

# Agenda

**Ordinary Meeting**  
**Thursday, 24 April 2025**

**commencing at 9:00am**

Sunshine Coast City Hall Chamber, 54 First Avenue, Maroochydore

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**ORDINARY MEETING**

**NOTICE**

11 April 2025

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

24 April 2025

commencing at 9.00am.

A handwritten signature in black ink that reads "John Baker".

John Baker | Chief Executive Officer

Sunshine Coast Regional Council  
54 First Avenue, Maroochydore QLD 4558  
P 07 5441 8240  
E [john.baker@sunshinecoast.qld.gov.au](mailto:john.baker@sunshinecoast.qld.gov.au)  
W [www.sunshinecoast.qld.gov.au](http://www.sunshinecoast.qld.gov.au)



**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 27 March 2025 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**










**8 REPORTS DIRECT TO COUNCIL**

**8.1 COMMUNITY LAND AND COMPLEMENTARY COMMERCIAL ACTIVITY POLICY REVIEW**

**File No:** Council Meetings

**Author:** Coordinator Community Land Permits and Parking  
Customer & Planning Services Group

**Appendices:** App A - Commercial Activity Policy..... 17 [↓](#)   
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**Attachments:** Att 1 - Community Land and Complementary Commercial Activity  
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**PURPOSE**

The purpose of this report is to:

- present the outcomes of the Community Land and Complementary Commercial Activity Policy review
- seek endorsement of the revised Commercial Activity Policy (Appendix A) and
- seek endorsement of the proposed High-use / high-impact locations and activities for the next three (3) years (Appendix B).

**EXECUTIVE SUMMARY**

The Community Land and Complementary Commercial Activity Policy (Attachment 1) was originally adopted in April 2011 and reviewed in May 2017.

The Community Land and Complementary Commercial Activity Policy (the Policy) articulates Council’s position on commercial activity operating under a permit on community land. The Policy includes the following permit types:

- High-use / high-impact
- Low-use / low impact
- Outdoor Dining
- Goods on Footpath.

It has been a requirement of the Policy that an Expression of Interest process be conducted every three (3) years for High-use / high-impact permits. This process has required permit

holders to reapply and compete with new applicants to continue holding a permit. However other permit types outlined within the Policy have been managed through a permit renewal process in accordance with Council's Local Laws. The renewal process is facilitated by Council officers.

Since April 2011, Council has undertaken four (4) Expression of Interest processes. A list of current High-use / high-impact permit holders is included as Attachment 2.

The most recent Expression of Interest process identified key opportunities to reduce the application burden for permit holders while continuing to protect community outcomes. Accordingly, it was proposed that Council officers undertake a review of the Policy and associated processes prior to the expiry of permits on 30 June 2025. The review was designed to identify ways Council could deliver a more contemporary, community responsive and equitable process for the future.

Officers have now completed the review of the Policy. The Policy review has identified several improvements, including:

- Updating the policy title to better reflect the purpose of the policy.
- Clarifying roles and responsibilities to allow permit processes to be managed at an operational level.
- Acknowledging the experience and professionalism of existing permit holders.
- Introducing a renewal process for High-use / high-impact permits to align with other local law permits and remove burden of re-application for business owners.
- Responding to customer feedback in relation to new permit opportunities.
- Improving permit processing times.
- Increasing permit periods for Outdoor dining and Goods on Footpath permit categories.

Please refer to Appendix A for a copy of the revised Commercial Activity Policy.

This report also seeks Council endorsement of the proposed locations and activities to be included in the 2025 High-use / high-impact permit process. Location and activity assessments have now been completed and a list of proposed locations and activities are provided as Appendix B, discontinued locations and activities have been included in Attachment 3.

It should be noted that following endorsement of the revised Commercial Activity Policy, the existing Community Land and Complementary Commercial Activity Policy will be rescinded.

Implementation of the policy changes will be undertaken in accordance with the details outlined in the Implementation section of this report. If adopted the revised Commercial Activity Policy will allow renewal applications will be assessed, in consultation with relevant stakeholders, against the guiding principles of the Commercial Activity Policy with consideration to:

- suitability (including previous conduct) of the permit holders,
- any feedback, compliments or complaints received in relation to the permitted activity over the life of the permit, and
- a risk management and safety assessment.



Following the new renewal process, High-use / high-impact permits would be awarded under the Commercial Activity Policy by the Chief Executive Officer.

**OFFICER RECOMMENDATION**

**That Council:**

- (a) receive and note the report titled “Community Land and Complementary Commercial Activity Policy Review ”**
- (b) adopt the Commercial Activity Policy (Appendix A) replacing the Community Land and Complementary Commercial Activity Policy and**
- (c) endorse the Commercial High-use / high-impact permits - 2025 Locations and activities (Appendix B).**

**FINANCE AND RESOURCING**

Finance and resourcing associated with this policy review falls under the 2024-25 Customer and Planning Services - Customer Response core budget.

Implementation of the policy changes will continue to be absorbed by the existing core budget.

Permit holders currently pay both permit and application fees.

The proposed policy changes will require the introduction of new cost-recovery application and renewal fees, and commercial rental fees for High-use / high-impact permits, new Emerging Initiative permits, and First Nations Cultural Tourism permits. New fees and charges will be included for consideration in Council’s 2025-26 budget process.

It is anticipated that the changes to fees and charges will reduce costs to existing High-use / high-impact permit holders on the basis that they will not be required to pay full application fees every 3 years (currently \$795.00 per application).

Current revenue (inclusive of application and rental fees) for Commercial Activities on community land (up until 28 February 2025) is \$391,951. The following table provides a breakdown of current 2024-25 year-to-date revenue across all commercial permit types.

<b>Permit type</b>	<b>Application fees</b>	<b>Rental fees</b>	<b>Total Revenue</b>
High-use / high-impact	Nil	\$58,217	\$58,217
Low-use / low-impact	\$16,553	\$30,315	\$46,868
Outdoor Dining	\$7,316	\$267,712	\$275,028
Goods on Footpath	Nil	\$11,838	\$11,838
<b>Total Revenue 2024/25 (YTD)</b>			<b>\$391,951</b>

It is anticipated that the policy changes relating to the introduction of a renewal process for High-use / high-impact permits will result in an additional \$30,000 in revenue in 2025-26 Financial Year, due to the payment of renewal fees and annual permit fees.

In addition, as all other Commercial Activity permits expire on 31 July 2025. The renewal of these permits will result in approximately \$55,000 in additional revenue related to renewal fees and annual permit fees.

Permit compliance will continue to be managed by officers from the Community Land Permits Team and Response Services Team within the Customer and Planning Services – Customer Response Branch.

## **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>	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 the Mayor and Councillors in relation to the drafting of the revised policy.

### **Internal Consultation**

Internal consultation has taken place with the following Groups and Branches:

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

### **External Consultation**

There has been no external consultation undertaken as part of this report. However, ongoing discussions have taken place with external agencies such as Department of Transport and Main Roads, Maritime Safety Queensland and Department of Environment & Science, in relation to the permitting of commercial use activities that are adjacent to areas where additional approvals are required, such as on-water activities on Pumicestone Passage and the Maroochy River.

Furthermore, direct engagement has taken place with business chambers, peak bodies, and associations to obtain feedback and guidance surrounding the drafting of the revised policy.

Feedback received has highlighted key focus areas including:

- improvements to permit application processes
- recognising tenure and experience of existing operators and
- simplifying opportunities for trials and new initiatives.

This feedback has informed the development of the Commercial Activity Policy.

### **Community Engagement**

Community engagement has not been undertaken; however, discussions have taken place with existing permit holders based on their concerns related to the existing Expression of Interest process for High-use / high-impact permits. Permit Holders have advocated for streamlined permit processes. The revised policy aims to resolve those concerns by recognising the professional experience and performance of existing permit holders.

Direct engagement with permit holders will continue to take place as part of the implementation of the revised policy.

### **PROPOSAL**

Council is committed to protecting community land for the use of the community while still making allowances for commercial activity. The operation of a business on community land requires a permit which is issued under the local law. Currently, this process is also overlaid by Council's Community Land and Complementary Commercial Activity Policy (the Policy) when assessing applications.

Under the Policy, community use is the first priority and Council looks at how the business activity could benefit the area and the community.

Community land includes:

- Parks
- Roadways
- Pathways
- Footpaths
- Trails
- Beaches
- Foreshores
- Some waterways.

In the lead up to the current 2022 High-Use / high-impact permits expiring on 30 June 2025, Council officers have now completed a review of the Policy. The Policy review has identified several improvements that simplify permit processes, enhance customer experience, improve service delivery, and expand permit opportunities.

Improvements include:

- Updating the title of the Policy to 'Commercial Activity Policy' to better reflect the content of the Policy and its purpose.

- Providing more clarity in relation to roles and responsibilities to improve governance and decision making as per officer delegations whilst ensuring strategic direction requiring Council endorsement is maintained.
- Recognising growing requests and demand for commercial activity permits.
- Recognising the tenure and experience of existing permit holders.
- Replacing the High-use / high-impact Expression of Interest process with a permit renewal process every three (3) years subject to an activity and location review, and consultation and engagement with stakeholders.
- Outlining a process for vacant High-use / high-impact permit locations and activities.
- Introducing a new permit type 'First Nations Cultural Tourism' to support and promote local heritage, traditions, and cultural experiences led by or in partnership with Kabi Kabi and Jinibara people.
- Introducing a new permit type 'Emerging Initiatives' to support innovative ideas, help activate community spaces, support social, cultural, sustainable and tourism initiatives.
- Defining assessment processes for all permit types.
- Increasing permit periods for Outdoor dining and Goods on footpath permits from one (1) year to three (3) years.
- Introducing opportunities to activate an area and bring people and communities together.
- Clarifying the expectations that community use remains paramount, while allowing for the operation of commercial activities in circumstances that also provide a benefit to the community.

A copy of the revised Commercial Activity Policy is provided as Appendix A.

The revised policy changes also include changes in relation to approval authorities and responsibilities for Council, the Chief Executive Officer and Council officers under delegated authority. The Commercial Activity Policy includes the following approval authorities:

- Council will continue to be the approval authority for locations and activities included in the High-use / high-impact permit category.
- Council's Chief Executive Officer (CEO) as the approval authority for awarding High-use / high-impact activity permits.
- Council officers under delegated authority to award other Commercial Activity permits.

Due to current High-use / high-impact permits expiring on 30 June 2025, this report also seeks Council endorsement of the proposed locations and activities to be included in the 2025 High-use / high-impact permit process. Location and activity assessments have now been completed. A list of proposed locations and activities is provided as Appendix B, the discontinued locations and activities have been included in Attachment 2.

Following endorsement of the revised policy, a renewal process of existing High-use / high-impact permits will be undertaken.

Renewal applications will be assessed, in consultation with relevant stakeholders, against the guiding principles of the Commercial Activity Policy. The assessment process will also consider:

- suitability (including previous conduct) of the permit holders
- any feedback, compliments or complaints received in relation to the permitted activity over the life of the permit and
- a risk management and safety assessment.

Implementation of the policy changes will be undertaken in accordance with the details outlined in the Implementation section of this report.

### **Legal**

The awarding of commercial use activities 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 Regulations 2020* applies to reserves the Council holds as Trustee. Where the approved location for commercial activity permits includes land other than Council freehold land, the permit must also be issued in accordance with the applicable legislation.

In 2020, an exemption was sought under Section 113 of the *Anti-Discrimination Act 1991 (Qld)* in relation to providing Cultural Tourism permit opportunities to Traditional Owner groups and Kabi Kabi and Jinibarra tourism operators. The Queensland Civil Administration Tribunal (QCAT) dismissed the application on the basis that an exemption is unnecessary because Section 104 of the *Anti-Discrimination Act 1991* allows implementation of our proposed policy as a welfare measure. A copy of the decision is attached for reference (Attachment 4).

A Human Rights Assessment of Compatibility has been completed in relation to the drafting of the revised policy. A copy of the assessment is enclosed (Attachment 5).

### **Policy**

The policy review aims to improve decision making surrounding commercial activities on community land, while also improving service delivery.

It is proposed that the policy will be reviewed in 12 months to review the implementation plan and test effectiveness of proposed improvements.

### **Risk**

The following risks have been identified, along with strategies to manage the risks.

Identified risk	Strategy to manage risk
High-use / high-impact permits are not awarded prior to 30 June 2025 expiry.	The implementation timeline has been developed to ensure that notifications and permit decisions are enacted prior to 30 June 2025.
High-use / high-impact permits are not issued to existing permit holders.	The replacement of existing High-use / high-impact permit Expression of Interest process aims to recognise longevity and experience of existing permit holders.
Permit holders do not comply with issued permits.	Appropriate conditions and requirements will be put in place to ensure activities can be safely operated on council-controlled land. Permit holders will need to agree to comply with these conditions when accepting the permit and any non-compliance will be managed in accordance with Council's Compliance and Enforcement Policy and relevant legislation.
Permit holders miss communication updates regarding policy changes.	A communication and stakeholder management plan has been developed to ensure that key messages are delivered to permit holders regarding policy changes. Permit Holders will receive direct mail as per the implementation timeline regarding their individual circumstances and the changes to expect regarding their permits.
New businesses miss out on High-use / high-impact permit opportunities.	The revised policy includes various permit types to support new businesses, including the option to undertake trials.  In addition, processes have been developed for vacant permit types when they become available.
Decisions relating to commercial activities on community land do not align with endorsed policy.	The revised policy includes guiding principles, permit types, and roles and responsibilities to inform the decision making and approval processes.  In addition, organisational guidelines will be prepared to assist with policy implementation and administering operational processes.

**Previous Council Resolution****Ordinary Meeting 28 April 2022 (OM22/23)**

*That Council:*

- (a) receive and note the report titled "Commercial use of community land - High-use process"*
- (b) endorse the proposal to award permits to the recommended applicants for approved locations and activities as detailed in Confidential Appendix A*
- (c) authorise the Chief Executive Officer to make Appendix A publicly available once all applicants have been notified of Council's decision and*
- (d) delegate to the Chief Executive Officer the authority to award High-Use / High-impact Permits for vacant activities and locations for the duration of the permit period (1 July 2022 to 30 June 2025).*

**Ordinary Meeting 14 November 2019 (OM19/173)**

*That Council:*

- (a) receive and note the report titled "Community Land and Complementary Commercial Activity Policy Amendment - Reconciliation Action Plan"*
- (b) endorse the Amended Community Land and Complementary Commercial Activity Policy (Appendix A) for the purposes of consultation with the relevant State bodies to seek an exemption under the Anti-Discrimination Act 1991 (QLD) for the Amended Community Land and Complementary Commercial Activity Policy*
- (c) request that the Chief Executive Officer facilitate consultation with local Traditional Owner groups on the Amended Community Land and Complementary Commercial Activity Policy after feedback has been received from the relevant State bodies*
- (d) request that the Chief Executive Officer facilitate consultation with the key stakeholder groups for proposed locations affected by the Amended Community Land and Complementary Commercial Activity Policy after feedback has been received from the relevant State bodies and*
- (e) request the Chief Executive Officer to prepare a report with the final recommended policy, proposed locations and activities for Council's consideration.*

**Ordinary Meeting 17 May 2017 (OM17/80)**

*That Council:*

- (a) receive and note the report titled "Community Land and Complementary Commercial Activity Policy Review"*
- (b) adopt the Community Land and Complementary Commercial Activity Policy (Appendix A) and*
- (c) endorse the proposed implementation plan contained in the Implementation section of this report.*

**Related Documentation**

Related documentation associated with this report is as follows:

[Council Local Laws](#)

[Land Act 1994 \(Qld\)](#)

[Local Government Act 2009 \(Qld\)](#)

[Marine Parks Act 2004 \(Qld\)](#)

[Transport Operations \(Road Use Management\) Act 1995 \(Qld\)](#)

[Transport Operations \(Road Use Management – Road Rules\) Regulation 2009 \(Qld\)](#)

[Transport Operations \(Marine Safety\) Act 1994 \(Qld\)](#)

[Planning Act 2016 \(Qld\)](#)

[Sunshine Coast Community Strategy 2019-2041](#)

[Sunshine Coast Council Regional Economic Development Strategy 2013-2033](#)

[Sunshine Coast Council Environment & Liveability Strategy](#)

[Sunshine Coast Council Compliance and Enforcement Policy](#)

[Sunshine Coast Revenue Policy 2024-25](#)

**Critical Dates**

Critical dates associated with this report include the expiry of current High-use / high-impact permits on 30 June 2025.

**Implementation**

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

- progress the development of an Operational Guideline to assist with decision-making surrounding each permit type
- prepare a Communication Plan to assist Council Officers to respond to any enquiries about the changes to the Policy
- update all relevant supporting information on Council's website
- assess all Commercial Use applications against the newly endorsed Policy and in accordance with all relevant legislative requirements, including Council's Local Laws and
- promote vacant High-use / high-impact locations and activities via Council's website to encourage interest from prospective business operators.



## Strategic Policy

### Commercial Activity Policy

**DRAFT**

Endorsed by Council:

<Corporate Governance  
INSERT Ordinary Meeting Date  
and OM reference once  
endorsed>

### Policy purpose

The purpose of this policy is to outline the framework and principles for making decisions about the allocation and use of community land for commercial activities. This policy ensures that community use remains paramount, while allowing for the operation of commercial activities in circumstances that also provide a benefit to the community.

### Policy scope

This policy applies to ongoing commercial activity on Council-controlled community land. This includes freehold land and land under the control or management of Council, such as: parks, reserves under the *Land Act 1994* (Qld) (Land Act), roadways (formed and unformed) including State controlled roads, pathways, footpaths, bathing reserves and foreshores. Local laws can apply to Council freehold, and roads, foreshores and bathing reserves and the Land Act applies to reserves under the Land Act that Council holds as trustee.

Council is committed to protecting community land for the use of the community while still making allowances for commercial activity. The operation of a business on community land requires a permit which is issued under the local law. This process is overlaid by this policy when assessing applications.

This policy does not apply to:

- council-controlled land where a lease authorises the use of the land
- advertising signs, community celebrations and events, community markets and street performances and
- commercial activities in National Parks, or on land and waterways that are controlled directly by the State, including schools, private land and any other land and waterways that Council does not control.

While this policy does not apply to the circumstances listed above, a Local Law approval may be required for the activities to occur on Council-controlled land.

### Policy statement

Council acknowledges that the purpose of community land is primarily for community use. Council is committed to ensuring that land set aside for the community is preserved for such community use in accordance with its obligations under the Land Act, the *Local Government Act 2009* (Qld) and

## Commercial Activity Policy | Strategic Policy

relevant local laws. The preservation of community land for its primary purpose is paramount. However, in some circumstances commercial use of community land may enhance the community's use of community land and therefore provide community benefit. Commercial use of community land may be granted in limited circumstances, and where the commercial activity is in alignment with the principles set out in this policy.

### Guiding Principles

The following principles will be considered in decisions related to commercial use of community land:

#### 1. Community use takes precedence

When making decisions about commercial use of community land, the primary purpose of the land is the first consideration. The uses and users of community land that take precedence over commercial use include, but are not limited to:

- informal social gatherings and celebrations,
- formal events and celebrations,
- quiet reflection,
- passive recreational activities,
- residents and tourists,
- community groups,
- amenity of the local area, and
- Council maintenance and/or street scape projects.

An assessment will be undertaken to determine whether the land can accommodate and sustain an ongoing commercial use without conflicting with the above listed uses and users. When a proposed commercial use conflicts with, or cannot be accommodated without detriment to the primary purpose, the application will not be approved.

Commercial use of community land for individual gain alone is not in accordance with the purpose for which the land has been set aside and is not within the intention of this policy. If a commercial activity can be operated from private land, it should occur on private land.

#### 2. Alignment with Council's vision

Proposals for the commercial use of community land must align with Council's vision and strategic direction as articulated in Council's Corporate Plan and regional strategies.

#### 3. Community benefit

Commercial use of community land must provide benefits to the community, and may include commercial activities that:

- promote the primary purpose of the land,
- support or service the needs of the users of that land,
- contributes to Sunshine Coast tourism,
- will not diminish the purpose of the land or level of service provided (i.e. will not have an unreasonable adverse effect on free and equitable access to the land or its use),

## Commercial Activity Policy | Strategic Policy

- supports and complements local businesses,
- contributes to the unique local identity of a place, and
- promotes activation of an area.

#### 4. Limited impact

Commercial use of community land must not unduly impact on the primary users of the community land, the environment or Council assets and maintenance. To assess the potential impact on the community land, the following will be considered:

- noise and other pollution,
- visual impacts,
- flora and fauna,
- access,
- safety,
- overall sustainability due to increased use and degradation of the space,
- the local community's desire and tolerance for the proposed activity, and
- the local area's population and growth, and the ability for the location to support various types of activities.

#### 5. Compliance with other agencies requirements

Depending on the location, some applications may also specify special requirements such as the following:

- satisfactory land management plans, and
- approval of other authorising agencies such as the State Government where an activity requires access to land not under Council's control and managed by other agencies.

Native Title will be a consideration when assessing applications for commercial activities.

#### 6. Permit based approval

Council has a preference for fostering diversity and market competition. Council may introduce additional commercial activities at an approved location where there is a benefit to the community or in situations where the activity may assist in activating a local area.

Applicants should be aware that permits do not grant exclusive use to the land and do not confer ongoing occupation rights. Further, permits are not transferrable, and a permit may be revoked without compensation in specified circumstances such as unsatisfactory safety standards or lack of compliance with permit conditions.

At the end of each permit term, a permit renewal application must be made, regardless of whether the activity has previously operated in that location or not.

## Policy application

### Types of commercial use

Council receives a variety of proposals for commercial activity on community land. Some locations can better accommodate proposed commercial activities that other locations due to the existing levels of use and the impacts of the activities proposed.

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There are six (6) types of permits available for commercial use of community land.

### 1. High-Use / High-Impact Permits

Commercial activities that have a higher intensity of use and/or are located in high profile areas and therefore may have a more significant impact on the use of community land.

Permits are issued for a three (3) year period. A high-use / high impact permit holder may apply for a permit renewal. Permit renewal applications will include a Council officer review of location, activity type and any proposed changes.

The renewal application will be assessed against the guiding principles of this policy. The assessment process will also consider:

- suitability (including previous conduct) of the permit holders,
- any feedback, compliments or complaints received in relation to the permitted activity over the life of the permit, and
- a risk management and safety assessment.

Council is the approval authority for the activities and locations to be included in the High-use / high-impact permit category.

Council's Chief Executive Officer (CEO) is the approval authority for awarding high-use / high-impact activity permits.

Some locations have restrictions on their use, which will affect the extent and number of activities that can be accommodated. There may also be further approvals required by State Government departments. Permit application and rental fees will apply, as per Council's adopted Fees and Charges.

(<https://www.sunshinecoast.qld.gov.au/pay-and-apply/fees-and-charges>)

Where a permit holder relinquishes their permit during a three (3) year permit period, the vacant permit area will be advertised encouraging prospective business operators to apply to fill the remaining duration of the permit period. An assessment panel of Council officers with relevant technical experience (e.g. local laws, coastal management, environment, transport and economic development) will assess applications with a recommendation provided to the CEO for consideration and approval.

Once an application period closes, applicants may still apply, however there is no guarantee that an assessment will be made.

For applications that are outside the existing activities, an activity and location assessment report will be required, to assess whether to add the new activity or allow a limited trial. The assessment report should be assessed against the guiding principles in this policy.

### 2. Emerging Initiative Permits

Commercial activities that are outside the existing permit types. This permit type aims to:

- support innovative ideas,
- activate an area and bring people and communities together,
- support social, cultural, environmental and sustainable initiatives, and
- contribute to Sunshine Coast tourism.

An activity and location assessment report will be required, and engagement with relevant stakeholders, to either add the new activity or allow a limited trial. The assessment report will be assessed against the guiding principles in this policy.

## Commercial Activity Policy | Strategic Policy

Council is the approval authority for the activities and locations to be included in the Emerging Initiative permit category.

Council's Chief Executive Officer (CEO) is the approval authority for awarding Emerging Initiative permits.

Some locations have restrictions on their use, which will affect the extent and number of activities that can be accommodated. There may also be further approvals required by State Government departments. Permit application and rental fees will apply, as per Council's adopted Fees and Charges.

<https://www.sunshinecoast.qld.gov.au/pay-and-apply/fees-and-charges>

Emerging initiative permits may be appropriate for a trial period to ascertain their suitability and/or for inclusion as alternative permit type to increase intensity of use. Following a successful trial, an activity and location assessment report will be required, and engagement with relevant stakeholders, to add the new permit area (activity and location) to the alternative permit type. The assessment report will be assessed against the guiding principles in this policy.

Where the Emerging initiative permit trial does not align with the requirements of existing permit types, a Council resolution to include the new permit type will be required.

### 3. First Nations Cultural Tourism Permits

Commercial activities for the purpose of delivering First Nations (Aboriginal or Torres Strait Islander) cultural tourism experiences that occur on the Sunshine Coast.

Permits will be awarded to First Nations tourism operators and groups to promote the regions cultural heritage. In line with this objective, the permit category is limited to activities led by or in partnership with Kabi Kabi and Jinibara peoples only. This will be achieved in consultation with Council's First Nations Partnership Team.

The inclusion of the Cultural Tourism permit category aims to grow First Nations cultural tourism on the Sunshine Coast, in line with objectives under the Regional Economic Development Strategy and Reconciliation Action Plan.

Permits are issued for a three (3) year period.

Cultural tourism applications are subject to a renewal process every three (3) years. Prior to each renewal process, Council officers will review locations and activity types for First Nations cultural tourism activities, and any proposed changes to them. Assessments will be made in accordance with the guiding principles of this policy, as well as:

- suitability (including previous conduct) of the permit holders,
- any feedback, compliments or complaints received in relation to the permitted activity over the life of the permit, and
- a risk management and safety assessment.

Council officers will decide to what extent cultural tourism activity may occur and the locations and types of activities that are appropriate (i.e. the number of permits, the types of activities and the specific locations).

Fee exemptions apply for applications from Kabi Kabi and Jinibara peoples as per Council's Revenue Policy. Rental fees may apply.

<https://www.sunshinecoast.qld.gov.au/pay-and-apply/fees-and-charges>

<https://www.sunshinecoast.qld.gov.au/council/planning-and-projects/council-policies>

### 4. Low-Use / Low-Impact Permits

**Commercial Activity Policy | Strategic Policy**

Commercial activity that is not considered “high-use / high-impact”, and/or where activities will have a lesser intensity of use, including fitness classes, itinerant vendors and activities conducted by not-for-profit organisations. The following will be considered for determining if an activity is low-use / low-impact:

- further permit applications can be easily accommodated in the area,
- the activity is irregular, occasional or regular minor use,
- there is little/no impact on the space or the community use, and
- the activity is considered a trial to ascertain potential for inclusion as a “high-use / high-impact activity.

Low-use / low-impact applications for an annual permit may be considered at any time in accordance with Council’s local laws and any other relevant legislation. Application assessment may be subject to engagement with relevant stakeholders. Feedback received will help inform decision-making surrounding the appropriateness in granting approvals.

Permit application and rental fees will apply, as per Council’s adopted Fees and Charges. Fee exemptions may apply for not-for-profit organisations.

<https://www.sunshinecoast.qld.gov.au/pay-and-apply/fees-and-charges>

<https://www.sunshinecoast.qld.gov.au/council/planning-and-projects/council-policies>

At the expiry of permits each year, permit holders may apply to renew their permit for a further 12 months and pay any required permit application and rental fees.

<https://www.sunshinecoast.qld.gov.au/pay-and-apply/fees-and-charges>

Low-use / low-impact permits may be appropriate for a trial period to ascertain their suitability and/or for inclusion as a High-use / high-impact permit to increase intensity of use. Following a successful trial, an activity and location assessment report will be required, to add the new permit area (activity and location) to the High-use / high-impact permit type. The assessment report will be assessed against the guiding principles in this policy.

**5. Outdoor Dining Permits**

Commercial activities that require access to community land for the purpose of conducting outdoor dining in conjunction with an adjacent food and drink business, operating on private land, require a permit.

The following will be considered for determining if an activity is outdoor dining:

- supports local business
- encourages business operators to enhance the use of footpaths
- improves amenity
- creates vitality and ambience, and
- ensures community safety.

Outdoor dining applications for a three (3) year permit may be considered at any time in accordance with Council’s local laws and any other relevant legislation. Application assessment may be subject to engagement with relevant stakeholders. Feedback received will help inform decision-making surrounding the appropriateness in granting approvals.

Permit fees and application fees will be charged in accordance with Council’s adopted fees and charges. Fee exemptions may apply for not-for-profit organisations. At the expiry of permits each permit period, permit holders will be invited to renew their permit for a further three (3) years and pay required fees and charges.

<https://www.sunshinecoast.qld.gov.au/pay-and-apply/fees-and-charges>

<https://www.sunshinecoast.qld.gov.au/council/planning-and-projects/council-policies>

Commercial Activity Policy | Strategic Policy

6. Goods on Footpath Permits

Commercial activities that require access to community land for the purpose of displaying goods for sale in conjunction with an adjacent business, operating on private land, require a permit.

The following will be considered for determining if activity is goods on footpath:

- supports local business,
- encourages business operators to enhance the use of footpaths,
- improves amenity,
- creates vitality and ambience, and
- ensures community safety.

Goods on footpath applications for a three (3) year permit may be considered at any time in accordance with Council’s local laws and any other relevant legislation. Application assessment may be subject to engagement with relevant stakeholders. Feedback received will help inform decision-making surrounding the appropriateness in granting approvals.

Permit fees and application fees will be charged in accordance with Council’s adopted Fees and Charges. Fee exemptions may apply for not-for-profit organisations. At the expiry of permits each permit period, permit holders will be invited to renew their permit for a further three (3) years and pay required fees and charges.

(<https://www.sunshinecoast.qld.gov.au/pay-and-apply/fees-and-charges>)

(<https://www.sunshinecoast.qld.gov.au/council/planning-and-projects/council-policies>)

Policy review

This policy will be reviewed at least once every four (4) years.

Roles and responsibilities

Roles and responsibilities in relation to both this policy, and decision-making processes associated with permits for commercial activity on community land are set out in the following table.

Role	Responsibility
Council	Endorsement authority for setting this policy and for all material changes to this policy. Council will also be responsible for the endorsement of activities and locations to be included in the High-use / high-impact permit and Emerging Initiatives permit categories. Able to endorse non-material changes.
Mayor and Councillors	Mayor and Councillors will provide input as part of Councillor consultation and engagement in relation to implementation of the policy, and policy outcomes.
Chief Executive Officer (CEO)	Approval authority for any non-material change to this policy. CEO will consult with Councillors where this policy applies to Councillors or impacts the community. Approval authority for: <ul style="list-style-type: none"> <li>• High-use / high-impact permits and permit renewals, and</li> </ul>











































































































































**8.2 MARCH 2025 FINANCIAL PERFORMANCE REPORT**

**File No:** Council Meetings

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

**Attachments:** Att 1 - March 2025 Financial Performance Report..... 91    
Att 2 - March 2025 Capital Grant Funded Project Report .. 103  

**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 March 2025, in terms of the operating result and delivery of the capital program.

**Operating Performance**

**Table 1: Operating Budget as at 31 March 2025**

	<b>Original Budget \$000</b>	<b>Current Budget \$000</b>
Total Operating Revenue	610,085	624,963
Total Operating Expenses	587,086	613,910
<b>Operating Result</b>	<b>22,999</b>	<b>11,053</b>

	<b>Year to Date Actuals February 2025 \$000</b>	<b>Year to Date Budget March 2025 \$000</b>	<b>Year to Date Actuals March 2025 \$000</b>
Total Operating Revenue	564,279	584,428	580,734
Total Operating Expenses	399,726	451,043	446,462
<b>Operating Result</b>	<b>164,553</b>	<b>133,385</b>	<b>134,272</b>
<b>Total Cash Balance</b>	<b>233,810</b>	<b>189,280</b>	<b>208,889</b>

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

**OFFICER RECOMMENDATION**

**That Council receive and note the report titled “March 2025 Financial Performance Report”.**

**FINANCE AND RESOURCING**

This report sets out the details of Council’s financial performance and investments for the month ending 31 March 2025, and meets Council’s legislative reporting requirements.

**CORPORATE PLAN**

**Corporate Plan Goal:** *Our outstanding organisation*

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

**Operational Activity:** 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:

- Chief Executive Officer
- Acting Group Executive Business Performance
- Manager Finance.

**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 \$9.9 million, with \$8.1 million attributed to the Employee Vacancy Rate. 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****Ordinary Meeting 27 March 2025 (OM25/19)**

*That Council:*

- (a) *receive and note the report titled "Budget Review 3 2024-25"*
- (b) *adopt Appendix A as tabled, pursuant to sections 169 and 170 of the Local Government Regulation 2012, Council's amended budget for 2024-25 financial year incorporating:*
  - (i) *the statement of income and expenditure*
  - (ii) *the statement of financial position*
  - (iii) *the statements of changes in equity*
  - (iv) *the statement of cash flow*
  - (v) *the relevant measures of financial sustainability*
  - (vi) *the long-term financial forecast*
  - (vii) *Council's 2024-25 Capital Works Program, endorse the indicative four-year program for the period 2026 to 2029, and note the five-year program for the period 2030 to 2034*
- (c) *note the following documentation applies as adopted December 2024*
  - (i) *the Debt Policy*
- (d) *note the following documentation applies as adopted 20 June 2024*
  - (i) *the Revenue Policy*
  - (ii) *the total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget, and*
  - (iii) *the Revenue Statement*
  - (iv) *the rates and charges to be levied for the 2024-25 financial year and other matters as adopted 20 June 2024*
  - (v) *the Strategic Environment Levy Policy*
  - (vi) *the Strategic Arts and Heritage Levy Policy*
  - (vii) *the Strategic Transport Levy Policy*
  - (viii) *Prescribed Services Charge Plan (No. 2) 2024-25 Financial Year and*

(e) *endorse the 2024-25 Minor Capital Works Program (Appendix B).*

**Ordinary Meeting 12 December 2024 (OM24/124)**

*That Council:*

- (a) *receive and note the report titled "Budget Review 2 2024-25"*
- (b) *adopt Appendix A as tabled, pursuant to sections 169 and 170 of the Local Government Regulation 2012, Council's amended budget for 2024-25 financial year incorporating:*
  - (i) *the statement of income and expenditure*
  - (ii) *the statement of financial position*
  - (iii) *the statements of changes in equity*
  - (iv) *the statement of cash flow*
  - (v) *the relevant measures of financial sustainability*
  - (vi) *the long-term financial forecast*
  - (vii) *Council's 2024-25 Capital Works Program, endorse the indicative four-year program for the period 2026 to 2029, and note the five-year program for the period 2030 to 2034*
  - (viii) *the Debt Policy*
- (c) *note the following documentation applies as adopted 20 June 2024*
  - (i) *the Revenue Policy*
  - (ii) *the total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget, and*
  - (iii) *the Revenue Statement*
  - (iv) *the rates and charges to be levied for the 2024-25 financial year and other matters as adopted 20 June 2024*
  - (v) *the Strategic Environment Levy Policy*
  - (vi) *the Strategic Arts and Heritage Levy Policy*
  - (vii) *the Strategic Transport Levy Policy*
  - (viii) *Prescribed Services Charge Plan (No. 2) 2024-25 Financial Year and*
- (d) *endorse the 2024-25 Minor Capital Works Program (Appendix B).*

**Ordinary Meeting 26 September 2024 (OM24/82)**

*That Council:*

- (a) *receive and note the report titled "Budget Review 1 – 2024-25" and*
- (b) *adopt Appendix A as tabled, pursuant to sections 169 and 170 of the Local Government Regulation 2012, Council's amended 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 measurers of financial sustainability*



- vi. *the long-term financial forecast*
  - vii. *Council's 2024-25 Capital Works Program, endorse the indicative four-year program for a period 2026 to 2029, and note the five-year program for the period 2030 to 2034*
- (c) *note the following documentation applies as adopted 22 June 2024*
- i. *the Debt policy*
  - ii. *the Revenue policy*
  - iii. *the total value of 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*
  - iv. *the Revenue statement*
  - v. *the rates and charges to be levied for the 2024-25 financial year and other matters as adopted 22 June 2024*
  - vi. *the Strategic Environment Levy Policy*
  - vii. *the Strategic Arts and Heritage Levy Policy*
  - viii. *the Strategic Transport Levy Policy*
  - ix. *Prescribed Services Charge Plan (No. 2) 2024-25 Financial Year and*
- (d) *endorse the Minor Capital Works Program (Appendix B).*

**Special Meeting 20 June 2024 (SM24/4)**

*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.

































**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 Wednesday 21 May 2025.

**13 MEETING CLOSURE**