



REQUEST FOR QUOTE

Fraser Coast Demographic Trends Analysis

Issue Date – February 2020

DOCUMENT CONTROL

DOCUMENT CREDENTIALS

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|-------------------------|-------------------------------------|---------|---|
| eDOCS Reference: | 3979115 | Version | 1 |
| Document Owner: | Manager Strategic Land Use Planning | | |
| Department: | Planning and Growth | | |
| Directorate: | Development and Community | | |

DOCUMENT ENDORSEMENT AND APPROVAL

| Position | Name | Action | Approval / Last Review Date |
|---------------------------------------|----------------|----------|-----------------------------|
| Manager Strategic Land Use Planning | Lauren Payler | Approved | 19/2/20 |
| Executive Manager Planning and Growth | James Cockburn | Approved | 19/2/20 |

VERSION HISTORY

| Version | Date | Changed By | Nature of Amendment |
|---------|--------|---------------|---------------------|
| 1 | 4/2/20 | Lauren Payler | Draft |
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1. PROJECT OBJECTIVES

The project seeks to analyse the trends likely to influence land use planning, infrastructure planning and economic development strategies for the Fraser Coast region to 2050. The demographic trends analysis should specifically provide a high quality evidence base to inform and facilitate discussion on the scope of the:

- statutory 10 year review of the Fraser Coast Planning Scheme 2014; and
- statutory 5 year review of the Local Government Infrastructure Plan (LGIP); and
- long term growth trends and demographic changes predicted for the Fraser Coast

The analysis should:

1. Provide a native of current and emerging demographic and economic trends affecting the Fraser Coast region.
2. Examine the implications of the trends and major projects proposed on land use and infrastructure planning across the region.
3. Provide scenarios for land use and infrastructure policy interventions to leverage opportunities and address challenges.

The project scope includes the following components.

Scenario testing demographic profiles and forecasts

While demographic profiles and forecasts for the region are already available through sources including .id and the Queensland Government Statistician's Office, the project should test the validity of that data in the context of changing trends, major development projects and possible policy interventions. The project should:

- Review the growth forecasts that informed the current planning scheme and LGIP. This review should provide a 'report card' on how the region's population growth and housing supply and demand has performed relative to the assumptions made to inform the Planning scheme and the LGIP. This will inform the necessary nature and scale of the planning scheme and LGIP review project.
- Include scenario planning to develop a credible outline of the influenceable future. Consideration must be given to catalytic economic projects in the region that may influence existing demographic forecasts and economic opportunities. Ultimately, the deliverables of the project should inform the development of interventions to leverage opportunities and address challenges.
- Analyse the strengths and weaknesses in the region's economy, demographic characteristics and policy. The project should build a picture of the scope for and nature of growth to inform a realistic picture for land use and infrastructure planning.

Residential Capacity Analysis

The deliverables should include an analysis of the residential capacity of land zoned for residential purposes in current planning scheme and the regions capacity to accommodate future development and population growth scenarios.

The analysis should to provide direction on strategies, which may be required to address any discrepancies in forecast supply and demand to 2051.

The analysis should include (but not be limited to) consideration of:

- Dwelling types compared to household types
- suburb life-cycle predictions
- addition of dwellings/ infill development trends
- rental vacancy rates and affordability
- social housing supply and demand
- aged care housing supply and demand
- existing and future urban expansion areas

Appropriate Geographies

The analysis should be structured around catchment-based geographies that are suitable for detailed understanding of the unique characteristics of the many discrete communities that form the Fraser Coast region and provide a futurist view of the demography of the Fraser Coast in 20250.

Tell the story spatially

Rather than simply repeating data, the deliverables of the project should be presented as a narrative to explain the unique characteristics and opportunities for the Fraser Coast. The deliverable should be designed for a broad audience and must include “snapshot” infographics suitable for use on Councils website and full release to the public.

2. AVAILABLE DATA AND MODELLING

The project will utilise existing data products including, but not limited to:

- Queensland Government Statistician’s Office;
- id tools regional profile and forecast data;
- Other State Government statistical products;
- Census data;
- Development approval and building approval data; and
- Fraser Coast Planning Scheme 2014 and associated planning and infrastructure studies.

The chosen consultant will work closely with Council officers to collect relevant local knowledge of trends and opportunities. This may include workshops with key staff and elected councillors.

3. SCOPE OF WORKS

The consultant will deliver the following outputs to Council:

1. Final full analysis report – in word and PDF format.
2. Final “snapshot” infographics suitable for use on Councils website and full release to the public.
3. All mapping outputs should be provided in a format which can be displayed on Councils mapping system (MapInfo).

Timeframe

All deliverables for the project are to be completed by 30 May 2020.

4. SUBMISSION

Your quote should address, as a minimum but not limited to, the following:

- A lump sum quote to provide for the Scope of Work as detailed and which should be inclusive of all disbursements and incidental costs;
- Indicative start date;
- Evidence of experience in a similar project;
- Key personnel with details of their qualifications;
- Timeframes for the deliverables detailed in the Scope of Works; and
- A summary of the proposed methodology for undertaking the project.

Fraser Coast Regional Council specifically reserves the right to accept no Proposal, or any Proposal, whether that Proposal is the lowest proposal or not and whether conforming or not. It further reserves the right that after the Submission closing date, it may negotiate with any one or more Submitters with a view to modifying the terms, conditions, prices and any other matters applicable to any Contract that may be subsequently entered into.

A proposal shall not be deemed to have been accepted unless accepted in writing by way of Letter of Acceptance, or email detailing acceptance from a Fraser Coast Regional Council representative.

Quotes can be sent electronically through email to development@frasercoast.qld.gov.au

Quotes are to be marked in the subject heading:

- Fraser Coast Demographic trends Analysis

The quote is to be submitted no later than **COB 9 March 2020**

The Submitter agrees that the Quotation will remain open for acceptance for a minimum period of 90 days after the Closing Time, notwithstanding that there may have been negotiations in respect of any Quotation in the meantime.

5. EVALUATION CRITERIA AND WEIGHTING

Quotes will be assessed against the following criteria and weightings. The lowest price quoted will not necessarily be accepted.

| Criteria | Weightings |
|--|------------|
| 1. Experience of the people and firm This incorporates relevant experience of firm and nominated personnel, technical skills of nominated personnel, and track record of the firm. | 30% |
| - Relevant experience of the firm -20% | |
| - Technical skills of nominated personnel- 5% | |

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| - Track record of firm- 5% | |
| 2. Methodology This includes the Consultants understanding of the task specified in the request to quote, and detailed assessment of their approach to undertaking the task. | 40% |
| 3. Project management/Time performance This includes management processes/quality assurance and time performance. | 10% |
| - Quality Assurance -5% | |
| - Time Performance -5% | |
| 4. Local Content | 5% |
| 5. Price | 15% |

6. CONTACT DETAILS

For further information, please contact Council's representative on the following details:

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