Preparation of Master Plans for Council-Controlled or Owned Sites

**Head of Power**

*Local Government Act 2009*

**Objective**

To establish a framework for the preparation and approval of master plans for Council-controlled or owned sites.

**Definitions/Application**

**Definitions**

“Master Plan” – establishes a framework and key elements of a site reflecting a clear vision created and adopted through a collaborative and consultative process. A master plan synthesises organisation goals with community aspirations for a project or place, gives them form and organisation, and defines a realistic plan for implementation. Typically a master plan outlines land uses, detailed urban design, built form, infrastructure and service provision and identifies the measures to deliver the vision and outcomes sought.

“Approved Master Plan” - a Master Plan that has been approved by Council prior to 1 February 2016 or approved by Council under this policy.

**Application**

The preparation of a master plan for Council-controlled or owned sites is implemented by the requirements set out in Council’s Preparation of Master Plans for Council-Controlled or Owned Sites Policy Directive.

**Policy Statement**

The Moreton Bay Regional Council Planning Scheme (MBRC Planning Scheme) which came into effect on 1 February 2016 includes provisions within the relevant level of assessment tables that allow for some types of development to occur in certain circumstances on Council owned or controlled land subject to being undertaken in accordance with a Council Master Plan approved under Council policy.

The intention of these provisions is so that where an approved master plan has been prepared in accordance with this policy and associated directive, some uses or building work do not require a development application to be lodged. It is therefore important to have a clear understanding of what is expected when preparing the master plan for these sites.

A key deliverable of the master plan for these sites is ensuring the master plan has been prepared in a consultative and inclusive manner. For this, Council’s consultation engagement framework *Think Out Loud* will be used to guide the manner in which consultation will be undertaken for the project.

This policy provides Council with the framework to establish the appropriate process to prepare a master plan for Council-controlled or owned sites. This process is set out in the Preparation of Master Plans for Council-Controlled or Owned Sites Policy Directive.

**Review Triggers**

This Policy is reviewed internally for applicability, continuing effect and consistency with related documents and other legislative provisions when any of the following occurs:
(1) The related documents are amended.
(2) The related documents are replaced by new documents.
(3) Amendments which affect the allowable scope and effect of a Policy of this nature are made to the head of power.
(4) Other circumstances as determined from time to time by a resolution of Council.

Notwithstanding the above, this Policy is to be reviewed at least once every two years for relevance and to ensure that its effectiveness is maintained.

**Responsibility**

This Policy is to be:

(1) implemented by all Council officers; and
(2) reviewed and amended in accordance with the "Review Triggers" by the Manager Strategic Planning in consultation with relevant stakeholders.

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<th>Policy: 2150-088</th>
<th>Official Version: A13088769</th>
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<tbody>
<tr>
<td><strong>Version</strong></td>
<td><strong>Adoption (Council meeting / Minute Page)</strong></td>
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<td>V1</td>
<td>Coordination Committee (16/312) (A13058475)</td>
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**Related Links:**

2160-019 Policy Directive: Preparation of Master Plans for Council-Controlled or Owned Sites
38-2150-010 Policy: Community Engagement
38-2180-006 Policy Directive: Community Engagement
Open Space Strategy