

Agenda

Ordinary Meeting

Wednesday, 10 November 2021

commencing at 9:00am

Council Chambers, 1 Omrah Avenue, Caloundra

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	DECLARATION OF OPENING	5
2	WELCOME AND OPENING.....	5
3	RECORD OF ATTENDANCE AND LEAVE OF ABSENCE	5
4	RECEIPT AND CONFIRMATION OF MINUTES	5
5	MAYORAL MINUTE.....	5
6	INFORMING OF CONFLICTS OF INTEREST.....	5
6.1	PRESCRIBED CONFLICTS OF INTEREST	5
6.2	DECLARABLE CONFLICTS OF INTEREST	5
7	PRESENTATIONS / COUNCILLOR REPORTS.....	5
8	REPORTS DIRECT TO COUNCIL	7
8.1	SUNSHINE COAST COUNCIL ANNUAL REPORT 2020/21.....	7
8.2	2020/21 FINANCIAL STATEMENTS AND COMMUNITY FINANCIAL REPORT	79
8.3	ENVIRONMENT LEVY ANNUAL REPORT 2020/21	85
8.4	TRANSPORT LEVY ANNUAL REPORT 2020/21	99
8.5	HERITAGE LEVY ANNUAL REPORT 2020/21	119
8.6	QUARTERLY PROGRESS REPORT - QUARTER 1 2021/22	131
8.7	OCTOBER 2021 FINANCIAL PERFORMANCE REPORT	179
8.8	AUDIT COMMITTEE MEETING 6 OCTOBER 2021.....	183
8.9	COUNCILLOR EXPENSES REIMBURSEMENT AND PROVISION OF FACILITIES AND SUPPORT POLICY	193
8.10	PROPOSED PLANNING SCHEME AMENDMENT - ADDITIONAL SOUTH EAST QUEENSLAND REGIONAL PLAN SITES AND OTHER ZONING MATTERS.....	235
8.11	CANAL MAINTENANCE PROGRAM REVIEW	245
8.12	COMMERCIAL USE OF COMMUNITY LAND - HIGH USE PROCESS	253

8.13	LANDSBOROUGH MUSEUM - GOVERNANCE AND PARTNERSHIP REPORT	297
8.14	MAJOR EVENTS SPONSORSHIP - QUEENSLAND GARDEN EXPO 2022-2024.....	311
8.15	DISPOSAL (EASEMENT) OF PART OF COUNCIL OWNED LOT 1 SP214354	321
8.16	APPOINTMENT OF THE CHAIRPERSON OF SUNCENTRAL MAROOCHYDORE PTY LTD	329
9	NOTIFIED MOTIONS	335
10	TABLING OF PETITIONS	335
11	CONFIDENTIAL SESSION	335
12	NEXT MEETING.....	335
13	MEETING CLOSURE	335

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 14 October 2021 and the Special Meeting held on 20 October 2021 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 SUNSHINE COAST COUNCIL ANNUAL REPORT 2020/21****File No:** D2021/886369**Author:** Acting Coordinator - Corporate Planning and Performance
Office of the CEO**Appendices:** App A - Sunshine Coast Council Annual Report 2020/21 ... 13  

PURPOSE

This report presents the Annual Report 2020/21 for the Sunshine Coast Council (Council), covering the period 1 July 2020 to 30 June 2021.

The Annual Report 2020/21 is a statutory requirement of the *Local Government Act 2009* and provides all information required by the Act and the *Local Government Regulation 2012*.

EXECUTIVE SUMMARY

The Sunshine Coast Council Annual Report 2020/21 provides an important communication channel to keep the community and stakeholders informed on Council's delivery of the operational plan over the financial year and progress towards the delivery of the corporate plan. It features major achievements and highlights and shows Council's commitment to achieving our vision for the region through reporting on goal measures. It includes Council's annual disclosures and audited financial statements.

This year our annual report outlines:

- Council's ongoing agility and adaptability during the COVID-19 pandemic - to respond to uncertainty, short notice and new and emerging risks – in the interests of helping to keep our community safe and well-supported
- Council's and the region's resilience - working together, supporting each other, and partnering for success
- the challenges resulting from the COVID-19 pandemic and the support measures Council has put in place for our community
- Council's strategic direction to manage and respond (and where needed, adapt) to a changing climate, and
- how Council is staying true to the long-term regional goals which demonstrate Council's commitment to achieving our vision for the region.

Overall, Council was able deliver:

- 84% of its Operational Plan 2020/21, despite operating in a COVID-19 pandemic and the many challenges this presented, and
- 13 of the 21 Corporate Plan 2020-2024 performance measures were met, with eight below target (explanatory comments have been provided for all measures below target).

Of the eight that were not met, four have been impacted by COVID-19. These impacts were either through closures, increased demand for services or decisions made by Council in response to the pandemic to support the community.

Highlights of Council's major achievements for the 2020/21 financial year are presented below - categorised by Council's corporate plan goals:

A Strong Community:

- More than \$5.8 million was awarded through 1108 grants to community organisations and individuals, and includes \$1.5 million to assist the recovery of community organisations impacted from the COVID-19 pandemic
- Significant investment was allocated to community sports facilities, including \$1.3 million at the Palmwoods AFL and Cricket Clubhouse with additional funding to the Sunshine Coast Hockey Club, Maroochydore Rugby Union and Coolum Tennis Centre
- 98% of the region's bus stops have now been upgraded in accordance with the *Disability Discrimination Act 1992*, removing barriers that people with disability or mobility issues find challenging when using public bus stops
- The Sunshine Coast Heritage Plan 2021-2031 was adopted in February 2021 and aims to respect our past whilst ensuring our heritage is our gift for the future.

A Healthy Environment:

- The Coastal Hazard Adaption Strategy was adopted by Council in May 2021, providing a strategic approach to respond to both current and emerging coastal hazards and their potential impact on our environment and liveability
- Since becoming operational in November 2020, 5202 MWh of power has been generated from converting waste to electricity at the Caloundra Renewable Energy Facility, reducing greenhouse gas emissions by 72,232 tonnes
- \$5.6 million of Environment Levy funding was allocated to the acquisition of six properties, adding a further 242 hectares to Council conservation estate
- The \$6.5 million Nirimba Sports Complex was completed in June 2021 and accommodates rugby league, cricket and netball clubs, providing significant benefits for the residents of the suburbs of the Aura development.

A Smart Economy:

- \$2.5 billion development agreement was signed in November 2020 between Council, SunCentral Maroochydore and one of Australia's leading private property groups, Walker Corporation, for the Maroochydore City Centre project
- The \$334 million Sunshine Coast Airport expansion project including the new international standard runway with associated taxiways and aprons was completed in December 2020 with the final Certificate of Practical Completion issued in January 2021
- The \$23.5 million eight-storey ParknGo Mooloolaba Central car park opened to the public in December 2020, providing 700 public car parking spaces for residents, visitors and local business trade to utilise
- Council spent more than \$257 million with local suppliers, representing 75% of the total available procurement spend
- 46 major event sponsorships were either secured or maintained by Council, creating a direct economic return of \$61.1 million for the region by attracting 119,000 visitors from outside the region.

Service Excellence:

- Australia's first underground automated waste collection system for a central business district opened on 8 June 2021 in the new Maroochydore City Centre and will move waste and recyclables from buildings and public bins at up to 70km an hour
- \$19.6 million was invested into our road network to rehabilitate and resurface 52.8 kilometres of road for the safety of our community

- Customers scored Council a 4.76 out of 5, meaning 96% of customers were happy with the quality and level of service they were provided
- Council introduced ambient temperature sensors to help capture real-time data about surface temperatures - which will help inform new approaches to asset management so our assets deliver sustainable outcomes in the public realm and their useful life is extended.

Outstanding Organisation:

- Council's Corporate Plan 2021-2025 was adopted in February 2021 and will guide Council's decisions and priorities over the next five years to advance our vision
- Our Solar Farm generated electricity back into the grid to offset 113% of Council's electricity requirements and in line with our vision for the region, solar systems continue to be installed on our building and facilities – this year included the Maleny Showgrounds and the ParknGo Mooloolaba Central carpark
- 350 of Council's employees participated in suicide prevention and mental wellbeing training conducted by the Sunshine Coast Mind and Neuroscience Thompson Institute to help employees gain knowledge on mental health issues and to help remove the stigma around mental health and suicide, keeping employees safe and healthy
- Council employees and projects were recognised both nationally and internationally with 19 Awards being received.

OFFICER RECOMMENDATION

That Council:

- receive and note the report titled "Sunshine Coast Council Annual Report 2020/21" and**
- adopt the Sunshine Coast Council Annual Report 2020/21 (Appendix A).**

FINANCE AND RESOURCING

The cost of preparing the Annual Report is included within the Strategy and Coordination Branch operational budget. To minimise costs the report has been developed using internal resources and designed to be viewed digitally through Council's website.

CORPORATE PLAN

Corporate Plan Goal: *Our outstanding organisation*
Outcome: We serve our community by providing this great service
Operational Activity: S30 - Governance – providing internal leadership, legal opinion, governance and audit functions ensuring legislative accountability, transparency and ethical obligations are supported.

CONSULTATION

Councillor Consultation

- Councillor E Hungerford, Portfolio Councillor for Outstanding Organisation
- Councillor J Natoli, Portfolio Councillor for Outstanding Organisation.

Internal Consultation

The Strategy and Coordination Branch engaged with the:

- Chief Executive Officer

- Chief Strategy Officer
- Chief of Staff
- Executive Leadership Team
- Communications Branch
- Corporate Governance Branch
- Finance Branch

External Consultation

There has been no external engagement in preparing this report.

Community Engagement

There has been no community engagement in preparing this report.

PROPOSAL

The Annual Report 2020/21 presents information on implementation of Council's corporate and operational plans over the past financial year and features major achievements and highlights. The contents required in the Annual Report 2020/21 is determined by legislation.

The Annual Report 2020/21 comprises four parts as described below:

Section 1 - Introduction

Provides introductory information to the Annual Report and contains:

- message from the Mayor
- message from the Chief Executive Officer
- key statistics about the Sunshine Coast and Council
- Councillor names, divisions and portfolios
- Council's corporate structure.

Section 2 - Report on performance against our Corporate and Operational Plans

This section is structured around the five corporate goals and includes:

- a summary of the desired outcome and pathways of each goal
- goal measures with the target and result for the year
- major achievements in progressing the Corporate Plan 2020-2024 and Operational Plan 2020/21.

Section 3 - Annual Disclosures

Covers all non-financial information required to be published in Council's Annual Report. In addition, disclosures considered best practice in annual reports, such as information on governance and risk management are included.

Section 4 - Financial information

This section contains Council's Community Financial Report, audited financial statements and other financial information required under the *Local Government Act 2009* and *Local Government Regulation 2012*.

The financial information is presented to Council through a separate report and included within the Annual Report following adoption.

Legal

The Annual Report has been compiled following the requirements of legislation including the *Local Government Act 2009*, *Local Government Regulation 2012* and *Public Sector Ethics Act 1994*. The Queensland Audit Office has reviewed the Sunshine Coast Annual Report 2020/21 - as a requirement of the Australian Auditing Standard (ASA 720) and *Auditor-General Act 2009*(Qld) - to examine whether the financial information and non-financial information is not inconsistent with the financial statements audited.

Policy

All governance disclosures are consistent with Council's policies, including:

- Code of Conduct for Councillors in Queensland (Queensland Government, 2020)
- Community Grants Policy
- Competition Reform Compliance Policy
- Administrative Action Complaints Management Process
- Councillors' Expenses Reimbursement and Provision of Facilities Policy
- Related Party Disclosures Policy
- Remuneration and Benefits Policy
- 2020/21 Revenue Policy
- 2020/21 Procurement Policy

Risk

In accordance with Council's Risk Management Framework, the risks and opportunities identified in relation to the annual report include:

- reputation/public image: the report provides information on Council's operational plan delivery and progress towards our corporate plan with both qualitative and quantitative updates to the community, and
- legislative: the report meets the legislative requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012*.

Previous Council Resolution**Ordinary Meeting 12 November 2020 (OM20/115)**

That Council:

- (a) *receive and note the report titled "Sunshine Coast Council Annual Report 2019/20", and*
- (b) *adopt the Sunshine Coast Council Annual Report 2019/20 (Appendix A).*

Related Documentation

- Corporate Plan 2020-2024
- Operational Plan 2020/21
- Quarterly Progress Reports for 2020/21

Critical Dates

Under the *Local Government Regulation 2012*, Council must adopt the annual report within one month after the auditor-general provides the audit report and be published within two weeks of adoption.





Implementation

Should the recommendations be accepted by Council, the Sunshine Coast Council Annual Report 2020/21 will be published and made available through the following channels:

- Sunshine Coast Council website – document viewing and ability to download and print the report
- Council libraries and customer service centres - printed copies will be available for viewing
- Queensland State Library – a digital copy will be provided for their records.

Community organisations and individuals requiring a hard copy of the Sunshine Coast Council Annual Report 2020/21 will be able to print a free copy from Council's website or purchase from Council's customer service centres.

8.2 2020/21 FINANCIAL STATEMENTS AND COMMUNITY FINANCIAL REPORT

File No:	D2021/1399499
Author:	Coordinator Financial Accounting Business Performance Group
Attachments:	Att 1 - Independent Auditors Report and Certified General Purpose Financial Statements 2020/21 5/278  Att 2 - Queensland Audit Office Final Management Report 2020/2169/278  Att 3 - Community Financial Report 2020/2173/278  Att 4 - SunCentral Maroochydore Pty Ltd Annual Report 2021)79/278 

PURPOSE

The purpose of this report is to present to Council the audited Financial Statements for the financial year ended 30 June 2021, Queensland Audit Office Final Management Report 2020/21 and Community Financial Report 2020/21 in accordance with the requirements of the *Local Government Act 2009 and Local Government Regulation 2012*.

The 2020/21 audited Financial Statements and Annual Report for Council's controlled entity, SunCentral Maroochydore Pty Ltd, is also attached.

EXECUTIVE SUMMARY

1. Financial Statements 2020/21 (Attachment 1)

The 2020/21 Financial Statements have been audited by Council's external auditors the Queensland Audit Office (QAO) to ensure accounting and legislative compliance.

Queensland Audit Office has issued an unmodified audit opinion.

This is the thirteenth consecutive unmodified audit opinion achieved by Sunshine Coast Council.

The result of Council's audit will be included in the annual Auditor-General's report to Parliament on the results of local government audits.

2. Queensland Audit Office Final Management Report 2020/21 (Attachment 2)

The QAO Final Management Report for the 2020/21 financial statements is attached. This report provides details on audit matters and other important information related to the audited financial statements.

The report also provides a full list of issues and other matters related to the financial statements that have been formally reported to management, along with an update on actions taken to resolve these issues.

3. Community Financial Report 2020/21 (Attachment 3)

Council is required to prepare a community financial report for each financial year. The report contains an easy to understand summary and analysis of Council's financial performance and position for the financial year and will be included in the Annual Report.

4. SunCentral Maroochydore Pty Ltd (Attachment 4)

The 2020/21 audited Financial Statements and Annual Report for Council's controlled entity, SunCentral Maroochydore Pty Ltd, is also attached. The financial results of Council's controlled entities are included the Consolidated columns of Council's Financial Statements where material.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "2020/21 Financial Statements and Community Financial Report" and
- (b) note the 2020/21 Community Financial Report, 2020/21 Financial Statements and associated financial information will be included as Section 4 of the 2020/21 Annual Report.

FINANCE AND RESOURCING

The original estimate for the cost of the 2020/21 audit was \$250,000 which was provided for in Council's budget. However, due to COVID-19 restrictions, the bulk of the audit was completed remotely resulting in a fee reduction to \$245,000.

CORPORATE PLAN

Corporate Plan Goal: *An outstanding organisation*
Outcome: 5.7 - A financially sustainable organisation
Operational Activity: 5.7.1 - Develop and monitor Council's budget, including legislated requirements.

CONSULTATION

Portfolio Councillor Consultation

The Portfolio Councillors, Councillor E Hungerford and Councillor J Natoli, have received advice of this report from the Audit Committee process.

Internal Consultation

Internal liaison occurred with various staff members within the Finance Branch and other areas of Council in compiling the 2020/21 Financial Statements. The 2020/21 Financial Statements have been presented to Council's Audit Committee for review and comment.

External Consultation

- Queensland Audit Office
- Queensland Treasury Corporation
- Department of State Development, Infrastructure, Local Government and Planning
- Australis Advisory Group Pty Ltd
- Cardno (Qld) Pty Ltd
- Unitywater
- SunCentral Maroochydore Pty Ltd
- Sunshine Coast Events Centre Pty Ltd
- Sunshine Coast Arts Foundation Ltd

External auditors Queensland Audit Office have audited the draft 2020/21 Financial Statements and Current Year Financial Sustainability Statement. The Long-Term Financial Sustainability Statement is not able to be audited as it is based on forward estimates.

Community Engagement

No community engagement was required for this report.

PROPOSAL

1. Financial Statements 2020/21 (Attachment 1)

The statutory Financial Statements for the year ended 30 June 2021, along with comparative figures for 2020, are attached (Attachment 1).

These statements have been reviewed through the Audit Committee process as follows:

- Draft Financial Statements presented to Audit Committee on 6 September 2021
- Draft Financial Statements audited by Queensland Audit Office during September 2021
- Final draft Financial Statements and Queensland Audit Office Closing Report for the year ended 30 June 2021 presented to Audit Committee on 6 October 2021.

Queensland Audit Office has issued an unmodified audit opinion for Council's 2020/21 Financial Statements, and its controlled entities (the Group) SunCentral Maroochydore Pty Ltd, Sunshine Coast Events Centre Pty Ltd and Sunshine Coast Arts Foundation Ltd. This means the financial report:

- a) Gives a true and fair view of Council's and the Group's financial position as at 30 June 2021, and of their financial performance and cash flows for the year then ended
- b) Complies with the *Local Government Act 2009*, the *Local Government Regulation 2012* and Australian Accounting Standards.

This is the thirteenth consecutive unmodified audit opinion achieved by Sunshine Coast Council.

These results will be included in the annual Auditor-General report to parliament on the results of Local Government audits, published in February 2022.

Council v Consolidated Statements

Council's Financial Statements are presented in consolidation format, with 2 columns representing Council's stand-alone position, and a second two columns where Council's interest in its subsidiaries is disclosed.

On consolidation, Council's interest in its wholly owned subsidiaries (SunCentral Maroochydore Pty Ltd, Sunshine Coast Events Centre Pty Ltd and its associate Unitywater), are included. The financials for Council's newest controlled entity, Sunshine Coast Arts Foundation Ltd, were not consolidated into Council's financial statements as the amounts were not material.

Council's stand-alone results are reported as they are more directly comparable to Council's Budget and Monthly Financial Performance Reports. In addition, the operating result and cash flows for Council are considered to be a better reflection of Council's position.

The consolidated statements include accounting entries to recognise a share of the profits of Council's subsidiaries and associated entities. In the case of Unitywater this share of profit is not directly available to Council until received in the form of dividends in future years.

Council's key financial outcomes for 2020/21 are as follows.

	Draft 2020/21 \$'000	2019/20 \$'000 *Restated
Recurrent Revenue	470,907	452,940
Less: Recurrent Expenditure	498,722	457,782
Operating Result	(27,815)	(4,842)
Net Result	164,335	136,308
Cash	206,199	197,632
Debt	678,963	551,051
Net Assets	5,533,840	5,369,505
Key Indicators	%	%
Operating Surplus Ratio (i)	(5.9)	(1.1)
Asset Sustainability Ratio (ii)	75.7	70.5
Net Financial Liabilities Ratio (iii)	54.3	105.1

* 2019/20 figures were restated to account for \$18 million of contributed assets with acquisition dates prior to 1 July 2020.

- i. Operating Surplus Ratio – This indicator measures the extent to which our operating revenue exceeds our expenditure. Target: Between 0% and 10%.

During 2021 Council refinanced its existing loan portfolio to take advantage of lower interest rates and free up cashflow through lower repayments. This resulted in one-off early repayment costs of \$34.346 million. The Operating Surplus Ratio is within target at 1.4% when the one-off Early Repayment Adjustment is excluded.

Restatement of the Operating Result to exclude one-off accounting adjustments delivers a positive Operating Result of \$10.0 million.

In addition, Council's operating result was negatively impacted by \$8.762 million due to COVID-19

- ii. Asset Sustainability Ratio – Measures the extent to which our infrastructure assets are managed, with an orderly renewal regime in place.

The ratio of 75.7% is a strong result considering Sunshine Coast Council's relatively young asset base and reflects Council's ongoing commitment to the renewal of its assets. The region has experienced exponential growth in recent periods, leading to an increase in new and contributed assets. The influx of new assets is reducing the collective age of Council's assets, lowering the requirement of renewals expenditure and the Asset Sustainability Ratio forecast. Sunshine Coast Council's renewal program is based on asset management plans and is completed in conjunction with a stringent scheduled maintenance program.

- iii. Net Financial Liabilities Ratio – The indicator measures the extent to which the net financial liabilities of Council can be repaid from our operating revenue streams. Target: Not greater than 60%.

Although the ratio is within target, this is due to the Sunshine Coast Airport Expansion Project Contract Receivable of \$297 million moving from non-current assets to current assets. Without this movement, the ratio would have exceeded the target at 117.3%. Council has significant borrowings for this project, which will be repaid on receipt of the \$297 million from Palisade Investment Partners Limited, due on 30 June 2022.

The Financial Management (Sustainability) Guideline 2013 states “*high average Net Financial Liabilities ratio projections over the long-term are typically indicative of a local government that is undertaking/has undertaken significant infrastructure projects. Whilst some local governments may not achieve the recommended target for Net Financial Liabilities Ratio on average over the long-term, this does not necessarily indicate that a local government is likely to be unsustainable over the long-term. In such cases, well-managed local governments with robust financial management systems and the ability to service current and projected debt levels, can maintain long-term sustainability and average Net Financial Liabilities ratio projections over the long-term that exceed the recommended target.*”

2. Queensland Audit Office Final Management Report 2020/21 (Attachment 2)

The QAO Final Management Report for the 2020/21 financial statements provides details on audit matters and other important information related to the audited financial statements.

The report also provides a full list of issues and other matters related to the financial statements that have been formally reported to management, along with an update on actions taken to resolve these issues.

As part of the 2020/21 audit, QAO identified 7 Control issues (including one carried over from the prior year), no Financial Reporting issues, and 3 Other Matters.

Control Issues

QAO classifies issues as either Significant Deficiencies (requiring immediate action), Deficiencies (requiring timely action) or Other Matters (at management’s discretion).

Summary and status below.

Item	No.	Status
Significant deficiency	1	Resolved
Deficiency	6	1 Resolved 2 Resolved pending QAO verification 3 in progress due 30 June 2022
Financial Reporting issues	Nil	
Other Matters	3	Resolved

3. Community Financial Report 2020/21 (Attachment 3)

Council is required to prepare a community financial report for each financial year. The report contains an easy to understand summary and analysis of Council’s financial performance and position for the financial year and will be included in the Annual Report.

4. SunCentral Maroochydore Pty Ltd (Attachment 4)

The 2020/21 audited Financial Statements and Annual Report for Council’s controlled entity, SunCentral Maroochydore Pty Ltd, is also attached (Attachment 4). The financial results of Council’s controlled entities are included the Consolidated columns of Council’s financial statements where material.

Legal

Section 182 of the *Local Government Regulation 2012*, states that the Financial Statements must be presented to Council within one month of receiving the signed Auditor’s report.

Policy

There are no relevant policies related to this report.

Risk

Council has a statutory obligation to prepare annual general purpose Financial Statements that are subject to audit by the Auditor-General or their contracted representative.

Previous Council Resolution**Audit Committee Meeting 6 October 2021 (AC21/31)**

That the Audit Committee receive and note the report titled "Draft 2020/21 Financial Statements and Current Year Financial Sustainability Statement".

Ordinary Meeting 16 September 2021 (OM21/93)

That Council receive and note the report titled "Queensland Audit Office – Second Interim Management Report for the financial year ended 30 June 2021".

Audit Committee Meeting 6 September 2021 (AC21/125)

That the Audit Committee receive and note the report titled "Draft 2020/21 Financial Statements".

Ordinary Meeting 24 June 2021 (OM21/52)

That Council receive and note the report titled "Queensland Audit Office – Interim Management Report for the financial year ended 30 June 2021".

Audit Committee Meeting 24 May 2021 (AC21/15)

That the Audit Committee receive and note the report titled "Annual Financial Statement Risk and Planning Assessment".

Audit Committee Meeting 21 January 2021 (AC21/3)

That the Audit Committee receive and note the report titled "Planning for the 2020/21 Financial Statements Audit Process".

Related Documentation

There is no related documentation for this report.

Critical Dates

The 2020/21 Financial Statements must be presented to Council within one month of receiving the signed Auditor's report.

Implementation

The 2020/21 Financial Statements and 2020/21 Community Financial Report will be included in Section 4 of Council's 2020/21 Annual Report. The Annual Reports for both Council and SunCentral Maroochydore Pty Ltd will be published on Council's website.

8.3 ENVIRONMENT LEVY ANNUAL REPORT 2020/21**File No:** D2021/829124**Author:** Coordinator Biodiversity and Waterways
Liveability & Natural Assets Group**Appendices:** App A - Environment Levy Annual Report 2020/21 91  **PURPOSE**

The purpose of this report is to present the Environment Levy Annual Report 2020/21 to Council for consideration.

EXECUTIVE SUMMARY

The Environment Levy, generated by all rate payers, provides important funding that allows Council and the community to work together to deliver a range of strategic projects, programs and initiatives that contribute to the preservation and enhancement of our natural environment, in particular our biodiversity, waterways and wetlands and coastal areas.

As a requirement of the Strategic Environment Levy Policy 2021, an Annual Report for the 2020/21 financial year has been prepared (Appendix A).

The annual report summarises the program's \$12.8 million investment under five messages that align with the Environment Levy's tag line "*Your Environment Levy in action*" through:

- Buying, protecting and enhancing environmentally significant land
- delivering on-ground environmental projects
- engaging and supporting the Sunshine Coast community
- building our knowledge (monitoring and research) and
- other environmental operational activities including invasive plant, animal and broader conservation estate management.

The delivery of the Environment Levy Program has supported the implementation of Council's Environment and Liveability Strategy 2017 (the ELS) which is assisting to transform the Sunshine Coast to deliver a healthy environment and liveable Sunshine Coast in 2041. It is a key funding source for various Transformational Actions set out within the ELS.

Some of the 2020/21 program outcomes include:

- \$5.639 million spent on purchasing 6 new properties adding approximately 242 hectares to Council's reserve network
- \$1.33 million managing land acquired through the Environment Levy
- \$1.03 million invested into coastal dunal rehabilitation and shoreline erosion management
- \$477,000 supporting the community to take action on invasive species
- \$590,000 supporting 20 Environment Levy-partnership groups
- \$213,000 awarded through Landholder Environment Grants to 68 private landholders
- More than \$450,000 invested into building our knowledge through a range of research management and monitoring projects

The Annual Report has been graphically designed and a limited number will be printed for distribution. The Environment Levy Program achievements will be promoted through the use of traditional media and marketing tools, including the ELS website and other annual reporting.

This report recommends that Council note the Environment Levy Annual Report 2020/21 (Appendix A).

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Environment Levy Annual Report 2020/21”
- (b) note the Environment Levy Annual Report 2020/21 (Appendix A) for the purpose of promoting Environment Levy outcomes and
- (c) acknowledge and thank the community groups, landholders, students, teachers and volunteers that have contributed to the delivery of the Environment Levy program outcomes for 2020 – 2021.

FINANCE AND RESOURCING

In 2020/21, the Environment Levy generated approximately \$11.07 million in revenue and \$12.8 million was invested into the delivery of the Program (refer Table 1). As per the Environment Levy Policy 2021, funds were drawn from Environment Levy restricted cash to fund significant investment into strategic land acquisitions. The restricted cash balance was \$2.27 million at October 2021.

Table 1: 2020/21 Environment Levy investment against annual report messaging.

	2020/21 Actuals
Total Revenue	\$11,075,032
Buying, protecting and enhancing environmentally significant land	\$ 7,330,248
Delivering on-ground environmental projects	\$1,157,390
Engaging and supporting the Sunshine Coast community	\$1,545,933
Building our knowledge (monitoring and research)	\$463,882
Other environmental operational activities	\$2,293,287
Total Actual Expenditure	\$12,790,740

Note: Total Actual Expenditure is a combination of \$11,075,032 in total revenue and \$1,715,708 in restricted cash funding.

CORPORATE PLAN

Corporate Plan Goal: *Our environment and liveability*

Outcome: 2.2 - Protection and enhancement of our natural assets and distinctive landscapes

Operational Activity: 2.2.1 - Coordinate the delivery of Council's Environment Levy including: the strategic land acquisition program; environment levy partnerships and grants; and external education and compliance programs for erosion and sediment control.

CONSULTATION

Councillor Consultation

Consultation has been undertaken with the Environment and Liveability Portfolio Councillors, Councillor M Suarez and Councillor P Cox.

Internal Consultation

Consultation with Environment Levy project managers, finance officers and the Integrated Environment Team has occurred in preparing the Environment Levy Annual Report 2020/21.

External Consultation

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

Community Engagement

No community engagement has been undertaken in relation to this report.

PROPOSAL

The Sunshine Coast Council Environment Levy allows Council to invest in the protection, enhancement and sustainable use of the region's biodiversity, waterways and wetlands, and coastal areas.

Coordination and implementation of the annual Environment Levy Program is overseen by the Environment and Sustainability Policy Branch, in conjunction with project managers and the Integrated Environment Team.

In 2020/21, the Program's \$12.8 million investment has been summarised under five messages that align with the Environment Levy's tag line "*Your Environment Levy in action*":

- Buying, protecting and enhancing environmentally significant land
- Delivering on-ground environmental projects
- Engaging and supporting the Sunshine Coast community
- Building our knowledge (monitoring and research) and
- Other environmental operational activities.

Furthermore, Program delivery has supported the implementation of Council's Environment and Liveability Strategy 2017 (ELS) which is assisting to transform the Sunshine Coast to deliver a healthy environment and liveable Sunshine Coast in 2041. The Environment Levy Program outcomes have been summarised under a number of the ELS's Transformational Actions.

Connecting nature and people

Connecting our valued habitat areas to support our native flora and fauna and providing the community with opportunities to participate in conservation and to experience the natural environment.

The Environment Levy has supported the acquisition of lands to expand the conservation estate and delivered a successful partnerships and grants program to engage and support the community in their conservation efforts.

Achievements include:

- \$5.639 million spent on purchasing 6 new properties adding approximately 242 hectares to Council's reserve network
- \$1.33 million managing land acquired through the Environment Levy

- \$590,000 supporting 20 Environment Levy-partnership groups and almost \$7,000 provided in grants to community-based organisations
- 4 new Voluntary Conservation Agreements bringing total to 88 and protecting 1320 ha
- \$213,000 awarded through Landholder Environment Grants to 68 private landholders
- More than 22,000 seedlings and 87 nest boxes for Land for Wildlife members

Maintaining the blue by protecting the green

Delivering healthy waterways and beaches that continue to support our lifestyle and livelihoods through integrated catchment management.

The Environment Levy continues to invest in projects to improve riparian connectivity and water quality.

Achievements include:

- Over \$30,000 invested to establish and maintain more than 35,000 native plants maintained along the riparian areas of the Mooloolah River and Currimundi Creek.
- More than 7 hectares of riparian habitat rehabilitated.

Healthy coast

Providing a strategic and coordinated approach to the protection, sustainable use and enjoyment of our dunes, beaches, rocky shores and near-shore marine waters.

Achievements include:

- More than \$1.03 million invested into support biodiversity and scenic amenity of our coastal reserves through dune rehabilitation and shoreline erosion management.
- Almost 300 hectares managed through the coastal foreshore network.
- Continued partnership with the University of the Sunshine Coast in developing the region's first Coastal Health Report.

Managing our invasive plants and animals

Providing a collaborative, effective and efficient response to the management of invasive plants and animals to reduce their social, economic and environmental impacts.

The Environment Levy has continued to support the delivery of invasive plant and animal management activities in accordance with the Sunshine Coast Local Government Area Biosecurity Plan 2017 (the Plan).

Achievements include:

- \$99,000 invested into community engagement on biosecurity issues and to support on ground pest actions.
- \$378,000 to fund invasive plant and animal officer positions to support the delivery of the Sunshine Coast Local Government Area Biosecurity Plan 2017.

An involved community

A major engagement program to inspire and empower the community to value the environment and play their part in a liveable, sustainable and resilient future.

The Environment Levy has continued to support a range of community engagement and education projects to foster an involved community – one that values the environment and has the capacity to contribute towards the liveability, sustainability and resilience of the Sunshine Coast.

Achievements include:

- More than 300 students from 25 schools were engaged through the Kids in Action Program that explored new ways of understanding, appreciating and engaging with hopeful sustainability concepts, models and wisdoms that are both traditional and contemporary.
- More than 1000 people attended the 7th Annual Australasian Bat Night.
- Almost 2,000 engaged in coastal education via the Coastal Education Van.

Building our Knowledge

Enabling evidence-based decisions for a healthy environment and liveable Sunshine Coast.

The Environment Levy supports a range of targeted monitoring, modelling, research and other data collection to inform evidence-based decision-making and current and future management actions.

Achievements include:

- A total investment of \$185 000 into the koalas, shorebirds and flying fox research and conservation planning.
- Continued investment of \$131,000 into the monitoring of the Pumicestone, Upper Stanley, Mooloolah and Maroochy River catchments through the Healthy Land and Waterways Partnership

Legal

There are no legal implications to this report.

Policy

Council's Corporate Plan 2021 - 2025 sets the goal for 'our environment and liveability' – our natural assets, healthy environment and liveability credentials are maintained and enhanced

The Environment Levy Program is a key funding source for the implementation of the *Sunshine Coast Environment and Liveability Strategy 2017* which provides the long-term strategic direction in response to this goal.

Risk

The annual communication of the Environment Levy Program achievements will ensure that the wider community and key stakeholders are aware of the outcomes achieved by Council and the community volunteers through the Program.

Previous Council Resolution

Ordinary Meeting 17 September 2020 (OM20/95)

That Council:

- (a) receive and note the report titled "Environment Levy Annual Report 2020 - 2021"*
- (b) endorse the Environment Levy Annual Report 2020 - 2021 (Appendix A) and*
- (c) acknowledge and thank the community groups, landholders, students, teachers and volunteers that have contributed to the delivery of the Environment Levy program outcomes for 2020 – 2021.*

Related Documentation

- Sunshine Coast Council Corporate Plan 2021 - 2025
- Sunshine Coast Environment and Liveability Strategy 2017

- Sunshine Coast Local Government Area Biosecurity Plan 2017
- Sunshine Coast Council Environment Levy Policy 2021

Critical Dates

There are no critical dates that relate to this report.

Implementation

The dissemination and promotion of the Annual Report will be undertaken in consultation with the Communication Branch.

8.4 TRANSPORT LEVY ANNUAL REPORT 2020/21

File No:	D2021/829119
Author:	Coordinator Transport Strategy & Policy Built Infrastructure Group
Appendices:	App A - Transport Levy Annual Report 2020/21 107  
Attachments:	Att 1 - Transport Levy Program 2020/21 117  

PURPOSE

This report presents the Transport Levy Annual Report 2020/21 (Appendix A) which provides an overview of the Transport Levy Program achievements for the 2020/21 financial year.

EXECUTIVE SUMMARY

The Transport Levy Policy aims to provide a basis for improving the Sunshine Coast Council's strategic transport network and supporting its users. It aligns with the vision and objectives identified in Council's Integrated Transport Strategy, launched in December 2018.

The Transport Levy, which is contributed to by all ratepayers, plays an important role in enabling Council to investigate and deliver transport solutions now and into the future for the region. It provides Council with the opportunity to improve strategic transport needs of the Sunshine Coast of today as well as achieving major, long-term, multi-modal infrastructure outcomes.

The Transport Levy allocations are set as part of Council's budget development and adoption process. Projects are submitted from across the organisation.

It is a requirement of the Transport Levy Policy that the status of the Transport Levy be reported to Council at least annually.

The Transport Levy Annual Report 2020/21 (Appendix A) has been produced to communicate the achievements of the Transport Levy to ratepayers and the broader community in an engaging and informative manner.

In 2020/21, the Transport Levy amount of \$44 per rateable property raised just over \$6.4 million, which enabled Council to deliver a suite of program initiatives under five sub-programs:

1. Service improvements
2. Infrastructure assets
3. User benefits
4. Research, planning and investigations
5. Transport Futures Fund.

The implementation of initiatives under these sub-programs involves numerous Groups across the organisation including Business Performance, Built Infrastructure, Economic & Community Development and Liveability & Natural Assets.

In 2020/21 the Transport Levy produced a number of achievements including:

- \$630,582 towards upgrading 33 bus stops across the Sunshine Coast Council region to meet disabled accessibility requirements and achieving 98% of all bus stops being compliant with the *Disability Discrimination Act 1992*, with the remaining sites under review by TransLink.

- Continuation of the Mass Transit Project with a focus on progressing and refining the draft Options Analysis report and a major eight-week community engagement period
- Approximately 3,000 passenger trips and nearly 35,800km travelled on FlexiLink Services
- Providing 12,429 passenger trips on Council Link services
- An expanded service area and 157 registered passengers on the Kenilworth Community Transport Service, which is operated by the Kenilworth Chamber of Commerce and supported by Council and a dedicated group of volunteers
- Improvements to the RideScore Active Schools Program digital app and hardware ready for delivery across nine participating schools in mid-late 2021
- Development of the Travel Behaviour Change Project.

Unfortunately, several initiatives were impacted by regulations and restrictions brought in to deal with the COVID-19 pandemic including:

- limiting passenger numbers
- delaying timing of activities
- extended project timeframes.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Transport Levy Annual Report 2020/21” and**
- (b) note the Transport Levy Annual Report 2020/21 (Appendix A) for the purpose of promoting Transport Levy outcomes .**

FINANCE AND RESOURCING

In 2020/21, the Transport Levy realised just over \$6.4 million in revenue. An additional \$701,488 was secured through non-Levy funds, of which \$615,204 was from State funding program grants, which supported the delivery of built bus stop infrastructure.

Table 1 below provides an overview of the Transport Levy Program expenditure for each of the funding sub-programs as at 30 June 2021 and dealing with year-end transactions.

Table 1 Transport Levy Program Expenditure as at 30 June 2021

	2020/21 Actuals
	\$
Transport Levy Revenue	6,412,331
Non-Levy Fund Contributions	701,488
Total Revenue	7,113,819
Expenditure by sub-program	
Service Improvements	306,619
Infrastructure Assets	1,262,617
User Benefits	173,264
Research, planning and investigations	2,510,669
Transport Futures Fund	2,860,650
Total Expenditure	7,113,819

As at 30 June 2021, the Transport Futures Fund balance is \$17,184,945 and the Externally Restricted Transport Levy Cash Reserve is \$873,024 reflecting unspent funds allocated and subject to carry-over requests.

The Transport Levy Annual Report 2020/21 has been graphically designed internally.

It is not intended to print hard copies of the report, but instead make it available on Council's website for access and download.

The \$2,860,650 directed to the Transport Futures Fund is made up of an initial contribution at program inception and accumulation of any unexpended funds in the year.

CORPORATE PLAN

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

Outcome: 1.2 - Vibrant community places and spaces that are inclusive, accessible and adaptable

Operational Activity: 1.2.1 - Coordinate the delivery of Council's Transport Levy policy and projects including encouraging sustainable travel choices through travel behaviour change programs and connecting our local communities by supporting transport services such as Council Link, Flexi Link and Kenilworth Transport Service.

CONSULTATION

Councillor Consultation

Community Portfolio Councillors, R Baberowski and D Law have been consulted on this report.

Internal Consultation

Consultation with representatives from the following areas of Council was undertaken in preparing the Transport Levy Annual Report 2020/21 and this agenda report:

- Transport Infrastructure Management, Built Infrastructure
- Community Planning and Development, Economic and Community Development

- Financial Services, Business Performance
- Transport and Infrastructure Planning, Built Infrastructure
- Urban Growth Projects, Liveability & Natural Assets
- Communications, Office of the CEO.

External Consultation

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

Community Engagement

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

PROPOSAL

The Transport Levy Policy aims to provide a basis for improving the Sunshine Coast's strategic transport network and supporting its users. The Transport Levy provides Council with the opportunity to improve the strategic transport needs of the Sunshine Coast today and the long term progressing of major multi-modal infrastructure outcomes.

The Transport Levy Annual Report 2020/21 (Appendix A) has been produced to communicate the achievements of the Transport Levy to ratepayers and the broader community in an engaging and informative manner.

The Transport Levy Program initiatives are compiled under five sub-programs:

1. Service improvements – Investigating and trialling improved public transport options and alternatives.
2. Infrastructure assets – Improving public transport infrastructure across the Sunshine Coast Council area.
3. User benefits – Developing initiatives to educate, inform, assist and improve the travel behaviour of users and their choices of travel mode.
4. Research, planning and investigations – Building our knowledge and progressing strategic outcomes (monitoring, research, planning and forecasting).
5. Transport Futures Fund – Supports efforts to secure other Government investment in strategic transport needs for the region.

The implementation of initiatives under these sub-programs involves numerous Groups across the organisation including Business Performance, Built Infrastructure, Economic & Community Development and Liveability & Natural Assets.

The originally adopted 2020/21 Transport Levy Program (Attachment 1) is provided for information. It has been subject to adjustment through Budget Review processes.

The delivery status of the 2020/21 Transport Levy Program initiatives are summarised below.

Initiative	Status	Comment
Service Improvements		
Flexilink Service – Conondale – Maleny	Operating	Contract awarded
Flexilink Service – Peachester – Beerwah	Operating	Contract awarded
Council Link	Operating	Contract awarded
Kenilworth Community Transport Service	Operating	Community run service with SCC support
Infrastructure Assets		
New bus shelters to high patronage bus stops	Complete	
User Benefits		

Initiative	Status	Comment
Travel Behaviour Change Program (Stage 2)	Ongoing	Final stages of development
Travel Behaviour Change Program (Stage 3) – Council initiatives	Delayed	To commence following Stage 2 and Council endorsement
Travel Behaviour Change Program (Stage 3) – Partnered initiatives	Delayed	To commence following Stage 2 and Council endorsement
Levy communication, associated activities and awareness campaign	Complete	
Joint awareness campaign with TransLink	No opportunity	No specific project identified with TransLink
RideScore Active Schools Program	Ongoing	Refining for wider launch
Research, Planning and Investigation		
Performance, analysis, network planning, investigation and reporting	Complete	
Modelling partnership with TMR	Complete	
Community travel surveys	Complete	
2021 Census Preparation	Complete	
Sunshine Coast Mass Transit Project	In Progress	Options analysis phase

In 2020/21 the Transport Levy delivered several achievements including:

- Infrastructure Assets - \$630,582 towards upgrading 33 bus stops across the Sunshine Coast Council region to meet disabled accessibility requirements and achieving 98% of all bus stops now being compliant with the *Disability Discrimination Act 1992*, with the remaining sites under review by TransLink.
- Research, Planning & Investigations - Continuation of the Mass Transit Project with a focus on progressing and refining the draft Options Analysis report and a major eight-week community engagement period.
- Service Improvements - Approximately 3,000 passenger trips and nearly 35,800km travelled on Flexilink Services.
- Service Improvements – 12,429 passenger trips on Council Link services.
- Service Improvements - An expanded service area and 157 registered passengers on the Kenilworth Community Transport Service, which is operated by the Kenilworth Chamber of Commerce and supported by Council and a dedicated group of volunteers.
- User Benefits - Improvements to the RideScore Active Schools Program digital app and hardware ready for delivery across nine participating schools in mid-late 2021 and development of the Travel Behaviour Change Project.

The Transport Levy continued to contribute to bus stop infrastructure upgrades across the Sunshine Coast, enabling Council to leverage external funding programs and accelerate delivery. These bus stop upgrades will benefit all users through ensuring compliance with the *Disability Discrimination Act 1992*. As of 30 June 2021, approximately 98% of Council's bus stops achieve compliance with the *Disability Discrimination Act 1992*. The remaining eleven sites are difficult to make compliant and consequently are under detailed review by the Department of Transport and Main Roads. The Disability Standards for Accessible Public Transport and Australian Standard 1428 expect 100% of bus stops to be compliant by 2022.

The Transport Levy continued to support the Sunshine Coast Mass Transit Project in 2020/21 with the project focus being on progressing and refining the draft Options Analysis report for Sunshine Coast Mass Transit in preparation for the comprehensive community engagement program which was endorsed by Council in August 2020. A major eight-week community engagement period was also undertaken between April 2021 and June 2021.

In 2020/21 the Transport Levy continued to fund the Council Link program, which provides an important service by improving community connectedness and reducing social isolation. Council Link fills an important gap in the community transport network for people who are ineligible for assisted transport schemes (e.g. Home and Community Care (HACC) Services and similar) but also find traditional public transport services difficult to access.

In 2020/21 the Transport Levy continued to fund the Conondale to Maleny FlexiLink trial service and the Peachester to Beerwah FlexiLink trial service. The FlexiLink services provide an affordable, reliable and accessible public transport option for people with limited public transport options.

The Transport Levy also continued to fund the Travel Behaviour Change Project. The underlying approach is to listen to people and develop a program of travel behaviour change initiatives based around people identifying the behaviours they want to avoid and finding ways to change, in addition to reinforcing good behaviour. Collaborative design workshops with key stakeholders and targeted community engagement have been undertaken to ensure the planning and design of the program will have support and the greatest chance for success. The Project is a key action identified in the Integrated Transport Strategy that will work towards achieving reduced car use, making better use of the car, and mode shift to walk, cycling and passenger transport.

Through existing arrangements with the Department of Transport and Main Roads, the Transport Levy provided the opportunity to expand the Household Travel Survey sampling on the Sunshine Coast, providing higher quality data to better understand travel behaviour such as monitoring mode share.

Council worked with the Department of Transport and Main Roads to improve and simplify access to bike lockers and shower facilities at the Maroochydore Bus Station. Council also worked with the Department to update and distribute 15,000 copies of the Public Transport User Guide, which helps residents and visitors make more informed travel decisions.

The further development of the strategic and associated transport models for the Sunshine Coast in conjunction with the Department of Transport and Main Roads was supported by levy funding. The ability to analyse current situations and options as well as to forecast network impacts and identify practical improvements are essential in meeting the challenge of growth in the region.

A range of other activities including communication campaigns and tools, data sourcing and analysis and advocacy was undertaken.

It is intended that the Transport Levy Annual Report 2020/21 (Appendix A) be made available on Council's website.

Legal

There are no known legal implications to this report.

Policy

The publication of an annual report meets the requirement to be open and transparent in relation to initiatives undertaken through the Transport Levy Policy.

This report aligns with and supports the Integrated Transport Strategy.

Integrated Transport Strategy

Objective 1: Connected and Integrated – An integrated transport system that connects people and places, supports future growth and serves the economy.

Strategy 1 – Connected passenger transport network

Strategy 2 – Integrated transport and land use

Objective 2: Smart and Sustainable – A transport system that provides increased travel choice and mobility across the region and is adaptable to emerging technologies and new business models.

Strategy 3 – A more healthy and active region

Strategy 4 – Changing our travel behaviour

Strategy 5 – Smart mobility for the future

Objective 3: Safe and Efficient – People and goods enjoy safe, reliable and convenient travel within an efficient transport system.

Strategy 6 – A safe, efficient and sustainable road and freight network.

Risk

There are no identified risks associated with this report. The annual communication of the Transport Levy Program achievements will ensure that the wider community and key stakeholders are aware of the outcomes achieved through the application of the Transport Levy Policy.

Previous Council Resolution

Ordinary Meeting 17 September 2020 (OM20/94)

That Council:

- (a) receive and note the report titled “Transport Levy Annual Report 2019/20” and
- (b) endorse the Transport Levy Annual Report 2019/20 (Appendix A).

Related Documentation

- Sunshine Coast Council Corporate Plan 2020-2024
- Sunshine Coast Council Integrated Transport Strategy
- Transport Levy Policy
- Sunshine Coast Community Strategy 2019-2041.

Critical Dates

There are no critical dates that relate to this report.

Implementation

Should the recommendation be accepted by Council, it is noted that the Chief Executive Officer will place the Transport Levy Annual Report 2020/21 (Appendix A) on Council’s web site and disseminated and communicated in consultation with the Communication Branch.

8.5 HERITAGE LEVY ANNUAL REPORT 2020/21**File No:** D2021/1431197**Author:** Coordinator Cultural Heritage Services
Economic & Community Development Group**Appendices:** App A - Heritage Levy Annual Report 2020/21 127  

PURPOSE

The purpose of this report is to present the Heritage Levy Annual Report 2020/21 to Council for consideration.

EXECUTIVE SUMMARY

The Sunshine Coast Heritage Levy (Heritage Levy) is used to document, research, conserve, protect, promote and provide access to those tangible and intangible items, places, facilities and events that define the stories, history and values of the people, communities and culture of the Sunshine Coast.

The Heritage Levy, which is generated by all ratepayers, plays an important role in enabling Council to deliver the Sunshine Coast Heritage Plan 2021-2031 (Heritage Plan) and ensures that Council effectively manages and conserves the region's heritage assets.

The annual Heritage Levy Program, aligned to the Heritage Plan and guided by the Heritage Levy Policy, delivers a range of projects under the five outcome areas of Knowledge, Conservation, Support, Communication, and Advocacy – all aimed at supporting the Heritage Plan's vision: *our heritage is our gift for the future*.

In 2020/21, the Heritage Levy amount of \$13 per rateable property raised \$1,894,591, which enabled Council to deliver a suite of programs under the Heritage Plan outcomes.

The 2020/21 Heritage Levy Program achieved:

- Endorsement of the Sunshine Coast Heritage Plan 2021-2031 by Council in February 2021
- First Nations Virtual Reality program completed. The program received a Museums and Galleries National Award (MAGNA) in the category of Interpretation, Learning and Audience Engagement (Level 2)
- Over \$183,000 in grants for community heritage organisations
- Built Heritage Conservation Fund projects in Landsborough, Caloundra, Maleny, Witta, Conondale and Yandina
- The Launch of the Regional Heritage Discovery Guide and marketing campaign including brochures for community museums and a range of tourism and accommodation outlets to promote our museum trail, and a range of collateral including promotional films
- Continued digitisation of significant regional collections, transcription of archival material, cataloguing and improved access to content through online platforms
- Updates to the Conservation Management Plans for Bankfoot House, and completion of other planning and state heritage approvals for proposed works
- A range of interpretive projects, including digital stories, exhibitions, and signage projects

- Sector development and support for the local heritage and museum sector through hands-on workshops, on-site activation programs, and expert advice.

OFFICER RECOMMENDATION

That Council:

- receive and note the report titled “Heritage Levy Annual Report 2020/21”
- note the Heritage Levy Annual Report 2020/21 (Appendix A) for the purpose of promoting Heritage Levy outcomes and
- acknowledge and thank the volunteers of the region’s community museums, heritage associations and groups that have contributed to the delivery of the Heritage Levy program outcomes for 2020/21.

FINANCE AND RESOURCING

In 2020/21, the Heritage Levy generated \$1,894,591 in revenue.

Table 1 provides an overview of the Heritage Levy Program revenue and expenditure for each of the funding sub-programs as at 30 June 2021.

Table 1: 2020/21 Heritage Levy actuals (revenue and expenditure) as at 30 June 2021

Revenue	2020/21 Actuals
Heritage Levy Revenue	\$1,894,591
Heritage Calendar Sales	\$2,288
Total Revenue	\$1,896,879
Expenditure by Outcome (Heritage Plan 2021-31)	2020/21 Actuals
Knowledge	\$45,517
Conservation	\$112,166
Support	\$315,507
Communication	\$181,723
Levy Management	\$294,715
Restricted Cash Funds (Heritage Levy Policy)	
Built Heritage Conservation Fund	\$76,141
Heritage Levy Futures Fund	\$871,110
Total Actual Expenditure	\$1,896,879

CORPORATE PLAN

Corporate Plan Goal: *Our strong community*

Outcome: 1.5 - Creative and innovative approaches to building a strong community

Operational Activity: 1.5.3 - Develop the annual Heritage Levy program to support the implementation of priority activities and projects identified in the Sunshine Coast Heritage Plan 2021-2031 including; planning for

the Sunshine Coast Regional Collection Store, development and delivery of an annual program of events and activities to activate Bankfoot House, building the capacity of the region's network of heritage community organisations, and support to First Nations priority projects

CONSULTATION

Councillor Consultation

- Councillor R Baberowski, Portfolio Councillor

Internal Consultation

- Manager, Arts, Heritage and Libraries
- Cultural Heritage Services team, Arts, Heritage & Libraries
- Finance Branch

External Consultation

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

Community Engagement

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

PROPOSAL

The Sunshine Coast Heritage Levy enables Council to invest in, and make accessible to the community, the research, conservation, protection, promotion and interpretation of those tangible and intangible items, places, stores, facilities and events that define the stories, history and values of the people, communities and culture of the Sunshine Coast.

Specifically, the Heritage Levy is used to achieve Council's vision for heritage in the region "*Our heritage is our gift for the future*", as identified in the Sunshine Coast Heritage Plan 2021-2031 (Heritage Plan), and its five key heritage outcome areas: Knowledge; Conservation; Support; Communication; and Advocacy.

Coordination and delivery of the annual Heritage Levy Program is overseen by the Cultural Heritage Services Team within the Arts, Heritage and Libraries Branch.

The Heritage Levy Program is developed annually to align with the five outcome areas of the Heritage Plan and is endorsed by Council as part of its annual budget deliberations.

The 2020/21 Heritage Levy Program Annual Report (Appendix A) summarises the key achievements under the five Heritage Plan Outcome areas:

Knowledge

Heritage, its value and significance to the Sunshine Coast community, is comprehensively identified, researched, recorded and shared.

Projects included:

- the ongoing digitisation of significant regional collections, including over 4,000 items from the Bill Robinson collection. This project includes making these collections available on-line on an easy to access, and searchable platform
- Transcription projects continued throughout the year, assisted by e-volunteers. These include long-held recordings of interviews about the region and life on the Sunshine Coast throughout the decades

- Ongoing improvements and training on the Collections database to improve visitor experience and search functions.

Conservation

Best practice conservation management and innovative solutions protect and conserve the Sunshine Coast's natural and cultural heritage for current and future generations.

Best practice at Bankfoot House included:

- Update of the Built and Landscape Conservation Management Plans
- Paint Analysis Report to inform heritage colour schemes for the structures on the property
- Heritage Impact Assessment completed for the proposed pathway and patio project – aimed at improving accessibility to the State Heritage Listed precinct
- Delivery of the annual Heritage Symposium, "Heritage: Sustainability and the Environment" with an emphasis on First Nations presenters leading the sessions at Bankfoot House
- Ongoing improvements to the precinct's collection management and storage facilities
- Completion of the First Nations Virtual Reality program telling the story of Bankfoot House area prior to European settlement. The program won a Museums and Galleries National Award (MAGNA) in the category of Interpretation, Learning & Audience Engagement (Level 2).

The Built Heritage Conservation Fund is used to undertake ongoing maintenance of Council owned or managed, State or Locally listed, heritage properties that are leased by community groups or associations. The Heritage Levy Policy stipulates that maintenance costs will be in line with maintenance and conservation plans.

- Projects in Landsborough, Caloundra, Maleny, Witta, Conondale and Yandina totalling \$76,141.

Support

Provide opportunities to stimulate understanding, activation and appreciation of the region's cultural heritage.

The Community Grants program funding provided:

- \$5,000 in Cultural Support Programs
- \$92,000 in the Community Partnership Funding Program, 13 organisations
- \$30,259 in the Events and Exhibitions Program, 3 projects
- \$37,937 in the Collection Care Program, 4 projects
- \$18,407 in COVID-19 Grants for heritage organisations, 8 organisations.

Other achievements:

- \$69,776 in community events and programs, including Sunshine Coast Open House
- \$32,598 in Interpretive projects, including "Allure of the Beach", Woombye and Eumundi digital stories, and collaborative cultural exhibitions with Caloundra Regional Gallery
- \$29,531 in professional development programs and support for the regional heritage sector (including community museum volunteers), including deaccessioning workshop, conservators undertaking Preservation Needs Assessments in targeted workshops (Landsborough, Nambour, Yandina), and the Cultural Heritage Services team delivering hands-on Strategic Planning and Exhibition Workshops.

- Digital programs attracted over 40,000 attendees, and included:
 - Sunshine Coast Council initiatives: virtual tours of Bankfoot stories (12), online exhibitions (8) – 11,500 digital attendees
 - Partner programs: Sunshine Coast Open House events (3), Stories from the Red Couch (5), Drama Merchant (4) – over 28,500 digital attendees.
- Face to face programs attracted over 37,700 attendees and included:
 - Museum boxes (seven exhibitions) with over 34,000 visitors (a proportion of library visitation)
 - Sector Development programs - Preservation Needs Assessment, Exhibition Development, and Strategic Planning workshops (25 workshops)
 - Public programs, including Heritage Plan consultation events, school group visits, the annual Heritage Symposium, and talks and workshops at Bankfoot House (41 events)
- Over 89,500 non-unique engagements with the heritage website.

Communication

Increased visibility of heritage to strengthen community identity, resilience, and awareness of Sunshine Coast's cultural heritage.

Achievements included:

- Regional Heritage Discovery Guide and marketing campaign launched, including a range of collateral and promotional films
- Annual student Cultural Heritage Prize awarded in partnership with the University of the Sunshine Coast
- Two internship positions provided through Council's My Summer Workplace Program
- Internal collaborations including the Dicky Beach interpretive project, in partnership with Council's Parks and Gardens branch
- Increasing Bankfoot House public open days from three to five days a week from April 2021.

Levy Management/Advocacy

Key decision makers have an increased awareness and appreciation of the region's diverse heritage

The new 10-year Heritage Plan was endorsed by Council in February 2021. This was a comprehensive process which involved internal and external stakeholder engagement to develop the draft plan, and included peer reviews and an extensive community engagement program.

The Cultural Heritage Services Team consists of four Full Time Equivalent staff. Their responsibilities include management of key programs relating to sector development, heritage and community grants and marketing, managing Bankfoot House including running tours, programming, and volunteers, managing Council owned heritage collections, and built heritage project support.

The Cultural Heritage Services team also worked with other areas of Council, government and community groups to provide advice for a number of heritage listed places and projects including:

- Dicky Beach interpretive project
- Nu Lu Park Nambour

- Landsborough Museum
- Queen of the Colonies Memorial, Moffat Beach
- Montville Memorial Gates; Caloundra Lighthouses
- Fairview (Pattimore) House
- The old pound site Landsborough
- Buderim Palmwoods Tramway
- Maroochy River Boathouses
- Woombye School of Arts Hall
- Eumundi Museum.

Challenges and Conclusion

Throughout the 2020/21 financial year, several planned Heritage Levy programs and events were impacted by the COVID-19 pandemic.

Many programs were re-imagined and became highly successful online and digital programs.

The hybrid model of delivering Heritage Plan outcomes will continue to be maintained where feasible, noting that online content has delivered an added benefit of increasing the reach and accessibility of the region's heritage stories, programs and collections.

It is intended that the Heritage Levy Annual Report 2020/21 (Appendix A) be made available on the Heritage website.

Legal

There are no legal implications relevant to this report.

Policy

The Sunshine Coast Heritage Plan 2021-2031 and the Heritage Levy Policy provide strategic direction and structure for the Heritage Levy.

The Heritage Levy is the key funding source for the implementation of the 10-year plan.

The annual Heritage Levy Program is developed in alignment with these documents and is endorsed by Council as part of the budget process.

Risk

The Heritage Levy Policy does not stipulate the requirement to develop an annual report. However, communication of the annual Heritage Levy Program achievements ensures that Council, the community and key stakeholders, including the heritage sector and its many volunteers, are aware of the outcomes achieved by Council through the Heritage Levy.

Previous Council Resolution

Ordinary Meeting 25 February 2021 (OM21/11)

That Council:

- (a) receive and note the report titled "Sunshine Coast Heritage Plan 2021-2031"*
- (b) adopt the "Sunshine Coast Heritage Plan 2021-2031" (Appendix A) and*
- (c) authorise the Chief Executive Officer to make necessary minor administrative amendments to finalise the "Sunshine Coast Heritage Plan 2021-2031" to allow for final editing and publication.*

Related Documentation

- Sunshine Coast Council Corporate Plan 2021-2025
- Sunshine Coast Community Strategy 2019-2041
- Sunshine Coast Heritage Plan 2021-2031
- Strategic Policy - Heritage Levy 2021

Critical Dates

There are no critical dates that relate to this report.

Implementation

Should the recommendation be endorsed by Council, the Heritage Levy Annual Report will be promoted in consultation with the Communication Branch.

8.6 QUARTERLY PROGRESS REPORT - QUARTER 1 2021/22**File No:** D2021/1313512**Author:** Acting Coordinator - Corporate Planning and Performance
Office of the CEO**Appendices:** App A - CEO's Quarterly Highlights Report, Quarter 1 2021/22 135

App B - Operational Plan Activities Report, Quarter 1 2021/22 157

**PURPOSE**

This report presents the Quarterly Progress Report for Quarter 1, 2021/22. The report covers the period 1 July to 30 September 2021 and has been prepared to inform Council and the community on the implementation of operational activities, significant projects and service highlights from Council's Operational Plan 2021/22.

EXECUTIVE SUMMARY

Each quarter, Council receives a progress report on the delivery of the Operational Plan 2021/22. The report once adopted, is published and made available to the community.

The report comprises:

- Appendix A – Chief Executive Officer's Quarterly Highlight Report Quarter 1, 2021/22
- Appendix B – Operational Plan Activities Report Quarter 1, 2021/22.

Below is a summary of key highlights achieved throughout Quarter 1, 2021/22, grouped by our corporate plan goals.

Our Strong Community

- \$2,517,398 in community grants were awarded across 256 applications, providing help to our community at a grassroots level, with the next three years of funding endorsed for community groups through the community and environmental partnership and sports field maintenance programs
- The \$1.65 million Beerwah Community Meeting Place opened in September 2021 providing flexible, multi-functional indoor/outdoor meeting areas and social spaces suitable for all sorts of group sizes and ages
- Sunshine Coast's Local Disaster Management Group participated in a mock 'major oil spill' training drill in August 2021, and Council launched Get Ready Sunshine Coast – a disaster management podcast – in September 2021.

Our Environment and Liveability

- Council adopted the Stormwater Management Strategy in August 2021 to provide more effective stormwater management for our community and ensure our waterways are healthy, protects people and property from flooding and utilises stormwater and rainwater as a resource
- Stage one of the \$2 million Sugar Bag Road Mountain Bike Hub building works were completed. The hub includes the Sunshine Coast's first pump track, public dual slalom track, a café and bike hire facility, amenities and bike wash down area

- 10 Sunshine Coast residents joined the New Planning Scheme Community Reference Group in August 2021 to guide future opportunities for the community to have a say on developing a new planning scheme for our region.

Our Resilient Economy

- \$70 million – which represents 71% of Council's total available purchasing spend for the quarter went to local businesses.
- \$24.3 million in estimated economic benefit generated from 12 Sunshine Coast events with 51,000 guests attending
- 2336 Sunshine Coast businesses accessed specialist advice, information, workshops and events that support economic development in the region.

Our Service Excellence

- 87,189 customers were assisted through the development and customer contact centres
- 2519 building approvals issued with a construction value of \$525 million
- \$6 million was invested into our road network to rehabilitate and resurface 15.3 kilometres in length and a total area of 121,651m² - for the safety of our community

Our Outstanding Organisation

- Structural works at the Maroochydore Administration Building were completed, including the Level 10 building top out in September 2021
- Council commenced the 'Inclusion Habits' pilot program in September 2021 to build on its suite of diversity and inclusion initiatives
- Council's Sunshine Coast Airport Expansion Project was the winner of the Civil Contractors Federation Queensland Award for a Queensland project valued above \$75 million.

On 21 July 2021, Council welcomed the International Olympic Committee's announcement that Brisbane, Queensland secured the rights to host the 2032 Olympic and Paralympic Games. The Sunshine Coast will play an integral role in the games and be home to four key venues and several sporting events during the Olympic Games, including football, basketball, marathon, mountain biking, cycling and kiteboarding. The Sunshine Coast will also host multiple days of road-based events (marathon and road cycling) during the 2032 Paralympic Games. Council has commenced extensive planning for the staging of the Games that will continue to support the liveability and connectivity of our region.

OFFICER RECOMMENDATION

That Council receive and note the report titled "Quarterly Progress Report - Quarter 1 2021/22".

FINANCE AND RESOURCING

Financial reporting information is not included in this report. A Financial Performance Report is provided to Council each month covering operating revenue and expenses and capital programs.

This report is developed and funded within the current operational budget.

CORPORATE PLAN

Corporate Plan Goal:	<i>Our outstanding organisation</i>
Outcome:	We serve our community by providing this great service
Operational Activity:	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 J Natoli and Councillor E Hungerford as Portfolio Councillors for An Outstanding Organisation prior to the Ordinary Meeting.

Internal Consultation

Consultation has occurred with relevant Coordinators, Managers and each Group Executive to provide accurate information on service delivery and operational plan activities.

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

- Built Infrastructure Group
- Business Performance Group
- Customer Engagement and Planning Services Group
- Economic and Community Development Group
- Liveability and Natural Assets Group
- Office of the Mayor and Office of the CEO.

External Consultation

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

Community Engagement

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

PROPOSAL

Under the requirements of the *Local Government Act 2009* and *Local Government Regulation 2012*, Council is required to consider a regular report from the Chief Executive Officer outlining the achievements in delivering on the outcomes in its corporate and operational plans.

This report provides information on the following for consideration by Council.

Progress report

The Chief Executive Officer's Quarterly Highlights Report – Quarter 1, 2021/22 (Appendix A) consists of a summary of achievements under each of the corporate plan goals.

Operational Plan Activities Report - Quarter 1, 2021/22 (Appendix B) provides details on the implementation of the 70 activities outlined in Council's Operational Plan 2021/22. It includes the status of each activity covering percentage complete, on time and on budget indicators as well as progress commentary.

Legal

There is a legislative requirement to provide a report on performance against the corporate and operational plans. This report meets the requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012*.

Policy

There is no policy associated with the presentation of a quarterly progress report however it is a component of the Corporate Strategic Planning and Reporting Framework.

Risk

In accordance with Council's Risk Management Framework, the risks and opportunities identified in relation to the quarterly progress report include:

- reputation/public image: the report provides information on Council's operational plan and service delivery with both qualitative and quantitative updates to the community
- legislative: the report meets the legislative requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012* and
- business activity: the report keeps Council informed about the progress of the operational plan activities and risk associated with their budget and schedule.

Previous Council Resolution**Ordinary Meeting 19 August 2021 (OM21/75)**

That Council:

- (a) receive and note the report titled "**Quarterly Progress Report - Quarter 4, 2020/21**"*
- (b) note the Chief Executive Officer's Quarterly Highlights Report - Quarter 4, 2020/21 (Appendix A) and*
- (c) note the Operational Plan Activities Report - Quarter 4, 2020/21 (Appendix B) reporting on implementation of the Corporate and Operational Plans.*

Related Documentation

- Corporate Plan 2021-2025
- Operational Plan 2021/22
- 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. Legislation requires the report to be presented to Council at intervals of not more than three months.

Implementation

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.

8.7 OCTOBER 2021 FINANCIAL PERFORMANCE REPORT

File No: D2021/829150
Author: Coordinator Financial Services
 Business Performance Group

PURPOSE

To meet Council's legislative obligations, a monthly report is to 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 October 2021 in terms of the operating result and delivery of the capital program.

Operating Performance

Table 1: Operating Budget as at 31 October 2021

	Original Budget \$000	Current Budget \$000
Total Operating Revenue	498,433	498,628
Total Operating Expenses	479,602	484,168
Operating Result	18,832	14,460

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

OFFICER RECOMMENDATION

That Council receive and note the report titled "October 2021 Financial Performance Report".

FINANCE AND RESOURCING

This report sets out the details of Council's financial performance and investments for the month ending 31 October 2021 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

Portfolio Councillor Consultation

Consultation has been undertaken with the Portfolio Councillor, E Hungerford.

Internal Consultation

This report has been written in conjunction with advice from:

- 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 2021/22 Investment Policy and
Sunshine Coast Council's 2021/22 Debt Policy.

Risk

Failure to achieve the budgeted operating result will negatively impact Council's capacity to complete its capital expenditure program.

Previous Council Resolution

Ordinary Meeting 16 September 2021 (OM21/87)

That Council:

- receive and note the report titled "**Budget Review 1 2021/22**"*
- adopt Appendix A as tabled, pursuant to sections 169 and 170 of the Local Government Regulation 2012, Council's amended budget for 2021/22 financial year incorporating:*
 - the statement of income and expenditure*
 - the statement of financial position*
 - the statements of changes in equity*
 - the statement of cash flow*
 - the relevant measures of financial sustainability*
 - the long term financial forecast*
 - the Debt Policy*
- note the following documentation applies as adopted 24 June 2021*

- (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*
 - (iii) *the Revenue Statement and*
 - (iv) *the rates and charges to be levied for the 2021/22 financial year and other matters as adopted 24 June 2021 and*
- (d) *endorse the Minor Capital Works Program (Appendix B).*

Special Meeting Budget 24 June 2021 (SM21/3)

That Council adopt Appendix A as tabled, pursuant to sections 169 and 170 of the Local Government Regulation 2012, Council's budget for 2021/22 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. the Debt Policy (adopted by Council resolution on 27 May 2021)*
- viii. the Revenue Policy (adopted by Council resolution on 27 May 2021)*
- 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 2021/22 Capital Works Program, endorse the indicative four-year program for the period 2023 to 2026, and note the five-year program for the period 2027 to 2031*
- xii. the rates and charges to be levied for the 2021/22 financial year and other matters as detailed below in clauses 3 to 12*
- xiii. endorse the 2021/22 Minor Capital Works Program*
- xiv. establish a \$5 million internally restricted Disaster Rehabilitation Reserve.*

Related Documentation

2021/22 Adopted Budget

Critical Dates

There are no critical dates for this report.

Implementation

There are no implementation details to include in this report.

8.8 AUDIT COMMITTEE MEETING 6 OCTOBER 2021**File No:** D2021/1387007**Author:** Manager Audit and Assurance
Office of the CEO**Appendices:** App A - Audit Committee Minutes - 6 October 2021 187  **PURPOSE**

To provide Council with information on matters reviewed at the Audit Committee Meeting held on the 6 October 2021 (*Section 211 Local Government Regulation 2012*) and make recommendation to Council on any matters that the Audit Committee considers need action or improvement (*Section 105 of the Local Government Act 2009*).

EXECUTIVE SUMMARY

The Audit Committee is a mandatory Advisory Committee of Council established in accordance with Section 105 of the *Local Government Act 2009*. The Committee is comprised of Mr Mitchell Petrie (External Chair), Mr Pat McCallum (External Member), Councillor J Natoli and Councillor E Hungerford.

The Audit Committee agenda was distributed electronically to all Councillors on 1 October 2021 with agenda comprised of the following:

- Draft 2020/21 Financial Statements and Current Year Financial Sustainability Statement

OFFICER RECOMMENDATION**That Council:**

- receive and note the report titled “Audit Committee Meeting 6 October 2021” and**
- endorse the Audit Committee Minutes 6 October 2021 (Appendix A).**

FINANCE AND RESOURCING

There are no finance and resourcing issues associated with this report.

CORPORATE PLAN**Corporate Plan Goal:** *Our outstanding organisation***Outcome:** We serve our community by providing this great service**Operational Activity:** S30 - Governance – providing internal leadership, legal opinion, governance and audit functions ensuring legislative accountability, transparency and ethical obligations are supported.**CONSULTATION****Councillor Consultation**

Councillor members of Audit Committee were present at the Audit Committee meeting when minutes were confirmed.

Internal Consultation

Chief Executive Officer, Group Executives, Chief Strategy Officer and Chief Financial Officer were present at Audit Committee meeting when minutes were confirmed.

External Consultation

External members of the Audit Committee were present at Audit Committee meeting when minutes were confirmed.

PROPOSAL

The Audit Committee is a mandatory Advisory Committee which meets four times each year and is established in accordance with *Section 105 Local Government Act 2009*. The Committee has no delegated authority and is a source of independent advice to Council and to the Chief Executive Officer.

The Audit Committee is comprised of Mr Mitchell Petrie (External Chair), Mr Pat McCallum (External Member), Councillor J Natoli and Councillor E Hungerford. The Audit Committee agenda was distributed electronically to all Councillors.

The overall objective of the Audit Committee is to assist the Council and the Chief Executive to discharge their duties, in particular:

- Corporate Governance and responsibilities in relation to the organisation's financial reporting, internal control structure, risk management systems and the external and internal audit functions
- maintain an independent and objective forum promoting transparency, accountability and an ethical culture throughout Council
- maintain by scheduling regular meetings, open lines of communications with Council, Executive Management, External Audit and Internal Audit, to exchange information and views
- oversee and appraise the quality and efficiency of audits conducted by both the Internal and External Audit functions and
- ensure both the Internal and External Audit functions are independent and effective.

In accordance with *Section 211 of the Local Government Regulation 2012*, the Audit Committee must provide Council with a written report about the matters reviewed at the Audit Committee Meeting and make recommendation to Council on any matters that the Audit Committee considers need action or improvement (*Section 105 of the Local Government Act 2009*).

The matters reviewed at the 6 October 2021 Audit Committee Meeting are recorded per agenda sequence below:

4.2 External Audit**4.2.1 Draft 2020/21 Financial Statements and Current Year Financial Sustainability Statement**

Council has a statutory obligation to prepare "General Purpose" Financial Statements on an annual basis, culminating in audit certification later in October, before publication in Council's Annual Report.

The general purpose financial statements and current year financial sustainability statement for 2020/21 have been audited by our external auditors, the Queensland Audit Office (QAO) to ensure accounting and legislative compliance.

A summary of the final audit is contained in the Queensland Audit Office Closing Report to the Audit Committee for the financial year ended 30 June 2021.

The Queensland Audit Office expect to issue an unmodified audit opinion in relation to the audited 2020/21 general purpose financial statements and current year financial sustainability statement.

Legal

Compliance with the *Local Government Act 2009* and *Local Government Regulation 2012*.

Risk

Specific risks have been detailed in the various agenda reports.

Previous Council Resolution**Ordinary Meeting 14 October 2021 (OM21/98)**

That Council:

- (a) receive and note the report titled "**Audit Committee Meeting 6 September 2021**" and
- (b) endorse the *Audit Committee Minutes 6 September 2021 (Appendix A)*.




Related Documentation

Audit Committee Agenda for 6 October 2021 was distributed electronically to all Councillors on 1 October 2021.

Implementation

Implementation of the Audit Committee resolutions, internal and external audit recommendations are monitored by the Audit Committee.

8.9 COUNCILLOR EXPENSES REIMBURSEMENT AND PROVISION OF FACILITIES AND SUPPORT POLICY

File No:	D2021/1409410
Author:	Coordinator Councillor Governance Office of the CEO
Appendices:	App A - Councillors Expenses Reimbursement and Provision of Facilities and Support Policy 199 ↓ 
Attachments:	Att 1 - Councillors Expenses Reimbursement and Provision of Facilities and Support Policy - marked up 209 ↓  Att 2 - Councillor Expenses Reimbursement and Provision of Facilities and Support Policy - comparison table 219 ↓ 

PURPOSE

The purpose of this report is for Council to consider amendments to the *Councillor Expenses Reimbursement and Provision of Facilities and Support Policy* (the Policy). In accordance with section 249 of the *Local Government Regulation 2012* (the Regulation), the Policy should provide for the:

- payment of reasonable expenses incurred, or to be incurred, by Councillors for discharging their duties and responsibilities as Councillors and
- provision of facilities to Councillors for that purpose.

EXECUTIVE SUMMARY

Every local government in Queensland is required to adopt an expenses reimbursement policy. Amendments to that Policy must also be endorsed by Council.

The Policy sets the parameters to authorise the payment of reasonable expenses incurred, or to be incurred, by Councillors and to provide facilities to support Councillors in discharging their duties and responsibilities. The Policy applies to the Mayor and all Councillors.

Council's existing policy was adopted on 12 October 2017. The Policy has been reviewed principally to ensure it is current, robust, reflects the intent of amendments to the *Local Government Act 2009* in recent years and to take account of emerging environmental factors such as technology and contractual arrangements.

The amendments proposed do not deviate significantly from the existing policy but aim to improve transparency and make clearer the conditions that apply in approving expenditure and the allocation of facilities.

The most significant alteration is the recommendation to remove mandatory contributions for personal use of mobile devices. This recommendation is made due to changes to Council's new telecommunications contract which sees all national calls and text messages included in the monthly plans. The result is that the administrative cost to recover those contributions is likely to be far greater than the amounts to be recovered.

The new Policy also introduces the concept of operational support. This includes the new *Provision of Administrative Support to Councillors Guidelines* (in accordance with section 170AA(1) of the *Local Government Act 2009*) as well as *Provision of Communication Support to Councillors Guidelines*.

Under section 186(b) of the Regulation, Council's annual report must include information about the expenses incurred under the expenses reimbursement policy.

The amended policy is attached as Appendix A.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Councillor Expenses Reimbursement and Provision of Facilities and Support Policy"
- (b) endorse the amended *Councillor Expenses Reimbursement and Provision of Facilities and Support Policy (Appendix A)* in accordance with section 250 of the *Local Government Regulation 2012* to replace the *Councillors' Expenses Reimbursement and Provision of Facilities Policy* which was approved by Council on 12 October 2017
- (c) request the Chief Executive Officer to publish the amended Policy on Sunshine Coast Council's website and ensure a copy of the Policy can be inspected and purchased at Sunshine Coast Council's public office in accordance with section 251 of the *Local Government Regulation 2012*
- (d) determine entitlements annually as part of the budget adoption process and
- (e) remove the Media Engagement Policy – Councillor from Council's policy register.

FINANCE AND RESOURCING

The adoption of this policy will have minimal impact on the 21/22 financial year budget. The amended policy does not provide for additional resources or funds beyond those already endorsed.

CORPORATE PLAN

Corporate Plan Goal: *Our outstanding organisation*
Outcome: We serve our community by providing this great service
Operational Activity: S27 - Elected Council – providing community leadership, democratic representation, advocacy and decision-making.

CONSULTATION

Councillor Consultation

All Councillors were invited to attend consultation meetings. Consultation has occurred with all Councillors either through meetings or email communications.

A consultation meeting was also held with representatives from the Office of the Mayor and the Office of the CEO.

Following the initial consultation, Councillors were further engaged by email and were given the opportunity to make comment on the subsequently amended Policy.

Internal Consultation

Executive Manager Office of the CEO
Chief of Staff
Coordinator CEO Governance & Operations
Coordinator Governance Process & Policy

External Consultation

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

Community Engagement

Community Engagement has not been undertaken in relation to this report. However, the Regulation requires that a copy of the Policy be published on Council's website and be available for purchase by the public at Council's public office. Councillor expenditure under the Policy must also be published in Council's annual report.

PROPOSAL

A review of the *Councillors' Expenses Reimbursement and Provision of Facilities Policy* has been conducted. This review has been undertaken to improve efficiency and transparency, to ensure it meets reasonable community expectations and that it is adaptive to changing operational needs and the intent of legislative amendments in recent years. The proposed amendments are marked up in the attached policy (Attachment 1).

The most significant changes relate to contributions for the personal use of Council facilities, such as vehicles and mobile devices.

Due to changes to Council's telecommunications contract, it was necessary to review the process used to determine personal use contributions from Councillors for mobile devices use. Council's new mobile device plans are now inclusive of all national calls and text messages so it is no longer possible to easily identify a percentage of use that may be considered personal use.

Several methods to enable the calculation of a reasonable personal use contribution have been explored including as percentages of either plan or device costs. In all scenarios, the administrative cost to recoup the contribution outweighs the recoverable amount. For example, the most efficient way to recover fixed amount is by fortnightly payroll deduction. If the principle that personal use represents 5% of calls is applied, the fortnightly deduction is \$0.90 per Councillor (\$23.40 per annum). The administrative cost to establish the deduction is in the vicinity of \$60.

During the consultation process, some Councillors expressed that they wished to continue to make personal use contributions for mobile device use. To accommodate this in the most effective manner, the policy has been amended such that Councillors can make voluntary contributions directly to Council (ie, outside of the payroll deduction process) as they see appropriate. The Policy also makes clear that the costs associated with excessive or unreasonable personal use must be reimbursed to Council.

In addition, some Councillors have separated personal and business affairs by using personal devices and/or vehicles for personal use and Council devices/vehicles for business use. Amendments to the policy remove the obligation for Councillors to make personal use contributions where it is confirmed that there is no personal use due of the asset to the existence of separate devices/vehicles.

A new section has now been included in relation to Operational Support. Amendments to the *Local Government Act 2009* required the Chief Executive Officer to develop guidelines for the provision of administrative support. These guidelines were implemented in October 2020 and are now referenced in the Policy. Councillors also receive operational support in the form of communications assistance. In keeping with the notion of operational support, the Policy now introduces the *Provision of Communication Support to Councillors Guidelines*.

The information contained in the *Provision of Communication Support to Councillors Guidelines* as well as the *Councillor Portfolio System and Protocols* duplicate much of the content of the 2012 endorsed *Media Engagement Policy – Councillors*. As such, it is recommended that this now obsolete policy be removed from Council's policy register.

Other proposed amendments to the Policy include:

- structural changes to align with document structures of other Council policies, including a new policy statement and policy commitment
- a new section to make clear the budget parameters that apply each financial year
- more robust criteria for professional development, travel costs, parking, meals, hospitality and corporate gifts
- a new section related to expense approval conditions
- clarity on the allocation, replacement and return of Council assets
- amend the timing before the Mayor is required to make a personal use contribution for a Council fleet vehicle while on personal leave to “more than two weeks”
- acknowledgement that Councillors may take on “other non-Council roles” from time to time (as endorsed by Council) and that Council will be reimbursed the costs associated with the use of Council assets in undertaking those roles and
- updated definitions.

For ease of reference, also attached (Attachment 2) is a document that compares both the existing and proposed policies side by side.

Legal

Under section 250 of the Regulation, Council must adopt by resolution an expenses reimbursement policy. Amendments to that policy must also be made by resolution.

In accordance with section 186(b) of the Regulation, the expenses incurred by, and facilities provided to, each Councillor under the Policy must be published in Council’s annual report.

Policy

If adopted, this policy replaces the *Councillors’ Expenses Reimbursement and Provision of Facilities Policy* dated 12 October 2017. It will become effective from the date of adoption.

Risk

Council will not be complying with the Regulation if relevant expenses incurred and facilities provided are not reflected in the Policy.

Previous Council Resolution

Ordinary Meeting 12 October 2017 (OM17/192)

That Council:

- (a) *receive and note the report titled “Councillors’ Expenses Reimbursement and Provision of Facilities Policy”*
- (b) *endorse the amended Councillors’ Expenses Reimbursement and Provision of Facilities policy (Appendix A) pursuant to section 250 of the Local Government Regulation 2012*
- (c) *request the Chief Executive Officer to publish the amended Policy on Sunshine Coast Council’s website and ensure a copy of the policy may be inspected and purchased at Sunshine Coast Council’s public office in accordance with section 251 of the Local Government Regulation 2012 and*
- (d) *determine entitlements annually as part of the budget adoption process.*

Related Documentation

Local Government Act 2009

Local Government Regulation 2012

Public Records Act 2002

Public Sector Ethics Act 1994

Advertising Spending Policy

Advocacy and Engagement Expenses Policy

Business Recordkeeping Policy

Code of Conduct for Councillors in Queensland

Councillor Portfolio System and Protocols

Councillors Acceptable Request Guidelines

Entertainment and Hospitality Policy

Information and Communications Technology (ICT) Acceptable Use Policy

Local Government Elections Policy

Motor Vehicle Fleet Management Policy

Procurement Policy (annual) and Contract Manual

Provision of Administrative Support to Councillors Guideline

Provision of Communications Support to Councillors Guideline

Sunshine Coast Council's Corporate Plan


Critical Dates

There are no critical dates relevant to this report.

Implementation

Once amendments to the Policy have been formally adopted, the publication of the Policy will occur as soon as practicable. Any future budget adjustments will be undertaken as part of the budget development and review process.

8.10 PROPOSED PLANNING SCHEME AMENDMENT - ADDITIONAL SOUTH EAST QUEENSLAND REGIONAL PLAN SITES AND OTHER ZONING MATTERS

File No:	D2021/829157
Author:	Interim Coordinator Planning Scheme Amendments Customer Engagement & Planning Services Group
Appendices:	App A - Explanatory Memorandum109/278  App B - Amendment Instrument131/278 
Attachments:	Att 1 - Consultation Report181/278 

PURPOSE

The purpose of this report is to:

- present to Council the outcomes from public consultation on the proposed *Sunshine Coast Planning Scheme 2014 (Major Amendment) - Additional South East Queensland Regional Plan Sites and Other Zoning Matters* and
- seek Council's endorsement to:
 - not proceed with that part of the proposed planning scheme amendment relating to Bli Bli
 - proceed with the remaining parts of the proposed planning scheme amendment, without changes, and
 - forward the revised version of the proposed amendment to the Planning Minister seeking approval to adopt the amendment and thereby incorporate it into the planning scheme.

EXECUTIVE SUMMARY

The proposed *Sunshine Coast Planning Scheme 2014 (Major Amendment) - Additional South East Queensland Regional Plan Sites and Other Zoning Matters* was subject to public consultation from 2 November to 4 December 2020.

The proposed planning scheme amendment seeks to amend the zoning and local plan provisions relating to specific sites (located at Bli Bli, Chevallum/Forest Glen, Landsborough and Yandina), which have been identified for inclusion in an urban zone to respond to the expansion of the Urban Footprint under the *ShapingSEQ South East Queensland Regional Plan 2017* (SEQ Regional Plan) or have been subject to recent planning decisions affecting land use.

During the public consultation period, Council received a total of 678 submissions, the vast majority of which were in relation to the proposed Bli Bli amendment (581 submissions).

Attachment 1 – Consultation Report provides a summary of the key issues/concerns raised in those submissions and Council's proposed response.

The submissions received in relation to the proposed planning scheme amendment raised a range of issues/concerns, which generally included matters relating to housing demand and economic benefits, character and amenity, traffic and infrastructure, zoning, flooding, environmental values, cultural heritage, agricultural land, community infrastructure and the public consultation process.

Following the consideration of submissions received in relation to the proposed Bli Bli amendment and in response to new or changed circumstances or information, it is considered that further investigations are required in relation to cultural heritage and flooding. These investigations are unlikely to be able to be completed in the short term and even if completed, have the potential to materially impact the nature of the proposed amendment which would then require this part of the proposed amendment to be re-notified. On this basis, it is recommended that Council not proceed with the Bli Bli part of the proposed amendment at this time. Instead it is proposed that the outcomes from these further investigations be considered and reflected in a revised and updated planning proposal incorporated as part of a future planning scheme amendment or the new planning scheme.

Notwithstanding the significance of these outstanding issues, it is considered that the Bli Bli land remains suitable to be developed for urban purposes in some form and that in not proceeding with this part of the amendment at this time it is not intended to give the impression that the Bli Bli land should remain undeveloped indefinitely.

It is considered that the issues/concerns raised in submissions in relation to the proposed amendment at Yandina, Landsborough and Chevallum/Forest Glen are appropriately addressed either by the existing planning scheme provisions or by the content of the proposed planning scheme amendment. It is therefore recommended that Council proceed with these parts of the proposed planning scheme amendment, without changes.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Proposed Planning Scheme Amendment - Additional South East Queensland Regional Plan Sites and Other Zoning Matters”
- (b) having considered all submissions received about the proposed planning scheme amendment, decide to
 - (i) not proceed with that part of the proposed planning scheme amendment relating to land at Bli Bli and
 - (ii) proceed with the remaining part of the proposed planning scheme amendment, without changes (Appendix A and Appendix B)
- (c) delegate authority to the Chief Executive Officer to progress and finalise the revised proposed planning scheme amendment in accordance with the *Planning Act 2016* and the Minister’s Guidelines and Rules and
- (d) adopt the revised proposed Sunshine Coast Planning Scheme (Major Amendment) – Additional South East Queensland Regional Plan Sites and Other Zoning Matters, subject to receiving advice from the Planning Minister that Council may proceed to adopt the amendment.

FINANCE AND RESOURCING

Sufficient funds are allocated in the Strategic Planning Branch 2021/22 budget to finalise the proposed amendment to the *Sunshine Coast Planning Scheme 2014*.

CORPORATE PLAN

Corporate Plan Goal:	<i>Our environment and liveability</i>
Outcome:	We serve our community by providing this great service
Operational Activity:	S14 - Sustainable growth and network planning – providing land use planning, social policy, infrastructure planning and charges, flood mapping, transportation planning and environmental initiatives.

CONSULTATION

Councillor Consultation

Councillors were briefed about the proposed planning scheme amendment during a workshop on the planning scheme amendment program held on 31 August 2020. A further specific briefing about the Bli Bli part of the proposed amendment was provided to the Divisional Councillor subsequent to the August workshop.

Internal Consultation

To help inform submission responses, consultation has occurred with relevant internal officers from the following Groups and Branches:

- Customer Engagement and Planning Services Group:
 - Development Services Branch, in relation to transport and traffic matters
- Liveability and Natural Assets Group:
 - Environment and Sustainability Policy Branch, in relation to community infrastructure
- Built Infrastructure Group:
 - Transport and Infrastructure Planning Branch, in relation to flooding, transport and traffic matters

External Consultation

There has been no external consultation undertaken in relation to this report. However, engagement activities were conducted during the formal consultation period and the submissions received from external parties were reviewed as part of the preparation of this report (see Community Engagement Section below for further details).

A number of parties sought meetings about the proposed Bli Bli part of the proposed amendment subsequent to the formal community consultation period and additional information has also been provided by landowners for the Bli Bli site and representatives of the Kabi Kabi First Nation. Consistent with Council's normal practice, where additional information has been provided, it has been considered as supplementary to submissions already made.

Community Engagement

The proposed planning scheme amendment was subject to formal public consultation from 2 November to 4 December 2020.

The consultation and communication strategy implemented during the public consultation period included:

- public notice published in the Courier Mail (including online in the Courier Mail and the Sunshine Coast Daily) on 31 October 2020
- written notice (letters and emails) sent prior to the commencement of the public consultation period to all affected and adjoining landowners (including an information sheet applicable to the relevant site) with details of the proposed planning scheme amendment
- copy of public notice and amendment documentation made available at all Council offices, Council libraries and on Council's website
- industry newsflash issued to all regular planning scheme users and community members that have previously expressed an interest in receiving information about planning scheme and development matters

- dedicated webpage on Council's 'Have Your Say' webpage, including a copy of the public notice, amendment documentation, information sheets and online submission form
- briefings to key stakeholder groups, including Organisation Sunshine Coast Association of Residents (OSCAR) and affiliates (e.g. Sunshine Coast Environment Council (SCEC)), Urban Development Institute of Australia (UDIA), Bli Bli Community Association and Yandina and District Community Association (YADCA)
- various phone, e-mail and counter enquiries.

During the public consultation period, Council received a total of 678 submissions in relation to the proposed planning scheme amendment.

PROPOSAL

This report presents to Council the outcomes from the public consultation on the proposed planning scheme amendment.

Background

At the Ordinary Meeting of Council, held on 28 March 2019, Council decided to amend the *Sunshine Coast Planning Scheme 2014*, relating to Additional SEQ Regional Plan Sites and Other Zoning Matters.

The proposed planning scheme amendment seeks to amend the zoning and local plan provisions relating to specific sites (located at Bli Bli, Chevallum/Forest Glen, Landsborough and Yandina), which have been identified for inclusion in an urban zone to respond to the expansion of the Urban Footprint under the *ShapingSEQ South East Queensland Regional Plan 2017* (SEQ Regional Plan) or have been subject to recent planning decisions affecting land use. This is the second round of proposed amendments responding to changes in regional land use categories and seeking to further align the planning scheme with the SEQ Regional Plan.

In accordance with the *Planning Act 2016* and the *Minister's Guidelines and Rules*, the proposed planning scheme amendment was sent to the Planning Minister on 3 June 2019, for formal consideration of State interests and to seek approval for Council to proceed to public consultation. Council received approval from the Planning Minister by letter dated 13 May 2020, that Council may commence public consultation, subject to Ministerial conditions.

The proposed planning scheme amendment, as amended to reflect the Minister's conditions, was subsequently placed on formal public consultation for a period of 25 days, from 2 November to 4 December 2020.

Outcomes of public consultation and consideration of issues

In response to public consultation on the proposed planning scheme amendment, Council received a total of 678 submissions (354 submissions offering provisional or full support for the proposed amendment and 324 submissions either partially or completely objecting to the proposed amendment).

The vast majority of submissions received were in relation to the Bli Bli part of the proposed amendment - 581 submissions. 313 of these submissions outlined provisional or full support for the proposed amendment while 268 submissions objected to the proposed amendment. Most of these submissions take a pro-forma approach.

Submissions were also received in relation to the other parts of the proposed amendment as follows:

- Yandina - 48 submissions (18 submissions outlined provisional or full support and 30 submission objected to the proposed amendment)
- Landsborough - 21 submissions (8 submissions outlined provisional or full support and 13 submission objected to the proposed amendment)

- Chevallum/Forest Glen - 3 submissions (2 submissions outlined provisional or full support and 1 submission objected to the proposed amendment) and
- Whole of the amendment package - 17 submissions (6 submissions outlined provisional or full support and 11 submission objected to the proposed amendment).

8 submissions raised matters that are considered to be outside the scope of the proposed amendment and generally sought a change in the zoning of another specific site. It is proposed that these submissions be referred for consideration as part of the preparation of the new Sunshine Coast Planning Scheme project.

Attachment 1 – Consultation Report provides a summary of the key issues/concerns raised in submissions and Council’s proposed response.

Proposed Bli Bli Amendment (Bli Bli Northern Village)

Submissions received in relation to the proposed Bli Bli amendment raised a range of issues/concerns, which relate to:

- demand for residential land and associated economic benefits
- the proposed local centre
- road infrastructure and traffic
- housing, density and building height
- character and amenity
- environmental values, including significant vegetation, waterways and wetlands
- flooding
- cultural heritage
- community infrastructure
- agricultural land
- public notification process and
- alignment with the SEQ Regional Plan.

It is considered that the majority of the issues/concerns raised in submissions in relation to the proposed Bli Bli amendment are appropriately addressed either by the existing planning scheme provisions or by the content of the proposed planning scheme amendment.

However, in response to the consideration of submissions it was identified that part of the proposed Bli Bli amendment area is registered as a cultural heritage site on the Department of Aboriginal and Torres Strait Islander Partnerships (DATSIP) cultural heritage database and register and that this registration occurred in January 2020.

The State Planning Policy’s cultural heritage state interest sets out that when a local government is making or amending their planning scheme, matters of Aboriginal cultural heritage and Torres Strait Islander cultural heritage are to be appropriately conserved and considered to support the requirements of the *Aboriginal Cultural Heritage Act 2003* and the *Torres Strait Islander Cultural Heritage Act 2003*.

The inclusion of this site on the DATSIP cultural heritage database and register was not a matter raised during the formal consideration of State interests, which commenced on 3 June 2019 and concluded on the 13 May 2020, when Council received approval from the Planning Minister that it may commence public consultation. Accordingly, the proposed Bli Bli amendment, as publicly notified, did not consciously reflect consideration of the cultural heritage values present on the land or in the local area.

To ensure that the proposed Bli Bli amendment appropriately values, protects and promotes these cultural heritage values, and in accordance with Council’s first nations partnership

arrangements, it is considered that further consultation is required with the representatives of the Kabi Kabi First Nation. Whilst productive discussions have occurred between Council, the relevant landowners and representatives of the Kabi Kabi First Nation (and a Cultural Heritage Assessment has been prepared), consultation and engagement remains ongoing with no formal agreement about how the proposed planning scheme amendment can best reflect cultural heritage values, and in particular, those values that are considered intangible rather than archaeological in nature.

A number of submissions were also received in relation to flooding. Some submitters articulate concerns about filling of the land and impacts on downstream properties, including waterways and wetlands. Other submitters express concerns about climate change, sea level rise and the requirements of the QCoast 2100 program, which provided the framework for the development of the Sunshine Coast Council Coastal Hazard Adaptation Strategy (CHAS).

A fit for purpose flood risk assessment was undertaken as part of the preparation of the proposed planning scheme amendment. This assessment determined that, at a strategic level, the proposed Bli Bli site has development potential, subject to compliance with the requirements of the *Sunshine Coast Planning Scheme 2014*.

The proposed Bli Bli Northern Village Master Plan (Figure 7.2.4B of the proposed Bli Bli Local plan code) presented an indicative plan of development that allowed for a 15% loss of flood storage from the site. The strategic intent of the planning scheme allows for the loss of flood storage only in rare circumstances where an overriding community benefit can be demonstrated. The potential community benefit identified in this case was the implementation of a whole of catchment flood management solution for Bli Bli as explicitly addressed by PO11 of the Bli Bli Local plan code. Amongst other things, this was anticipated to include material improvement, through widening, of the downstream cane drain network to be funded or undertaken by the owners of the Bli Bli land.

However, since the development of the Bli Bli Local plan code performance outcomes and the preparation and public notification of the proposed Bli Bli amendment, new information has arisen through the South Maroochy Drainage Board Ministerial Infrastructure Designation (MID) proposal and updated Council flood modelling which raises questions about whether PO11 of the Bli Bli Local plan code can practicably or certainly be achieved in the way previously anticipated. This in turn raises doubt about the extent of any identified community benefit proposed to offset the loss of flood storage.

Further, the adoption of the Coastal Hazard Adaptation Strategy by Council on 27 May 2021 has identified that the Maroochy Estuary and Floodplain, particularly the Maroochy River flood storage preservation area will need a plan for the transition of inundation prone agricultural areas to wetland ecosystem services. If any community benefit is only temporary but the loss of floodplain storage is permanent, then this obviously lessens the long term community benefit. This was not considered in the drafting of the local plan area code.

Furthermore, the nature of the drain works likely to be delivered are of a significantly lower financial value than originally anticipated when determining that a 15% loss of flood storage was reasonable. The nature of the drain works should be re-evaluated to be consistent with the adaptation response pathway outlined in the Coastal Hazard Adaptation Strategy, while also being mindful of managing landowner concerns about the importance of continuing to maintain the drains.

It is considered that appropriate address of matters relating to cultural heritage and flooding may require material modifications to the current planning scheme proposal and on this basis it is recommended that Council not proceed with that part of the proposed amendment relating to Bli Bli, at this time. This will provide the opportunity for further investigations to be undertaken in relation to these issues and for the outcomes of these investigations to be fully considered and reflected as part of a future planning scheme amendment package or the new Sunshine Coast Planning Scheme project.

It is important to note that notwithstanding the significance of these outstanding issues, it is considered that the Bli Bli land remains suitable to be developed for urban purposes in some form and that in not proceeding with this part of the amendment at this time it is not intended to give the impression that the Bli Bli land should remain undeveloped indefinitely. The Bli Bli land is a significant area of land included within the Urban Footprint and endeavours should continue to ensure that it can be utilised as efficiently as possible in a way that appropriately reflects updated constraints, cultural heritage considerations and the public interest as a whole.

Proposed Yandina, Landsborough and Chevallum/Forest Glen Amendment

The issues/concerns raised in submissions received in relation to the proposed Yandina, Landsborough and Chevallum/Forest Glen amendment generally included matters relating to:

- the proposed Low impact industry and Low density residential zones
- infrastructure easements
- character and amenity
- environmental values
- land suitability and demand for residential land
- flooding
- traffic and infrastructure capacity
- housing choice
- agriculture land
- public notification process.

It is considered that the issues/concerns raised in submissions in relation to the proposed amendments at Yandina, Landsborough and Chevallum/Forest Glen are appropriately addressed either by the existing planning scheme provisions or by the content of the proposed planning scheme amendment. It is therefore recommended that Council proceed with these parts of the proposed planning scheme amendment, without changes.

Conclusion

Having considered all submissions received in relation to the proposed planning scheme amendment and to address new or changed circumstances and information, it is recommended that Council:

- not proceed with that part of the proposed amendment relating to the land at Bli Bli and
- proceed with the remaining parts of the proposed amendment, without changes.

Appendix A – Amendment Instrument and **Appendix B – Explanatory Memorandum** provide details on the proposed post-consultation changes to the planning scheme amendment. The proposed post-consultation changes relate to the removal of that part of the proposed amendment relating to Bli Bli. For ease of reference, proposed text changes are highlighted in yellow in the Amendment Instrument.

Legal

No legal advice has been sought in the preparation of this report.

The *Planning Act 2016* and the *Minister's Guidelines and Rules 2020* sets out the process that a local government must follow when amending a planning scheme. Where necessary, legal advice may be sought during the amendment process to ensure compliance with these statutory requirements.

Policy

The proposed planning scheme amendment will ensure that the planning scheme is updated to reflect changes to the Urban Footprint under the SEQ Regional Plan.

The state government oversees a Growth Management Program that monitors the take up and availability of land supply in South East Queensland. The sites subject to this proposed planning scheme amendment will assist in the availability of additional urban zoned land supply for the Sunshine Coast.

Risk

It is preferable that Council proceed with the proposed planning scheme amendment to reflect a preferred zoning approach to these additional SEQ Regional Plan sites in order to avoid strategic planning matters having to be determined through the development assessment process and potentially undermining aspects of the *Sunshine Coast Planning Scheme 2014*.

It is pertinent to note that the proposed planning scheme amendment will be subject to further consideration by the Planning Minister as part of the final State interest review, which could result in changes to the content of the proposed planning scheme amendment or a direction not to proceed with or to reinstate aspects of the proposed planning scheme amendment.

Previous Council Resolution**Ordinary Meeting 28 March 2019 (OM19/46)**

That Council:

- (a) *decide to amend the Sunshine Coast Planning Scheme 2014 in accordance with section 20 (Amending planning schemes under Minister's rules) of the Planning Act 2016 and*
- (b) *delegate authority to the Chief Executive Officer to carry out the statutory process to prepare and progress the proposed Sunshine Coast Planning Scheme 2014 (Major Amendment) – Additional South East Queensland Regional Plan 2017 Sites and Other Zoning Matters in accordance with section 20 of the Planning Act 2016 and the Minister's Guidelines and Rules.*

Related Documentation

Sunshine Coast Planning Scheme 2014

Planning Act 2016

ShapingSEQ South East Queensland Regional Plan 2017

Minister's Guidelines and Rules 2020

Critical Dates

There are no critical dates relevant to this report. However, it is considered prudent that the proposed planning scheme amendment be progressed as soon as practical to ensure that land use decisions are led by an amendment process.

Implementation

If Council decides to proceed with the proposed planning scheme amendment (excluding the proposed Bli Bli amendment), delegation is sought for the Chief Executive Officer to complete the following actions in accordance with the relevant statutory requirements:

- provide a copy of the Consultation Report to each person who made a properly made submission about the proposed planning scheme amendment

- upload a copy of the Consultation Report to Council's website
- write to the Planning Minister seeking approval to adopt the proposed planning scheme amendment and
- once approval is received from the Planning Minister, place an adoption notice in the Queensland Government Gazette and the Courier Mail and prepare the updated version of the planning scheme (incorporating the amendment) for commencement.

8.11 CANAL MAINTENANCE PROGRAM REVIEW**File No:** D2021/829136**Author:** Coordinator Coastal, Constructed Water Bodies & Planning
Liveability & Natural Assets Group**Appendices:** App A - Review of Canal Maintenance Procedures233/278 

PURPOSE

The purpose of this report is to present the findings of an independent review of Council's canal maintenance procedures and the associated recommendations for Council consideration.

EXECUTIVE SUMMARY

Within the Sunshine Coast Local Government Area, Council is responsible for the maintenance of a number of canal systems which have been constructed since the early 1970s.

As part of this responsibility, Council has a number of obligations in relation to the management of these assets including maintenance of canal profiles for navigation purposes, general maintenance of canal beach design profile (where practicable), and the removal of vegetation, illegal or unsafe structures.

In response to ongoing community concerns about the service levels being provided for these assets, an independent review (The Review) of Council's canal maintenance procedures was undertaken, which also considered the organisation's statutory obligations under the *Coastal Protection and Management Act 1995* (CPM Act).

The Review was conducted by Cardno Engineering Consultants who have significant experience in a range of canal developments within the region.

The Review included the following:

- Council's legislative requirements
- maintenance operations including dredging program, de-silting program, rock scour protection replacement
- amenity considerations of the canal systems
- Council's protocols for engagement with external stakeholders
- consultation with a range of internal/ external stakeholders
- Council's current quality assurance practices for maintenance programs, reporting and data management
- similar Queensland LGA's canal maintenance procedures and how these compare with Sunshine Coast Council programs.

The Review focus was on services associated with canal systems only and not coastal constructed water bodies best defined by where boats must pass through a weir, lock or other type of control structure to access.

The Review did not cover non-related canal operational elements such as water quality concerns associated with adjacent development sites or midge control. Any comments of this nature were referred to the applicable area within Council for action.

The Review found that while Council generally complies with the roles and responsibilities associated with the *Coastal Protection and Management Act 1995* (as per previous advice obtained by Council), a number of recommendations to provide improvements to the program were made.

This report presents the review findings and the associated recommendations for Council consideration.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Canal Maintenance Program Review”**
- (b) support prioritisation and implementation of the recommended actions from the “Review of Canal Maintenance Procedures” (Appendix A) and**
- (c) refer funding required to implement the recommendations of the “Review of Canal Maintenance Procedures” (Appendix A) to the next available budget review or annual budget process for consideration.**

FINANCE AND RESOURCING

The independent review was funded from the Coastal and Waterways Operational funds.

A number of the recommendations are able to be undertaken within the current staffing and resourcing allocations subject to minor changes in process.

In order to implement several of the review recommendations, funding is required including staff/resourcing to coordinate implementation, and these will be referred to the next available budget review and/or annual budget process.

There are a range of funding options available, however it is intended to continue current funding arrangements (funded by general rates) which is allocated to support contract arrangements.

CORPORATE PLAN

Corporate Plan Goal: *Our environment and liveability*

Outcome: We serve our community by providing this great service

Operational Activity: S10 - Beaches, foreshores, coastal infrastructure and canals – providing dredging and sand replenishment, maintenance of dune fencing, revetment walls, jetties, boat ramps, pontoons, groynes and beach access, canal locks, weirs and pumps.

CONSULTATION

Councillor Consultation

Internal consultation with Councillors was undertaken via a Councillor Workshop.

External Consultation

Targeted community engagement was undertaken via two face to face/teams meetings during and post the review process. Up to 25 community members were in attendance at each meeting and two formal submissions were received.

Feedback from this targeted consultation included:

- general support for review outcomes
- a request that the new lower sand profile arrangements be monitored to ensure improved service cycle is effective

- ensuring budget levels are maintained (core/CPI)
- support for the implementation program
- recognition of the importance of improved communication.

Community Engagement

Targeted community engagement as per above external consultation.

PROPOSAL

In response to ongoing community concerns about the service levels being provided for these assets, an independent review of Council's canal maintenance procedures was undertaken, which also considered the organisation's statutory obligations under the *Coastal Protection and Management Act 1995* (CPM Act).

The Review was conducted by Cardno Engineering Consultants who have significant experience in a range of canal developments within the Region.

The Review included the following:

- Council's legislative requirements
- maintenance operations including dredging program, de-silting program, rock scour protection replacement
- amenity considerations of the canal systems
- Council's protocols for engagement with external stakeholders
- consultation with a range of internal/ external stakeholders
- Council's current quality assurance practices for maintenance programs, reporting and data managements
- similar Queensland LGA's canal maintenance procedures and how these compare with Sunshine Coast Council programs.

Recommendations / Findings

While The Review found that Council generally complies with statutory requirements in relation to canal maintenance/ management, it also provides a broad range of recommendations (refer Appendix A). It is proposed that these recommendations, as summarised below are supported for prioritisation and implementation.

1. Responsibility for Canal Maintenance and Level of Service

The Review recommends an update of current engagement documentation (e.g. canal owners handbook) and the development of specific canal system maintenance plans to provide details on the following:

- the statutory obligations of Council in relation to canal maintenance
- the type and frequency of the canal maintenance which will be undertaken by Council as a level of service
- explaining the responsibility of the landowner to maintain the revetment wall and private structures (including site drainage)
- explaining Council usually would not undertake works of a discretionary nature and, where it does undertake such works, it is not obliged to maintain those works in a particular manner, including for the improvement of aesthetics.

As part of this updated engagement process, it is also suggested that Sunshine Coast Council gives consideration to the preparation of a database showing the original canal

design profiles at each property. This database would also include details of the required “top up” levels to be achieved by the dredging contractors, as well as information regarding intervention levels which would trigger an investigation in to cause of the issue. This would eliminate much of the uncertainty which currently exists among residents regarding maintenance operations.

2. Dredging Approvals

The Review recommends that Council undertakes a review of its current Environmental Authority for dredging to ascertain if the approved thresholds for the quantity of material permitted to be removed are consistent with current and planned dredging operations. It is also recommended that consideration is given to extending the areas included in the Environmental Authority to include the Wurtulla and Pelican Waters canal systems and a minor Mooloolah River addition.

3. Dredging Specification

The Review recommends that the dredging contract tender documents (due for renewal in Jun 22) require:

- Tenderers to provide additional data regarding their offered equipment, including typical production rates and operating depth ranges. This will ensure that the most effective equipment is chosen, in terms of both cost and the length of time required to complete the dredging program.
- The dredging specification needs to provide details for the beach topography to be achieved following dredging and also a documented communication protocol with residents.
- The dredging specification also includes requirements in relation to the protection of private structures from damage by dredging equipment, as well as providing clear guidelines regarding the mooring of dredging equipment at private structures.

4. Dredging Equipment

No recommended changes as there is an upper limit to the size of the dredges which can be used within the canals for beach replenishment, as very high delivery rates will result in much of the placed material running back into the canal, decreasing the efficiency of the operation and increased turbidity within the canal due to greater volume of return water would also result in increased turbidity.

Note other LG's use similar dredging equipment as the Sunshine Coast, with the majority of the dredging undertaken by a 4 inch dredge and with a cyclone separator used for placement of sand to the canal beaches. A 6 inch dredge is utilised for larger scale dredging.

5. Finishing of Beach Profiles

The Review recommends, a post-dredging beach profile, with levels closer to the original design levels, be adopted. This would go some way towards addressing the issues raised by residents regarding the steepness of the completed beach slopes and would also allow the frequency of maintenance dredging to be increased.

It is also endorses that Council standardises the finishes to the beach profiles required to be achieved by the dredging contractors by specifying that hand profiling of the dredge-placed sand is not required. This is likely to result in reduced costs and increased efficiency, as has been the experience of other LG's within its canal systems, where the placed sand is permitted to redistribute due to wave and tidal action.

Refer to Figure 3-1 within Appendix A.

6. Dredging Turbidity Control

The Review recommends that compliance checks are undertaken by Council with respect to the requirements of the dredging Environmental Authority and the dredging specification. If it

is found that the specified turbidity control measures are insufficient, it is recommended that enhanced measures are implemented.

7. Desilting Operations

The Review recommends Council continues to undertake a program of removal of silt from canals. To ensure that this program is targeted and effective, it is recommended a program of regular bed surveys of the canals is implemented and include in the vicinity of stormwater drainage outlet structures and other locations prone to siltation.

The survey data will enable the formulation of a program for the removal of the silt. This is also likely to require sampling and testing of the silt deposits.

The timing of the siltation surveys may initially coincide with the overall canal surveys but will be required to be adjusted to suit the desilting program. It is suggested that pre and post-desilting surveys are undertaken in a manner similar to the pre and post-dredging surveys.

8. Rock Scour Protection

Where only rock scour protection is utilised as part of the original design profile the intent will be to stop undertaking any sand renourishment at these locations. As per the section on Finishing of Beach Profiles above this would again allow the frequency of maintenance dredging to be increased.

Also note while undertaking works in relation to the rock scour protection is not a statutory obligation of Council, the Review recommends the continuation of the current Council practice of placing new rock scour protection in areas which experience sand loss and proves difficult to stabilise between maintenance dredging cycles. This recommendation is due to this work undoubtedly assisting Council in discharging broader statutory obligations of the CPM Act.

These measures also need to ensure the property owner indemnifies Council (and is recorded as a property note) for any liability associated with the additional work including an understanding that no subsequent sand dredging will occur on site.

9. Vegetation Removal

The placement of sand to high levels on the beaches has also enabled non-marine grass species to become established in some areas, resulting in exaggerated beach profiles, particularly when further stabilisation is carried out by residents.

These areas often detract from the general amenity of the canal and the vegetation has historically been removed by Council when necessary. Observations show that the removal of this vegetation has not been consistent over time and between canal systems.

Other local authorities have adopted the approach of removing all vegetation within their canal systems, as they see this as part of their statutory maintenance obligations.

It is recommended that Sunshine Coast Council adopts a similar consistent approach to vegetation removal throughout its canal systems.

In areas where beach profiles have become exaggerated due to the historical placement of sand to high levels, and sometimes combined with stabilisation by vegetation, other Local Governments have adopted an approach of removing the vegetation and allowing the profile to return closer to the design profile. Additional sand is not placed in these areas until this occurs.

10. Illegal Structures

The Review found that other Local Governments remove illegal structures within canals prior to maintenance dredging. They view this as part of their obligation to maintain canals in their "as-designed" condition. Through Council's compliance process, residents are provided with notification prior to the removal of these structures.

It is suggested that Council implements a similar approach which may include the establishment of a separate fit for purpose local law. This would have a similar effect to that described above resulting from the removal of vegetation and allowing canal beaches to revert to the original design profile.

11. Communication with Residents

It is recommended that Council implements a joint communication protocol with the dredging contractors to ensure that the communication process is standardised. This process should be as part of the documentation for the dredging contracts and include a standard notification letters to residents.

12. Litter Control

In canal areas which regularly exhibit significant quantities of accumulated litter, Council may wish to investigate the source of this litter and also the effectiveness of any existing litter control measures within the catchment and possible additional management measures which may be warranted.

13. Canal Surveys

To ensure that the canal maintenance dredging program is targeted and effective, it is recommended that a program of regular bed surveys (e.g. pre and post dredging) of the canals is implemented to identify locations prone to siltation and to formulate a program for its removal. This is also likely to require sampling and testing of the silt deposits.

14. Quality Control, Reporting and Data Management

The Review recommends the development of a quality assurance system, which provides for the following:

- standardised naming conventions and storage locations for each category of records
- documented processes of actions required to be undertaken and records obtained, prior to, during, and following canal maintenance activities
- documented processes for monitoring activities and inspections undertaken
- standardised reporting procedure to document and evaluate the effectiveness of canal maintenance activities
- procedure to document and address non-conformances

15. Outcomes from Discussions with Other Local Authorities

The discussions with other south-east Queensland local authorities, which have the responsibility for the maintenance of canals have provided valuable insights into their canal maintenance activities. A number of these items have been included for consideration and implementation for Sunshine Coast Council's program.

A further beneficial outcome from these discussions has been the desire from all of the local authorities to establish an ongoing working group to discuss and improve the overall approach to the maintenance of canals in south-east Queensland.

Legal

Implementation of The Review recommendations would ensure Council's legislative obligations in relation to the management of canal assets are continuing to be met.

Policy

Report is consistent with Council's Operational Plan 2021-22, endorsed service levels and asset management plans in relation to these assets.

Risk

There are a range of risks associated with the maintenance of canals including safety, reputation, service delivery, compliance and finance. Operational risks are managed through the organisation's risk management framework and implementation of the review's recommendations will assist in this regard.

In addition, all safety aspects associated with council's canal maintenance activities are being progressed via an organisational safety working group with a focus on improving Council's risk framework, with interim actions such as improved exclusion areas, pipe demobilisation when unattended and an independent audit regime already progressed.

Previous Council Resolution**Ordinary Meeting 20 July 2017 (OM17/123)**

That Council:

- (a) *receive and note the report titled "Long Term Asset Management Plans" and*
- (b) *adopt the Asset Management Plans (Appendices A – G), to guide Councils future asset management and capital works planning activities.*

Related Documentation

- Environmental Operations Branch Service Level Review Summary 2012
- Coastal and Environmental Infrastructure Asset Management Plan 2017/18-2022/23
- Artificial Waterways Handbook April 2019













Critical Dates

Review implementation to commence prior to (and as part of), the canal dredging contract renewal due June 2022.

Implementation

Should the recommendations of this report be supported by Council, a number of the recommendations will be implemented progressively with the current staffing and resourcing allocations. Those priority recommendations requiring additional funding will be referred to the next available budget and/or annual budget process for consideration.

8.12 COMMERCIAL USE OF COMMUNITY LAND - HIGH USE PROCESS

File No:	D2021/1386466
Author:	Acting Coordinator Community Land Permits & Parking Customer Engagement & Planning Services Group
Appendices:	App A - Proposed Activities and Locations 263   App B - Proposed Fees and Charges 269  
Attachments:	Att 1 - Community Land and Complementary Commercial Activity Policy 271   Att 2 - Tracked Changes - Location and Activity Review .. 279   Att 3 - Location and Activity Assessment - 4.3 - Pedal Boat Hire - Charles Clarke Park 289   Att 4 - Location and Activity Assessment - 4.2 - Learn to Surf Lessons - Mooloolaba Beach 293  

PURPOSE

The purpose of this report is to seek Council endorsement of the proposed activities and locations (Appendix A) to be included in the 2022-2025 High-use / high-impact Commercial Use of Community Land Expression of Interest (EOI) process, and to endorse the proposed fees and charges (Appendix B) to operate a business on council-controlled land.

EXECUTIVE SUMMARY

The 2019 High-Use / High-Impact Commercial Use of Community Land Permits (High-Use Permits) are due to expire on 30 June 2022. These permits allow businesses on the Sunshine Coast to conduct high-impact commercial activities on council-controlled land such as, refreshment vans, learn to surf lessons and beach equipment hire businesses, for three (3) years.

The Community Land and Complementary Commercial Activity Policy (Attachment 1) was adopted in April 2011 and reviewed in May 2017. Since April 2011, Council has undertaken 3 EOI processes and awarded permits to successful applicants for the following permit periods:

- 1 July 2013 to 30 June 2016
- 1 July 2016 to 30 June 2019
- 1 July 2019 to 30 June 2022.

As per the Policy, it is a requirement that an Expression of Interest process be conducted every three (3) years, including a review of existing activities and locations to ensure the permits continue to align with the primary purpose of the location, changing needs in the community and the community's expectations.

Through this year's review process officers have identified several changes, including:

- removal of four locations due to these remaining vacant for a number of years and the locations no longer being appropriate for High-use / high-impact commercial use of community land due to increased community activity. Activities to be removed include:
 - Tandem Skydiving and Parachute Landings at Bulcock Beach, Kings Beach and Moffat Beach.
 - Kayak Tours at Moffat Beach.

- Change of activity at Charles Clarke Park, Mooloolaba from Stand Up Paddle Lessons to Pedal Boat Hire.
- Extension of existing approved location at Mooloolaba Beach for Learn to Surf Lessons and Elite Surf Coaching from Beach Access 182 to 183, to between Beach Access 182 to 194.

The changes to the activities and locations have been highlighted in Attachment 2 – Tracked changes – Location and Activity Review. The proposed Activities and Locations to be included in the 2022-2025 High-use / high-impact Commercial Use of Community Land Application Expression of Interest process is available in Appendix A.

Should Council endorse the activities and locations, the Expression of Interest process will be advertised and open for all prospective businesses to submit an application to operate their business for approved activities, and at approved locations, for the period 1 July 2022 to 30 June 2025. The Expression of Interest process will open on 15 November 2021 for 4 weeks.

All EOIs will be assessed by a panel of Council Officers in January 2022 and the successful applications will be presented to Council for endorsement in March 2022. Successful applicants will be awarded a permit to operate their business from 1 July 2022 to 30 June 2025 in accordance with Council's endorsement.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Commercial Use of Community Land - High Use Process”**
- (b) endorse the implementation of an expression of interest process for the awarding of permits for the period 1 July 2022 to 30 June 2025**
- (c) endorse the activities and locations to be included in the 2022-2025 High-Use / High-Impact Commercial Use of Community Land expression of interest process, as outlined in Proposed Activities and Locations (Appendix A) and**
- (d) endorse the proposed fees and charges, including the annual rental fees, proposed discounts, pro-rata arrangements and payment options for all new permits issued from 1 July 2022 to 30 June 2025, as outlined in Fees and Charges (Appendix B).**

FINANCE AND RESOURCING

The implementation of the EOI process is included in the existing operational budget and resourcing of the Customer Engagement and Planning Services Group.

All applicants will be required to pay a non-refundable fee of \$637. This is the cost-recovery application fee, adopted for the 2021/22 financial year, which covers the costs associated with assessing each EOI.

Those successful in being awarded a permit will be required to pay an annual rental fee based on the land they use to operate their business. Officers have recommended this fee be brought in line with the other rental fees for commercial permits being \$108 per square meter. This fee will be adopted for the period 1 July 2022 to 30 June 2025. This fee will be included in the 2022/2023 Register of Cost Recovery Fees and Commercial Charges. The current fee of \$97 per square meter was set in 2019 and has not been increased throughout the 3 year permit period in accordance with the previous resolution.

In relation to the rental fee, discounts are available based on the amount of time the land is used or for holding multiple permits. Activities where the operator is required to remove all equipment from council-controlled land and car parks following each lesson (or activity) are considered part-time use and may be eligible for a 50% rental fee discount. Permit holders who hold more than 1 permit for the same type of activity, and as such cannot operate in multiple locations at the same time, may be eligible for a 25% discount.

All information pertaining to fees and charges will be included in the information packs and available to prospective business operators at the time of submitting an EOI. As such it is necessary that the fees and charges be endorsed by Council prior to the EOI process opening on 15 November 2021.

The fees and charges relating to annual rental fees, proposed discounts, pro-rata arrangements and payment options are outlined in Appendix B – Fees and Charges.

CORPORATE PLAN

Corporate Plan Goal:	<i>Our service excellence</i>
Outcome:	We serve our community by providing this great service
Operational Activity:	S20 - 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

Councillor consultation was undertaken in relation to the proposed activities and locations to be included in the 2022-2025 EOI process.

Internal Consultation

Internal stakeholder consultation has been undertaken in relation to the review of activities and locations for inclusion in the 2022-2025 EOI process.

Internal consultation has resulted in stakeholders supporting the proposed locations and activities for inclusion in the upcoming Expression of Interest process, it is noted that any future review of activities, locations and policy should consider charging regimes to ensure it is a fair commercial rate based on businesses operating entirely on community land.

Table 1: Details of internal consultation

Branch	Comments	Actions
Built Infrastructure		
Civil Asset Management	Supported, continue permits with current conditions	
Parks and Gardens	Supported, continue permits with current conditions	
Traffic and Transport	Supported, continue permits with current conditions	
Business Performance		
Property Management	<p>No objections to the proposed activities and locations subject to consultation with Department of Resources for activities at the following locations:</p> <ul style="list-style-type: none"> • Clarke Place Park, Caloundra • Charles Clarke Park, Mooloolaba, • Elizabeth Daniel Sports Complex Car Park, Buderim 	<p>Consultation has been undertaken with the State during the development of the High-Use Permit process and are supportive of the locations listed.</p>

Branch	Comments	Actions
	These sites are State Reserve under Council's control as Trustee and compliance with the Department's Secondary Use of Trust Land under the Land Act 1994 Policy is required.	
Customer Engagement and Planning Services Group		
Customer Response	Supported, no concerns in relation to the permit proposals. Conditions for the Mobile Dog Wash need to include wastewater management.	Conditions for the Mobile Dog Wash are included in the information pack and any permits issued
Economic and Community Development		
Sports Venues & Development	Support the proposal for Mooloolaba Beach provided the permit restricts surf lessons from occurring between the flags	This condition has been included in the information pack for applicants and will be included in any permits issued
Tourism and Major Events	No objections to the proposed activities	
Office of the Mayor and CEO		
Major Project and Strategic Property	Request that any future review of activities, locations and policy should consider charging regimes to ensure it is a fair commercial rate based on businesses operating entirely on community land.	Charging regimes and fees will be included in future review of the Community Land and Complementary Commercial Activity Policy.
Livability and Natural Assets Group		
Design & Placemaking	No comments or suggestions on the proposed permits	
Environmental Operations	Supported, no concerns in relation to the permit proposals Council requires unhindered access to beach locations for the relevant renourishment projects. Permit holders need to be aware Council cannot guarantee the beach profile in some areas which change during the year.	Conditions providing Council priority access to all locations included in the permit conditions. Permit holders accept limitations of working in public space as part of permit conditions.
Project Delivery	Supported, no concerns.	

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.

Community Engagement

There has been no community engagement undertaken as part of this report.

The EOI process will open on 15 November 2021 for 4 weeks and will be advertised through online communication tools, print media and spotlight radio.

PROPOSAL

Sunshine Coast community land is already in high demand for community use and Council continues to receive proposals for commercial activities which can take advantage of the region's natural assets. The demand on Council's open space is driven by:

- Population growth.
- Increased living densities.
- Having a health-aware and physically active community.
- An increased need to move activities to open space due to the COVID-19 pandemic.
- Continued high visitation to the region.

As outlined in the Policy, Council is committed to ensuring that land set aside for the community is preserved for community use in accordance with its obligations under the *Land Act 1994*, *Local Government Act 2009*, and relevant Council local laws. The framework and principles outlined in the Policy are designed to complement the relevant legislation and ensure any allowance for commercial activity also provides a benefit to the community with minimal disruption to the community's use of the area.

The 2019 High-Use Permits are due to expire on 30 June 2022. As per the Policy, it is a requirement that an EOI process and review of the existing activities and locations be conducted every 3 years.

In preparing the activities and locations for the 2022-2025 EOI process Community Land Permits undertook consultation with Councillors and internal stakeholders in relation to existing activities and locations. Officers also reviewed the existing commercial activities to determine if they had been of interest to commercial operators in previous years. Through this process the following changes have been made to the Activities and Locations for the 2022-2025 EOI process (Attachment 2).

- the removal of 4 permits including Tandem Skydiving & Parachute Landings at Bulcock Beach, Kings Beach, Moffat Beach and Kayak Tours at Moffat Beach. The Tandem Skydiving & Parachute Landings permits have been vacant since 2013 and the Kayak Tours has been vacant since 2018. These locations have also had an increase in public use since originally offered for commercial use in 2013.
- Change to activity and location being Pedal Boat Hire at Charles Clarke Park Mooloolaba foreshore. The location was previously approved for the activity of Stand Up Paddle Lessons and has been vacant until July 2020. The new activity was proposed by a commercial operator in 2020. A Low Use/Low Impact permit was issued to trial this activity at this location. Under the Low Use/Low Impact permit approval the activity is limited to a maximum of 3 days a week and a maximum of 6 hours a day. The Low Use/Low Impact permit was approved by the delegated officer in consultation with internal stakeholders.
- amendment of 1 activity location for Surf Based Business at Mooloolaba Beach to extend the permitted area from Beach Access 182 to 194. The permitted activity and locations from Beach Access 182 to 183 was previously endorsed by Council in 2019.

Pedal Boat Hire at Charles Clarke Park, Mooloolaba (change of activity)

Council officers have considered a new activity and location being Pedal Boat Hire at Charles Clarke Park Mooloolaba foreshore. An assessment for this activity has been included as Attachment 3. The location was originally endorsed by Council in February 2019 for the Stand Up Paddle Lessons however the permit has remained vacant. In July 2020 an application was made to allow Pedal Boat Hire under a Low Use/Low Impact permit. This permit was limited to a maximum of 3 days a week at 6 hours per day. The permit holder requested Council consider the activity for the High-Use Permit process in 2022.

Following consultation this proposed activity and location has been supported as it meets the principles outlined in the Policy while providing activation which aligns with the primary purpose of open space, being recreation.

A location and activity assessment for this new activity has been included as Attachment 3.

Surf Based Business at Mooloolaba Beach (Amendment)

Council officers have considered an amendment to an activity location for a Surf Based Business at Mooloolaba Beach which currently operates between Beach Access 182 and 183. The activity and location was originally endorsed by Council in February 2019. An assessment for this amendment has been included as Attachment 4. The proposal is to increase the area within which the activity can operate, changing the location from Beach Access 182 to 183 to Beach Access 182 to 194.

Following consultation this amendment to the activity and location has been supported as it continues to meet the principles outlined in the Policy while providing the operator with additional area to conduct their business in poor surf conditions. The permit conditions will ensure that the activity does not conflict with the use of the flagged patrol area, the current level of operation will be maintained, and recreational users will continue to be given priority.

A location and activity assessment for this amendment has been included as Attachment 4.

Expression of interest process

To open the 2022-2025 EOI process Council officers are seeking Council endorsement of the activities and locations to be included in the 2022-2025 permit period as outlined in Appendix A.

The proposed timeline for the EOI process is as follows:

Month	Activity
10 November 2021	Council endorsement regarding activities and locations for inclusion in 2022 EOI process and preparation of EOI process, including forms and key communications to interested businesses.
15 November 2021	Advertise EOI process for 4 weeks from 15 November 2021 to 12 December 2021
January 2022	Assess expressions of interest
March 2022	Council presented with the successful applicants for endorsement
April 2022	Notify all applicants of Council decision and issue permits

Prior to the EOI process being opened, it is necessary that Council endorse the fees and charges associated with the use of council-controlled land for High-Use permits. This will ensure prospective business operators are aware of the costs associated with their permit for the period 1 July 2022 to 30 June 2025.

It is proposed that the EOI process be open for 4 weeks, for the period 15 November 2021 to 12 December 2021, allowing all interested parties to submit an EOI. The EOI process will be heavily advertised, using both internal and external communication tools, with direct mail to relevant target audiences, including prospective business operators.

Following the advertising of the EOI process closing on 12 December 2021, an assessment panel will convene to assess all EOIs received. EOIs will be assessed based on evaluation criteria outlined in the Community Land and Complementary Commercial Activity Policy.

The assessment panel will make final recommendations to Council in March 2022 in relation to successful applicants. It is important that council meets these timelines for the permits to be issued by 30 April 2022, to provide reasonable time for the successful applicants to prepare for the commencement of the approved activity prior to 1 July 2022. This timeline is also important to allow the unsuccessful applicants reasonable time to raise any questions with council on the approval process.

Legal

Council manages land that falls into four categories:

1. Freehold land owned by Council.
2. Reserves under the control or management of Council as Trustee under the *Land Act 1994*.
3. Roadways (formed and unformed) other than State controlled roads (*Local Government Act 2009* and the *Transport Operations (Road Use Management) Act 1995*).
4. Pathways, footpaths, bathing reserves and foreshores (Local Laws).

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* applies to reserves under the Act that Council holds as trustee.

Council awards permits for High-Use / High-Impact activities under its Community Land and Complementary Commercial Activity Policy. The local law permit that is issued is on the basis that there are no exclusive use or ongoing rights to the land as, under the *Land Act 1994*, Council cannot grant same over a Reserve without meeting further requirements under the Act.

For activities approved to take place on freehold land, pathways, footpaths, bathing reserves, foreshores and roads, the provisions set out in Council's local laws will apply. Applicable local laws include:

- *Local Law 1 (Administration) 2011 and Subordinate Local Law 1 (Administration) 2016, Schedule 6 Commercial use of local government controlled areas and roads*
- *Local Law 4 (Local Government Controlled Areas, Facilities, Infrastructure and Roads) 2011 and Subordinate Local Law 4 (Local Government Controlled Areas, Facilities, Infrastructure and Roads) 2011*
- *Local Law 5 (Parking) 2011 and Subordinate Local Law 5 (Parking) 2011*
- *Local Law 6 (Bathing Reserves) 2011 and Subordinate Local Law 6 (Bathing Reserves) 2011*

As Trustee, Council is required to adhere to the provisions set out in the *Land Act 1994* regarding Trustee Permits, and therefore must comply with the following conditions:

Section 60 Trustee Permits

1. a trustee may issue a trustee permit for the use of all or part of trust land.
2. a trustee permit must not be inconsistent with the community purpose of the trust land and the requirements prescribed under a regulation.
3. if a trustee permit is for more than 1 year, the trustee must lodge a copy of the permit for registration in the appropriate register.
4. a trustee permit must not be for more than 3 years.
5. if there is a registered mandatory standard terms document that applies generally to trustee permits –

- a. A trustee must not issue a trustee permit under this section unless the standard terms document forms part of the trustee permit; and
 - b. The trustee permit is of no effect if the document does not form part of the trustee permit.
6. subsection (5) applies to a trustee permit whether or not it is required to be registered.
- In addition, the *Land Regulation 2009, section 13* and *section 60* state that a trustee permit for the use of all or part of trust land –
- a. must state that the Minister or the trustee must give the permittee 28 days notice of the Minister's or the trustee's intention to cancel the permit; and
 - b. may not be issued for a part of the trust land that is subject to a trustee lease; and
 - c. must not allow the construction of structural improvements; and
 - d. may allow the modification or use of structural improvements existing when the permit is issued; and
 - e. if there is a management plan for the trust land under section 48 of the Act – must be consistent with the management plan; and
 - f. must state that it is a condition of the permit that the permittee holds the permit so that the trust land may be used for the community purpose for which it was reserved or granted in trust without interruption or obstruction; and
 - g. must state the permittee's permitted use of the trust land; and
 - h. must not give a right
 - i. To renew the permit; or
 - ii. To be given more secure tenure over the trust land; and
 - i. must not allow the permittee to transfer, sublet, mortgage the permittee's right to use the trustee land.

Given trustee land has been included in the approved locations and activities, Council as trustee has an obligation to ensure that these requirements are adhered to, and therefore this has been taken into consideration when determining the proposed activities and locations included in the 2022 High-Use / High-Impact Commercial Use of Community Land EOI process. These requirements will also be detailed on permits issued to successful applicants.

It is noted that the requirements set out in the *Transport Infrastructure (Waterways Management) Regulation 2012*, along with advice received from Maritime Safety Queensland, necessitates that the granting of permits for the following activities be subject to the successful applicant obtaining approval from the State Government confirming that permission has been granted for a commercial operation to occur in this area:

- Kite surfing lessons, Bulcock Beach – Happy Valley.
- Learn to surf lessons, Bulcock Beach – Happy Valley.
- Jet ski hire, Bulcock Beach.
- Kite surfing lessons, Lake Weyba Foreshore.

Policy

The Community Land and Complementary Commercial Activity Policy (Attachment 1) articulates Council's position on community land and commercial activity by balancing the needs of the community with the demand for commercial activity. The policy is consistent

with the themes and objectives of the Corporate Plan 2021-2025 and is in line with appropriate legislation.

The Policy has also been drafted so that it is consistent with Council's endorsed policy framework, as it is divided into strategic level policy and associated operational procedures. The implementation of these procedures is the primary responsibility of the Customer Engagement and Planning Services Group.

Risk

Possible risks associated with the implementation of the 2022-2025 EOI process and mitigation strategies include the following:

Risk	Mitigation
Key stakeholders miss important communication and key messages regarding the EOI process	Detailed communication plan has been developed, taking into consideration the multiple and diverse ways of communicating and ensuring key messages are delivered to appropriate audiences.
Assessment of EOIs results in incorrect recommendations being put forward.	Assessment criteria to be clearly documented and adequate training is provided to the assessment panel.
Existing permit holders dissatisfied with the process and implementation of the policy.	Ensure open and transparent communication is provided to key stakeholders to alleviate concerns.
Council endorsement not received in March 2022 to process with implementation of the EOI process.	Ensure detailed information is provided to the Mayor and Councillors allowing for an informed decision to be made in March 2022.
Permits are not awarded prior to 30 June 2022.	Ensure commitment to proposed timeline and relevant stakeholders are advised of key dates, leading to new permits being awarded prior to the expiry of existing permits.
Applicants are not successful in obtaining a permit.	Ensure a reviewable decision process is in place, as per Council's local laws.

Previous Council Resolution

Ordinary Meeting, 28 February 2019 (OM19/22)

That Council:

- (a) receive and note the report titled "**Commercial use of Community Land application process**"
- (b) endorse the implementation of a further expression of interest process for the awarding of three year permits for the period 1 July 2019 to 30 June 2022
- (c) endorse the proposed locations and activities to be included in the 2019-2022 High-use / high-impact commercial use of community land application process, as outlined in Proposed Locations and Activities (Appendix A)
- (d) note fees and charges for the 2019-2022 High-use / high-impact commercial use of community land application process will be as per Council's adopted 2018/19 fees and charges

- (e) *endorse the proposed fees and charges, including the annual rental fees, proposed discounts, pro-rata arrangements and payment options for all new permits issued from 1 July 2019 to 30 June 2022, as outlined in Proposed Fees and Charges (Appendix B)*
- (f) *endorse the proposed application process for any vacant high-use / high-impact commercial permit locations following the awarding of permits in June 2019 and*
- (g) *endorse the proposed application process for any new requests for high-use / high-impact commercial activities on Council-controlled land.*

Related Documentation

Related documentation to this report is as follows:

- Corporate Plan 2021-2025
- Sunshine Coast Regional Council Local Laws
- *Land Act 1994*
- *Land Regulation 2009*
- *Local Government Act 2009*
- Sunshine Coast Environment and Liveability Strategy 2017
- Regional Economic Development Strategy 2013-2033
- Sunshine Coast Community Strategy 2019-2041
- *Transport Infrastructure (Waterways Management) Regulation 2012*
- *Transport Operations (Marine Safety) Regulation 2016*

Critical Dates

Permits are to be awarded to successful applicants in April 2022, prior to the expiry of existing permits on 30 June 2022. To meet this timeframe, it is proposed:

- That the EOI process be advertised from 15 November 2021 to 12 December 2021.
- Assessment of EOIs take place during January 2022.
- Council consider officer recommendations for successful applicants in March 2022.

Implementation

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

- Advertise the Expression of Interest period for 4 weeks using online communication tools, print media and spotlight radio, as outlined in this report.
- Assess EOIs in line with the approved assessment criteria as outlined in the Community Land and Complementary Commercial Activity Policy.
- Present the outcomes of the assessment process to the Ordinary Meeting in March 2022 for their endorsement prior to the expiry of existing permits on 30 June 2022.
- Include the adopted fee in the 2022/2023 Register of Cost Recovery and Commercial Charges.

8.13 LANDSBOROUGH MUSEUM - GOVERNANCE AND PARTNERSHIP REPORT**File No:** D2021/829130**Author:** Coordinator Cultural Heritage Services
Economic & Community Development Group**Attachments:** Att 1 - Landsborough and District Historical Society Letter to
CEO 7 July 2021 307  

PURPOSE

This report requests that Council accept the donation of the Landsborough Museum Collection from the Landsborough and District Historical Society into Council's Cultural Heritage Collection and undertake the management and operation of the Landsborough Museum as a service of Council.

EXECUTIVE SUMMARY

The Landsborough and District Historical Society has operated the Landsborough Museum (the Museum) since 1976.

The community owned collection, which is of some significance, is housed and exhibited in a Council owned, State heritage listed building under a community lease arrangement.

In mid-2020, and again in mid-2021, the Landsborough and District Historical Society wrote to Council requesting assistance in the management of the Museum and its collection. The request was in response to the increasing challenges the Landsborough and District Historical Society had been facing to keep the doors of the volunteer-run Museum open.

The Landsborough and District Historical Society said the group began to struggle about five years ago, due to:

- the falling number of dedicated and committed volunteers
- an ageing volunteer base lacking many of the skills required to operate an effective community museum
- a lack of commitment and enthusiasm by volunteers to undertake the legal and financial obligations of operating a museum and caring for a community collection, and
- a "burnt out" Management Committee.

Council's Cultural Heritage Services team (Arts, Heritage and Libraries Branch), has been working with the Landsborough and District Historical Society to find ways of supporting them, and while training, grants, marketing and volunteer recruitment campaigns have all been undertaken (supported by the Heritage Levy), the challenges remain.

A series of facilitated workshops were undertaken in 2020 to help address the issues and identify possible solutions.

Unfortunately, there were no solutions that could be identified that would enable the group to continue to operate the Museum and care for the collection. At the group's Annual General Meeting in 2021, it was resolved to donate the collection and handover operations of the Museum to Council.

The letter to Council of 7 July 2021 (Attachment 1) formally requested that Council, on behalf of the community, take over the operation of the Museum and the care and development of the collection.

The letter also formally advised Council that the Landsborough and District Historical Society will be relinquishing the lease on the building, and requested that Council not only accept the donation of the community collection but also continue to operate the Museum with the Landsborough and District Historical Society providing volunteer support services only.

This report outlines three options for Council to consider in relation to this request. The options are:

1. The do-nothing approach, which will see the group disband and the loss of the historically significant collection.
2. Negotiate with the Landsborough and District Historical Society to allow Council to accept the collection only, noting that Council does not have a place to display or store the collection. There will be financial impacts on the Heritage Levy to conserve the collection, store it and exhibit as opportunities arise.
3. Receive the collection and undertake the management and operation of the Museum. This will have financial impacts on the Heritage Levy to conserve the collection and operate the Museum.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Landsborough Museum - Governance and Partnership Report”**
- (b) accept the donation of the Landsborough Museum community collection in line with the Arts and Heritage Collection Policy 2017**
- (c) support a governance model for Landsborough Museum that enables Council to operate the Museum as a service of Council and the Landsborough and District Historical Society to provide agreed support services and**
- (d) authorise the Chief Executive Officer to progress formal agreements with Landsborough and District Historical Society to support Council’s decision.**

FINANCE AND RESOURCING

Council’s Heritage Levy currently generates over \$1.9 million annually and is the key funding source for the delivery of the Heritage Plan 2021-2031.

The Heritage Levy Program, presented annually to Council for its endorsement as part of Council’s annual financial planning processes, identified \$50,000 for Landsborough Museum (the Museum) in 2021/22. This allocation was a result of ongoing discussions that indicated there was a strong possibility that the Museum, operated by the Landsborough and District Historical Society may decide to close its doors and request that Council accept the substantial and historically significant collection to manage on behalf of the community.

If Council agrees to accept the collection, the \$50,000 Heritage Levy funding will enable the collection to be audited, condition assessed, and conservation improvements to commence.

The Museum and associated outbuildings are Council assets, and currently fall under a lease agreement between Council and the Landsborough and District Historical Society. As the building is Council owned, Council is already responsible for significant maintenance works for the property.

A recent (2020) property inspection report has identified \$120,000 in maintenance issues to be addressed, with some projects already underway or completed. This report and any further refurbishments will be reviewed in light of the Landsborough and District Historical Society decision and will take into consideration the proposed Queensland Government’s rail duplication project which is still on the table and may impact on the feasibility of growing the Museum’s offering.

The cost to Council of accepting the collection and operating the Museum is outlined in Table 1.

Table 1: Budget Estimates for Landsborough Museum

COSTS	Year 1 \$	Year 2 \$	Year 3 \$
Operational Statutory maintenance (e.g. compliance, servicing), planned maintenance (e.g. cleaning, security, repairs)	45,000	45,000	45,000
Programming To activate the Museum and develop new and repeat visitation.	15,000	15,000	15,000
Employee Part-time plus casual staff as needed to operate the Museum including programming, exhibition change-over and oversight of volunteers etc	60,000	60,000	60,000
One-off costs IT network and equipment upgrades, data transfer to Council's Collection Management Software / database, storage and display / exhibition improvements	95,000	-	-
TOTAL	215,000	120,000	120,000

The funding for the maintenance will come from general revenue with the balance from the Heritage Levy.

External funding – the continuation of the Landsborough and District Historical Society as an entity separate to Council enables the organisation to apply for external grants. The Landsborough and District Historical Society have expressed an interest in continuing to offer research expertise and capability and volunteer support for Museum programming.

CORPORATE PLAN

Corporate Plan Goal: *Our strong community*

Outcome: 1.5 - Creative and innovative approaches to building a strong community

Operational Activity: 1.5.3 - Develop the annual Heritage Levy program to support the implementation of priority activities and projects identified in the Sunshine Coast Heritage Plan 2021-2031 including; planning for the Sunshine Coast Regional Collection Store, development and delivery of an annual program of events and activities to activate Bankfoot House, building the capacity of the region's network of heritage community organisations, and support to First Nations priority projects.

CONSULTATION

Councillor Consultation

- Councillor R Baberowski, Division 1 and Portfolio Councillor
- Councillor W Johnston, Division 5

Internal Consultation

- Group Executive, Economic and Community Development
- Manager, Arts, Heritage and Libraries
- Senior Management Accountant, Business Performance
- Buildings and Facilities Asset Manager, Business Performance
- Senior Facilities Officer (Contracts), Business Performance
- Business Planning and IT Solutions Manager, Business Performance
- Coordinator Placemaking, Liveability and Natural Assets
- Coordinator Governance Process and Policy, Office of Mayor & CEO
- Team Leader Corporate Risk and Insurance, Office of Mayor & CEO
- Solicitor, Office of Mayor & CEO

External Consultation

An external consultant (Integrated Infrastructure Planning) was engaged by Council to facilitate a series of workshop sessions to discuss governance issues and partnership models (2020) with the Landsborough and District Historical Society. Attendees included Landsborough and District Historical Society committee and ordinary members, Council, and external industry experts (Museums and Galleries Queensland, Blue Sky View consultants).

Community Engagement

The Museum is under the management of the Landsborough and District Historical Society, and as such the discussions in relation to this request by Landsborough and District Historical Society have been exclusively between the Landsborough and District Historical Society and Council.

It is important to note that between January 2018 and September 2019 the Landsborough Placemaking Master Plan was developed in conjunction with the community and key stakeholders (over 1000 people), through three stages of engagement. The Master Plan was endorsed by Council in 2020 (OM20/4), and includes an emphasis on the history, heritage, and character buildings within Landsborough. The Museum (formerly the Landsborough Shire Council Chambers) is a key building in the identified Heritage Precinct.

PROPOSAL*Background*

Landsborough Museum (the Museum) was established in 1976 and is one of the largest community museums in South East Queensland.

It is managed by the Landsborough and District Historical Society and is dedicated to preserving the cultural heritage of the local region.

Over the last few years, the Landsborough and District Historical Society has increasingly struggled with challenges relating to resourcing, including attracting and retaining active volunteers, operations, and governance.

The Heritage Levy has provided support mechanisms to the Landsborough and District Historical Society (as it does with all community museums in the region) via various programs including heritage sector development, workshops and consultancies to provide best practice advice, grants including the Community Partnership Funding Program, exhibitions and events, collections care, regional marketing programs including the Discovery Guide, volunteer recruitment campaigns, and general advice via the Cultural Heritage Services team.

In July 2020, the Landsborough and District Historical Society wrote to Council and outlined several issues it was facing and formally requested a paid Council staff member be appointed to manage the Museum.

In response, Council offered to bring in an external facilitator and industry experts, to explore the issues being faced by the Landsborough and District Historical Society, identify and discuss a range of options to better support the Landsborough and District Historical Society and the roles the committee identified as being ones they wanted to continue and the ones that were proving to be too onerous, including the day to day administration, operations and responsibilities of managing a community museum.

A series of workshops were held in October, November and December 2020, with an additional informal meeting in February 2021.

Following the facilitated workshops between Council and the Landsborough and District Historical Society, a formal letter was provided to the Chief Executive Officer on 7 July 2021 requesting Council take-over the operation of the Museum and the care of the collection (Attachment 1). The letter also indicates the Landsborough and District Historical Society will relinquish their lease and progress other measures necessary to enable the handover to Council.

The Landsborough and District Historical Society has progressed its own processes around transitioning the ownership of the collection, including: a formal vote to donate the collection to Council, changes to their Constitution to remove collection related tasks and responsibilities including the operation of the Museum, and emphasising the research focus of the Landsborough and District Historical Society. The Landsborough and District Historical Society advised that some of its members also wished to continue supporting the Museum as volunteers. The recent (September 2021) Annual General Meeting further ratified and endorsed these decisions.

Council is now required to consider its response to the request.

This report outlines three options for Council to consider in relation to this request. The options include:

- (i) The do-nothing approach, which will see the group disband and the loss of the historically significant collection.
- (ii) Negotiate with the Landsborough and District Historical Society to allow Council to accept the collection only, noting that Council does not have a place to display or store the collection. There will be financial impacts on the Heritage Levy to conserve the collection, store it and exhibit as opportunities arise.
- (iii) Receive the collection and undertake the management and operation of the Museum. This will have financial impacts on the Heritage Levy to conserve the collection and operate the Museum.

The positive and negative impacts of each option is considered in Table 2.

Table 2: Options for Landsborough Museum

Options	Pros	Cons
1. Do nothing	Zero cost to Council	Landsborough and District Historical Society will disband within 1-2 years Loss of an historically significant, regional collection Public perception that Council failed to act to save an established Museum Impact to Council is only delayed, as the facility will return to Council control within 1-2 years

		<p>Vacant community facility in Landsborough</p> <p>Potential loss of heritage connections (i.e. a Museum) in the Landsborough Heritage Precinct, Placemaking Master Plan</p>
<p>2. Accept the Collection only, close the Museum</p>	<p>Significant collection is preserved and maintained</p> <p>Acceptance of collection in accordance with Art and Heritage Collections Policy 2017.</p>	<p>Council does not have a facility to house the collection</p> <p>Resourcing costs – storage, management, conservation and exhibition of the collection as opportunities arise</p> <p>Potential loss of heritage connections (i.e. a Museum) in the Landsborough Heritage Precinct, Placemaking Master Plan</p> <p>Resolves the collection issue; does not address the facility and precinct issues.</p>
<p>3. Accept the Collection, undertake the operation of the Museum</p>	<p>Continued operation of Landsborough Museum</p> <p>Location has excellent transport connectivity</p> <p>Increased visitor experience and professionalism in the representation of our region's history</p> <p>Significant collection is preserved and maintained</p> <p>Acceptance of collection in accordance with Art and Heritage Collections Policy.</p> <p>Greater connection to the endorsed Master Plan i.e. Heritage Precinct around the Museum.</p> <p>Provides a benchmark and test case for Council / community museum partnerships in the region.</p>	<p>Resourcing costs – staffing, management of the collection and operation of the Museum</p>

This report recommends that Council accept the Landsborough Museum Collection, in line with the Arts and Heritage Collection Policy 2017 and undertake the operation of the Museum as a Council service.

In making this recommendation, and noting the precedence it may set in relation to other community museums in the future, Council officers considered:

- the request by the Landsborough and District Historical Society and the efforts undertaken to address the challenges
- the extent of Council's intervention to support the Landsborough and District Historical Society and find alternative solutions to the challenges identified
- the significance of the community collection to the region's local heritage and the loss of those stories and objects if the collection was dispersed (sold, donated etc)

- the success of the Landsborough Community Museum up until recent times, including its role within the identified heritage precinct within the Landsborough Masterplan.

Landsborough Museum in brief:

- The Museum is a well-established and respected facility that has served its community since 1976.
- The Museum is operated by the Landsborough and District Historical Society in a building owned by Council. The collection is owned by the Landsborough and District Historical Society.
- The 1924 Landsborough Shire Council Chambers building itself is state heritage listed (Queensland Heritage Register 601915), and has historical, aesthetic and social significance. A recent Conservation Management Plan (2019) provides a framework for managing this significant building. The building and the associated outbuildings, which are within the lease agreement with the Landsborough and District Historical Society, are owned by Council.
- The Museum's collection is historically significant for its representation of the wider story of the Sunshine Coast and Queensland, with research and interpretation significance in the areas of exploration and the development of primary, secondary and tertiary industries; development of local government, transport and communication; and soldier settlement and coastal development (detailed information is available in the Landsborough Museum Collection Significance Assessment Report 2018).
- The condition of the collection as a whole is good to fair, with some additional detail in the Preservation Needs Assessment Report (2021).
- Generally, a professional approach to improving display facilities, conservation, storage and documentation of the collection would increase the customer experience, provide greater access to the public, and importantly ensure the continued preservation of the collection into the future.

Legal

Legal Services and Governance Process and Policy have provided advice on this matter. Specifically, in relation to the process for Council intervention in a community museum, the drafting of a Memorandum of Understanding in consultation with the Landsborough and District Historical Society, and a Gift Agreement to accept the donation into Council's Heritage Collection.

Policy

The Art and Heritage Collections Policy and its guiding principles provides a clear framework for heritage collections and their important role in documenting and celebrating the unique character and identity of the Sunshine Coast.

Sunshine Coast Heritage Plan 2021-2031 provides additional strategic direction. Of relevance are: Action 3.2.4 Investigate models for Council/community heritage sector partnerships, and

3.2.5 Investigate operational models to support the professionalism of the region's community museums for Council consideration.

Risk

Council may set a precedent by agreeing to accept the donation of a community collection and manage and operate a community museum as a service of Council.

This risk will be mitigated by an assessment of any future requests that will consider the significance of the building, for example State or Local Heritage Listing, ownership of the building, and the significance of the collection to the region's local heritage.

In light of the proposed Queensland Government's rail duplication project, uncertain timeframes, and unknown integration with the town centre, only once a Council decision is made in relation to the project, will any further development of the Museum be considered. This is to manage the financial risk of investing significant funds. Furthermore, any proposals will be presented to Council as part of the annual Heritage Levy program.

Previous Council Resolution

Ordinary Meeting 25 February 2021 (OM21/11)

That Council:

- (a) *receive and note the report titled "Sunshine Coast Heritage Plan 2021-2031"*
- (b) *adopt the "Sunshine Coast Heritage Plan 2021-2031" (Appendix A) and*
- (c) *authorise the Chief Executive Officer to make necessary minor administrative amendments to finalise the "Sunshine Coast Heritage Plan 2021-2031" to allow for final editing and publication.*

Ordinary Meeting 30 January 2020 (OM20/4)

That Council:

- (a) *receive and note the report titled "Landsborough Placemaking Master Plan"*
- (b) *adopt the Landsborough Placemaking Master Plan (Appendix A)*
- (c) *delegate authority to the Chief Executive Officer to make necessary minor amendments to finalise the "Landsborough Placemaking Master Plan" in consultation with the Portfolio Councillor Place Development and Design and Divisional Councillor and*
- (d) *refer the project to the 2020/21 budget for consideration.*

Related Documentation

The Sunshine Coast Heritage Plan 2021-2031 and Landsborough Placemaking Master Plan, 2020 provide strong strategic alignment and head of power for this report.

Additional useful resource: Museums Australia (Victoria) "Local Government & Cultural Collections in Victoria" (2016) highlights issues, common problems, and models that could be applied to any state or territory in the country.

Critical Dates

The Landsborough and District Historical Society letter of July 2021 indicates they are no longer capable of operating the Museum and are ready to relinquish the lease on the property.

The Landsborough and District Historical Society has made a number of critical decisions to prepare their organisation for the transition to Council ownership of the collection and operational management of the Landsborough Museum. The recent (September 2021) Annual General Meeting further ratified and endorsed these decisions.

It is anticipated that, should the recommendation in this report be accepted by Council, formal agreements will be finalised as soon as practicable. It is anticipated that Council's operational management of the Museum will be in place by January 2022.

Implementation

Should the report be accepted by Council, the Chief Executive Officer will instruct staff to implement the recommendations within the report.

8.14 MAJOR EVENTS SPONSORSHIP - QUEENSLAND GARDEN EXPO 2022-2024**File No:** D2021/1117367**Author:** Head of Tourism and Major Events
Economic & Community Development Group**Attachments:** Att 1 - Major Events Sponsorship Queensland Garden Expo
2022-2024 – *Confidential*5/7

PURPOSE

The purpose of this report is for Council to consider sponsorship of the Queensland Garden Expo for the period 2022–2024. This report is before Council as the accumulative sponsorship amount exceeds the maximum delegated for sponsorship investment by Council.

Attachment 1 is confidential as it contains commercial in confidence information and confidential information relating to third parties. It also recognises that until Council makes a decision and a contract is executed, the content and timeframes are not final.

For these reasons, it is recommended that should Councillors wish 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 on negotiations relating to commercial matters involving the local government for which a public discussion would be likely to prejudice the interest of the local government.

Specifically, the matters that are considered confidential in the attachments and which would be the subject of discussion when the meeting is closed relate to the contract terms and conditions that are still the subject of negotiation.

EXECUTIVE SUMMARY

The Queensland Garden Expo (QGE) is an iconic Major Event for the hinterland regions and the Sunshine Coast, providing significant economic, profiling, and reputational benefits for the Sunshine Coast. It is the best performing event in Council's major events portfolio based on economic impact and return on investment.

The Queensland Garden Expo was launched in 1985 and has developed into Australia's second largest gardening show behind the Melbourne International Flower and Garden Show.

The sponsorship application for the 2022–2024 Queensland Garden Expo events was reviewed and assessed by the Sunshine Coast Events Board at its meeting on 12 October 2021.

The role of the Council-appointed Sunshine Coast Events Board is to provide strategic advice to Council on issues and collaborative opportunities to support the region's investment in existing major events, secure new major events for the region, and oversee the implementation of the Council endorsed Sunshine Coast Major Events Strategy 2018–2027. Assessing event sponsorship applications and providing recommendations to Council is the primary role of the Sunshine Coast Events Board.

The Sunshine Coast Events Board has recommended that Council provide sponsorship for the 2022-2024 Queensland Garden Expo.

Based on the exhibitors and attendees forecast and other relevant visitor information supplied by the Queensland Garden Expo management, the Tourism and Major Events Unit

estimates that each Queensland Garden Expo during the period 2022-2024 will attract approximately 23,850 exhibitors, speakers, support personnel and attendees from outside the Sunshine Coast, generating 44,746 visitor nights. The direct economic benefit from visitor room nights and the event organisers spend in the local economy has been conservatively estimated at approximately \$9 million (direct benefit only).

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled “Major Events Sponsorship - Queensland Garden Expo 2022-2024” and
- (b) authorise the Chief Executive Officer to negotiate and execute a contract for the Queensland Garden Expo for 2022-2024.

FINANCE AND RESOURCING

The Major Events Sponsorship budget is sourced from funds collected through specific categories of general rates.

Based on existing and anticipated major event sponsorship commitments and budget projections, sponsorship funds are available through the major events sponsorship budget to support the 2022–2024 Queensland Garden Expo.

CORPORATE PLAN

Corporate Plan Goal:	<i>Our resilient economy</i>
Outcome:	3.5 - A natural, major and regional event destination
Operational Activity:	3.5.1 - Implement priority activities from the Major Events Strategy 2018-2027 including strengthening arts and cultural events to assist in diversifying audience reach, capitalising on the growing demand for off road and adventure style events to showcase the region's natural strengths and increasing the region's profile.

CONSULTATION

Councillor Consultation

- Councillor J O’Pray – Portfolio Councillor, Economic Development and member of the Sunshine Coast Events Board
- Councillor T Landsberg – Portfolio Councillor, Economic Development and member of the Sunshine Coast Events Board

Internal Consultation

- Group Executive Economic and Community Development
- Head of Economic Development
- Senior Partnerships Lead – Major Events

External Consultation

- Sunshine Coast Events Board
- Tourism and Events Queensland.

Community Engagement

Community engagement is conducted by the event organiser and is a requirement of the major events sponsorship agreement and a temporary event permit application.

PROPOSAL

The Sunshine Coast Major Events Strategy 2018-2027 recognises the importance of events to the economic and social development of the region – in particular to the tourism industry – through greater visitation, audience reach, destination branding and reputation. The sponsorship of major events is also predicated on the basis that local businesses derive a benefit from the increase in consumer expenditure that occurs in association with both local and inbound visitor attendance at these events.

In seeking sponsorship commitments under Council's Major Events Sponsorship Program, an applicant must demonstrate that their event will generate media / brand exposure and promotional opportunities outside the region for the Sunshine Coast. The event must also attract participants, support personnel and spectators from outside the Sunshine Coast region. Sponsorship applications are reviewed, and recommendations made to Council by the Sunshine Coast Events Board following its regular meetings.

The Queensland Garden Expo (QGE) is a three day event staged at the Nambour Showgrounds. It is an iconic major event for the hinterland regions and the Sunshine Coast, providing significant economic, profiling, and reputational benefits. It has a strong emphasis on preserving the environment, promoting the wellness and health benefits of gardening, and presenting new and innovative products. The Queensland Garden Expo gives many local businesses the opportunity to showcase their products to a national audience including over 40 Sunshine Coast medium to large scale wholesale and retail nurseries.

The Queensland Garden Expo is the best performing event in Council's major events portfolio based on economic impact and return on investment.

Launched in 1985, the Queensland Garden Expo has developed into Australia's second largest gardening show behind the Melbourne International Flower and Garden Show. It is often referred to as the "best gardeners garden event in Australia". A key point of difference is the education and information component that the Queensland Garden Expo offers, and its Speakers Program is one of the top attractions for visitors. The Queensland Garden Expo encompasses eight stages running simultaneous talks on a wide range of gardening topics and the health and wellness benefits of gardening. From day one, the Queensland Garden Expo has brought to Queensland the top gardening presenters in Australia to share their knowledge, and they in turn have promoted the event and the destination to their followers around Australia.

The ABC's premiere television gardening program, Gardening Australia, has regularly broadcast segments from the Queensland Garden Expo and subsequently profiling the expo to a significant national audience.

The Queensland Garden Expo attracts visitors and exhibitors from across the country and out-of-region attendees now make up about 65% of the total. Approximately 80% of exhibitors are repeat exhibitors and the event has a very good reputation with exhibitors for delivering positive results for them. The Queensland Garden Expo has always given preference to local exhibitors and there have been many exhibitors that have used the event to launch new businesses that have gone on to be very successful.

The Sunshine Coast Events Board has reviewed and assessed the sponsorship application outlined in the Executive Summary against agreed evaluation criteria which are based on Tourism and Events Queensland methodology, the Sunshine Coast Major Events Strategy 2018-2027, and elements of Council's Corporate Plan 2021-2025.

Legacy

The Sunshine Coast Events Board believes the legacy implications for the Sunshine Coast from Council's sponsorship of the 2022–2024 Queensland Garden Expo are:

1. The growing awareness and recognition of the Sunshine Coast as one of Queensland's and Australia's premier regional major events destination
2. The on-going education of the community of the health and wellness benefits of gardening, and
3. The recognition of Nambour and the Sunshine Coast Hinterland as gardening hotspots.

Forecast Attendance and Sponsorship Outcomes

The Queensland Garden Expo management has forecast the following attendance numbers based primarily on the 2019 Queensland Garden Expo (the last event held prior to the onset of the COVID-19 pandemic), and the positive feedback gained from both exhibitors and attendees at the COVID-19 pandemic impacted 2021 Queensland Garden Expo.

A. Exhibitors, speakers, entertainers and media personalities (Unique)

Exhibitors + and support personnel	Numbers	%
Sunshine Coast	2,300	40%
Intrastate (from outside the Sunshine Coast region)	1,900	33%
Interstate	1,550	27%
International	0	0%
Total	5,750	100%

B. Attendees: (Unique)

Attendees	Number	%
Sunshine Coast	11,600	36%
Intrastate (from outside the Sunshine Coast region)	16,500	52%
Interstate	3,900	12%
International	0	0%
Total	32,000	100%

C. Total Attendance (A+B) - Exhibitors, speakers, entertainers and media personalities plus attendees (Unique)

Total (A + B)	Number	%
Sunshine Coast	13,900	37%
Intrastate (from outside the Sunshine Coast region)	18,400	49%
Interstate	5,450	14%
International	0	0%
Total	37,750	100%

Based on the above exhibitor and attendee forecasts, and other relevant visitor information supplied by the Queensland Garden Expo management, the Tourism and Major Events Unit estimates that each Queensland Garden Expo held between 2022-2024 will attract over 23,850 exhibitors, speakers, support personnel and attendees from outside the Sunshine Coast, generating 44,746 visitor nights. The direct economic benefit from visitor room nights and the event organisers spend in the local economy has been conservatively estimated at approximately \$9 million (direct benefit only).

Marketing and Branding Exposure

The Queensland Garden Expo management will promote the 2022 event via a combination of digital and traditional marketing channels, targeting existing and new customers in local, intrastate, interstate, and international markets.

Marketing channels and activities include:

Digital:

- E-newsletters: series of eight (8) distributed over five months to:
 - 20,000 people on the database
 - 200 tour operators in Australia and New Zealand
- Queensland Garden Expo Website: Google AdWords campaign to increase brand awareness and grow ticket sales (National).
- Facebook:
 - Ad campaign over five months to 15,000 engaged followers, both local and national
 - Posts: reach 23,000 – 25,000
 - Facebook linked to Twitter, Instagram and Pinterest.
- Instagram:
 - Instagram posts
 - 2,100 Instagram followers.
- YouTube: Five-week targeted campaign (State)
- Online advertising to targeted online platforms: including Eventbrite, Earth Magazine, Garden Drum, Calyx – Queensland Council of Garden Clubs, My Open Garden and Eventfinda
- Blogs
- Flyer distribution online.

Traditional:

1. Television and Radio:
 - Local and regional Queensland television advertising across a four to six-week campaign
 - Local and regional Queensland radio advertising across a two-week campaign.
2. Magazines:
 - Gardening Australia – National
 - Kids on the coast - Local
 - My Weekly Preview – Local.
3. Billboard:
 - Billboard on the Bruce Highway – State/National – five-week campaign.
4. Display Screens – Sunshine Coast Airport Arrivals Lounge:
 - Two four- week campaigns across six screens
 - Targeting incoming passengers and locals.

5. Buses – Back of bus advertisements:
 - o Local and intrastate buses
 - o Two local routes and two North Lakes and North Brisbane routes.
6. Banners and brochures: Displayed at other events in key locations.

The Queensland Garden Expo will again engage Fresh PR & Marketing to manage media releases and arrange media opportunities both locally and nationally. Fresh PR & Marketing advised that the 2021 Expo generated an estimated media value of \$1.4 million from editorial media coverage in print, television, and radio media.

Also, the 2022 event will be promoted widely through the Nursery and Garden Industry channels and by the Australian Horticulture Media Association.

The audience reach of the Queensland Garden Expo is:

- Database: approximately 20,000 past visitors and subscribers
- Social media reach: 260,857
- Website visitations per month: 20,000 unique visits for the May to July period each year of the event
- Mainstream media reach: 2.95 million.

The demographics of the Queensland Garden Expo audience are:

- Age range:
 - o 18 to 24 years 1.8%
 - o 25 to 34 years 6.00%
 - o 35 to 44 years 19.6%
 - o 45 to 54 years 23.6%
 - o 55 to 64 years 26.5%
 - o 65 Years + 22.5%
- Gender basis: Female 68.6% / Male 31.4%

The Queensland Garden Expo is a catalyst for Winter tourism and appeals to a wide demographic.

Other Relevant Points

When assessing the outcomes and challenges of hosting and supporting an event such as the Queensland Garden Expo, the Tourism and Major Events Unit invests significant effort into communicating with the Queensland Garden Expo management and the Nambour Showgrounds management to ensure the best possible event delivery so that all attendees have a wonderful experience at the event.

Should Council elect to continue to support for the Queensland Garden Expo in 2022 and beyond, the Tourism and Major Events Unit would continue to seek improvements in the event delivery and venue facilities as much as possible.

It is also a key strategy of the Tourism and Major Events Unit to ensure the communication related to the benefits to the region of a significant event, such as the Queensland Garden Expo, relates not only to the direct spend by visitors and locals during the holding of the event, but also to the wider and longer term positive impact of hosting flagship events in the region.

Key areas of focus are:

- Overall economic impact of an event relates to the direct spend by out of region visitors into the wider local economy. This input (estimated at \$9 million for the Queensland Garden Expo) may not be spent evenly into all businesses, however it does create the flow-on effect of external funds entering the regional market, therefore a business is likely to receive a benefit in the weeks or months after the event as the outflow of the benefit received elsewhere in the region.
- The continued hosting of national scale events of all types has long been a successful Council policy to promote the region widely for future visitation, investment, or study. This of course is a central part of Council's sponsored major event agreements (noting that the results may not be seen directly by businesses on the event weekend).

Future Initiatives

The Queensland Garden Expo management has been lobbying the Nursery and Garden Industry Queensland for several years to stage its Green Expo event on the Sunshine Coast in conjunction with the Queensland Garden Expo. It is likely that the Green Expo will be staged immediately following the 2022 Queensland Garden Expo. The Green Expo is a business to business conference that showcases opportunities for wholesalers and allied trades.

This initiative aligns with the Sunshine Coast Major Event Strategy 2018-2027.

Community Contributions – Service Clubs

The Queensland Garden Expo contributes approximately \$24,000 per year to eight community clubs for services provided. In addition, it provides free exhibition sites, complimentary stall equipment and reduced catering rights and site fees to another twenty-three community clubs valued at approximately \$30,000.

Sustainability

With a vision as Australia's most sustainable region. Healthy. Smart Creative. the Sunshine Coast is already on its journey to transition to live more sustainably.

Councils' strategic directions as outlined in the Environment and Liveability Strategy for living more sustainably, include waste reduction, supporting the circular economy outcomes, building climate resilience, emissions reduction, and maximising renewable energy usage.

In delivering major community events on the Sunshine Coast, event organisers must demonstrate how the event aligns with Council's vision and contributes to Council's strategic directions.

To assist in the running of sustainable events on the Sunshine Coast, a range of resources are available on Council's website in relation to waste, transport, energy, and water. The reduction in single-use plastics must be compliant with the relevant legislative requirements.

In addition, Council is a member of the Sustainable Events Alliance which provides a range of information and resources focused on delivering sustainable events.

The Queensland Garden Expo embraces the 'triple bottom line' approach with a focus on the economic, social, and environmental sustainability. It places a significant focus on managing the environmental impact of the event. Listed below are the specific practices employed to manage this impact:

- Waste Management Plan focused on reducing waste to landfill
- All cardboard packaging, bottles and cans are collected for recycling
- All food and beverage vendors and other exhibitors are required to comply with packaging directives to reduce non-compostable/recyclable packaging wherever possible

- Composting and recycling discussions on the speaker's program to educate attendees
- Water stations are available to participants throughout the Queensland Garden Expo site
- Sources supplies and services locally, where possible.

Legal

There are no legal implications relevant to this Council report.

There are no barriers to entry or event obligations that would restrict access to a person or violate one of the 26 Human Rights.

Policy

There are no policy implications as the Queensland Garden Expo is in line with Council's Sponsorship Policy and associated delegated authority.

The distribution of any sponsor benefits will be in line with Council's Ticket Invitation and Allocation Policy.

Risk

If Council resolves not to approve this recommendation for sponsorship, there is a high probability that the Nursery and Garden Industry Queensland (trading as the Queensland Garden Expo), the event organiser, may reduce the event duration from three days to one day or cancel the event altogether. Should the latter occur, the foregone economic benefit is estimated at \$9 million (direct benefit only) and the loss of significant audience reach in promotions and media exposure value for the region.

The result for the Sunshine Coast would be:

- a decrease in economic benefit, tourism visitation, audience reach promotions and media exposure
- a possible loss of the regional contribution from Tourism and Events Queensland, and the associated partnerships and strategic gains for other Council projects
- a lost opportunity to retain a high profile, nationally renowned event
- a loss of profile for the region as a major events destination
- a loss of profile as a premier holiday destination, and
- a loss of reputation as a major events destination.

A decision not to approve this recommendation may influence Nursery and Garden Industry Queensland to consider moving the Queensland Garden Expo to another region.

Previous Council Resolution

Ordinary Meeting 22 March 2018 (OM18/44)

That Council approve the sponsorship in accordance with the recommendations of the Sunshine Coast Events Board as discussed in confidential session in relation to the Major Event Sponsorship Application.

Ordinary Meeting 15 September 2016 (OM16/169)

That Council:

- note the report titled "Updated Strategic Policy - Sponsorship (Governance Framework)" and*
- adopt the Sunshine Coast Council Sponsorship (Governance Framework) Strategic Policy (Appendix A) with the following amendment:*

- i. *that Councillors be advised when the delegation is exercised in a regular and timely manner.*

Ordinary Meeting 20 June 2013 (OM13/114)

That Council:

- (a) *receive and note the report titled "Sunshine Coast Major and Regional Events Strategy"*
- (b) *adopt the Sunshine Coast Major and Regional Events Strategy 2013-2017 (Appendix A)*
- (c) *under Section 264 of the Local Government Regulation 2012 endorse the establishment of Sunshine Coast Events Board as an advisory committee of Council*
- (d) *adopt the Sunshine Coast Events Board Charter (Appendix B) for Sunshine Coast Events Board and authorise the Chief Executive Office to amend as necessary, including amendments to 3.1 Membership (c) to 9 board members and (e) for a 2 year term, and with staggered rotation of the board members*
- (e) *appoint Cr O' Pray as the portfolio Councillor for Tourism, Sport and Major Events as the Council representative on Sunshine Coast Events Board*
- (f) *delegate authority to the Chief Executive Officer to select and appoint members to Sunshine Coast Events Board in order to achieve the broad range of skills as determined by Council in consultation with relevant portfolio Councillors (being portfolio Councillor for Tourism, Sport and Major Events; portfolio Councillor for Community Policy and Programs and the Deputy Mayor)*
- (g) *vary the current Sponsorship Policy (Appendix C) authorising the Chief Executive Officer to enter into outgoing sponsorship agreements for major and regional events up to the value of \$50,000 (ex GST) following the recommendations received from Sunshine Coast Events Board*
- (h) *request the Chief Executive Officer to provide a further report to Council outlining alternative funding sources to boost the major event sponsorship tourism levy funding pool and*
- (i) *provide Mr P Franks, the Transfer Manager (Noosa) a copy of the Sunshine Coast Major and Regional Events Strategy for consideration and reference.*

Related Documentation

- Regional Economic Development Strategy 2013-2033
- Sunshine Coast Major Events Strategy 2018–2027

Critical Dates

Council's endorsement of the Officer Recommendation is critical to provide a sponsorship commitment to the Nursery and Garden Industry Queensland (trading as the Queensland Garden Expo), so that it can plan and implement its marketing and communications plans to attract exhibitors and attendees to the 2022 Queensland Garden Expo.

Implementation

Should the recommendation be accepted by Council, it is noted that the Chief Executive Officer will proceed to finalise and execute a major event sponsorship agreement with the Nursery and Garden Industry Queensland (trading as the Queensland Garden Expo) for Council's sponsorship of the 2022–2024 Queensland Garden Expo.

**8.15 DISPOSAL (EASEMENT) OF PART OF COUNCIL OWNED LOT 1
SP214354****File No:** D2021/1401746**Author:** Senior Property Officer
Business Performance Group**Attachments:** Att 1 - Lot 1 SP214354 Aerial Map..... 325  
Att 2 - Nambour Aquatic Centre Padmount Transformer Site
Drawing 327  

PURPOSE

The purpose of this report is to seek an exception from Council, in accordance with the *Local Government Regulation 2012*, from the requirement to undertake a tender or auction process to register an electrical easement in favour of Energex Limited. The easement is for electrical purposes over Council freehold land located at 31 Petrie Creek Road, Nambour and legally described as Lot 1 SP214354.

EXECUTIVE SUMMARY

There is a requirement for the registration of an electrical easement, in favour of Energex Limited, over Council freehold land located at 31 Petrie Creek Road, Nambour and legally described as Lot 1 SP214354. The purpose of the easement is to accommodate electrical infrastructure, being a padmount transformer for the Nambour Aquatic Centre, as shown on **Attachment 1 – Lot 1 SP214354 Aerial Map** and **Attachment 2 – Nambour Aquatic Centre Padmount Transformer Site Drawing**.

The *Local Government Regulation 2012* stipulates that Council may, by resolution, dispose of an interest in land (easement), other than by tender or auction, if an exception applies. Section 236(1)(b)(i) provides for an exception if the disposal is to a government agency and in this instance, Energex Limited is considered a government agency. Section 236(2) provides that a Local Government must decide by resolution that an exception may apply.

This report seeks an exemption for the purpose of granting a volumetric electrical easement, in favour of Energex Limited, over part of Council owned Lot 1 SP214354, being approximately 39m².

OFFICER RECOMMENDATION**That Council:**

- (a) receive and note the report titled “Disposal (Easement) of part of Council owned Lot 1 SP214354”
- (b) resolve, pursuant to section 236(2) of the *Local Government Regulation 2012*, that an exception to dispose of an interest in land over Lot 1 SP214354 other than by tender or auction applies, as the disposal is pursuant to section 236(1)(b)(i) to a government agency and
- (c) note that Energex Limited is a government agency.

FINANCE AND RESOURCING

Costs associated with facilitating the easement include the preparation of a survey plan, relevant easement documentation (i.e. Form 9 – Easement) and registration fees payable to Titles Queensland to register the dealing. The easement is located entirely within Lot 1 SP214354 for the purpose of supplying electricity to enable the functionality of Council's Aquatic Centre in Nambour and therefore compensation for the value of the land encumbered by this easement is not a consideration. All expenditure associated with these dealings, including the survey plan and easement documentation preparation and Titles Queensland registration fees, will be borne by Council as part of the upgrade of the Nambour Aquatic Centre being delivered by Council's Project Delivery team.

CORPORATE PLAN

Corporate Plan Goal: *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 Council's objectives.

CONSULTATION

Councillor Consultation

- Councillor D Law – Division 10 Divisional Councillor
- Councillor C Dickson – Service Excellence Portfolio Councillor
- Councillor W Johnston – Service Excellence Portfolio Councillor

Internal Consultation

- Project Officer, Project Delivery
- Head of Property, Property Management
- Manager Leasing & Land Management, Property Management
- Manager, Business and Innovation
- Solicitor, Legal Services

External Consultation

Council's Project Officer has liaised with Webb Australia Group Specialist Engineering Solutions and Energex Limited in relation to the proposed electrical easement in favour of Energex Limited.

Community Engagement

Due to the administrative nature of this report no community engagement has been undertaken or is required.

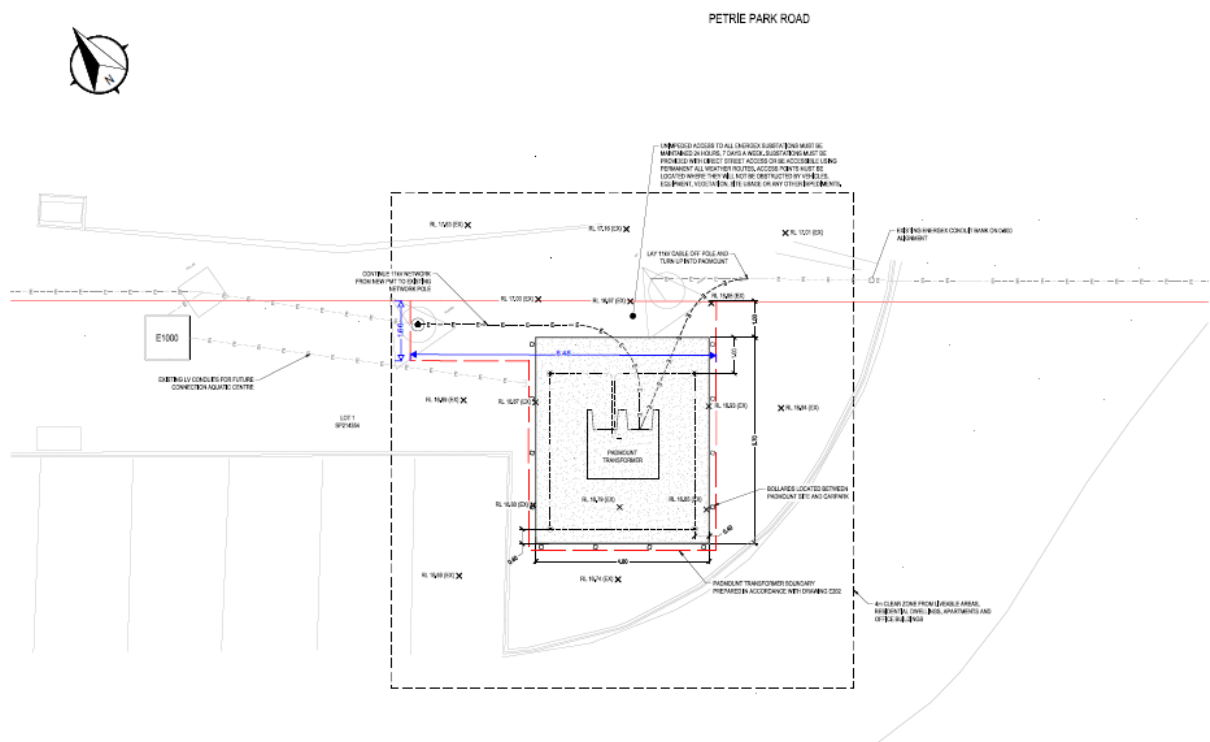
PROPOSAL

There is a requirement for the registration of an electrical easement, in favour of Energex Limited, over Council freehold land located at 31 Petrie Creek Road, Nambour and legally described as Lot 1 SP214354. The purpose of the easement is to accommodate electrical infrastructure, being a padmount transformer for Nambour Aquatic Centre, as shown on **Attachment 1 – Lot 1 SP214354 Aerial Map** and **Attachment 2 – Nambour Aquatic Centre Padmount Transformer Site Drawing** and **Figures 1 and 2** below. The easement

area encompasses the padmount transformer and bollards located between the padmount site and the car park located within Lot 1 SP214354 and adjacent to Petrie Park Road.



Figure 1 – Lot 1 SP214354 Aerial Map



Attachment 2 – Nambour Aquatic Centre Padmount Transformer Site Drawing

The *Local Government Regulation 2012* stipulates that Council may, by resolution, dispose of an interest in land (easement), other than by tender or auction, if an exception applies. Section 236(1)(b)(i) provides for an exception if the disposal is to a government agency and in this instance, Energex Limited is considered a government agency. Section 236(2) provides that a Local Government must decide by resolution that an exception may apply.

This report seeks an exemption for the purpose of granting an electrical easement, in favour of Energex Limited, over part of Council owned Lot 1 SP214354, being approximately 39m².

Legal

Legal Services have been consulted in relation to this report and will prepare all easement documentation to enable the registration of the electrical easement with Titles Queensland.

Policy

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

Risk

The risk associated with this matter is that Energex Limited would not have a registered record of the electrical infrastructure within Lot 1 SP214354. Furthermore, Energex Limited would not have legal rights to access and maintain the electrical infrastructure within Lot 1 SP214354.

Previous Council Resolution

There are no previous Council Resolutions relevant to this report.

Related Documentation

The electrical easement will be registered with Titles Queensland in accordance with Energex Limited's standard terms document, being dealing number 708346714.

Critical Dates

Council's Project Delivery team have requested that the matter be finalised as soon as possible to enable the establishment of a permanent electricity connection for Lot 1 SP214354.

Implementation

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

- Delegate to Council's Delegated Officer that if Council resolves that an exception to division 4 of section 236 of the *Local Government Regulation 2012* applies, the survey plan and easement documentation will be executed and registered with Titles Queensland.

**8.16 APPOINTMENT OF THE CHAIRPERSON OF SUNCENTRAL
MAROOCHYDORE PTY LTD**

File No: D2021/1419154
Author: Chief of Staff
Office of the CEO
Attachments: Att 1 - Nomination for Election as Chairperson of Suncentral
Maroochydore Pty Ltd - *Confidential*7/7

PURPOSE

This report seeks Council's consideration of a proposal to support the election of a Chairperson to the Board of Directors of SunCentral Maroochydore Pty Ltd (SunCentral) for the balance of the term of the existing Directors.

While this is a public report, the Chief Executive Officer considers that the name of the nominated candidate should be maintained as confidential information until such time as Council has made its decision on the recommendations in this report.

Accordingly, should Councillors wish to discuss the identity of the nominee for election as Chairperson to the Board of Directors of SunCentral, it is recommended that Council resolve to close the meeting under section 254J (1) of the *Local Government Regulation 2012* on the basis that the information contained in **Confidential Attachment 1** is confidential under section 254J (3) (g) of the Regulation, on the basis that it relates to negotiations of a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

Council will need to resolve its decision on this report in that part of the Council meeting which is viewable by the public.

The report also contains a recommendation to authorise the Chief Executive Officer to publicly release the name of the nominee for election as Chairperson of SunCentral should Council resolve to accept the recommendations in this report.

EXECUTIVE SUMMARY

On 29 April 2021, Council resolved (OM21/38) to appoint three of the Directors of SunCentral for a further term of two years from 1 May 2021 to 30 April 2023 inclusive.

At that time, Council also resolved to support the nomination of one of those Directors for election by the Board of SunCentral as Chairperson for a period to and including 31 October 2021. This short-term appointment of a Chairperson was made in recognition that there was a governance and resourcing review underway associated with Council's and SunCentral's respective roles in relation to the Maroochydore City Centre project, following the execution of the Maroochydore City Centre Development Agreement (MCCDA) with Walker Maroochydore Pty Ltd in November 2020.

While the governance and resourcing review is currently being finalised for consideration by Council, the consultant's report on the review has confirmed a continuing role for SunCentral commensurate with the discharge of its obligations under the MCCDA. This is consistent with the rationale which underpinned the decision of Council on 29 April 2021 to re-appoint three Directors for a further two years.

On this basis – and given the expiry of the term of the Chairperson on 31 October 2021 – there is a need for the Board of Directors to formalise the election of a Chairperson at least for the balance of their current term.

Accordingly, this report proposes that Council support a nomination by the Board of Directors of SunCentral for the election of a Chairperson for a term that would conclude on 30 April 2023, to align with the term of the other Board Directors.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Appointment of the Chairperson of SunCentral Maroochydore Pty Ltd"
- (b) authorise the Chief Executive Officer to advise the Board of Directors that under clause 68.1 of the Constitution of SunCentral Maroochydore Pty Ltd, Council supports the election of a Chairperson of SunCentral Maroochydore Pty Ltd for a term to and including 30 April 2023 and
- (c) authorise the Chief Executive Officer to publicly release the name of the proposed Chairperson of SunCentral Maroochydore Pty Ltd, should Council endorse the recommendations in this report.

FINANCE AND RESOURCING

The remuneration arrangements for the Chairperson (including base fee and superannuation contribution) has been in place since March 2015 and is set at \$120,000 per annum.

The cost of the remuneration payable to the Chairperson and each of the Directors of SunCentral is met from the SunCentral operating budget.

CORPORATE PLAN

Corporate Plan Goal: *A smart economy*

Outcome: 3.2 - New capital investment in the region

Operational Activity: 3.2.1 - Progress the Maroochydore City Centre project to achieve a high density city centre and to deliver an identifiable city heart for the wider Sunshine Coast.

CONSULTATION

Councillor Consultation

The Mayor, as Chair of the Maroochydore City Centre Strategic Review Group, has been consulted on the recommendations proposed in this report.

Internal Consultation

Consultation has taken place with the Chief Executive Officer and the Director, Major Projects and Strategic Property, as the two other Council representatives on the Maroochydore City Centre Strategic Review Group.

External Consultation

The SunCentral Chairperson and Board Directors have been consulted in relation to the proposal in this report.

Community Engagement

No community engagement was undertaken in relation to the subject matter of this report.

PROPOSAL

SunCentral was established by Council to manage the delivery of the Maroochydore City Centre, including the securing of private sector investment into the project. SunCentral is fully owned by Council. The SunCentral Board is ultimately responsible to Council for ensuring that it achieves its objectives ethically, responsibly and within its legislative obligations.

Council authorised the establishment of SunCentral as a company under the *Corporations Act 2001* on 11 December 2014 (OM14/181). The company was registered with the Australian Securities and Investments Commission on 12 January 2015. On 30 March 2015, Council resolved (SM15/7) to approve the appointment of the inaugural board of five directors of SunCentral (comprising a Chairperson and four Directors). On 30 April 2019, Council resolved (OM19/59) to approve the appointment of three new Directors of SunCentral, as a consequence of vacancies arising in the membership of that Board of Directors during the course of that year.

On 29 April 2021, Council resolved (OM21/38) to appoint three of the Directors of SunCentral for a further term of two years from 1 May 2021 to 30 April 2023 inclusive.

At that time, Council also resolved to support the nomination of one of those Directors for election by the Board as Chairperson for a period to and including 31 October 2021. This short-term appointment of the Chairperson was made in recognition that there was a governance and resourcing review underway associated with Council's and SunCentral's respective roles in relation to the Maroochydore City Centre project, following the execution of the Maroochydore City Centre Development Agreement (MCCDA) with Walker Maroochydore Pty Ltd in November 2020.

While the governance and resourcing review is currently being finalised for consideration by Council, the consultant's report on the review has confirmed a continuing role for SunCentral commensurate with the discharge of its obligations under the MCCDA. This is consistent with the rationale which underpinned the decision of Council on 29 April 2021 to re-appoint three Directors for a further two years.

On this basis – and given the expiry of the term of the Chairperson on 31 October 2021 – there is a need for the Board of Directors to formalise the election of a Chairperson at least for the balance of their current term. The current Chairperson has been requested to continue in the role until 10 November 2021 (a period of 10 days) until Council considers the recommendations in this report.

Under clause 68.1 of the SunCentral Constitution, the Directors of the Board of SunCentral elect the Chairperson, subject to the approval of the Member (which is Council). On this basis, it is proposed that Council convey to SunCentral that it will support the election of a Chairperson for a term up to and including 30 April 2023, to align with the term of the other Board Directors. Details of the proposed nominee for election as Chairperson are outlined in Confidential **Attachment 1**.

Legal

The arrangements recommended in this report are compliant with the terms of the Constitution for SunCentral and the requirements of the *Corporations Act 2001*, in so far as they relate to the election of the Chairperson of the company. Subject to Council approval of the recommendations in this report, the election of the Chairperson will occur under the terms of the Constitution for SunCentral and continue in effect unless concluded earlier.

Policy

There are no significant policy issues associated with the recommendations provided in this report.

Risk

The expiry of the term of appointment of the Chairperson needs to be addressed to enable continuity of the Board's activities and its oversight of the operations of SunCentral on behalf of Council. The recommendations in this report will largely mitigate that risk.

Previous Council Resolution**Ordinary Meeting 29 April 2021 (OM21/38)**

That Council:

- (a) *receive and note the report titled "Appointment of Directors of SunCentral Maroochydore Pty Ltd"; and*
- (b) *endorse the nominations for appointment as Directors of the Board of SunCentral Maroochydore Pty Ltd for a term of two years from 1 May 2021 to 30 April 2023 inclusive, as discussed in confidential session*
- (c) *authorise the Chief Executive Officer to advise the Board of Directors that under clause 68.1 of the Constitution of SunCentral Maroochydore Pty Ltd, Council will support the election of a new Chairperson of SunCentral Maroochydore Pty Ltd for a term to and including 31 October 2021, as discussed in confidential session and*
- (d) *authorise the Chief Executive Officer to publicly release the names of the persons nominated as the Directors of the Board of SunCentral Maroochydore Pty Ltd and the name of the proposed Chairperson, should Council endorse the recommendations in this report.*

Special Meeting 18 November 2020 (SM20/20)

That Council:

- (a) *formally accept the terms of the proposed Maroochydore City Centre Development Agreement and associated agreements*
- (b) *delegate authority to the Chief Executive Officer to finalise and execute the proposed Maroochydore City Centre Development Agreement, and associated agreements*
- (c) *request the Chief Executive Officer to advise Council of the execution of documents and prepare the necessary communications material prior to any formal announcement being agreed and scheduled between the parties and*
- (d) *authorise the Chief Executive Officer to publicly release appropriate details relating to the Maroochydore City Centre Development Agreement and associated agreements, subject to the agreement to the release of those details by the other parties to the Agreement.*

Ordinary Meeting 30 April 2019 (OM19/59)

That Council:

- (a) *receive and note the report titled "Appointment of Directors of SunCentral Maroochydore Pty Ltd" and*
- (b) *endorse the nominations for appointment to the Board of Directors of SunCentral Maroochydore Pty Ltd and the associated terms and conditions of appointment.*

Special Meeting 30 March 2015 (SM15/7)

That Council approve the nominations for appointment of the Directors of the Maroochydore City Centre development company and the associated terms and conditions of appointment as discussed in confidential session.

Ordinary Meeting 11 December 2014 (OM14/181)

That Council:

- (a) receive and note the report titled “**Company Establishment for Maroochydore City Centre Development**”*
- (b) authorise the Chief Executive Officer to establish a Corporations Law company generally in accordance with the draft Constitution (Appendix A) and draft Statement of Corporate Intent (Appendix B)*
- (c) authorise the Chief Executive Officer to set the remuneration for the Chairman and board of directors based on independent advice and after consultation with the Mayor, Regional Projects Portfolio Councillor and Divisional Councillor along with officers as determined by the Chief Executive Officer*
- (d) authorise the Chief Executive Officer to commence the recruitment of a Chairman and board of directors, including interim arrangements, and prepare a report to a future Council meeting in relation to the final appointments*
- (e) establish a Shareholder Representative Group consisting of Mayor, Regional Projects Portfolio Councillor and Divisional Councillor along with officers as determined by the Chief Executive Officer and*
- (f) note the existing delegation to the Chief Executive Officer to act as Council's shareholder representative and that in relation to this company that he will consult with the Shareholder Representative Group prior to exercising that delegation.*

Related Documentation

- Constitution of SunCentral Maroochydore Pty Ltd
- *Corporations Act 2001*
- Maroochydore City Centre Development Agreement (executed 18 November 2020)
- Statement of Corporate Intent

Critical Dates

As the term of the Chairperson notionally expired on 31 October 2021, it is preferable for Council to consider the recommendations in this report no later than the November Ordinary Meeting.

Implementation

Subject to Council endorsing the recommendations in this report, the following actions will take place:

- The Mayor will write to the person nominated in Confidential **Attachment 1** and advise of Council's support in relation to their nomination as Chairperson of the Board of SunCentral and
- The Chief Executive Officer will write to the Chief Executive Officer of SunCentral and advise of Council's support for the nomination of Chairperson of the Board of SunCentral for a term to and including 30 April 2023.

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 9 December 2021.

13 MEETING CLOSURE