

# **MEMORANDUM OF UNDERSTANDING**

## **KAWANA FOREST LANDSCAPE REFERENCE GROUP**

### **SUNSHINE COAST REGIONAL COUNCIL & KAWANA FOREST RESIDENTS' ASSOCIATION (KAFRA)**

THIS MEMORANDUM IS MADE ON THE 18th DAY OF APRIL 2013

#### **PREAMBLE**

Master planned communities are designed to include a range of community amenities and features - street scape, parks, facilities.

The nature and scope of these is determined by the approvals given by local government in the Development Approval (DA). In terms of community amenities and presentation, the DA determines the detail of these, which the developer is obliged to complete. Initially, responsibility for the maintenance of street scapes, parks and amenities is with the developer. Based on the rate of sale, this responsibility shifts from the developer to local government.

In Kawana Forest, the standard presented and maintained by the developer cannot be sustained by the Sunshine Coast Regional Council.

Sunshine Coast Regional Council has a service standard that is applied to the maintenance of parks, street scapes and amenities on a region-wide basis. It is agreed that this standard is substantially less than that provided by the developer.

This standard has been a part of the organisation's policy and procedure for many years. The Sunshine Coast Regional Council has no capacity to provide a different standard of service to Kawana Forest.

Based on consultation with KAFRA, the Sunshine Coast Regional Council has developed a 5 year development and landscape maintenance plan for Kawana Forest. The predominant theme is the alignment of the key structure provided by trees with the capacity of existing soils to create an attractive, structured and sustainable visual amenity. This involves some re-design elements and soil treatments.

The community has expressed an interest in being an active part of the overall presentation of Kawana Forest.

#### **OBJECTIVES**

**The intent of this Memorandum is to produce the optimum, long term landscape and amenity outcome for Kawana Forest.**

Through engaging with the community, Sunshine Coast Regional Council has the capacity to

build good will, provide a service that is in line with the community's aspirations, and support the community to be actively involved in their local landscape.

Through engaging with Sunshine Coast Regional Council, KaFRA can contribute to the quality of the services provided, provide feedback about activities and strategies and negotiate with Council to achieve community aspirations. KaFRA can also act as an information conduit, utilising its local networks to distribute information.

## Objectives

The objectives of the Kawana Forest Landscape Reference Group are:

1. to monitor the landscape maintenance service standards of Kawana Forest;
2. to monitor the effectiveness of the Kawana Forest Landscape 5 Year Plan;
3. to contribute to the development of a sustainable, attractive landscape and amenity.

## FURTHER AGREEMENTS

This document is a Memorandum of Understanding and is not intended to create binding or legal obligations on either party.

## MEMBERSHIP

The Landscape Reference Group will consist of

- Elected representative of Sunshine Coast Regional Council
- 3 members nominated by KaFRA
- Manager, Parks & Gardens, Sunshine Coast Regional Council
- Staff Member, Parks & Gardens, Sunshine Coast Regional Council
- Contracts Manager, Sunshine Coast Regional Council

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Coralie Burton, Member, KaFRA  
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## PROCESS

Parks and Gardens, Sunshine Coast Regional Council oversees the implementation of the landscape management plan for Kawana Forest and manages the landscaping and amenity services.

KaFRA Landscaping Sub-Committee monitors the impacts of service standards as delivered to the community, provides feedback and negotiates with Council in relation to items relating to general service or specific matters of the 5 year plan.

One (1) meeting is scheduled per year. The agenda for this meeting will vary according to topical issues. It is anticipated that the items raised will be largely operational.

The meeting will include the opportunity to address strategic matters. To this end, staff who are able make strategic decisions will participate in these meetings.

Responsibility for scheduling meetings is held by KaFRA.

Secretariat services will be provided by Sunshine Coast Regional Council.

KaFRA is encouraged to consult broadly with members and incorporate the spectrum of opinions obtained.

It is recognised that there is a history of informal, operational dialogue between members of KaFRA and Parks and Gardens staff or contractors. Whilst this continues to value-add to the community, it will be supported.

It is recognised that Sunshine Coast Regional Council has the capacity to support community initiatives such as clean-ups, local beautification and other localised activity. This will be co-ordinated independent of this Memorandum.

It is recognised that the community may wish to explore more substantial enhancement of assets and community oriented use of public space or facilities. In the first instance, discussion through this Memorandum is encouraged. It will provide a platform for discussion and specialist input.

## GRIEVANCE

Any grievances pertaining to this Memorandum will be, in the first instance referred to individuals or parties involved. If the matter cannot be resolved at this level, the matter will be referred to the Management Committee, KaFRA and immediate line manager, Sunshine Coast Regional Council.

## TERM OF MEMORANDUM

This Memorandum shall commence on the date herein before written and shall continue for a period of 12 months.

This Memorandum may be terminated by either party giving the other party 30 days notice in writing.

This memorandum may be amended or varied from time to time provided that such amendment or variation is evidenced in writing and signed by the parties.

\_\_\_\_\_ Date     /     /  
Mark Presswell  
MANAGER PARKS & GARDENS  
SUNSHINE COAST REGIONAL COUNCIL

\_\_\_\_\_ Date     /     /  
GREG CHAMBERS  
KAWANA FOREST RESIDENTS' ASSOCIATION (KaFRA)