

# Minutes Appendices

## Ordinary Meeting

**Thursday, 23 March 2023**



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# Minutes

## Ordinary Meeting

**Thursday, 23 February 2023**

Sunshine Coast City Hall Chamber, 54 First Avenue, Maroochydore

A handwritten signature in black ink, appearing to be "M. J. Smith", written in a cursive style.



ORDINARY MEETING MINUTES

23 FEBRUARY 2023

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Please Note: The resolutions as shown in *italics* throughout these minutes are the resolutions carried by the Council.



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23 FEBRUARY 2023

**1 DECLARATION OF OPENING**

The Chair declared the meeting open at 9:01am.

**2 WELCOME AND OPENING**

Councillor T Landsberg acknowledged the Traditional Custodians of the land on which the meeting took place.

Reverend Clint Lombard from Grace Christian Church read a prayer.

**3 RECORD OF ATTENDANCE AND LEAVE OF ABSENCE**

**COUNCILLORS**

Councillor M Jamieson	Mayor (Chair) (Absent item 8.9 – 13)
Councillor R Baberowski	Division 1 (Deputy Mayor) (Chair item 8.8 – 13)
Councillor T Landsberg	Division 2
Councillor P Cox	Division 3 (Absent item 1 - 8.3)
Councillor J Natoli	Division 4
Councillor W Johnston	Division 5 (Absent item 8.7 - 13)
Councillor C Dickson	Division 6
Councillor E Hungerford	Division 7
Councillor J O'Pray	Division 8
Councillor M Suarez	Division 9
Councillor D Law	Division 10

**COUNCIL OFFICERS**

Chief Executive Officer  
Group Executive Built Infrastructure  
Group Executive Customer and Planning Services  
Group Executive Economic and Community Development  
Group Executive Business Performance  
Acting Group Executive Liveability and Natural Assets  
Group Executive Civic Governance  
Chief Strategy Officer  
Manager Executive Management and Support Services  
Coordinator Corporate Planning and Performance  
Manager Audit & Assurance  
Chief Financial Officer  
Coordinator Councillor Governance  
Coordinator Major Events Delivery  
Manager Customer Response  
Head of Strategic Property

ORDINARY MEETING MINUTES

23 FEBRUARY 2023

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4 RECEIPT AND CONFIRMATION OF MINUTES

Council Resolution

Moved: Councillor C Dickson

Seconded: Councillor J Natoli

*That the Minutes of the Ordinary Meeting held on 25 January 2023 be received and confirmed.*

Carried unanimously.

Councillor C Cox was absent for the vote on this motion.

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5 MAYORAL MINUTE

6 INFORMING OF CONFLICTS OF INTEREST

6.1 PRESCRIBED CONFLICTS OF INTEREST

NIL

6.2 DECLARABLE CONFLICTS OF INTEREST

NIL

7 PRESENTATIONS / COUNCILLOR REPORTS

NIL

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ORDINARY MEETING MINUTES

23 FEBRUARY 2023

8 REPORTS DIRECT TO COUNCIL

8.1 SUNSHINE COAST COUNCIL CORPORATE PLAN

File No: Council Meetings  
Author: Coordinator Corporate Planning and Performance  
Civic Governance  
Appendices: App A - Sunshine Coast Council Corporate Plan 2023-2027  
Attachments: Att 1 - Sunshine Coast Council Corporate Plan 2023-2027 - Text  
Version for screen readers

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Council Resolution (OM23/6)

Moved: Councillor E Hungerford  
Seconded: Councillor M Suarez

*That Council:*

- (a) receive and note the report titled "***Sunshine Coast Council Corporate Plan***" and
- (b) adopt the Sunshine Coast Council Corporate Plan 2023-2027 (Appendix A)
- (c) authorise the Chief Executive Officer to make minor administrative amendments to Sunshine Coast Council Corporate Plan 2023-2027 prior to online publication (if required).

For: Councillor M Jamieson, Councillor R Baberowski, Councillor T Landsberg, Councillor W Johnston, Councillor C Dickson, Councillor E Hungerford, Councillor J O'Pray, Councillor M Suarez and Councillor D Law.

Against: Councillor J Natoli.

Carried.

Councillor P Cox was absent for discussion and vote on this item.

Council Resolution

Moved: Councillor R Baberowski  
Seconded: Councillor D Law

*That Council grant Councillor J Natoli an extension of time for five minutes to speak further to the motion.*

For: Councillor M Jamieson, Councillor R Baberowski, Councillor T Landsberg, Councillor J Natoli, Councillor W Johnston, Councillor C Dickson, Councillor J O'Pray, Councillor M Suarez and Councillor D Law.

Against: Councillor E Hungerford.

Carried.

Councillor P Cox was absent for the vote on this motion.

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Sunshine Coast Regional Council

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ORDINARY MEETING MINUTES

23 FEBRUARY 2023

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Council Resolution

Moved: Councillor T Landsberg

Seconded: Councillor J Natoli

*That Council grant Councillor M Suarez an extension of time for five minutes to speak further to the motion.*

**Carried unanimously.**

Councillor P Cox was absent for the vote on this motion.





ORDINARY MEETING MINUTES

23 FEBRUARY 2023

8.2 QUARTERLY PROGRESS REPORT - QUARTER 2 2022/23

File No: Council Meetings  
Author: Coordinator Corporate Planning and Performance  
Civic Governance  
Appendices: App A - Chief Executive Officer's Quarterly Highlights Report  
Quarter 2, 2022/23  
App B - Operational Plan Activities Report Quarter 2, 2022/23

Council Resolution (OM23/7)

Moved: Councillor E Hungerford  
Seconded: Councillor J O'Pray

*That Council:*

- (a) receive and note the report titled "**Quarterly Progress Report – Quarter 2 2022/23**",
- (b) note the Chief Executive Officer's Quarterly Highlights Report - Quarter 2, 2022/23 (Appendix A) and
- (c) note the Operational Plan Activities Report - Quarter 2, 2022/23 (Appendix B) reporting on implementation of the Corporate and Operational Plans.

Carried unanimously.

Councillor P Cox was absent for the discussion and vote on this item.

ORDINARY MEETING MINUTES

23 FEBRUARY 2023

8.3 AUDIT COMMITTEE MEETING 23 JANUARY 2023

File No: Council Meetings  
Author: Principal Auditor  
Civic Governance  
Appendices: App A - Audit Committee Minutes 23 January 2023

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Council Resolution (OM23/8)

Moved: Councillor J Natoli  
Seconded: Councillor E Hungerford

*That Council:*

- (a) receive and note the report titled "**Audit Committee Meeting 23 January 2023**" and
- (b) endorse the Minutes of the Audit Committee meeting of 23 January 2023 at Appendix A to this report.

Carried unanimously.

Councillor P Cox was absent for discussion and vote on this item.



ORDINARY MEETING MINUTES

23 FEBRUARY 2023

8.4 BUDGET REVIEW 2 - 2022/23

File No: Council Meetings  
Author: Coordinator Financial Services  
Business Performance Group  
Appendices: App A - 2022/23 Amended Budget Financial Statements  
App B - Minor Capital Works Program

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Council Resolution (OM23/9)

Moved: Councillor E Hungerford  
Seconded: Councillor J Natoli

That Council:

- (a) receive and note the report titled "**Budget Review 2 - 2022/23**"
- (b) adopt Appendix A as tabled, pursuant to sections 169 and 170 of the Local Government Regulation 2012, Council's amended budget for 2022/23 financial year incorporating:
  - (i) the statement of income and expenditure
  - (ii) the statement of financial position
  - (iii) the statements of changes in equity
  - (iv) the statement of cash flow
  - (v) the relevant measures of financial sustainability
  - (vi) the long-term financial forecast
- (c) note the following documentation applies as adopted 23 June 2022
  - (i) the Debt Policy
  - (ii) the Revenue Policy
  - (iii) the total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget, and
  - (iv) the Revenue Statement and the rates and charges to be levied for the 2022/23 financial year and other matters as adopted 21 September 2022 and
- (d) endorse the Minor Capital Works Program (Appendix B).

Carried unanimously.

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Sunshine Coast Regional Council

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ORDINARY MEETING MINUTES

23 FEBRUARY 2023

8.5 JANUARY 2023 FINANCIAL PERFORMANCE REPORT

File No: Council Meetings  
Author: Coordinator Financial Services  
Business Performance Group  
Attachments: Att 1 - January 2023 Financial Performance Report  
Att 2 - Capital Grant Funded Project Report January 2023

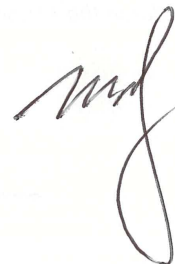
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Council Resolution (OM23/10)

Moved: Councillor E Hungerford  
Seconded: Councillor C Dickson

*That Council receive and note the report titled "January 2023 Financial Performance Report".*

Carried unanimously.



ORDINARY MEETING MINUTES

23 FEBRUARY 2023

8.6 SUNSHINE COAST REGIONAL COUNCIL - DIVISIONAL ELECTORAL  
ENROLMENT REVIEW

File No: Council Meetings  
Author: Coordinator Councillor Governance  
Civic Governance  
Attachments: Att 1 - Final Determination Report for Divisional Boundaries  
1/11/2019

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Council Resolution (OM23/11)

Moved: Councillor M Suarez  
Seconded: Councillor R Baberowski

That Council:

- (a) receive and note the report titled "***Sunshine Coast Regional Council - Divisional Electoral Enrolment Review***" and
- (b) in accordance with section 16 of the Local Government Act 2009, authorise the Chief Executive Officer to provide written notice of the results of the review of elector numbers in each internal local government electoral division for the Sunshine Coast local government area to the Deputy Premier and Minister for State Development, Infrastructure, Local Government and Planning, and the Electoral Commissioner of Queensland by 1 March 2023.

Carried unanimously.



ORDINARY MEETING MINUTES

23 FEBRUARY 2023

8.7 CALOUNDRA MUSIC FESTIVAL 2023-2025

**File No:** Council meetings  
**Author:** Coordinator Major Events Delivery  
Economic & Community Development Group  
**Attachments:** Att 1 - Silver Lining Strategy Research November 2022 - Caloundra Music Festival  
Att 2 - Earthcheck Caloundra Music Festival Business Plan 2023-2026  
Att 3 - Silver Lining Strategy Caloundra Music Festival Business Plan 2023-2025

Council Resolution (OM23/12)

**Moved:** Councillor T Landsberg  
**Seconded:** Councillor J O'Pray

*That Council:*

- (a) receive and note the report titled "Caloundra Music Festival 2023-2025"
- (b) refer an operational budget of \$275,000 for the Caloundra Music Festival to the annual budget process for Council's consideration for the financial years 2023/24, 2024/2025 and 2025/26 and
- (c) request the Chief Executive Officer to review the delivery model of the Caloundra Music Festival and report the findings to Council by no later than December 2024.

**AMENDMENT**

**Moved:** Councillor M Suarez  
**Seconded:** Councillor P Cox

*That Council:*

- (a) receive and note the report titled "Caloundra Music Festival 2023-2025"
- (b) refer an operational budget of \$275,000 for the Caloundra Music Festival to the annual budget process for Council's consideration for the financial years 2023/24,
- (c) seek funding for the Caloundra Music Festival in 2024/2025 and 2025/2026 from sources other than general revenue including, but not limited to the Caloundra central business district parking fund and
- (d) request the Chief Executive Officer to review the delivery model for the Caloundra Music Festival for 2025 onwards including an expression of interest process for delivery of the festival by an entity other than Council and report the findings of this review to Council by no later than December 2024.

**For:** Councillor E Hungerford and Councillor M Suarez.

**Against:** Councillor M Jamieson, Councillor R Baberowski, Councillor T Landsberg, Councillor P Cox, Councillor J Natoli, Councillor C Dickson, Councillor J O'Pray and Councillor D Law.

Councillor W Johnston was absent for the discussion and vote on this motion.

Lost.

Sunshine Coast Regional Council

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**ORDINARY MEETING MINUTES**

**23 FEBRUARY 2023**

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The motion moved by Councillor T Landsberg and seconded by Councillor J O'Pray was put.

Carried unanimously.

Councillor W Johnston was absent for the discussion and vote on this item.

**Council Resolution**

Moved: Councillor P Cox  
Seconded: Councillor J Natoli

*That Council grant Councillor T Landsberg an extension of time for five minutes to speak further to the motion.*

Carried unanimously.

Councillor W Johnston was absent for the vote on this motion.

**Council Resolution**

Moved: Councillor T Landsberg  
Seconded: Councillor P Cox

*That Council grant Councillor M Suarez an extension of time for five minutes to speak further to the motion.*

Carried unanimously.

Councillor W Johnston was absent for the vote on this motion.

ORDINARY MEETING MINUTES

23 FEBRUARY 2023

8.8 APPROVALS FOR TEMPORARY HOMES

File No: Council Meetings  
Author: Manager Customer Response  
Customer & Planning Services Group  
Appendices: App A - 2022-2023 Register of Cost-Recovery Fees and  
Commercial Charges  
Attachments: Att 1 - DRAFT - Temporary Home Guideline  
Att 2 - DRAFT - Organisational Guideline - Temporary Home Fees  
Att 3 - DRAFT - Temporary Home Application Form

The Mayor left the chair and the Deputy Mayor took the chair at this time.

Council Resolution (OM23/13)

Moved: Councillor C Dickson  
Seconded: Councillor D Law

That Council:

- (a) receive and note the report titled "**Approvals for Temporary Homes**"
- (b) adopt the fees detailed in the Register of General Cost-Recovery Fees and Commercial Charges 2022/23 (Appendix A)
- (c) resolve that, in relation to those cost-recovery fees to which Section 97 of the Local Government Act 2009 apply:
  - (i) the applicant is the person liable to pay these fees
  - (ii) the fee must be paid at or before the time the application is lodged and
- (d) delegate to the Chief Executive Officer the power to amend commercial charges to which Section 262(3)(c) of the Local Government Act 2009 apply.

Carried unanimously.

Councillor W Johnston was absent for the discussion and vote on this item.

Councillor M Jamieson was absent for the vote on this item.





ORDINARY MEETING MINUTES

23 FEBRUARY 2023

9 NOTIFIED MOTIONS

NIL

ORDINARY MEETING MINUTES

23 FEBRUARY 2023

10 TABLING OF PETITIONS

10.1 PETITION - FENCED DOG OFF LEASH PARK REQUEST FOR PELICAN  
WATERS/ GOLDEN BEACH

Council Resolution (OM23/14)

Moved: Councillor T Landsberg  
Seconded: Councillor P Cox

*That the petition tabled by Councillor T Landsberg relating to the request for a fenced dog off leash park for Pelican Waters/ Golden Beach be received and referred to the Chief Executive Officer to determine appropriate action.*

Carried unanimously.

Councillor M Jamieson and Councillor W Johnston were absent for the discussion and vote on this motion.

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ORDINARY MEETING MINUTES

23 FEBRUARY 2023

10.2 PETITION - SUPPORT TO CHANGE THE SIPPY DOWNS LOCAL PLAN  
CODE TO ENCOURAGE DEVELOPMENT OF AN ALDI STORE WITHIN  
THE SIPPY DOWNS TOWN CENTRE

Council Resolution (OM23/15)

Moved: Councillor C Dickson  
Seconded: Councillor J Natoli

*That the petition tabled by Councillor C Dickson relating to the support to request a change to the Sippy Downs Local Plan code to encourage the development of an ALDI store within the Sippy Downs Town Centre be received and referred to the Chief Executive Officer to determine appropriate action.*

Carried unanimously.

Councillor M Jamieson and Councillor W Johnston were absent for the discussion and vote on this motion.



ORDINARY MEETING MINUTES

23 FEBRUARY 2023

10.3 PETITION - NOISE FROM HEAVY MACHINERY IN A RURAL  
RESIDENTIAL ZONE

Council Resolution (OM23/16)

Moved: Councillor E Hungerford  
Seconded: Councillor C Dickson

*That the petition tabled by Councillor E Hungerford relating to the reviewing a permit relating to noise from heavy machinery in a rural residential zone be received and referred to the Chief Executive Officer to determine appropriate action.*

Carried unanimously.

Councillor M Jamieson and Councillor W Johnston were absent for the discussion and vote on this motion.

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ORDINARY MEETING MINUTES

23 FEBRUARY 2023

10.4 PETITION - CONCERNS ABOUT DEVELOPMENT APPLICATION  
REC09/0028.05 FANTAIL SQUARE PEREGIAN SPRINGS

Council Resolution (OM23/17)

Moved: Councillor M Suarez  
Seconded: Councillor E Hungerford

*That the petition tabled by Councillor M Suarez relating to the concerns about development Application REC09/0028.05 Fantail Square Peregian Springs be received and referred to the Chief Executive Officer to determine appropriate action.*

Carried unanimously.

Councillor M Jamieson and Councillor W Johnston were absent for the discussion and vote on this motion.



ORDINARY MEETING MINUTES

23 FEBRUARY 2023

10.5 PETITION - CEASE WORK ON THE EUMUNDI STREETScape PROJECT

Council Resolution (OM23/18)

Moved: Councillor D Law  
Seconded: Councillor J Natoli

*That the petition tabled by Councillor D Law relating to the request to cease work on the proposed Eumundi Streetscape be received and referred to the Chief Executive Officer to determine appropriate action.*

Carried unanimously.

Councillor M Jamieson and Councillor W Johnston were absent for the discussion and vote on this motion.

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ORDINARY MEETING MINUTES

23 FEBRUARY 2023

10.6 PETITION - SUPPORT FOR THE EUMUNDI STREETSCAPE PROJECT

Council Resolution (OM23/19)

Moved: Councillor D Law  
Seconded: Councillor P Cox

*That the petition tabled by Councillor D Law relating to the support for the proposed Eumundi Streetscape be received and referred to the Chief Executive Officer to determine appropriate action.*

Carried unanimously.

Councillor M Jamieson and Councillor W Johnston were absent for the discussion and vote on this motion.

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ORDINARY MEETING MINUTES

23 FEBRUARY 2023

10.7 PETITION - SAFE PLACES FOR THE HOMELESS

Council Resolution (OM23/20)

Moved: Councillor D Law  
Seconded: Councillor C Dickson

*That the petition tabled by Councillor D Law relating to the request to provide safe places for the homeless be received and referred to the Chief Executive Officer to determine appropriate action.*

Carried unanimously.

Councillor M Jamieson and Councillor W Johnston were absent for the discussion and vote on this motion.





ORDINARY MEETING MINUTES

23 FEBRUARY 2023

11 CONFIDENTIAL SESSION

CLOSURE OF THE MEETING TO THE PUBLIC

Council Resolution

Moved: Councillor M Suarez  
Seconded: Councillor E Hungerford

*That the meeting be closed to the public pursuant to s254J(3)(h) of the Local Government Regulation 2012 to consider the following items:*

11.1 Confidential - Not for Public Release - Land Acquisitions Maroochy River

Carried unanimously.

Councillor M Jamieson and Councillor W Johnston were absent for the vote on this motion.

RE-OPENING OF THE MEETING TO THE PUBLIC

Council Resolution

Moved: Councillor C Dickson  
Seconded: Councillor P Cox

*That the meeting be re-opened to the public.*

Carried unanimously.

Councillor M Jamieson and Councillor W Johnston were absent for the vote on this motion.

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23 FEBRUARY 2023

ORDINARY MEETING MINUTES

11.1 CONFIDENTIAL - NOT FOR PUBLIC RELEASE - LAND ACQUISITIONS  
MAROOCHY RIVER

File No: F22/00156  
Author: Head of Strategic Property  
Business Performance Group

The Chief Executive Officer recommended this report be considered confidential in accordance with section 254J(3)(h) of the *Local Government Regulation 2012* (Qld) because it contains information on negotiations relating to the taking of land by the Sunshine Coast Regional Council (Council) under the *Acquisition of Land Act 1967* (Qld). Furthermore, the report contains information relating to Council's planning for the recreation precinct, which is subject to change. The publication of this information could adversely affect Council's ongoing negotiations with landowners and the finalisation of Council's land acquisitions.

This report is confidential in respect to the content and timeframes of negotiations with landowners and recognising that, until a voluntary acquisition is settled or a compulsory acquisition is gazetted, the acquisition has no certainty.

Public disclosure at this time would potentially impact adversely on the negotiation process and Council's ability to secure the land parcels at market value. Further, it would potentially impact the compulsory acquisition process under the *Acquisition of Land Act 1967* (Qld) by releasing sensitive planning information that is still subject to change prematurely instead of as part of the resumption process under the *Acquisition of Land Act 1967* (Qld), which formally commences with the serving of a Notice of Intention to Resume and associated background information, current at that time, on affected landowners.

Notwithstanding the Chief Executive's recommendation that this report be confidential, members of the public may be able to access this report under the *Right to Information Act 2009* (Qld). Requests to access this report under the *Right to Information Act 2009* (Qld) would be assessed on a case by case basis against the exemptions established under section 47(3)(a) and schedule 3 to the *Right to Information Act 2009* (Qld), or the 'public interest exemption test' established under section 49 and schedule 4 of the *Right to Information Act 2009* (Qld).



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ORDINARY MEETING MINUTES

23 FEBRUARY 2023

Council Resolution (OM23/21)

Moved: Councillor M Suarez  
Seconded: Councillor C Dickson

That Council:

- (a) note that Council Resolution SM21/1 authorised the Chief Executive Officer to commence negotiations to acquire:
  - (i) Lot 1 on RP887967
  - (ii) Lot 4 on RP887967 and
  - (iii) Lot 11 on SP142743
- (b) authorise the Chief Executive Officer to negotiate the purchase of Lot 2 on RP803641
- (c) delegate authority to the Chief Executive Officer to commence the process under the Acquisition of Land Act 1967 to compulsorily acquire the following land for purposes relating to recreation grounds (nature-based recreation precinct) and incidental purposes (including short-term accommodation, commercial bike hire, a cafe, community open space and mountain bike event staging):
  - (i) Lot 1 on RP887967
  - (ii) Lot 4 on RP887967
  - (iii) approximately 203,644m<sup>2</sup> of Lot 2 on RP803641 (and balance land if requested by the landowner) and
  - (iv) approximately 64,440m<sup>2</sup> of Lot 11 on SP142743 (and balance land if requested by the landowner)(together, the Land)
- (d) note that if there is an objection to a Notice of Intention to Resume, a report on the objection will be presented to Council for it to consider and decide whether Council should amend the Notice of Intention to Resume, discontinue the resumption or make an application to the Minister to take the land under section 9 of the Acquisition of Land Act 1967
- (e) if no objections are received, delegates authority to the Chief Executive Officer to make an application to the Minister for Resources to take the Land under section 9 of the Acquisition of Land Act 1967
- (f) delegate authority to the Chief Executive Officer to settle the claims for compensation if the land is compulsorily acquired and
- (g) refer a funding request to the next Budget review for the land acquisitions.

Carried unanimously.

Councillor M Jamieson and Councillor W Johnston were absent for the discussion and vote on this item.

\_\_\_\_\_  
Sunshine Coast Regional Council

  
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**ORDINARY MEETING MINUTES**

**23 FEBRUARY 2023**

**12 NEXT MEETING**

The next Ordinary Meeting will be held on 23 March 2023 in the Sunshine Coast City Hall Chamber, 54 First Avenue, Maroochydore.

**13 MEETING CLOSURE**

The meeting closed at 2:55pm.

Confirmed 23 March 2023.

CHAIR



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## 2022/23 Business and Innovation Branch Significant Contracting Plan

Section 221 of the *Local Government Regulation 2012* stipulates that a Significant Contracting Plan must be prepared prior to commencement of a contract that Council has identified as a Significant Contract. Council may, by resolution, amend a Significant Contracting Plan at any time before the end of the financial year to which the plan relates.

### 1. Key Information

Significant Contract Title: QRA Full Service Landslide Remediation Works

Group: Built Infrastructure

Branch: Civil Asset Management – Contract Delivery

Contract Administrator: Kevin Carr

Position: Senior Contracts Administrator

Procurement Specialist: Rachael Lock

Contract/Project Description: Landslip Remediation works as part of Queensland Reconstruction Agency – Disaster Recovery Funding Arrangements Program.

Link to Procurement Plan:

### 2. Council Resolutions

Previous Council resolutions:

This plan endorsed by Council:

### 3. Background

The Queensland Reconstruction Authority (QRA) administers funding relief measures to local governments as part of the Australian Government's Disaster Recovery Funding Arrangements (DRFA), from joint federal and state government funds, and the State Disaster Recovery Funding Arrangements (SDRA). Sunshine Coast Council (SCC) has been activated under a single declared event requiring restoration works to be carried out under the Queensland Reconstruction Agency - Disaster Recovery Funding Arrangements (DRFA) Program.

Tenders will be invited for the provision of full-service landslide remediation works for the Sunshine Coast Council (SCC) under the Queensland Reconstruction Authority (QRA) proposed to be packaged as follows:

#### Package 1 – 3 Sites

- Policeman Spur Road, Wootha
- Bald Knob Road, Crohamhurst
- River Road, Peachester

It is anticipated the works for the initial package will commence April 2023, and be completed by the end of September 2023.

#### Package 2 – 6 Sites

- Hovard Road 3, Bald Knob
- Old Maleny Rd, Landsborough
- Hovard Rd 2, Bald Knob
- Hovard Rd 1, Bald Knob
- Perrins Rd, Eudlo
- Leeding Rd, Glenview

The dates associated with the release and delivery of this package are currently being programmed.

#### Package 3 – 6 Sites

- Kirsty Drive
- Towen View Court
- Tanawha Tourist Dr
- Towen Mntn Rd
- Narrows Rd
- David Low Way

The dates associated with the release and delivery of this package are currently being programmed.

#### 4. Objectives

What are the objectives of this contract?

These contracts will enable Council to engage specialist external contract resources for the provision of the services.

The works will repair high priority Landslips within the Sunshine Coast Council Region enabling the reopening of affected roads to the community.

Funding for the project will be provided as part of the Disaster Recovery Funding Arrangements (SDRA) through the Queensland Reconstruction Authority (QRA).

Key objectives are to:

- Deliver the Program of Works within the specified time frame;
- With zero safety incidents;
- In accordance with technical specifications;
- With zero negative environmental impacts; and
- Deliver the Program of Works in line with funding QRA allocation.

How will objectives be achieved?

Conducting Public Tenders to obtain competitive pricing and suitably qualified Contractors to undertake the program of works for the abovementioned packages.

Civil Asset Management (CAM) – Contract Delivery are responsible for delivery of the program of works, budget management and approved contract spend limits. Contracts Delivery have established appropriate project and contract management functions to ensure procurement and contract management objectives are achieved.

How will achievement of objectives be measured?

Supplier selection through Public Tenders with pre-determined evaluations weightings detailed in the Probity Plan taking into consideration:

- (a) Price
- (b) Capability and Experience
- (c) Methodology
- (d) Social and Economic Factors

Supplier performance monitoring will be against Contract KPI's taking into consideration:

- (a) Contract Administration – Invoicing and Claim Accuracy
- (b) On Time Performance (Works and resources management)
- (c) Management Systems
  - Safety
  - Quality
  - Environment

<p>➤ Complaints Management</p> <p>(d) Reporting and Communications</p>
<p>What are the alternative ways of achieving the objectives? Include reasons for not adopting alternative ways.</p> <ul style="list-style-type: none"> <li>Alternative is to take each Landslip site to the market and award separate contracts. Packaging the works into larger procurement activities drives better value for money and other efficiencies through the procurement processes and contract management.</li> <li>Consideration has been given to Council undertaking all works utilising internal resources. This option is not considered to be value for money as there would be significant investment in equipment, labour and specialised training required, as opposed to utilising the already established competitive marketplace.</li> </ul>

#### 5. Proposed category and contractual arrangements

Which category does this contract fall within?

Capital Works

Which contractual arrangements should be applied to this contract, and why?

The General Terms and Conditions Major Works will be utilised for this contract.

#### 6. Market and Risk Assessment

Provide an assessment of the market in which the contract is to happen, including an assessment of any procurement risks. Refer to the Risk Assessment Calculator in the Procurement Plan.

There is a competitive market which has been identified through CAMs undertaking market research / sounding with eleven civil construction contractors.

The following key risks have been identified:

1. There is not sufficient capacity or availability within the market to deliver the program of works.

Proposed mitigations for identified risks:

1. Evaluate and engage Contractors with suitable business management systems, processes, and resources to ensure delivery of the program of works.
2. Establish appropriate contract management functions to ensure objectives are achieved.

Undertake an assessment of operational risks relating to the contract/project. Attach details.

1. All works will be managed under the General Terms and Conditions Major Works
2. Workplace Health and Safety (WHS) considered an ongoing risk which will be managed and mitigated through mandatory legislative requirements.
3. Environmental impacts considered an ongoing risk which will be managed and mitigated through mandatory legislative requirements.







## 2022/23 Business and Innovation Branch Significant Contracting Plan

Section 221 of the *Local Government Regulation 2012* stipulates that a Significant Contracting Plan must be prepared prior to commencement of a contract that Council has identified as a Significant Contract. Council may, by resolution, amend a Significant Contracting Plan at any time before the end of the financial year to which the plan relates.

### 1. Key Information

Significant Contract Title: Cotton Tree Holiday Park Management Agreement

Group: Economic & Community Development

Branch: Community Sport & Development

Contract Administrator: Darrin Collins

Position: Contracts Manager (Holiday Parks)

Procurement Specialist: Alissa Ratcliffe

Contract/Project Description:

Provision of manager to manage the day to day operations at the Cotton Tree Holiday Park.

The management of the day to day operations includes, but isn't limited to:

- operating the reception and office, which includes managing bookings through online booking platform and phones, handling customer and management enquiries, check-in and check-out, issuing receipts and banking processes for office, reception and laundry takings;
- cleaning and maintenance of amenities, cabins, and facilities;
- grounds and garden maintenance;
- supply of consumable goods;
- administration of the Residential Tenancy Agreements; and
- daily, weekly, and monthly reporting.

This proposed contract will continue the current service delivery model of having the Cotton Tree Holiday Park managed by experienced managers external to Council.

Link to Procurement Plan: [Go to EDDIE - ITT2220 Procurement Plan](#)

### 2. Council Resolutions

Previous Council resolutions:

This plan endorsed by Council:

### 3. Background

The Cotton Tree Holiday Park is currently operated under the current management agreement that has been in place since February 2018. This agreement is due to expire on 30 April 2023.

The Cotton Tree Holiday Park is one of six (6) holiday parks operated by the Sunshine Coast Holiday Parks business unit of Council and is situated on the banks of the Maroochy River and the Maroochydore Beach foreshore. The holiday park enjoys a great waterfront location and is close to shopping and restaurant precincts. The holiday park includes:

- 409 powered tourist sites (24 absolute waterfront)
- 26 un-powered tent sites
- 9 deluxe villas – 6 x 2 bedroom, 3 x 1 bedroom
- 1 four bedroom Beach House
- 16 permanent and 15 storage sites
- 5 amenity buildings
- 3 laundry facilities

- 1 camp kitchen and 3 BBQ areas

A new tender must be prepared, and contract awarded, to provide continued management of the holiday park.

#### 4. Objectives

What are the objectives of this contract?

To ensure the continued effective day to day management of Council's largest holiday park.

How will objectives be achieved?

Conduct a public tender process to identify a contractor with the necessary capability and experience in providing management services for a holiday park.

Well-documented scope of services providing clarity to the responsibilities of the manager.

Specialist legal services in the drafting of the Management Agreement in order to achieve Council's objectives and address risks.

Council's supervision and contract management/administration across the term of the contract.

How will achievement of objectives be measured?

Monitoring of the supply of scope and standard of service delivery through Council's supervision and contract management/administration, including monitoring of key performance indicators.

What are the alternative ways of achieving the objectives? Include reasons for not adopting alternative ways.

Internal management of day to day operations by Council staff is an alternate pathway for service delivery. Council currently does not have the capacity to perform this service with internal resources.

#### 5. Proposed category and contractual arrangements

Which category does this contract fall within?

Operational Works and Services

Which contractual arrangements should be applied to this contract, and why?

Bespoke Management Agreement documenting all of the obligations and performance requirements relating to the management of the holiday park. Bespoke document required due to the specific nature of the services to be provided and the commission based pricing.

#### 6. Market and Risk Assessment

Provide an assessment of the market in which the contract is to happen, including an assessment of any procurement risks. Refer to the Risk Assessment Calculator in the Procurement Plan.

As Council's largest holiday park, and the park that generates the most revenue for Council, tenders for this service have historically attracted a strong response and have demonstrated sufficient market depth and supplier capability to deliver these management services.

##### Risks:

- **Limited submissions** – with current agreement due to expire on 30 April 2023, the tender will need to be released in January 2023. Risk that Council receives limited responses due to tender being required to be released during summer holiday period when prospective respondents will be performing services during the busy holiday period and not in a position to put together a tender response. The previous contract, ITT1714, received seven submissions.
- **Mobilisation** - Insufficient time between contract award and commencement of for successful continuity of service.
- **Pricing** – pricing for this service could be considerably higher than currently being paid. Council has not gone to market for these services in the Cotton Tree Holiday Park for five years, in which time the park has undergone considerable change to be one of the largest holiday parks in Queensland

## Proposed mitigations for identified risks:

- **Limited submissions** – public tender process following market sounding and engagement. Tender period has been extended from Council's normal period to ensure sufficient time to respond following completion of summer holiday period. This contract will have a contract term that finished on 30 June rather than 30 April to create a greater period of the time between the busy summer holiday period and the expiry of this contract.
- **Mobilisation** – Procurement program has been developed and contract award targeted for mid March 2023. This will give the successful contractor approximately six weeks to mobilise ahead of service commencement on 1 May 2023.
- **Pricing** – Council is providing the security of a long-term contract (5 year period) to encourage competitive pricing. Attractiveness of this particular holiday park should assist in receiving competitive pricing.

Undertake an assessment of operational risks relating to the contract/project. Attach details.

1. Inability of manager to attract and retain capable and competent staff in order to meet all obligations.
2. Continued growth of the park, increasing the service requirements of the manager and Council.





## 2022/23 Business and Innovation Branch Significant Contracting Plan

Section 221 of the *Local Government Regulation 2012* stipulates that a Significant Contracting Plan must be prepared prior to commencement of a contract that Council has identified as a Significant Contract. Council may, by resolution, amend a Significant Contracting Plan at any time before the end of the financial year to which the plan relates.

### 1. Key Information

Significant Contract Title: Honey Farm Sports and Recreation Complex Staged Works Bulk Earthworks and Underground Services	
Group: Liveability and Natural Assets	Branch: Project Delivery
Contract Administrator: Shane Relouw	Position: Project Officer
Procurement Specialist: Ben Vandenberg	
Contract/Project Description for Significant Contract Plan: Staged works for Construction of bulk earthworks and underground services for the Honey Farm sports and recreation complex to support the construction of sports facilities to a regional standard for soccer and cricket as detailed in the endorsed master plan March 2021	
Link to Procurement Plan: TBC as part of development of tender documents	

### 2. Council Resolutions

Previous Council resolutions:	O/M 25 March 2021
This plan endorsed by Council:	Minutes of O/M 25 March 2021

### 3. Background

The 75-hectare Honey Farm Sport and Recreation Precinct was purchased by council in 2011 to provide long term sport and recreation opportunities in the southern end of the Sunshine Coast Local Government Area.

Stage 1 of the Honey Farm Sport and Recreation Precinct project (project) is for the transformation of a greenfield site in one of Australia's fastest growing regional Local Government Areas in Southeast Queensland, into an all-abilities sports, outdoor recreation, healthy living, and community events space. Stage 1 of the project will be civil works that will precede other stages of works for the following elements:

- Premier rectangular fields (full size football) suitable for regional, state, and national content
- Tier 2 cricket facilities including ovals (full size cricket with eight turf pitches) and cricket practice nets
- Shared fields (rectangular fields with one oval overlay)
- Children's playground (all abilities) adjoining a nature play area and open space
- Amenities, shelters, and furniture to service the recreation park
- Wetlands / water bodies / trails to improve sustainable, educational, and environmental outcomes
- Car parking and access roads.

The Sunshine Coast Environment and Liveability Strategy 2017 Open Space Network Blueprint identified the site as a future significant site for a council-wide sports ground and a large district recreation park.

In March 2021, Council unanimously resolved to endorse the Honey Farm Sport and Recreation Precinct, inclusive of an allocation of some additional capital funding, indicating broad support and commitment to deliver a new sport and recreation precinct for the Sunshine Coast community.

After this endorsement Council has proceeded to a range of detailed design and/or construction ready packages including this significant contract for the construction of bulk earthworks and underground services for the Honey Farm sports and recreation complex as follows:

- Roads and pavements
- Sports surfaces, clubhouses and associated facilities
- Wetlands
- Electrical services
- Stormwater
- Sewer
- Sports water and irrigation
- Landscaping
- Amenities

The staging and construction of works still to be completed will be confirmed as part of the FY23/24 capital works program with construction to follow post completion of detailed design.

#### 4. Objectives

What are the objectives of this contract?

Enable implementation of the Honey Farm Road Master Plan to develop the Honey Farm Road Sports Complex to a regional level facility to deliver a new sport and recreation precinct for the Sunshine Coast community.

How will objectives be achieved?

- Engagement of a suitably qualified civil works construction contractor, through a public tender process, to develop the Honey Farm Road Sports and Recreation complex in accordance with Council's detailed design.
- Council will complete the detailed design during FY22/23 via a separate process.

How will achievement of objectives be measured?

The delivery of the project in full compliance with agreed design, within budget and within expected timeframes.

Contract will also contain Key Performance Indicators (KPI's) to track achievement of specific objectives. Performance against KPI's will be tracked by Council and its Project Manager, and outcomes discussed with the successful contractor.

What are the alternative ways of achieving the objectives? Include reasons for not adopting alternative ways.

Due to the value for the stage of works for the Bulk Earthworks and Underground Services for an estimated \$16million to \$18million a public tender is the only option available to Council.

#### 5. Proposed category and contractual arrangements

Which category does this contract fall within?

Capital Works

Which contractual arrangements should be applied to this contract, and why?

Council's Major Works Contract due to the value and type of work.

#### 6. Market and Risk Assessment

Provide an assessment of the market in which the contract is to happen, including an assessment of any procurement risks. Refer to the Risk Assessment Calculator in the Procurement Plan.

Over the past couple of years Council has received varying numbers of responses to procurements relating to sports and recreation precincts and aligned civil works. These works predominately relate to the works detailed in the staged approach detailed in background of the significant contract plan. Recent examples of contracts are:

- Maroochy Multi Sports Field 4 works
- Meridan Sports AFL fields, car park, clubhouse and sportsfield light projects
- Palmwoods AFL/Cricket Clubhouse and sports field light project

Risks:

- **Limited submissions** - The high amount of construction activity being undertaken may prevent some companies from responding.
- **Program** - Contract can't be executed in time to allow completion of staged works within the proposed timeframes.
- **Site Conditions** – rain events may result in works being delayed
- **Budget** - Responses provided by respondents may be greater than Council's budget for this work.
- **Probity** - Significant public interest may increase the likelihood of requests for information / discussions outside of the normal procurement channels.

Proposed mitigations for identified risks:

- **Limited submissions** – public tender process. The size and profile of the project will be attractive to many in the market. This will also include market sounding of local firms capable for delivery of scope of works
- **Program** – a realistic staged program for the works has been developed.
- **Probity** – All persons involved in the completion of the project will be required to sign a probity declaration.

Undertake an assessment of operational risks relating to the contract/project. Attach details.

1. Pricing variations are considered an ongoing risk and will be mitigated through use of a lump sum contract to deliver the agreed design. An updated QS estimate will be undertaken prior to tender being issued for staged works
2. The staging of the works may see more than one principal contractor operating on site delivering various stages of works. This creates potential workplace health and safety risks and risks to schedule. WH & S risks will be mitigated by assessing WH & S credentials and performance as part of the tender evaluation process, and through legislative requirements which the contractor will be required to adhere to.







## Strategic policy

### Sponsorship (Governance Framework)

Corporate Plan reference:	<b>Our Resilient Economy</b> Our resilient, high-value economy of choice drives business performance, investment and enduring employment. <ul style="list-style-type: none"><li>- A natural, major and regional event destination</li><li>- Investment and growth in high-value industries, innovation and entrepreneurship</li></ul> <b>Our Strong Community</b> Our communities are connected and thriving places where people are included, treated with respect and opportunities are available for all. <ul style="list-style-type: none"><li>- Creative and innovative approaches to building a strong community</li></ul>
Endorsed by Council on:	15 September 2016 (OM 16/169)
Manager responsible for policy:	Head of Economic Development, Economic & Community Development
Supporting Documentation	Organisational Guideline – Sponsorship received by Council (Incoming) Organisational Guideline- Sponsorship provided by Council (Outgoing) Sunshine Coast Major Events Strategy 2018-2027

### Policy statement

Council may enter into sponsorship arrangements which provide specified or demonstrated benefits to the community and align with Council's aspirations, legislative requirements, priorities, strategic direction, and vision. Council may provide sponsorship in accordance with annual budget allocations and may consider receiving sponsorship which develops, supplements or offsets the cost of activities, events, infrastructure, programs, and services.

The purpose of this policy is to:

- provide a framework for determining when Sunshine Coast Council (Council) will enter into sponsorship arrangements
- ensure risks are managed and Council's reputation is upheld in the development, assessment, management, evaluation and reporting on sponsorship arrangements
- align sponsorship arrangements with Council's Corporate Plan and
- support strong financial management.

This policy and its associated guidelines should be applied when making decisions about sponsorship arrangements to ensure a transparent, accessible and consistent process across Council.

Sponsorship is the right to associate the sponsor's name, products or services with the sponsored organisation's service, product or activity, in return for negotiated and specific benefits such as cash or in kind support or promotional opportunities. It involves a negotiated exchange and results in tangible, material and mutual compensation for the principal parties to the arrangement. Sponsorship can take the form of cash and/or in-kind support.

Sponsorship is an effective communication tool available to demonstrate a positive association, showcase new policies and connect with specific audiences. Where government is considering providing funding towards an initiative, consideration must be given to whether government can regain benefits for its investment. If a benefit can be derived from the sponsorship investment, it should be considered a sponsorship. (Queensland Government Sponsorship Framework 2022).

Sunshine Coast Council is responsible for delivering a wide and varied range of activities, events, infrastructure, programs, and services for members of communities within the Sunshine Coast region. Council also supports major and community events for the benefit of its local communities. To deliver its planned outcomes and services more efficiently and effectively, Council may enter into business arrangements – including sponsorship – to optimise commercial benefits for the region. Sponsorship may be utilised by Council to enable the development, extension or cost-minimisation of planned outcomes and services.

## Policy scope

This policy applies to all sponsorship arrangements entered into by Council, cash and/or in-kind, and includes both sponsorship provided (outgoing) by Council and sponsorship received (incoming) by Council. This policy does not apply to advertising, community grants, donations, joint ventures, or legal partnerships.

## Principles

### Key principles

The following five key principles are to be applied when determining sponsorship arrangements in accordance with this policy.

#### 1. Community benefit

All sponsorship activities must provide a specified cultural, economic, environmental, financial or social benefit to the community. Prior to entering into sponsorship arrangements, an analysis of community benefit should be undertaken.

#### 2. Alignment

All sponsorship arrangements must align with Council's aspirations, legislative requirements, priorities, strategic direction, and vision as documented in Council's Corporate Plan, and be consistent with Council's policies including the *Councillor Code of Conduct* and the *Employee Code of Conduct*.

#### 3. Risk management

Potential risks to Council will be assessed prior to entering into sponsorship arrangements in accordance with Council's *Risk Management Policy*. Some examples of the inherent risks in providing or receiving sponsorship commonly include the following:

- Conflicts of interest (actual or potential)
- Potential loss of an event to another region if sponsorship is not provided, which may impact negatively on the Sunshine Coast's profile and cause a potential loss of economic benefit to the region

- Council's reputation, credibility and integrity may be damaged in any way
- potential sponsorship recipient's vision, mission and/or values conflict with Council's vision, priorities and/or aspirations
- proposed sponsorship arrangements impose or imply conditions which limit Council's ability to fully and impartially carry out its functions, including those which breach local laws, policies or bind Council activities
- proposed sponsorship arrangements are perceived to endorse the sponsor or their products and/or services, or other businesses with which the sponsorship recipient is associated
- personal direct or indirect benefits may be received by Councillors, Council officers and volunteers as a result of the sponsorship arrangement.

#### *4. Open, accountable decision-making and financial management*

Sponsorship will be sought and provided using transparent processes. All sponsorship arrangements will be subject to Council's financial policies and guidelines. Accordingly, all sponsorship activities will be reported in Council's Annual Report.

In the negotiation of sponsorship arrangements, the commercial value of the arrangement, including all cash and in-kind contributions, must be clearly identified and acknowledged.

#### *5. Entrepreneurship and revenue raising*

Sponsorship activities that present additional revenue raising opportunities for Council will be considered.

### **Suitable sponsors/sponsorship recipients**

Council will only enter into sponsorship arrangements with proposed sponsors or sponsorship recipients if the objectives, activities and/or products of the sponsors or sponsorship recipients are compatible with Council's legislative responsibilities, mission, policies, values, and vision. Council will not seek or accept sponsorship that Council considers is unethical, unlawful, improper, or inappropriate.

### **Types of sponsorship**

The initiatives that Council may consider for sponsorship arrangements include the following:

- Major events
- Community/cultural events and programs
- Trade shows
- Industry events, awards and conferences
- Business events, awards and conferences
- Initiatives from other levels of government.

### **Resources**

Resources available for sponsorship and activities in which it is intended to seek sponsorship will be planned in accordance with Council's corporate planning, annual budget and operational planning processes.

## **Roles and responsibilities**

Refer to the [Organisational Guideline – Sponsorship received by Council \(Incoming\) and the Organisational Guideline - Sponsorship provided by Council \(Outgoing\)](#).

## **Measurement of success**

The success measures for this policy will be:

- an increase in engagement and outputs with peak industry bodies in the promotion of the region's success in implementing the *Regional Economic Development Strategy 2013-2033*

- an increase in the efficiency and effectiveness in delivering Council's major and regional events sponsorship commitments in line with the Sunshine Coast Major Events Strategy 2018-2027
- an increase in the efficiency and effectiveness of managing incoming sponsorship arrangements for Council's community programs and events and major venues and
- engagement and satisfaction in the delivery of the policy as measured by key stakeholders including governments, industry and community leaders.

## Definitions

For the purpose of this policy, the following definitions apply.

### **Advertising**

The communication of Council outputs and services to the public by using a medium commonly used for promoting ideas, goods or services and for which a fee is paid.

### **Donation**

Voluntary contribution without expectation of return.

### **Grant**

Funds provided to a recipient through a formal program for a specified purpose, directed at achieving goals and objectives consistent with Council policy, where the recipient is selected on merit against a set of criteria. Grants are provided without expectation of commercial return. See also Council's *Community Grants* Strategic Policy.

### **Joint venture**

Contractual business undertaking between two or more parties to engage in a specific project, normally for a short and specified term. The joint venture objectives may be to share strengths, minimise risks, and increase competitive advantages in the marketplace.

### **Legal partnership**

Where ownership of an asset or initiative and the associated risks are shared between partners to the arrangement throughout the asset or initiative's life-cycle.

### **Negotiated commercial**

Benefits include the sponsor's right to be publicly recognised or have their name, product/s or service/s associated with the sponsorship recipient's activity, event, individual, infrastructure, program, or service. Specific benefits may include and not be limited to:

- branding exposure (signage, promotional material, advertising, etc)
- a site/stall to promote or sell sponsor goods/services
- PA announcements
- acknowledgment in speeches and media materials
- invitation to participate in opening ceremony and
- inclusion of sponsor information in information packs.

### **Sponsor**

An individual or organisation that, for a specified term, provides a contribution in cash and/or in kind ('contra') with the intention of receiving negotiated commercial benefits.

### **Sponsorship**

A contractual business arrangement under which a sponsor, for a specified term, provides a contribution in cash and/or in kind in return for specified negotiated commercial benefits. Benefits may include the right to public recognition or association with an activity, event, infrastructure, individual, program, and service.

Sponsorship is different from grants funding, in which money or goods are provided to recipients through a formally recognised program for a specified purpose, with no expectation of commercial return. Further, sponsorship does not include a guarantee against loss and is also distinguished from other arrangements such as donations, joint ventures, legal partnerships, paid advertising, and the supply of goods and services.

#### ***Sponsorship recipient***

An individual or organisation that, for a specified term, receives a contribution in cash and/or in kind in return for providing negotiated commercial benefits to a sponsor. See also definition of “sponsor”.

### **Policy commitment**

Council employees and Councillors covered in the scope of this policy consistently demonstrate and uphold the intent, objectives and principles of this policy. Nothing in this policy requires or authorises an employee of Council or Councillor to act in any way that is contrary to law. Any instances of non-compliance will be managed in accordance with any relevant codes of conduct, policies and legislation dealing with conduct and/or disciplinary action.

### **Related policies and legislation**

Queensland Government Sponsorship Framework (2022)  
 Crime and Corruption Commission Queensland - Sponsorship management  
 Local Government Act 2009  
 Public Sector Ethics Act 1994  
 Sunshine Coast Council Corporate Plan 2023-2027  
 Sunshine Coast Council Councillor Code of Conduct (Strategic Policy)  
 Sunshine Coast Council Employee Code of Conduct  
 Sunshine Coast Council Community Grants (Strategic Policy)  
 Sunshine Coast Major Events Strategy 2018-2027  
 Sponsorship Provided by Council (Incoming) Organisational Guideline  
 Sponsorship Received by Council (Outgoing) Organisational Guideline  
 Sunshine Coast Council Risk Management Organisation Policy  
 Sunshine Coast Council Risk Management Guideline  
 Trade Practices Act 1974

Version control:

Version	Reason/ Trigger	Change (Y/N)	Endorsed/Reviewed by	Date
1.0	Updated	Y	Manager, Customer Relations	11/10/2013
1.1	Updated	Y	Manager Economic Development	17/08/2016
1.2	Approved	Y	Director Economic Development and Major Projects	24/08/2016 EDDIE D2016/899532
2.0	Endorsed		Council	15/09/2016 OM16/169
2.1	Updated – non-material changes resulting from organisation realignment	Y	Group Executive Economic and Community Development	27/02/2018
3.0	Updated	Y	Group Executive Economic and Community Development	03/03/2023

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