Introduction and design principles

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Appendix A – Overview of council strategies and related documents
1.0 Purpose of this document

The purpose of the Open Space Landscape Infrastructure Manual (LIM) is to provide guidance for the design, development and delivery of council controlled open space, as well as assisting with the maintenance of council assets.

The LIM provides guidance, ensuring that the land development is managed in the most sustainable, accessible, cost effective, durable and environmentally friendly way. It uses embellishments which complement the natural landscape and provide a diverse range of recreation opportunities.

The LIM is referenced in the Planning Scheme, however, the LIM sits outside the Planning Scheme, allowing it to be updated regularly as improved products and technical information becomes available. It is a living document which will grow and evolve as councils’ needs change.

Outcomes

- Improved asset management outcomes
- Reduce maintenance costs – robust products and construction techniques
- Cost savings – standardising keys, locks
- Time saving – central source of guidance, drawings
- Assist with all abilities access requirements
- Promotes sustainable solutions
- Capture knowledge of experienced council officers.
2.0 Legislative framework - where the LIM fits

Sunshine Coast Planning Scheme 2014
The Sunshine Coast Planning Scheme 2014 makes reference to the SCC Infrastructure Guidelines and Standards Manual in the following sections:

- The Landscaping Code (9.4.2).

The SCC Infrastructure Guidelines and Standards Manual will provide further guidance with regard to specifications for open space and landscape infrastructure.

The LIM is a chapter in this manual, with other chapters addressing topics such as Centre Design Palettes. A diagram of how the manual relates to the Planning Scheme is below see Figure 1: LIM relationship to Sunshine Coast Planning Scheme and Sunshine Coast Environment and Liveability Strategy.

Open Space Landscape Infrastructure Manual (LIM)

The LIM will provide guidance material for many open space categories. The manual to date, is mainly devoted to parks, recreation trails and environment, in the near future provision has been made to include guidance for sports grounds.

In the interim, the basic parks information in each LIM category (ie equal access guidance) can be adapted to suit the site specific solution required.

The package uses the guidance provided by the Sunshine Coast Environment and Liveability Strategy 2017 detailing appropriate embellishments for open space types, such as recreation, landscape, sport, trails and environmental reserves.

The Draft Sunshine Coast Recreation Park Plan will further define what embellishment each level of park will contain. It should also address issues such as the need for destination parks containing specialist facilities, such as all abilities playgrounds.
Figure 1: LIM relationship to Planning Scheme and Sunshine Coast Environment and Liveability Strategy 2017
Sunshine Coast Council’s overall vision is ‘to be Australia’s most sustainable region – healthy, smart, creative’. Council’s strategies and plans, aid in the attainment of these visions and objectives. They set the guidelines for the allocation of resources, decision making and funding that leads to the achievement of council’s vision and objectives.

The Open Space Landscape Infrastructure Manual has been prepared in line with this council documentation, including council policies, plans, strategies and manuals. These are listed in each individual LIM category for ease of reference.

The key council documents that relate to the LIM include:

- Sunshine Coast Corporate Plan 2019-2023
- Sunshine Coast Planning Scheme 2014
- Sunshine Coast Environment and Liveability Strategy 2017
- Sunshine Coast Community Strategy 2019-2041.

The following figure illustrates the relevant council planning framework documents including the Sunshine Coast Environment and Liveability Strategy 2017 from which the LIM stems from.

See Figure 2: Council’s planning context for further guidance.

These key council documents are discussed in more detail in Appendix A, including emerging priorities and strategies that are relevant to design development.

See Appendix A – Overview of council strategies and related documents for further guidance.
4.0 Open space definitions

The Sunshine Coast Environment and Liveability Strategy 2017 ‘builds a pathway to a healthy environment and liveable Sunshine Coast in 2041’.

Listed in the highlighted box is an extract from the SC Environment and Liveability Strategy 2017 that outlines the key elements used to plan open space. These elements are consolidated into council’s ‘desired standards of service’.

The LIM aligns with this strategy document, providing more detailed guidance on these desired standards of service. This gives the designer more specific design and construction advice on which embellishments should be placed in which type of open space category, such as:

- Recreation
  - Council-wide
  - District
  - Local
  - Amenity reserves
  - Linear parks.
- Landscape
  - Landscape corridors.
- Sport
  - Council-wide
  - District
  - Specific purpose.
- Trails
  - Recreation trails.
- Environment reserves
  - Conservation reserves
  - Nature reserves
  - Bushland reserves
  - Natural amenity reserves
  - Coastal reserves.

See the Sunshine Coast Environment and Liveability Strategy 2017 for further information.

SC Environment and Liveability Strategy 2017 – Open Space

Open space is the network of land and water that supports recreation and sport, trails and paths, nature conservation and visual relief from the urban environment. These open spaces complement and contrast with the built environment.

Our open space network is highly valued by the community and contributes to the Sunshine Coast’s unique character, relaxed and healthy lifestyle and rich biodiversity. It gives a sense of ownership and belonging to local communities and neighbourhoods, making them desirable places to live. It provides spaces for enhancing landscape and character values, supporting biodiversity and ecological services, and active and passive sport, recreation and cultural activities. It provides the ‘green frame’ of our urban areas, edging our rivers, beaches and foreshores lining our streets and identifying our communities. It also makes the Sunshine Coast an attractive place to visit and supports tourism, events and economic growth.

Open space is owned and managed by council, the state government and numerous other public and private land managers. It is the council owned and managed open spaces that are the focus of this strategy. Open spaces managed by other landowners (eg national parks and forestry reserves) significantly contribute to the Sunshine Coast open space network. Policies within this strategy can be used to guide partnerships and collaborative management efforts with other open space providers.

Securing and developing open space is a high priority of council. A range of mechanisms are utilised to ensure appropriate and functional open space is publicly accessible.

The Sunshine Coast’s open space areas have been grouped into categories based on their primary use, to assist with their planning, development and management. Most have multiple uses and contribute to other categories in a secondary role.

- **Recreation** – recreation parks, amenity reserves, linear parks, and trails. Spaces used for informal social, recreational and cultural activities which connect people and provide visual relief from the built form.
- **Landscape** – landscape corridors and streetscapes. Vegetated areas / living infrastructure build on the natural character and amenity of neighbourhoods which provide key linkages.
- **Sport** – facilities for playing formal sports, including fields, courts and supporting infrastructure. This use includes specific purpose sports that have limited multi-use due to the nature of the sport.
- **Environment and coastal** – these areas support the preservation and enhancement of biodiversity and coastal protection. They can provide opportunities for people to interact with the natural environment where appropriate.
- **Other** – areas that contribute to open space functions, eg education facilities, caravan parks, waterways, riparian corridors, and drainage reserves. This category also includes open space not controlled by council eg national parks, state forests, state managed sports and recreation facilities, SEQ Water areas and lands managed by Unitywater.

Source: Sunshine Coast Environment and Liveability Strategy 2017 - Part A
5.0 How to use this LIM manual

LIM sections
This manual is divided into sections and colour coded as follows:

<table>
<thead>
<tr>
<th>Section</th>
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<td>Design Principles</td>
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<tr>
<td>Preliminaries</td>
<td>Guidance on overarching topics, such as, environmental management, vegetation management, health and safety, and cultural heritage.</td>
</tr>
<tr>
<td>Embellishments</td>
<td>Guidance for best practice design, manufacture and construction of open space embellishments.</td>
</tr>
<tr>
<td>Palettes</td>
<td>Guidance to assist designers in the selection of appropriate site specific elements, such as colour, planting and materials.</td>
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Please note the following when using the LIM drawings:

- All drawings are not for construction and are for guidance only.
- All products depicted need to be purchased under relevant procurement policies.
- Each product profiled states ‘or equivalent’ and council is working with suppliers to provide them with the opportunity to be profiled.
- The manual is a living document and as new compliant products become available there will be the opportunity to profile them, in the same way that products that prove to be unsuitable will be removed.
- If the page is printed it is out of date.
- Council will be trialling new products and monitoring trial sites.
- Please refer ‘copyright’ and ‘disclaimer’ for further information.

Updates
The LIM is a ‘living’ information document, designed for guidance. It will be updated yearly and comments can be forwarded to council.
Introduction and Design Principles

The introduction provides guidance on the purpose of the LIM manual and relationship within legislative framework, as well as council’s strategic framework. It also outlines the purpose of each section of the document and how to use it.

The design principles section outlines the philosophy behind the development of the LIM, and its themes of sustainability, innovation community engagement and equal access.

Topics in this section include:

- Legislation, standards and corporate documents – these are specific to each embellishment topic and aim to provide the designer with key reference documents.
- Sustainability – is a key theme throughout the manual and research will continue to identify products which enhance the natural environment and are environmentally friendly. As this research continues and innovative approaches and materials are identified, new products will continue to be profiled and trialled.
- Accessibility – a key principle of the LIM is to design parks and open space embellishments with equal access, for people of all ages and abilities.
- CPTED – incorporating crime prevention through environmental design principles will help create safe public spaces.
- Place making – creating identity and character in our communities.
- Community engagement – provides direction for community engagement activities.
- Asset Management and operations – asset management plans.

Preliminaries

This section provides guidance on overarching topics such as health and safety, cultural heritage, vegetation management, environmental management, and project management requirements.

It is designed to provide information about the processes that council value, such as ensuring that trees are protected on a development site in line with the Australian standards.

Each section is broken down into the following documents:

- Information Sheet (INFO)
- Technical Drawings (DWGS)
- Specifications (SPECS).

Please note:

The guidance material in the LIM is not intended to take away the designer’s role of designing for a site specific response. The designer should include choice of colour, material, layout and selection of unique character products in line with place-making principles and in consultation with the local community. The LIM provides a basic platform from which to build. It guides selection of robust and accessible products, as well as illustrates design standards that have been researched by council, thus saving time on selecting standard elements.
Embellishments

The embellishment section provides guidance on products which are sustainable, comply with legal requirements, Australian Standards, and meet council needs for longevity and to minimise maintenance. New products have also been profiled to allow designers scope for innovation.

Each embellishment category contains the following information:

• **Information sheets (INFO)** – the embellishment information sheet contains guidance material for the design, development and delivery of assets (they will also assist with maintenance). It contains performance criteria as well as drawings that depict installation and positioning guidance material, to allow designers to quickly locate preferred dimensions. References are also provided to relevant legislation, Australian standards and council documents.

• **Technical drawings (DWGS)**
  - *Technical drawing index* – this section has an embellishment index which profiles the products which match council’s performance criteria. It provides the details of the product model, company, fixings and finishes and warranties.
  - LIM drawings – The drawings attached are either best practice installation methods for generic items (e.g. garden edging), or they are profiles of products which match council’s performance criteria.

• **Specifications (SPECS)** – these have been provided to assist with design and project management and provide details of the requirements for construction.

Palettes

The palettes provide materials guidance to assist designers in the selection of appropriate site specific materials.

Palette categories contain the following:

• **Information sheets (INFO)** – palette information sheets contain guidance on appropriate materials, their applications and attributes, products, colours and plants selection for a variety of site specific requirements such as:
  - Coastal
  - Hinterland
  - Under surface materials.

A desirable outcome for council is to achieve the required level of finish resulting in quality, cost effective, sustainable, low maintenance outcomes.

Profiled materials, products and plant species information is based upon a combination of manufacturer specifications, industry guidelines and historical council experience.

• **Index (INDEX)** – a comprehensive list of products, materials and plant species:
  - A variety of materials palettes and finishes are profiled to achieve outcomes and a sustainable level of finish required by council.
  - Planting palette details information to assist designers in the selection of appropriate plant species for various planting applications.

Please note:

The guidance material in the LIM is not intended to take away the designer’s role of designing for a site specific response. The designer should include choice of colour, material, layout and selection of unique character products in line with place-making principles and in consultation with the local community. The LIM provides a basic platform from which to build. It guides selection of robust and accessible products, as well as illustrates design standards that have been researched by council, thus saving time on selecting standard elements.
Mapping
The Sunshine Coast Council governing area can be divided into two key areas:
- Coastal
- Hinterland.

The main dividing line is the Bruce Highway as illustrated below. See Figure 3: Coastal and hinterland location map. Coastal is on the east of the Bruce highway and Hinterland on the west.

Sections in the LIM that may utilise the terms of coastal or hinterland delineation may be:
- Coastal and hinterland material selection. For example, the selection and specification of materials should be designed relevant to the best outcome of material life expectancy. E.g. coastal environments require all metal fixings/materials to be Marine grade 316 stainless steel (or similar approved by Sunshine Coast Council) due to high exposure to salt laden winds.
- Coastal and hinterland character areas may be reflected through use of similar element types, finishes and colours.

See Figure 3: Coastal and hinterland location map for further guidance.

Figure 3: Coastal and hinterland location map
6.0 Design principles

6.1 Legislation, standards and corporate documents

The design and construction of all open space should be in accordance with relevant legislation, standards and council’s strategic corporate documents.

Each individual LIM category contains a list of reference documents relevant to the specific topic. Please refer to the relevant authority websites for updated information, amendments and current document distribution dates.

Where Australian Standards or part thereof have been adopted by legislation, they are a legal requirement. These documents are subject to amendments and supplements from time to time.
6.2 Sustainability

Each LIM information sheet encourages consideration of sustainability and suggestions include:

- Use every opportunity to enhance the natural environment and biodiversity. Create revegetation areas, plant trees and complex habitats, remove weed species.
- Source local materials and local products where possible.
- Incorporate recycled or sustainable materials. Where this is not feasible, select materials based upon durability and potential future re-use or upgrade of components.
- Use products that provide water and electricity saving features.
- Install sediment and erosion control products and practices such as mulching to reduce erosion on excavated areas during construction.
- Consider designing-in future flexibility – for example infrastructure that can be relocated by using bolt-down methods rather than in-ground installation.
- Consider climate change impacts on embellishment location and construction. In coastal areas, design should consider rise in sea level predictions and severe storm events. Near bushland areas, design should consider the occurrence of bush fires. See Sunshine Coast Environment and Liveability Strategy for further guidance.
- Consider flooding, seasonal ephemeral water bodies and water table changes.

Products, processes and standards:

The emphasis of the LIM has been to profile products that are durable and easy to maintain. Further work will develop sustainability guidance on preferred products, processes and standards by:

- Examining materials used in open space embellishment to determine which products noted in LIM guidelines are sustainable and/or recyclable and the location and process of their sourcing and manufacture.
- Examining processes used in the installation and maintenance of embellishments to determine best practice care of open space to ensure longevity of materials and health of plants.
- Examining sources of plant stock and mulch to determine opportunities to develop locally grown / produced products.
- Documenting sites to enable monitoring the effects of chemicals on the environment – e.g. acid wash or leaching from concrete.
- Identifying opportunities for improving sustainability outcomes and opportunity for carbon capture credits.
- Incorporating sustainability ratings where appropriate.
6.3 Accessibility

The LIM is based on the principle that best practice design aims to seamlessly incorporate equal access.

The following definitions outlined in the SC Access and Inclusion Strategic Policy have been adopted as part of this LIM document:

- **Equal Access** (universal access) – ‘regardless of individual circumstances, characteristics, disabilities, culture or background all members of the community will have equitable opportunity to access and utilise information, services, facilities and places.’

- **Universal design** – universal design is creating services, facilities, built environments and open spaces which can be utilised by all people operating under a wide range of possible conditions.

LIM information sheets provide illustrated equal access and positioning design guidance. To enable designers to transpose dimensions and ideas into their designs. This information has been reviewed by an accredited access consultant.

The provision of this design guide is in line with the intent of SC Access and Inclusion Strategic Policy which seeks to: ‘improve access to council facilities, open space, programs, services, resources and information through identifying and reducing barriers’ and to promote universal design and equal access in the built environment.

The LIM is also in keeping with the Disability Discrimination Act 1992 (DDA). This act makes it unlawful to disadvantage someone because of that person’s disability in the way that access is provided to the built and urban environment. Further legislative requirements are contained in the Anti-Discrimination Act 1991 (Qld), and technical guidance is found in Australian Standards – 1428 Design for Access and Mobility set.

See the following for additional equal access advice:

- Sunshine Coast Strategic Policy Access and Inclusion, 5 October 2011.
- Sunshine Coast Community Strategy 2019-2041.

**Definition of premises**

The DDA definition of premises includes:

- ‘a place (whether enclosed, or built on, or not)’.

This definition includes parkland, recreation areas, playgrounds, transport vehicles and could apply to non building elements such as furniture and fittings.

The guiding principles of the Premises Standards are the objects of the Disability Discrimination Act 1992 (DDA).

The purpose of the Disability (Access to Premises – Buildings) Standards 2010 is to:

- ‘provide equitable and dignified access to new buildings and those areas of existing buildings that undergo renovation or upgrade that requires a building permit’.

---

1 Strategic Policy: Access and Inclusion - 5 October 2011
2 Strategic Policy: Access and Inclusion - 5 October 2011
3 Disability Discrimination Act 1992
Equal access legislative hierarchy

The following figure illustrates the rank, relative authority (hierarchy) and the content for Federal overarching law and Queensland law as it applies to equal access.

See Figure 4: Equal access legislative hierarchy for further guidance.

The **Disability Discrimination Act (DDA)** is Federal complaints based legislation which aims to prevent discrimination on the grounds of disability. ‘Premises’ are defined in this legislation. Compliance is mandatory.

The Federal **Disability (Access to Premises – Buildings) Standards** are cross referenced in the Federal **Building Code of Australia (BCA)**. **Premises Standards** apply to new buildings and buildings undergoing upgrade which requires a building permit. Compliance is mandatory.

Industry guidelines provide technical details required by organisations such as Queensland **Urban Drainage Manual (QUDM) 2013** (Fourth Edition) by the Institute of Public Works Engineering Australia and Brisbane City Council. Compliance is recommended.

Australian Standards for access and mobility are cross referenced in the **BCA** and provide technical design requirements for equal access compliance. They form the primary statutory controls regulating access and mobility issues. Compliance is mandatory.

Industry regulations monitor and enforce rules established by primary and/or delegated legislation such as the **Work Health and Safety Regulation 2011**. Compliance is mandatory.

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Figure 4: Equal access legislative hierarchy
**Universal design (equal access)**

The following figure illustrates how equal access plays an integral part in the design of our open spaces. Best practice design aims to seamlessly incorporate equal access of individual embellishments and the overall space and movement within it.

See Figure 5: Universal design for further guidance.

**Figure 5: Universal design**

- Accessible path gradients and cross slopes
- Colour luminance contrast between changing surfaces and vertical elements
- Continuous accessible path of travel
- Signs are clear, concise and unambiguous
- Use of Tactiles (TGSI)
- Provide: access stairs and ramps with handrails
- Appropriate lighting of path and cross surfaces
- Equal access: drinking fountains, bins, traffic light controls, shade and weather protected areas
- Designated equal access parking bays
- Relocate drainage grate / pit access covers out of continuous path of travel
- Consider location of vegetation
- Install easy to use products / elements
- Provide a range of heights of table and benches, and seats with armrests and backs
- Access to facilities
Older people

Integrating equal access design is an important consideration for the Sunshine Coast Council given the demographics of the population. The Sunshine Coast has a high proportion of older residents.

Provision of accessible recreation facilities promotes the health of all Coast residents, in line with Sunshine Coast Community Strategy 2019-2041. It also makes the region attractive for those looking for an accessible holiday destination, and with Australia’s population rapidly aging, these numbers are expected to increase.

See Figure 6: Disability rates by age for further guidance.

Children and youth

Child and youth disability includes a diverse range of health conditions. The type and degree of disability will influence all of the day to day activities in which they participate.

Incorporating equal access principles is extremely important in play spaces, skate parks and sporting and games areas. Identifying barriers and designing facilities that provide an inclusive and safe environment are extremely important to enable families to access these open space areas. Facilities and play elements should provide social, emotional, physical and cognitive play development elements.

Designers should consider how to install embellishments to reduce barriers to equal access in line with the guiding principles of the SC Access and Inclusion Strategic Policy:

- **Access** – the right to reasonable access
- **Inclusion** – an inclusive and strong community
- **Equity** – equal opportunities for all
- **Respect** – the value and contribution of people
- **Dignity** – the right to independent and dignified access
- **Participation** – the right to participate in civic and community life
- **Safety** – the right to safe access.

The following figure from the Australian Bureau of Statistics demonstrates a range of disabling conditions which exist in Australian children aged up to 14 years.

See Figure 7: Children enrolled with a disability (2008 - 2009) for further guidance.
All age groups

Other groups of people who need access consideration are:

- People with arthritis (18% of the population)
- People with a temporary injury (5.8%),
- People with a work based injury (7.4%)
- People with prams (6%).

Equal access design recommends the inclusion of uniform treatments to assist users with a disability. The following groups benefit from sameness in the built environment:

- **Autism spectrum disorders** – sameness or routine and structure in the environment decreases anxiety and behavioural problems.
- **Vision impairment** – same or similar treatment of embellishments creates certainty for people with diminished vision.
- **Colour blindness** – people who are colour blind have trouble distinguishing between ripening tomato colours – green to red.
- **Mobility impairment** – an unimpeded path of travel provides equal leisure opportunities for people with mobility impairment.

The following figure represents one possible treatment that could be utilised.

See Figure 8: General access design considerations for further guidance.
6.4 Crime prevention through environmental design (CPTED)

The fundamental idea of Crime Prevention through Environmental Design (CPTED) is:

‘that it is possible to use knowledge and creativity to design those built environments in ways that lessen or prevent the incidence of such crime’.

The guidelines are designed to:

‘prevent crime, reduce fear of crime and create safe public spaces’.

Crime Prevention through Environmental Design Guidelines for Queensland 2007, provides information on how to design public spaces. The LIM has adopted these guidelines.

The guidelines are intended for architects, urban designers, engineers, landscape architects, planners and designers, and anyone involved in the planning, design and management of the built environment, especially in publicly accessible places. The CPTED guidelines provide tools and worksheets to assist with incorporating CPTED principles.

Designers of public places should consider the following strategies:

• Encourage legitimate use of public places
• Allow natural surveillance (allow people outside of the public place to overlook and to see what is happening).
• Avoid ‘hidden’ places.

The CPTED process encourages consideration of these principles to be embedded into the design process. There is no correct solution to the design and management of open spaces, rather a balance must be sought between competing priorities, to find the best fit solution.
6.5 Placemaking

Placemaking is an integrated approach to working with communities on a broad range of issues, from infrastructure, to town centre management, to community capacity building.

It has a philosophy and methodology which is holistic, multidisciplinary and requires long term commitments to people, places and partnerships. It is a tool to achieve sustainable outcomes socially, economically and environmentally with the overall aim to provide our communities with a sense of place and belonging.

Council has adopted a Placemaking Charter and Organisational Policy that is a commitment by the Sunshine Coast Council to protect our quality of life and strengthen our unique and internationally recognised identity through a place making approach. One of the five principles from the Place Making Charter specifically addresses the identity and character of our communities through the ‘look and feel’ of our assets.

Designers are encouraged to adopt a place making approach in accordance with Sunshine Coast Organisational Policy Placemaking and Placemaking Guidelines.

Council is currently developing Sunshine Coast Centre Design Palettes which will provide guidance on character elements such as planting, materials and colour palettes in town centres and adjacent areas.

Sunshine Coast Design book

This is a resource to help design Sunshine Coast homes, buildings, parks, public spaces, streets and neighbourhoods. It helps everyone understand what our community values about this place and what to keep in mind during the design process. By doing this, we can make sure our community grows and progresses in a way that reflects our values and doesn’t undermine the things we love about our region. The values have been used in developing 10 principles to guide good Sunshine Coast design:

1. Work with the local climate.
2. Create places that respect and incorporate landscape.
3. Bring our cultures, arts and heritage to life.
4. Capture and frame views and create vistas.
5. Strengthen and extend a network of green corridors.
6. Be inspired by the natural and built environment.
7. Create shady streets that put people first.
8. Create welcoming places that can be enjoyed by everyone.
9. Design places to be resilient and ready for change.
10. Create and add value.

The book encourages a place-based approach to design (which simply means design to suit the Sunshine Coast). It does not push a certain architectural or landscape style but encourages the use of the values and design principles to inform good design for the Sunshine Coast.
6.6 Community engagement

Community engagement is defined by council as:

’an ongoing dialogue with our community to identify civic issues and opportunities, assist with planning and inform decision making’.

The Community Engagement Policy – provides direction for council’s community engagement activities according to the following principles:

- **Timeliness** – council will engage with its community in ways that are timely, open to all, easily understood and not overly bureaucratic or resource intensive.
- **Information and feedback** – the community has the right to be well informed on issues and receive feedback from council on how its input has been used to inform council decisions.
- **Mutual respect** – council’s goal is one of inclusive involvement. All voices matter, all opinions are valued and considered.
- **Action learning** – council is committed to the development of innovative engagement approaches, learning from each engagement experience, and using such learning to improve our approaches to engagement.
- **Foresight** – council engages with its community not only to learn about and respond to present needs, but also to gain a better understanding of our communities’ perspective on emerging issues that may affect our preferred future’. 

The Community Engagement Framework – provides the context in which to plan and implement a community engagement process for identified projects.

The Community Engagement Toolkit – is a practical guide to assist staff, councillors and external consultants to implement community engagement processes. The toolkit provides an eight-step process to guide the planning, implementation and evaluation of a community engagement plan. It also includes a detailed outline and description of various engagement techniques.

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5 Strategic Policy: Community Engagement Policy (toolkit / framework) – 5 August 2009
6.7 Asset management and operations

Council’s Asset Management Policy sets out the framework for consistent and appropriate asset management practices, process and systems throughout the council region.

The 2009 Queensland Local Government Act requires all councils to have long-term asset management plans that directly link to a long term financial plan and with a minimum timeframe of ten years.

It is council’s intention that its asset management will encompass the whole of life sustainability of built and natural environments while ensuring appropriate delivery of council services to the community at the desired level of service. The policy applies to all built and natural assets owned or managed by council.

Council has now developed asset management plans (also known as TAMPs) in accordance with the guidelines set out in the International Infrastructure Management Manual 2006 (IIMM 2006). Plans will apply to all built and natural assets under its stewardship.

Asset Management Plans have been developed as follows:

- Building and Facilities
- Coastal and Environmental Infrastructure
- Holiday Parks
- Parks and Gardens
- Stormwater
- Transportation
- Waste and Resources Management.

Asset Management Plans

The SCC Asset Management Plans, demonstrate responsible management of assets (and services provided from assets), compliance with regulatory requirements, and communicates funding necessary to provide the required levels of service.

The asset management plans:
- identify asset quantities and asset age
- give consideration to the whole of life costs of the asset and/or service
- identify existing levels of service and any potential gaps which may exist
- provide information on current and future maintenance (operational and capital work requirements)
- identify the level of service that will be delivered by the asset and how the service will be monitored
- identify funding needs on a short term and long term basis
- provide guidance to develop programs to optimise the asset value and minimize funding commitments
- provide the basis for long-term financial planning for assets under the custodianship of council
- provide an improvement plan to follow.

Life cycle management is of particular importance to the LIM as it establishes the ‘typical asset life’ of embellishments. This information will assist with decision-making pertaining to appropriate and high quality asset choices regarding landscape embellishments.

Overall, the LIM will ultimately build financial sustainability through the reduction of asset maintenance costs, while maintaining high levels of service and enhancing operational efficiencies.
Sunshine Coast Open Space Landscape Infrastructure Manual DISCLAIMER

Acknowledgements
Council wishes to thank all contributors and stakeholders involved in the development of this document.

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