and expectations	Low

Conclusion

The proposed amendments reflect good governance and transparent financial administration of Council's funding programs.

Consultation

Finance and Governance and Corporate Policy were consulted as part of this review process.

Director's Recommendation

That Council adopt the proposed amended Community Grants Policy to incorporate additional changes to the grants program guidelines.

Attachments

1. Proposed Amended Community Grants Policy (attached separately).

3.3 Scenic Rim Health and Wellbeing Advisory Committee

Executive Officer: Director Regional Services

Item Author: Coordinator Community Development

File Reference: 03/02/001; 03/02/002; 22/05/002; 26/04/002

Executive Summary

This report seeks Council's endorsement to establish a new Scenic Rim Health and Wellbeing Advisory Committee to oversee implementation of the Scenic Rim Health and Wellbeing Plan 2015-2020.

Previous Council Considerations / Resolutions

The Scenic Rim Health and Wellbeing Plan 2015-2020 was adopted at the Ordinary Meeting of Council held on 28 July 2015.

REPORT

Council approved funding in 2014/2015 to review the Social Plan 2010-2020 and the Sport and Recreation Plan 2010-2020. Ross Planning was engaged from October 2014 to June 2015 to conduct the review which included an extensive consultation process with Council staff, community members and the Social Plan and Sport and Recreation Plan Steering Committees.

As the two plans shared many common goals and objectives, the review resulted in the merging of the two original plans into a new Scenic Rim Health and Wellbeing Plan 2015-2020, which better reflects Council's role in addressing the social, health, sport and recreation needs of the region. The two original plans will remain important resources to track trends and overall performance. The review also recommended that Council create a new Advisory Committee with improved scope and structure to enhance Council's decision making on health and wellbeing issues. This new committee will replace the two existing Social Plan and Sport and Recreation Plan Committees and will provide a more relevant framework for delivering improved health and wellbeing outcomes for the local community.

It is recommended that the Scenic Rim Health and Wellbeing Advisory Committee comprise of the following membership:

- Scenic Rim Councillors (to be nominated and agreed to by fellow Councillors);
- Representative/s from Council's Community Development Department;
- Representative/s from Council's Property & Operations Department;
- Representative/s from the local Police;
- Representative/s from local High Schools;
- Representative/s from relevant Hospital and Health Service Districts;
- Representative/s from relevant Primary Health Networks;
- Representative/s from Sport and Recreation Queensland; and
- Key Community Contacts.

All former members have expressed their willingness to participate in the new Advisory Committee. This indicates that they value the opportunity to build on the good work that has already been achieved.

It is proposed that the initial membership of the new Advisory Committee be as follows:

Members transitioning from the former Committees:

- Councillors Virginia West, Jennifer Sanders and Nigel Waistell;
- Kathy Forrest, Lacey Sawtell and Joanna Stephens, Community Development;
- John Bartlett, Kay Faulkner and Vanessa Bull, community contacts;
- Debbie Cowan, Metro South Health;
- Denise Upshall, Brisbane South Primary Health Network;
- Barbara Freeman, Sport and Recreation Queensland; and
- Nathan Edwards, Beaudesert High School.

Additional recommended members:

- Hugh Dunne or nominated representative from Property and Operations;
- Heather Wehl, community contact;
- Louise Dwyer or nominated representative from Beaucare;
- Karyn Perrett or nominated representative from the Mununjali community; and
- Representative from local Police (TBA).

These recommendations have been endorsed by the existing Social Plan and Sport and Recreation Plan Committee members.

The Committee will generally meet quarterly unless otherwise advised and to ensure good governance a Terms of Reference and Code of Conduct has been developed (refer attached). This will provide:

- A formalised agreement of the roles and responsibilities of the Advisory Committee; and
- An agreed charter by which the Advisory Committee can monitor its performance.

Strategic Implications

Community Plan

Theme: Healthy, Engaged and Resourceful Communities.

Outcomes: Strong social interaction and a sense of connectedness.
A community that celebrates its identity, culture and diversity.
A community where individuals demonstrate commitment to the vision through their personal choices and actions.

Priority: Strengthening social interaction, building partnerships and connectedness through activities and infrastructure.

Building an active and healthy community through sport, parks, community gardens and recreation.

Creating a sense of identity and belonging.

Corporate Plan / Operational Plan

Theme: Healthy, Engaged and Resourceful Communities

Strategy: Assist in building community capacity through sport, recreation, arts and culture.

Theme: Relaxed Living and Rural Lifestyle

Strategy: Assist the community to build capacity to respond to their needs and aspirations while also delivering programs and supporting events that promote active participation across all sections of the our community.

Budget Implications

Council has allocated \$91,800 in the 2015/2016 budget to deliver on Social Plan and Sport and Recreation Plan outcomes, which provides an existing financial framework for the Advisory Committee to address key issues in the Health and Wellbeing Plan.

Legal / Statutory Implications

Not applicable.

Risks

Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

CE4 - Failure to manage growth resulting in increased pressure on Council and State infrastructure and social amenity.

CE8 - Failure to identify, plan, deliver and review appropriate community and cultural services and programs that align with community needs and expectations.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Infrastructure & Assets Council fails to provide safe and accessible community infrastructure	Moderate	Possible	Medium	The proposed Health and Wellbeing Advisory Committee will guide Council's decision making on key infrastructure and asset recommendations in the Health & Wellbeing Plan	Low
Reputation The proposed Health and Wellbeing Advisory Committee fails to adequately address needs and issues identified in the Health and Wellbeing Plan	Moderate	Unlikely	Medium	Former Social Plan and Sport and Recreation Plan Steering Committees have been effective frameworks in successfully addressing key issues in the former plans. Revised scope and structure of Proposed Health and Wellbeing Advisory Committee provides an even more robust framework for guiding Council's implementation of the Health and Wellbeing Plan Targeted consultation with internal and external stakeholders has been an important part of the review process.	Low

Conclusion

Scenic Rim has many assets that contribute to the liveability and prosperity of the region. Equally there are many challenges to meet the needs of a growing and diverse population. Preserving these assets and managing our challenges requires a comprehensive plan and it must be coordinated in the best interests of the community. Council has a responsibility to continue the good work that the Social Plan and the Sport and Recreation Plan Steering Committees have achieved over the past five years and the new Advisory Committee provides a more relevant framework to guide Council's decision making for the Health and Wellbeing Plan whilst ensuring that the community is an active contributor to this process.

Consultation

This project has included extensive consultation with Council staff, community members and the Social Plan and Sport and Recreation Plan Steering Committees.

Director's Recommendation

That:

1. Council merge the Social Plan and Sport and Recreation Plan Steering Committees to form the new Scenic Rim Health and Wellbeing Advisory Committee to guide implementation of the Scenic Rim Health and Wellbeing Plan 2015-2020;
2. Council endorse the Scenic Rim Health and Wellbeing Advisory Committee Terms of Reference and Code of Conduct;
3. The Scenic Rim Health and Wellbeing Advisory Committee comprise of the following membership:

Scenic Rim Councillors (to be nominated and agreed to by fellow Councillors);
Representative/s from Council's Community Development Department;
Representative/s from Council's Property & Operations Department;
Representative/s from the local Police;
Representative/s from local High Schools;
Representative/s from relevant Hospital and Health Service Districts;
Representative/s from relevant Primary Health Networks;
Representative/s from Sport and Recreation Queensland; and
Key Community Contacts.

Attachments

1. Scenic Rim Health and Wellbeing Advisory Committee Terms of Reference and Code of Conduct (attached separately).

4. INFRASTRUCTURE SERVICES

4.1 Draft Parks and Amenities Strategy 2015

Executive Officer: Director Infrastructure Services

Item Author: Manager Property and Operations

File Reference: 04/14/013; 04/14/015; 22/02/001

Executive Summary

In satisfaction of an identified 2014/2015 Operational Plan requirement, the Parks and Amenities Strategy 2015 has been developed, in consultation with internal stakeholders. Endorsed by the Executive Team, the draft Strategy is presented to Council for consideration.

Previous Council Considerations / Resolutions

Not applicable.

REPORT

Council provides a parks network in excess of 320 hectares, consisting of 225 hectares of maintained parkland and 103 hectares of natural areas and bushland.

As the overarching strategy for the parks network, this Strategy provides guiding levels of service for provision, development and operations which influence all other plans, policies and strategies associated with the parks network within the Scenic Rim region.

In order to provide a logical framework on which to structure appropriate levels of service, Council's parks have been grouped into the following park categories:

- Cemeteries;
- Civic;
- Corridor;
- Landscape;
- Nature;
- Premier;
- Recreation;
- Road Rest Stops;
- Special Purpose; and
- Sports.

This Strategy deals with Civic, Corridor, Landscape, Nature, Premier, Recreation, Road Rest Stops and Sports Parks. Cemeteries and Special Purpose Sites (eg golf courses) are excluded from this Strategy.

Catchments

In addition to being classified as a particular type of park, all parks have also been allocated as either a Regional, District or Local standard site.

Levels of Service Framework

Each park category has associated Provision, Development and Operating Levels of Service. These levels of service relate to:

- Provision – amount, type, and location of park land;
- Development – amount and quality of asset development; and
- Operating – maintenance and operating frequencies and activities.

It is envisaged that this strategy will inform and refine asset management practices within the park environment. The strategy also provides an improvement plan to inform future operational planning programs.

Strategic Implications

Community Plan

Theme: Relaxed Living and Rural Lifestyle
Outcome: Facilities and spaces are available and encourage outdoor recreation
Priority: Effective planning that engages the community, provides for our future needs and protects the environment and rural lifestyle.

Corporate Plan

Relaxed Living and Rural Lifestyle - Strategy 2

Identify, plan and respond to the sport, recreation and leisure needs of our region by providing appropriate facilities and open space, and supporting a range of programs that will foster a healthy and active community.

Budget Implications

Not applicable.

Legal / Statutory Implications

Nil

Risks

Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

- IA2 - Infrastructure planning and delivery failing to meet agreed minimum service levels and/or duty of care.
- CE6 - Failure to adequately plan for and manage Council-controlled natural areas/conservation reserves.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Workplace Health & Safety Fatality or significant irreversible disability	Catastrophic	Possible	Extreme	Design & Construction Manual; 10 Year Capital Works Program.	High
Legal Compliance and Liability Regulatory or contract breaches causing very serious litigation, including major class action. An event occurring outside Scenic Rim's insurance cover.	Catastrophic	Possible	Extreme	Planning Studies; Asset Management Planning and integration with Long Term Financial Plan and Local Government Infrastructure Plans.	High
Environmental Moderate impact on the environment; no long term or irreversible damage. May incur cautionary notice or infringement notice.	Moderate	Possible	Medium	Reserve Management Plans; Delivery of reserve management services	Medium
Infrastructure & Assets Short term to medium loss of key assets, infrastructure and/or IT network/hardware.	Moderate	Possible	Medium	Reserve management plans; Grant funding program; Bushfire Mitigation plan.	Medium
Reputation Significant local concern/exposure and short to mid term loss of support from Scenic Rim residents.	Moderate	Possible	Medium	Offset partnerships with government and other stakeholders.	Medium

Conclusion

The need for an overarching strategy to inform and refine asset management practices within the park environment was identified as part of the 2014/2015 Operational Plan. This strategy, which also provides an improvement plan to inform future operational planning programs has now been developed and is presented for consideration.

Consultation

Not applicable.

Director's Recommendation

That Council adopt the draft Parks and Amenities Strategy 2015.

Attachments

1. Draft Parks and Amenities Strategy 2015 (attached separately).

4.2 Tamborine Mountain Skate Park [Closed s.275(1)(e)]

Executive Officer: Director Infrastructure Services

Item Author: Manager Property and Operations

File Reference: 05/02/001; L1RP211501, L2RP204983

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 275(1)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the following: -

- (e) contracts proposed to be made by it.