

# Agenda

**Ordinary Meeting**  
**Thursday, 29 August 2024**

**commencing at 9:00am**

Sunshine Coast City Hall Chamber, 54 First Avenue, Maroochydore

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**ORDINARY MEETING**

**NOTICE**

16 August 2024

Dear Councillors, Group Executives and relevant staff,

In accordance with Section 254C(2) of the *Local Government Regulation 2012*, I wish to advise that an Ordinary Meeting has been convened for

29 August 2024

commencing at 9.00am.

A handwritten signature in blue ink, appearing to read "D. Robinson".

Debra Robinson | Acting Chief Executive Officer

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**1 DECLARATION OF OPENING**

On establishing there is a quorum, the Chair will declare the meeting open.

**2 WELCOME AND OPENING****3 RECORD OF ATTENDANCE AND LEAVE OF ABSENCE****4 RECEIPT AND CONFIRMATION OF MINUTES**

That the Minutes of the Ordinary Meeting held on 24 July 2024 be received and confirmed.

**5 MAYORAL MINUTE****6 INFORMING OF CONFLICTS OF INTEREST****6.1 PRESCRIBED CONFLICTS OF INTEREST**

Pursuant to section 150EL of the *Local Government Act 2009* (the Act), a Councillor who has a prescribed conflict of interest in an issue to be considered at a meeting of the local government must –

- (a) immediately inform the meeting of the prescribed conflict of interest including the particulars stated in section 150EL(4) of the Act and
- (b) pursuant to section 150EM(2) of the Act must leave the place at which the meeting is being held, including any area set aside for the public, and stay away from the place while the matter is being discussed and voted on.

**6.2 DECLARABLE CONFLICTS OF INTEREST**

Pursuant to section 150EQ of the *Local Government Act 2009*, a Councillor who has a declarable conflict of interest in a matter to be considered at a meeting of the local government, must stop participating in the meeting and immediately inform the meeting of the declarable conflict of interest including the particulars stated in section 150EQ(4) of the Act.

If the Councillor with a declarable conflict of interest does not voluntarily decide not to participate in the decision, pursuant to section 150ES(3)(a) of the Act the eligible Councillors must, by resolution, decide

- (a) whether the Councillor may participate in the decision despite the Councillors conflict of interest or
- (b) that the Councillor must not participate in the decision and must leave the place at which the meeting is being held, including any area set aside for the public and stay away while the eligible Councillors discuss and vote on the matter.

The Councillor with the declarable conflict of interest must comply with any conditions the eligible Councillors impose per section 150ES(4) and (5) of the Act.

**7 PRESENTATIONS / COUNCILLOR REPORTS**

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**8 REPORTS DIRECT TO COUNCIL**

**8.1 QUARTERLY PROGRESS REPORT - QUARTER 4, 2023-24**

**File No:** Council Meetings

**Author:** Manager, Strategy and Policy  
Civic Governance

**Appendices:** App A - Chief Executive Officer’s Quarterly Highlights Report  
Quarter 4, 2023-24..... 15    
App B - Operational Plan Activities Report Quarter 4, 2023-24.. 37  
 

**PURPOSE**

This report presents the Progress Report for Quarter 4 of 2023-24. The report covers the period 1 April to 30 June 2024 and seeks to inform Council and the community on the progress implementing the activities, significant projects and service highlights from Council’s adopted Operational Plan 2023-24.

**EXECUTIVE SUMMARY**

Under section 174(3) of the *Local Government Regulation 2012*, the Chief Executive Officer is required to provide a regular report to a Council meeting at intervals of not more than three months, outlining progress in delivering its operational plan activities.

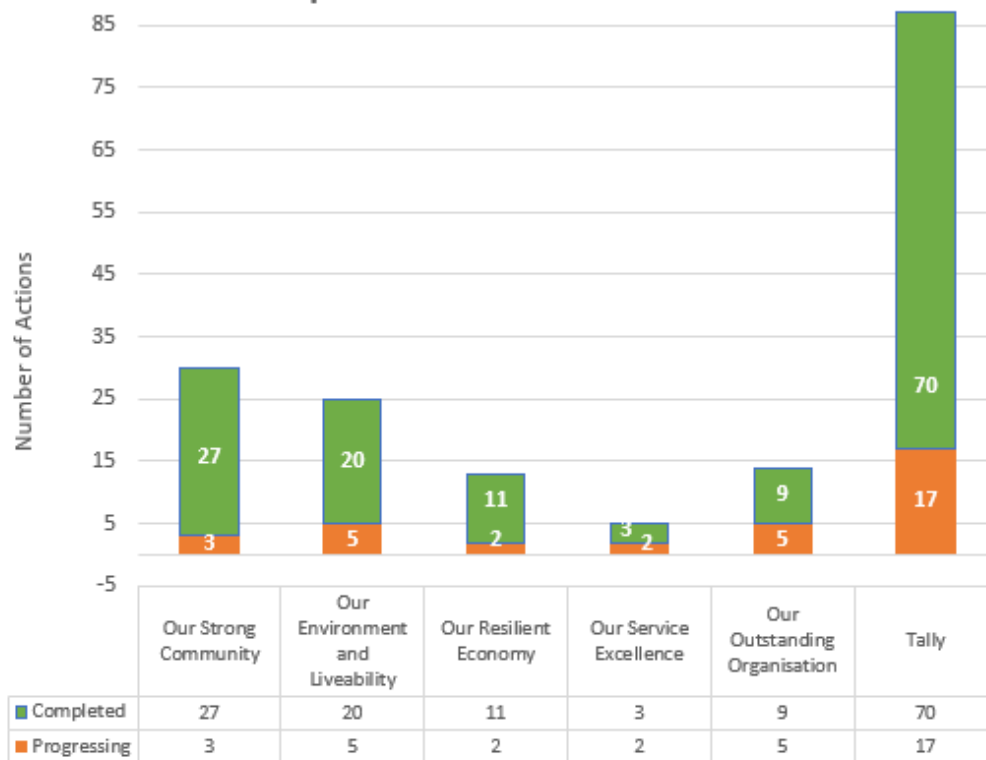
Each quarter, Council receives a progress report on the delivery of the Operational Plan 2023-24. The report is published and made available to the community.

The report comprises:

- Appendix A – Chief Executive Officer’s Quarterly Highlights Report Quarter 4, 2023-24
- Appendix B – Operational Plan Activities Report Quarter 4, 2023-24.

Council’s Operational Plan 2023-24 outlines 87 activities to be delivered over the financial year to advance Council’s vision for the region. At the end of Quarter 4, Council has achieved 80 per cent of the operational plan, with 70 operational activities finalised and 17 continuing into the 2024-25 financial year. Chart 1 below provides an overview of operational activities by Corporate Plan goal.

**Chart 1  
Operational Plan 2023-24**



**Corporate Plan Goal**

Progressing      Completed

Below are some key highlights achieved throughout Quarter 4 of 2023-24:

**Our Strong Community**

- Stage one of the Kawana Aquatic Centre upgrade was completed in April 2024 and includes a new 20-metre, 5-lane indoor heated pool, along with new structures for visitors to enjoy in time for the cooler months.
- The Sunshine Coast community united as one to mark Domestic and Family violence Prevention Month during the month of May, including the powerful Candlelight Vigil and March event held in partnership with Centrecare, on 1 May 2024 at Cotton Tree, Maroochydore.
- More than \$887,000 in community grants were allocated to 237 applications to support grassroots community organisations and groups deliver a wide range of outcomes for the region.

**Our Environment and Liveability**

- Improvement works were finalised at Lake Weyba walking trails including wayfinding signs, bollards and a 24-metre-long suspension bridge that links the Lake Weyba nature trail to Peregian.

- More than 200 people gathered for the 2024 Sunshine Coast Open Data Expo at Doonan Creek Environment Reserve on 19 June 2024 to share how researchers across the Sunshine Coast are partnering with citizen scientists to increase scientific knowledge, collect data and share stories about our natural environment.
- 1,651 megawatt hours of power were generated from Council's landfill Renewable Energy Facility in Caloundra, combined gas flaring at Caloundra and Nambour resulted in a 31,804-tonne reduction in greenhouse gas emissions.

### **Our Resilient Economy**

- An estimated \$36 million in economic activity for the region was generated from 23 Council sponsored major events with 49,391 guests attending.
- 3,142 Sunshine Coast businesses accessed specialist advice, information, workshops and events that support economic development in the region.
- \$98 million, or 69.3% of Council's total available purchasing spend for the quarter went to local businesses.

### **Our Service Excellence**

- 93% of development applications received by Council were assessed within the statutory timeframes.
- 60,272 customers were assisted through our development and customer contact centres across a range of methods, including SMS's, phone calls, visits to the counter and email and web queries.
- The \$1.7 million Nambour United Football Club upgrades were completed in April 2024 and include new public amenities, 4 new changerooms, improved access for all abilities, a separate area for umpires, first aid room and a refurbished clubhouse.

### **Our Outstanding Organisation**

- Council adopted the Operational Plan 2024-25 at the Special Meeting on 20 June 2024 which establishes Council's 86 priority activities for the financial year to advance the strategic goals and pathways from the Corporate Plan 2024-28.
- Council delivered the 2024-25 Budget at the Special Meeting on 20 June 2024, aimed to provide a focus on supporting our community now, while preparing the region for the future.
- Council and Council employees were recognised state-wide and nationally with 10 awards during the quarter:
  - Council, as one of 13 local governments participating in the Land for Wildlife South East Queensland program, won the 2024 Local Government Managers Australia (Qld) Awards for Excellence in the Collaboration category.
  - Council's Sunshine Coast Ecological Park master plan was the winner of 2 categories at the Australian Institute of Landscape Architects Queensland 2024 Awards:
    - Excellence Award for Parks and Open Space and
    - Landscape Architecture Award for Landscape Planning.

- Council was the winner of 3 awards and received a commendation at the Parks and Leisure Australia Queensland Regional Awards:
  - Buderim Village Park won Park of the Year Award
  - Sunshine Coast Ecological Park won the Strategic and Master Planning Award
  - Employee, Stacey Bentley won the David Aldous Emerging Leader Award, and
  - Sugarbag Recreation Reserve received a commendation in the Community Facility of the Year Award.
- Council employees Jane Willis and Hayley Wright were recognised as Queensland Disaster Resilience Champions by the Local Government Association of Queensland for their individual contributions to impacted Councils during South East Queensland severe thunder storms and tropical cyclone Jasper.
- Council was announced second place in the Local Government Managers Association (LGMA) Management Challenge, announced at the LGMA Awards for Excellence Gala.

## OFFICER RECOMMENDATION

### That Council:

- (a) **receive and note the report titled "Quarterly Progress Report - Quarter 4, 2023-24"**
- (b) **receive and note the Chief Executive Officer's Quarterly Highlights Report – Quarter 4, 2023-24 (Appendix A) and**
- (c) **receive and note the Operational Plan Activities Report – Quarter 4, 2023-24 (Appendix B) reporting on implementation of the Corporate and Operational Plans.**

## FINANCE AND RESOURCING

This report is developed and funded within the current operational budget and resources. Detailed Financial Performance Reports are provided to Council each month covering progress on operating revenue and expenditure and on the delivery of the capital works program.

## CORPORATE PLAN

**Corporate Plan Goal:**  
**Outcome:**  
**Operational Activity:**

### ***Our outstanding organisation***

We serve our community by providing this great service  
S30 - Governance – providing internal leadership, legal opinion, governance and audit functions ensuring legislative accountability, transparency and ethical obligations are supported.

## CONSULTATION

### Councillor Consultation

This report has been discussed with Councillor E Hungerford and Councillor J Broderick as Portfolio Councillors for Our Outstanding Organisation.

### Internal Consultation

This is a whole of Council report and involves consultation with all Groups of Council:

- Built Infrastructure Group
- Business Performance Group
- Civic Governance Group
- Customer and Planning Services Group
- Economic and Community Development Group
- Liveability and Natural Assets Group.

### External Consultation

There has been no external consultation in relation to this report, but many of the activities highlighted in the report involve consultation with elements of the community.

### Community Engagement

There has been no community engagement in relation to this report although community engagement has been an inherent part of progressing many of the activities in this report.

## PROPOSAL

Under section 174(3) of the *Local Government Regulation 2012*, the Chief Executive Officer is required to provide a regular report to a Council meeting at intervals of not more than three months, outlining progress in delivering its operational plan activities.

### Progress report

The Chief Executive Officer's Quarterly Highlights Report – Quarter 4, 2023-24 (Appendix A) consists of a summary of achievements under each of the Corporate Plan goals, as reflected in the structure of Council's Operational Plan 2023-24.

The Operational Plan Activities Report - Quarter 4, 2023-24 (Appendix B) provides details on the implementation of the 87 activities outlined in Council's Operational Plan 2023-24. It includes the status of each activity including percentage complete, on time and on budget indicators as well as progress commentary.

### Legal

This report has been prepared in accordance with the requirements of section 174 (3) of the *Local Government Regulation 2012*.

**Policy**

The presentation of this report in itself, is not inconsistent with any adopted Council policies. The quarterly progress report is a component of Council's Integrated Planning and Performance Framework.

**Risk**

There are no discernible risks associated with the production and consideration of this report - although it should be noted that risk identification, assessment and mitigation is built into the management processes associated with the delivery of each of the Operational Plan activities reflected in this report.

**Previous Council Resolution****Ordinary Meeting, 30 May 2024 (OM24/26)**

*That Council:*

- (a) receive and note the report titled "Quarterly Progress Report - Quarter 3, 2023/24"*
- (b) receive and note the Chief Executive Officer's Quarterly Highlights Report – Quarter 3, 2023/24 (Appendix A) and*
- (c) receive and note the Operational Plan Activities Report – Quarter 3, 2023/24 (Appendix B) reporting on implementation of the Corporate and Operational Plans.*

**Related Documentation**

- Corporate Plan 2023-2027
- Operational Plan 2023-2024
- Financial information provided to Council in the Financial and Capital management report.

**Critical Dates**

Quarterly Progress reports are usually presented to Council within eight weeks of the end of the calendar quarter, subject to the scheduled meeting cycle. The *Local Government Regulation 2012* requires the report to be presented to Council at intervals of not more than three months.

**Implementation**

Should the recommendations in this report be accepted by Council, the report will be published and available for community access via Council's website and a digital copy will be provided to the State Library of Queensland.



# Sunshine Coast Council CEO's Quarterly Highlights Report

Quarter 4 – 2023-24









Sunshine Coast Council  
CEO's Quarterly Highlights Report

Quarter 4 – 2023-24



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**Acknowledgements**

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

**Reference document**

Sunshine Coast Council CEO's Quarterly Highlights Report, Quarter 3 – 2023/24

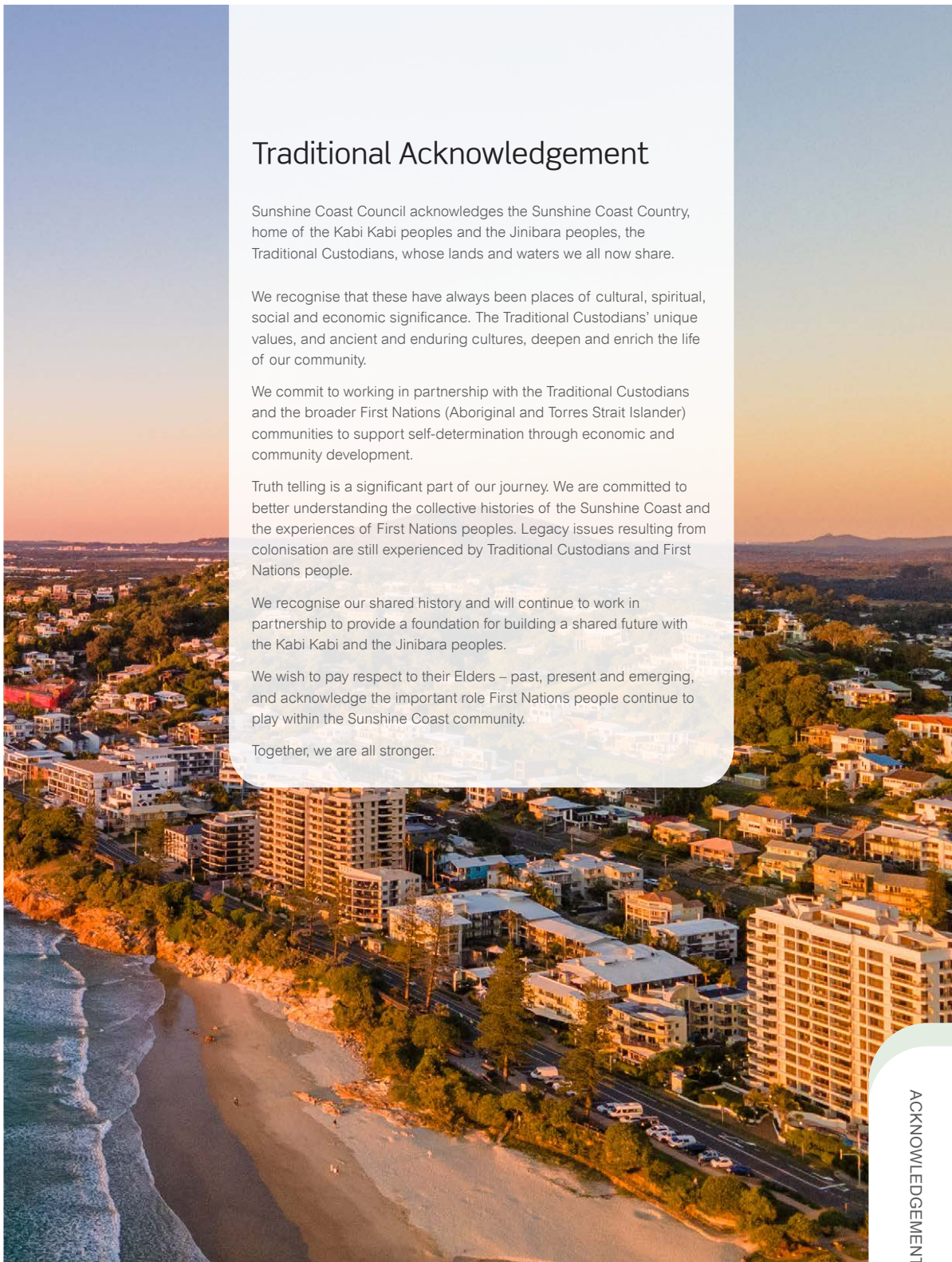
**Disclaimer**

To the extent this document contains future plans, activities, policies and strategies, these matters are aspirational and subject to change at any time without notice.

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## Traditional Acknowledgement

Sunshine Coast Council acknowledges the Sunshine Coast Country, home of the Kabi Kabi peoples and the Jinibara peoples, the Traditional Custodians, whose lands and waters we all now share.

We recognise that these have always been places of cultural, spiritual, social and economic significance. The Traditional Custodians' unique values, and ancient and enduring cultures, deepen and enrich the life of our community.

We commit to working in partnership with the Traditional Custodians and the broader First Nations (Aboriginal and Torres Strait Islander) communities to support self-determination through economic and community development.

Truth telling is a significant part of our journey. We are committed to better understanding the collective histories of the Sunshine Coast and the experiences of First Nations peoples. Legacy issues resulting from colonisation are still experienced by Traditional Custodians and First Nations people.

We recognise our shared history and will continue to work in partnership to provide a foundation for building a shared future with the Kabi Kabi and the Jinibara peoples.

We wish to pay respect to their Elders – past, present and emerging, and acknowledge the important role First Nations people continue to play within the Sunshine Coast community.

Together, we are all stronger.

















































































































**8.2 COMMUNITY PARTNERSHIPS FUNDING PROGRAM  
RECOMMENDATIONS 2024**

**File No:** Council Meetings

**Author:** Community Connections & Partnerships Lead  
Economic & Community Development Group

**Appendices:** App A - Community Partnership Funding Program  
Recommendations 2024..... 79  

**PURPOSE**

This report seeks Council consideration and endorsement of the funding recommendations for the Community Partnership Funding Program 2024 (Appendix A).

**EXECUTIVE SUMMARY**

The inaugural Community Partnership Funding Program (the Program) was endorsed by Council at its Ordinary Meeting of 10 December 2009 and launched early in 2010.

The program is open to established not-for-profit community organisations that provide facilities or services which support the delivery of Council’s priorities and demonstrate broad community benefit. It provides up to three years of funding towards operational expenses for successful applicants.

The Program offers partnerships under the following five categories:

- Community Development
- Community Facilities
- Community Safety
- Cultural Heritage
- Economic Development.

One Community Partnership Funding Program round is offered per financial year.

All previous Program agreements ceased on 30 June 2024. In the lead up to the commencement of a new three-year cycle, a thorough review of the Program was undertaken during 2023/24.

The review confirmed that the program is building the capacity of the region’s community organisations to deliver a broad range of services and facilities that contribute significantly to the Sunshine Coast’s strong community. The review recommendations are implemented in this 2024 program round.

The 2024 Program round included an Expression of Interest (EOI) period from 15 April to 13 May 2024 to identify potential partners and invite eligible organisations to submit a full application. Applications closed on 10 June 2024. Throughout the EOI and application period, grants officers and category partners provided advice and assistance to community organisations seeking funding.

At the close of the application period, Council had received 144 Program applications requesting \$1,443,707 in funding.

Funding for all 144 community organisations is recommended for Council’s consideration and endorsement including \$1,172,904 in funding for 2024/25. The recommendations include multi-year funding of up to three years as detailed in (Appendix A).

**OFFICER RECOMMENDATION**

**That Council:**

- (a) receive and note the report titled “Community Partnerships Funding Program Recommendations 2024” and**
- (b) endorse the Community Partnerships Funding Program Recommendations 2024 including three years of funding with annual CPI increases in 2025/26 and 2026/27 (Appendix A).**

**FINANCE AND RESOURCING**

There is one Program round per financial year and funding is allocated (subject to annual budget considerations) for a one, two- or three-year period.

As all previous Program agreements ceased on 30 June 2024, there are no existing commitments through this Program that will impact on the 2024 round.

The Program is supported by three budgets: The Arts and Heritage Levy, Heritage Program budget supports all of the Program’s Cultural Heritage category partnerships and the Animal Management Restricted Cash budget will provide a contribution towards partnership allocations to the two animal rescue organisations within the Community Safety category. The Community Grants and Partnerships budget provides the balance of funds required to support partnerships through this program.

This report recommends a total of \$1,172,904 in funding for 2024/25.

As this is a multi-year funding program, the recommendations in this report have implications for future budgets. Table 1 provides details.

*Table 1. Budget implications*

| <b>FUNDING RECOMMENDATIONS</b>                      | <b>2024/2025 Budget</b> | <b>2025/2026 Budget</b>     | <b>2026/2027 Budget</b>       |
|---|-------------------------|-----------------------------|-------------------------------|
| <b>Community Partnership Funding Program budget</b> |                         |                             |                               |
| <b>1<sup>st</sup> year</b>                          | \$1,034,187             |                             |                               |
| <b>2<sup>nd</sup> year</b>                          |                         | \$1,025,737 plus annual CPI |                               |
| <b>3<sup>rd</sup> year</b>                          |                         |                             | \$990,737 plus annual CPI+CPI |
| <b>Arts and Heritage Levy budget</b>                |                         |                             |                               |
| <b>1<sup>st</sup> year</b>                          | \$118,717               |                             |                               |

|   |                    |                           |                               |
|---|--------------------|---------------------------|-------------------------------|
| <b>2<sup>nd</sup> year</b>                      |                    | \$118,717 plus annual CPI |                               |
| <b>3<sup>rd</sup> year</b>                      |                    |                           | \$118,717 plus annual CPI+CPI |
| <b>Animal Management Restricted Cash budget</b> |                    |                           |                               |
| <b>1<sup>st</sup> year</b>                      | \$20,000           |                           |                               |
| <b>2<sup>nd</sup> year</b>                      |                    | \$20,000 plus annual CPI  |                               |
| <b>3<sup>rd</sup> year</b>                      |                    |                           | \$20,000 plus annual CPI+CPI  |
| <b>TOTAL EXPENDITURE</b>                        | <b>\$1,172,904</b> | <b>\$1,164,454</b>        | <b>\$1,129,454</b>            |

**CORPORATE PLAN**

**Corporate Plan Goal:** ***Our strong community***  
**Outcome:** We serve our community by providing this great service  
**Operational Activity:** S1 - Community and cultural development and partnerships - providing planning, partnering and supporting the community through a range of community development, civic and cultural programs and grants.

**CONSULTATION**

**Councillor Consultation**

Strong Community Portfolio – Councillor D Law and Councillor T Bunnag

**Internal Consultation**

Council officers with expertise relevant to the expressions of interest and applications were consulted:

- Community Development, Economic and Community Development
- Arts, Heritage and Libraries, Economic and Community Development
- Sport and Community Venues, Economic and Community Development
- Economic Development, Economic and Community Development
- Waste and Resource Management, Liveability and Natural Assets
- Environment and Sustainability Policy, Liveability and Natural Assets
- Customer Response, Customer and Planning Services
- Property Management, Business Performance

**External Consultation**

Throughout the Expression of Interest and application period, grants officers and category partners provided advice and assistance to community groups interested in applying for funding through the 2024 Program.

**Community Engagement**

No external community engagement was undertaken in relation to this report.

**PROPOSAL**

The Community Partnership Funding Program (the Program) is designed to provide funding certainty to community groups by granting up to three years of funding for operational expenses, which is the most difficult funding type to secure externally. The program was endorsed by Council in 2009 and launched in early 2010.

The Program is available to established not-for-profit community organisations that provide facilities or services which support the delivery of Council's priorities and demonstrate broad community benefit.

The program ensures that these organisations can continue to operate and invest their time in service delivery and building long-term, ongoing sustainability.

The framework and criteria for the program were developed to ensure an equitable, accountable and transparent process for the creation of funding partnerships between Council and community organisations. This enables distribution and acquittal of financial assistance to community groups, in accordance with government guidelines and standards.

It is important to note that operational expenses of sporting organisations with primary responsibility for maintaining sports fields are supported separately through the Sports Field Maintenance Funding Program. Environmental groups performing on ground works are also funded separately through Council's Environment Levy Partnership Program.

The Program includes the following five categories:

- Community Development
- Community Facilities
- Community Safety
- Cultural Heritage
- Economic Development.

In assessing the applications and determining the level of funding recommended, the panels reference the Program Guidelines which include program specific and category specific criteria, and also consider:

- extent of reach into the community
- alignment with Council's adopted strategies, plans and policy positions
- like services / facilities comparisons to ensure consistency
- availability of other revenue sources, and
- funding amount requested in relation to the overall operational costs.

**Program Review**

A review of the Program was conducted during 2023/24 to identify the program's outcomes, its alignment with current strategies, plans and policy positions, and any need for improvements.



This review found that there is a very high level of satisfaction with the program, that it is operating well and delivering on its stated aims across all categories. The program is building the capacity of the region's community organisations to deliver a broad range of services and facilities that contribute significantly to the Sunshine Coast's strong community.

While the multi-year funding allocated through this program provides a level of certainty to partner organisations, funding amounts had fallen behind actual costs for many of the program's partners, emphasising the need to increase funding allocations at the commencement of the new three-year cycle and implement an annual increase in line with CPI in future years.

Based on the findings, the review recommended that:

- the Community Partnership Funding Program continue using the current funding model and commence a new three-year cycle
- the program guidelines be updated to recognise recent updates to the Regional Economic Development Strategy 2013-2033 Refresh and Five-year Implementation Plan
- the 2024/25 Community Partnership Funding Program Budget be increased to allow new partners to join the program and increase allocations to renewing partners
- an annual CPI increase to the Program from year 2 of the next three-year cycle

The review recommendations are implemented in this 2024 Program round.

### **2024 Community Partnership Funding Program**

The 2024 Program round included an initial Expression of Interest (EOI) process to identify potential partners and invite eligible organisations to submit a full application. The Expression of Interest process was designed to save organisations with limited alignment to the Program priorities from the time-consuming process of completing a full application. It also provides an opportunity for applicants to receive advice and support in the development of their partnership proposals.

The 2024 Program was promoted through direct contact with organisations identified by category representatives as potential new partners as well as on Council's website and through the Grants e-News. Grants officers and category representatives provided assistance with proposal development and negotiation of deliverables and measures and sought to manage expectations regarding potential funding amounts available through the Program in line with the endorsed Program budget.

The 2024 Program round included an Expression of Interest (EOI) period from 15 April to 13 May 2024 to identify potential partners and invite eligible organisations to submit a full application. Applications closed on 10 June 2024. Throughout the EOI and application period, grants officers and category partners provided advice and assistance to community organisations seeking funding.

At the close of the application period, Council had received a total of 144 Program applications requesting \$1,443,707 in funding.

Assessment process

Assessment of applications was based on general program and category specific assessment criteria and comprised of three stages:

- Stage 1: Pre-assessment by Council grants officers to determine applicant and proposal eligibility
- Stage 2: Proposal assessment by a panel made up of Council officer category experts and grants officers
- Stage 3: Strategic assessment by the relevant Branch Managers

Guidance was given to panel members at the start of the assessment process to ensure sound governance. Panel members were also reminded to declare any actual or perceived conflicts of interest relating to applicants or applications. No conflicts of interest were declared in this round.

Assessment outcome

This report recommends that 144 applications received be funded to a total amount of \$1,172,904 for the 2024/25 financial year with further funding allocated in the 2025/26 and 2026/27 financial years.

Details of the recommended outcomes are included in Appendix A. The recommendations are summarised in Table 2.

**Table 2. Summary of Recommendations**

| Category              | Applications received | Funding requested  | Proposals recommended | Funding recommended (GST exc.) | % Applicants recommended |
|-----------------------|-----------------------|--------------------|-----------------------|--------------------------------|--------------------------|
| Community Development | 11                    | \$223,200          | 11                    | \$160,500                      | 100%                     |
| Community Facilities  | 91                    | \$759,309          | 91                    | \$603,809                      | 100%                     |
| Community Safety      | 5                     | \$103,878          | 5                     | \$103,878                      | 100%                     |
| Cultural Heritage     | 14                    | \$125,420          | 14                    | \$118,717                      | 100%                     |
| Economic Development  | 23                    | \$231,900          | 23                    | \$186,000                      | 100%                     |
| <b>Total</b>          | <b>144</b>            | <b>\$1,443,707</b> | <b>144</b>            | <b>\$1,172,904</b>             |                          |

Of the 144 organisations recommended for funding, 130 groups have received Program funding in 2023/2024 while 14 groups are new to the Program or returning after a break of three or more years.

Program outcomes

The Program recommendations in this report support in advancing the Corporate Plan 2024-2028 goal of developing 'Our strong community' as well as delivering on the objectives of a range of Council strategies and plans which are detailed in the Related Documentation section of this report.

Based on self-reported statistics collected through the application process, funding of \$1,172,904 provided to the 144 community organisations recommended for funding in this report will support approximately:

- 44,982 registered members
- 10,382 volunteers
- 11,506 hours of operation per week

Council's contribution of \$1,172,904 is 4.4% of the partners self-reported operational expenses of \$26,739,657.

### **Legal**

The act of providing funding does not, of itself, raise issues of legal liability for Council. Rather it is the conduct of the funding recipient in carrying out what may be considered a local government type activity on local government owned or controlled land that will have some legal liability exposure issues for Council.

This will be mitigated, as best as is possible, by having the successful funding applicants enter into Agreements that clearly articulate the relationship between the parties and obligate them to be incorporated bodies with adequate risk management plans, levels of insurance, training, reporting and financial controls.

### **Policy**

Delivery of the Community Partnership Funding Program is governed by the Community Grants Policy and supporting guidelines.

### **Risk**

There is minimal financial risk associated with the program in supporting identified eligible organisations to carry out field maintenance, due to the ongoing working relationships between the organisations and dedicated Council officers. This relationship is supported by individually tailored funding agreements.

### **Previous Council Resolution**

#### **Ordinary Meeting 25 August 2022 (OM22/67)**

*That Council:*

- (a) receive and note the report titled "Community Partnership Funding Program Recommendations 2022" and*
- (b) endorse the Community Partnership Funding Program Recommendations 2022 (Appendix A).*

**Ordinary Meeting 19 August 2021 (OM21/81)**

*That Council:*

- (a) receive and note the report titled "Community Partnership Funding Program Recommendations 2021" and*
- (b) endorse the Community Partnership Funding Program Recommendations 2021 (Appendix A).*

**Ordinary Meeting 29 January 2015 (OM15/5)**

*That Council:*

- (a) receive and note the report titled "Community Grants and Partnership Funding Review 2014"*
- (b) endorse Option 1 for Council support to community organisations for 2015/16 and beyond*
- (c) endorse multi-year funding under the Community Partnership Funding Program to provide funding for periods of up to 3 years*
- (d) note "Community Grants Program and Community Partnership Funding Program Review Report" (Appendix A).*

**Ordinary Meeting 20 June 2013 (OM13/109)**

*That Council:*

- (a) receive and note the report titled "Community Grants Policy"*
- (b) adopt the Community Grants Policy (Appendix A)*
- (c) note the Community Grants Guidelines (Appendix B) as amended by (f) below to implement the Community Grants Policy*
- (d) adopt the Mayoral and Councillor Discretionary Funding Policy as amended (Appendix C)*
- (e) note the Mayoral and Councillor Discretionary Funding Program Guidelines (Appendix D) and*
- (f) amend the grants guidelines to include a clause that stipulates that each program is subject to annual budget allocations.*

**Ordinary Meeting 10 December 2009 (OM09/365)**

*That Council:*

- (a) receive and note the report titled "Transition Funding Recommendations and Community Partnerships Funding Policy and Program Guidelines"*
- (b) endorse the transition funding amounts proposed (Appendix A), including the requirement that recipient organisations be advised funding processes and amounts will be subject to review for 2010/2011 year and beyond*
- (c) endorse the Community Partnerships Funding Policy (Appendix B) and*
- (d) endorse the Community Partnerships Funding Program guidelines for 2010/2011 and beyond (Appendix C).*

**Related Documentation**

Funding arrangements with individual organisations include individual agreements.

There are related policies and governing legislation that guide and inform the management and delivery of the Community Partnership Funding Program. These include:

- *Local Government Act (2009)*
- *Local Government Regulation (2012)*
- Sunshine Coast Community Strategy 2019-2041
- Environment and Liveability Strategy 2023
- Sunshine Coast Regional Economic Development Strategy 2013-2033
- Corporate Plan 2024-2028
- Community Grants Policy (2013)
- Sport and Active Recreation Plan 2011-2026
- Community Partnership Funding Program Guidelines

**Critical Dates**

The due date for acquittals of 2024/2025 Community Partnership Funding Program allocations is 31 August 2025.

**Implementation**

Upon Council endorsement of the recommendations in this report, the applicants will be notified of the recommended funding amount, funding conditions including reporting and acquittal requirements and any conditions to be met prior to funding being processed.

Funding will be distributed once the transfer of responsibility is confirmed and the online agreement is submitted to Council. All recipients will be required to display Council supplied signage acknowledging Council's support for operational funding.

Details of the successful partner organisations will be posted on Council's website.











































































**8.3 ENVIRONMENT LEVY PARTNERSHIPS FUNDING PROGRAM 2024/25**

**File No:** F2023/92282

**Author:** Community Catchment Partnerships Manager  
Liveability & Natural Assets Group

**Appendices:** App A - Environment Levy Partnerships Program 2024/25  
Recommendations..... 119  

**PURPOSE**

The purpose of this report is for Council to consider and endorse funding recommendations for the 2024/25 Environment Levy Partnerships Funding program.

**EXECUTIVE SUMMARY**

The Environment Levy Partnerships Funding program allows Council to better engage and work with the community to build effective partnerships to assist in the delivery of Council’s environmental strategies, including the Environment and Liveability Strategy 2023. The program contributes to operational expenses for incorporated community organisations for up to three years. The three-year funding cycle is intended to create an environment of funding certainty and the opportunity for community organisations to engage in longer term planning and capacity building.

Twenty-two groups are recommended for funding during this round. Nineteen of the organisations recommended for funding had existing partnerships with Council, while three organisations are new to the Environment Levy Partnerships program. The Environment Levy Partnerships program generates a significant return on Council’s investment. For example, based on the acquittals of 19 partner groups in 2021/22, 4416 volunteers delivered 362,062 volunteer hours. This equates to \$15,677,285 in volunteer contributions towards our environment. The assessment panel is recommending funding for 22 applications to a total amount of \$635,500 in the 2024/25 financial year with annual CPI escalation in years 2 and 3. Details of the recommended outcomes are included in Appendix A.

**OFFICER RECOMMENDATION**

**That Council:**

- (a) receive and note the report titled “Environment Levy Partnerships Funding Program 2024/25” and**
- (b) endorse the Environment Levy Partnerships Program 2024/25 Recommendations including three years of funding with annual CPI increases in 2025/26 and 2026/27 (Appendix A).**

**FINANCE AND RESOURCING**

The Environment Levy Partnership program is funded from Council’s Environment Levy. The 2024/25 budget has allocated \$635,500 to Environment Levy Partnerships. While the 22 approved recipients are recommended for three-year funding, this allocation will fund the proposed 22 partnerships (\$635,500) for one year.

Year 2 and Year 3 Environment Levy Partnership funding is contingent on the satisfactory completion of a yearly progress report and annual acquittal. It is also subject to the adoption of Council’s annual Environment Levy budget.

However, it should be noted, as funding will be allocated for the three years with a proposed annual CPI increase from year two, the recommendations in this report may have implications for future budgets.

**TABLE 1. Budget Implications**

|                      | 2024/25   | 2025/26         | 2026/27              |
|----------------------|-----------|-----------------|----------------------|
| <b>Annual Budget</b> | \$635,500 | \$635,500 + CPI | \$635,500 + CPI +CPI |

**CORPORATE PLAN**

**Corporate Plan Goal:** *Our environment and liveability*  
**Outcome:** We serve our community by providing this great service  
**Operational Activity:** S11 - Bushland conservation and habitat – partnerships and education programs to protect and enhance biodiversity assets, pest animal and plant mitigation, natural area reserve network protection, enhancement and management, fire management programs.

**CONSULTATION**

**Councillor Consultation**

Environment and Liveability Portfolio Councillors M Suarez and T Burns have been briefed on the recommended outcomes of this report.

**Internal Consultation**

**Stage one:** (pre-assessment of applicant and proposal) was undertaken by Community Connections & Partnerships branch staff.

**Stage two:** discussions with applicant community organisations, was undertaken by Council’s Community Catchment Partnerships Manager within Environmental Operations. Council’s Senior Waterways & Catchment Officer also attended the discussions with the six major catchment groups including Barung Landcare Association Inc, Petrie Creek Catchment Care Group Inc, Mary River Catchment Coordinating Committee, Ecollaboration, Mooloolah River Waterwatch and Landcare, and Lake Baroon Catchment Care Group.

**Stage three:** consisted of an assessment panel comprising the following Council staff.

Any conflicts of interest were required to be declared prior to assessment by all assessing officers and are recorded in Smarty Grants.

Note also that none of the assessing officers assisted any group with application writing.

- Community Catchment Partnerships Manager, Environmental Operations – Liveability & Natural Assets Group - Assessor
- Senior Waterways and Catchment Officer, Community Catchment Partnerships - Liveability & Natural Assets Group - Assessor



- Senior Biodiversity Policy Officer, Environment & Sustainability Policy - Liveability & Natural Assets Group - Assessor
- Community Connections & Partnerships Lead, Community Development, Economic & Community Development - Non-assessing role as Chair
- Community Grants Development Officer, Community Connections & Partnerships – Economic & Community Development – Non-assessing administrative role
- Community Connections Grants Officer, Community Connections & Partnerships, Economic & Community Development – Non-assessing administrative role

**Stage four:** independently assessed by senior managers against the following criteria:

- Alignment with operational and strategic objectives
- Value for money
- Deliverable objectives

**Stage five:** consideration and endorsement by Council via this report.

### **External Consultation**

There has been no external consultation undertaken in relation to this report.

### **Community Engagement**

Council staff from Community Catchment Partnerships (Environmental Operations) and Community Connections (Economic & Community Development) liaised with community organisations across the region, assisting with proposal development and the application process. Council officers do not assist groups with the writing of their application. A further level of liaison was undertaken by Council's Community Catchment Partnerships Manager following receipt of Expressions of Interest submissions for the Environment Levy Partnerships.

### **PROPOSAL**

Sunshine Coast Council has a strong history of partnering with the community through a range of operational and Environment Levy funded programs to achieve the environmental goals set out in its Corporate Plan and major strategies. The environmental benefits of community-based organisations extend beyond the quantifiable on-ground benefits.

The Environment Levy Partnerships program generates a significant return on Council's investment. For example, based on the acquittals of 19 partner groups in 2021/22, 4416 volunteers delivered 362,062 volunteer hours. This equates to \$15,677,285 in volunteer contributions towards our environment. Generally, the activities undertaken by partner groups do not duplicate Council operations, but rather, complement and support Council's operations and strategic direction, as defined in the Environment & Liveability Strategy and the Sunshine Coast Council Biosecurity Plan. For example:

- Bat Rescue Inc supports and promotes Council's Flying Fox Management Plan. The group delivers flying-fox education at schools and events, takes a lead role in the management of catastrophic heat events and advocates for flying-fox conservation in the community in line with Council's Regional Flying-fox Management Plan.

- Over the last three years, the community nurseries operated by four of the partner organisations have provided 84,457 native plants to more than 350 landholders participating in Council's Land for Wildlife Incentives program.
- The Glasshouse Mountains Advancement Network (GMAN) partnered with Council to develop and maintain the Koala Fodder Plantation at Pinelands Drive Park to supply foliage for the rehabilitation and care of injured and orphaned koalas, which supports Council's Koala Conservation Plan.

The Environment Levy Partnerships program incorporates an initial Expression of Interest stage with the application process. This allows Council staff and the applicant organisations to develop mutually agreed outcomes that suit the needs and capacities of the applicant organisations, and the operational and strategic objectives of Council. Discussions with potential partners during the Expression of Interest period provide Council with the opportunity to ensure that all partners are working together to ensure a cost-effective landscape approach to the region's environmental management. The establishment of collaborative outcomes and deliverables combined with an understanding of each other's roles ensure that operational activities complement each other without duplication.

Expressions of Interest for the 2024/25 round of the Environment Levy Partnerships program opened on 15 April 2024 and remained open until 13 May 2024. Promotion of the program was undertaken through Council's website, social media and email notification to existing partners. Discussions with Council's Community Catchment Partnerships Manager and the applicant organisations were undertaken up to the closing of applications on 3 June 2024.

The framework of the program ensures an equitable, accountable, and transparent process for the creation of funding partnerships between Council and community environmental organisations. It enables distribution and good governance of financial assistance to community groups in accordance with government guidelines and standards.

Council officers manage all elements of the funding program, including:

- advertising and promoting the program to the community
- applicant support
- assessment of applications
- distribution of funding, and
- reporting on outcomes achieved.

Working relationships between staff within Liveability & Natural Assets Group and Economic & Community Development Group are well established to implement all program elements.

To enable Council to capture the community benefits of the Environment Levy Partnerships program, all recipient organisations are required to include in their acquittal paperwork the data relating to the number of volunteers, volunteer hours and other quantifiable aspects of their respective organisation's activities. For example, wildlife rescue/rehabilitation groups provide data relating to species rescued, date, location, and outcome. Continuation of funding is performance based and if obligations and agreed deliverables are not met, funding is not continued.

Twenty-two groups were recommended for funding during this round. Nineteen of the organisations recommended for funding had existing partnerships with Council. Three organisations, Wildlife SEQ Inc, Rotary Club of Nambour Inc and Coastal Community Native

Nursery Inc are new to the Environment Levy Partnerships program. Wildlife SEQ Inc has been established on the Sunshine Coast since 2019 providing rehabilitation and release services to the native wildlife within the region. Rotary Club of Nambour Inc have established and maintain a koala fodder plantation on Spring Pastures Drive, Mapleton. Coastal Community Native Nursery Inc was previously supported via the partnerships with Coolum District Coast Care Group Inc however they are now their own entity providing native plant tubestock and advice to the community.

With a view to ensuring value for money from ratepayer investment, Council officers work with successful partner organisations to develop strong relationships to build capacity towards good governance and sustainable practices. Interaction with successful community organisations will include monitoring partnership agreements, capturing return on investment and performance metrics, as well as ensuring reporting requirements are met.

### **Legal**

Successful applicants will be required to fulfill their Conditions of Agreement that outlines the relationship between parties and obligates them to be incorporated bodies with adequate risk management plans, appropriate level of insurance, training, reporting and financial controls.

### **Policy**

The recommendations are in accordance with the Local Government Finance Standards, the adopted Community Grants Policy 2013, Environment Levy Strategic Policy 2024 and the Environment Levy Partnerships and Grants Program Guidelines 2024.

### **Risk**

Each subsequent year of funding is dependent on Council accepting the acquittal of the previous year's funds. This addresses Council's probity requirements.

### **Previous Council Resolution**

#### **Ordinary Meeting 19 August 2021 (OM21/81)**

*That Council:*

- (a) *receive and note the report titled "Environment Levy Partnerships Funding Program 2021/22" and*
- (b) *endorse the Environment Levy Partnerships Program 2021-2022 recommendations (Appendix A).*

#### **Ordinary Meeting 16 August 2018 (OM18/135)**

*That Council:*

- (a) *receive and note the report titled "Environment Levy Partnerships Funding Program Recommendations 2018/2019"*
- (b) *endorse the Environment Levy Partnership recommendations (Appendix A).*

**Ordinary Meeting 17 August 2017 (OM17/150)**

*That Council:*

- (a) Receive and note the report titled "Environment Levy Partnerships Funding Program Recommendations 2017/2018"*
- (b) endorse the one year Environment Levy Partnership Funding recommendations (Appendix A) and*
- (c) note the ongoing previously endorsed commitment to the organisations (Appendix A).*

**Ordinary Meeting 18 August 2016 (OM16/144)**

*That Council:*

- (a) receive and note the report titled "Environment Levy Partnerships Funding Program Recommendation 2016/2017"*
- (b) endorse the three year Environment Levy Partnership recommendations (Appendix A)*
- (c) note the ongoing previously endorsed commitment to organisations (Appendix A).*

**Ordinary Meeting 20 August 2015 (OM15/138)**

*That Council:*

- (a) receive and note the report titled "Environment Levy Partnerships Funding Program Recommendations 2015/2016"*
- (b) endorse the one to three year Environment Levy Partnership recommendations (Appendix A)*
- (c) note the ongoing previously endorsed commitment to the organisations listed in Attachment 1 and*
- (d) note that performance based agreements with measurable outcomes associated with funding allocations will be applied.*

**Ordinary Meeting 21 August 2014 (OM14/121)**

*That Council:*

- (a) receive and note the report titled "Environment Levy Partnerships Funding Program Recommendations 2014/2015"*
- (b) endorse the three year Environment Levy Partnership recommendations as outlined in Appendix A*
- (c) note the ongoing previously endorsed commitment to organisations listed in Appendix and*
- (d) note that performance based agreements with measurable outcomes associated with funding allocations, will be applied.*

**Related Documentation**

There is no related documentation relevant to this report.

**Critical Dates**

It is important to distribute funds as soon as possible within the 2024/25 financial year to enable groups to continue/commence implementation of program and services.

**Implementation**

Upon Council endorsement of this report, the successful applicants will be contacted and offered partnership funding for a one (1) year period. While each of the 22 groups have been recommended for three-year funding, groups will be eligible to receive second- and third-year funding after the satisfactory acquittal of the previous year, and subject to Council's annual Environment Levy budget endorsement. Partner community organisations will have a clear and on-going line of communication with Council's Environmental Operations branch and Community Development branch staff.

Conditions of Agreement will be confirmed, and these will include reporting and acquittal requirements, payment schedule (if applicable) and any conditions to be met prior to funding being awarded.

A list of successful partner organisations in the Environment Levy Partnerships Program will be posted on Council's website.

In addition to the provision of funding, Council officers will work with successful partner organisations to develop strong relationships to build capacity towards good governance and sustainable practices. Interaction with successful community organisations will include monitoring partnership agreements and ensuring reporting requirements are met.

Funding will be distributed throughout August to September 2024, following receipt of invoices and signed Conditions of Agreement from successful applicants.

Outcomes of these partnerships will be promoted to the broader Sunshine Coast community through Council's website, social media, media releases and annual reports. It is a condition of the funding agreement that each organisation acknowledge Council's support either by way of signage (provided by Council for grants over \$5,000) and in any media stories, collateral and on their website.

















**8.4 LOCAL DISASTER MANAGEMENT PLAN**

**File No:** Council Meetings

**Author:** Coordinator Disaster Management  
Built Infrastructure Group

**Appendices:** App A - Sunshine Coast Council Local Disaster Management Plan  
..... 131  

**PURPOSE**

In accordance with the *Queensland Disaster Management Act 2003, S57*, each local government must prepare a Local Disaster Management Plan which informs all disaster management activities for the local government, along with providing guidance to all partner agencies within the region. The Sunshine Coast Council Local Disaster Management Plan Edition August 2024 (The Plan) is presented for adoption by Council.

**EXECUTIVE SUMMARY**

On 24 August 2023, Council resolved to adopt the Sunshine Coast Council Local Disaster Management Plan 2023-2027 (OM23/87).

The objectives of The Plan are based on provisions detailed in the *Queensland Disaster Management Act 2003* s3(a) and 4A(a) in that disaster management should be planned across the four phases of prevention, preparedness, response, and recovery to help communities:

- Mitigate the potential adverse effects of an event through the implementation of preventative strategies
- Prepare for managing the effects of an event, and
- Effectively respond to and recover from a disaster event in a timely manner.

This Sunshine Coast Council Local Disaster Management Plan 2023-2027 helps Council to achieve the objectives with a primary focus to ensure the safety of our communities. Council is committed to working with our Disaster and Emergency Services to deliver a coordinated and contemporary approach to disaster management and community support.

Since the adoption of the Plan in August 2023, legislative and structural reform has occurred within the Queensland Disaster Management Arrangements (QDMA) and the Sunshine Coast Local Disaster Management Group (LDMG) structure, which requires amendment within the Plan to ensure its currency.

**OFFICER RECOMMENDATION**

**That Council:**

- (a) receive and note the report titled “Local Disaster Management Plan”**
- (b) adopt the Sunshine Coast Council Local Disaster Management Plan (Appendix A) and**
- (c) note that the Sunshine Coast Council Local Disaster Management Plan August 2024 edition supersedes the Sunshine Coast Council Local Disaster Management Plan 2023-2027.**

**FINANCE AND RESOURCING**

The Plan requires annual review. Recurrent costs associated with review of The Plan are funded from within the Strategic Disaster Management budget.

**CORPORATE PLAN**

**Corporate Plan Goal:** ***Our strong community***

**Outcome:** We serve our community by providing this great service

**Operational Activity:** S3 - Disaster management – providing regional disaster management coordination including prevention, preparation, response and recoveries.

**Corporate Plan Goal:** ***Our strong community***

**Outcome:** 1.4 - Connected, resilient communities, with the capacity to respond to local issues.

**Operational Activity:** 1.4.8 - Provide effective, timely and coordinated planning, preparedness, response and recovery for the region in response to disaster events and undertake a review of Council’s Local Disaster Management Plan.

**CONSULTATION**

A consultation process was undertaken to ensure key stakeholders were provided the opportunity to review The Plan and to provide feedback to update the previous version of the plan.

**Councillor Consultation**

- Chair of the Local Disaster Management Group – Mayor Rosanna Natoli
- Deputy Chair of the Local Disaster Management Group – Councillor M Suarez
- All Councillors were consulted and invited to provide feedback.

**Internal Consultation**

- Group Executive Built Infrastructure / Local Disaster Coordinator
- Group Executive Liveability and Natural Assets / Deputy Local Disaster Coordinator
- Disaster Management Team
- Transport Network Operations Team / Operational Response

- Parks and Gardens Team / Operational Response
- Chair and Secretariat of the Sunshine Coast Human Social Recovery Group.

**External Consultation**

- Sunshine Coast District Disaster Management Group Executive Officer for consistency with the District Disaster Management Plan.
- Queensland Fire and Emergency Services Emergency Management Coordinator
- Noosa Shire Council Disaster Management Officer for consistency with the Noosa Local Disaster Management Plan
- Sunshine Coast Local Disaster Management Group members.

**PROPOSAL**

Since the adoption of the Plan in August 2023, legislative and structural reform has occurred within the Queensland Disaster Management Arrangements (QDMA) and the Sunshine Coast Local Disaster Management Group (LDMG) structure, which requires amendment within the Plan to ensure its currency.

- As of 1 November 2023, the way warnings are communicated for natural disasters have changed through the national implementation of the Australian Warning System (AWS). The new Australian Warning System means that warnings are consistent across the country, across hazards, and easier to follow and understand.
- On 2 May 2024, legislation was passed in state parliament to improve the state governments disaster and emergency capabilities by way of reform to the Queensland Fire & Emergency Service (QFES), Queensland Police Service (QPS) and their respective subsidiaries. The Queensland Reconstruction Authority's role will also increase to further assist communities to recover and become more resilient to disasters.
- The transition of Queensland Fire & Emergency Services subsidiaries to Queensland Police Service (State Emergency Service & Maritime Rescue Queensland) occurred on the 3 June 2024, and the Queensland Fire & Emergency Service transitioned to the Queensland Fire Department (QFD) on the 1 July 2024.
- Updates to key personnel within the Local Disaster Management Group to reflect Mayor Rosanna Natoli as the Chairperson of the Local Disaster Management Group and Councillor Maria Suarez as the Deputy Chairperson of the Local Disaster Management Group.
- The Plan is based upon the principles contained in the *Queensland Disaster Management Act 2003*, which includes an all-hazards approach and a commitment to building resilient communities by undertaking specific activities relating to the pillars of disaster management to enhance community resilience.

**LEGAL**

The Sunshine Coast Council Local Disaster Management Plan has been updated to reflect the legislative and structural reform within the Queensland Disaster Management Arrangements (QDMA) and the Sunshine Coast Local Disaster Management Group (LDMG) structure.

**POLICY**

The 2023-2027 Plan identified Council as having an active role in disaster management and supports a comprehensive approach to prevention, preparedness, response and recovery in partnership with the community and other key agencies.

The endorsement of this reviewed Plan would continue to provide Council with a policy framework, governance arrangements and operational procedures to comply with its legislative obligations and respond to a range of disaster and emergency situations.

**RISK**

The Sunshine Coast Council Local Disaster Management Plan provides an outline for prevention, preparation, response and recovery arrangements in our community and in partnership with other levels of government.

In order to continue to provide Council with a current policy framework, governance arrangements and operational procedures to comply with Councils legislative obligations, Council is required to maintain a Local Disaster Management Plan that complies with current legislation. Failing to do so, Council is not complying with the Queensland Disaster Management Arrangement Act and legislative obligations.

**PREVIOUS COUNCIL RESOLUTION****Ordinary Meeting 24 August 2023 (OM23/87)**

That Council

- (a) receive and note the report titled "Local Disaster Management Plan 2023 - 2027" and
- (b) adopt the Sunshine Coast Council Local Disaster Management Plan 2023 – 2027 (Appendix A).

**RELATED DOCUMENTATION**

The related documentation referred to in the *Queensland Disaster Management Act (2003)* as instruments of legislation are listed below:

- *Queensland Disaster Management Act (2003)*
- Queensland State Disaster Management Plan (2023)
- Queensland Disaster Management 2016 Strategic Policy Statement
- Standard for Disaster Management in Queensland (2021)
- Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guideline (2018)
- Queensland Emergency Risk Management Framework Sunshine Coast Review outcomes.

**IMPLEMENTATION**

Should the recommendation be accepted by Council, it is noted that the Chief Executive Officer will:



- Replace the previous version of the document and will provide operational guidance for local disaster management operations, including the operations of the Local Disaster Coordination Centre.
- Make the plan available to all stakeholders through the Sunshine Coast Council Website and Council's Disaster Hub.
- Distribute the plan to key agencies as listed in the distribution list.
- Make hard copies available to the public through Council's libraries and upon request to members of the public in electronic form.

































































































































































































































**8.5 DEVELOPMENT APPLICATION - MATERIAL CHANGE OF USE TO ESTABLISH A SHOPPING CENTRE (FULL LINE SUPERMARKET) - 22 PALMWOODS-MONTVILLE ROAD PALMWOODS**

**File No:** MCU23/0178 & RAL23/0059

**Author:** Senior Development Planner  
Customer & Planning Services Group

**Attachments:**

- Att 1 - Detailed Assessment Report** .....  5/97
- Att 2 - Shopping Centre Proposal Plan** .....  65/97
- Att 3 - Subdivision Proposal Plan** .....  79/97
- Att 4 - Concurrence Agency Response** .....  81/97
- Att 5 - Advice Agency Response** ..... 93/97 
- Att 6 - Submitters Map** .....  97/97

Link to [Development.i MCU23/0178 & RAL23/0059](#)

**PURPOSE**

The purpose of this report is to seek Council’s determination of a combined development application for the following development aspects:

- Development Permit for Material Change of Use of Premises to establish a Shopping Centre (Full Line Supermarket), and
- Development Permit for Reconfiguring a Lot (1 Lot into 2 Lots and New Road)

The application is before Council at the request of the Divisional Councillor W Johnston.

**EXECUTIVE SUMMARY**

The application seeks a Development Permit for a Material Change of Use of Premises to establish a Shopping Centre (Full Line Supermarket) and associated Development Permit for Reconfiguring a Lot (1 Lot into 2 Lots and New Road).

A Full line supermarket is defined by the *Sunshine Coast Planning Scheme 2014* (the Planning Scheme) as “a supermarket offering all or most major lines of groceries for sale and having a gross leasable floor area generally in excess of 2,500m<sup>2</sup>”.

The subject site is split zoned with the Shopping Centre site being located in the Medium Density Residential Zone and the balance of the site being located in the Rural Zone.

A Development Permit was issued in September 2011 from a Planning and Environment Court appeal, for a Material Change of Use to establish 55 multiple dwelling units and related Operational Work, over the southern part of the site. Both approvals are current until 25 October 2024. Earthworks have been carried out on this site in accordance with the approved Operational Work.

The application has been assessed against the applicable assessment benchmarks and has been found not to comply with a number of benchmarks contained within the Planning Scheme, including the Strategic Framework and a number of codes, including the Palmwoods local plan code and the Medium density residential zone code.

The application does not comply with, nor can it be conditioned to comply with, the assessment benchmarks contained within the Planning Scheme. There are no other relevant matters applicable to the application, including the existence of planning, economic or community need, that justify approving the application despite the non-compliances described in this report.

A detailed assessment of the application has been undertaken and is included in the officer's Detailed Assessment Report at **Attachment 1** to this report.

The officer recommendation is that the application be refused based on the grounds outlined in this report.

### **OFFICER RECOMMENDATION**

#### **That Council:**

- (a) receive and note the report titled "Development Application - Material Change of Use to Establish a Shopping Centre (Full Line Supermarket) - 22 Palmwoods-Montville Road Palmwoods", and**
- (b) REFUSE Application MCU23/0178 & RAL23/0059 for a Material Change of Use of Premises to Establish a Shopping Centre (Full Line Supermarket) and Reconfiguration of a Lot (1 Lot into 2 Lots and New Road), situated at 22 Palmwoods-Montville Rd, Palmwoods for the following reasons.**
  - i. The proposed development departs from the policy direction of the Strategic Framework for the Sunshine Coast Planning Scheme 2014, in particular, the Strategic Intent and Theme 2 – Economic development, and the Strategic Outcomes and Specific Outcomes therein relating to activity centres and minimising dependency on private motor vehicle use, because:**
    - a. The proposed development represents a major out-of-centre development that would undermine the Sunshine Coast Activity Centre Network and would fragment the Palmwoods Local Activity Centre. The proposed development would draw retailing activity away from and outside of the Palmwoods Local Retail Activity Centre and would result in Palmwoods having a fragmented, disconnected and unwalkable centre, to the detriment of its character, identity, functionality and viability.**
    - b. The proposed development is not located or designed to increase walking and cycling or minimise dependency on private motor vehicle use or contribute to greater levels of self-containment.**
  - ii. The proposed development departs from Overall Outcomes (2) (c), (e), (f), (g) and (j), (n), PO3, PO4, PO18 (a), (d), (e), (g), and (i), of the Palmwoods local plan code, and, the Purpose and Overall Outcomes (1), (2) (a), (d)(i), (ii), (iii), and (vi), (e) (i) and (ii), (i), (j) and (q) of the Medium density residential zone code, because:**
    - a. The proposal would result in a significant loss of Medium density residential zoned land, and this loss would severely compromise the delivery of a mix of low and medium density residential activities for the Palmwoods area.**



**FINANCE AND RESOURCING**

In the event of an approval, Infrastructure Charges in the order of \$943,103 for the Shopping Centre use may be payable in accordance with Council's Infrastructure Charges Resolution.

**CORPORATE PLAN**

|                              |  |
|------------------------------|--|
| <b>Corporate Plan Goal:</b>  | <b><i>Our service excellence</i></b>   |
| <b>Outcome:</b>              | We serve our community by providing this great service   |
| <b>Operational Activity:</b> | S20 - Development services – planning, engineering, plumbing and landscaping approvals, provision of specialist advice to the community on planning requirements, audit of private development works, investigation of complaints from the public around land use or development, management of appeals. |

**CONSULTATION****Councillor Consultation**

The Divisional Councillor W Johnston was briefed on the application throughout the assessment of the application.

All Councillors have been provided a briefing on the application following public notification.

**Internal Consultation**

The application was referred to and/or discussed with the following internal Council specialists/Branches and their assessment forms part of this report:

- Principal Development Engineer, Traffic, Specialist Services Team
- Development Engineer, Specialist Services Team
- Senior Development Engineer, Hydraulics, Specialist Services Team
- Biodiversity Officer, Specialist Services Team
- Environmental Management Officer, Specialist Services Team
- Urban Designer/Architect, Urban Design and Architecture Team
- Strategic Planning Branch, Customer and Planning Services Group
- Economic Development Branch, Economic and Community Development Group

**External Consultation**

The application was referred to the Department of State Development, Manufacturing, Infrastructure and Planning for concurrence agency assessment in relation to state transport infrastructure.

The department responded by letter dated 23 May 2024 imposing conditions that must be attached to any development approval (refer to **Attachment 4**).

Energex is an advice agency for Electricity Infrastructure traversing the site and they responded by letter dated 13 November 2023 approving the reconfiguration proposal plan

and that the conditions of any easements in favour of Energex must be maintained at all times (refer to **Attachment 5**).

Council engaged an external economic consultant to undertake a review of the applicant's economic assessment including the relevant provisions of the Planning Scheme. The findings of this economic review are outlined in the officer's Detailed Assessment Report at **Attachment 1** to this report.

### **Community Engagement**

The application was publicly notified for 15 days between 6 November 2023 and 27 November 2023 in accordance with the requirements of the *Planning Act 2016*.

A total of 234 submissions were received, of which 192 were determined to be 'properly made' in accordance with the *Planning Act 2016*.

A total of 224 submissions (properly made and not properly made) were received in support of the proposed development, with 185 of these determined to be 'properly made'. It is noted that the large majority of supporting submissions (over 95%) were in a pro-forma template.

The remaining 10 submissions were opposed to the development, of which 7 of these were determined to be 'properly made'.

A map identifying the location of where the submissions were received from is provided at **Attachment 6**.

A summary of the issues raised by submitters together with a response is provided in the officer's Detailed Assessment Report at **Attachment 1** of this report.

### **PROPOSAL**

The application seeks a Development Permit for a Material Change of Use to establish a Shopping Centre (Full line supermarket). The proposed Shopping Centre has a gross floor area (GFA) of 3,869m<sup>2</sup> and at this time is intended to comprise a Coles supermarket and an additional single shop tenancy of 150m<sup>2</sup> for the purposes of a bottle shop.

A Full line supermarket is defined by the Planning Scheme as "*a supermarket offering all or most major lines of groceries for sale and having a gross leasable floor area generally in excess of 2,500m<sup>2</sup>*".

The subject site is split zoned with the Shopping Centre site being located in the Medium density residential zone and the balance of the site being located in the Rural zone.

A Development Permit was issued in September 2011 from a Planning and Environment Court appeal, for a Material Change of Use to establish 55 multiple dwelling units and related Operational Work, over the southern part of the site. Both approvals are current until 25 October 2024. Earthworks have been carried out on this site in accordance with the approved Operational Work.

The proposed Shopping Centre comprises a single building. The building is set back approximately 60m from the site's frontage. The proposal is a low-rise built form with a maximum height above the approved finished ground level of 8.5 metres.

The site access is via a new leg on the northern side of the intersection of Palmwoods – Montville Road / Churchill Street. A new roundabout is proposed at this intersection. The

proposal includes a total of 196 car spaces (including 6 spaces for people with disabilities), 3 motorbike spaces and 22 bicycle spaces. Service vehicle parking is provided for 2 articulated vehicles and 4 small rigid vehicles.

Proposal plans, elevations, sections and perspective drawings are included in **Attachment 2** of this report.

The proposed 1 lot into 2 lot subdivision seeks approval to create two allotments and new road dedication (943m<sup>2</sup>). Proposed Lot 1 is 8.193ha and is proposed to be dedicated to Council as Drainage Reserve. Proposed Lot 2 is 1.67ha and would contain the proposed Shopping Centre. The lot boundaries align with the site's split zoning with the Rural zoned land being contained within proposed Lot 1 and the Medium density zoned land being contained within proposed Lot 2.

The Subdivisions Proposal Plan is included in **Attachment 3** of this report.

A detailed assessment of the application has been undertaken and is included in the officer's Detailed Assessment Report at **Attachment 1**.

The proposed development is in clear and substantial conflict with the Planning Scheme, particularly in relation to the Strategic Framework, Medium density residential zone code and the Palmwoods local plan code. The proposed development is of a nature and scale and inappropriately establishes centre activities outside of an activity centre that has the potential to undermine or compromise the Sunshine Coast activity centre network and presents a significant risk to the character, identity and functioning of the Palmwoods Town Centre and its traditional main street. The proposal, if approved, would draw retailing activity away from and outside of the existing centre and would result in Palmwoods having a fragmented, disconnected and unwalkable centre, to the detriment of its character, identity, functionality, and viability.

It is acknowledged that there is insufficient land presently available in the existing Palmwoods Activity Centre to accommodate a major full line supermarket of the size and design proposed by the applicant. Further, it is recognised there would be community and economic benefits with the proposal and there has been a significant number of submissions in support for the proposal. While the applicant has demonstrated a need for a supermarket within Palmwoods, this need and the community and economic benefits can be largely satisfied by the development of a moderately sized supermarket within the Palmwoods Activity Centre, noting there is a current approval for a shopping centre well located within the Town Centre. Further, Council's external economic expert has advised that any approval of the proposal would jeopardise the viability of delivering an appropriately located and designed supermarket within Palmwoods Activity Centre (as demonstrated by the current shopping centre approval).

In contrast, the bulk, scale, and design of the proposal is not consistent with the desired rural town character for Palmwoods and does not contribute positively to the traditional streetscape. The site is not considered walkable to/from the Palmwoods Activity Centre due to the separation and the existing slopes. As such, the proposal would result in a disconnected and unwalkable centre, to the detriment of its character, identity, and vitality of the Palmwoods Town Centre and its traditional main street.

The development would severely compromise the integrity of the Medium density residential zone because it would result in a significant loss of residential zoned land, and it would neither integrate with nor be compatible with intended future medium density residential



zoned land immediately to the east. The proposal does not deliver medium density housing as envisaged by the zoning provisions of the Planning Scheme but rather would result in the loss of a significant parcel of land intended to provide greater housing diversity and choice within Palmwoods. Further, any approval of the proposal could prejudice the orderly development of surrounding medium density zoned land for its intended purpose and may lead to other commercial development seeking to establish within this zone (particularly for the sites separating the proposal and the existing Town Centre of Palmwoods).

It is considered that the applicant has not demonstrated that there is a compelling planning, economic or community need that justifies a major out-of-centre development that would undermine the Sunshine Coast Activity Centre Network and fragment the Palmwoods Activity Centre by inappropriately establishing centre activities outside of an activity centre. Significant changes to activity centres such as this should not be pre-empted by individual development applications. Rather, these changes should be considered holistically in any amendment or review of the current Planning Scheme.

The non-compliances with the Planning Scheme cannot be overcome through reasonable and relevant conditions and there are no other relevant matters applicable to the application that justify approving the proposed development despite the non-compliances described in this report.

Due to the above-mentioned conflicts with the Planning Scheme, the application is recommended for refusal.

### **Legal**

There are currently no legal implications relevant to this report, however Council's decision can be appealed to the Planning and Environment Court by the applicant and any properly made submitter. Council will proceed with any required actions resulting from any legal action.

### **Policy**

The application has been assessed against the *Sunshine Coast Planning Scheme 2014* and regard has been given to all relevant Council policies.

### **Risk**

This matter can be appealed to the Planning and Environment Court by the applicant or properly made submitters. Council will proceed with any required actions resulting from any legal action.

### **Previous Council Resolution**

There is no previous Council resolution which is applicable to this application.

### **Related Documentation**

A copy of the officer's full and detailed assessment report is included as **Attachment 1** to this report. The detailed assessment reports contain all the specific assessment details under the Planning Scheme considered in Council's assessment of the applications.

A copy of the proposal plans, elevations, sections, and perspective drawings is included as **Attachment 2** to this report.

A copy of the subdivision proposal plan is included as **Attachment 3** to this report.

A copy of the Department of State Development, Infrastructure, Local Government and Planning (SARA) Concurrence Agency response and conditions are included as **Attachment 4** to this report.

A copy of the Energex Advice Agency response is included as **Attachment 5** to this report.

A map identifying the location of where the submissions were received from is provided as **Attachment 6** to this report.

### **Critical Dates**

There are no critical dates relevant to this report. Council's decision for the application is due on 29 August 2024 in accordance with the provisions of the *Planning Act 2016*.

### **Implementation**

Should the recommendation be accepted by Council, Council officers will communicate the outcome of Council's resolutions to the applicant and submitters as appropriate.

**8.6 JULY 2024 FINANCIAL PERFORMANCE REPORT**

**File No:** Council Meetings

**Author:** Acting Coordinator Financial Services  
Business Performance Group

**Attachments:** Att 1 - July 2024 Financial Performance Report..... 239    
Att 2 - Capital Grant Funded Project Report July 2024 ..... 249  

**PURPOSE**

To meet Council’s legislative obligations, a monthly report must be presented to Council on its financial performance and investments.

**EXECUTIVE SUMMARY**

This monthly financial performance report provides Council with a summary of performance against budget as at 31 July 2024, in terms of the operating result and delivery of the capital program.

**Operating Performance**

**Table 1: Operating Budget as at 31 July 2024**

|                          | <b>Original Budget \$000</b> | <b>Current Budget \$000</b> |
|--------------------------|------------------------------|-----------------------------|
| Total Operating Revenue  | 610,085                      | 610,085                     |
| Total Operating Expenses | 587,086                      | 587,086                     |
| <b>Operating Result</b>  | <b>22,999</b>                | <b>22,999</b>               |

Details of the monthly financial report are contained in **Attachment 1**.

**OFFICER RECOMMENDATION**

**That Council receive and note the report titled “July 2024 Financial Performance Report”.**

**FINANCE AND RESOURCING**

This report sets out the details of Council’s financial performance and investments for the month ending 31 July 2024, and meets Council’s legislative reporting requirements.

**CORPORATE PLAN**

|                              |   |
|------------------------------|---|
| <b>Corporate Plan Goal:</b>  | <b><i>Our outstanding organisation</i></b>  |
| <b>Outcome:</b>              | We serve our community by providing this great service  |
| <b>Operational Activity:</b> | S28 - Financial and procurement services – financial and procurement management and governance, ensuring effective business management and legislative compliance, coordination and development of Council’s budget process, administration of financial systems, sundry debtors, accounts payable, financial and asset accounting, treasury, procurement, contract and supply functions. |

**CONSULTATION****Councillor Consultation**

Consultation has been undertaken with the Portfolio Councillors, E Hungerford and J Broderick.

**Internal Consultation**

This report has been written in conjunction with advice from:

- Acting Group Executive Business Performance
- Chief Financial Officer

**External Consultation**

No external consultation is required for this report.

**Community Engagement**

No community engagement is required for this report.

**Legal**

This report ensures that Council complies with its legislative obligations with respect to financial reporting in accordance with Section 204 of the *Local Government Regulation 2012*.

Investment of funds is in accordance with the provisions of the *Statutory Bodies Financial Arrangements Act 1982* and the associated Regulations and the *Local Government Act 2009*.

**Policy**

Sunshine Coast Council’s 2024-25 Investment Policy, and  
Sunshine Coast Council’s 2024-25 Debt Policy.

**Risk**

The 2024-25 budget has been developed to ensure long term financial sustainability for the Sunshine Coast region. A key element to long term financial sustainability is achieving the targeted operating result.

Council's operating result includes savings initiatives of \$14.7 million. Failure to achieve the budgeted operating result will negatively impact Council's financial sustainability both in the short term and long term.

Continued monitoring of the delivery of the capital works program within budgeted scope and cost.

**Previous Council Resolution****Special Meeting 20 June 2024 (OM24/4)**

*That Council:*

**1. STATEMENT OF ESTIMATED FINANCIAL POSITION**

*receive and note Appendix A, pursuant to section 205 of the Local Government Regulation 2012, the statement of the financial operations and financial position of the Council in respect to the 2023-24 financial year.*

**2. ADOPTION OF BUDGET**

*adopt Appendix A as tabled, pursuant to sections 169 and 170 of the Local Government Regulation 2012, Council's budget for 2024-25 financial year incorporating:*

- i. the statement of income and expenditure*
- ii. the statement of financial position*
- iii. the statement of changes in equity*
- iv. the statement of cash flow*
- v. the relevant measures of financial sustainability*
- vi. the long-term financial forecast*
- vii. the Debt Policy (adopted by Council resolution on 30 May 2024)*
- viii. the Revenue Policy (adopted by Council resolution on 30 May 2024)*
- ix. 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*
- x. the Revenue Statement*
- xi. Council's 2024-25 Capital Works Program, endorsing the indicative four-year program for the period 2026 to 2029, and noting the five-year program for the period 2030 to 2034*
- xii. the rates and charges to be levied for the 2024-25 financial year and other matters as detailed below in clauses 3 to 10*
- xiii. the 2024-25 Minor Capital Works Program*
- xiv. the Strategic Environment Levy Policy*
- xv. the Strategic Arts and Heritage Levy Policy*
- xvi. the Strategic Transport Levy Policy and*

xvii. *Prescribed Services Charge Plan (No. 2) 2024-25 Financial Year.*

**Related Documentation**

2024-25 Adopted Budget

**Critical Dates**

There are no critical dates for this report.

**Implementation**

There are no implementation details to include in this report.
































## 8.7 DISPOSAL (LEASE) TO THE STATE OF QUEENSLAND (DEPARTMENT OF EDUCATION) OVER PART OF 44-102 SPORTS ROAD, BLI BLI

**File No:** F2024/44263

**Author:** Property Officer  
Business Performance Group

**Attachments:**

|   |     |                   |   |
|---|-----|-------------------|---|
| Att 1 - Locality plan .....               | 255 | <a href="#">↓</a> |  |
| Att 2 - Lease area plan.....              | 257 | <a href="#">↓</a> |  |
| Att 3 - Proposed terms of new lease ..... | 259 | <a href="#">↓</a> |  |

### PURPOSE

To seek Council's resolution to grant an exception in accordance with the *Local Government Regulation 2012* to the disposal of land (by lease) rather than via auction/tender over a portion of 44-102 Sports Road, Bli Bli to The State of Queensland (Department of Education).

### EXECUTIVE SUMMARY

This report seeks Council's resolution to grant an exception from the auction/tender process under Section 236 of the *Local Government Regulation 2012* to dispose of land (via lease) by entering into a direct lease with The State of Queensland (Department of Education) over part of 44-102 Sports Road, Bli Bli.

Council owns the land at 44-102 Sports Road, Bli Bli in freehold. The land is legally described as Lot 2 on SP134727 known as the Wetlands Sanctuary and is shown in **Attachment 1 – Locality Plan**.

The land is currently occupied by Department of Education who have held a management agreement over part of the building known as Bilai House with the Sunshine Coast Regional Council since 2006.

On the basis that there is broad support for the proposal, it is recommended that Council enter into a five-year lease to the State of Queensland (Department of Education).

### OFFICER RECOMMENDATION

**That Council:**

- (a) receive and note the report titled "Disposal (Lease) to The State of Queensland (Department of Education) over part of 44-102 Sports Road, Bli Bli"
- (b) resolve that in accordance with Section 236(1) of the *Local Government Regulation 2012*, that an exception to dispose of an interest in land (lease) other than by tender or auction applies as per Section 236(1)(b)(i) as The State of Queensland (represented by Department of Education) is a government agency and
- (c) authorise the Chief Executive Officer to publicly release details relating to the lease once the negotiations have been finalised and registered with the Titles Registry.

## FINANCE AND RESOURCING

The rent payable by the Tenant upon commencement of the new lease is outlined in **Attachment 3 – Proposed Terms of New Lease**. The rent payable has been assessed in line with Council's appraised value taking into consideration the public and community benefit provided by the Department.

All costs associated with the drafting, negotiation, and registration of the new lease and associated agreements will be the responsibility of the Department of Education.

## CORPORATE PLAN

**Corporate Plan Goal:** *Our service excellence*

**Outcome:** We serve our community by providing this great service

**Operational Activity:** S22 - Property management – comprehensive management of Council's land and building assets to ensure that Council's property dealings are optimised, centrally managed, and support Councils objectives.

## CONSULTATION

### Councillor Consultation

- Councillor M Suarez – Division 9 Councillor
- Councillor J Broderick – Outstanding organisation portfolio Councillor
- Councillor E Hungerford – Outstanding organisation portfolio Councillor

### Internal Consultation

- Environmental Operations
- Property Management
- Legal Services

### External Consultation

Council has consulted with The State of Queensland (represented by Department of Education) on the proposed terms of the lease.

### Community Engagement

The report is considered operational and as such no community engagement is required.

## PROPOSAL

The land subject to this lease proposal is situated at 44-102 Sports Road, Bli Bli known as the Wetlands Sanctuary legally described as Lot 2 on SP134727, is owned by Sunshine Coast Regional Council in freehold and is zoned Environmental Management and Conservation. Council's land is shown in **Attachment 1 – Locality Plan**.

The proposed lease area is the whole of the building known as Bilai House, shown as Lease BI in Lot 2 on SP134727, as shown in **Attachment 2 – Lease Area Plan**.

### Background

The lease to the Department of Education is to facilitate the Sunshine Coast Environmental Education Centre (Sunshine Coast EEC) at the Maroochy Wetlands Sanctuary. This facility is a student education centre which delivers outdoor and environmental education programs to schools based on the essential learnings and Education Queensland Curriculum P-12 Framework to optimise learning outcomes for students.

The majority of the Sunshine Coast Environmental Education Centre client schools come from the Sunshine Coast region with schools from Brisbane out to Toowoomba and up to the Hervey Bay area and places in between. The Centre works with approximately 6,000 students per year.

The Department of Education have held a Management Agreement over the office portion only of this building from 2006 to 2011. In 2016 the Department of Education were permitted to expand their footprint and have occupied and managed the whole of the building since that approval was granted under the terms of the Management Agreement.

### Lease

A review of the operational requirements of the Department of Education and Council was undertaken. It has been determined that a lease would be a more appropriate document structure to govern the occupancy. Council and the Department of Education have been in discussions to progress a lease over the site.

The essential terms of the lease are detailed in **Attachment 3 – Proposed Terms of New Lease**. The proposed terms and conditions for the new lease are subject to obtaining an exception from Council as proposed within this report.

In accordance with the *Local Government Regulation 2012*, an exception from Council is required where Council seeks to enter into a new lease (other than by tender or auction) where the organisation is a government agency. If no exception is granted the premises will be offered for Freehold Lease via a tender process.

On the basis there is broad support within the organisation, it is proposed Council enter into a lease, with the lease having a period of five years to the Department of Education. The proposed lease has the following benefits:-

- Provides a financial return (lease rent) to Council throughout the life of the lease
- Reduces Council's costs associated with general maintenance of the premises and
- Will allow the Department of Education to continue its provision of its educational services to the sunshine coast and broader school networks.

### **Legal**

Council's Legal Services Department has been consulted in relation to the preparation of the Form 7 terms and will draft the lease documentation.

### **Policy**

This report has been prepared in accordance with Council's *Procurement* Policy relating to the disposal of Council assets.

**Risk**

There is no anticipated risk associated with Council entering into a new lease with the Department of Education.

**Previous Council Resolution**

There is no previous Council resolution in relation to this report.

**Related Documentation**

No related documentation relevant to this report.

**Critical Dates**

There are no critical dates relevant to this report, however, a transition to a new lease arrangement should be executed and registered at the Titles Office as soon as possible, to ensure an appropriate document governs occupancy over the site.

**Implementation**

Should the recommendation be accepted by Council, it is noted that the Chief Executive Officer will:

- Delegate to Council's delegated Officer to prepare and enter into a lease with the Department of Education
- Arrange for registration of all relevant documentation at the Queensland Titles Office.















**8.8 ACCOMMODATION HOTEL INCENTIVES PACKAGE**

**File No:** Council Meetings

**Author:** Interim Coordinator Planning Scheme Amendments  
Customer & Planning Services Group

**Appendices:** App A - Accommodation Hotel Incentives Strategic Policy 273    
App B - Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures) ..... 285  

**PURPOSE**

The purpose of this report is to:

- present to Council an Accommodation Hotel Incentives Package consisting of a proposed *Accommodation Hotel Incentives Strategic Policy* and *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)*; and
- seek Council’s endorsement to:
  - adopt the proposed *Accommodation Hotel Incentives Strategic Policy*
  - make, prepare and progress a proposed *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)* in accordance with the *Planning Act 2016* and the *Minister’s Guidelines and Rules 2024* and
  - adopt the proposed *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)*, subject to receiving approval from the Planning Minister.

**EXECUTIVE SUMMARY**

Recent investigations into the Sunshine Coast hotel market (10 year outlook) estimates a need for 2,150 new hotel rooms and 300 boutique hotel rooms to meet the current shortfall in serviced visitor accommodation and forecast demand from the overnight visitor market in the lead up to the Brisbane 2032 Olympic and Paralympic Games.

Hotels are critical to tourism infrastructure, contributing significantly to local and national economies. The Sunshine Coast is ranked as the third most visited region in Queensland and over the last decade, with the exception of 2020, the Sunshine Coast experienced year-on-year increases in visitation ahead of State and national averages. In 2019, the Sunshine Coast welcomed 7.7 million visitors, resulting in 10.23 million visitor nights, which is expected to grow to 12.50 million by 2033. The total number of visitor nights has continued to increase with 10.36 million recorded in 2023.

Current tourism accommodation on the Sunshine Coast mainly consists of limited-service apartments, which have restricted appeal to business travellers or short-stay leisure guests. Full-service, internationally and nationally branded hotels are needed to satisfy high levels of demand and attract new markets (including high value travellers and international visitors) and support the region’s tourism and economic growth. The Brisbane 2032 Olympic and Paralympic Games will further increase demand for internationally branded accommodation hotels.

There are a range of investment attraction challenges and significant constraints to the development of hotels at the current time. However, local government can play an active role in attracting hotel investment and stimulating development of accommodation hotels through a combination of targeted policies, incentives and planning initiatives.

In recognition of the significant investment challenges that confront this type of development and the urgent need for more accommodation hotels, it is recommended that Council adopt an *Accommodation Hotel Incentives Strategic Policy* (refer to Appendix A) and make a *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)* (refer to Appendix B) to support the development and construction of internationally and nationally branded *accommodation hotels* (including boutique hotels). This is considered to be particularly important in the lead up to the Brisbane 2032 Olympic and Paralympic Games which is now only 8 years away.

The proposed *Accommodation Hotel Incentives Strategic Policy* provides financial and non-financial incentives to encourage the development of accommodation hotels, using tools available in the development assessment process, including a free personalised case management pre-lodgement service, waiver of development application fees for code assessable development, provision of a dedicated development assessment team, a reduction and deferral of infrastructure charges for code assessable development, waiver of temporary works fees and reduced temporary works rental fees.

The proposed *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)* provides additional building height allowances (which are intended to apply only in specific zones/locations) and a reduced minimum on-site car parking rate.

In combination, the two components of the proposed Accommodation Hotel Incentives Package have been carefully designed to provide modest but practical financial and non-financial related incentives that may assist with attracting hotel investment and stimulate the delivery of accommodation hotels on the Sunshine Coast.

The Accommodation Hotel Incentives Package has been developed in consultation with hotel industry experts who have advised that if implemented, the package would make the Sunshine Coast nationally competitive amongst comparable regions.

#### **OFFICER RECOMMENDATION**

##### **That Council:**

- (a) receive and note the report titled “Accommodation Hotel Incentives Package”**
- (b) adopt the proposed Accommodation Hotel Incentives Strategic Policy (Appendix A)**
- (c) decide to make a Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures) (Appendix B)**
- (d) delegate authority to the Chief Executive Officer to prepare and progress the statutory process required under the *Planning Act 2016* for the making of a Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures), and**
- (e) adopt the proposed Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures), subject to receiving approval from the Planning Minister.**

## FINANCE AND RESOURCING

Sufficient funds are available in the Strategic Planning Branch 2024/25 budget to progress the proposed Accommodation Hotel Incentives Package to implementation.

The main financial implications arising from the Accommodation Hotel Incentives Package are associated with the proposed *Accommodation Hotel Incentives Strategic Policy* and the potential loss of income from waived development and temporary works application fees and reduced infrastructure charges for the life of the program, with the second of these potentially being the most significant.

However, offering these financial incentives is considered important to reducing the upfront costs associated with the development of accommodation hotels and assisting in stimulating hotel investment and development in the region. Also, the eligibility criteria that apply to this package are reasonably narrow and as such, only a small number of development applications are anticipated to qualify for the incentives proposed to be offered.

## CORPORATE PLAN

**Corporate Plan Goal:** *Our resilient economy*

**Outcome:** We serve our community by providing this great service

**Operational Activity:** S16 - Economic development – providing industry and business programs and initiatives to support the growth of the regional economy.

## CONSULTATION

### Councillor Consultation

Councillors were briefed about the proposed *Accommodation Hotel Incentives Strategic Policy* and *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)*. Further one-on-one briefings were provided to relevant Divisional Councillors.

### Internal Consultation

Council officers provided a briefing to the Executive Leadership Team, about the proposed *Accommodation Hotel Incentives Strategic Policy* and *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)*.

The preparation of the proposed incentive package has involved consultation with officers from the following Groups and Branches:

- Customer and Planning Services Group:
  - Development Services Branch
  - Urban Growth Projects Branch
  - Strategic Planning Branch
- Economic and Community Development Group:
  - Economic Development Branch
- Business Performance Group:
  - Finance Branch

- Civic Governance Group:
  - Governance and Executive Services Branch
  - Legal Services Branch

### **External Consultation**

The preparation of the proposed *Accommodation Hotel Incentives Strategic Policy* and *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)* involved consultation with an independent hotel consultant.

### **Community Engagement**

There has been no community engagement undertaken in relation to this report.

In accordance with the *Minister's Guidelines and Rules 2024*, community consultation is not required to be undertaken by Council when making a Temporary Local Planning Instrument.

## **PROPOSAL**

This report presents to Council an Accommodation Hotel Incentives Package consisting of a proposed *Accommodation Hotel Incentives Strategic Policy* and *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)*.

### **Background**

Recent investigations into the Sunshine Coast hotel market (10 year outlook), identified that a total of 2,150 new hotel rooms and a further 300 boutique hotel rooms are required to address the current shortfall in serviced visitor accommodation and to meet the demand from the overnight visitor market between now and the Brisbane 2032 Olympic and Paralympic Games.

The investigations highlight that hotels are a critical part of tourism infrastructure necessary to support tourism activities and attract visitors. Hotels contribute significantly to both local and national economies and enhance competitiveness, especially international hotel brands which generally have strong global networks. There are various hotel types, from business and resort hotels to boutique and apartment hotels, which are broadly broken into the following four categories:

1. *Limited-service hotels* - offer limited services, facilities and amenities. Typically, they do not offer food and beverage venues (e.g. a full-service restaurant or bar), laundry services, shuttle services, room service or fitness facilities, have fewer staff members compared to full-service hotels and generally cater for budget-conscious travellers or those who don't require extensive amenities. These hotels are often in the economy, midscale or upper midscale class
2. *Full-service hotels* - offer an extensive range of amenities and facilities (such as restaurants, bars, room service, swimming pools, fitness centre, spas, meeting spaces and services such as 24 hour reception, concierge, laundry, room service and valet parking), typically have one or more restaurants offering casual to fine dining and have a larger staff presence. Are typically Upscale, Upper Upscale and Luxury properties
3. *Traditional hotels* - focus on providing a reliable and consistent stay, appealing to a broad range of travellers and



4. *Lifestyle hotels* - are the next generation of boutique hotels. Driven mostly by the international chains, they borrow the best elements of boutique hotels – small, designed, intimate, modern and may offer advantages that only a chain can offer, such as loyalty perks, consistency and economies of scale.

#### Visitor snapshot

The Sunshine Coast is consistently the third most visited region in Queensland (behind Brisbane and the Gold Coast), is consistently in the top five most visited tourism regions in regional Australia and was the third most visited tourism region during 2020.

Over the last decade, with the exception of 2020, the Sunshine Coast experienced year-on-year increases in visitation ahead of state and national averages. In 2019, the Sunshine Coast attracted 7.7 million visitors, resulting in 10.23 million visitor nights, which is expected to grow to 12.50 million by 2033. The total number of visitor nights has continued to increase with 10.36 million recorded in 2023.

While not all visitors will choose to stay in hotel accommodation, this increase is sufficiently large enough to prioritise support for future hotel development and to maximise the economic potential of the region's visitor economy.

#### Visitor accommodation snapshot

The Sunshine Coast region's accommodation currently consist of approximately 3,590 rooms available in hotels (946 rooms), boutique hotels (62 rooms), motels (236 rooms) and serviced apartments (2,345 rooms). 70% of visitor accommodation is currently self-catering, limited-service apartment accommodation and 52% is of midscale (2 to 3-star) and upper midscale (3-star) quality. Upscale (4-star) hotels account for 34% with only 1% luxury (5-star).

The Sunshine Coast is considered to have a sufficient supply of self-catering, limited-service apartments (including serviced apartments), which offer limited services, guest facilities and amenities and are of limited appeal to business travellers or short-stay leisure guests.

#### Type of accommodation required

The investigations highlight the urgent need for more full-service internationally branded, operated and managed accommodation hotels ranging from upper-midscale (3.5-star) to upper upscale (4.5-star), which:

- provide for a mix of traditional and lifestyle hotels
- cater to a diverse audience (i.e. business and leisure, education and health/medical travellers) and
- are located within easy walking distance of key commercial and leisure precincts.

International brands are recognised and supported by both domestic and international visitors and attract loyal customers. This type of accommodation is required to:

- satisfy current high levels of demand and attract new markets (including high value travellers and international visitors)
- boost the region's tourism economy and employment opportunities
- increase the region's competitiveness as a business, conference and events destination

- support other major projects shaping the region, including the Sunshine Coast Airport, Maroochydore City Centre, Sunshine Coast University Hospital and Health Precincts and the Brisbane 2032 Olympic and Paralympic Games and
- enable the Sunshine Coast to increase its share of the overnight visitor economy and increase the conversion of day visitors into overnight visitors.

#### Brisbane 2032 Olympic and Paralympic Games

With the Sunshine Coast being a co-host city for the Brisbane 2032 Olympic and Paralympic Games, it is anticipated that there will also be increased demand for full-service, internationally and nationally branded hotels to cater for Olympic visitors to the region.

Attendees at Olympic and Paralympic Games include those that are directly involved with the Games ('Olympic Family') and those who come to watch the Games as spectators. The total number of visitors for the 'Olympic Family' is estimated to be between 55,000 and 70,000 visitors, with a requirement of up to 1 million room nights evenly distributed over the 18 nights, which is roughly 40,000 to 60,000 rooms per night across Queensland. International hotel brands are more suitable for the 'Olympic Family' who have long term contracts and sponsorship arrangements with global hotel brands.

In addition to Games nights, there is also a requirement for room nights pre and post-Olympics. The number of indirect Olympic visitors is expected to fluctuate from city to city and from day to day but are estimated to be nearly double those of the 'Olympic Family'.

If the Sunshine Coast was to accommodate 5% of the total number of rooms required by the Olympic community, then the region would require an additional 1,155 internationally branded and operated rooms (equivalent to around 6-7 new hotels based on an average of 180 rooms per property) to meet demand.

#### Investment attraction challenges

There are a range of investment attraction challenges and significant constraints to the development of hotels on the Sunshine Coast at the current time with elevated construction costs being a particular problem weighing on investment decisions. To the extent that these challenges can be moderated by Council through its support for this very specific type of tourism infrastructure, it is considered appropriate to do so.

Accordingly, it is proposed that Council implement an integrated incentives package that seeks to encourage the development and construction of internationally and nationally branded accommodation hotels (including boutique hotels) on the Sunshine Coast in the lead up to the Brisbane 2032 Olympic and Paralympic Games.

Accommodation hotel is defined as *"the use of premises being resort complex or short-term accommodation where for a full-service hotel providing a high level of comfort, services and amenities typical of a national or international hotel brand and where all rooming units/dwellings are in common ownership."*

The Accommodation Hotel Incentives Package consists of a proposed *Accommodation Hotel Incentives Strategic Policy* (refer to Appendix A) and a *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)* (refer to Appendix B).

#### **Proposed Accommodation Hotel Incentives Strategic Policy**

The proposed *Accommodation Hotel Incentives Strategic Policy* (refer to Appendix A) has been prepared to provide financial and non-financial incentive mechanisms to encourage the

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development of accommodation hotels on the Sunshine Coast, using tools available in the development assessment process, including:

- free personalised case management pre-lodgement service for eligible development
- waiver of the development application fee for code assessable material change of use and/or operational work applications for eligible development lodged between 1 July 2024 and 30 September 2026
- provision of a dedicated development assessment team to process any new development application for eligible development with a more streamlined approach
- a reduction in infrastructure charges by 50% for a code assessable material change of use application for eligible development approved between 1 July 2024 and 30 September 2026 and commenced construction by 30 June 2028
- deferred infrastructure charges for a period of up to 5 years for a code assessable material change of use application for eligible development
- waiver of the application fee for temporary works or interfering with a road or verge permit for eligible development and
- a reduction in the rental fee for temporary works or interfering with a road or verge permit by 50% for eligible development.

To be eligible for a development incentive, a development must be for a *resort complex* or *short-term accommodation use* (in the form of an *accommodation hotel*) which is located within a zone/area specified in Table 1 of the Strategic Policy and achieving all of the specified criteria identified in Table 2 of the Strategic Policy (refer to Appendix A).

There is also some flexibility built into the Strategic Policy with the incentives offered being able to be modified at Council's discretion for proposals that comply with most but not all of the individual incentive criteria.

The proposed *Accommodation Hotel Incentives Strategic Policy* has been designed to operate concurrently with the *proposed Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)* but can also operate separately.

It is intended that the proposed Strategic Policy will commence immediately upon adoption by Council and remain operational to 30 September 2026 for lodgement and 30 June 2028 for the commencement of construction.

### **Proposed Temporary Local Planning Instrument**

Section 23 of the *Planning Act 2016* enables a local government to make a Temporary Local Planning Instrument (TLPI) in exceptional circumstances, such as addressing urgent or emergent planning matters.

Having regard to the shortfall and forecasted demand for serviced visitor accommodation on the Sunshine Coast, particularly in the lead up to the Brisbane 2032 Olympic and Paralympic Games, and the investment attraction challenges that confront this form of development in the current economic climate, it is proposed that Council make a Temporary Local Planning Instrument to encourage the development of new accommodation hotels and to facilitate the redevelopment of existing premises for accommodation hotels.

The proposed *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)* (refer to Appendix B) provides additional building height allowances and a reduced minimum on-site car parking rate for development for an accommodation hotel.

The proposed additional height allowances comprise:

- an *accommodation hotel height allowance* of:
  - 3 metres for a site which already has a specific accommodation hotel height allowance under the planning scheme (this will primarily apply to the nominated key sites in the local plan areas of Caloundra and Mooloolaba/Alexandra Headland which currently have an additional height allowance for an accommodation hotel) or
  - 7 metres for any other site located in a nominated zone (e.g. the Principal centre zone and Tourist accommodation zone in Maroochydore, Local centre zone in Cotton Tree, Major centre zone in Caloundra, Beerwah and Nambour, and the District centre zone, Tourist accommodation zone and Tourism zone in Mooloolaba/Alexandra Headland); and
- an *accommodation hotel rooftop use allowance* of 3 metres (or 5 metres where for a lift overrun) for a site located in a nominated zone.

These potential 'top ups' in building height are intended to operate cumulatively.

The proposed *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)* also includes a modified car parking requirement linked to the design peak number of vehicles likely to be parked at any one time, and with a minimum on-site car parking rate of 1 space per 3 rooming units set as a floor. Visitor and other use parking are to be provided in addition to this.

The current car parking provision rate for some types of accommodation hotels contained in the *Sunshine Coast Planning Scheme 2014* is considered to be a significant impediment to this form of development and is not considered to reflect the actual demand for car parking generated by most hotels. By specifying an alternative minimum rate that is more consistent with the rate applying in other jurisdictions and more reflective of actual car parking demand, the Temporary Local Planning Instrument will significantly mitigate a major current impediment to hotel development on the Sunshine Coast. Given the operational characteristics of accommodation hotels (and their users) and the limited number of hotels that are likely to be approved under this incentives package, the reduction in car parking proposed is unlikely to have a significant adverse impact on the availability of car parking in areas where a new accommodation hotel may be approved.

The proposed *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)*, once adopted, will suspend or affect the operation of the *Sunshine Coast Planning Scheme 2014*, in relation to new development for a *resort complex* or *short-term accommodation* use (the defined uses which are considered to constitute an accommodation hotel) for the areas covered by the Temporary Local Planning Instrument.

The process that local government must follow when making a Temporary Local Planning Instrument is set out in the *Minister's Guidelines and Rules 2024* and requires a decision of the Council to make a Temporary Local Planning Instrument and submission of the proposed Temporary Local Planning Instrument to the Planning Minister for approval.

Subject to the approval of the Planning Minister, Council may adopt the Temporary Local Planning Instrument and it would take effect in accordance with the *Planning Act 2016* for a period not exceeding two years from its effective date.

### Conclusion

In combination, the two components of the proposed Accommodation Hotel Incentives Package have been carefully designed to provide modest but practical financial and non-financial related incentives that may assist with attracting hotel investment and stimulate the delivery of accommodation hotels on the Sunshine Coast.

In recognition of the significant investment challenges that confront this type of development and the urgent need for more accommodation hotels to meet demand, it is recommended that Council:

- adopt the proposed *Accommodation Hotel Incentives Strategic Policy* (refer to Appendix A)
- make and delegate authority to the Chief Executive Officer to prepare and progress a proposed *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)*, in accordance with the *Planning Act 2016* and the *Minister's Guidelines and Rules 2024* (refer Appendix B) and
- adopt the proposed *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)*, subject to receiving approval from the Planning Minister.

### Legal

The *Planning Act 2016* and the *Minister's Guidelines and Rules 2024* sets out the process that a local government must follow when making a Temporary Local Planning Instrument. The proposed *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)* has been prepared in accordance with State legislation.

#### *Human Rights Act 2019*

Based on advice obtained through Legal Services and Corporate Governance, the proposed Accommodation Hotel Incentives Package is considered compatible with the human rights under the *Human Rights Act 2019*. A Human Rights Compatibility Assessment has been prepared as part of the preparation of this report and the proposed policy instruments. Consideration has been given to the interaction of these decisions with the following human rights:

- Taking part in public life
- Property rights
- Privacy and reputation and
- Cultural rights – Aboriginal peoples and Torres Strait Islander peoples.

Any perceivable limitations on human rights are considered justified, due to the urgent need for accommodation hotels on the Sunshine Coast to address the current shortfall in visitor accommodation and the demand from the overnight visitor market in the lead up to the Brisbane 2032 Olympic and Paralympic Games.

**Policy**

The proposed Accommodation Hotel Incentives Package aligns with Council's *Regional Economic Development Strategy 2013-2033*, which identifies the lack of visitor accommodation, including branded full-service hotels as one of the barriers and challenges affecting businesses in the region.

**Risk**

There is a risk that the proposed Accommodation Hotel Incentives Package is either perceived as being too generous or is not sufficiently generous to incentivise accommodation hotel development. To manage this risk, the proposed incentives package has been informed by expert advice and carefully designed to balance a range of factors, with a particular focus on the public interest.

In accordance with the *Minister's Guidelines and Rules 2024*, the proposed *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)* is required to be submitted to the Planning Minister for approval. This could result in changes to the content of the proposed Temporary Local Planning Instrument in response to conditions that may be imposed by the Planning Minister, or the Planning Minister may not approve the local government making the proposed Temporary Local Planning Instrument.

There is also a risk that the proposed *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)* results in development outcomes that are inconsistent with or perceived to be inconsistent with the reasonable expectations of the community. To manage this risk, provisions have been incorporated into the proposed *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)* requiring a visual assessment of proposals exceeding the existing height limits specified in the current planning scheme. The additional building height allowances provided in the proposed *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)* are modest in nature and have been carefully designed. They are therefore unlikely to result in development that is substantially different to that in the relevant local plan area. The effect of the Temporary Local Planning Instrument is also limited to certain locations and configurations of development.

**Previous Council Resolution**

There is no previous Council resolution relevant to this report.

**Related Documentation**

*Sunshine Coast Planning Scheme 2014*

*Planning Act 2016*

*Minister's Guidelines and Rules 2024*

*Human Rights Act 2019*

**Critical Dates**

In recognition of the significant investment challenges that confront this type of development and the urgent need for more accommodation hotels, it is considered prudent that the proposed Accommodation Hotel Incentives Package is implemented as soon as practical to help stimulate the development and timely delivery of accommodation hotels on

the Sunshine Coast, particularly in the lead up to the Brisbane 2032 Olympic and Paralympic Games.

**Implementation**

Should the recommendation be accepted by Council, it is noted that the Chief Executive Officer will:

- submit a copy of the proposed *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)* and the required material prescribed under Schedule 3 of the *Minister's Guidelines and Rules 2024*, to the Planning Minister for approval and
- subject to receiving approval from the Planning Minister, publish a public notice in accordance with the requirements in the *Planning Act 2016* and as prescribed in Schedule 5 of the *Minister's Guidelines and Rules 2024*, about the adoption of the *Temporary Local Planning Instrument (Accommodation Hotel Incentive Measures)*.

































































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**8.9 SUNSHINE COAST E-BIKE AND E-SCOOTER TRIAL****File No:** Council Meetings**Author:** Coordinator Community Land Permits and Parking  
Customer & Planning Services Group**Attachments:** Att 1 - e-Bike and e-Scooter Trial Review (Part A)..... 307    
Att 2 - e-Bike and e-Scooter Trial Review (Part B) - *Confidential*

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**PURPOSE**

The purpose of this report is to present the findings of the Sunshine Coast e-Bike and e-Scooter Trial Review. Following the review officers are recommending that Council end the trial effective 30 September 2024 and reassess the Sunshine Coast's readiness for commercial e-transport on Council-controlled land in 2026.

**Attachment 2** is confidential as it contains commercial in confidence information and confidential information relating to third parties.

For these reasons, it is recommended that should Councillors need to discuss the information in the confidential attachment, Council resolve to close the meeting under section 254J(3)(g) of the *Local Government Regulation 2012* as the attachment contains information relating to the commercial agreement associated with the awarded permit.

**EXECUTIVE SUMMARY**

At its December 2022 Ordinary Meeting (OM22/110) Council endorsed the Sunshine Coast e-Transport Trial for Maroochydore and Mooloolaba. In May 2023, Neuron Mobility were awarded a trial permit to operate their e-bike and e-scooter business from public land in Maroochydore and Mooloolaba.

The 18-month trial ending on 30 September 2024, aimed to provide Council with the opportunity to assess:

- if e-transport hire is a good fit for the Sunshine Coast region,
- community feedback, concerns and impacts related to e-transport hire and
- if the community would embrace this mode of transport hire as an alternative for travelling around Maroochydore and Mooloolaba.

Prior to the end of the trial, a review has been undertaken and has identified a number of insights. The review is detailed in Attachment 1 – e-Bike and e-Scooter Trial Review (Part A) and Attachment 2 – e-Bike and e-Scooter Trial Review (Part B).

Overall, the trial has been undertaken in accordance with permit conditions and agreed service levels. There have been rare instances of issues which have been operationally addressed and offer learnings for future opportunities. There were no critical failures or indications of negligence in the operation of the trial. However, through the review a number of areas were identified which indicated that continuation of an e-transport hire trial is not appropriate. This includes:

- style of usage of the e-mobility devices not meeting expectations

- community feedback and sentiment towards e-scooters being conflated for private and hired e-scooters
- general community concerns related to the regulation, usage, and rider behaviour with safety being a primary area of concern
- the high levels of oversight and management required for an agreement and
- impacts to amenity within the community.

Based on the overall review officers recommend ending the trial on 30 September 2024 and reassessing the Sunshine Coast's readiness for e-transport hire offerings in 2026 with a focus in the interim on:

- continuing advocacy and engagement with the State Government to improve the safety of e-mobility devices and their use; and
- continued monitoring of the impacts of the increased use and popularity of e-mobility on the Sunshine Coast as part of the development of the Transport Network Safety Plan and the Transport Asset Management Plan, such as:
  - pedestrian safety, and
  - use of engineering controls (prohibited areas, speed limits).

With its growing popularity e-transport will continue to play a key role in Council achieving the vision and targets outlined in the Integrated Transport Strategy. It is important that its ongoing integration into the transport networks is safe and compliments other modes of active transport such as walking and cycling.

## OFFICER RECOMMENDATION

**That Council:**

- (a) receive and note the report titled "Sunshine Coast e-Bike and e-Scooter Trial"**
- (b) endorse an end to the Sunshine Coast e-bike and e-scooter trial effective 30 September 2024 and**
- (c) note the Chief Executive Officer will reassess the Sunshine Coast's readiness for commercial e-transport hire offerings on Council-controlled land in 2026 with consideration to the recommendations within the review.**

## FINANCE AND RESOURCING

Management and monitoring of the trial to date has been financed from the Customer and Planning Services – Customer Response operational core budget.

Over the past 12 months approximately 25% of the Coordinator Community Land Permits & Parking has been attributed to overseeing the trial.

Businesses were invited to nominate a commercial fee arrangement as part of their Expression of Interest submission. The agreed arrangement formed part of the approved conditions issued to the successful applicant, Neuron Mobility (Attachment 2).

## CORPORATE PLAN

**Corporate Plan Goal:** *Our strong community*

**Outcome:** 1.4 - Connected, resilient communities, with the capacity to respond to local issues

**Operational Activity:** 1.4.3 - Undertake a review and develop the next version of the Active Transport Plan that recognises walking and riding as an essential part of an integrated transport system by providing greater transport options, safer streets, opportunities to improve resident wellbeing and the liveability of the region.

## CONSULTATION

### Councillor Consultation

Consultation has been undertaken with the following Mayor and Councillors:

- Mayor Natoli
- Councillor J Natoli, Division 4 Councillor
- Councillor T Bunnag, Division 8 Councillor and Strong Community Portfolio Councillor
- Councillor M Suarez, Deputy Mayor and Division 9 Councillor
- Councillor D Law, Division 10 Councillor and Strong Community Portfolio Councillor

### Internal Consultation

Internal consultation has been undertaken with the following stakeholders:

- Built Infrastructure Group (Parks and Gardens, Transport Network Management, Transport Network Operations)
- Business Performance Group (Communication, Property Management, Strategic Property, Wellbeing Health & Safety)
- Civic Governance Group (Governance and Executive Services)
- Customer and Planning Services Group (Customer Response, Urban Growth Projects)
- Economic and Community Development Group (Community Development, Economic Development)
- Liveability and Natural Areas Group (Environment and Sustainability Policy, Environmental Operations, Project Delivery).

### External Consultation

External consultation has been undertaken with the following:

- Department of Transport and Main Roads
- Maroochydore Chamber of Commerce
- Maroochydore Surf Life Saving Club
- Mooloolaba Chamber of Commerce
- Mooloolaba Surf Life Saving Club

- Neuron Mobility
- Queensland Police Service
- TransLink.

**Community Engagement**

Council invited the community to have their say by completing a short online survey between 7 May and 3 June 2024 to assist in evaluating the trial.

The survey was distributed via email and delivered to 12,651 residents within the trial area. A total of 9,997 emails were opened. The campaign included a media release encouraging the community to complete the survey.

A total of 1,277 survey responses were received:

- 22% of respondents had used the service.
- 60% of community feedback did not support an extension of the trial, 37% were supportive and 3% did not provide a response.
- safety was a common theme throughout the feedback received, followed by amenity.
- of those that did not support an extension, 74% were a resident of the trial area.

It is important to note that the respondents did not appear to differentiate between commercially hired and privately owned e-scooters in the feedback provided. The feedback highlighted the importance of improving the perceived and actual safety of e-mobility devices and their use.

**PROPOSAL**

Council officers have been monitoring the Sunshine Coast e-Bike and e-Scooter Trial since 8 June 2023, the trial is approved to continue until 30 September 2024.

The trial has provided Council with the opportunity to assess if:

- e-transport hire is a good fit for the Sunshine Coast region, and
- the community will embrace this mode of transport as an alternative for getting around Maroochydore and Mooloolaba.

In addition, the trial has allowed Council to understand:

- impacts placed on the local community,
- broader community concerns surrounding this emerging mode of transport, and
- customer feedback.

The introduction of the trial was supported by the Integrated Transport Strategy, as it:

- encouraged greater use of e-bikes, e-scooters, and other emerging e-mobility travel options,
- supported end-to-end trips for travellers,
- allowed for collaboration with State Government and other agencies to ensure pedestrian and cycling networks safely support emerging personal mobility devices.

Officers have now completed a review of the trial which has considered:

- the trial permit and conditions,
- feedback from the Sunshine Coast community and stakeholders, and
- analysis of data from various sources.

The trial review, detailed in Attachment 1 and Attachment 2, has identified a number of opportunities and learnings. Overall, the trial in its current form has not achieved its intended purpose. As an overview:

- anecdotally there has been limited uptake in hire usage in comparison to trials undertaken in other local government areas. It is yet to be determined if this is due to preferences towards private vs hire or trial conditions such as location, cost, speed governance, age restrictions etc.
- 60% of community feedback regarding the trial did not support an extension. Noting that community sentiment does not appear to differentiate between personally owned and hired e-scooters.
- a large proportion of community feedback relates to private e-scooters (regulation, usage, and poor rider behaviour all of which fall under Queensland Police control).
- safety in general was the key reason for respondents not supporting the trial to continue, along with amenity.

Based on the overall review, it is recommended that the trial be ended from 30 September 2024 with the intention that Council reassess the Sunshine Coast's readiness for e-transport hire offerings in 2026.

As the demand on the pedestrian and cycle network continues to grow it is important that e-mobility can be accommodated in ways which allow travellers to feel safe. Accommodating e-transport within the travel networks continues to be a priority for Sunshine Coast, e-transport will play a key role in the ongoing shift away from cars across the region.

Ahead of reassessing e-transport hire in 2026, officers will continue to focus on addressing key areas of concern related to e-mobility through:

- further advocacy and engagement with the State Government to improve the safety of e-mobility devices and their use and
- continued monitoring of the impacts of the increased use and popularity of e-mobility on the Sunshine Coast as part of the development of the Transport Network Safety Plan and the Transport Asset Management Plan, such as:
  - pedestrian safety, and
  - use of engineering controls (prohibited areas, speed limits).

### **Legal**

The awarding of High-use / High-impact Permits for all approved locations includes the following types of land tenure:

1. Freehold land owned by Council
2. Reserves under the control or management of Council as Trustee
3. Roadways (formed and unformed) other than State controlled roads

4. Pathways, footpaths, bathing reserves and foreshores.

The holding of the land determines the legal framework that applies. Local laws can apply to Council freehold land and roads, foreshores and bathing reserves. The *Land Act 1994* and *Land Regulation 2020* applies to reserves that Council holds as trustee.

Given the trial permit issued to Neuron Mobility included various land tenure, the trial permit was conditioned in accordance with all applicable legislation. The trial permit does not give or imply a right of renewal for the activity.

In terms of regulation and governance of e-mobility users:

- The State Government set the rules for personal mobility devices. Regulation is the responsibility of the Queensland Police. Council cannot regulate rider behaviour.
- Council can enforce conditions and set expectations of the commercial operator, who is operating from public land, in relation to the way in which the activity is conducted. Where hire of e-mobility devices is undertaken from private property Council cannot impose conditions of operation.
- Commercial operators can impose warnings / ban users, however response to poor riding behaviour is generally on a complaint basis.

**Policy**

The [Community Land and Complementary Commercial Use Policy](#) articulates Council’s position on community land and commercial activity. This policy was adopted in 2011 and includes the following permit types:

- High-use / High-impact permits
- Low-use / Low-impact permits
- Outdoor Dining permits
- Goods on Footpath permits

The trial was considered a High-use / High-impact activity under the Policy.

**Risk**

The risks associated with ending the Sunshine Coast e-bike and e-scooter trial have been assessed as part of the process leading to the current recommendations.

In relation to ending the trial the following risks have been considered and managed:

| <b>Risks</b>  | <b>Mitigation</b>  |
|---|--|
| There is a perception that Council do not support e-mobility as a form of alternate transport on the Sunshine Coast | As part of the continued commitment to supporting a variety of travel options throughout its networks, Council will continue with: |



| Risks  | Mitigation  |
|--|---|
| <p>Council may not meet the targets outlined in the Integrated Transport Strategy relating to reduced use of cars as a primary mode of transport</p> | <ul style="list-style-type: none"> <li>• advocacy and engagement with the State Government to improve the safety of e-mobility devices and their use and</li> <li>• continued monitoring of the impacts of the increased use and popularity of e-mobility on the Sunshine Coast as part of the development of the Transport Network Safety Plan and the Transport Asset Management Plan, such as:                             <ul style="list-style-type: none"> <li>○ pedestrian safety, and</li> <li>○ use of engineering controls (prohibited areas, speed limits).</li> </ul> </li> </ul> |
| <p>The community have ongoing concerns relating to the use of privately owned e-mobility devices in public space</p>                                 |   |
| <p>E-mobility devices may be hired from privately owner property or locations</p>  | <p>Commercial operators may provide e-mobility devices for hire from private property without approval from Council.</p> <p>Devices hired under these agreements may not be stored on Council-controlled land, and operators must comply with the relevant State legislation when riding the devices.</p>   |

**Previous Council Resolution**

**Ordinary Meeting 8 December 2022 (OM22/110)**

*That Council:*

- (a) *receive and note the report titled "Sunshine Coast e-Bike and/or e-Scooter Trial"*
- (b) *endorse the introduction of an e-Bike and/or e-Scooter trial on the Sunshine Coast*
- (c) *endorse the proposed Expression of Interest process to source established and experienced proponent/s and*
- (d) *delegate to the Chief Executive Officer the authority to award e-Bike and/or e-Scooter Trial Permits for the duration of the trial period (1 April 2023 to 30 September 2024).*

**Related Documentation**

Related documentation to this report is as follows:

- [Environmental Protection Act 1994](#)
- [Land Act 1994](#)
- [Land Regulation 2020](#)
- [Local Government Act 2009](#)
- [State Penalties Enforcement Act 1999](#)

- [Sunshine Coast Council Compliance and Enforcement Policy](#)
- [Sunshine Coast Council Community Land and Complementary Commercial Activity Policy](#)
- [Sunshine Coast Council Community Strategy 2019-2041](#)
- [Sunshine Coast Council Environment and Liveability Strategy 2023](#)
- [Sunshine Coast Integrated Transport Strategy 2018](#)
- [Sunshine Coast Council Regional Economic Development Strategy 2013-2033](#)
- [Transport Operations \(Road Use Management\) Act 1995](#)
- [Transport Operations \(Road Use Management – Road Rules\) Regulation 2009](#)
- [Work Health and Safety Act 2011](#)

### **Critical Dates**

The Sunshine Coast e-bike and e-scooter trial is scheduled to end on 30 September 2024.

### **Implementation**

Should the recommendation be accepted by Council, it is noted that the Chief Executive Officer will:

- notify trial permit holder Neuron Mobility Pty Ltd
- oversee removal of all Neuron Mobility devices, including removal of footpath decals from Council-controlled land
- continue advocating and liaising with the State Government in relation to the safety of e-mobility devices and their use
- continue monitoring the impacts of the increased use and popularity of e-mobility on the Sunshine Coast as part of the development of the Transport Network Safety Plan and the Transport Asset Management Plan, such as:
  - pedestrian safety and
  - use of engineering controls (prohibited areas, speed limits).









































**8.10 PARKING FEES & CHARGES**

**File No:** Council Meetings  
**Author:** Manager Transport Infrastructure Management  
Built Infrastructure Group

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**PURPOSE**

Further to the previously approved and adopted Financial Year 2024/25 parking fees and charges, approval is being sought in response to changes in parking arrangements regarding the Sunshine Coast Parade Carpark and Red Bill Lane Carpark in Maroochydore City Centre.

**EXECUTIVE SUMMARY**

Following the initial adoption of the Financial Year 2024/25 parking fees and charges adopted in May 2024, additional changes to two off-street at-grade Council controlled carparks are being proposed to respond to the ongoing growth and changes in activity within the Maroochydore City Centre (MCC).

The two carparks associated with these proposed changes are:

- Sunshine Coast Parade Carpark, and:
- Red Bill Lane Carpark (did not form part of Financial Year 2024/25 parking fees and charges).

These changes include continuing paid-parking in the Red Bill Lane at-grade carpark, noting recent changes to development timing of the site that provide opportunity for the site to be used for parking up until December 2024. The changes also include expanding regulation of both carparks to include weekends and operating hours of 6am to 6pm.

To support the implementation of these changes, the relevant fees and charges for paid parking at these sites must be updated in the Register of General Cost-Recovery Fees and Commercial Charges 2024/25.

If supported by Council, officers will undertake a communication process commencing August 2024 to advise the community of the changes, scheduled to be implemented in 1 October 2024.

There are minimal additional operating costs to implement these changes.

**OFFICER RECOMMENDATION**

**That Council:**

- (a) receive and note the report titled “Parking Fees & Charges”**
- (b) amend fee 11381 in the Register of General Cost-Recovery Fees and Commercial Charges 2024/25 as follows:**
  - (i) Fee Description: ‘Hourly Parking Fee – Maroochydore City Centre Priority Development Area Off-Street At-Grade Council Controlled Carparks (daily rate capped at \$7/day)’**
  - (ii) Class: C**
  - (iii) Local Government Act Authority: 262(3)(c)**
  - (iv) Fee type: Parking Fee**
  - (v) GST: 10%**
  - (vi) 2024/2025 Fee Incl GST: \$2.50/hour and**
- (c) note the operating hours of the carparks is Monday to Sunday from 6am to 6pm.**

**FINANCE AND RESOURCING**

To support the implementation of the proposed changes, fee 11381 in the Register of General Fees and Commercial Charges 2024/25 is required to be updated as follows:

- Fee Number: 11381
- Fee Description: ‘Hourly Parking Fee – Maroochydore City Centre Priority Development Area off-street at-grade Council Controlled Car parks from 6am to 6pm (daily rate capped at \$7/day)’
- Class: C
- Local Government Act Authority: 262(3)(c)
- Fee type: Parking Fee
- GST: 10%
- 2024/2025 Fee Incl GST: \$2.50/per hour

The fee is expected to generate \$209,542 in revenue based on the current available parking spaces.

The additional operating costs to implement these changes are minimal.

**CORPORATE PLAN**

**Corporate Plan Goal:** *Our service excellence*

**Outcome:** We serve our community by providing this great service

**Operational Activity:** S21 - Local amenity and local laws – maintaining and regulating local amenity through local laws, regulated parking, community land permits and management of animals, overgrown land and abandoned vehicles.

**CONSULTATION****Councillor Consultation**

Consultation has been undertaken with Councillors.

**Internal Consultation**

Internal consultation has been undertaken with:

- Executive Leadership Team
- Manager Customer Response, Customer & Planning Services
- Coordinator Community Land Permit & Parking, Customer & Planning Services
- Manager, Transport Network Management
- Parking and Transport Manager.

**External Consultation**

Waker Corporation and SunCentral Maroochydore.

**Community Engagement**

A communication plan has been prepared to support the implementation of these proposed new changes should they be endorsed by Council. Communication will commence with the community in August 2024 for the change in regulation and fees to take effect from 1 October 2024.

Key communication activities will include:

- a holding media statement
- fact sheet and face-to-face engagement for local businesses
- information and fact sheet available on the Sunshine Coast Council website
- installation of variable message signage (VMS), signage and stickers in the affected car parks to explain changes and
- updated Parking Area Maps.

**PROPOSAL**

As part of the Financial Year 2024/25 budget approval process, fees and charges were approved for Council. This proposal seeks to make amendments to the previously approved parking fees and charges, specifically for two carparks located in the Maroochydore City Centre.

The two carparks associated with these proposed changes are Sunshine Coast Parade Carpark and Red Bill Lane Carpark, located in the map below:



Sunshine Coast Parade Carpark is currently under paid parking implementation, however Red Bill Lane was expected to cease operation at the end of last Financial Year. Recent information from the developer indicates this time frame is now likely to be extended to approximately December 2025, creating an opportunity to return Red Bill Lane to continue offering paid parking for the Maroochydore City Centre.

In response to the continued development and growth of the Maroochydore City Centre, officers have reviewed the regulatory and paid parking arrangements for these two off-street at-grade Council controlled car parks within the Priority Development Area (PDA). Following this review, it is proposed to adjust the arrangements to:

- extend the hours for paid parking from 8am – 5pm to 6am to 6pm, and
- introduce regulated parking arrangements from Monday to Friday to now include weekends.

The hourly rate is proposed to be \$2.50 per hour with a maximum charge of \$7.00 per day. This is an increase from \$2.30 per hour with a maximum charge of \$6.00 per day.

It is also acknowledged that the location of the at-grade car parks may change as development within the Maroochydore City Centre continues. The fee description has been updated to be applicable to other locations within the Priority Development Area.

Regulated parking within the Maroochydore City Centre is consistent with the Parking Management Plan and helps manage the access and turnover of vehicles within the Maroochydore City Centre.

The changes are proposed to take effect from 1 October 2024. Prior to this, officers will implement a communication plan to ensure local businesses and users of the at-grade car parks are informed of the changes.



**Legal**

Council fees and charges are managed in accordance with:

- *Local Government Act 2009:*
  - Section 97 Cost-Recovery Fees
  - Section 98 Register of Cost-Recovery Fees
  - Section 262(3)(c) Commercial Charges
- *Local Government Regulation 2012:*
  - Section 172 Revenue Statement
  - Section 193 Revenue Policy.
- *A New Tax System (Goods and Services Tax) Act 1999.*

Council manages parking in accordance with:

- *Transport Operations (Road Use Management) Act 1995*
- *Transport Operations (Road Use Management—Road Rules) Regulation 2009*
- *Local Law No. 5 (Parking) 2011*
- *Subordinate Local Law No. 5 (Parking) 2011.*

**Policy**

The proposal aligns with the Integrated Transport Strategy (2018) and Parking Management Plan (2017).

General Cost-Recovery Fees and Commercial Charges are adopted by Council each financial year and can be amended during the year if need be. Authority to amend cost-recovery fees lies with Council while the authority to amend commercial fees may be delegated to the Chief Executive Officer.

**Risk**

| Risk  | Mitigation  |
|---|---|
| Community members, businesses or users are not aware of the paid parking arrangements for the at-grade carparks | <p>Officers will undertake a communication plan in August 2024 to alert the community to the changes ahead of the implementation on 1 October 2024.</p> <p>The communication plan includes multiple channels of communication to maximise awareness of the changes.</p> |
| Visitors to the area park in nearby residential areas   | Council will continue to monitor parking activity in the surrounding area to review and manage impacts.   |

**Previous Council Resolution****Ordinary Meeting 30 May 2024 (OM24/33)**

*That Council:*

- (a) *receive and note the report titled "Register of General Cost-Recovery Fees and Commercial Charges 2024/25"*
- (b) *adopt the fees detailed in the Register of General Cost-Recovery Fees and Commercial Charges 2024/25 (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*
  - (i) *to amend commercial charges to which Section 262(3)(c) of the Local Government Act 2009 apply and*
  - (ii) to determine a reasonable fee based on cost recovery principles when a price on application is requested.**

**Related Documentation**

No Related Documentation

**Critical Dates**

There are no critical dates associated with this report.

**Implementation**

Should the recommendation be accepted by Council, the relevant consultation and communication activities will commence in August 2024 to prepare the community and users for implementation of the changes from 1 October 2024.

**9 NOTIFIED MOTIONS****10 TABLING OF PETITIONS**

Petitions only eligible for submission if:

- \* Legible
- \* Have purpose of the petition on top of each page
- \* Contain at least 10 signatures
- \* Motion limited to:
  - Petition received and referred to a future meeting
  - Petition received and referred to the Chief Executive Officer for report and consideration of recommendation
  - Petition not be received

**11 CONFIDENTIAL SESSION****12 NEXT MEETING**

The next Ordinary Meeting will be held on 26 September 2024.

**13 MEETING CLOSURE**